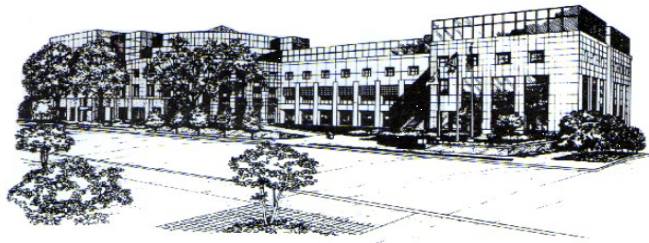


# BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

## AGENDA REGULAR MEETING

**Tuesday, April 28, 2020  
3:00 p.m.**

The meeting will be held via video conferencing. The media and the public can access the meeting in real time on Comcast channel 16, Prism channels 16 and 1016-HD, the County's [Facebook Live](#) page and [YouTube](#) channel.



### ***COUNTY COMMISSIONERS***

Bryan Desloge, Chairman  
District 4

Rick Minor, Vice Chair  
District 3

Kristin Dozier  
District 5

Jimbo Jackson  
District 2

Mary Ann Lindley  
At-Large

Nick Maddox  
At-Large

Bill Proctor  
District 1

Vincent S. Long  
County Administrator

Chasity H. O'Steen  
County Attorney

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The Leon County Commission meets the second and fourth Tuesday of each month. Regularly scheduled meetings are held at 3:00 p.m. A tentative schedule of meetings and workshops is attached to this agenda as a "Public Notice." Commission meeting agendas and minutes are available on the County Home Page at: [www.leoncountyfl.gov](http://www.leoncountyfl.gov). The media and the public can access the meeting in real time on Comcast channel 16, Prism channels 16 and 1016-HD, the County's [Facebook](#) page and [YouTube](#) channel.

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 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 (Section 286.0105, Florida Statutes).

In accordance with Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the ADA Coordinator by written or oral request at least 48 hours prior to the proceeding, at 850-606-5011 or Facilities Management at 850-606-5000, or 7-1-1 (TTY and Voice) via Florida Relay Service. Accommodation Request Forms are available on the website [www.leoncountyfl.gov/ADA](http://www.leoncountyfl.gov/ADA).

**Board of County Commissioners**  
**Leon County, Florida**  
**Agenda**  
**Regular Public Meeting**  
**Tuesday, April 28, 2020, 3:00 p.m.**

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The Board will meet via video conference to conduct the April 28<sup>th</sup> meeting. The meeting is being held utilizing communications media technology pursuant to the Governor's Executive Order 20-69, Emergency Management – COVID-19 – Local Government Public Meetings.

The media and the public can access the meeting in real time on Comcast channel 16, Prism channels 16 and 1016-HD, the County's [Facebook](#) page and [YouTube](#) channel.

Public comment will be accepted via electronic submission. Citizens wishing to provide input for this meeting may submit their comments at [Leoncountyfl.gov/PublicComments](http://Leoncountyfl.gov/PublicComments). To ensure adequate time for Commissioner review, comments should be submitted by 8 p.m. on April 27, 2020. Comments will be distributed to the Commissioners prior to the April 28, 2020 3 p.m. meeting. Comments submitted after the 8 p.m. deadline will be added to the official record of the meeting, but the County cannot guarantee that the Commissioners will have adequate time to review those comments prior to the meeting. Anyone needing assistance with submitting comments may contact County Administration via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov) or via phone at 850-606-5300.

**INVOCATION**

Invocation by Chairman Bryan Desloge

**SCHEDULED PUBLIC HEARINGS, 3:00 P.M.**

1. Adoption Public Hearing on Small Scale Comprehensive Plan Amendments  
(County Administrator/ PLACE/ Planning)
2. First and Only Public Hearing to Consider Adopting an Ordinance Amending Chapter 10 of the Leon County Code of Laws, the Land Development Code, to Correct Scrivener's Errors and Inadvertent Inconsistencies  
(County Administrator/ Development Support & Environmental Management)
3. First of Two Public Hearings to Consider Adopting an Ordinance Amending Section 10-6.660 of the Land Development Code, Entitled "Lake Protection Node Zoning District"  
(County Administrator/ Development Support & Environmental Management)
4. Second and Final Public Hearing to Consider Adopting an Ordinance Amending Section 10-1.101 of the Land Development Code Entitled "Definitions," Repealing Section 10-6.816, "Community Gardens," and Creating a New Section 10-6.816 Entitled "Urban Agriculture," and a New Section 10-6.821 Entitled "Urban Equine"  
(County Administrator/ Development Support & Environmental Management)
5. First and Only Public Hearing to Consider Adoption of an Ordinance Amending Chapter 4, Article II of the Leon County Code of Laws Regarding Animal Control  
(County Administrator/ County Attorney/ Emergency Medical Services/ Animal Control)



**AWARDS AND PRESENTATIONS**

- Reopening the Economy and Update on the Local Emergency Assistance for Nonprofits (LEAN) Grant Program  
*(Cristina Paredes, Director, Tallahassee-Leon County Office of Economic Vitality)*

**CONSENT**

6. Minutes: January 27, 2020 Annual Board Retreat  
*(Clerk of Court)*
7. Payment of Bills and Vouchers  
*(County Administrator/ Office of Financial Stewardship/ Office of Management & Budget)*
8. Allocation of Risk Reserves  
*(County Administrator/ Office of Financial Stewardship)*
9. Authorization to Temporarily Modify the Time Certain Public Hearings are Held  
*(County Administrator/ County Attorney/ County Administration)*
10. Request to Schedule Two Public Hearings to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled "Government Operational (GO) Zoning District," for June 16 and July 14, 2020 at 6:00 p.m.  
*(County Administrator/Development Support & Environmental Management)*
11. Authorization to Proceed with Drafting an Ordinance to Amend Article II of Chapter 5 of the Leon County Code of Laws, Building and Construction Regulations, Entitled "Technical Codes and Standards" and Amend Article VIII of Chapter 10, the Land Development Code, Entitled "Floodplain Management"  
*(County Administrator/ Development Support & Environmental Management)*
12. Approval of the 2020 Update of the Tallahassee-Leon County Local Mitigation Strategy  
*(County Administrator/PLACE/ Planning)*
13. Coronavirus Aid, Relief, and Economic Security Act Funding  
*(County Administrator/Emergency Medical Services)*
14. Leon County 2021-2023 State Housing Initiatives Partnership Local Housing Assistance Plan  
*(County Administrator/ Office of Human Services & Community Partnerships)*
15. Resolution Authorizing the Housing Finance Authority of Leon County to Issue a Multifamily Housing Revenue Bonds for Magnolia Family  
*(County Administrator/ Office of Human Services & Community Partnerships)*
16. Resolution Approving Documents and Method of Sale for Magnolia Terrace Apartments Bond Issuance by Housing Finance Authority of Leon County  
*(County Administrator/ County Attorney/ Office of Human Services & Community Partnerships)*

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

- none

**CONSENT ITEMS PULLED FOR DISCUSSION**

**CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

*(Public comment will be accepted via electronic submission. Citizens wishing to provide input for this meeting may submit their comments at [Leoncountyfl.gov/PublicComments](http://Leoncountyfl.gov/PublicComments). To ensure adequate time for Commissioner review, comments should be submitted by 8 p.m. on April 27, 2020. Comments will be distributed to the Commissioners prior to the April 28, 2020 3 p.m. meeting. Comments submitted after the 8 p.m. deadline will be added to the official record of the meeting, but the County cannot guarantee that the Commissioners will have adequate time to review those comments prior to the meeting. Anyone needing assistance with submitting comments may contact County Administration via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov) or via phone at 850-606-5300.)*

### **GENERAL BUSINESS**

17. Voluntary Annexation Proposal from Victor & Mary Roman and Thomas & Dorothy Jones, LTD to Annex Properties Located at 5515 Dansby Place and 5265 Trout Trail  
*(County Administrator/ Development Support & Environmental Management)*
18. Rejection of Bids for Entry Façade Improvements at the Former Cooperative Extension Building  
*(County Administrator/ Office of Resource Stewardship)*
19. Full Board Appointments to the Leon County Educational Facilities Authority, the Tallahassee Sports Council, and the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizen Advisory Committee  
*(County Administrator/ County Administration)*

### **COMMENTS/DISCUSSION ITEMS**

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

### **RECEIPT AND FILE**

- none

### **ADJOURN**

*The next regular meeting of the Board of County Commissioners is tentatively scheduled for **Tuesday, May 12, 2020 at 3:00 p.m.***

**All lobbyists appearing before the Board must pay a \$25 annual registration fee.  
For registration forms and/or additional information, please contact the Board Secretary  
or visit the County Clerk website at [www.leoncountyfl.gov](http://www.leoncountyfl.gov)**

**PUBLIC NOTICE**  
**Leon County Board of County Commissioners**  
**2020 Tentative Meeting Schedule**

<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Meeting</b>
<b>January 27</b>	Monday	9:00 a.m.	Board Retreat
<b>January 28</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>February 11</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>February 25</b>	Tuesday	1:00 p.m.	Joint Workshop Comprehensive Plan Amendments
<b>February 25</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>March 10</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>April 14</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<del><b>April 28</b></del> <i>cancelled</i>	<del>Tuesday</del>	<del>9:00 a.m.</del>	<del>Budget Policy Workshop</del>
<b>April 28</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>May 12</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>May 26</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>May 26</b>	Tuesday	6:00 p.m.	Joint Transmittal Hearing on 2020 Cycle Comprehensive Plan Amendments
<del><b>May 26</b></del> <i>to be rescheduled</i>	Tuesday	6:00 p.m.	Joint Adoption Hearing on 2020 Cycle Comprehensive Plan Amendments
<b>June 16</b>	Tuesday	9:00 a.m.	Budget Workshop
<b>June 16</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>July 14</b>	Tuesday	9:00 a.m.	Budget Workshop
<b>July 14</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>September 15</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>September 15</b>	Tuesday	6:00 p.m.	First Public Hearing on Tentative Millage Rate and Budgets
<b>September 29</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>September 29</b>	Tuesday	6:00 p.m.	Second Public Hearing on Final Millage Rate and Final Budgets
<b>October 13</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>October 27</b>	Tuesday	3:00 p.m.	Regular Board Meeting
<b>November 17</b>	Tuesday	3:00 p.m.	Reorganization & Regular Board Meeting
<b>December 8</b>	Tuesday	3:00 p.m.	Regular Board Meeting

## PUBLIC NOTICE

### Leon County Board of County Commissioners 2020 Tentative Meeting Schedule

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

Month	Day	Time	Meeting Type
<b>January 2020</b>	<b>Wednesday 1</b>	<b>Offices Closed</b>	<b>NEW YEAR'S DAY</b>
	<i>Thursday 9 &amp; Friday 10</i>	<i>Seminar 2 of 3</i>	<i>FAC Advanced County Commissioner Program Alachua County; Gainesville, FL</i>
	<b>Tuesday 14</b>	<b>No meeting</b>	<b>BOARD RECESS</b>
	<b>Monday 20</b>	<b>Offices Closed</b>	<b>MARTIN LUTHER KING, JR. DAY</b>
	Tuesday 21	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Monday 27	9:00 a.m.	Board Retreat FSU Dodd Hall, Heritage Museum
	Tuesday 28	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Second & Final Public Hearing to adopt Ordinance amending Section 10-1.101, entitled "Definitions" creating a new Section 10-6.820, entitled "Solar Energy Systems"
		6:00 p.m.	First & Only Public Hearing to Consider an Ordinance Amending Chapter 7, Article II of the Leon County Code of Laws Entitled, "Additional Civil Traffic Penalty"
		6:00 p.m.	First & Only Public Hearing to Consider an Ordinance Amending Chapter 16, Article V, to Comply with Recent Florida Legislative Amendments for Wireless Technology in Rights-of-Way
	<i>Wednesday 29</i>	<i>7:30 a.m.</i>	<i>FAC Legislative Day Tallahassee, FL</i>
	Thursday 30	3:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
<b>February 2020</b>	Tuesday 11	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	First of two Public Hearings to consider adoption of a proposed Ordinance creating a new Section 10-6.657 of the Land Development Code, entitled "Mining Zoning District"
		6:00 p.m.	First of two Public Hearings to consider adoption of a proposed Ordinance amending the Land Development Code of the Leon County Code of Laws to allow Urban Agriculture and Urban Equine as permitted uses
	Friday 14	9:00 – 10:30 a.m.	Community Legislative Dialogue Meeting
	Tuesday 18	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 25	1:00 p.m.	Joint City/County Workshop on the 2020 Cycle Comprehensive Plan Amendments
		3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	<i>Saturday 29 – Wednesday 4</i>		<i>NACO Legislative Conference Washington, D.C.</i>
<b>March 2020</b>	Tuesday 10	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Second and Final Public Hearing to Consider Adoption of a Proposed Ordinance Creating a New Section 10-6.657 of the Land Development Code, Entitled "Mining Zoning District"

Month	Day	Time	Meeting Type
<b>March 2020</b> <b>(cont.)</b>	Tuesday 10	6:00 p.m.	First & Only Public Hearing on an Ordinance updating the Capital Improvements Schedule of the Capital Improvements Element of the Comprehensive Plan
		<del>6:00 p.m.</del> <b><u>To be rescheduled</u></b>	<del>First and Only Public Hearing to Consider a Sixth Amendment to the Southwood Development of Regional Impact Integrated Development Order</del>
	Thursday 12	1:00 p.m.	Blueprint Economic Development Strategic Plan Workshop
		3:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	<del>Tuesday 17</del>	<del>1:30 p.m.</del> <del>Cancelled</del>	<del>Capital Region Transportation Planning Agency City Commission Chambers</del>
	Wednesday 25	1:00 p.m.	Blueprint Intergovernmental Agency Special Meeting – Web Conference on COVID-19
<b>April 2020</b>	Tuesday 14	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		<del>6:00 p.m.</del> <del>Rescheduled</del>	<del>All Board of County Commissioners Public Hearings</del>
	Wednesday 15	1:00 p.m.	Blueprint Intergovernmental Agency Special Meeting – Web Conference on COVID-19
	<del>Thursday 16 &amp; Friday 17</del>	<del>Seminar 3 of 3 Cancelled</del>	<del>FAC Advanced County Commissioner Program Alachua County; Gainesville, FL</del>
	<del>Tuesday 21</del>	<del>1:30 p.m.</del> <del>Cancelled</del>	<del>Capital Region Transportation Planning Agency City Commission Chambers</del>
	<del>Tuesday 28</del>	<del>9:00 a.m.</del> <del>Cancelled</del>	<del>Budget Policy Workshop County Courthouse, 5<sup>th</sup> Floor Commission Chambers</del>
	<b><u>Tuesday 28</u></b>	<b><u>12:30 p.m.</u></b>	Board of County Commissioners Attorney-Client Meeting Re: Petrandis litigation
	Tuesday 28	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		3:00 p.m.	Second and Final Public Hearing to Consider Adoption of a Proposed Ordinance Amending the Land Development Code of the Leon County Code of Laws to Allow Urban Agriculture and Urban Equine as Permitted Uses
		3:00 p.m.	First & Only Public Hearing to Consider Adoption of an Ordinance Amending Chapter 10, the Land Development Code, to Correct Scrivener's Errors and Inadvertent Inconsistencies
		3:00 p.m.	First and Only Public Hearing to Consider a Proposed Ordinance Amending Chapter 4, Article II of the Leon County Code of Laws Regarding Animal Control
		3:00 p.m.	First of Two Public Hearings to Consider Adoption of an Ordinance Amending Section 10-6.660 of the Land Development Code, Entitled "Lake Protection Node Zoning District"
		3:00 p.m.	Adoption Public Hearing on Small Scale Comprehensive Plan Amendments
<b>May 2020</b>	Tuesday 12	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Tuesday 19	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Thursday 21	1:00 p.m.	Blueprint Intergovernmental Agency Budget Workshop
	Thursday 21	3:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	<b>Monday 25</b>	<b>Offices Closed</b>	<b>MEMORIAL DAY</b>

Month	Day	Time	Meeting Type
<b>May 2020 (cont.)</b>	Tuesday 26	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.	Second and Final Public Hearing to Consider Adoption of an Ordinance Amending Section 10-6.660 of the Land Development Code, Entitled "Lake Protection Node Zoning District"
		<b>6:00 p.m.</b>	<b><u>Joint City/County Transmittal Hearing on Cycle 2020 Comprehensive Plan Amendments</u></b>
		<del>6:00 p.m.</del> <b><u>To be rescheduled</u></b>	<del>Joint City/County Adoption Hearing on Cycle 2020 Comprehensive Plan Amendments</del>
<b>June 2020</b>	<i>Tuesday 9 - Friday 12</i>		<i>FAC Annual Conference &amp; Educational Exposition Orange County; Orlando, FL</i>
	Monday 15	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 16	9:00 a.m.	Budget Workshop
		3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
		<b>6:00 p.m.</b> Tentative	<b><u>First of Two Public Hearings to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled "Government Operational (GO) Zoning District."</u></b>
<b>July 2020</b>	<b>Friday 3</b>	<b>Offices Closed</b>	<b>INDEPENDENCE DAY observed</b>
	Thursday 9	3:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	Tuesday 14	9:00 a.m.	Budget Workshop (if necessary) County Courthouse, 5th Floor Commission Chambers
		3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
		<b>6:00 p.m.</b> Tentative	<b><u>Second and Final Public Hearing to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled "Government Operational (GO) Zoning District."</u></b>
	<i>Friday 17 - Monday 20</i>		<i>NACo Annual Conference Orange County; Orlando, FL</i>
	<b>Tuesday 28</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>
<b>August 2020</b>	<i>Wednesday 5 – Saturday 8</i>		<i>National Urban League Annual Conference Houston, TX</i>
	<i>Friday 14 - Sunday 16</i>		<i>Chamber of Commerce Annual Conference Amelia Island, Fernandina Beach, FL</i>
<b>September 2020</b>	<b>Monday 7</b>	<b>Offices Closed</b>	<b>LABOR DAY</b>
	<i>Wednesday 9 - Thursday 10</i>		<i>FAC Innovation &amp; Policy Conference Palm Beach County; Palm Beach Gardens, FL</i>
	Tuesday 15	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	<b>Tuesday 15</b>	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.*	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 20/21*
	Wednesday 16 – Sunday 20		<i>Congressional Black Caucus Annual Legislative Conference – Washington D.C.</i>



Month	Day	Time	Meeting Type
<b>September 2020 (cont.)</b>	Thursday 17	5:00 p.m.	Blueprint Intergovernmental Agency Meeting & 6:00 p.m. Budget Public Hearing, City Commission Chambers
	Wednesday 23 – Saturday 26		ICMA Annual Conference Toronto
	<b><u>Tuesday 29</u></b>	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
		6:00 p.m.*	Second & Final Public Hearing on Adoption of Final Millage Rates and Budgets for FY 20/21*
<i>*These public hearing dates may change because of the School Board's scheduling of its budget adoption public hearings</i>			
<b>October 2020</b>	Tuesday 13	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Tuesday 20	9:00 a.m.	Capital Region Transportation Planning Agency Workshop/Retreat – Location TBD
	Tuesday 27	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
<b>November 2020</b>	<b>Wednesday 11</b>	<b>Offices Closed</b>	<b>VETERAN'S DAY OBSERVED</b>
	Monday 16 <b>TENTATIVE</b>	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 17	3:00 p.m.	Reorganization and Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	<b>Thursday 26</b>	<b>Offices Closed</b>	<b>THANKSGIVING DAY</b>
	<b>Friday 27</b>	<b>Offices Closed</b>	<b>FRIDAY AFTER THANKSGIVING DAY</b>
<b>December 2020</b>	Wednesday 2 - Friday 4		FAC Legislative Conference Duval County; Jacksonville, FL
	Tuesday 8	3:00 p.m.	Regular Meeting County Courthouse, 5 <sup>th</sup> Floor Commission Chambers
	Thursday 10	3:00 – 5:00 p.m.	Blueprint Intergovernmental Agency City Commission Chambers
	Tuesday 15	1:30 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	<b>Friday 25</b>	<b>Offices Closed</b>	<b>CHRISTMAS DAY</b>
<b>January 2021</b>	<b>Friday 1</b>	<b>Offices Closed</b>	<b>NEW YEAR'S DAY</b>
	<b>Tuesday 12</b>	<b>No Meeting</b>	<b>BOARD RECESS</b>

## **Citizen Committees, Boards, and Authorities**

### **Current and Upcoming Vacancies**

[leoncountyfl.gov/committees](http://leoncountyfl.gov/committees)

#### **CURRENT VACANCIES**

**Advisory Committee on Quality Growth**

(seat for a person employed by a university or local school system)  
Board of County Commissioners (1 appointment)

**Affordable Housing Advisory Committee**

Board of County Commissioners (up to 10 appointments)

**Board of Adjustment & Appeals**

City of Tallahassee Commission (3 appointments)

**Leon County Educational Facilities Authority**

Board of County Commissioners (1 appointment)

#### **UPCOMING VACANCIES**

##### **APRIL 30, 2020**

**Tallahassee Sports Council**

Board of County Commissioners (2 appointments)

**Tallahassee-Leon County Minority, Women & Small Business Enterprise Citizen Advisory Committee**

Board of County Commissioners (2 appointments)

##### **MAY 31, 2020**

**Advisory Committee on Quality Growth**

Board of County Commissioners (6 appointments)

##### **JUNE 30, 2020**

**Architectural Review Board**

(seat for the Planning Commission Chair or designee)  
Planning Commission (1 appointment)

**Board of Adjustment & Appeals**

Board of County Commissioners (2 appointments)

**CareerSource Capital Region Board**

Board of County Commissioners (2 appointments)

**Planning Commission**

Board of County Commissioners (1 appointment)

**JULY 31, 2020**

**Big Bend Health Council**

Board of County Commissioners (4 appointments)

**Code Enforcement Board**

Commissioner - District II: Jackson, Jimbo (1 appointment)

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

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

**Investment Oversight Committee**

Clerk of Court (1 appointment)

**Leon County Educational Facilities Authority**

Board of County Commissioners (3 appointments)

**SEPTEMBER 30, 2020**

**Animal Shelter Advisory Board**

Board of County Commissioners (3 appointments)

**Council on Culture & Arts**

Board of County Commissioners (1 appointment)

**Housing Finance Authority of Leon County**

Commissioner - District IV: Bryan Desloge (1 appointment)

Commissioner - District V: Kristin Dozier (1 appointment)

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

**Leon County Research & Development Authority**

Board of County Commissioners (3 appointments)

**Science Advisory Committee**

Commissioner - District II: Jimbo Jackson (1 appointment)

Commissioner - District V: Kristin Dozier (1 appointment)

**Tallahassee-Leon County Commission on the Status of Women & Girls**

Board of County Commissioners (Ratify 4 CSWG appointments)

Commissioner - District I: Bill Proctor (1 appointment)

Commissioner - District III: Rick Minor (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

## Agenda Item #1

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Adoption Public Hearing on Small-Scale Comprehensive Plan Amendments

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<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Benjamin H. Pingree, Director, Planning, Land Management, and Community Enhancement (PLACE) Cherie Bryant, Director, Tallahassee-Leon County Planning Department
<b>Lead Staff/ Project Team:</b>	Artie White, Administrator of Comprehensive Planning, Tallahassee-Leon County Planning Department

### **Statement of Issue:**

This item provides for the Adoption Public Hearing on the 2020 Cycle Small-Scale Comprehensive Plan Amendments to the Tallahassee-Leon County Comprehensive Plan that are located within unincorporated Leon County.

The Transmittal Public Hearings on Large-Scale Amendments and Text Amendments that need approval of both the Board and the City Commission are scheduled for May 26, 2020.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Conduct the first and only public hearing and adopt the proposed Ordinance (Attachment #1), thereby adopting the small-scale map amendments in unincorporated Leon County, to the Tallahassee-Leon County 2030 Comprehensive Plan.

## **Report and Discussion**

### **Background:**

Per Section 163.3187, Florida Statute, amendments to the Comprehensive Plan are considered small scale if they meet the following conditions:

- (a) The proposed amendment involves a use of 10 acres or fewer and:
- (b) The proposed amendment does not involve a text change to the goals, policies, and objectives of the local government's comprehensive plan, but only proposes a land use change to the future land use map for a site-specific small scale development activity. However, text changes that relate directly to, and are adopted simultaneously with, the small scale future land use map amendment shall be permissible under this section.
- (c) The property that is the subject of the proposed amendment is not located within an area of critical state concern, unless the project subject to the proposed amendment involves the construction of affordable housing units meeting the criteria of s. 420.0004(3), and is located within an area of critical state concern designated by s. 380.0552 or by the Administration Commission pursuant to s. 380.05(1).

The following 2020 Cycle Comprehensive Plan Amendments meet these conditions:

- LMA 2020 01: 7601 Blountstown Highway - Future Land Use Map
- LMA 2020 02: Highway 20 Light Industrial - Future Land Use Map
- LMA 2020 03: Oak Valley Shopping Center - Future Land Use Map
- LMA 2020 04: Capital Circle SW - Future Land Use Map
- LMA 2020 05: FWCC Warehouse - Future Land Use Map

### **Analysis:**

The proposed Ordinance (Attachment #1) would adopt the small-scale map amendments in unincorporated Leon County to the Tallahassee-Leon County 2030 Comprehensive Plan pursuant to Section 163.3187, Florida Statutes. The adopted amendments will subsequently be submitted to the Florida Department of Economic Opportunity.

#### **Name: TMA 2020 001 – 7601 Blountstown Highway**

Applicant: Teramore Development, LLC

Jurisdiction: Leon County

*Small Scale Map Amendment:* This is a request to change the Future Land Use Map (FLUM) designation for parcels totaling approximately 3.34 acres from Urban Fringe (UF) to Suburban (S).

The proposed Suburban FLUM designation provides for reinvestment in residential, office, and retail development with convenient access to low and medium density residential land uses.



Staff recommendation on proposed amendment: Approve

Local Planning Agency recommendation on proposed amendment: Approve

The staff report for this map amendment and rezoning is included as Attachment #2.

Citizen comments for this amendment are included as Attachment #3.

**Name: LMA 2020 02 - Highway 20 Light Industrial**

Applicant: James Bailey

Jurisdiction: Leon County

**Small Scale Amendment:** This is a request to change the Future Land Use Map (FLUM) designation for a parcel totaling approximately 4.1 acres along Highway 20 from Urban Residential - 2 (UR-2) to Industry and Mining.

The intent of the Urban Residential-2 (UR-2) land use category, which is to be applied only within the USA, is to encourage a range of density (up to a maximum of 20 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The intent of the Industry and Mining Land Use category is to encourage industry and mining uses intended for the distribution of manufactured goods in areas with access to the Tallahassee International Airport or the Florida Department of Transportation's (FDOT) Strategic Intermodal System (SIS) facilities.

Staff recommendation on proposed amendment: Approve

Local Planning Agency recommendation on proposed amendment: Approve

The staff report for this map amendment and rezoning is included as Attachment #4.

Citizen comments for this amendment are included as Attachment #5.

**Name: LMA 2020 03 Oak Valley Shopping Center Redevelopment**

Applicant: Mario Rivieccio

Jurisdiction: Leon County

**Large Scale Map Amendment:** This is a request to change the Future Land Use Map (FLUM) designation for a 4.49 acre portion of an 18.21 acre parcel that is currently split between two FLUM designations. The 4.49 acre portion of this parcel is currently designated Lake Protection (LP), and the remaining 13.72 acres of the parcel are currently designated Suburban (SUB) on the FLUM. This amendment would change the FLUM designation of the subject area to SUB and would align the Lake Protection boundary to match the Lake Jackson Basin boundary.

Staff recommendation on proposed amendment: Approve

Local Planning Agency recommendation on proposed amendment: Approve

The staff report for this map amendment and rezoning is included as Attachment #6.

Citizen comments for this amendment are included as Attachment #7.

**Name: LMA 2020 04 (Capital Circle SW)**

Applicant: Velma and Michael Winstead

Jurisdiction: Leon County

*Small Scale Map Amendment:* This is a request to change the Future Land Use Map (FLUM) designation for parcels totaling approximately .78 acres in at 4973 Tillie Lane and 1478 Parallel Street in Leon County from Residential Preservation (RP) to Suburban (SUB). The purpose of the Sub land use 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. The Suburban category is most suitable for those areas outside of the Central Core.

To complement the residential aspects of this development pattern, recreational opportunities, cultural activities, and commercial goods and services should be located nearby. Except within mixed use centers, larger scale commercial development should be buffered from adjacent residential neighborhoods. Buffering requirements between the land use designations as required by the land development code would be addressed during the site planning process.

Staff recommendation on proposed amendment: Approve

Local Planning Agency recommendation on proposed amendment: Approve

The staff report for this map amendment and rezoning is included as Attachment #8.

Citizen comments for this amendment are included as Attachment #9.

**Name: LMA 2020 05 - FWCC Warehouse**

Applicant: Leon County

Jurisdiction: Leon County

*Small Scale Amendment:* This is a request to change the Future Land Use Map (FLUM) designation for a parcel totaling approximately 10 acres along Capital Circle SW from Recreation/Open Space (OS) to Government Operational (GO).

The Government Operational (GO) FLUM category specifically allows facilities that provide for the operation of and provision of services on property owned or operated by government. The subject site is owned by the State of Florida and has been used consistently for vehicle maintenance for more than 30 years, which is one of the allowable uses listed in Policy 2.2.16 (GO).

Staff recommendation on proposed amendment: Approve

Local Planning Agency recommendation on proposed amendment: Approve

The staff report for this map amendment and rezoning is included as Attachment #10.

Citizen comments for this amendment are included as Attachment #11.

**Options:**

1. Conduct the first and only public hearing and adopt the proposed Ordinance (Attachment #1), thereby adopting the small-scale map amendments in unincorporated Leon County to the Tallahassee-Leon County 2030 Comprehensive Plan.
2. Conduct the first and only public hearing and do not adopt the proposed Ordinance, thereby not adopting the small-scale map amendments in unincorporated Leon County to the Tallahassee-Leon County 2030 Comprehensive Plan.
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Proposed Leon County Ordinance Amending the 2030 Tallahassee-Leon County Comprehensive Plan.
2. Staff report for LMA 2020 01 Blountstown Highway Map Amendment
3. Citizen comments on LMA 2020 01 Blountstown Highway Map Amendment
4. Staff report for LMA 2020 02 Highway 20 Map Amendment
5. Citizen comments on LMA 2020 02 Highway 20 Map Amendment
6. Staff report for LMA 2020 03 Oak Valley Map Amendment
7. Citizen comments on LMA 2020 03 Oak Valley Map Amendment
8. Staff report for LMA 2020 04 Capital Circle SW Map Amendment
9. Citizen comments on LMA 2020 04 Capital Circle SW Map Amendment
10. Staff report for LMA 2020 05 FWCC Warehouse Map Amendment
11. Citizen comments on LMA 2020 05 FWCC Warehouse Highway Map Amendment
12. Public Notice of Adoption Hearing

**LEON COUNTY ORDINANCE NO. 2020-**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF  
LEON COUNTY, FLORIDA, AMENDING THE 2030 TALLAHASSEE-LEON  
COUNTY COMPREHENSIVE PLAN; ADOPTING AMENDMENTS TO THE  
FUTURE LAND USE MAP; PROVIDING FOR APPLICABILITY AND  
EFFECT; PROVIDING FOR CONFLICTS; PROVIDING FOR  
SEVERABILITY; PROVIDING FOR A COPY TO BE ON FILE WITH THE  
TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT; AND  
PROVIDING FOR AN EFFECTIVE DATE.**

**RECITALS**

WHEREAS, Chapters 125 and 163, Florida Statutes, empowers the Board of County Commissioners of Leon County to prepare and enforce comprehensive plans for the development of the County; and

WHEREAS, Sections 163.3161 through 163.3215, Florida Statutes, the Community Planning Act, empowers and requires the Board of County Commissioners of Leon County to (a) plan for the County'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 County; (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 90-30 was enacted on July 16, 1990, to adopt the Tallahassee-Leon County 2010 Comprehensive Plan for the unincorporated area of Leon County. The City of Tallahassee also adopted a plan for its municipal area 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; and

1 WHEREAS, pursuant to Section 163.3187, Florida Statutes, the Board of County  
2 Commissioners of Leon County has held several public work sessions, public meetings, and public  
3 hearings on the proposed amendment to the comprehensive plan, with due public notice having been  
4 provided, to obtain public comment, and has considered all written and oral comments received during  
5 said work sessions, public meetings and public hearings; and

6 WHEREAS, pursuant to Section 163.3187, Florida Statutes, the Board of County  
7 Commissioners of Leon County held a public hearing with due public notice having been provided on  
8 the proposed amendment to the comprehensive plan; and

9 WHEREAS, the Board of County Commissioners of Leon County further considered all oral  
10 and written comments received during such public hearing, including the data collection and analyses  
11 packages, the recommendations of the Tallahassee-Leon County Local Planning Agency, and the  
12 Objections, Recommendations, and Comments Report of the Department of Economic Opportunity;  
13 and

14 WHEREAS, in exercise of its authority, the Board of County Commissioners of Leon County  
15 has determined it necessary and desirable to adopt the amendment to the comprehensive plan to  
16 preserve and enhance present advantages; encourage the most appropriate use of land, water and  
17 resources, consistent with the public interest; overcome present handicaps; and deal effectively with  
18 future problems that may result from the use and development of land within Leon County, and to meet  
19 all requirements of law;

20 BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON  
21 COUNTY, FLORIDA, that:

22 **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 Community Planning Act, Sections 163.3161 through 163.3215, Florida  
3 Statutes, as amended.

4   **Section 2. Map Amendment.**

5           The Ordinance does hereby adopt the following portion of the text attached hereto as Exhibit  
6 “A,” and made a part hereof, as an amendment to the Tallahassee-Leon County 2030 Comprehensive  
7 Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030 Comprehensive Plan,”  
8 as amended, in accordance therewith, being an amendment to the following Plan element:

9           Map Amendment LMA 2020-01, which relates to the Future Land Use Map.

10   **Section 3. Map Amendment.**

11           The Ordinance does hereby adopt the following portion of the text attached hereto as Exhibit  
12 “B,” and made a part hereof, as an amendment to the Tallahassee-Leon County 2030 Comprehensive  
13 Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030 Comprehensive Plan,”  
14 as amended, in accordance therewith, being an amendment to the following Plan element:

15           Map Amendment LMA 2020-02, which relates to the Future Land Use Map.

16   **Section 4. Map Amendment.**

17           The Ordinance does hereby adopt the following portion of the text attached hereto as Exhibit  
18 “C,” and made a part hereof, as an amendment to the Tallahassee-Leon County 2030 Comprehensive  
19 Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030 Comprehensive Plan,”  
20 as amended, in accordance therewith, being an amendment to the following Plan element:

21           Map Amendment LMA 2020-03, 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 hereto as Exhibit  
24 “D,” and made a part hereof, as an amendment to the Tallahassee-Leon County 2030 Comprehensive



Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the following Plan element:

Map Amendment LMA 2020-04, which relates to the Future Land Use Map.

**Section 6. Map Amendment.**

The Ordinance does hereby adopt the following portion of the text attached hereto as Exhibit “E,” and made a part hereof, as an amendment to the Tallahassee-Leon County 2030 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the following Plan element:

Map Amendment LMA 2020-05, which relates to the Future Land Use Map.

**Section 7. Applicability and Effect.**

The applicability and effect of this amendment to the 2030 Comprehensive Plan shall be as provided by the Community Planning Act, Sections 163.3161 through 163.3215, Florida Statutes, and this Ordinance, and shall apply to all properties under the jurisdiction of Leon County.

**Section 8. Conflict with Other Ordinances and Codes.**

All ordinances or parts of ordinances of the Code of Laws of Leon County, Florida, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

**Section 9. Severability.**

If any word, phrase, clause, section, 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 10. Copy on File.**

To make the Tallahassee-Leon County 2030 Comprehensive Plan available to the public, a certified copy of the enacting ordinance, as well as certified copies of the Tallahassee-Leon County 2030 Comprehensive Plan and these updates thereto, shall also be located in the Tallahassee-Leon

County Planning Department. The Planning Director shall also make copies available to the public for a reasonable publication charge.

**Section 11. Effective Date.**

The plan amendment shall be effective upon adoption by the Leon County Board of County Commissioners and the Tallahassee City Commission and as further provided by the applicable statutes and regulations pertaining thereto.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: \_\_\_\_\_  
Chasity H. O'Steen, Esq.  
County Attorney

Exhibit A

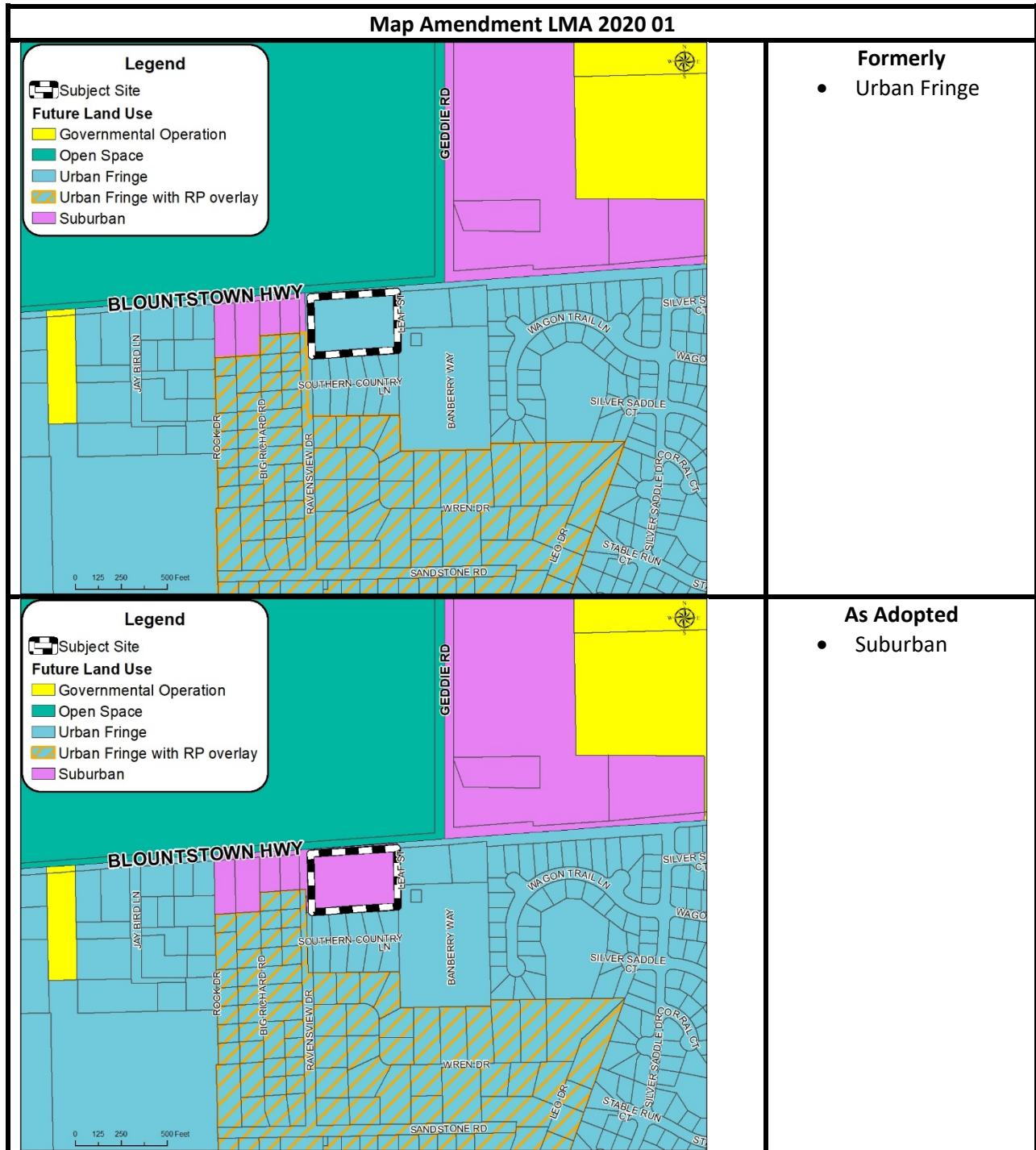


Exhibit B

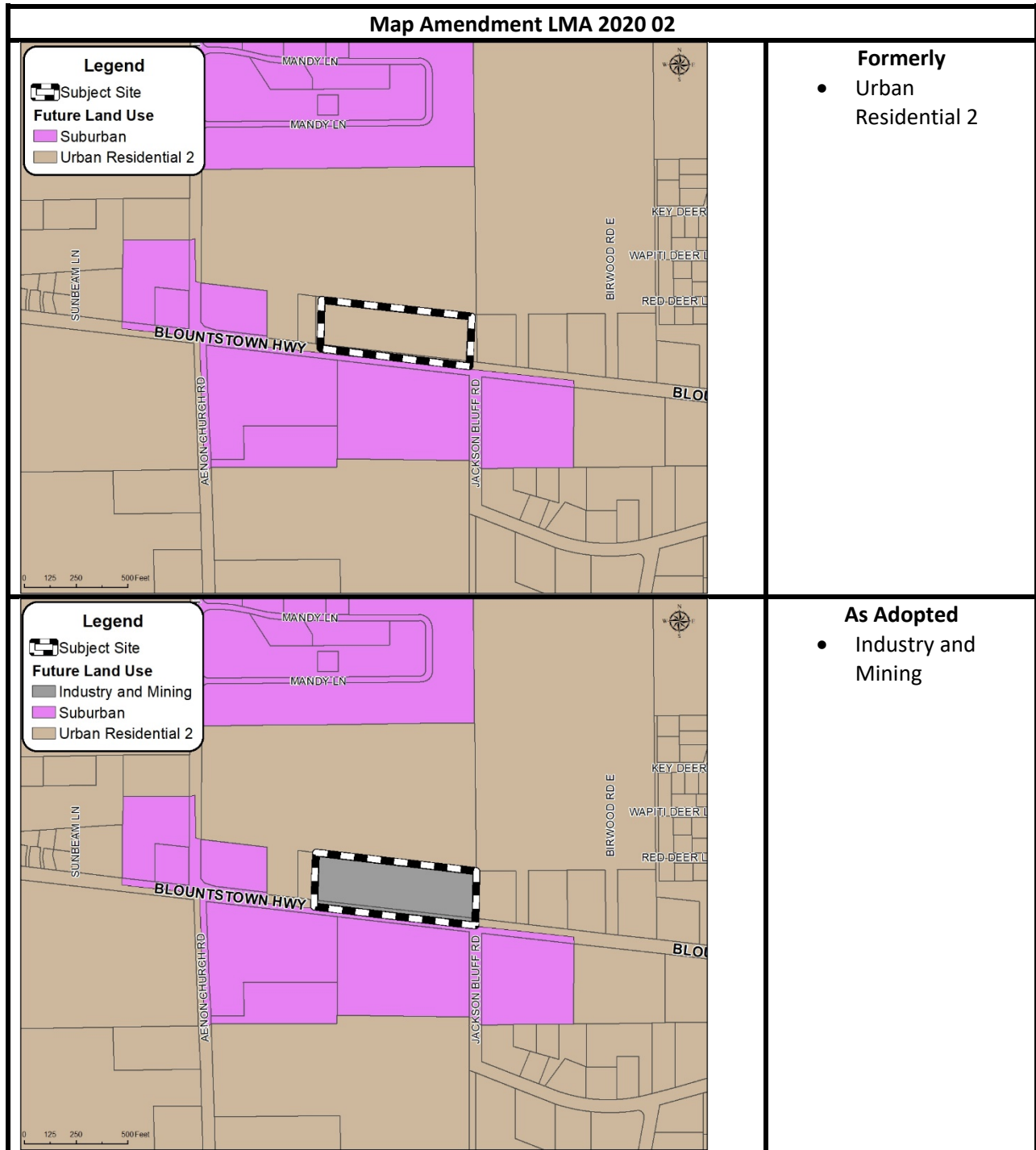


Exhibit C

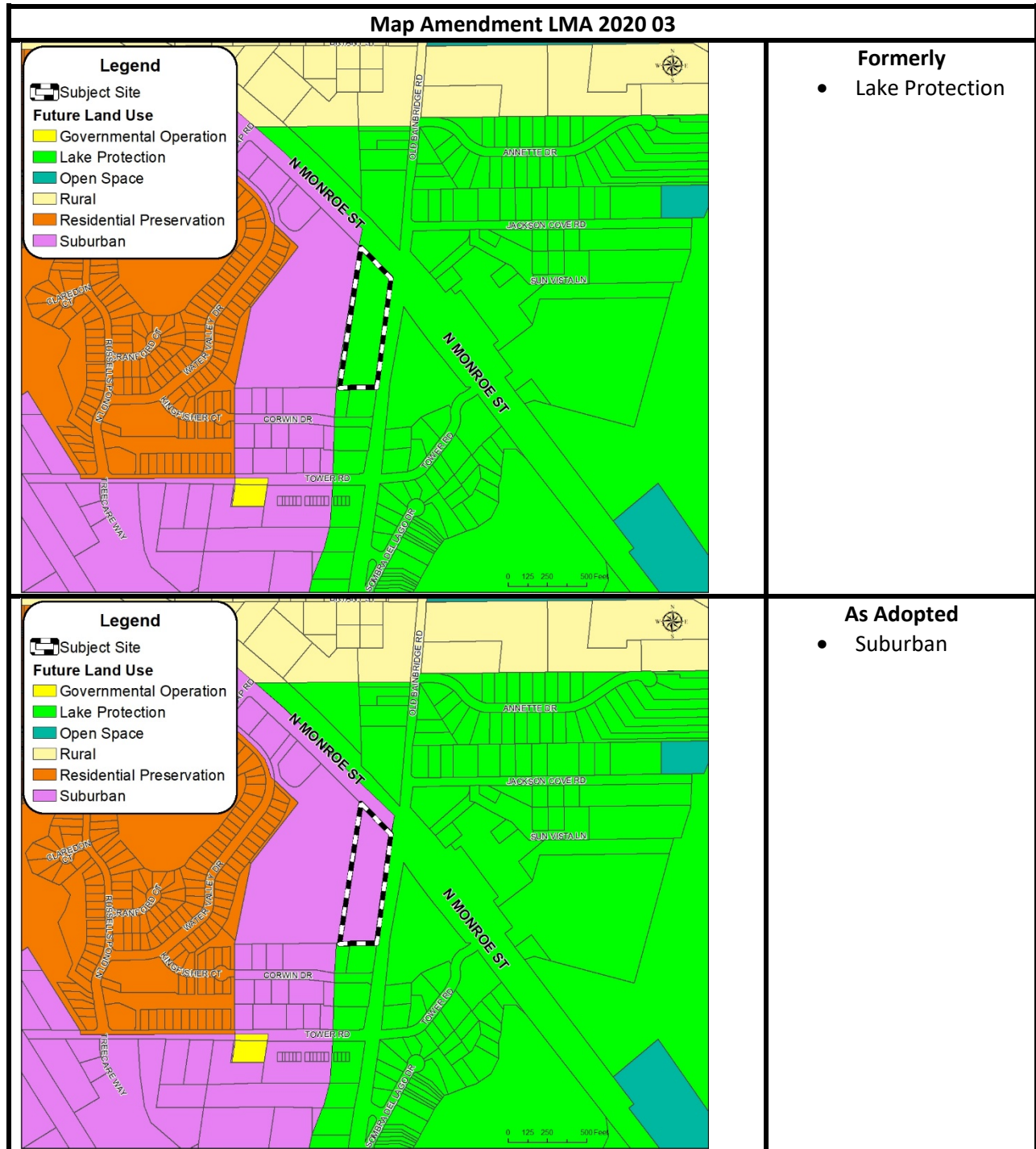


Exhibit D

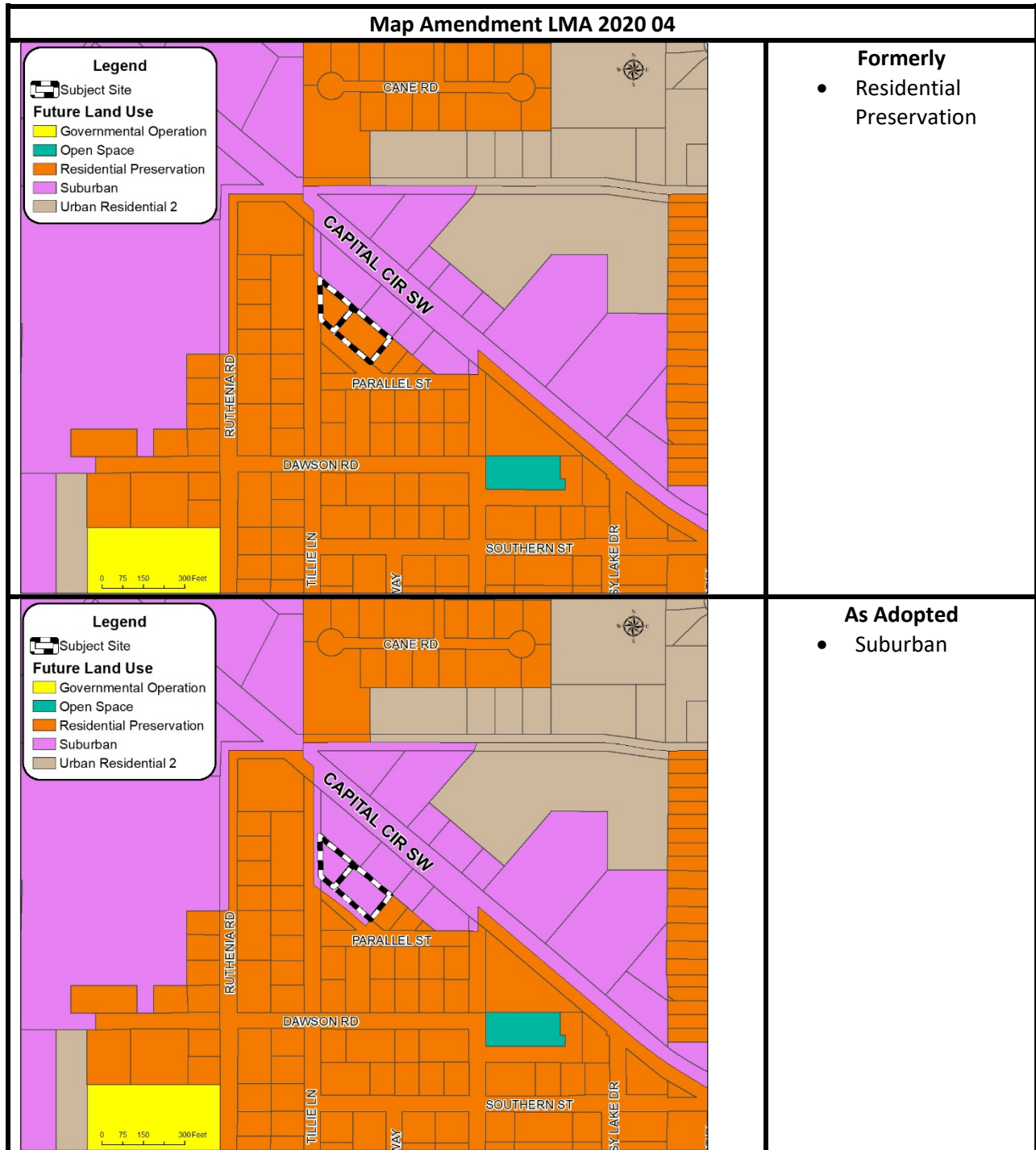
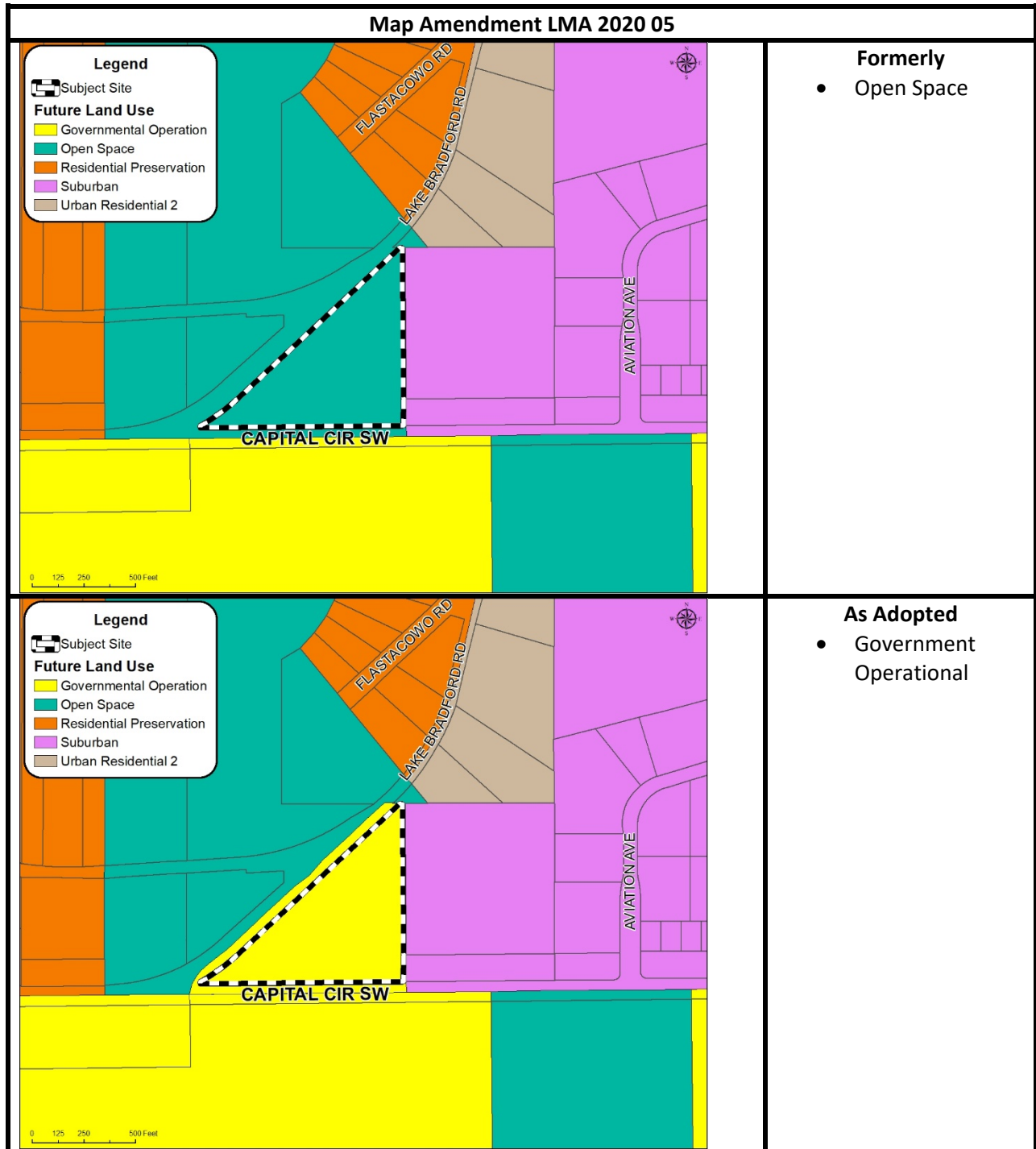
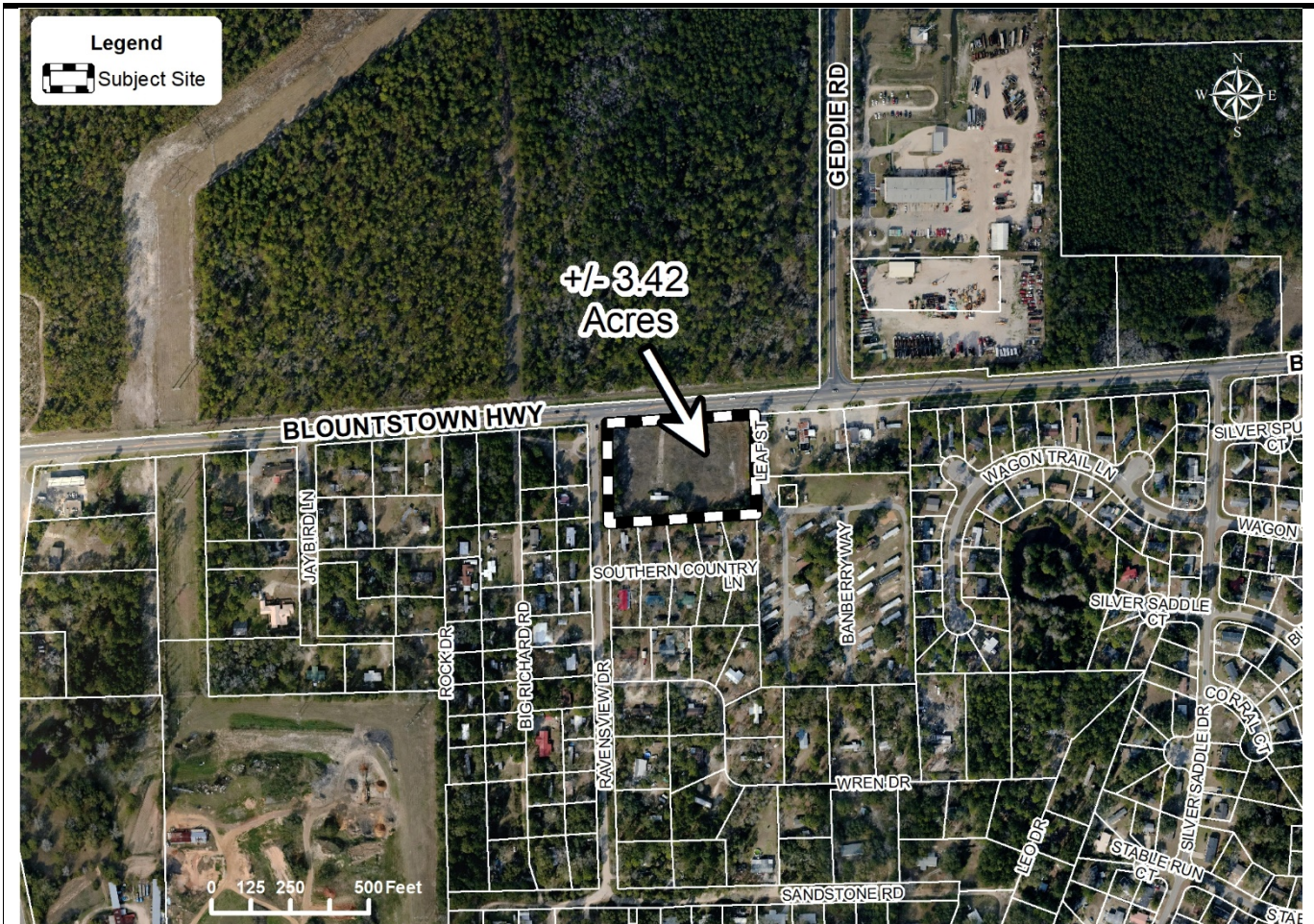




Exhibit E





**SUMMARY**

Property Owners:	Property Location:	TLCPD Recommendation:
Secon Recovery & Towing, LLC	7601 Blountstown Highway, between Ravensview Drive and Leaf Street	Approve
Applicant:		
Teramore Development, LLC		
TLCPD Staff:	Current Future Land Use & Zoning:	LPA Recommendation:
Anne Rokyta	<u>Future Land Use</u> : Urban Fringe <u>Zoning</u> : Urban Fringe	Approve
Contact Information:	Proposed Future Land Use & Zoning:	
<a href="mailto:anne.rokyta@talgov.com">anne.rokyta@talgov.com</a> 850-891-6436	<u>Future Land Use</u> : Suburban <u>Zoning</u> : C-2 General Commercial	
Date: November 1, 2019	Updated: April 4, 2020	

**A. REASON FOR REQUESTED CHANGE**

The applicant, Teramore Development, LLC, is a potential buyer of a 3.34+/- acre site located at 7601 Blountstown Highway (SR 20) and proposes a FLUM amendment from Urban Fringe to Suburban to allow for the development of a freestanding commercial structure intended for use as a neighborhood retail store. A preliminary site plan attached to the application shows an 8,960 square foot retail structure on the western portion of the site. The anticipated tenant offers an assortment of consumable basic merchandise including health and beauty aids, packaged food products, home cleaning supplies, housewares, stationery, seasonal goods, basic clothing and domestics. In general, most new stores of this type also offer coolers that have perishable items such as meats, dairy and frozen items such as vegetables, etc.

The site's current FLUM designation, Urban Fringe, allows for appropriately sized minor commercial and office. The Urban Fringe designation is implemented by the Urban Fringe (UF) zoning district (Sec. 10-6.613) which allows for Minor Commercial uses based on locational standards. The proposed retail store exceeds the 5,000 square foot maximum for a single structure under the Minor Commercial use.

The requested change to the Suburban land use category and concurrent rezone to the General Commercial (C-2) district would allow 12,500 square feet per acre, which would allow up to 41,750 square feet of non-residential development on the subject site. However, central sanitary sewer is not available to the site, limiting non-residential development to a maximum of 2,500 square feet. It may be possible to request a deviation from this limitation if it can be shown the proposed development does not exceed 900 gallons of wastewater flow per day per Comprehensive Plan Sanitary Sewer Policy 1.2.3.

**B. CURRENT AND PROPOSED FUTURE LAND USE DESIGNATION**

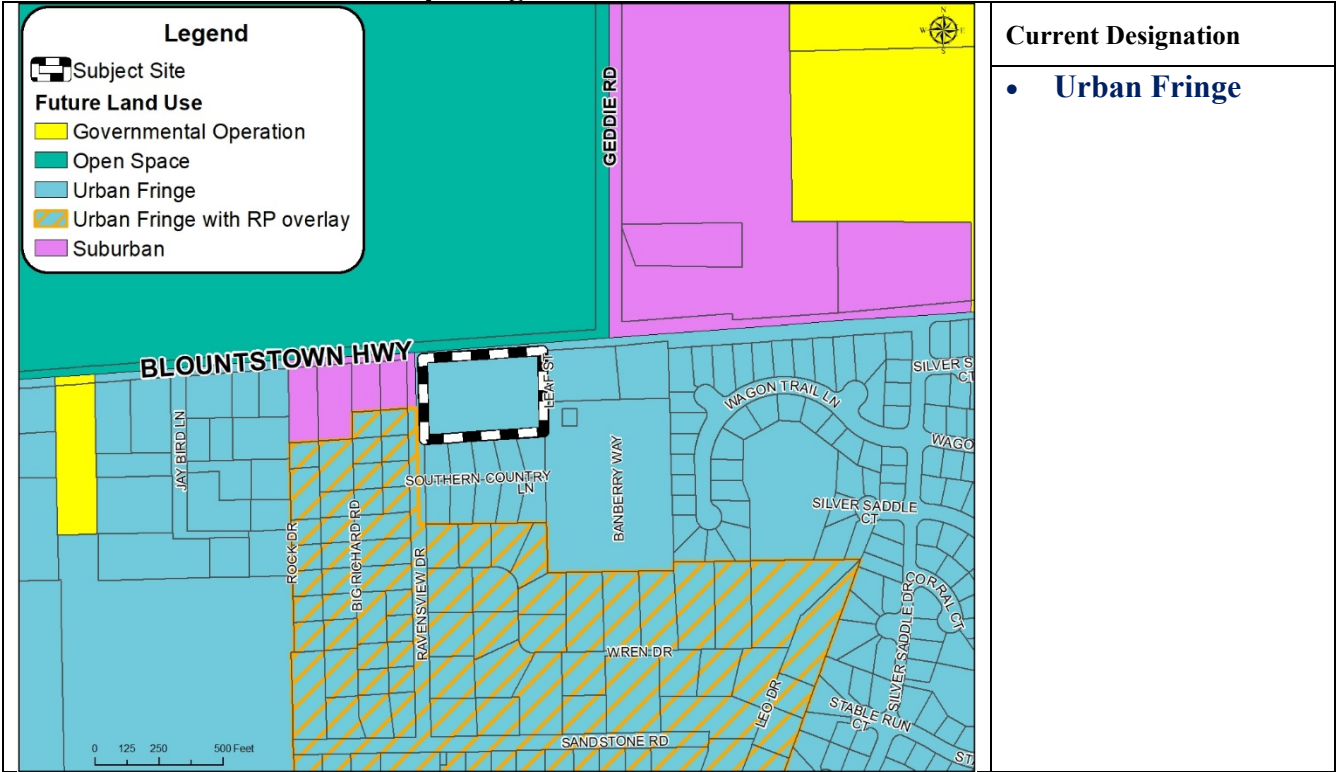
The Subject Site is currently designated Urban Fringe on the Future Land Use Map (FLUM). The proposed amendment would change the FLUM designation of the site to Suburban.

The current FLUM designation, Urban Fringe, is characterized by very low-density residential areas mixed with open space and agricultural activity on the periphery of the Urban Service Area and allows for appropriately sized minor commercial and office. The proposed Suburban FLUM designation provides for reinvestment in residential, office, and retail development with convenient access to low and medium density residential land uses.

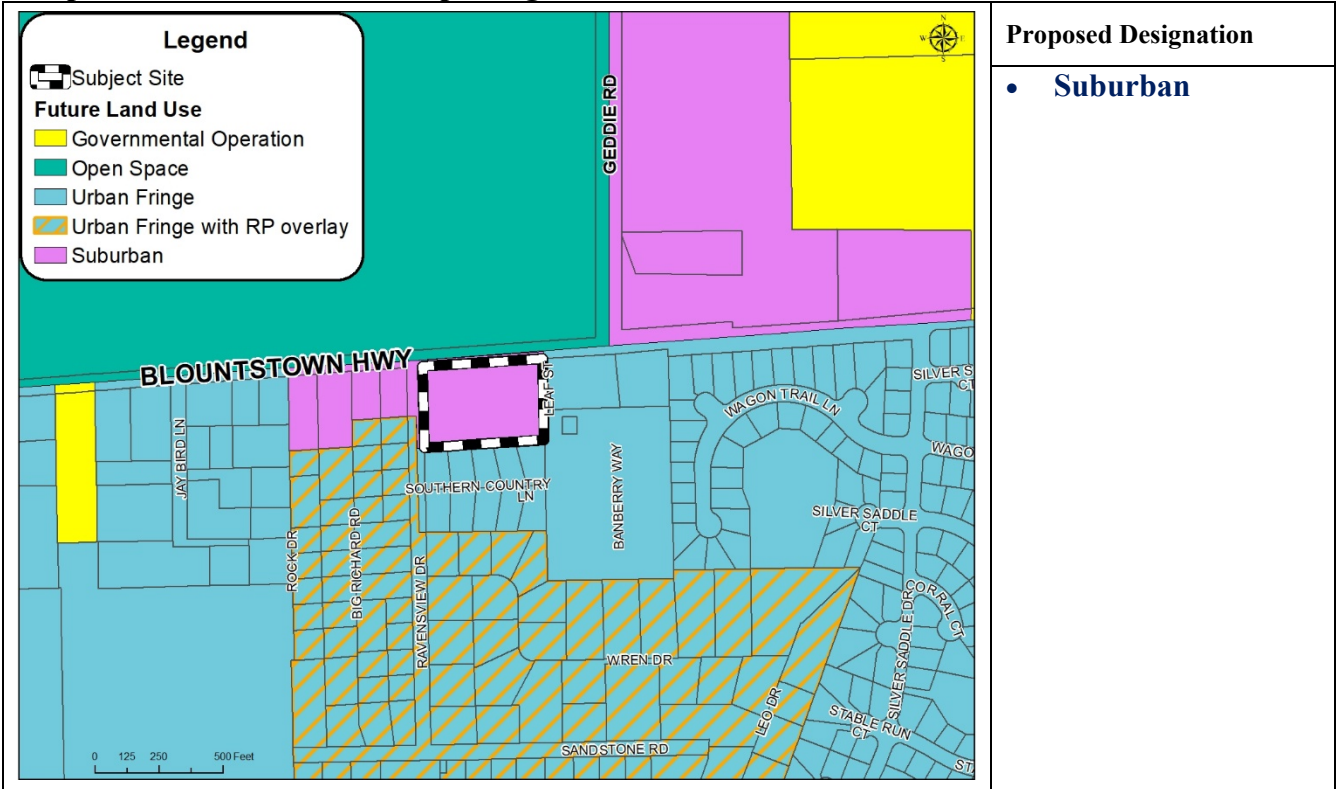
The following maps illustrate the current and proposed FLUM designations for the Subject Area.



Current Future Land Use Map Designation



Proposed Future Land Use Map Designation



### C. STAFF RECOMMENDATION

Find that the proposed Future Land Use Map amendment is consistent with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend ADOPTION of the proposed amendment.

Find that the proposed rezoning is consistent with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend APPROVAL of the proposed rezoning.

### D. LOCAL PLANNING AGENCY (LPA) RECOMMENDATION

Find that the proposed future land use map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **ADOPTION** of the proposed amendment.

Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **APPROVAL** of the proposed rezoning.

### E. SUMMARY OF FINDINGS

Staff presents the following findings of fact:

1. The subject site is currently used for a towing and recovery business, a use that is not permitted in the current Urban Fringe (UF) zoning district and was illegally established. Compliance is being sought under code enforcement case #LEC190250. This application is made by a potential buyer as part of the process to relocate the current use.
2. The proposed development qualifies for Minor Commercial uses based on its location at an intersection of an arterial with a local street, but would exceed the maximum 5,000 square foot limitation for Minor Commercial single structures.
3. The subject site is eligible for designation from Urban Fringe (Policy 2.2.2 [L]) to a more dense or intense land use category because it is within the Urban Service Area.
4. The subject site is suitable for non-residential uses because:
  - The site is located near an intersection of major roadways in a suburban to rural setting, falling within a natural node.
  - Development of the site will have little environmental impact because the site is flat, largely cleared of vegetation, and is not identified as having environmental concerns.
  - The large-lot site provides a transition of uses and a buffer from heavy traffic between Blountstown Highway (a Principal Arterial) and residential lots to its south.
  - Historically, the site has been zoned and used for non-residential uses. It was zoned C-4 Automotive Commercial District in 1987 by a limited use site plan adopted by Leon County Ordinance 87-48. With the adoption of the 1990 Comprehensive Plan it was zoned to Urban Fringe, which allows Minor and Neighborhood commercial. The property was used as a manufactured homes sales lot from 1987 to 2006.

5. The Suburban category (Policy 2.2.5 [L]) is appropriate for the proposed retail use because:
  - the intent of the Suburban category is for “advantageous placement of employment and shopping opportunities”,
  - “the category predominantly consists of single-use projects that are interconnected whenever feasible”, and
  - “business activities are not intended to be limited to serve area residents”.
6. The subject site is appropriately situated for designation as Suburban (Policy 2.2.5 [L]) because the site is:
  - located adjacent to lands already within the Suburban category,
  - has “convenient access to low to medium density residential land uses” by way of its adjacency to Blountstown Highway (a principal arterial),
  - oriented such that interconnection between single-use projects is feasible,
  - located outside the Central Core
  - in close proximity to residential uses “to reduce automobile dependency of residents and employers” and
  - located such that “[b]usiness 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.”
7. Expansion of the Suburban FLUM category (Policy 2.2.5 [L]) is compatible with the adjacent Urban Fringe FLUM category (Policy 2.2.2 [L]) because the existing residential development pattern exceeds the maximum residential density allowed by the Urban Fringe category (1 unit per 3 acres). The existing development patterns (generally 0.25 to 0.50 acre lots) are more consistent with the intended development patterns of the Suburban category (0 to 20 units per acre) than with Urban Fringe category.
8. Inability to connect to central sanitary sewer does not necessarily preclude designation of the site to the Suburban category, however intensity of non-residential development will be limited according to the following policies:
  - In the Suburban category “areas lacking the necessary infrastructure, the Land Development Regulations may designate a low intensity interim use” (Policy 2.2.5 [L]),
  - “any non-residential development that is calculated to generate a wastewater flow in excess of 900 gallons per day must be connected to a central sanitary sewer service.” (Policy 1.2.3 [SS]), and
  - requirements that anticipate future connection to sanitary sewer for any development using septic tanks within the Urban Service Area are established by Policy 2.1.12 [SS].
  - If rezoned to C-2 General Commercial as requested, “non-residential development is limited to a maximum of 2,500 square feet of building area” if central sanitary sewer is not available. (Leon County Code of Ordinances Sec. 10-6.647, General Note (1)).

- Development may be eligible for a deviation to the above referenced square footage limitation in Sec. 10-6.647 if it can be demonstrated that the use complies with Policy 1.2.3 [SS] limiting non-residential uses connected to septic systems to 900 gallons of wastewater per day.
9. The concurrent request to rezone the subject site to the C-2 General Commercial Zoning District (Leon County Code of Ordinances Sec. 10-6.647) is consistent with the request to designate the site Suburban.
- “The C-2 district is intended to be located in areas designated [...] Suburban [...] on the future land use map of the Comprehensive Plan.”
  - The C-2 zone “shall apply to areas with direct access to major collector or arterial roadways located within convenient traveling distance to several neighborhoods, wherein small groups of retail commercial, professional office, community and recreational facilities and other convenience commercial activities are permitted in order to provide goods and services that people frequently use in close proximity to their homes.”
  - “The C-2 district is not intended to accommodate large scale commercial or service activities or other types of more intensive commercial activity.”
  - “C-2 districts shall not be located closer than one-quarter mile to other C-2 or C-1 districts or to parcels of land containing commercial developments including more than 20,000 gross square feet of floor area and shall not exceed 30 acres in size.”

## F. STAFF ANALYSIS

### History and Background

The subject site is currently used for vehicle storage and an office by the current owners of the property, Secon Recovery & Towing, LLC. The property was conveyed to the current owners on September 7, 2016 (Leon County Clerk of Courts Official Record BK: 4970 PG: 1709). Leon County Permitted Use Verification VC1900036, issued March 18, 2019, found that the use was not lawfully established. As such, there is an active zoning code enforcement case (#LEC190250). The owner is in the process of relocating. This application is made by a prospective buyer in coordination with the property owner.

The site was previously utilized for a commercial mobile home sales business between 1987 and 2006. According to Leon County Residential Compliance Certificate VC160131, issued November 11, 2016, a mobile home and septic tank were permitted on the property in 1987. The mobile home was permitted to be used as an office for a commercial mobile home sales business that same year. Based on aerial and street view imagery, it appears this business operated until 2006.

Prior to 1990 the property was zoned Automotive Commercial C-4 with a Limited Use Site Plan established by Leon County Ordinance 87-48 wherein it was rezoned from Agricultural 2. A retail use was consistent with the limited use site plan. The subject site has been designated and zoned Urban Fringe (UF) since the adoption of the 1990 Comprehensive Plan.

The four parcels directly to the west of the subject site are currently designated Suburban and zoned C-2 General Commercial. These four parcels were designated Residential Preservation by the 1990 Comprehensive Plan, but were previously zoned C-1. A FLUM amendment to Mixed Use B was approved in 2000 and was concurrently rezoned to C-2 General Commercial. The Mixed Use B designation was updated to Suburban in 2007 with adoption of a Comprehensive Plan Update to more specific categories.

### Current and Proposed Future Land Use Categories

The complete comprehensive plan policies for Urban Fringe (Land Use Policy 2.2.2) and Suburban (Land Use Policy 2.2.5) are included as Attachment #1.

#### *Urban Fringe (Current)*

The site is currently designated Urban Fringe, which is intended to provide the opportunity for very low-density residential areas mixed with open space and agricultural activity on the periphery of the Urban Service Area. The designation also provides for appropriately sized minor commercial and office activities. More intense commercial, office, and industrial uses are prohibited due to lack of infrastructure and potential environmental impacts. The maximum residential density allowed is one unit per three acres. Lands designated Urban Fringe shall not be converted to a more dense or intense land use category unless lands are within the Urban Service Area.

The site is located within the Urban Services Area and is eligible for conversion to a more dense or intense land use category. The residential uses within the Urban Fringe category surrounding the site are more dense than allowed by the category.



### *Suburban (Proposed)*

The proposed FLUM designation, Suburban, is intended to create an environment of 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. 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.

Allowed land uses within the Suburban Future Land Use Category are regulated by zoning districts that implement the intent while recognizing the unique context of different areas. Any proposed change to a more intensive district shall consider availability of infrastructure. In areas lacking the necessary infrastructure, low intensity interim uses may be permitted.

### Consistency with Comprehensive Plan

The proposed amendment is consistent with the following goals, objectives, and policies of the Tallahassee-Leon County Comprehensive Plan.

1. Policy 2.2.2 [L] states “the Urban Fringe category is intended to provide the opportunity for very low-density residential areas” and residential “may be permitted at a density of up to one unit per three acres.”

The areas surrounding the subject site are developed at densities exceeding one unit per three acres. The residential development surrounding the subject site are generally single family detached homes on lots ranging from approximately 0.25 acre to 0.50 acre.

2. Policy 2.2.2 [L] states that “no additional lands designated [...] Urban Fringe as of August 26, 2006 shall be converted to a more dense or intense land use category unless adjoining lands are also within the designated Urban Service Area boundary.”

The subject site is within the Urban Service Area.

3. Policy 2.2.5 [L] states that the Suburban future land use category is intended for “shopping opportunities with convenient access to low to medium density residential land uses.” Table 4 defines low density residential as 0-8 units per acre and medium density as 8-16 units per acre.

Although the subject site is located adjacent to areas designated Recreation/Open Space and Urban Fringe that allow no to very low density (1 unit per 3 acres) residential uses, the surrounding existing development pattern is low density.

Blountstown Highway, a Principal Arterial, is the primary vehicular circulation route for several residential subdivisions. The subject site’s location on Blountstown Highway makes it convenient to these residential uses.

4. Policy 2.2.5 [L] states that the Suburban future land use category “predominantly consists of single-use projects that are interconnected whenever feasible.”

The preliminary site plan indicates that only a portion of the subject site will be used for the proposed single-use project, presumably allowing for other, interconnected, development on the site.

5. Policy 2.2.5 [L] states that the Suburban future land use category “is most suitable for those areas outside of the Central Core.”

The subject site is well outside the Central Core.

6. Policy 2.2.5 [L] states that the Suburban future land use category intends “to reduce automobile dependency of residents and employers” and “to complement the residential aspects of this development pattern [...] commercial goods and services should be located nearby.”

The subject site’s location directly adjacent to developed residential areas provides shopping opportunities within walking or biking distance. The site’s location at the periphery of the Urban Service Area provides an opportunity for residents further afar to reduce automobile miles traveled to reach shopping.

7. Policy 2.2.5 [L] states that business activities within the Suburban future land use category “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 subject site’s location on Blountstown Highway provides an optimal location to serve shoppers from the greater area in a manner that limits impacts to area residents.

8. Policy 2.2.5 [L] states within Suburban future land use category “those areas lacking the necessary infrastructure, the Land Development Regulations may designate a low intensity interim use” and “[a]ny evaluation of a proposed change of zoning to a more intensive district shall consider, among other criteria, the availability of the requisite infrastructure.”

The subject site lacks access to central sewer services. The proposed General Commercial (C-2) zoning district implements the Suburban FLUM category and limits non-residential uses to a maximum of 2,500 square feet of building area if central sanitary sewer is not available (General note (1) to Sec. 10-6.647).

9. Policy 1.2.3 [SS] addressing septic tank regulation, states “any non-residential development that is calculated to generate a wastewater flow in excess of 900 gallons per day must be connected to a central sanitary sewer service. For the purposes of administering this specific policy, Rule 64E-6.008 F.A.C. shall be used in calculating estimated sewage flows attributable to various types of non-residential development.”

The wastewater flow per day will be calculated at the time of site plan submittal and this Policy will be administered by the Leon County Development Support and Environmental Management department.

10. Policy 2.1.12 [SS] establishes requirements that anticipate future connection to sanitary sewer for any development using septic tanks within the Urban Service Area.

The proposed C-2 General Commercial zoning district (Sec. 10-6.647) references this Comprehensive Plan policy in General note (1) to be applied at site plan review.

Zoning

The Land Development Code sections for Urban Fringe Zoning District (Leon County Code of Ordinances Sec. 10-6.613) and C-2 General Commercial Zoning District (Leon County Code of Ordinances Sec. 10-6.647) are included as Attachment #2.

*Urban Fringe (UF) (Current)*

The purpose of the Urban Fringe zoning district is to provide the opportunity for very low-density residential areas mixed with open space and agricultural activity on the periphery of the urban service area. The district allows for residential development of no greater than one unit on three acres of land. Smaller scale, low-intensity commercial development is permitted to conveniently serve area residents. Commercial uses are allowed within the UF Zone based on locational standards found in Sec. 10-6.619. The subject site, located at the intersection of an arterial with a local street qualifies for Minor Commercial, which allows for “miscellaneous general merchandise stores” and is limited to a maximum of 5,000 square feet per structure.

The proposed 8,960 square foot retail store exceeds the maximum 5,000 square foot per structure allowed in the UF Zone.

*C-2 General Commercial (C-2) (Proposed)*

The proposed rezoning is consistent with the following intent and standards of the C-2 Zoning District (Leon County Code of Ordinances Sec. 10-6.647).

1. The C-2 district is intended “to be located in areas designated [...] Suburban [...] on the future land use map of the Comprehensive Plan” and “shall apply to areas with direct access to major collector or arterial roadways located within convenient traveling distance to several neighborhoods, wherein small groups of retail commercial, professional office, community and recreational facilities and other convenience commercial activities are permitted in order to provide goods and services that people frequently use in close proximity to their homes. The C-2 district is not intended to accommodate large scale commercial or service activities or other types of more intensive commercial activity.”

The proposed Suburban FLUM category is appropriately implemented by the proposed C-2 Zone. The subject site’s location meets the access criteria to an arterial roadway and is within convenient traveling distance to several neighborhoods.

2. Sec. 10-6.647 of the Leon County Code of Ordinances limits the maximum density for residential development to 16 units per acre and requires residential uses to be located above the non-residential uses on the first floor.

The proposed development does not include residential uses.

3. Sec. 10-6.647 of the Leon County Code of Ordinances states “[i]n order to maintain compact and nonlinear characteristics, C-2 districts shall not be located closer than one-quarter mile to other C-2 or C-1 districts or to parcels of land containing commercial developments including more than 20,000 gross square feet of floor area and shall not exceed 30 acres in size.”

The proposed rezone to C-2 General Commercial zoning district will join with an existing C-2 zone, resulting in a C-2 Zone of approximately 6 acres. The particular zone will take on a

somewhat linear quality because it is across Blountstown Highway from the conservation land of Lake Talquin State Forest but will create a commercial node around the intersection of Blountstown Highway with Ravensview Drive. The length of the proposed C-2 district will be approximately 1,000 feet along Blountstown Highway.

The nearest other C-1 or C-2 zoning district is over 6,000 feet (1.13 miles) away. Existing commercial development on two parcels to the east, within the Urban Fringe designation and zone, total to approximately 8,250 square feet based on Property Appraiser information.

4. Sec. 10-6.647(6)(a) of the Leon County Code of Ordinances limits the maximum gross non-residential floor area to 12,500 square feet per acre and a maximum gross 200,000 square feet for each district containing 20 acres or less.

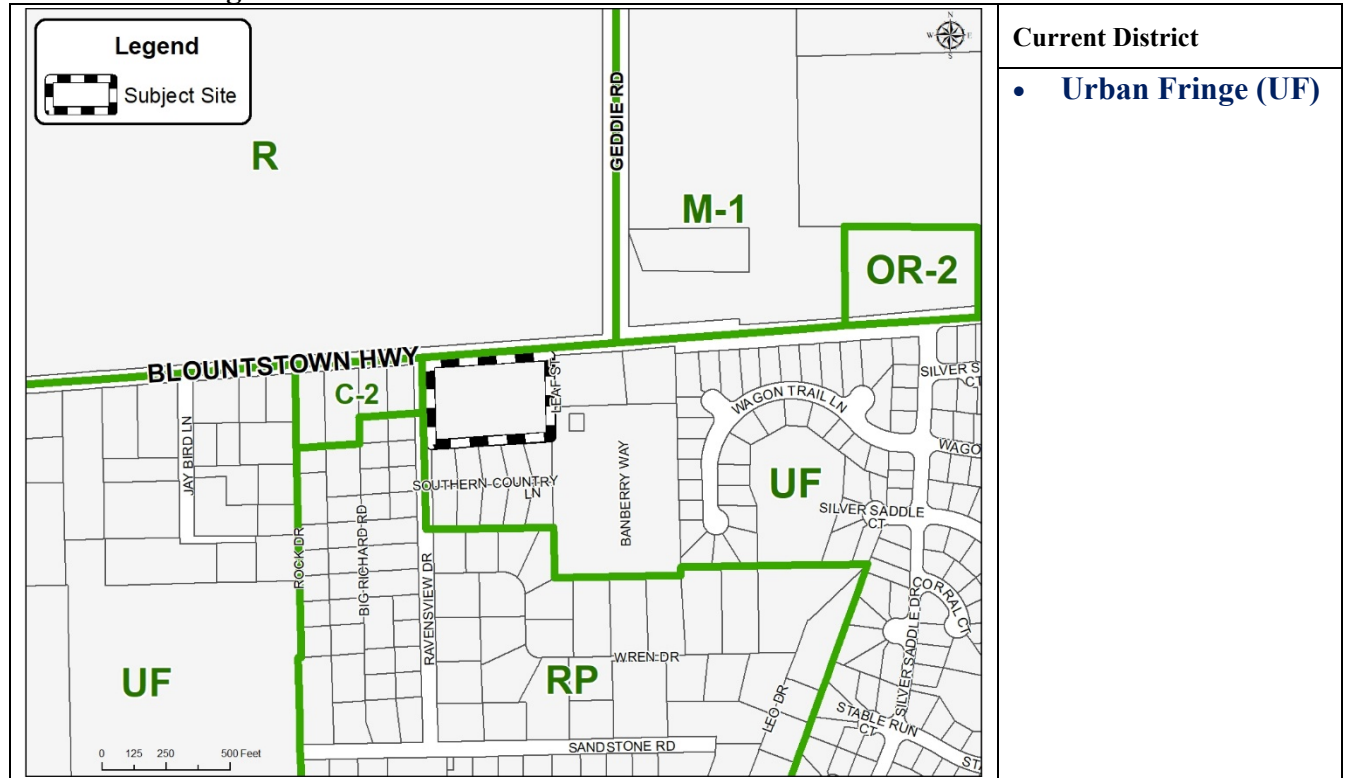
If the subject property is designated Suburban and rezoned to C-2, the 3.34+/- acre site would qualify for up to 41,750 square feet of non-residential floor area based on the maximum building restrictions. The other properties located in the proposed district are vacant and would not count against the maximum 200,000 square feet for the district.

5. General note (1) under Sec. 10-6.647 of the Leon County Code of Ordinances limits non-residential development to a maximum of 2,500 square feet of building area if central sanitary sewer is not available.

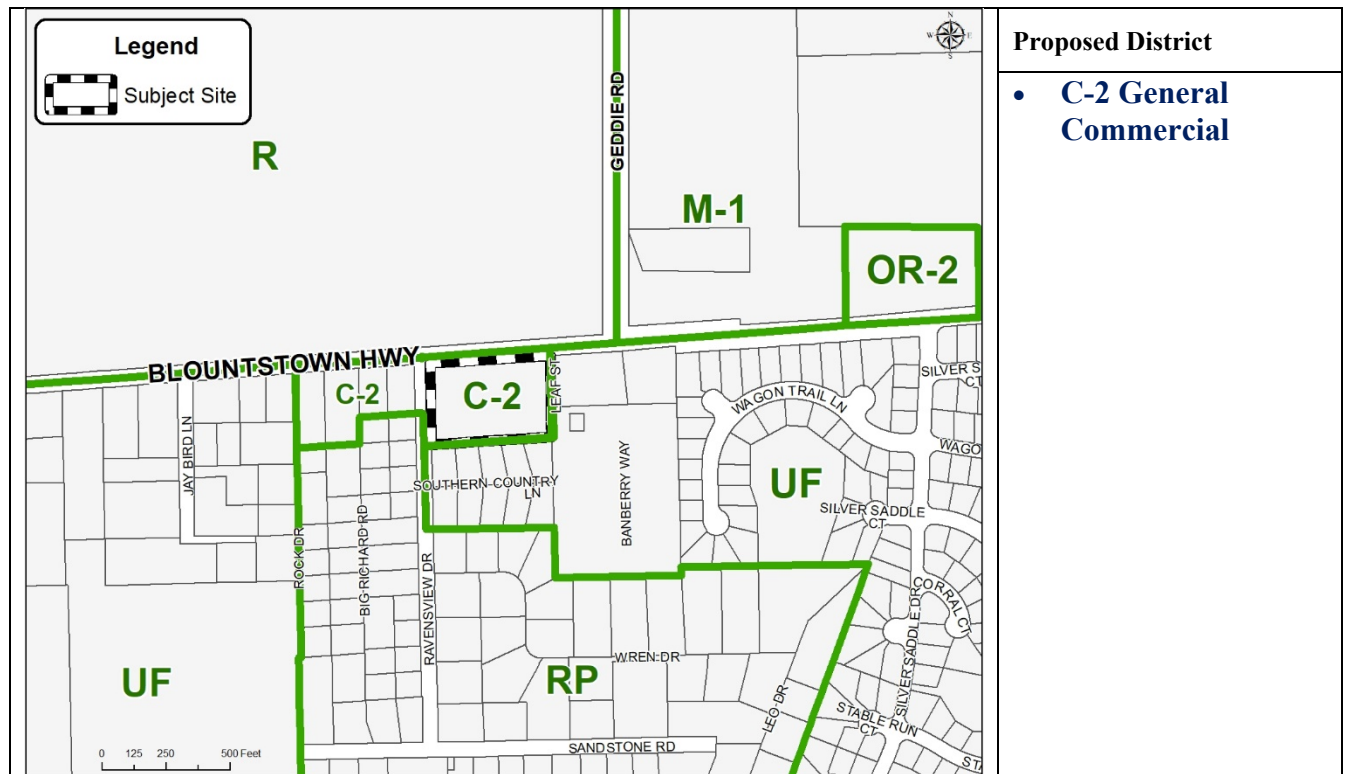
Proposed development may be eligible for a deviation to the square footage limitation for non-residential development not connected to sewer if it can be demonstrated that the use complies with Comprehensive Plan Policy 1.2.3 [SS] limiting uses using septic to 900 gallons per day.

The following maps illustrate the current and proposed zoning for the Subject Site.

### Current Zoning



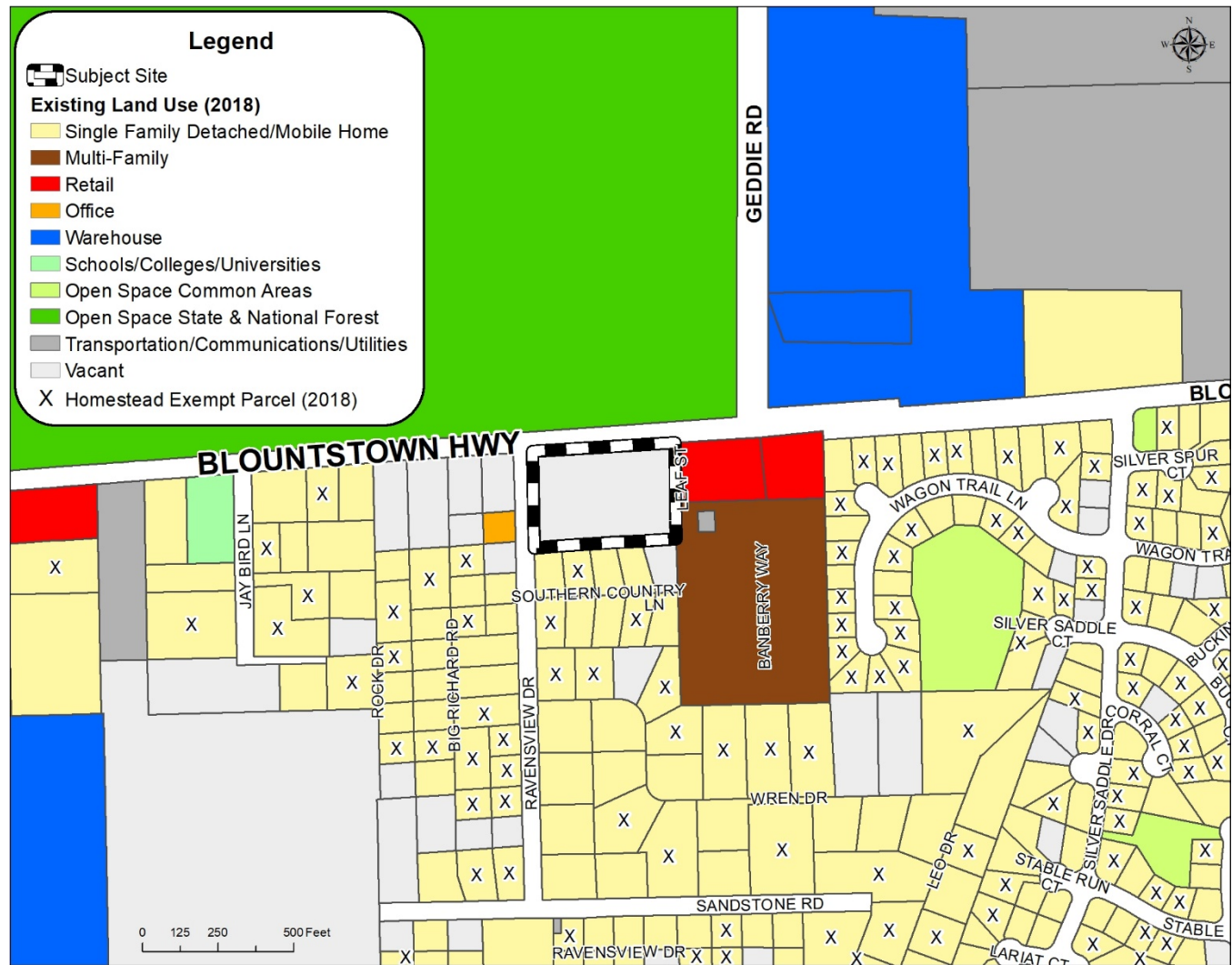
### Proposed Zoning



Existing Land Uses

The 3.42 +/- acre-property is currently utilized for automobile towing and is developed with a mobile home used as an office. Leon County Development Support and Environmental Management (DSEM) records do not indicate the use was lawfully established.

Surrounding uses include Lake Talquin State Forest across Blountstown Highway to the north, retail and a mobile home park across Leaf Street to the east, single-family residential to the south, and single-family and vacant commercial across Ravensview Drive to the west.

**Existing Land Use Map**

Infrastructure Analysis*Water/Sewer*

The site is currently served by a well and septic system. Talquin Water & Wastewater, Inc. is able to serve the site with potable and irrigation water. Sewer service through the City of Tallahassee is not available at this time.

*Schools*

The Subject Area is zoned for Sabal Palm Elementary School, Nims Middle School, and Godby High School. School concurrency impact forms were submitted to the Leon County School Board's Division of Facilities, Construction and Maintenance and approved by the School Board on November 13, 2019.

School Name	Sabal Palm Elementary	Nims Middle	Godby High
Present Capacity	257	559	575
Post Development Capacity	246	554	570

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.

*Roadway Network*

The site is located near the intersection of Blountstown Highway (SR 20), a principal arterial, with Geddie Road (major collector). Ravensview Drive to the west is a local County Road. Leaf Street to the east is a private street.

*Pedestrian and Bicycle Network*

The site and surrounding area is not served by sidewalks. Bicycle lanes are located on Blountstown Highway adjacent to the site.

*Transit Network*

The site is not served by transit.

Environmental Analysis

No impacts to environmental features are anticipated. The site is flat and largely cleared of vegetation. No severe slopes, drainage features, flood plains, or karst features are identified on the site. It is also not designated as a springs protection area, brownfield, or special development zone. The subject site is located within the Lake Munson Drainage Basin.

## F. PUBLIC OUTREACH AND NOTIFICATION

An initial mailing was sent to 110 property owners within 1,000 feet of Subject Site.

Public Outreach		Date	Details
X	Mail Notification of Proposed Changes	December 6, 2019	Notices Mailed to Property Owners within 1000 feet
X	Notice of Proposed Land Use Change and Rezoning	November 21, 2019	Two signs providing details of proposed land use and zoning changes posted on subject site
X	Public Open House	December 17, 2019	5:30 PM, Second Floor, Frenchtown Renaissance Center
X	Staff Reports Available Online	January 27, 2020	Email Subscription Notice sent to all users of service

**Public Open House – December 17, 2019:** Twenty-four citizens attended the open house to discuss the 2020 Cycle amendments. The applicants for this amendment were present and discussed the issues relating to lack of sanitary sewer with staff. No property owners within 1,000 feet of the site or members of the general public had questions or comment about this amendment.

## G. STAFF REPORT UPDATE

Below is a list of all public meetings and actions taken by appointed or elected bodies in consideration of this proposed amendment:

Cycle 2020 Meetings		Dates	Time and Locations
X	Local Planning Agency Workshop	January 7, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Local Planning Agency Public Hearing	February 4, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Joint City-County Commission Workshop	February 25, 2020	1:00 PM, Fifth Floor, Leon County Courthouse
	County Adoption Public Hearing	April 28, 2020	3:00 PM, Fifth Floor, Leon County Courthouse

**Local Planning Agency Workshop – January 7, 2020:** A workshop was held January 7, 2020 to discuss the proposed 2020 Cycle amendments. The LPA had no questions on this amendment.

**Local Planning Agency Public Hearing – February 4, 2020:** The Local Planning Agency voted to recommend approval of the proposed map amendment and rezoning. The applicant was available to answer questions. There were no other citizen speakers on this amendment or rezoning.



**Joint City-County Commission Workshop – January 25, 2020:** A workshop was held January 25, 2020 to discuss the proposed 2020 Cycle amendments. The Commissioners had no questions on this amendment.

## **H. ATTACHMENTS**

- Attachment #1: Comprehensive Plan policies 2.2.1 and 2.2.5 of the Land Use Element
- Attachment #2: Leon County Code of Ordinances sections 10-6.613 and 10-6.647



**2020 Comprehensive Plan Amendment Cycle**  
**LMA 2020 01**  
**7601 Blountstown Highway**

## **Attachment #1**

### **Policy 2.2.2: [L] URBAN FRINGE**

(REV. EFF. 8/17/92; REV. EFF. 7/26/06; REV. EFF. 4/10/09; REV. EFF. 12/24/10; REV. EFF. 12/15/11)

The Urban Fringe category is intended to provide the opportunity for very low-density residential areas mixed with open space and agricultural activity on the periphery of the Urban Service Area. To protect Rural areas from premature development, facilitate infill and redevelopment inside the Urban Service Area, and in recognition of the significant area already mapped as Urban Fringe, no additional lands designated Rural or Urban Fringe as of August 26, 2006 shall be converted to a more dense or intense land use category unless adjoining lands are also within the designated Urban Service Area boundary or the designated Woodville Rural Community. Conversions to the Woodville Rural Community designation shall be consistent with the Transfer of Development Units provision in Policy 4.2.5: [C].

Conventional subdivision of land in the Urban Fringe may be permitted at a density of up to one unit per three acres. To promote a mix of residential areas and perpetually protected open space and agricultural lands, Conservation Subdivision developments are allowed and encouraged. Conservation Subdivision design in Urban Fringe may be permitted at a density of up to one unit per three gross acres with units clustered on no more than 50% of the site. Conservation Subdivisions must also permanently set aside at least 50% of the total site as open space and restrict development to the least environmentally sensitive and otherwise significant portions of the land. I. Land Use Tallahassee-Leon County 2030 Comprehensive Plan (as of 2018 Amendment Cycle, eff. 8/13/18) 31 Appropriately sized minor commercial activities and minor offices are permitted. Industrial, office and more intensive commercial land uses are prohibited due to lack of present infrastructure services or potential negative environmental impacts. Present or future agricultural, silviculture and forestry activities may be allowed.

**Policy 2.2.5: [L] SUBURBAN**

(EFF. 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**

(EFF. 3/14/07; REV. EFF. 7/14/14; REV. EFF. 5/31/18)

Table 4: Suburban Intensity Guidelines

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 <sup>(4)</sup>	10,000 SQ FT/ACRE	65-80%
Low Density Residential Office	Residential, Office, Recreation, Light Infrastructure & Community Service	0 to 8 UNITS/ ACRE <sup>(4)</sup>	10,000 SQ FT/ACRE <sup>(5)</sup>	
Medium Density Residential	Residential, Recreation, Light Infrastructure & Community Service	8 to 16 UNITS/ ACRE	20,000 SQ FT/ACRE	
Medium Density Residential Office	Residential, Office, Ancillary 1st Floor Commercial, Recreation, Light Infrastructure, Community Service & Post-Secondary Schools	8 to 20 UNITS/ ACRE	20,000 SQ FT/ACRE <sup>(6)</sup>	
Village Center	Residential, Office, Commercial up to 50,000 SQ FT, maximum business size. Centers shall not be located closer than ¼ 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/ACRE per parcel for center 20 acres or less <sup>(7)</sup>	

Development Patterns	Allowed Land Uses	Gross Residential Density	Non-Res Intensity	Percentage Mix of Uses
Urban Pedestrian Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 16 UNITS/ ACRE <sup>(3)</sup>	Up to 20,000 SQ FT/ACRE <sup>(3)</sup>	35-50%
Suburban Corridor	Residential, Office, Commercial, Recreation, Light & Heavy Infrastructure & Community Service	Up to 16 UNITS/ ACRE	Up to 25,000 SQ FT/ACRE <sup>(8)</sup>	
Medical Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 20 UNITS/ ACRE <sup>(1)</sup>	80,000 SQ FT/ACRE <sup>(2)</sup>	
Business Park	Office, Residential and Commercial	Up to 16 UNITS/ ACRE	20,000 SQ FT/ ACRE	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 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 is allowed.

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, and retail 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 I. Land Use Tallahassee-Leon County 2030 Comprehensive Plan (as of 2018 Amendment Cycle, eff. 8/13/18) 37 of zoning to a more intensive district shall consider, among other criteria, the availability of the requisite infrastructure.



**2020 Comprehensive Plan Amendment Cycle**  
**LMA 2020 01**  
**7601 Blountstown Highway**

**Attachment #2**

**Sec. 10-6.613. - Urban Fringe Zoning District.**

- (a) *Purpose and intent.* The urban fringe district is intended to provide the opportunity for very low-density residential areas mixed with open space and agricultural activity on the periphery of the urban service area. The district allows for very low-density residential development of no greater than one unit on three acres of land, agricultural, and silvicultural activities. Residential development will also be allowed a gross density of one unit per three acres if developed as a conservation subdivision as described in section 10-7.204.
- (1) For sites developed under the previously available "25—75" clustering option, the remaining undeveloped portion (75 percent) may continue to be preserved as undisturbed open (green) space until such time as these sites are included in the urban service area and become eligible for development at urban densities. As an alternative, sites developed under the previously available "25—75" clustering option may seek to develop the undeveloped portion (75 percent) at the urban fringe densities described above prior to the sites inclusion in the urban service area. For either development option, review by the Board of County Commissioners shall be requested to authorize development of these undisturbed open (green) spaces.
  - (2) To conveniently serve area residents, smaller scale, low-intensity commercial development is permitted in this district. To maximize efficiency in the development of agricultural and silvicultural resources located within this zoning district and surrounding areas, agriculturally and silviculturally related industrial activities, such as milling, are permitted. Community facilities are also permitted in this district.
- (b) *Allowable uses.* For the purpose of this subdivision, the following land use types are allowable in this zoning district and are controlled by the land use development standards of this subdivision, the Comprehensive Plan and schedules of permitted uses.
- (1) Low-density residential.
  - (2) Agricultural.
  - (3) Silvicultural.
  - (4) Light industry—agriculturally and silviculturally related only.
  - (5) Passive recreation.
  - (6) Active recreation.
  - (7) Minor commercial.
  - (8) Neighborhood commercial.
  - (9) Community services.
  - (10) Light infrastructure.
  - (11) Heavy infrastructure.
- (c) *List of permitted uses.* Some of the uses on these schedules are itemized according to the Standard Industrial Code (SIC). Allowable uses, appropriate permit level and applicable development and locational standards in the urban fringe district are as follows:
-

**Legend**

Ag = Agricultural	PR = Passive Recreation
MC = Minor Commercial	AR = Active Recreation
NC = Neighborhood Commercial	CS = Community Services
LR = Low-Density Residency	PS = Postsecondary

SIC Code	Name of Use	Development and Locational Standards							
		Ag	MC	NC	LR	PR	AR	CS	PS
Residential									
	Dwelling, one-family	P			P				
	Dwelling, two-family	P			P				
	Dwelling, mobile home	P			P				
	Mobile home park				R				
Agriculture, Forestry, and Fishing									
01	Agricultural production—crops	P							
0181	Ornamental nursery products	P							
02	Agricultural production—livestock	P							
074	Veterinary services	P	P	P					
0781	Landscape counseling and planning	R							
092	Fish hatcheries and preserves	P							
Mining									
144	Sand and gravel	S							
145	Clay, ceramic, and refractory minerals	S							
Manufacturing									
201	Meat products	R							
202	Dairy products	R							
204	Grain mill products	R							
21	Tobacco products	R							
24	Lumber and wood products	R							
Transportation and Public Utilities									
401	Railroads		P	P				S	
43	Postal service		P	P					
483	Radio and television broadcasting							R	
Retail Trade									

521	Lumber and other building materials		P	P					
523	Paint, glass, and wallpaper stores		P	P					
525	Hardware stores		P	P					
526	Retail nurseries and garden stores		P	P					
533	Variety stores		P	P					
539	Miscellaneous general merchandise stores		P	P					
541	Grocery stores		P	P					
542	Meat and fish markets		P	P					
543	Fruit and vegetable markets		P	P					
544	Candy, nut and confectionery stores		P	P					
545	Dairy products stores		P	P					
546	Retail bakeries		P	P					
553	Auto and home supply stores		P	P					
554	Gasoline service stations		P	P					
	Convenience store		P	P					
581	Eating and drinking places		R	P					
591	Drugstores and proprietary stores		P	P					
592	Liquor stores		P	P					
593	Used merchandise stores		P	P					
5941	Sporting goods and bicycle shops		P	P					
5943	Stationery stores		P	P					
5961	Catalog and mail order houses		P	P					
5983	Fuel oil dealers		S						
5984	Liquefied petroleum gas dealers		S						
5992	Florists		P	P					
5993	Tobacco stores and stands		P	P					
5994	News dealers and newsstands		P	P					
5995	Optical goods stores		P	P					
5999	Miscellaneous retail stores, nec		R	R					
<b>Finance, Insurance, and Real Estate</b>									
6553	Cemeteries		P					P	
<b>Services</b>									
702	Roominghouses and boardinghouses; dorms				R				
703	Camps and recreational vehicle parks						R		
721	Laundry, cleaning, and garment services		R	R					
7215	Coin-operated laundries and cleaning		P	P					

723	Beauty shops		P	P					
724	Barber shops		P	P					
725	Shoe repair and shoeshine parlors		P	P					
7334	Photocopying and duplicating services		P	P					
7335	Commercial photography		P	P					
7336	Commercial art and graphic design		P	P					
7353	Heavy construction equipment rental	R							
7359	Equipment rental and leasing, nec	R							
753	Automotive repair shops		R	R					
754	Automotive services, except repair		P	P					
762	Electrical repair shops		P	P					
764	Reupholstery and furniture repair		P	P					
784	Video tape rental		P	P					
791	Dance studios, schools, and halls		P	P					
7991	Physical fitness facilities		P	P					
7992	Public golf courses						S		
	Public elementary and secondary schools (that are subject to the school interlocal agreement) (excludes charter and private schools)							S	
822	Colleges and universities								S
823	Libraries—less than 7,500 square feet		P	P					
823	Libraries—7,500 square feet or more							R	
824	Vocational schools								S
835	Day care services		R	P					
836	Residential care		R	P					
841	Museums and art galleries						S		
842	Botanical and zoological gardens						S		
864	Civic and social associations							P	
866	Religious organizations							P	
6553	Cemeteries		P						
<b>Public Administration</b>									
922	Public order and safety							P	
9221	Police protection							P	
9223	Correctional institutions							S	
9224	Fire protection							P	
<b>Recreation</b>									
	Hiking and nature trails						P		
	Picnicking						P		



	Canoe trails					P			
	Bicycle trails					P			
	Horseback riding trails					P			
	Tot lots						P		
	Court sports						P		
	Field sports						P		
	Boat landings						P		
	Archaeological historical sites					S			

P = Permitted use   R = Restricted use   S = Special exception

(d) The maximum allowable gross square footage in the urban fringe district is as follows:

Commercial Land Use Type	Urban Fringe
<b>Minor*</b>	
<b>Total location</b>	20,000
Single site or quadrant	10,000
Single structure	5,000
<b>Neighborhood**</b>	
<b>Total location</b>	100,000
Single site or quadrant	100,000
Single structure	50,000

\*Maximum 10,000 gross square feet, if located on a local street.

\*\*Only one neighborhood commercial site (quadrant) will be permitted at the intersection of a major collector and arterial road. The maximum allowable commercial development permitted at the neighborhood commercial area located at the intersection of two major collectors is 50,000 square feet g.s.l.a.

(e) The minimum development standards in the urban fringe district are as follows:

	Low Density Residential		Commercial		Agricultural-Related Industrial	Community Services; Active Recreation; Public, Primary and Secondary Schools	Comp. Plan Policy 2.1.9. Subdivision	
	Noncluster	Cluster	Noncluster	Cluster				
Minimum Setbacks (feet)								
Front yard								
	Building	30	30*	30	25*	50	30	25
	Parking	—	—	40	40*	50	40	—
Corner yard								
	Building	30	30*	30	25*	50	30	25
	Parking	—	—	40	40*	50	40	—

Side yard							
Building	20	20*	40	20*	50	40	15
Parking	—	—	40	20*	50	40	—
Rear yard							
Building	50	50*	50	30*	50	50	50
Parking	—	—	40	10*	50	50	50
Adjoining Lower Intensity Zoning District							
Building	—	—	—	—	100	—	—
Parking	—	—	—	—	100	—	—
Maximum percent impervious surface area	30	25**	30	25**	30	—	30
Heights (feet)							
Maximum at building envelope perimeter	35	35	35	35	35	35	35
Maximum additional height/additional zoning setback	1'1'	1'1'	1'1'	1'1'	1'1'	1'1'	1'1'
Total maximum height	—	35	45	45	45***	45	—
Minimum lot frontage	15	15	40	40	100	—	15
Minimum lot area	3.0	0.5	3.0	0.5	10.0	—	0.5

\*This number applies to the perimeter setback only.

\*\*Maximum percent impervious area of developable portion of site.

\*\*\*This height applies to habitable portion of an industrial structure.

- (f) *Development standards.* All proposed development shall meet the commercial site location standards (section 10-6.619); buffer zone standards (section 10-7.522); and the parking and loading requirements (subdivision 3, division 5, article VII of this chapter).
- (g) *Restricted uses and special exception uses.* If uses are restricted or are special exception uses according to the schedule of permitted uses, they will not be allowed unless they follow the general development guidelines for restricted uses or for special exceptions as provided in this subdivision. Specific restricted uses are addressed below.
- (1) *Eating and drinking establishments (SIC 581).* No drive-in or drive-thru facilities are permitted within this district.
  - (2) *Laundry, cleaning and garment services (SIC 721).* Does not include dry cleaning plant operations; pick-up stations only.
  - (3) *Funeral services and crematoriums (SIC 726).* This use requires 100 percent opacity buffer surrounding perimeter with exception of access point.
  - (4) *Camps and recreational vehicle parks (SIC 703).* A site plan shall be submitted demonstrating protection of adjacent properties and public interest which shall include, but not be limited to the following
    - a. Sanitary facilities shall be provided.

- b. Not more than ten campsites per acre shall be provided.
  - c. Individual campsites, roadways, and accessory structures shall be located to meet the minimum building setback standards from the exterior property lines of the campground.
- (5) *Heavy construction equipment rental and equipment rental and leasing (SIC 7353 and 7359).* A plan must be submitted demonstrating protection of adjacent properties and public interest which shall include, but not be limited to the following:
- a. Such equipment rental and leasing must be associated with timbering and/or agribusiness.
  - b. A plan of vehicular access to and from the site demonstrating that heavy trucks and equipment will not travel on that portion of a local or minor collector street with frontage containing residential land use, zoned for residential land use, or containing subdivision lots intended primarily for residential land use. For purposes of this requirement, local and minor collector streets shall be those identified in the Comprehensive Plan and the Tallahassee-Leon County Long Range Transportation Plan.
- (6) *Mining activities.*
- a. All mining activities as defined on the schedule of permitted uses must meet the specific development standards, as follows upon review and approval by the Board of County Commissioners following a duly noticed public hearing. This includes SIC items 144 and 145.
  - b. A plan must be submitted demonstrating protection of adjacent properties and public interest which shall include, but not be limited to the following:
    - 1. The mining activity, all accessory uses and structures, internal roadways, and driveways onto the adjacent streets shall be setback a minimum of 100 feet from the perimeter property boundaries or 200 feet from the nearest off-site residence, residential zoning district, or subdivision intended primarily for residential land use, whichever distance is greater. This setback standard may be reduced if less of a setback is approved in writing by the adjacent property owner prior to site plan approval or if the adjacent property is also used as a mining activity.
    - 2. A plan of vehicular access to and from the site demonstrating that heavy trucks and equipment will not travel on that portion of a local or minor collector street with frontage containing residential land use, zoned for residential land use, or containing subdivision lots intended primarily for residential land use. For purposes of this requirement, local and minor collector streets shall be those identified in the local government Comprehensive Plan and the Tallahassee-Leon County Long Range Transportation Plan.
    - 3. A land reclamation plan shall be submitted demonstrating that upon termination of the activity the land shall be returned to a condition that will allow an effective reuse comparable to surrounding properties.
    - 4. Fencing requirement. All areas proposed for use, currently used, or previously used, in open-pit mining operations and/or construction and demolition debris disposal must be secured by a fence, unless the area is determined to be a reclaimed open-pit mine by the County Administrator or designee. The fence must be at least four feet in height with openings that will reject the passage of a seven-inch diameter sphere. The fence must be equipped with a gate which shall remain locked when workers or employees of the land owner or mining company are not present at the site. At every gate or access point, at least one sign must be posted which states, in at least four-inch tall letters, "Danger," "Keep Out," "No Trespassing," or similar language to indicate that there may be hazardous conditions on the premises.

(Code 1992, § 10-6.613; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 08-17, § 3, 7-22-2008; Ord. No. 09-02, § 2, 1-15-2009; Ord. No. 09-12, § 4, 3-19-2009; Ord. No. 12-01, § 1, 1-24-2012; [Ord. No. 16-07](#), § 2, 5-10-2016)

**Sec. 10-6.647. - C-2 General Commercial District.**

1. District Intent	Permitted Uses	
	2. Principal Uses	3. Accessory Uses
<p>The C-2 district is intended to be located in areas designated Bradfordville Mixed Use, Suburban or Woodville Rural Community on the future land use map of the Comprehensive Plan shall apply to areas with direct access to major collector or arterial roadways located within convenient traveling distance to several neighborhoods, wherein small groups of retail commercial, professional, office, community and recreational facilities and other convenience commercial activities are permitted in order to provide goods and services that people frequently use in close proximity to their homes.</p> <p>The C-2 district is not intended to accommodate large scale commercial or service activities or other types of more intensive commercial activity.</p> <p>The maximum gross density allowed for new residential development in the C-2 district is 16 dwelling units per acre, with a minimum gross density of 8 dwelling units per acre, unless constraints of concurrency or preservation and/or conservation features preclude the attainment of the minimum density.</p> <p>The residential uses are required to be located on the second floor or above of a building containing commercial or office uses on the first floor.</p> <p>Mixed use projects in the C-2 district are encouraged, but are not required.</p> <p>In order to maintain compact and nonlinear characteristics, C-2 districts shall not be located closer than one-quarter mile to other C-2 or C-1 districts or to parcels of land containing commercial developments including more than 20,000 gross square feet of floor area and shall not exceed 30 acres in size.</p>	<p>(1) Antique shops.  (2) Automotive service and repair, including car wash.  (3) Bait and tackle shops.  (4) Banks and other financial institutions.  (5) Camera and photographic stores.  (6) Cocktail lounges and bars.  (7) Community facilities related to the permitted principal uses, including libraries, religious facilities, police/fire stations, elementary, middle and high schools. Other community facilities may be allowed in accordance with section 10-6.806.  (8) Day care centers.  (9) Gift, novelty and souvenir shops.  (10) Indoor amusements (bowling, billiards, skating, etc.).  (11) Indoor theaters (including amphitheaters).  (12) Laundromats, laundry and dry cleaning pick-up.  (13) Mailing services.  (14) Medical and dental offices, services, laboratories and clinics.  (15) Motor vehicle fuel sales.  (16) Nonmedical offices and services, including business and government offices and services.  (17) Nonstore retailers.  (18) Passive and active recreational facilities.  (19) Personal services (barber shops, fitness clubs, etc.).  (20) Photocopying and duplicating services.  (21) Rental and sales of DVDs, video tapes and games.</p>	<p>(24) Residential (any type), provided that it is located on the second floor or above a building containing commercial or office uses on the first floor.  (25) Restaurants, with or without drive-in facilities.  (26) Retail bakeries.  (27) Retail computer, video, record and other electronics.  (28) Retail department, apparel and accessory stores.  (29) Retail drug stores.  (30) Retail florists.  (31) Retail food and grocery.  (32) Retail furniture, home appliances, accessories.  (33) Retail home/garden supply, hardware and nurseries.  (34) Retail jewelry store.  (35) Retail needlework shops and instruction.  (36) Retail newsstand, books, greeting cards.  (37) Retail office supplies.  (38) Retail optical and medical supplies.  (39) Retail package liquors.  (40) Retail pet stores.  (41) Retail picture framing.  (42) Retail sporting goods, toys.  (43) Retail trophy store.  (44) Shoes, luggage and leather goods.</p> <p>(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure an which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee.  (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</p>

	(22) Rental of tools, small equipment or party supplies. (23) Repair services, nonautomotive.	(45) Social, fraternal and recreational clubs and lodges, including assembly halls. (46) Studios for photography, music, art, dance and voice. (47) Tailoring. (48) Veterinary services, including veterinary hospitals. (49) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.	
<b>For additional development standards, see below</b>			

<b>Development Standards</b>									
	<b>4. Minimum Lot or Site Size</b>			<b>5. Minimum Building Setbacks</b>				<b>6. Maximum Building Restrictions</b>	
<b>Use Category</b>	<b>a. Lot or Site Area</b>	<b>b. Lot Width</b>	<b>c. Lot Depth</b>	<b>a. Front</b>	<b>b. Side-Interior Lot</b>	<b>c. Side-Corner Lot</b>	<b>d. Rear</b>	<b>a. Building Size (excluding gross building floor area used for parking)</b>	<b>b. Building Height (excluding stories used for parking)</b>
Any Permitted Principal Use	None	None	None	25 feet	15 feet on each side	25 feet	10 feet	Except for properties within the Woodville Rural Community, 12,500 square feet of non-residential gross building floor area per acre and commercial and/or office uses not to exceed 200,000 square feet of gross building floor area for each district containing 20 acres or less. 12,500 square feet of non-residential gross building floor area per acre and commercial and/or office uses not to exceed maximum of 250,000 square feet of non-residential gross building area per district for districts containing more than 20 acres to 30 acres. Individual buildings may not exceed 50,000 gross square feet. Within the Woodville Rural Community, 12,500 square feet of non-residential gross building area	3 stories

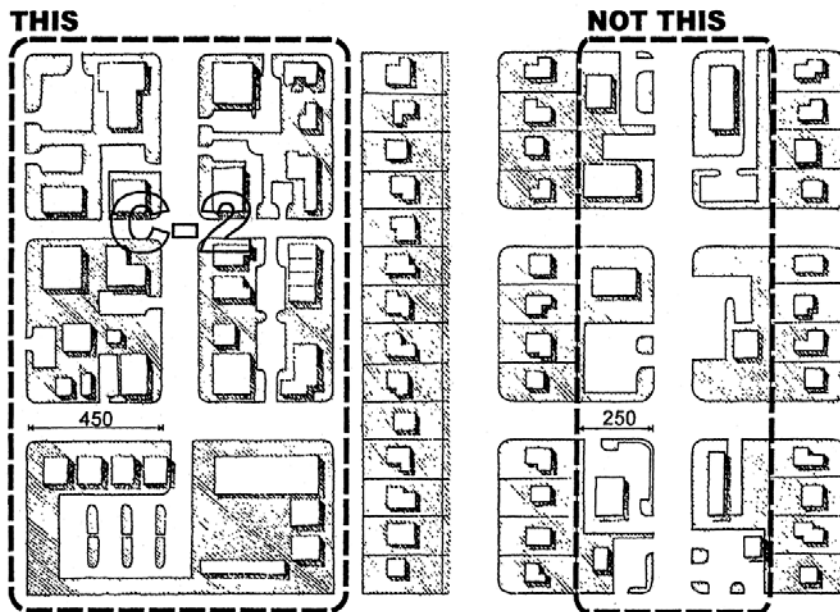
								per acre and commercial uses not to exceed 50,000 square feet of gross building floor area per parcel.	
<b>7. Street Vehicular Access Restrictions:</b> Properties in the C-2 zoning district shall be located on a major collector or arterial street, but may have additional vehicular access to any type of street. However, in order to protect residential areas and neighborhoods from non-residential traffic, vehicular access to a local street is prohibited if one of the following zoning districts is located on the other side of the local street: RHA, R-1, R-2, R-3, R-4, R-5, MH and RP.									

## General notes:

- (1) If central sanitary sewer is not available, residential development is limited to a minimum of 0.50-acre lots and Inside the urban service area non-residential development is limited to a maximum of 2,500 square feet of building area. Inside the urban service area, community service facilities are limited to a maximum of 5,000 square feet of building area of a 500-gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.
- (2) Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
- (3) Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).

**C-2 - Neighborhood Commercial District -**

The Neighborhood Commercial district limits arterial street frontage to 100 feet per acre. This provision is intended to promote "nodes" of commercial development rather than "strip" commercial development along arterial streets.



C-2 - Neighborhood Commercial District - THIS and NOT THIS illustrations

(Code 1992, § 10-6.647; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 09-13, § 4, 3-19-2009; Ord. No. 09-33, § 3, 10-13-2009; [Ord. No. 16-07](#), § 10, 5-10-2016)

**Citizens Comments**

**LMA 2020 01**

**Blountstown Highways**

**Received as of April 9, 2020**

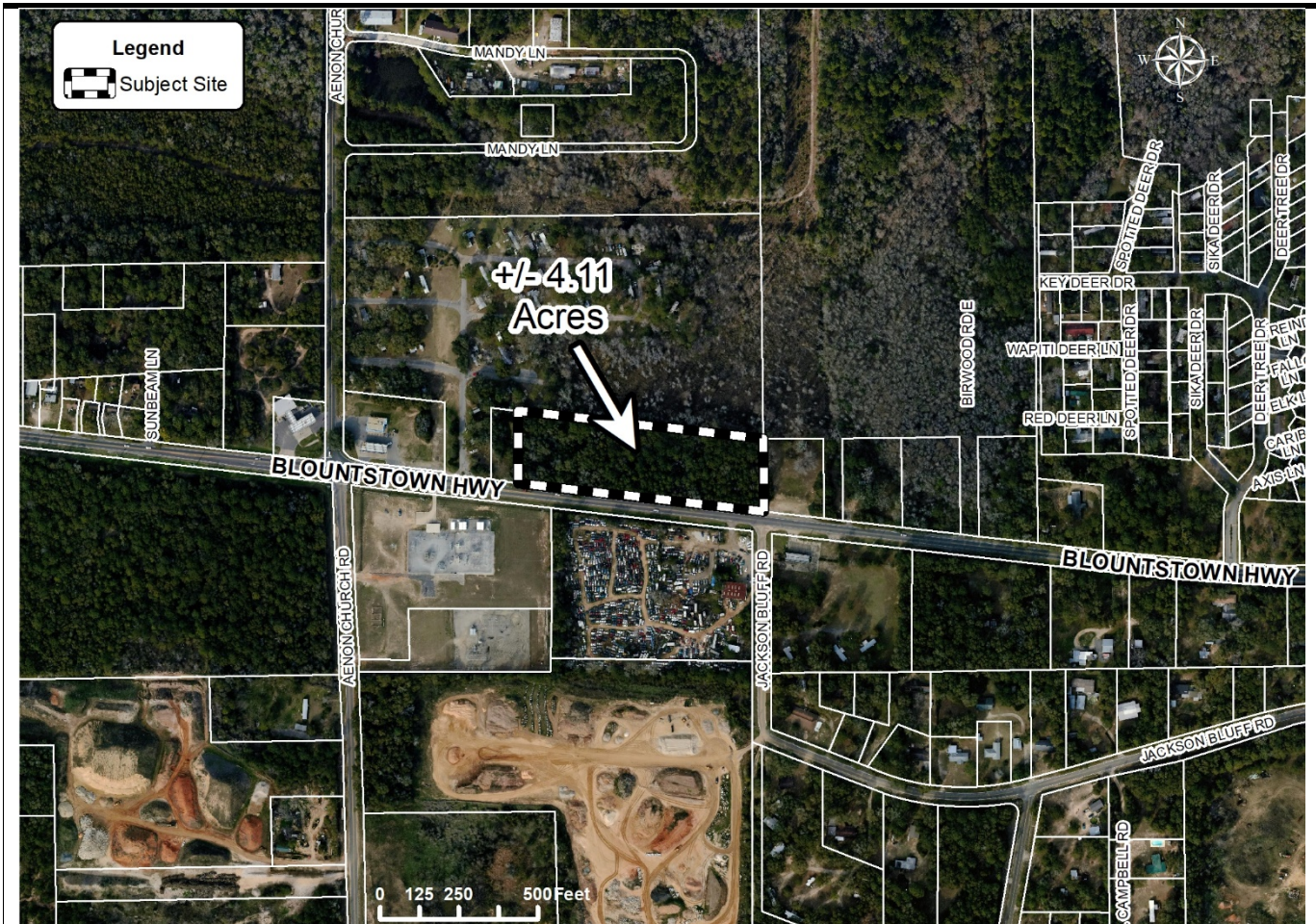
## White, Artie

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**From:** rasarah.johnson@talquinelectric.com  
**Sent:** Thursday, December 19, 2019 7:47 AM  
**To:** CMP\_PLN\_AMND  
**Cc:** Calhoun, Sherri  
**Subject:** 2020 Comp Plan Public Comment Submission

- **Amendment:** LMA202001 Map
- **Name:** RaSarah Johnson -Talquin Electric
- **Address:** 1640 West Jefferson Street
- **City:** Quincy
- **State:** FL
- **Zip:** 32351
- **Email Address:** [rasarah.johnson@talquinelectric.com](mailto:rasarah.johnson@talquinelectric.com)
- **Comments:** Talquin has existing aerial (OH) electric facilities that traverses along the easterly side of the property along Leaf Street and an existing aerial (OH) electric line that parallels the southerly boundary of the property beginning near the SE property corner.





**SUMMARY**

Property Owners:	Property Location:	TLCPD Recommendation:
James H. Bailey	North side of Highway 20 (Blountstown Highway) east of Aenon Church Road	<b>Approve</b>
<b>Applicant:</b> James H. Bailey		
TLCPD Staff:	Current Future Land Use & Zoning:	LPA Recommendation:
Stephen M. Hodges	<u>Future Land Use:</u> UR-2 Urban Residential - 2 <u>Zoning:</u> R-5 Manufactured Home and Single-Family Detached District	<b>Approve</b>
<b>Contact Information:</b> Stephen.Hodges@talgov.com (850) 891-6408	<b>Proposed Future Land Use &amp; Zoning:</b> <u>Future Land Use:</u> Industry and Mining <u>Zoning:</u> M-1 Light Industrial	
<b>Date:</b> November 11, 2019	<b>Updated:</b> April 3, 2020	

**A. REASON FOR REQUESTED CHANGE**

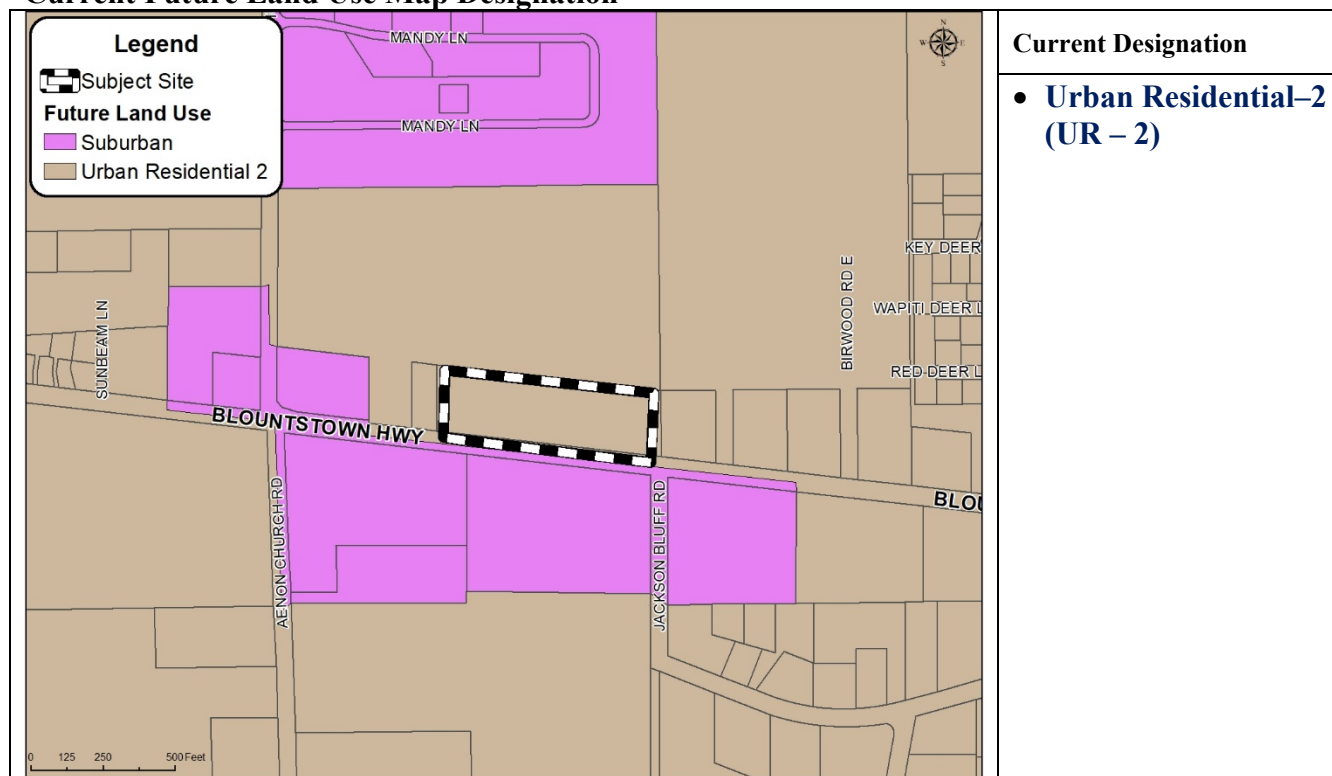
The applicant, James H. Bailey, filed an application to change the subject site's current Future Land Use Map (FLUM) and zoning designations to a non-residential business use that is considered by the applicant to be more compatible with the surrounding land uses.

**B. CURRENT AND PROPOSED FUTURE LAND USE DESIGNATION**

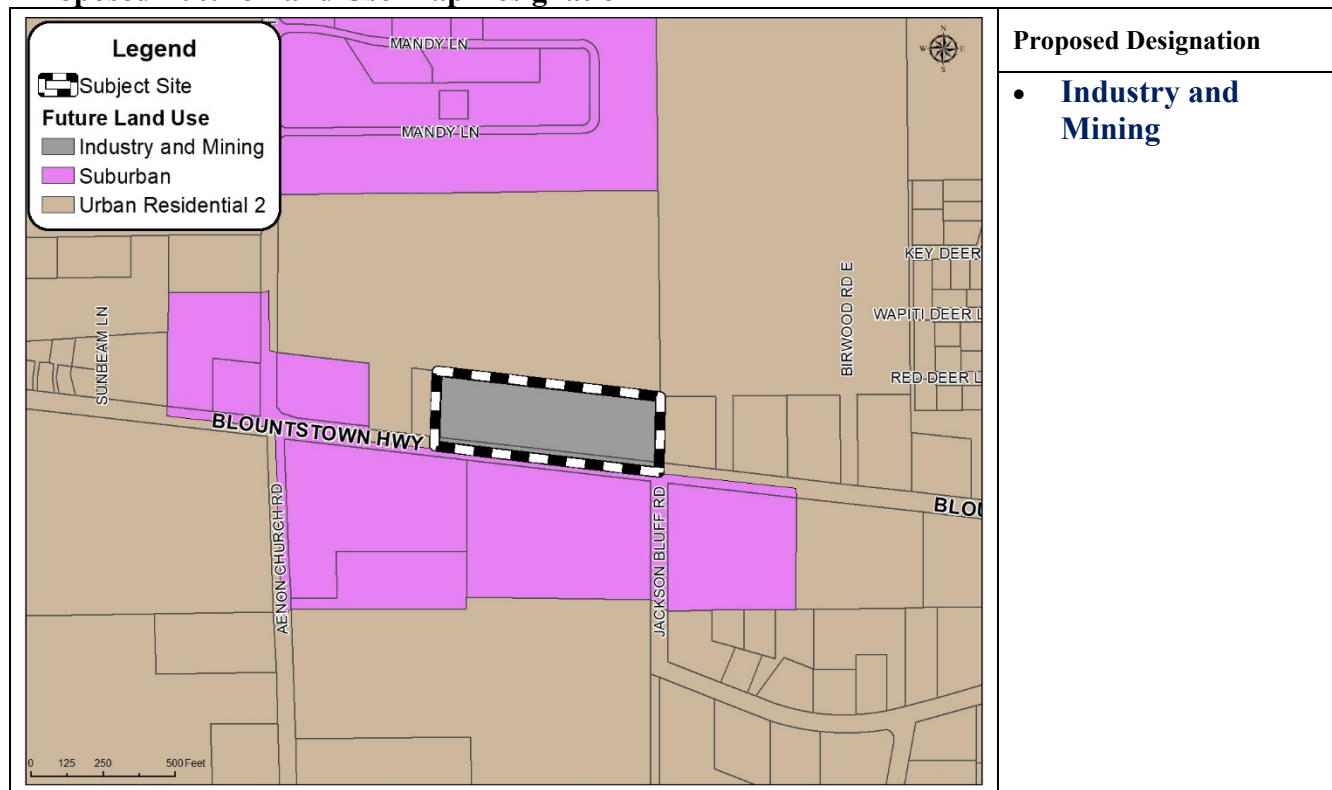
The subject site is currently designated Urban Residential-2 on the FLUM. The proposed amendment would change the FLUM designation of the area to Industry and Mining.

The following maps illustrate the current and proposed FLUM designations for the Subject Area.

### Current Future Land Use Map Designation



### Proposed Future Land Use Map Designation



### C. STAFF RECOMMENDATION

Find that the proposed Future Land Use Map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **ADOPTION** of the proposed amendment.

Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **APPROVAL** of the proposed rezoning.

### D. LOCAL PLANNING AGENCY (LPA) RECOMMENDATION

- E. Find that the proposed Future Land Use Map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **ADOPTION** of the proposed amendment.
- F. Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **APPROVAL** of the proposed rezoning.

### G. SUMMARY OF FINDINGS

Staff presents the following findings of fact:

1. The area on the south side of Highway 20 has a FLUM designation of Suburban and a zoning designation of Light Industrial.
2. The existing uses on the south side of Highway 20 across from the subject site include a large towing and automobile storage and recovery lot and an electric substation belonging to Duke Energy. A mobile home park is located north and northwest of the subject site. However, it is buffered by a large forested wetland area.
3. Policy 2.2.24 [L] states that “Urban Residential 2 may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities.” There are no public or other alternative modes of transportation on Highway 20.
4. The proposed amendment has no adverse impact on existing or planned infrastructure.

## H. STAFF ANALYSIS

### History and Background

This area along Highway 20 was mostly rural in nature with a mix of forested lands, small farms, and scattered, low-density single family residential areas, but has developed over time into a mixture of residential, light and heavy industrial, commodity extraction (i.e., sand mining), and low- to medium-density residential land uses, including several mobile home parks.

The subject site is 4.1 acres in size and is currently vacant. An older mobile home park is located directly immediately north of the subject site with a small vacant parcel to the immediate west. A large towing and automobile storage lot and an electric substation belonging to Duke Energy are located directly across Highway 20 from the subject parcel. An active sand mine that is also being used for storage of mineral resources and concrete recycling is located south of the substation and the towing and storage operation.

### Current and Proposed Future Land Use Categories

The complete comprehensive plan policies for Urban Residential 2 (Policy 2.2.24: [L]) and Industry and Mining Land Use (Policy 2.2.28: [L]) are included as Attachment #1.

#### *Urban Residential-2 (Current)*

The subject site is within the Urban Services Area (USA). The intent of the Urban Residential-2 (UR-2) land use category, which is to be applied only within the USA, is to encourage a range of density (up to a maximum of 20 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure.

This part of the urban area of Tallahassee has a wide mix of land use designations, including a number of isolated areas that are designated UR-2. This designation was applied to many of these areas during the 2006-02 Cycle, whereby the old Mixed Use FLUM designation was replaced by several other FLUM designations, including UR-2. Development along this corridor is somewhat slow and episodic, particularly following the recession in 2007-2008.

Policy 2.2.24 [L] states that “Urban Residential 2 may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities.” However, there are no public or other alternative modes of transportation on Highway 20, and limited demand for the higher density residential developments found elsewhere in the urban area.



### Industry and Mining Land Use (*Proposed*)

The intent of the Industry and Mining Land Use category is to encourage industry and mining uses intended for the distribution of manufactured goods in areas with access to the Tallahassee International Airport or the Florida Department of Transportation's (FDOT) Strategic Intermodal System (SIS) facilities. Because of the need for infrastructure and public services, the Industry and Mining Land Use shall only apply to areas located within the Urban Services Area.

The subject site is located within a mile west of Capital Circle SW, which is designated as FDOT SIS facility from Interstate 10 south to the Tallahassee International Airport. It is also located 3.3 miles north and west of the Airport.

### Consistency with Comprehensive Plan

The proposed amendment is consistent with the following goals, objectives, and policies of the Tallahassee-Leon County Comprehensive Plan.

- Policy 1.1.1 [L] requires that, in order to discourage urban sprawl, new development shall be concentrated in the Urban Service Area (USA) as designated on the future land use map. The subject site is within the USA.
- Policy 1.1.5: [L] requires Future Land Use Map densities and intensities to reflect the availability of capital infrastructure. Capital infrastructure, which supports higher land use densities and intensities, consists of sewer and water, roads, mass transit, solid waste, drainage, and parks. The proposed Mining and Industry land use designation has no adverse impact on existing or planned infrastructure. The subject site does not have sewer service available to implement the uses allowed by the current land use designation, nor access to mass transit. The proposed land use amendment is consistent with this policy.
- Policy 1.1.7: [L] requires higher density and mixed-use development and its ancillary activities be channeled into locations which have proper access to the existing transportation system; minimal environmental constraints; sufficient stormwater treatment capacity; compatible existing land use and readily available sewer and water infrastructure. The subject site does not have sewer service available to implement the uses allowed by the current land use designation, nor access to mass transit. The proposed amendment is consistent with this policy.
- Policy 2.2.8 [L] establishes the Industry and Mining Land Use category. This policy states that "Industry and mining uses intended for the distribution of manufactured goods should be encouraged in areas with access to the Tallahassee International Airport or the Florida Department of Transportation's (FDOT) Strategic Intermodal System (SIS) facilities. Because of the need for infrastructure and public services, the Industry and Mining Land Use shall only apply to areas located within the Urban Services Area." Given its proximity to Capital Circle SW and the Tallahassee International Airport, the proposed amendment is consistent with this policy.

The area immediately south of the subject site along Highway 20 has a land use designation of Suburban and a zoning designation of Light Industrial. The existing use of this area is consistent with its land use and zoning designations. Prior to 2018, Light Industrial zoning was intended for the Suburban Land Use Category, but now Light Industrial is intended for the Industry and Mining category as defined in Policy 2.2.28 [L]. The proposed designation of the subject site would also be consistent with the area on the south side of Highway 20. In order to protect any adjacent land uses

that are not industrial or mining uses, one of the Special Conditions in Policy 2.2.28 states “Site plans must demonstrate the protection of adjacent non-industry and mining properties through development standards outlined in the land development codes.”

### Zoning

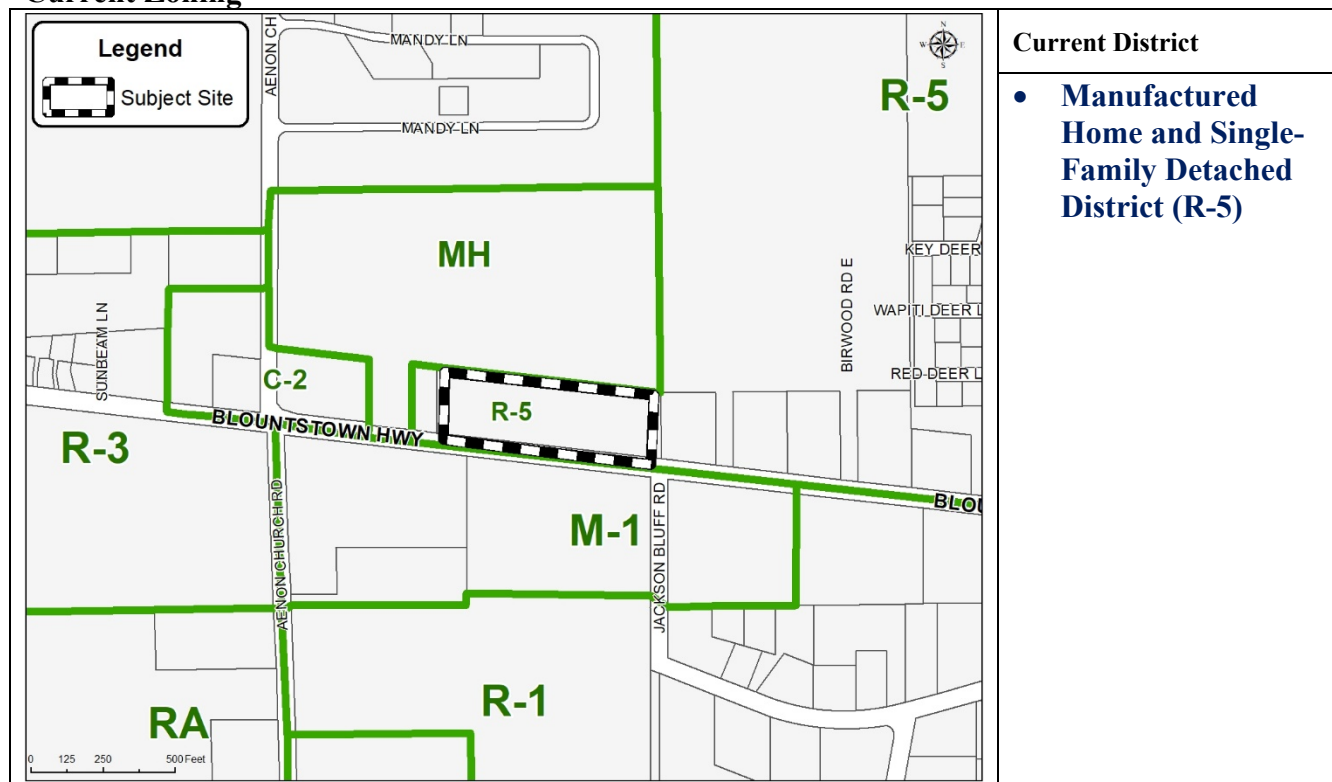
The Land Development Code sections for R-5 Manufactured Home and Single-Family Detached District (Section 10-6.639) and M-1 Light Industrial District (Section 10-6.652) is included as Attachment #2.

The current zoning for the subject site is intended to be located in areas designated Bradfordville Mixed Use, Urban Residential-2, Suburban or Woodville Rural Community on the Future Land Use Map of the Comprehensive Plan which exhibit a predominant existing development pattern of single-family detached housing and manufactured homes on individual, standard sized lots. The maximum gross density allowed for new residential development in the R-5 district is 8 dwelling units per acre. This is fewer than allowed by the current land use designation, and inconsistent with the current FLUM designation because mobile or manufactured homes are not allowed under Policy 2.2.24 [L].

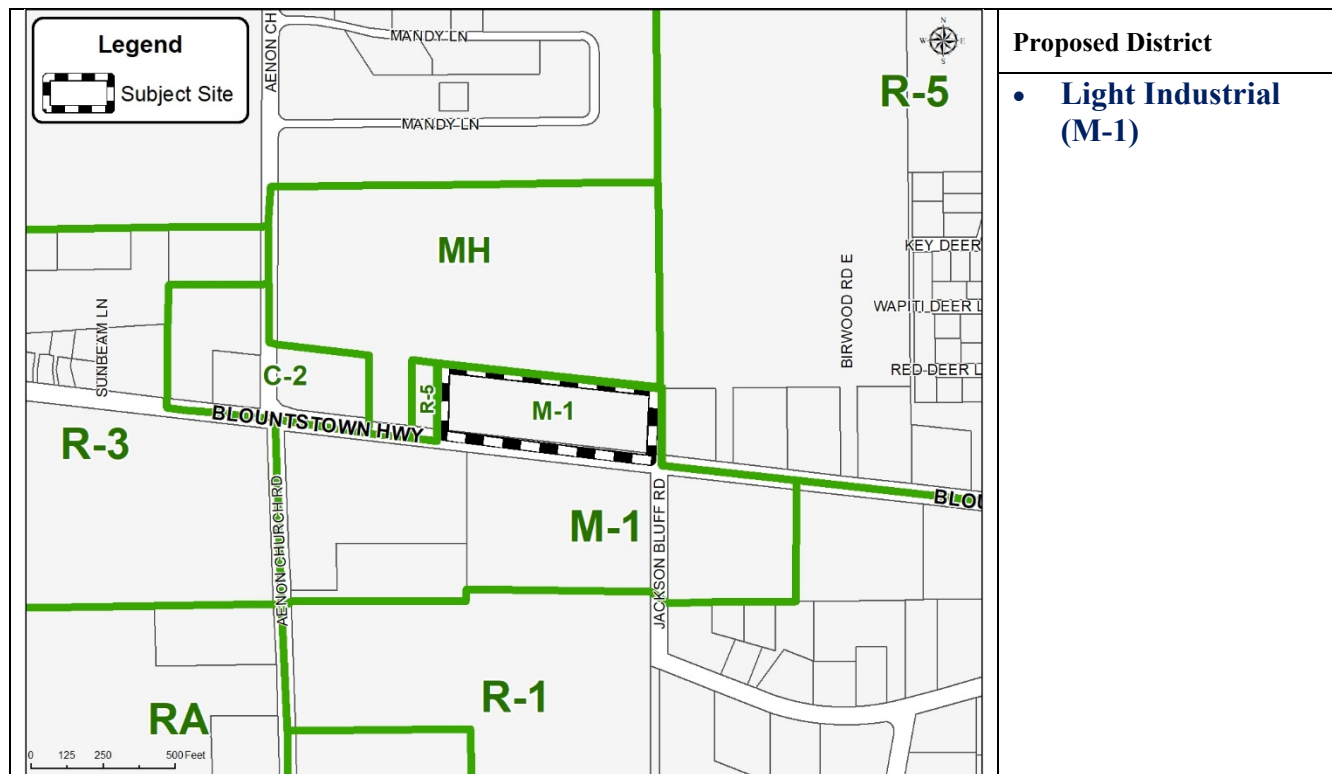
Although the subject site is currently vacant, there are no areas adjacent to the site that exhibit these land use patterns. The mobile home park on the north side of the subject site is located on a single large parcel instead of “individual, standard sized lots.” There is a subdivision of single family homes approximately 0.17 miles east of the subject site that meets the intention of R-5.

The following maps illustrate the current and proposed zoning for the Subject Site.

### Current Zoning



### Proposed Zoning



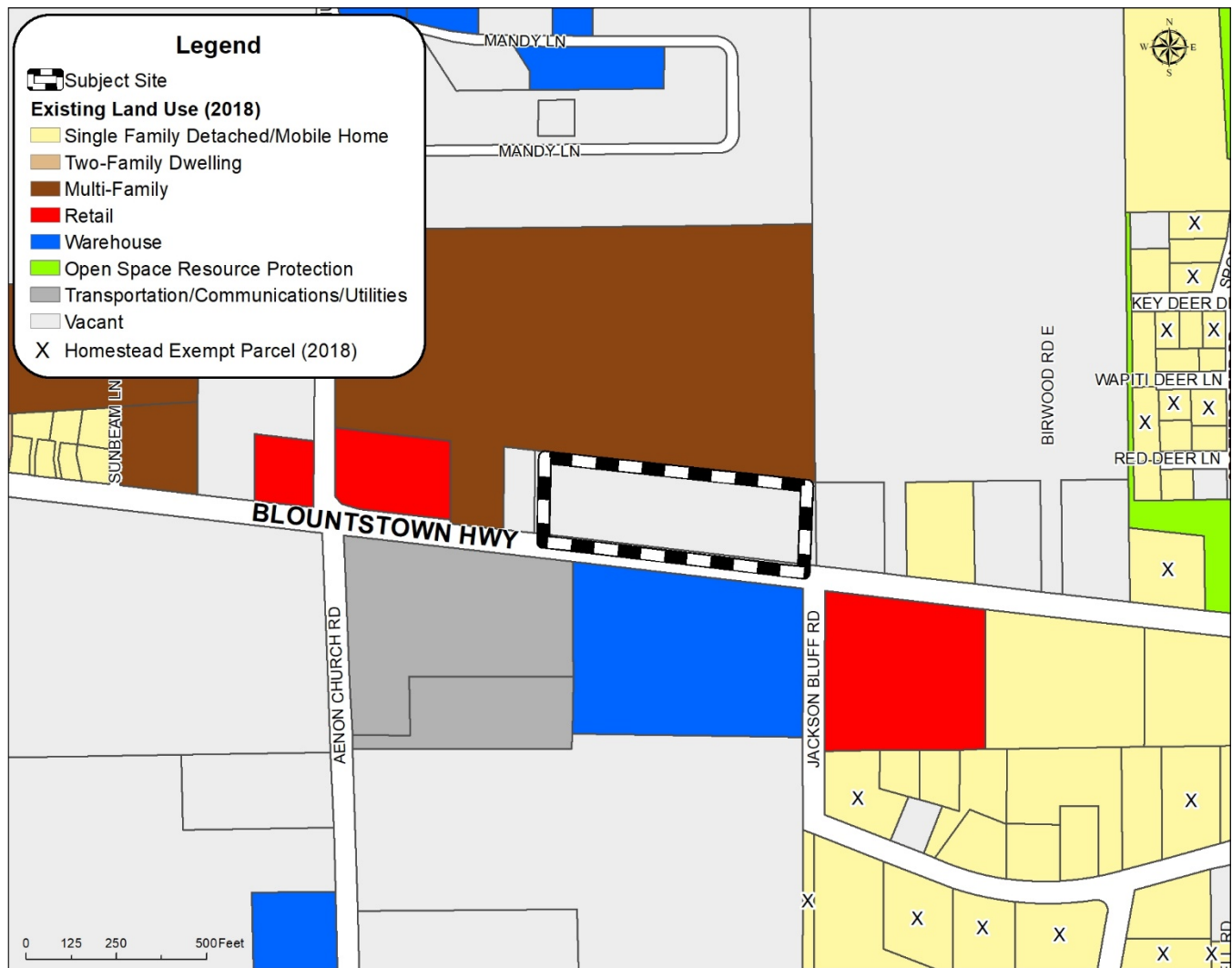


### Existing Land Uses

The existing land uses around the subject site are mixed. Vacant parcels are located immediately east, northeast, and west of the subject site, and the parcel that has the mobile home park located on it is designated as multi-family due to the number of individual homes located there. There are two retail parcels located at the intersection of Highway 20 and Aenon Church Road west of the subject site, and another on the south side of Highway 20 immediately southeast of the subject site. The latter is a car wash that appears to be out of business. Two adjacent parcels on the south side of Highway 20 are used for a Duke Energy electric substation, and a towing and automobile storage area is located immediately east of this substation. The remaining area beyond these uses is mostly vacant with some areas of low-density residential (single family detached/mobile home).

The parcel across Highway 20 directly south of the subject site has a large number of presumably inoperable automobiles stored onsite. According to aerial photographs maintained by the Tallahassee – Leon County Geographic Information Systems, this site was being actively mined for sand in 1966 and 1970 and was being used for automobile storage in 1983 until present.

## Existing Land Use Map



## Infrastructure Analysis

### *Water/Sewer*

According to staff at the Talquin Electric Cooperative and the City of Tallahassee's department of Underground Utilities and Public Infrastructure, City water service is available to the subject site, but not sewer service.

### *Schools*

The Subject Area is zoned for Ft. Braden Elementary/Middle School and Godby High School. Because the Industry and Mining Land Use FLUM category does not allow residential uses, there are no school concurrency issues or other related impacts from this proposed land use change.

### *Roadway Network*

The subject site is bounded by Highway 20, a principal arterial. Although there are no plans to improve this roadway at present, there is a project in the Capital Regional Transportation Planning Agency's Connections 2040 Regional Mobility Plan to widen Highway 20 from two to four lanes from Silver Lake Road 3.7 miles east to Capital Circle NW. The Connections 2040 RMP is the long-range transportation plan for the region that addresses road, bike, pedestrian, transit, airport, freight and other transportation opportunities in the four-county area (Gadsden, Jefferson, Leon, Wakulla counties). This proposed project ranked 33 out of 109 roads evaluated for expansion or other improvements; however, this project was not included in the Cost Feasible Plan because of funding limitations.

There are no known concurrency issues, and the subject site is outside of the Multimodal Transportation District.

### *Pedestrian and Bicycle Network*

Highway 20 in Leon County has bike lanes. A sidewalk exists on the north side of the road approximately 0.4 miles east of the subject site. This sidewalk connects to the sidewalk and trail system along Capital Circle SW.

### *Transit Network*

At present, there is no public transportation access to the subject parcel.

## Environmental Analysis

At this time, there are no anticipated impacts to sensitive environmental features. A portion of the subject site along its northern border is located within the 100-year floodplain. This is part of a larger bottomland hammock area dominated by Cypress and other water-tolerant hardwood trees that is periodically wet. No development will be allowed within this area. The remainder of the site is forested with a mix of second-growth pines and mixed hardwoods.

## F. PUBLIC OUTREACH AND NOTIFICATION

An initial mailing was sent to 42 property owners within 1,000 feet of the subject site.

Public Outreach		Date	Details
X	Mail Notification of Proposed Changes	December 6, 2019	Notices Mailed to Property Owners within 1000 feet
X	Notice of Proposed Land Use Change and Rezoning		Two signs providing details of proposed land use and zoning changes posted on subject site
X	Public Open House	December 17, 2019	5:30 PM, Second Floor, Frenchtown Renaissance Center
X	Staff Reports Available Online	January 27, 2020	Email Subscription Notice sent to all users of service

**Public Open House** –December 17, 2019: 24 citizens attended the open house to discuss the 2020 Cycle amendments. None of the attendees had questions regarding this proposed amendment.

## G. STAFF REPORT UPDATE

Below is a list of all public meetings and actions taken by appointed or elected bodies in consideration of this proposed amendment:

Cycle 2020 Meetings		Dates	Time and Locations
X	Local Planning Agency Workshop	January 7, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Local Planning Agency Public Hearing	February 4, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Joint City-County Commission Workshop	February 25, 2020	1:00 PM, Fifth Floor, Leon County Courthouse
	County Adoption Public Hearing	April 28, 2020	3:00 PM, Fifth Floor, Leon County Courthouse

**Local Planning Agency Workshop – January 7, 2020:** A workshop was held on January 7, 2020 to discuss the proposed 2020 Cycle amendments. The LPA had no questions on this amendment.

**Local Planning Agency Public Hearing – February 4, 2020:** The Local Planning Agency voted to recommend approval of the proposed map amendment and rezoning. There were no citizen speakers on this amendment or rezoning.

**Joint City-County Commission Workshop – February 25, 2020:** A workshop was held on February 25, 2020 to discuss the proposed 2020 Cycle amendments. There were no questions on this amendment.

## **H. ATTACHMENTS**

- Attachment #1: Comprehensive Plan policies for Urban Residential 2 (Policy 2.2.24: [L]) and Industry and Mining Land Use (Policy 2.2.28: [L])
- Attachment #2: Land Development Code sections for R-5 Manufactured Home and Single-Family Detached District (Section 10-6.639) and M-1 Light Industrial District (Section 10-6.652)



**2020 Comprehensive Plan Amendment Cycle**  
**LMA2020-02**  
**Highway 20**

**Attachment #1**

***Policy 2.2.24: [L]***

URBAN RESIDENTIAL 2 (REV. EFF. 7/26/06; REV. EFF. 3/14/07; REV. EFF. 1/22/16)

The primary intent of the Urban Residential 2 land use category, which is to be applied only within the Urban Services Area, is to encourage a range of density (20 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district(s) shall contain design standards as well as locational criteria in order to accomplish these goals. The Urban Residential 2 category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as open space/recreation and community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential 2 may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing designated residential preservation area, unless to correct, legal non-conforming uses and/or densities. The maximum residential density within the Urban Residential 2 category is 20 units per acre.

***Policy 2.2.28: [L]*** INDUSTRY AND MINING LAND USE (EFF. 5/31/18)

**INTENT**

Advanced manufacturing, industrial uses, and mining are important parts of the economy in the City of Tallahassee and Leon County. Dramatic shifts in the technologies used by these sectors are resulting in operations that are often cleaner, quieter, and less noxious to neighboring uses than traditional industrial uses. Industry and mining uses in appropriate locations provide necessary jobs and the raw materials needed to support growth and development in the community.

Industry and mining uses intended for the distribution of manufactured goods should be encouraged in areas with access to the Tallahassee International Airport or the Florida Department of Transportation's (FDOT) Strategic Intermodal System (SIS) facilities. Because of the need for infrastructure and public services, the Industry and Mining Land Use shall only apply to areas located within the Urban Services Area.

Because industrial uses vary in their operations and potential for offsite impacts, performance and locational criteria shall be established in the City and County land development codes for the implementing zoning districts. Whenever possible, noise, vibrations, smoke, dust and particulate matter, odor, and lighting resulting from industry and mining uses shall be prevented. In cases where the impacts cannot be prevented, they shall be mitigated to avoid negative impacts on properties in the vicinity of these uses.

## ALLOWABLE LAND USES, DENSITIES, AND INTENSITIES

The Industry and Mining Land Use category accommodates a variety of uses that may have similar demands on public infrastructure. Light industrial, mining, and heavy industrial uses are allowable in the Industry and Mining Land Use.

1. Light Industrial – Light Industrial uses shall be permitted at a maximum intensity of 30,000 square feet of gross building floor area per acre. Ancillary residential uses (intended for caretaking, maintenance, the temporary lodging of employees, or security) may not exceed two units per acre.
2. Mining – Mining uses shall be permitted subject to applicable landscaping and natural area requirements and the dimensional standards included in land development regulations. A land reclamation plan shall be submitted demonstrating that upon termination of the activity, the land shall be returned to a condition that will allow an effective reuse compatible with surrounding properties. All mining uses are subject to fencing requirements as identified in the land development regulations. Mining uses may be subject to an Environmental Resource Permit (ERP) pursuant to Chapter 373, F.S., and Rule 62-330, Florida Administrative Code (F.A.C.) and mandatory reclamation requirements pursuant to Chapter 378, F.S., and Rule 62C-39, F.A.C.
3. Heavy Industrial – Heavy Industrial uses shall be permitted at a maximum intensity of 30,000 square feet of gross building floor area per acre. All applicable development must comply with Title 14 Code of Federal Regulations Part 77.9 Construction or alteration requiring notice. Those industries that have the potential to result in any other pollution of the air or ground shall adhere to existing local, state and federal operational or industry standards, and avoid or mitigate these potential impacts. These areas shall have stringent locational criteria and require extensive buffering and/or relative distance from other land uses. These uses may require employment of techniques to prevent substantial impacts off-site or require mitigation and/or minimization techniques for impacts. Ancillary commercial uses designed to serve adjacent workers may be permitted.

## SPECIAL CONDITIONS

The following special conditions shall apply to the Industry and Mining Land Use category:

1. Administrative offices that support and are functionally related to onsite activities are allowed in any of the implementing zoning districts for the Industry and Mining Land Use.
2. Site plans must demonstrate the protection of adjacent non-industry and mining properties through development standards outlined in the land development codes.
3. A plan for vehicular access to and from the site addressing heavy trucks and equipment must be submitted with site plans and must demonstrate compatibility with adjacent land uses.
4. Hydraulic fracturing, commonly referred to as fracking, is not a permitted use in the Industry and Mining Land Use.

Section 10-6.639. R-5 Manufactured Home and Single-Family Detached District.

1. District Intent				PERMITTED USES					
				2. Principal Uses				3. Accessory Uses	
The R-5 district is intended to be located in areas designated Bradfordville Mixed Use, Urban Residential-2, Suburban or Woodville Rural Community on the Future Land Use Map of the Comprehensive Plan which exhibit a predominant existing development pattern of single-family detached housing and manufactured homes on individual, standard sized lots. The maximum gross density allowed for new residential development in the R-5 district is 8 dwelling units per acre. Certain community and recreational facilities related to residential uses are also permitted.				(1) Community facilities related to residential uses, including religious facilities, police/fire stations, and elementary, middle, vocational, and exceptional student education schools. Libraries and high schools are prohibited. Other community facilities may be allowed in accordance with Section 10-6.806 of these regulations. (2) Golf courses. (3) Manufactured homes. (4) Passive and active recreational facilities. (5) Single-family detached dwellings.				(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.	
DEVELOPMENT STANDARDS									
	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
Use Category	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Single-Family Detached and Mobile Homes Dwellings	5,000 square feet	50 feet	100 feet	15 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	not applicable	3 stories
Any Permitted Principal Non-Residential Use	12,000 square feet	80 feet	100 feet	25 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	10,000 square feet of gross building floor area per acre	3 stories

**GENERAL NOTES:**

1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community services facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.
2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
3. Refer to the Concurrency Management Ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).



Section 10-6.652. M-1 Light Industrial District.

1. District Intent	PERMITTED USES		
	2. Principal Uses		3. Accessory Uses
The M-1 district is intended to be located in areas designated Bradfordville Mixed Use or Suburban on the Future Land Use Map of the Comprehensive Plan shall apply to urban areas with convenient access to transportation facilities, where light manufacturing, processing, storage, community and recreational facilities and other activities compatible with light industrial operations are permitted. The district is not intended to accommodate heavy industrial operations or to accommodate commercial or residential development which would restrict the principal light industrial operations.	(1) Armored truck services. (2) Assembly of apparel and accessories. (3) Automotive service and repair, including car wash. (4) Bottling plants. (5) Broadcasting studios. (6) Building contractors and related services. (7) Cemeteries. (8) Communications and utilities. (9) Community services, including vocational schools and police/fire stations. Libraries, elementary, middle, or high schools are prohibited. Other community services may be allowed in accordance with Section 10-6.806 of these regulations. (10) Crematoriums. (11) Distribution facilities. (12) Dry cleaning plants. (13) Food processing, excluding slaughter. (14) Golf courses. (15) Gun firing ranges (indoor). (16) Heavy infrastructure (maintenance yards, motor pools, airports, land fills, sewage treatment plants, etc.).	(17) Laboratories; research and development activities. (18) Lawn and tree removal services. (19) Manufacturing (consistent with the definition of light industrial). (20) Non-medical offices and services, including business and government offices and services. (21) Off-street parking facilities. (22) Passive and active recreational activities. (23) Pest control services. (24) Printing and publishing. (25) Repair services, non-automotive. (26) Towing, wrecking, and recovery services. (27) Transportation and freight handling activities. (28) Warehouses, mini-warehouses, or self-storage facilities. (29) Welding and machine shops. (30) Wholesale activities. (31) Wholesale building supplies. (32) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.	(1) A lawfully established use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the gross floor area of the principal use or structure, as determined by the County Administrator or designee. The 33 percent limitation does not apply to outdoor storage that is accessory to a permitted principal use. (a) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee. (b) Residential use (intended for watchman or guard not to exceed 1 dwelling unit per industrial use). (c) Outdoor storage (without the 33 percent limitation), provided it complies with Section 7 below. (d) The following uses are permitted accessory uses in this district:  1. Eating and drinking establishments such as cafeterias or snack bars, (located within the interior of any permitted use.)  2. Temporary employment  3. Security Guard Service  4. Day Care Centers-- licensed day care services as described in and regulated by section 10-6.811.  5. Recreational amenities—provided as an accessory to a permitted uses established within the district for use by employees management, and their guests.  6. Retail sales—provided the sales are directly related to the principal light industrial use(s), e.g. gun sales at an indoor shooting range. Retail sales must be limited to no more than 33% of the gross floor area.

DEVELOPMENT STANDARDS (continued on page 1 of 2)									
Permitted Principal Commercial Uses Numbers (3), (21), (25)	none	none	none	25 feet	none	25 feet	10 feet	10,000 square feet of gross building floor area per parcel	3 stories
All Other Permitted Principal Non-Residential Uses	none	none	none	25 feet	none	25 feet	10 feet	20,000 square feet of gross building floor area per acre. 50,000 square feet of gross building floor area per acre for storage areas within buildings.	3 stories
<b>7. Criteria for Outdoor Storage:</b> Outdoor storage is permitted as an accessory use to a permitted principal use (without the 33 percent limitation) if the outdoor storage area is screened with an opaque material (an opaque material may include vegetation). The opacity requirements are as follows: 100 percent along any property line that adjoins an existing residential use; 80 percent along any property line that adjoins any other type of use other than residential (commercial, office, etc.) or a street right-of-way. The determination of the adequacy of the opaque material will be evaluated at the time of permitting.									
<b>8. Street Vehicular Access Restrictions:</b> Properties in the M-1 zoning district may have vehicular access to any type of street. However, in order to protect residential areas and neighborhoods from non-residential traffic, vehicular access to a local street is prohibited if one of the following zoning districts is located on the other side of the local street: RA, R-1, R-2, R-3, R-4, R-5, MH, MR-1, and RP									
<b>9. Fencing Requirement:</b> All areas proposed for use, currently used, or previously used, in open-pit mining operations and/or construction and demolition debris disposal must be secured by a fence, unless the area is determined to be a reclaimed open-pit mine by the county administrator or designee. The fence must be at least four feet in height with openings that will reject the passage of a seven-inch diameter sphere. The fence must be equipped with a gate which shall remain locked when workers or employees of the land owner or mining company are not present at the site. At every gate or access point, at least one sign must be posted which states, in at least four-inch tall letter, “Danger,” “Keep Out,” “No Trespassing,” or similar language to indicate that there may be hazardous conditions on the premises.									

- GENERAL NOTES:**
- 1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.**
  - 2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.**
  - 3. Refer to the Concurrence Management Ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.)**

Section 10-6.652. M-1 Light Industrial District.

1. District Intent	PERMITTED USES		
	2. Principal Uses		3. Accessory Uses
The M-1 district is intended to be located in areas designated Bradfordville Mixed Use or Suburban on the Future Land Use Map of the Comprehensive Plan shall apply to urban areas with convenient access to transportation facilities, where light manufacturing, processing, storage, community and recreational facilities and other activities compatible with light industrial operations are permitted. The district is not intended to accommodate heavy industrial operations or to accommodate commercial or residential development which would restrict the principal light industrial operations.	(1) Armored truck services. (2) Assembly of apparel and accessories. (3) Automotive service and repair, including car wash. (4) Bottling plants. (5) Broadcasting studios. (6) Building contractors and related services. (7) Cemeteries. (8) Communications and utilities. (9) Community services, including vocational schools and police/fire stations. Libraries, elementary, middle, or high schools are prohibited. Other community services may be allowed in accordance with Section 10-6.806 of these regulations. (10) Crematoriums. (11) Distribution facilities. (12) Dry cleaning plants. (13) Food processing, excluding slaughter. (14) Golf courses. (15) Gun firing ranges (indoor). (16) Heavy infrastructure (maintenance yards, motor pools, airports, land fills, sewage treatment plants, etc.).	(17) Laboratories; research and development activities. (18) Lawn and tree removal services. (19) Manufacturing (consistent with the definition of light industrial). (20) Non-medical offices and services, including business and government offices and services. (21) Off-street parking facilities. (22) Passive and active recreational activities. (23) Pest control services. (24) Printing and publishing. (25) Repair services, non-automotive. (26) Towing, wrecking, and recovery services. (27) Transportation and freight handling activities. (28) Warehouses, mini-warehouses, or self-storage facilities. (29) Welding and machine shops. (30) Wholesale activities. (31) Wholesale building supplies. (32) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.	(1) A lawfully established use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the gross floor area of the principal use or structure, as determined by the County Administrator or designee. The 33 percent limitation does not apply to outdoor storage that is accessory to a permitted principal use. (a) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee. (b) Residential use (intended for watchman or guard not to exceed 1 dwelling unit per industrial use). (c) Outdoor storage (without the 33 percent limitation), provided it complies with Section 7 below. (d) The following uses are permitted accessory uses in this district:  1. Eating and drinking establishments such as cafeterias or snack bars, (located within the interior of any permitted use.)  2. Temporary employment  3. Security Guard Service  4. Day Care Centers-- licensed day care services as described in and regulated by section 10-6.811.  5. Recreational amenities—provided as an accessory to a permitted uses established within the district for use by employees management, and their guests.  6. Retail sales—provided the sales are directly related to the principal light industrial use(s), e.g. gun sales at an indoor shooting range. Retail sales must be limited to no more than 33% of the gross floor area.

DEVELOPMENT STANDARDS (continued on page 1 of 2)									
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- GENERAL NOTES:**
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  - 2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.**
  - 3. Refer to the Concurrency Management Ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.)**

**Citizens Comments**

**LMA 2020 02**

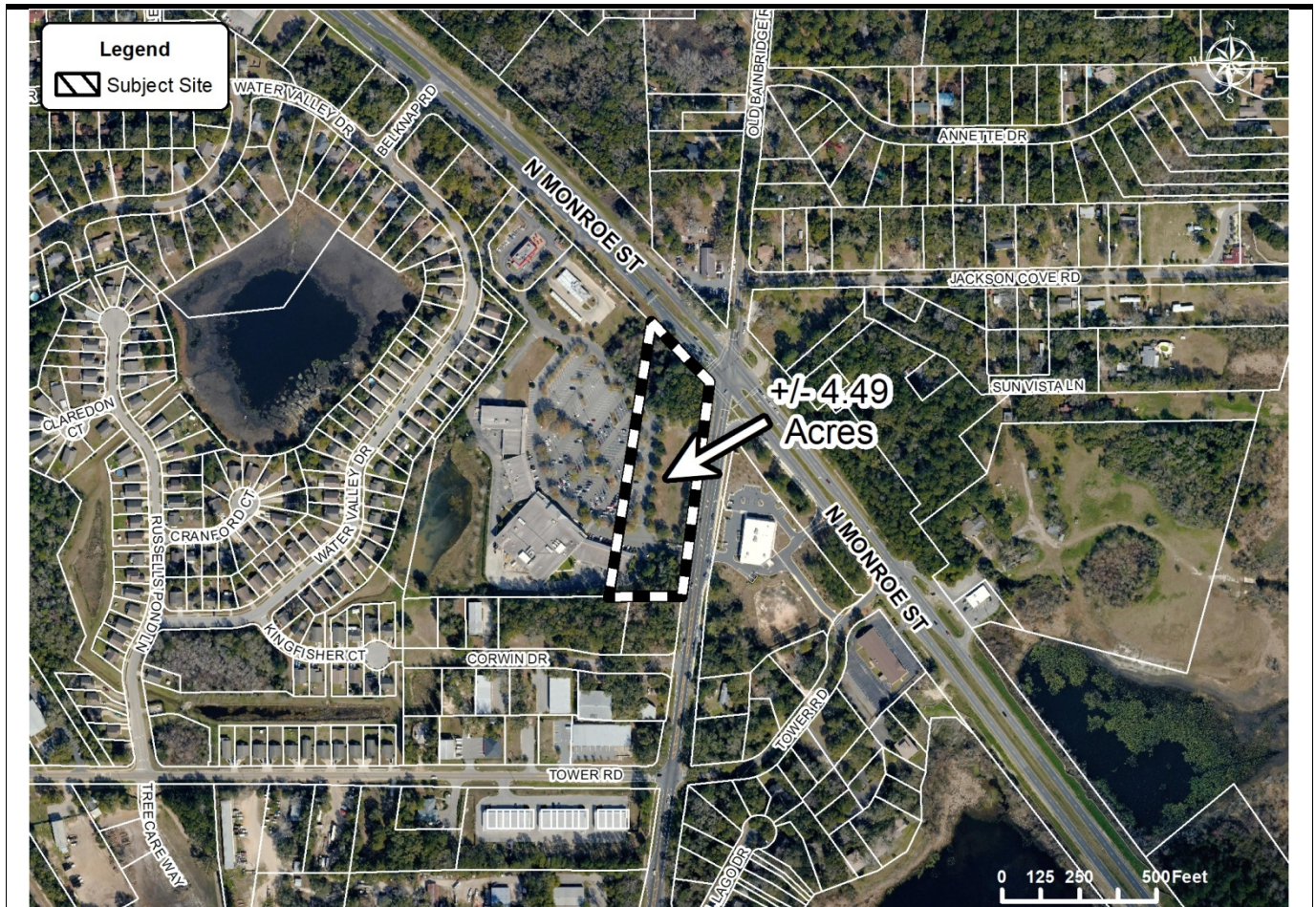
**Highway 20**

**Received as of April 9, 2020**

**No citizen comments have been  
received for this proposed amendment**



**2020 Comprehensive Plan Amendment Cycle**  
**LMA 2020 03**  
**Oak Valley Shopping Center Redevelopment**



**SUMMARY**

Property Owners:	Property Location:	TLC PD Recommendation:
Publix Super Markets Inc., C/O Windcrest Development Group	Southwest corner of N. Monroe St. and Capital Circle NW	<b>Approve</b>
<b>Applicant:</b>		
Mario Rivieccio		
TLC PD Staff:	Current Future Land Use & Zoning:	LPA Recommendation:
<b>Mindy Mohrman</b>	<u>Future Land Use:</u> Lake Protection (LP) <u>Zoning:</u> Lake Protection (LP)	<b>Approve</b>
<b>Contact Information:</b>	<u>Proposed Future Land Use &amp; Zoning:</u>	
Melinda.Mohrman@talgov.com 850-891-6415	<u>Future Land Use:</u> Suburban <u>Zoning:</u> Commercial Parkway (CP)	
<b>Date:</b> 10/17/2019	<b>Updated:</b> 4/3/2020	

**A. REASON FOR REQUESTED CHANGE**

The applicant requested this proposed land use amendment to align the Lake Protection boundary to match the Lake Jackson Basin boundary. This will allow for re-development of the existing Publix Supermarket to provide a larger Publix store and a smaller amount of other retail spaces.

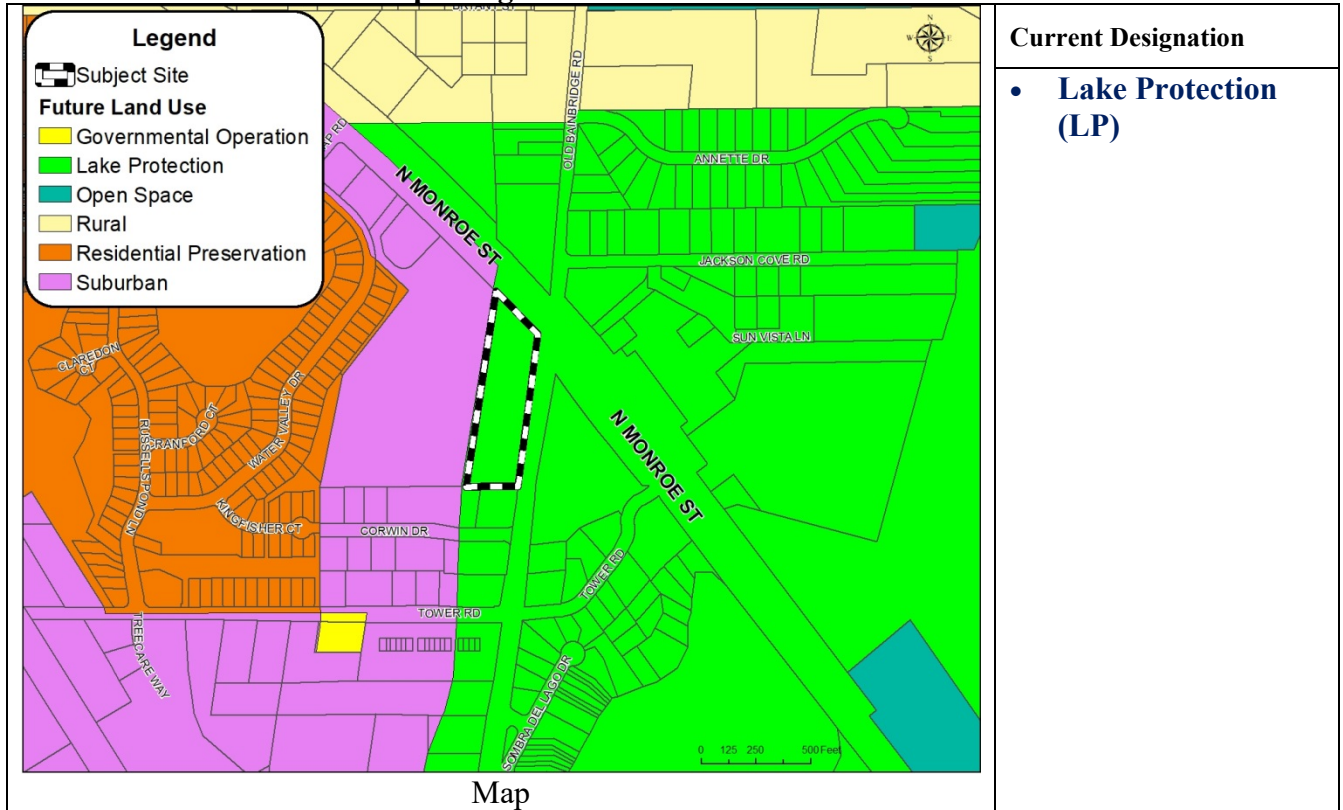
**B. CURRENT AND PROPOSED FUTURE LAND USE DESIGNATION**

The Subject Site applies to a 4.49 acre portion of an 18.21 acre parcel. The remaining 13.72 acres of the parcel are currently designated Suburban (SUB) on the FLUM and are zoned Commercial Parkway (CP). The proposed amendment would change the FLUM designation of the subject area to Suburban.

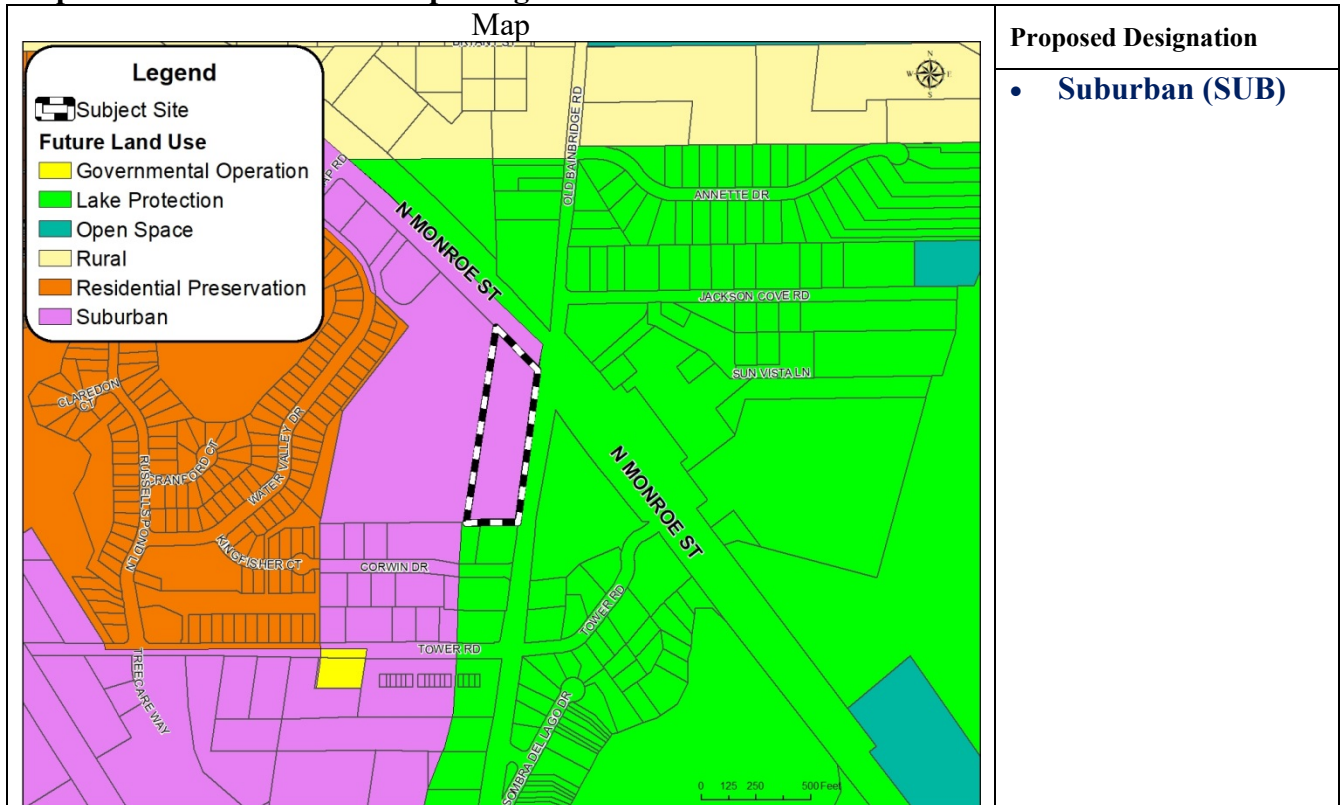
The following maps illustrate the current and proposed FLUM designations for the Subject Site.



### Current Future Land Use Map Designation



### Proposed Future Land Use Map Designation





### C. STAFF RECOMMENDATION

Find that the proposed future land use map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **ADOPTION** of the proposed amendment.

Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **APPROVAL** of the proposed rezoning.

### D. LOCAL PLANNING AGENCY (LPA) RECOMMENDATION

Find that the proposed future land use map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **ADOPTION** of the proposed amendment.

Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **APPROVAL** of the proposed rezoning.

### E. SUMMARY OF FINDINGS

Staff presents the following findings of fact:

1. Policy 2.2.18:[L] states that the Lake Protection category is the basis for regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson Basin. The subject site is located outside of the Lake Jackson Basin boundary. The proposed amendment would align the Lake Protection boundary with the Lake Jackson drainage basin boundary line.
2. Sec. 10.4.323 of the Leon County Land Development Code states that the Lake Protection area is intended to be based on the Lake Jackson basin boundary, adjusted to primarily include undeveloped areas and existing less intensely developed areas. The subject site is outside of the Lake Jackson Basin and is currently developed with an existing Publix Super Market and attached retail space.

### F. STAFF ANALYSIS

#### History and Background

The subject site located at 5814 N. Monroe Street has been developed since the 1990s and consists of a Publix Super Market and additional attached retail spaces. According to the applicant, a large portion of the retail space is vacant although the existing Publix store is very busy. The parcel currently has two land use designations and zoning categories, Suburban land use and Commercial Parkway zoning on the west portion of the parcel, and Lake Protection on the east portion. The subject site is surrounded by a mix of zoning districts, including Lake Protection, Commercial Parkway, Residential Preservation, Light Industrial, Rural, and North Monroe Planned Unit Development.

### Current and Proposed Future Land Use Categories

The complete comprehensive plan policies for Lake Protection (Policy 2.2.18:[L]) and Suburban (Policy 2.2.5:[L]) are included as Attachment #1.

#### ***Lake Protection (Current)***

The Lake Protection land use category is intended to ensure that development within the Lake Jackson basin occurs in a sustainable and environmentally sound manner with minimal impact to water quality. The Lake Protection category is the basis for regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson basin. The subject area is outside of the Lake Jackson basin boundary. A conservation easement is proposed for existing wetlands and floodplains on site.

#### ***Suburban (Proposed)***

The Suburban land use category is intended 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. This category is most suitable for those areas outside of the Central Core. Allowed land uses within the Suburban land use category shall be regulated by zoning districts which implement that intent of this category (in this case Commercial Parkway) and which recognize the unique land use patterns, character, and availability of infrastructure in the different areas within the category.

The Subject Site is a 4.49 acre area currently designated Lake Protection that is part of an 18.21 acre parcel. The remaining 13.72 acre portion of the parcel is designated as Suburban and zoned Commercial Parkway.

### Consistency with Comprehensive Plan

The proposed amendment is consistent with the following goals, objectives, and policies of the Tallahassee-Leon County Comprehensive Plan:

“Policy 2.2.5: [L] implements the Suburban land use policy. The Suburban designation is intended 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. 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.”

The proposed amendment is consistent with this policy in that it would create an environment for economic investment or reinvestment with the redevelopment of an existing shopping center. The Subject Site is part of a larger proposed redevelopment that would be a single-use project with convenient access to low to medium density residential land uses. As is the intention of the Suburban land use designation, the location of the subject site is adjacent to existing residential areas and will

provide pedestrian connections to existing neighborhoods as well as sidewalks on Capital Circle NW. The Subject Site is also located outside of the Central Core.

Policy 2.2.18: [L] implements the Lake Protection land use policy. The Lake Protection designation is intended to ensure that development within the Lake Jackson basin occurs in a sustainable and environmentally sound manner with minimal impact to water quality. The subject site is located outside of the Lake Jackson Basin boundary. The proposed amendment would align the Lake Protection boundary with the Lake Jackson drainage basin boundary line. In addition, while not a condition of the amendment, the proposed redevelopment would result in a net reduction in building and impervious area. The proposed re-development would reduce the total square footage of buildings and impervious area. The applicant proposes to reduce building square footage from an existing 76,714 ft<sup>2</sup> to a proposed 66,472 ft<sup>2</sup>, to reduce impervious surface from an existing 394,386 ft<sup>2</sup> to a proposed 359,459 ft<sup>2</sup>, and to place the existing wetlands and floodplains on site in a conservation easement. Trees along the north and east boundaries of the site are proposed to be preserved, while existing parking lot trees will be removed and replanted as required by land development code.

### Zoning

The Land Development Code sections for Lake Protection (Section 10-6.616) and Commercial Parkway (Section 10-6.649) zoning is included as Attachment #2.

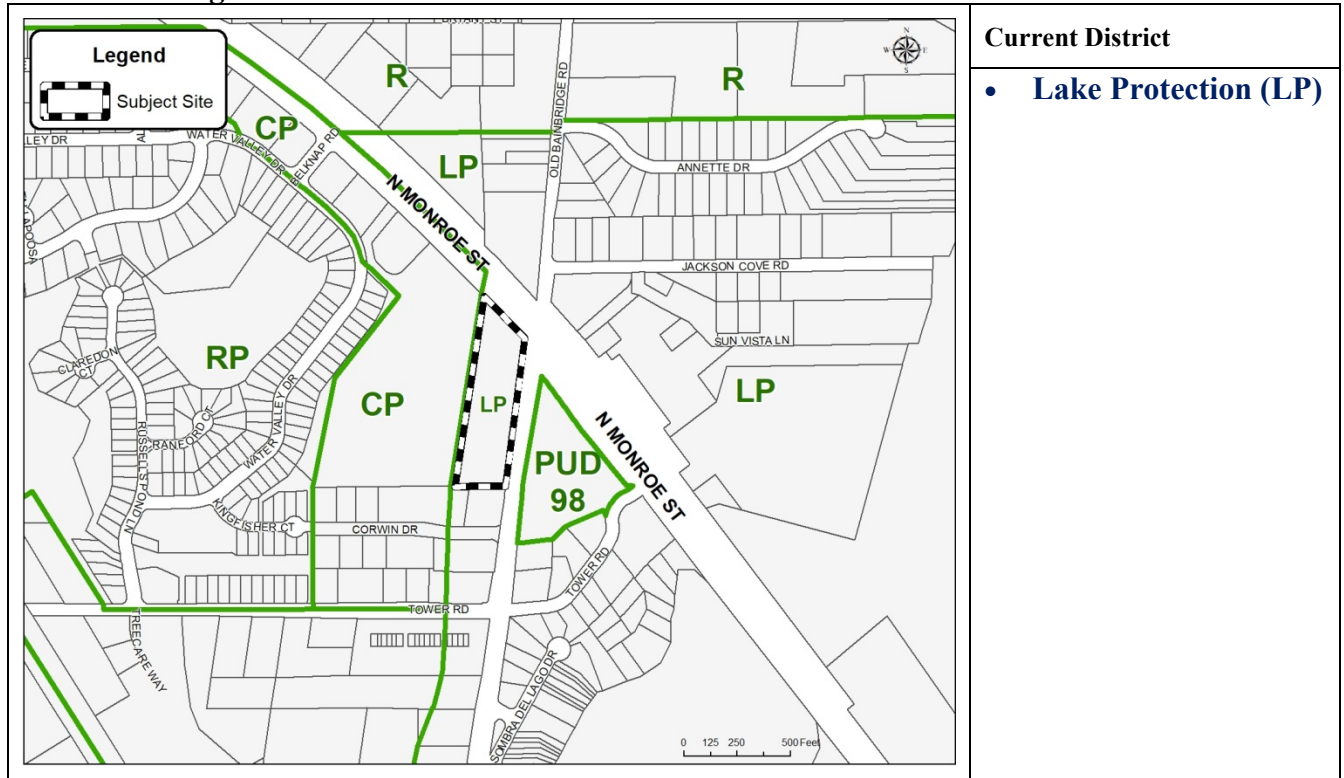
Section 10-6.616 Lake Protection district is intended to allow for the regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson Basin in a manner that improves water quality within the Lake. The bounds of the category include the Lake Jackson Basin and contributing watersheds and limited to the Urban Service Area. Intensely developed properties and areas south of Interstate 10 (I-10) have been excluded from the boundary. The Subject Site is not within the Lake Jackson Basin or a contributing watershed.

Section 10-6.649 Commercial Parkway district is intended to be located in areas designated Suburban in the future land use map of the Comprehensive Plan and shall apply to areas exhibiting an existing development pattern of office, general commercial, community facilities, and intensive automotive commercial development abutting urban area arterial roadways with high traffic volumes. The CP district is characterized by a linear pattern of development. The access management standards set forth for the CP district addressing limitations placed on access are intended to minimize and control ingress and egress to arterial roadways and to promote smooth and safe traffic flow of the general traveling public.

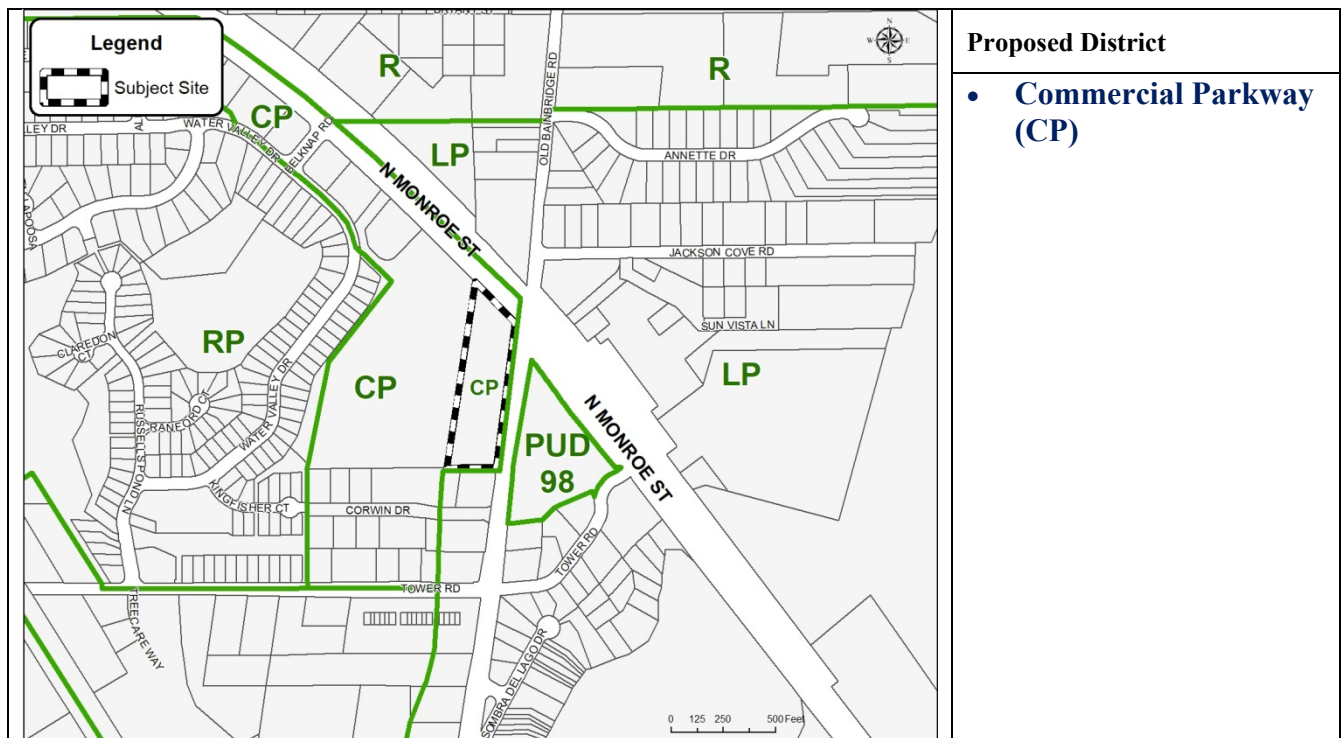
A majority portion of the subject site is currently zoned Commercial Parkway and contains an existing commercial shopping center. Existing ingress and egress points connecting to principal arterial roadways are to remain unchanged. This proposed rezoning is consistent with surrounding zoning districts, which permit a mixture of uses.

The following maps illustrate the current and proposed zoning for the Subject Site.

### Current Zoning



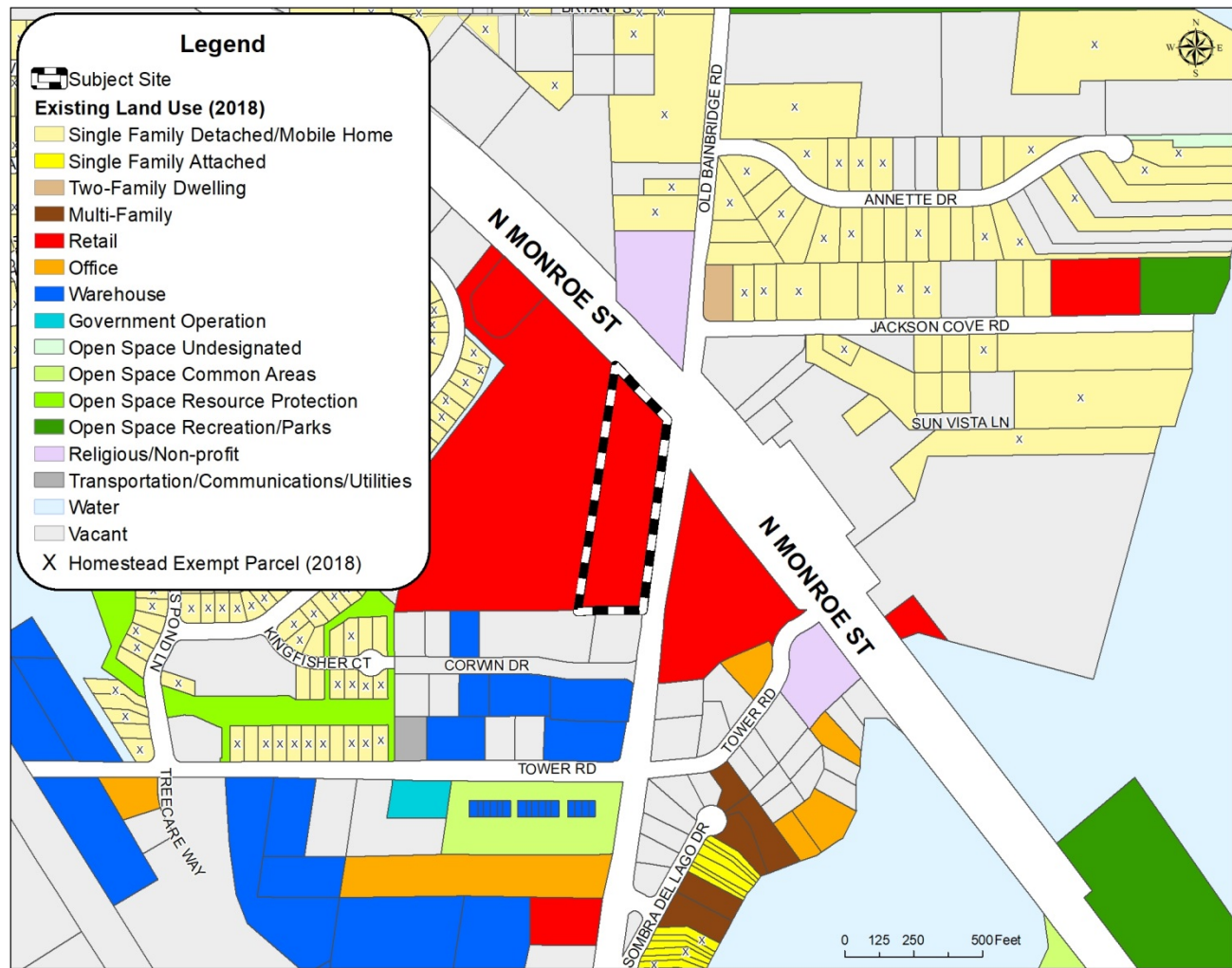
### Proposed Zoning



### Existing Land Uses

The existing uses on the parcel are retail, currently developed with a Publix Super Market and additional retail spaces. The 4.49 acre portion of the site currently zoned Lake Protection is partially developed with paved parking and open space. Surrounding uses include residential, retail, religious/non-profit, and warehouse.

### Existing Land Use Map



## Infrastructure Analysis

### *Water/Sewer*

The subject site has an existing water distribution system and sanitary sewer gravity collection system available directly adjacent to the property, both are confirmed by Talquin Electric, Water, and Wastewater Inc. to have adequate capacity to provide these utilities.

### *Schools*

The Subject Area is zoned for Canopy Oaks Elementary School, Raa Middle School, and Godby High School. The proposed amendment has a concurrent rezoning to a non-residential use and would have no impact to Leon County Schools.

### *Roadway Network*

The subject site is currently accessed by Capital Circle NW on the east and N. Monroe St. on the north. Both are principal arterials roadways maintained by the Florida Department of Transportation. Existing access points are not proposed to be changed.

### *Pedestrian and Bicycle Network*

The proposed redevelopment includes the addition of a six foot wide sidewalk along Capital Circle NW connecting an existing pedestrian crossing on N. Monroe to the access drive on Capital Circle NW and extending through the parking lot to the proposed Publix Super Market entrance. A six foot wide sidewalk is also proposed to connect to an existing sidewalk that serves the residential neighborhood to the west and currently connects to nearby existing Hardees and Sonic restaurants.

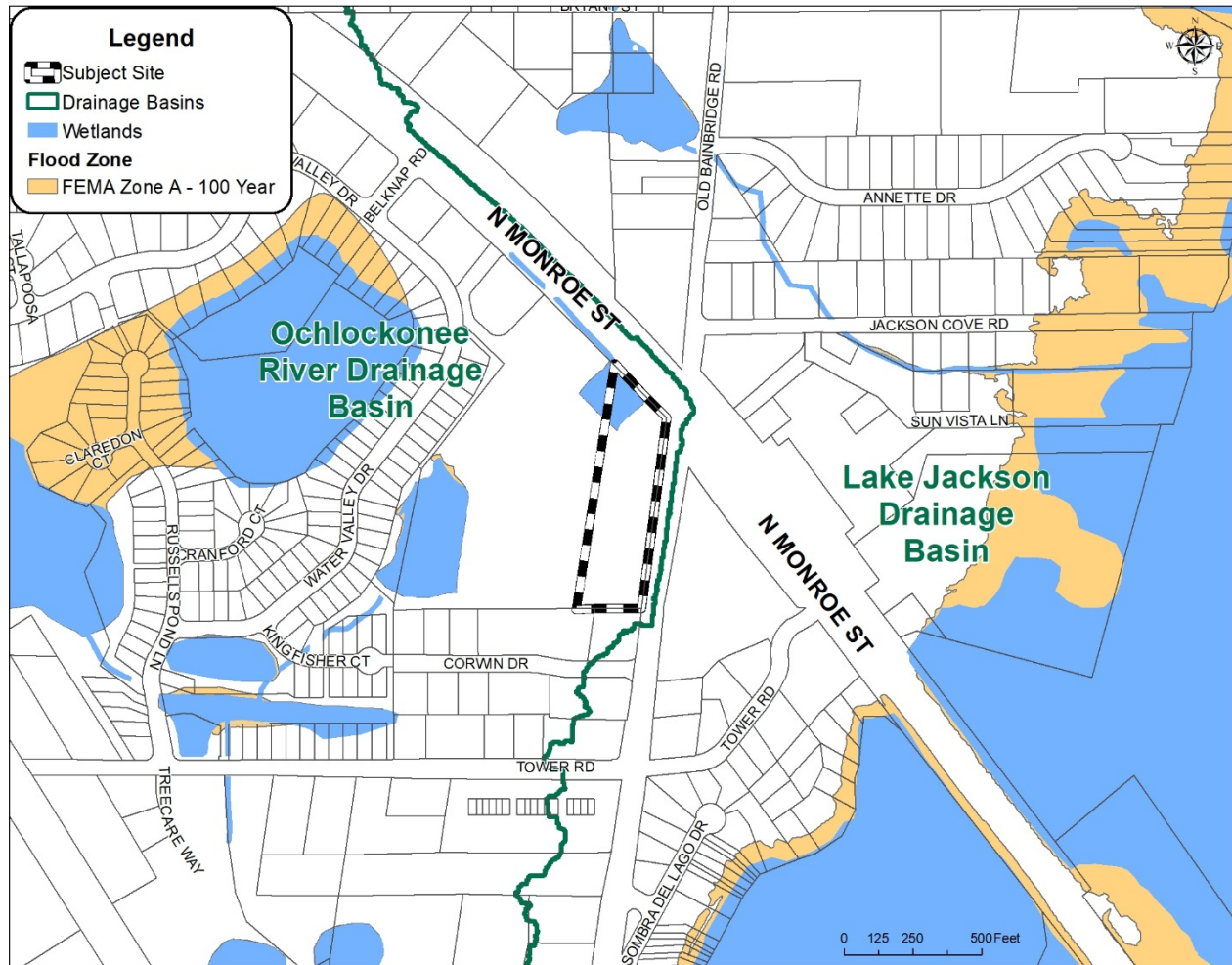
### *Transit Network*

The site is served by the Lake Jackson FLEX Service. This service is available on a call ahead basis Monday through Friday during peak commute hours, 6-9 a.m. and 4-7 p.m.

## Environmental Analysis

The Subject Site is located in the Ochlockonee Basin and Russell's Pond Watershed. The subject site contains 2.83 acres of wetlands and 2.70 acres of floodplain which will be outside of proposed construction limits and placed in a conservation easement. No impact is proposed to these areas. The proposed re-development will reduce the total square footage of buildings and impervious surfacing. Trees along the north and east boundaries of the site are proposed to be preserved, while existing parking lot trees will be removed and replanted as required by land development code.





## F. PUBLIC OUTREACH AND NOTIFICATION

An initial mailing was sent to 248 property owners within 1,000 feet of Subject Site.

Public Outreach		Date	Details
X	Mail Notification of Proposed Changes	December 6, 2019	Notices Mailed to Property Owners within 1000 feet
X	Notice of Proposed Land Use Change and Rezoning	November 21, 2019	Two signs providing details of proposed land use and zoning changes posted on subject site
X	Public Open House	December 17, 2019	5:30 PM, Second Floor, Frenchtown Renaissance Center
X	Leon County Water Resources Committee	January 6, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Staff Reports Available Online	January 27, 2020	Email Subscription Notice sent to all users of service

**Public Open House – December 17, 2019:** Twenty-four citizens attended the open house to discuss the 2020 Cycle amendments. No written comments were received for this amendment. One citizen had questions about inconsistency between the boundaries of the Lake Protection FLUM designation and the Lake Jackson Drainage Basin.

**Leon County Water Resources Committee – January 6, 2020:** Members asked how the Lake Jackson Drainage Basin boundary line was established. The boundary has been updated by the Tallahassee-Leon County GIS office over the years as information and technology has improved. The most recent boundary was established using LiDAR technology and local stormwater conveyance information.



## G. STAFF REPORT UPDATE

Below is a list of all public meetings and actions taken by appointed or elected bodies in consideration of this proposed amendment:

Cycle 2019 Meetings		Dates	Time and Locations
X	Local Planning Agency Workshop	January 7, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Local Planning Agency Public Hearing	February 4, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Joint City-County Commission Workshop	February 25, 2020	1:00 PM, Fifth Floor, Leon County Courthouse
	County Adoption Public Hearing	April 28, 2020	3:00 PM, Fifth Floor, Leon County Courthouse

**Local Planning Agency Workshop – January 7, 2020:** A workshop was held on January 7, 2020 to discuss the proposed 2020 Cycle amendments. The LPA had no questions on this amendment.

**Local Planning Agency Public Hearing – February 4, 2020:** The Local Planning Agency voted to recommend approval of the proposed map amendment and rezoning. There were no citizen speakers on this amendment or rezoning.

**Joint City-County Commission Workshop – February 25, 2020:** Staff presented the proposed amendment at the Commissioners. There were no questions of staff on the proposed amendment.

## H. ATTACHMENTS

- Attachment #1: Comprehensive Plan policies (Policy 2.2.5 and 2.2.18) Lake Protection and Suburban
- Attachment #2: Land Development Code sections (Sec 10-6.616 and Sec 10-6.649) Lake Protection and Commercial Parkway

## Attachment #1

### Policy 2.2.18: [L] LAKE PROTECTION

(Ref. Eff. 12/22/95; Rev. Eff. 7/26/06; Renumbered 3/14/07; Ref. Eff. 7/14/14; Ref. Eff. 7/6/15)

#### INTENT

Lake Jackson, designated both an Outstanding Florida Water (OFW) and Aquatic Preserve, is one of the most unique waterways in Florida. Historically, the lake has suffered from water quality issues associated with rapid urbanization and large-scale roadway projects. Lake Jackson's water quality has improved since adoption of the Comprehensive Plan, due in large part to the adoption of stringent stormwater treatment standards and the implementation of capital projects; however, nutrient levels in the Lake remain elevated and the Lake continues to be designated "Impaired" by the Florida Department of Environmental Protection.

The intent of the Lake Protection category is to ensure that development within the Lake Jackson basin occurs in a sustainable and environmentally sound manner with minimal impact to water quality. The Lake Protection category is the basis for regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson Basin. The bounds of this category are to be the Lake Jackson basin boundary adjusted to include contributing watersheds but excluding existing, more intensely developed areas south of Interstate 10 and areas outside the Urban Service Area.

#### ALLOWABLE USES, DENSITIES, AND INTENSITIES

##### 1. Residential

The Lake Protection category shall allow for residential uses at a base density of one (1) dwelling unit per two (2) gross acres. To encourage compact and efficient development, two density bonus options are available for properties within the category:

- i) A residential density of up to two (2) dwelling units per gross acre may be permitted within developments designed as a Clustered Subdivision.
- ii) A residential density of up to eight (8) dwelling units per gross acre may be permitted within the Lake Protection Node (LPN) zoning district.

##### 2. Mixed-use & Non-residential

Non-residential and mixed-use development (including, but not limited to, office and commercial uses) within the Lake Protection category may only be permitted within areas designated with the Lake Protection Node (LPN) zoning district. Within this district, single use, non-residential development shall be allowed at a maximum intensity of 10,000 square feet (S.F.) per gross acre. Projects containing a vertical mixture of uses, including any combination of office, commercial and residential uses, may receive a bonus of 2,500 S.F. per gross acre, for a total of 12,500 S.F. per gross acre.

##### 3. Community and Recreational Facilities

Community services, light infrastructure, and recreational uses shall be permitted within the Lake Protection (LP) and Lake Protection Node (LPN) zoning districts. Facilities associated with these uses shall be allowed at a maximum intensity of 10,000 square feet (S.F.) per gross acre.

#### SPECIAL CONDITIONS

The following special conditions shall apply to the Lake Protection Future Land Use category:

1. The Lake Protection Node zoning district shall only be permitted at the following intersections:
  - Highway 27 North and Sessions Road

- Highway 27 North and Capital Circle NW/Old Bainbridge Road
- Highway 27 North and Fred George Road
- Bannerman Road and Bull Headley Road

The exact extent of these Nodes shall be specified in the City of Tallahassee and Leon County land development regulations, but generally shall not extend beyond ¼ mile from the respective intersection and shall not include areas within a Special Development Zone (SDZ) or existing single-family subdivisions.

2. As an alternative to large-lot developments, Clustered Subdivisions shall be permitted within the Lake Protection zoning district. Clustered Subdivisions shall:

- Contain a minimum of 60% contiguous open space preserved in perpetuity and comprised of such things as preservation and conservation features, Special Development Zones, undeveloped uplands, passive recreation areas, and storm water facilities designed as a community amenity;
- Be developed at a maximum density of two (2) dwelling units per gross acre; and,
- Be served by central water and sewer systems.

3. A volume control based stormwater treatment standard shall be required for all development and redevelopment within the Lake Protection land use category. This standard shall ensure that runoff volumes in excess of the pre-development runoff volume shall be retained for all storm events up to a 100-year, 24-hour duration storm. To encourage redevelopment in the Lake Protection category, a partial credit may be applied toward existing impervious surface on previously developed sites.

4. Additional development standards deemed necessary to protect Lake Jackson from further degradation and/or improve existing water quality may be included in the land development code.

5. Existing, lawfully established, non-residential uses within the Lake Protection land use category that are compatible with surrounding uses and meet all water quality standards for the Lake Jackson Basin shall be considered permitted uses.

#### **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 those areas outside of the Central Core. However, additional areas inside the Central Core may be designate 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; Rev. Effective 7/14/14)

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 <sup>(4)</sup>	10,000 sq. ft. per acre	65-80%
Low Density Residential Office	Residential, Office, Recreation, Light Infrastructure & Community Service	0 to 8 units/acre <sup>(4)</sup>	10,000sq. ft. per acre <sup>(5)</sup>	
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 <sup>st</sup> Floor Commercial, Recreation, Light Infrastructure, Community Service & Post Secondary Schools	8 to 20 units/acre	20,000 sq.ft. per acre <sup>(6)</sup>	
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 <sup>(7)</sup>	
Urban Pedestrian Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 16 units/acre <sup>(3)</sup>	Up to 20,000 sq ft/acre <sup>(3)</sup>	35-50%
Suburban Corridor	Residential, Office, Commercial, Recreation, Light & Heavy Infrastructure & Community Service	Up to 16 units/acre	Up to 25,000 sq ft/acre <sup>(8)</sup>	
Medical Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 20 units/acre <sup>(1)</sup>	80,000 sq ft/acre <sup>(2)</sup>	
Business Park	Office, Residential and Commercial,	Up to 16 units/acre	20,000 sq ft/acre	5-10%
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 <sup>(9)</sup>	

**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 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 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 #2

### Section 10-6.616 LAKE PROTECTION

#### 1. District Intent

The purpose and intent of the Lake Protection (LP) zoning district is to allow for the regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson Basin in a manner that improves water quality within the lake. The bounds of the category include the Lake Jackson Basin and contributing watersheds and limited to the urban service area. Intensely developed properties and areas south of Interstate 10 (I-10) have been excluded from the boundary.

The LP zoning district shall permit single-family residential development at one dwelling unit per two gross acres. A clustered subdivision option is available that allows two dwelling units per gross acre, consistent with environmental and infrastructure constraints. The clustered subdivision option allows an increased number of residential units if developed on 40 percent of the property, provided central water and sewer are available and leaving the remaining 60 percent of the property as contiguous, undisturbed open space in perpetuity. The cluster subdivision option is intended to leave large areas of natural open space within the watershed and minimize pollution.

Community services, light infrastructure and passive recreational facilities, including boat ramps, consistent with the applicable provisions of section 10-6.806, may be approved by the Board of County Commissioners through review by the existing Type C process. Approval by the Board of County Commissioners shall be based upon findings that the proposed use is consistent with the purpose and intent stated herein and the proposed development will comply with the provisions of section 10-4.323(b), as well as all current stormwater regulations.

Other non-residential uses are not permitted within the LP zoning district. These sites shall be regulated by the allowable uses provided in section 10-6.660, lake protection node, subject to additional limitations noted herein.

Urban services are intended for this district. The density of permitted development may depend upon the availability of such services.

#### 2. Allowable District Location

The district may only be located within areas designated lake protection on the future land use map.

#### 3. Principal Uses

- (1) Single-family detached dwellings.
- (2) Community services in accordance with section 10-6.806.
- (3) Passive recreational facilities and boat ramps.
- (4) Light infrastructure.

#### 4. Prohibited Uses

- (1) Commercial, retail, office, and industrial activities.
- (2) Active recreation, except for boat ramps.
- (3) Golf courses.
- (4) Manufactured and/or mobile home parks.
- (5) High schools and post-secondary schools are prohibited.
- (6) Heavy infrastructure.
- (7) Campgrounds and recreational vehicle parks.
- (8) Other uses which, in the opinion of the County Administrator or designee, are of a similar nature to those prohibited uses in this district.

#### 5. Restricted Uses

- (1) Single-family attached dwellings shall be allowed in a clustered subdivision.
- (2) Mobile homes and standard design manufactured homes may be replaced or may be located within subdivisions platted explicitly for manufactured housing.

Development Standards									
6. Minimum Lot or Site Size				7. Minimum Building Setbacks				8. Maximum Building Restrictions	
Use Category	a. Lot or Site area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
<b>Conventional Residential</b>									
Single-family detached dwellings	2 acres	80 feet	100 feet	25 feet	15 feet on each side; or any combination of setbacks that equals at least 30 feet, provided that no such setback shall be less than 10 feet	25 feet	25 feet	Not applicable	3 stories
<b>Clustered Subdivision</b>									
Single-family detached dwellings	5,000 square feet	40 feet	100 feet	15 feet; 10 feet w/alley-loaded garage	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	15 feet; 10 feet w/alley-loaded garage	Not applicable	3 stories
Single-family attached dwellings	3,750 square feet end unit; 2,400 square feet interior lot	37.5 feet end unit; 25 feet interior lot	80 feet	15 feet; 10 feet w/alley-loaded garage	Not applicable	15 feet	15 feet; 10 feet w/alley-loaded garage	Maximum length: 8 units	3 stories
<b>Existing Non-Residential, Nonconforming Uses</b>									
Lawfully established non-residential use; refer to additional standards noted in subsection 10 of this section	N/A	60 feet	100 feet	25 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	10,000 square feet of gross building floor area per acre	3 stories

## 9. Clustered Subdivision:

**1. Density and layout.** The maximum gross density allowed for new residential development in the LP district is one dwelling unit per two gross acres. As an alternative to large-lot developments, a clustered subdivision shall be permitted within the lake protection zoning district. Clustered subdivisions shall:

- Contain a minimum of 60 percent open space as a reserve area, comprised of such things as special development zones, preservation and conservation features, undeveloped uplands, passive recreation areas, and stormwater facilities designed as a community amenity;
- Be developed at a maximum density of two dwelling units per gross acre;

(c) Be served by central water and sewer systems.

**2. Reserve area.** The acreage of the reserve area shall comprise no less than 60 percent of the total parcel; shall be permanently preserved through the creation of a perpetual easement; shall be continuous and contiguous with other portions of the site; shall be contiguous with or proximal to existing or planned public or private greenspace to the greatest extent practicable, and shall be of sufficient size and buffered to ensure the protection of all critical on-site resources that are to be preserved and to accommodate authorized uses.

(a) All preservation areas, special development zones, conservation areas, archaeological sites and view-shed areas within designated protection zones for canopy roads shall be incorporated into the reserve area even if total acreage exceeds the minimum requirement of 60 percent of the total parcel; other open space areas shall be incorporated into the reserve area to the greatest extent practicable.

(b) The reserve area shall adjoin any existing or planned adjacent areas of open space, or natural areas that would be potential sites for inclusion as part of a future area of protected open space as depicted in the Greenways Master Plan. In those instances where a clustered subdivision will be located adjacent to another existing or approved clustered subdivision, the proposed clustered subdivision shall be designed so that reserve areas are adjacent to the greatest extent practicable.

(c) Reserve area land shall be reserved permanently by easement for natural open space, passive recreation uses (e.g., greenbelts, trails, picnic areas or open fields), stormwater facilities, or other environmental conservation purposes.

(d) Stormwater management facilities which are otherwise permissible are allowed in the reserve area provided that the facilities are located outside of preservation areas, canopy road protection zones, naturally forested areas, special development zones, and meet either of the applicable following two standards:

1. Wet retention ponds shall have side slopes of 6:1 or flatter with appropriate wetland tree and aquatic plants species that visually integrates the stormwater facility into the overall reserve area.

2. All other retention ponds shall have side slopes of flatter than 4:1 or with appropriate tree and plant species that visually integrates the stormwater facility into the overall reserve area. All such facilities shall be designed as community amenities, with trails, observation decks, or platforms where appropriate.

(e) All applicants for a clustered subdivision shall submit a management plan describing how the reserve area land will be maintained in perpetuity, including provision of a dedicated source of funds approved by the local government, to finance the timely and consistent execution of the plan.

**3. Development area.** The development area shall be the area not set aside as reserve area and shall comprise no more than 40 percent of the total parcel. The development area shall be located on the least environmentally sensitive or otherwise significant portions of the total clustered subdivision parcel; be contiguous to the greatest extent practicable; and allow maximum open space to be easily maintained in the reserve area. Design of the development area shall follow the procedural steps set forth below.

(a) Delineate areas of the site to be reserved due to their significant features and value to the area's continued natural character in accordance with subsection 2 of this section;

(b) Determine the number of allowable lots desired;

(c) Locate potential development sites on the area of the tract not delineated as reserve area, with due consideration for topography, soil suitability for construction, and efficient service by public or central water and sewerage systems;

(d) Align streets to serve residential sites, with due consideration for topography and connections to existing, planned or potential streets in adjacent areas, and align pedestrian trails if planned;

(e) Delineate boundaries of individual residential lots where lot sizes and shapes, block sizes and shapes, and street networks and alignments shall be designed in accordance with accepted planning practices to produce a rational and economical system without undue clearing or grading. The lot arrangement, design and orientation shall be such that all lots will provide satisfactory building sites that are properly related to topography and the character of surrounding development, encourage a range of housing types and sizes, and provide safe and convenient vehicular access to public streets; and

(f) Specific development and locational standards shall be subject to the minimum standards of the underlying land use category and base zoning district and shall be established at the time of development plan submittal.



**10. Existing Nonconforming Non-Residential Uses:** Existing non-residential uses within the lake protection land use category that meet all water quality and stormwater standards for their respective use, as specified within the land development regulations, will be considered permitted uses.

**11. Sidewalks:** Sidewalks shall be provided in the LP district consistent with the provisions of section 10-7.529. For clustered subdivisions, all required sidewalks shall connect to existing and proposed sidewalks to the maximum extent possible. Multi-use trails designed for non-motorized vehicles and pedestrians are also encouraged in the LP district to promote connectivity and to reduce automobile dependency

**12. Stormwater Management:** Refer to section 10-4.301 for water quality treatment and volume control standards associated with development. Whenever possible. Low impact development (LID) techniques, as outlined in section 10-4.308, such as rain gardens and bio-retention swales are encouraged to allow stormwater infiltration to occur as close to the source as possible. A decentralized stormwater management design which disperses stormwater facilities across the site rather than to a centralized treatment facility is encouraged.

General notes:

(1) If central sanitary sewer is not available, residential lots shall contain a minimum of 0.50 acres of contiguous buildable area. Non-residential development and community facilities are limited to a maximum of 900 gallons of wastewater flow per day. Refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.

(2) Residential lots in clustered subdivisions less than 60 feet in width shall be alley-loaded.

(3) Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.

(4) Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, schools, parks, etc.).

(Code 1992, § 10-6.616; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 14-18, § 1, 12-9-2014; Ord. No. 15-10, § 1, 7-7-2015; Ord. No. 17-01, § 4, 1-24-2017)

## Section 10-6.649 COMMERCIAL PARKWAY

### 1. District Intent

The CP district is intended to be located in areas designated suburban in the future land use map of the Comprehensive Plan and shall apply to areas exhibiting an existing development pattern of office, general commercial, community facilities, and intensive automotive commercial development abutting urban area arterial roadways with high traffic volumes. The CP district is characterized by a linear pattern of development. The access management standards set forth in for the CP district addressing limitations placed on access are intended to minimize and control ingress and egress to arterial roadways and to promote smooth and safe traffic flow of the general traveling public. To encourage the benefits from mixed use development where residences are located in close proximity to the office and commercial uses allowed within this district, including convenience and opportunity for residents and improved market access for business establishments, medium density multifamily residential development up to a maximum of 16 dwelling units per acre is allowed.

Reuse of existing single use sites for multiple use developments, adding new uses to single use sites and/or multiple use developments in the CP district that share parking facilities, have parking structures and/or have high floor area ratios are encouraged in the CP district.

The principles of traditional neighborhood developments are encouraged, though not required. New CP districts in the suburban FLUM category shall have access to arterial or major collector streets.

### 2. Principal Uses

- (1) Antique shops.
- (2) Armored truck services.
- (3) Automotive sales and rental (includes any type of motor vehicle including boats and motorcycles).
- (4) Automotive service and repair, including car wash.
- (5) Automotive-retail, parts, accessories, tires, etc.
- (6) Bait and tackle shops.
- (7) Banks and other financial institutions.
- (8) Broadcasting studios.
- (9) Building contractors and related services, without outdoor storage.
- (10) Camera and photographic stores.
- (11) Cemeteries.
- (12) Cocktail lounges and bars.
- (13) Commercial kennels.
- (14) Community facilities, including libraries, religious facilities, vocational schools, and police/fire stations. Elementary, middle, and high schools are prohibited. Other community facilities may be allowed in accordance with section 10-6.806.
- (15) Day care centers.
- (16) Gift, novelty, and souvenir stores.
- (17) Golf courses.
- (18) Hotels and motels, including bed and breakfast inns.
- (19) Indoor amusements (bowling, billiards, skating, etc.).
- (20) Indoor theaters (including amphitheaters).
- (21) Laundromats, laundry and dry-cleaning pick up stations.
- (22) Lawn and tree removal services.
- (23) Mailing services.
- (24) Medical and dental offices, services, laboratories, and clinics.
- (25) Manufactured home sales lots.
- (26) Mortuaries.
- (27) Motor vehicle fuel sales.
- (28) Motor vehicle racing tracks, go-karts, etc.
- (29) Nonmedical offices and services, including business and government offices and services.
- (30) Non-store retailers.
- (31) Nursing homes and residential care facilities.
- (32) Off-street parking facilities.
- (33) Outdoor amusements (golf courses, batting cages, driving ranges, etc.).
- (34) Passive and active recreational facilities.
- (35) Pawnshops.
- (36) Personal services (barber shops, fitness clubs, etc.).
- (37) Pest control services.
- (38) Photocopying and duplicating services.
- (39) Printing and publishing.
- (40) Recreational vehicle park.
- (41) Rental and sales of DVDs, videotaps and games.
- (42) Rental of tools, small equipment, or party supplies.
- (43) Repair services, non-automotive.
- (44) Residential, multifamily, up to a maximum of 16 dwelling units per acre.
- (45) Residential, any type, located on or above the second floor of any structure containing nonresidential use on the first floor, up to a maximum of 16 dwelling units per acre.
- (46) Restaurants, with or without drive-in facilities.
- (47) Retail bakeries.
- (48) Retail caskets and tombstones.

- (49) Retail computer, video, record, and other electronics.
- (50) Retail department, apparel, and accessory stores.
- (51) Retail drug store.
- (52) Retail florist.
- (53) Retail food and grocery.
- (54) Retail furniture, home appliances and accessories.
- (55) Retail home/garden supply, hardware and nurseries.
- (56) Retail jewelry stores.
- (57) Retail needlework and instruction.
- (58) Retail newsstand, books, greeting cards.
- (59) Retail office supplies.
- (60) Retail optical and medical supplies.
- (61) Retail package liquors.
- (62) Retail pet stores.
- (63) Retail picture framing.
- (64) Retail sporting goods, toy stores.
- (65) Retail trophy stores.
- (66) Self-moving operation.
- (67) Retail shoes, luggage, and leather products.
- (68) Sign shops.
- (69) Social, fraternal and recreational clubs and lodges, including assembly halls.
- (70) Studios for photography, music, art, drama, voice.
- (71) Tailoring.
- (72) Towing, recking, and recovery services.
- (73) Trailer sales and service.
- (74) Veterinary services, including veterinary hospitals.
- (75) Warehouses, mini-warehouses, or self-storage facilities.
- (76) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.

### 3. Accessory Uses

- (1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area of cubic volume of the principal use or structure, as determined by the County Administrator or designee.
- (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.

Development Standards									
	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
Use Category	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Any Permitted Principal Use	None	None	None	25 feet	None	25 feet	10 feet	25,000 square feet of building floor area per acre and commercial uses not to exceed 200,000 square feet of gross building floor area per parcel.	4 stories

Development Standards									
	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
Use Category	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
								50,000 square feet of building area per acre for storage areas within buildings.	

**7. Access Management Criteria:** (In case of a conflict with the provisions of other ordinances or regulations, the most strict provisions shall apply):

**Capital Circle from Centerville clockwise to I-10.** Driveway access to Capital Circle from Centerville Road in the northeast to I-10 in the northwest is prohibited except for:

- a) Existing driveway access as of December 31, 1995;
- b) A single driveway access for properties in existence before December 31, 1995 which have sole access to Capital Circle and do not have other street access; and
- c) Temporary driveway access which may be permitted for properties which establish permanent access in another public street and grant the city or county the right to close the temporary access without compensation upon conversion of Capital Circle to a limited access or controlled access roadway.

**All arterials and major collectors:**

Full movement access to an arterial or major collector shall not be permitted closer than 330 feet to another full movement access point, nor within 660 feet of a signalized intersection.

Right-in/right-out access to an arterial or major collector shall not be permitted closer than 330 feet to another access point, nor within 100 feet of a signalized intersection, except properties with sole access to an arterial or major collector are permitted at least one right-in/right-out access point. Properties with 660 feet or more of arterial and major collector frontage may be permitted multiple accesses to a single street based upon a traffic safety and capacity evaluation.

All development fronting on an arterial or major collector shall record a joint access and cross easement benefiting adjoining properties fronting on the same arterial or major collector.

**Minor collectors:** Full movement access to a minor collector shall not be permitted closer than 200 feet to another full movement access point, nor within 400 feet of a signalized intersection. Right-in/right-out access to a minor collector shall not be permitted closer than 100 feet to another access point, nor within 200 feet of a signalized intersection.

**Local streets:** Full movement access to a local street shall not be permitted within 200 feet of a signalized intersection. Right-in/right-out access to a local street shall not be permitted closer than 100 feet to another access point or intersecting public street, nor within 200 feet of a signalized intersection.

**8. Street Vehicular Access Restrictions:** Properties in the CP zoning district may have vehicular access to any type of street. However, in order to protect residential areas and neighborhoods from non-residential traffic, vehicular access to a local street is prohibited if one of the following zoning districts is located on the other side of the local street: RHA, R-1, R-2, R-3, R-4, R-5, MH, MR-1, and RP.

**9. Additional Criteria for Charitable Donation Stations:** Such station shall have indoor storage for all donations, and shall have an attendant available during normal business hours responsible for the collection and/or storage of said donations. A "charitable donation station" is considered a community service/facility regulated by section 10-6.806.

General notes:

(1) If central sanitary sewer is not available, residential development is limited to a minimum of 0.50-acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500-gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.

(2) Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.

(3) Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parts, etc.).

(Code 1992, § 10-6.649; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 08-27, § 1, 11-25-2008; Ord. No. 09-13, § 4, 3-19-2009; Ord. No. 17-01, § 7, 1-24-2017)

**Attachment #1****Policy 2.2.18: [L] LAKE PROTECTION***(Ref. Eff. 12/22/95; Rev. Eff. 7/26/06; Renumbered 3/14/07; Ref. Eff. 7/14/14; Ref. Eff. 7/6/15)***INTENT**

Lake Jackson, designated both an Outstanding Florida Water (OFW) and Aquatic Preserve, is one of the most unique waterways in Florida. Historically, the lake has suffered from water quality issues associated with rapid urbanization and large-scale roadway projects. Lake Jackson's water quality has improved since adoption of the Comprehensive Plan, due in large part to the adoption of stringent stormwater treatment standards and the implementation of capital projects; however, nutrient levels in the Lake remain elevated and the Lake continues to be designated "Impaired" by the Florida Department of Environmental Protection.

The intent of the Lake Protection category is to ensure that development within the Lake Jackson basin occurs in a sustainable and environmentally sound manner with minimal impact to water quality. The Lake Protection category is the basis for regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson Basin. The bounds of this category are to be the Lake Jackson basin boundary adjusted to include contributing watersheds but excluding existing, more intensely developed areas south of Interstate 10 and areas outside the Urban Service Area.

**ALLOWABLE USES, DENSITIES, AND INTENSITIES****1. Residential**

The Lake Protection category shall allow for residential uses at a base density of one (1) dwelling unit per two (2) gross acres. To encourage compact and efficient development, two density bonus options are available for properties within the category:

- i) A residential density of up to two (2) dwelling units per gross acre may be permitted within developments designed as a Clustered Subdivision.
- ii) A residential density of up to eight (8) dwelling units per gross acre may be permitted within the Lake Protection Node (LPN) zoning district.

**2. Mixed-use & Non-residential**

Non-residential and mixed-use development (including, but not limited to, office and commercial uses) within the Lake Protection category may only be permitted within areas designated with the Lake Protection Node (LPN) zoning district. Within this district, single use, non-residential development shall be allowed at a maximum intensity of 10,000 square feet (S.F.) per gross acre. Projects containing a vertical mixture of uses, including any combination of office, commercial and residential uses, may receive a bonus of 2,500 S.F. per gross acre, for a total of 12,500 S.F. per gross acre.

**3. Community and Recreational Facilities**

Community services, light infrastructure, and recreational uses shall be permitted within the Lake Protection (LP) and Lake Protection Node (LPN) zoning districts. Facilities associated with these uses shall be allowed at a maximum intensity of 10,000 square feet (S.F.) per gross acre.

**SPECIAL CONDITIONS**

The following special conditions shall apply to the Lake Protection Future Land Use category:

**1. The Lake Protection Node zoning district shall only be permitted at the following intersections:**

- Highway 27 North and Sessions Road

- Highway 27 North and Capital Circle NW/Old Bainbridge Road
- Highway 27 North and Fred George Road
- Bannerman Road and Bull Headley Road

The exact extent of these Nodes shall be specified in the City of Tallahassee and Leon County land development regulations, but generally shall not extend beyond ¼ mile from the respective intersection and shall not include areas within a Special Development Zone (SDZ) or existing single-family subdivisions.

2. As an alternative to large-lot developments, Clustered Subdivisions shall be permitted within the Lake Protection zoning district. Clustered Subdivisions shall:

- Contain a minimum of 60% contiguous open space preserved in perpetuity and comprised of such things as preservation and conservation features, Special Development Zones, undeveloped uplands, passive recreation areas, and storm water facilities designed as a community amenity;
- Be developed at a maximum density of two (2) dwelling units per gross acre; and,
- Be served by central water and sewer systems.

3. A volume control based stormwater treatment standard shall be required for all development and redevelopment within the Lake Protection land use category. This standard shall ensure that runoff volumes in excess of the pre-development runoff volume shall be retained for all storm events up to a 100-year, 24-hour duration storm. To encourage redevelopment in the Lake Protection category, a partial credit may be applied toward existing impervious surface on previously developed sites.

4. Additional development standards deemed necessary to protect Lake Jackson from further degradation and/or improve existing water quality may be included in the land development code.

5. Existing, lawfully established, non-residential uses within the Lake Protection land use category that are compatible with surrounding uses and meet all water quality standards for the Lake Jackson Basin shall be considered permitted uses.

**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 those those areas outside of the Central Core. However, additional areas inside the Central Core may be designate 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; Rev. Effective 7/14/14)

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 <sup>(4)</sup>	10,000 sq. ft. per acre	65-80%
Low Density Residential Office	Residential, Office, Recreation, Light Infrastructure & Community Service	0 to 8 units/acre <sup>(4)</sup>	10,000sq. ft. per acre <sup>(5)</sup>	
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 <sup>st</sup> Floor Commercial, Recreation, Light Infrastructure, Community Service & Post Secondary Schools	8 to 20 units/acre	20,000 sq.ft. per acre <sup>(6)</sup>	
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 <sup>(7)</sup>	35-50%
Urban Pedestrian Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 16 units/acre <sup>(3)</sup>	Up to 20,000 sq ft/acre <sup>(3)</sup>	
Suburban Corridor	Residential, Office, Commercial, Recreation, Light & Heavy Infrastructure & Community Service	Up to 16 units/acre	Up to 25,000 sq ft/acre <sup>(8)</sup>	
Medical Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 20 units/acre <sup>(1)</sup>	80,000 sq ft/acre <sup>(2)</sup>	
Business Park	Office, Residential and Commercial,	Up to 16 units/acre	20,000 sq ft/acre	5-10%
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 <sup>(9)</sup>	

**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 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 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 #2****Section 10-6.616 LAKE PROTECTION****1. District Intent**

The purpose and intent of the Lake Protection (LP) zoning district is to allow for the regulation and, where appropriate, limitation of development and redevelopment of land within the Lake Jackson Basin in a manner that improves water quality within the lake. The bounds of the category include the Lake Jackson Basin and contributing watersheds and limited to the urban service area. Intensely developed properties and areas south of Interstate 10 (I-10) have been excluded from the boundary.

The LP zoning district shall permit single-family residential development at one dwelling unit per two gross acres. A clustered subdivision option is available that allows two dwelling units per gross acre, consistent with environmental and infrastructure constraints. The clustered subdivision option allows an increased number of residential units if developed on 40 percent of the property, provided central water and sewer are available and leaving the remaining 60 percent of the property as contiguous, undisturbed open space in perpetuity. The cluster subdivision option is intended to leave large areas of natural open space within the watershed and minimize pollution.

Community services, light infrastructure and passive recreational facilities, including boat ramps, consistent with the applicable provisions of section 10-6.806, may be approved by the Board of County Commissioners through review by the existing Type C process. Approval by the Board of County Commissioners shall be based upon findings that the proposed use is consistent with the purpose and intent stated herein and the proposed development will comply with the provisions of section 10-4.323(b), as well as all current stormwater regulations.

Other non-residential uses are not permitted within the LP zoning district. These sites shall be regulated by the allowable uses provided in section 10-6.660, lake protection node, subject to additional limitations noted herein.

Urban services are intended for this district. The density of permitted development may depend upon the availability of such services.

**2. Allowable District Location**

The district may only be located within areas designated lake protection on the future land use map.

**3. Principal Uses**

- (1) Single-family detached dwellings.
- (2) Community services in accordance with section 10-6.806.
- (3) Passive recreational facilities and boat ramps.
- (4) Light infrastructure.

**4. Prohibited Uses**

- (1) Commercial, retail, office, and industrial activities.
- (2) Active recreation, except for boat ramps.
- (3) Golf courses.
- (4) Manufactured and/or mobile home parks.
- (5) High schools and post-secondary schools are prohibited.
- (6) Heavy infrastructure.
- (7) Campgrounds and recreational vehicle parks.
- (8) Other uses which, in the opinion of the County Administrator or designee, are of a similar nature to those prohibited uses in this district.

**5. Restricted Uses**

- (1) Single-family attached dwellings shall be allowed in a clustered subdivision.
- (2) Mobile homes and standard design manufactured homes may be replaced or may be located within subdivisions platted explicitly for manufactured housing.

Development Standards									
6. Minimum Lot or Site Size				7. Minimum Building Setbacks				8. Maximum Building Restrictions	
Use Category	a. Lot or Site area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
<b>Conventional Residential</b>									
Single-family detached dwellings	2 acres	80 feet	100 feet	25 feet	15 feet on each side; or any combination of setbacks that equals at least 30 feet, provided that no such setback shall be less than 10 feet	25 feet	25 feet	Not applicable	3 stories
<b>Clustered Subdivision</b>									
Single-family detached dwellings	5,000 square feet	40 feet	100 feet	15 feet; 10 feet w/alley-loaded garage	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	15 feet; 10 feet w/alley-loaded garage	Not applicable	3 stories
Single-family attached dwellings	3,750 square feet end unit; 2,400 square feet interior lot	37.5 feet end unit; 25 feet interior lot	80 feet	15 feet; 10 feet w/alley-loaded garage	Not applicable	15 feet	15 feet; 10 feet w/alley-loaded garage	Maximum length: 8 units	3 stories
<b>Existing Non-Residential, Nonconforming Uses</b>									
Lawfully established non-residential use; refer to additional standards noted in subsection 10 of this section	N/A	60 feet	100 feet	25 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	10,000 square feet of gross building floor area per acre	3 stories

## 9. Clustered Subdivision:

**1. Density and layout.** The maximum gross density allowed for new residential development in the LP district is one dwelling unit per two gross acres. As an alternative to large-lot developments, a clustered subdivision shall be permitted within the lake protection zoning district. Clustered subdivisions shall:

- Contain a minimum of 60 percent open space as a reserve area, comprised of such things as special development zones, preservation and conservation features, undeveloped uplands, passive recreation areas, and stormwater facilities designed as a community amenity;
- Be developed at a maximum density of two dwelling units per gross acre;

(c) Be served by central water and sewer systems.

**2. Reserve area.** The acreage of the reserve area shall comprise no less than 60 percent of the total parcel; shall be permanently preserved through the creation of a perpetual easement; shall be continuous and contiguous with other portions of the site; shall be contiguous with or proximal to existing or planned public or private greenspace to the greatest extent practicable, and shall be of sufficient size and buffered to ensure the protection of all critical on-site resources that are to be preserved and to accommodate authorized uses.

(a) All preservation areas, special development zones, conservation areas, archaeological sites and view-shed areas within designated protection zones for canopy roads shall be incorporated into the reserve area even if total acreage exceeds the minimum requirement of 60 percent of the total parcel; other open space areas shall be incorporated into the reserve area to the greatest extent practicable.

(b) The reserve area shall adjoin any existing or planned adjacent areas of open space, or natural areas that would be potential sites for inclusion as part of a future area of protected open space as depicted in the Greenways Master Plan. In those instances where a clustered subdivision will be located adjacent to another existing or approved clustered subdivision, the proposed clustered subdivision shall be designed so that reserve areas are adjacent to the greatest extent practicable.

(c) Reserve area land shall be reserved permanently by easement for natural open space, passive recreation uses (e.g., greenbelts, trails, picnic areas or open fields), stormwater facilities, or other environmental conservation purposes.

(d) Stormwater management facilities which are otherwise permissible are allowed in the reserve area provided that the facilities are located outside of preservation areas, canopy road protection zones, naturally forested areas, special development zones, and meet either of the applicable following two standards:

1. Wet retention ponds shall have side slopes of 6:1 or flatter with appropriate wetland tree and aquatic plants species that visually integrates the stormwater facility into the overall reserve area.

2. All other retention ponds shall have side slopes of flatter than 4:1 or with appropriate tree and plant species that visually integrates the stormwater facility into the overall reserve area. All such facilities shall be designed as community amenities, with trails, observation decks, or platforms where appropriate.

(e) All applicants for a clustered subdivision shall submit a management plan describing how the reserve area land will be maintained in perpetuity, including provision of a dedicated source of funds approved by the local government, to finance the timely and consistent execution of the plan.

**3. Development area.** The development area shall be the area not set aside as reserve area and shall comprise no more than 40 percent of the total parcel. The development area shall be located on the least environmentally sensitive or otherwise significant portions of the total clustered subdivision parcel; be contiguous to the greatest extent practicable; and allow maximum open space to be easily maintained in the reserve area. Design of the development area shall follow the procedural steps set forth below.

(a) Delineate areas of the site to be reserved due to their significant features and value to the area's continued natural character in accordance with subsection 2 of this section;

(b) Determine the number of allowable lots desired;

(c) Locate potential development sites on the area of the tract not delineated as reserve area, with due consideration for topography, soil suitability for construction, and efficient service by public or central water and sewerage systems;

(d) Align streets to serve residential sites, with due consideration for topography and connections to existing, planned or potential streets in adjacent areas, and align pedestrian trails if planned;

(e) Delineate boundaries of individual residential lots where lot sizes and shapes, block sizes and shapes, and street networks and alignments shall be designed in accordance with accepted planning practices to produce a rational and economical system without undue clearing or grading. The lot arrangement, design and orientation shall be such that all lots will provide satisfactory building sites that are properly related to topography and the character of surrounding development, encourage a range of housing types and sizes, and provide safe and convenient vehicular access to public streets; and

(f) Specific development and locational standards shall be subject to the minimum standards of the underlying land use category and base zoning district and shall be established at the time of development plan submittal.

**10. Existing Nonconforming Non-Residential Uses:** Existing non-residential uses within the lake protection land use category that meet all water quality and stormwater standards for their respective use, as specified within the land development regulations, will be considered permitted uses.

**11. Sidewalks:** Sidewalks shall be provided in the LP district consistent with the provisions of section 10-7.529. For clustered subdivisions, all required sidewalks shall connect to existing and proposed sidewalks to the maximum extent possible. Multi-use trails designed for non-motorized vehicles and pedestrians are also encouraged in the LP district to promote connectivity and to reduce automobile dependency

**12. Stormwater Management:** Refer to section 10-4.301 for water quality treatment and volume control standards associated with development. Whenever possible. Low impact development (LID) techniques, as outlined in section 10-4.308, such as rain gardens and bio-retention swales are encouraged to allow stormwater infiltration to occur as close to the source as possible. A decentralized stormwater management design which disperses stormwater facilities across the site rather than to a centralized treatment facility is encouraged.

General notes:

(1) If central sanitary sewer is not available, residential lots shall contain a minimum of 0.50 acres of contiguous buildable area. Non-residential development and community facilities are limited to a maximum of 900 gallons of wastewater flow per day. Refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.

(2) Residential lots in clustered subdivisions less than 60 feet in width shall be alley-loaded.

(3) Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.

(4) Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, schools, parks, etc.).

(Code 1992, § 10-6.616; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 14-18, § 1, 12-9-2014; Ord. No. 15-10, § 1, 7-7-2015; Ord. No. 17-01, § 4, 1-24-2017)

## Section 10-6.649 COMMERCIAL PARKWAY

### 1. District Intent

The CP district is intended to be located in areas designated suburban in the future land use map of the Comprehensive Plan and shall apply to areas exhibiting an existing development pattern of office, general commercial, community facilities, and intensive automotive commercial development abutting urban area arterial roadways with high traffic volumes. The CP district is characterized by a linear pattern of development. The access management standards set forth in for the CP district addressing limitations placed on access are intended to minimize and control ingress and egress to arterial roadways and to promote smooth and safe traffic flow of the general traveling public. To encourage the benefits from mixed use development where residences are located in close proximity to the office and commercial uses allowed within this district, including convenience and opportunity for residents and improved market access for business establishments, medium density multifamily residential development up to a maximum of 16 dwelling units per acre is allowed.

Reuse of existing single use sites for multiple use developments, adding new uses to single use sites and/or multiple use developments in the CP district that share parking facilities, have parking structures and/or have high floor area ratios are encouraged in the CP district.

The principles of traditional neighborhood developments are encouraged, though not required. New CP districts in the suburban FLUM category shall have access to arterial or major collector streets.

### 2. Principal Uses

- (1) Antique shops.
- (2) Armored truck services.
- (3) Automotive sales and rental (includes any type of motor vehicle including boats and motorcycles).
- (4) Automotive service and repair, including car wash.
- (5) Automotive-retail, parts, accessories, tires, etc.
- (6) Bait and tackle shops.
- (7) Banks and other financial institutions.
- (8) Broadcasting studios.
- (9) Building contractors and related services, without outdoor storage.
- (10) Camera and photographic stores.
- (11) Cemeteries.
- (12) Cocktail lounges and bars.
- (13) Commercial kennels.
- (14) Community facilities, including libraries, religious facilities, vocational schools, and police/fire stations. Elementary, middle, and high schools are prohibited. Other community facilities may be allowed in accordance with section 10-6.806.
- (15) Day care centers.
- (16) Gift, novelty, and souvenir stores.
- (17) Golf courses.
- (18) Hotels and motels, including bed and breakfast inns.
- (19) Indoor amusements (bowling, billiards, skating, etc.).
- (20) Indoor theaters (including amphitheaters).
- (21) Laundromats, laundry and dry-cleaning pick up stations.
- (22) Lawn and tree removal services.
- (23) Mailing services.
- (24) Medical and dental offices, services, laboratories, and clinics.
- (25) Manufactured home sales lots.
- (26) Mortuaries.
- (27) Motor vehicle fuel sales.
- (28) Motor vehicle racing tracks, go-karts, etc.
- (29) Nonmedical offices and services, including business and government offices and services.
- (30) Non-store retailers.
- (31) Nursing homes and residential care facilities.
- (32) Off-street parking facilities.
- (33) Outdoor amusements (golf courses, batting cages, driving ranges, etc.).
- (34) Passive and active recreational facilities.
- (35) Pawnshops.
- (36) Personal services (barber shops, fitness clubs, etc.).
- (37) Pest control services.
- (38) Photocopying and duplicating services.
- (39) Printing and publishing.
- (40) Recreational vehicle park.
- (41) Rental and sales of DVDs, videotaps and games.
- (42) Rental of tools, small equipment, or party supplies.
- (43) Repair services, non-automotive.
- (44) Residential, multifamily, up to a maximum of 16 dwelling units per acre.
- (45) Residential, any type, located on or above the second floor of any structure containing nonresidential use on the first floor, up to a maximum of 16 dwelling units per acre.
- (46) Restaurants, with or without drive-in facilities.
- (47) Retail bakeries.
- (48) Retail caskets and tombstones.

- (49) Retail computer, video, record, and other electronics.
- (50) Retail department, apparel, and accessory stores.
- (51) Retail drug store.
- (52) Retail florist.
- (53) Retail food and grocery.
- (54) Retail furniture, home appliances and accessories.
- (55) Retail home/garden supply, hardware and nurseries.
- (56) Retail jewelry stores.
- (57) Retail needlework and instruction.
- (58) Retail newsstand, books, greeting cards.
- (59) Retail office supplies.
- (60) Retail optical and medical supplies.
- (61) Retail package liquors.
- (62) Retail pet stores.
- (63) Retail picture framing.
- (64) Retail sporting goods, toy stores.
- (65) Retail trophy stores.
- (66) Self-moving operation.
- (67) Retail shoes, luggage, and leather products.
- (68) Sign shops.
- (69) Social, fraternal and recreational clubs and lodges, including assembly halls.
- (70) Studios for photography, music, art, drama, voice.
- (71) Tailoring.
- (72) Towing, recking, and recovery services.
- (73) Trailer sales and service.
- (74) Veterinary services, including veterinary hospitals.
- (75) Warehouses, mini-warehouses, or self-storage facilities.
- (76) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.

### 3. Accessory Uses

- (1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area of cubic volume of the principal use or structure, as determined by the County Administrator or designee.
- (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.

Development Standards									
	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
Use Category	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Any Permitted Principal Use	None	None	None	25 feet	None	25 feet	10 feet	25,000 square feet of building floor area per acre and commercial uses not to exceed 200,000 square feet of gross building floor area per parcel.	4 stories

Development Standards									
	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
Use Category	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
								50,000 square feet of building area per acre for storage areas within buildings.	

**7. Access Management Criteria:** (In case of a conflict with the provisions of other ordinances or regulations, the most strict provisions shall apply):

**Capital Circle from Centerville clockwise to I-10.** Driveway access to Capital Circle from Centerville Road in the northeast to I-10 in the northwest is prohibited except for:

- Existing driveway access as of December 31, 1995;
- A single driveway access for properties in existence before December 31, 1995 which have sole access to Capital Circle and do not have other street access; and
- Temporary driveway access which may be permitted for properties which establish permanent access in another public street and grant the city or county the right to close the temporary access without compensation upon conversion of Capital Circle to a limited access or controlled access roadway.

**All arterials and major collectors:**

Full movement access to an arterial or major collector shall not be permitted closer than 330 feet to another full movement access point, nor within 660 feet of a signalized intersection.

Right-in/right-out access to an arterial or major collector shall not be permitted closer than 330 feet to another access point, nor within 100 feet of a signalized intersection, except properties with sole access to an arterial or major collector are permitted at least one right-in/right-out access point. Properties with 660 feet or more of arterial and major collector frontage may be permitted multiple accesses to a single street based upon a traffic safety and capacity evaluation.

All development fronting on an arterial or major collector shall record a joint access and cross easement benefiting adjoining properties fronting on the same arterial or major collector.

**Minor collectors:** Full movement access to a minor collector shall not be permitted closer than 200 feet to another full movement access point, nor within 400 feet of a signalized intersection. Right-in/right-out access to a minor collector shall not be permitted closer than 100 feet to another access point, nor within 200 feet of a signalized intersection.

**Local streets:** Full movement access to a local street shall not be permitted within 200 feet of a signalized intersection. Right-in/right-out access to a local street shall not be permitted closer than 100 feet to another access point or intersecting public street, nor within 200 feet of a signalized intersection.

**8. Street Vehicular Access Restrictions:** Properties in the CP zoning district may have vehicular access to any type of street. However, in order to protect residential areas and neighborhoods from non-residential traffic, vehicular access to a local street is prohibited if one of the following zoning districts is located on the other side of the local street: RHA, R-1, R-2, R-3, R-4, R-5, MH, MR-1, and RP.

**9. Additional Criteria for Charitable Donation Stations:** Such station shall have indoor storage for all donations, and shall have an attendant available during normal business hours responsible for the collection and/or storage of said donations. A "charitable donation station" is considered a community service/facility regulated by section 10-6.806.



General notes:

(1) If central sanitary sewer is not available, residential development is limited to a minimum of 0.50-acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500-gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.

(2) Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.

(3) Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parts, etc.).

(Code 1992, § 10-6.649; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 08-27, § 1, 11-25-2008; Ord. No. 09-13, § 4, 3-19-2009; Ord. No. 17-01, § 7, 1-24-2017)

**Citizens Comments**

**LMA 2020 03**

**Oak Valley Shopping  
Center**

**Received as of April 9, 2020**

Veran Vaughn  
3700 Danesborough Dr.  
Tallahassee, FL 32303

Attachment #7  
Page 2 of 2.



Tallahassee - Leon County  
Planning Dept.  
ATTN: Comprehensive Planning Division  
300 South Adams St.  
Tallahassee, FL 32301

32301-173799

Amendment # LMA202003

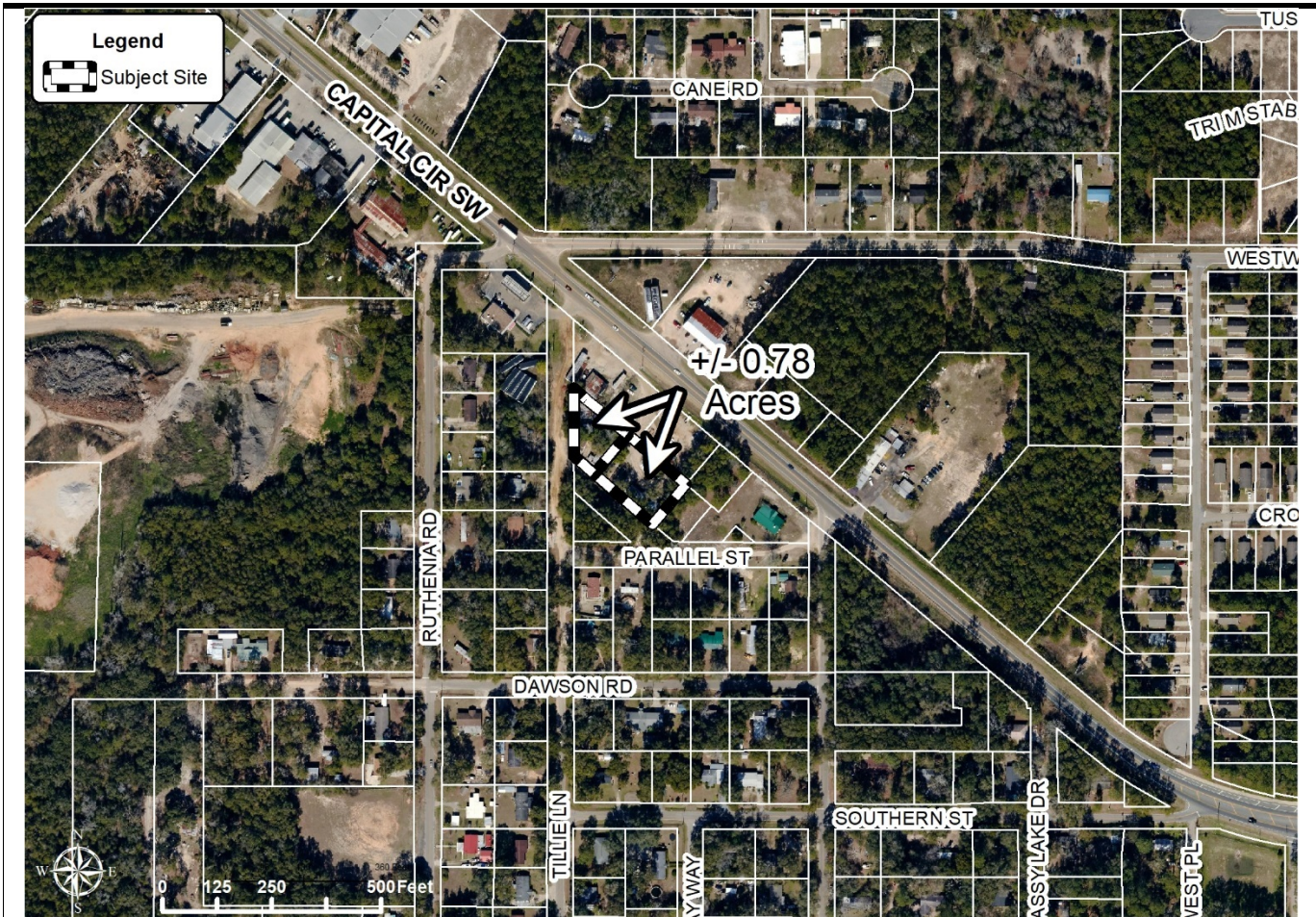
I/We as owner(s) of property at this address: 5315 Tallapoosa Rd 32303 wish the information below to be considered by the Local Planning Agency and the City/County Commissions:

Against the rezoning due to Russels Pond will be impacted and is in  
very close proximity to Oak Valley.

SIGNED: Ollie Ann Vaughn

2019 APR 13 A 9:30  
RECEIVED

2019 APR 13 A 9:30  
RECEIVED



**SUMMARY**

Property Owners:	Property Location:	TLCPD Recommendation:
Velma and Michael Winstead	4973 Tillie Lane, 1478 Parallel Street	Approve
Applicant:		
Velma and Michael Winstead		
TLCPD Staff:	Current Future Land Use & Zoning:	LPA Recommendation:
Julie Conn Christesen	<u>Future Land Use:</u> Residential Preservation (RP) <u>Zoning:</u> Residential Preservation (RP)	Approve
Contact Information:	Proposed Future Land Use & Zoning:	
Julie.christesen@talgov.com 850-891-6433	<u>Future Land Use:</u> Suburban (Sub) <u>Zoning:</u> Commercial 2 (C-2)	
Date: 12/17/2019	Updated: April 3, 2020	



**A. REASON FOR REQUESTED CHANGE**

The property owner is requesting this amendment to change the subject site from Residential Preservation to Suburban with General Commercial zoning. The applicant has indicated that the subject site is part of a larger site that is currently Suburban with General Commercial zoning fronting Capital Circle SW. According to the applicant, the property manager of the adjoining parcel has indicated that they are not opposed to this amendment.

The parcels included in this future land use change have recently undergone a Unity of Title process, and as such, these two parcels are now included with the adjoining parcel 412680 S0010. This process combines the separate lots so that they are now unified under one title as an individual building site. It is now considered one plat or parcel of land, and that no portion thereof shall be sold, assigned, transferred, conveyed, or devised separately except in its entirety as one plot or parcel of land unless the parcel has been subdivided pursuant to county regulations.

Although the parcels are now unified, they each retain their individual land use and zoning classification. Parcel 412680 S0010 has a future land use designation of Suburban, and a zoning of General Commercial (C-2).

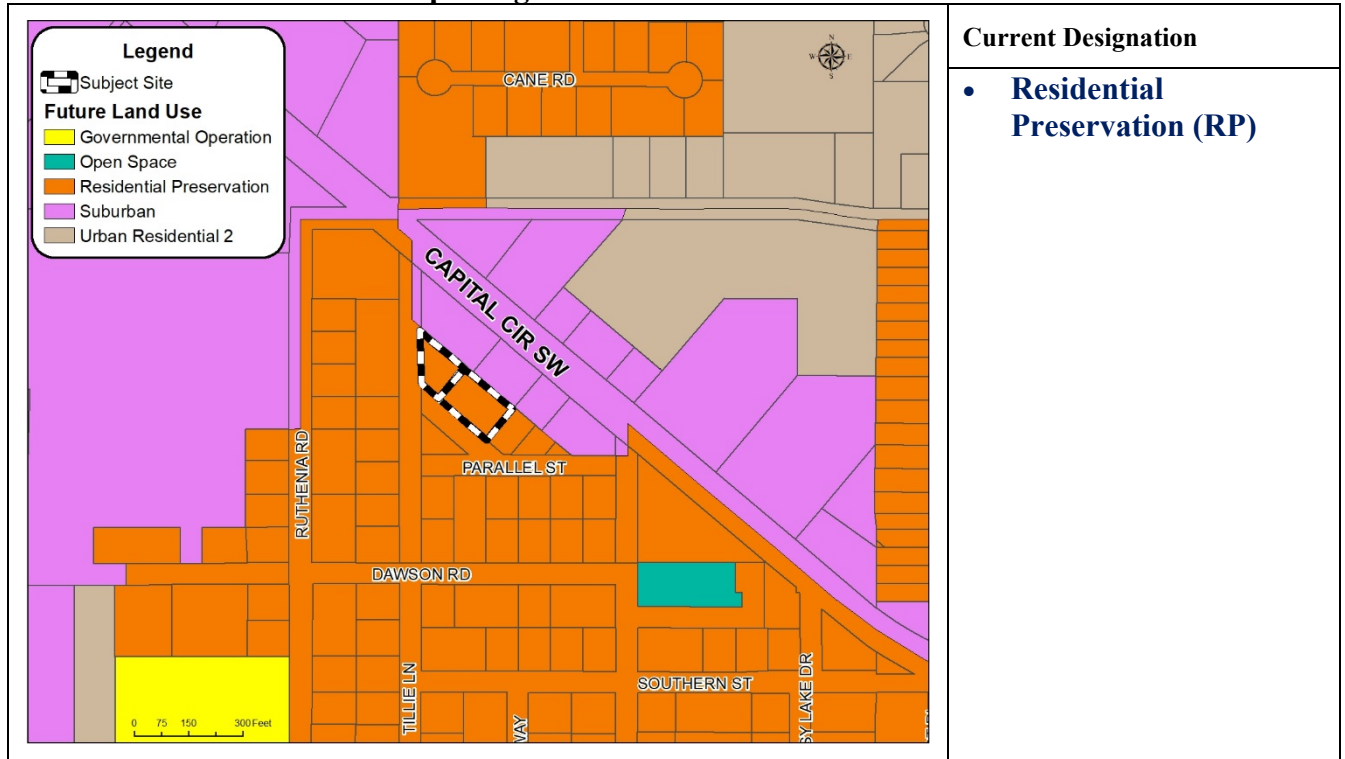
This change will bring the two parcels in this application into the same category as the parcel they are unified with, and they will be consistent with the other surrounding land uses and zoning categories.

**B. CURRENT AND PROPOSED FUTURE LAND USE DESIGNATION**

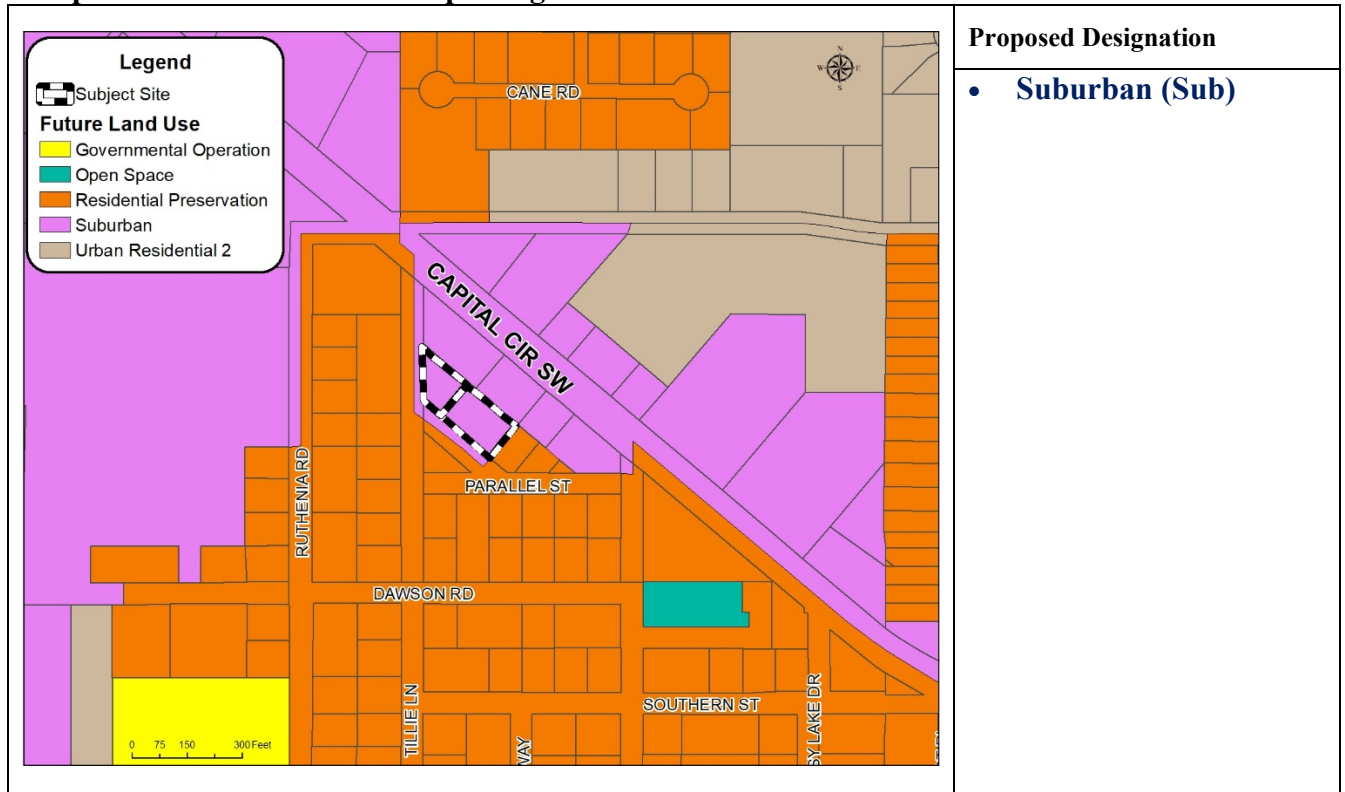
The Subject Area is currently designated Residential Preservation (RP) on the FLUM. The proposed amendment would change the FLUM designation of the area to Suburban (SUB).

The following maps illustrate the current and proposed FLUM designations for the Subject Area.

### Current Future Land Use Map Designation



### Proposed Future Land Use Map Designation



### C. STAFF RECOMMENDATION

Find that the proposed Future Land Use Map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **adoption** of the proposed amendment.

Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **approval** of the proposed rezoning.

### D. LOCAL PLANNING AGENCY (LPA) RECOMMENDATION

Find that the proposed future land use map amendment is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **ADOPTION** of the proposed amendment.

Find that the proposed rezoning is **consistent** with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend **APPROVAL** of the proposed rezoning.

### E. SUMMARY OF FINDINGS

Staff presents the following findings of fact:

1. Policy 2.2.5 [L] states the purpose of the Suburban land use 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.
2. Policy 2.2.5 [L] states that to complement the residential aspects of this development pattern, recreational opportunities, cultural activities, commercial goods and services should be located nearby.

The parcels under discussion are near residential uses (low density residential), urban residential 2 (low – medium density residential) uses, and surrounding suburban land uses. There is also general commercial (C-2) zoning across the street. These surrounding uses fit well into the intent of the suburban land use category.

## F. STAFF ANALYSIS

### History and Background

These parcels, along with the parcels adjacent that front Capital Circle, were part of a comprehensive plan amendment application in 1999. That amendment requested a land use change from RP to Mixed Use A. The application also requested a change from RP zoning to C-2 zoning. The parcels that front Capital Circle were approved for both the land use and zoning change, but the sites on the backside of the property were not. The staff report for 1999 did not explain why the back parcels were not included in the land use and zoning change.

The applicant recently finalized a Unity of Title process, and as such, the two subject parcels (412680 S0170 and 412680 S0150) are now included with the adjoining parcel 412680 S0010 that fronts Capital Circle. This process combines the separate lots so that they are now unified under one title as an individual building site. It is now considered one plat or parcel of land, and that no portion thereof shall be sold, assigned, transferred, conveyed, or devised separately except in its entirety as one plot or parcel of land unless the parcel has been subdivided pursuant to county regulations.

Although the parcels are now unified, they each retain their individual land use and zoning classification. Parcel 412680S0010 has a future land use designation of Suburban, and a zoning of General Commercial (C-2), while the subject parcels still need to go through this amendment process to change their land use and zoning designations.

This change will bring the two parcels in this application into the same categories as the parcel they are unified with, and will allow access to Capital Circle, which is a requirement of C-2 zoning.

### Previous Commission Consideration

The subject site was previously considered for a Future Land Use Map amendment along with additional properties. On September 21, 1999, the Leon County Board of County Commissioners adopted Ordinance No. 99-25, thereby adopting amendments to the Comprehensive Plan. This included Amendment 99-2-M-001, which amended the Future Land Use Map from Residential Preservation to Mixed Use A. However, only the properties fronting Capital Circle SW were approved. The properties not fronting Capital Circle, including the subject site for this amendment, were not approved.

At the February 22, 2000 Board of County Commissioners Meeting, the County Commission voted to approve the rezoning application of the parcels fronting Capital Circle from RP to C-2. Since the Future Land Use Map amendment did not include the subject site, it was not included in the rezoning to C-2.

In 2007, the Mixed-Use land use categories were replaced in the Comprehensive Plan with more specific categories. At that time, the properties fronting Capital Circle were changed from Mixed-Use A to Suburban on the Future Land Use Map. Since those properties already had C-2 zoning, that zoning district remained. Because the subject site was not included in the original 1999 Comprehensive Plan Amendment, it was not included in these changes.



### Current and Proposed Future Land Use Categories

The complete comprehensive plan policies for Residential Preservation (Policy 2.2.3: [L]) and Suburban (Policy 2.2.5 [L]) are included as Attachment #1.

#### *Residential Preservation (RP) (Current)*

This site is currently designated as Residential Preservation (RP). RP 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 use intensities and density intrusions. Commercial, including office as well as any industrial land uses, are prohibited.

Now that the subject site is unified with the parcels fronting Capital Circle, access would be by an arterial roadway, not local streets. The surrounding and adjacent land uses, and the current land use on the subject site, are not fully residential. While the parcels are next to some existing residential areas, they are generally separated by an unpaved road. Redevelopment on the site would require buffers and setbacks from these properties in accordance with the Leon County Land Development Code.

Based on the findings outlined in this staff report, the subject site does not fit the criteria to be identified as RP, therefore the amendment to take it to suburban is consistent with the Comprehensive Plan.

#### *Suburban (SUB) (Proposed)*

The purpose of the SUB land use 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. The Suburban category is most suitable for those areas outside of the Central Core.

To complement the residential aspects of this development pattern, recreational opportunities, cultural activities, commercial goods and services should be located nearby. Except within mixed use centers, larger scale commercial development should be buffered from adjacent residential neighborhoods. Buffering requirements between the land use designations as required by the land development code would be addressed during the site planning process.

### Consistency with Comprehensive Plan

Policy 1.1.1: [L] directs new development to areas within the Urban Services Area. The policy states, "In order to discourage urban sprawl, new development shall be concentrated in the urban service area plus in the Woodville Rural Community future land use category and the rural communities of Capitola, Chaires, Ft. Braden and Miccosukee, as designated on the future land use map." The subject site is located within the Urban Services Area.

Policy 2.2.5: [L] as included in attachment one, implements the Suburban land use policy.

As is the intention of the Suburban land use designation, the development of the subject site into commercial may help 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. Property designated as Residential Presentation is located to the south of the subject site, and property designated as Suburban and Urban Residential- 2 is located to the north of the site. This proximity to these land uses is consistent

with the Suburban Land Use category, which is intended to have convenient access to low to medium density residential land uses. As stated in the section above, buffering requirements between the land use designations as required by the land development code would be addressed during the site planning process.

### Zoning

The Land Development Code sections for Residential Preservation (RP) (Sec. 10-6.617) and General Commercial (C-2) (Sec 10-6.647) zoning is included as Attachment #2.

The C-2 district is intended to be located in areas designated Bradfordville Mixed Use, Suburban or Woodville Rural Community on the Future Land Use Map of the Comprehensive Plan, and shall apply to areas with direct access to major collector or arterial roadways located within convenient traveling distance to several neighborhoods, wherein small groups of retail commercial, professional, office, community and recreational facilities and other convenience commercial activities are permitted in order to provide goods and services that people frequently use in close proximity to their homes.

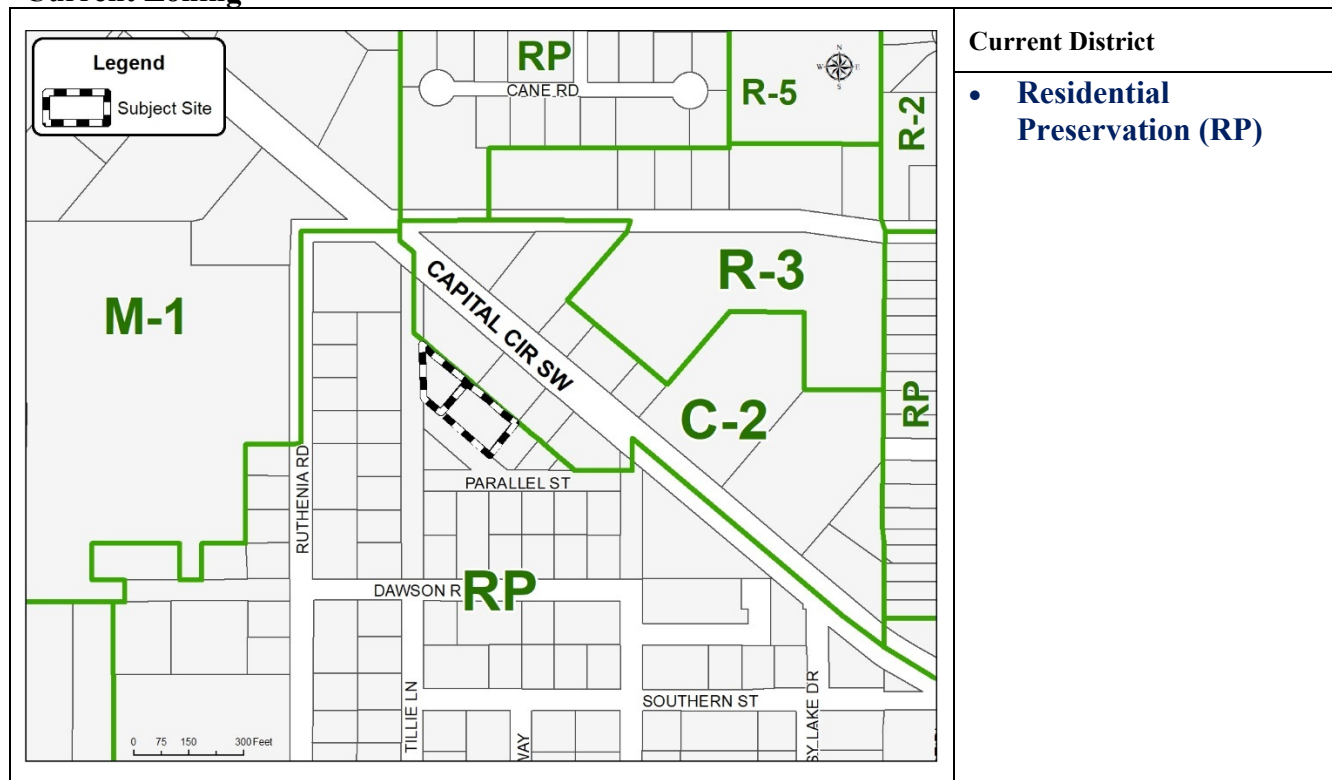
The C-2 district is not intended to accommodate large scale commercial or service activities or other types of more intensive commercial activity. The maximum gross density allowed for new residential development in the C-2 district is 16 dwelling units per acre, with a minimum gross density of 8 dwelling units per acre, unless constraints of concurrency or preservation and/or conservation features preclude the attainment of the minimum density.

The residential uses are required to be located on the second floor or above a building containing commercial or office uses on the first floor. Mixed use projects in the C-2 district are encouraged, but are not required. In order to maintain compact and non-linear characteristics, C-2 districts shall not be located closer than ¼ mile to other C-2 or C-1 districts or to parcels of land containing commercial developments including more than 20,000 gross square feet of floor area and shall not exceed 30 acres in size.

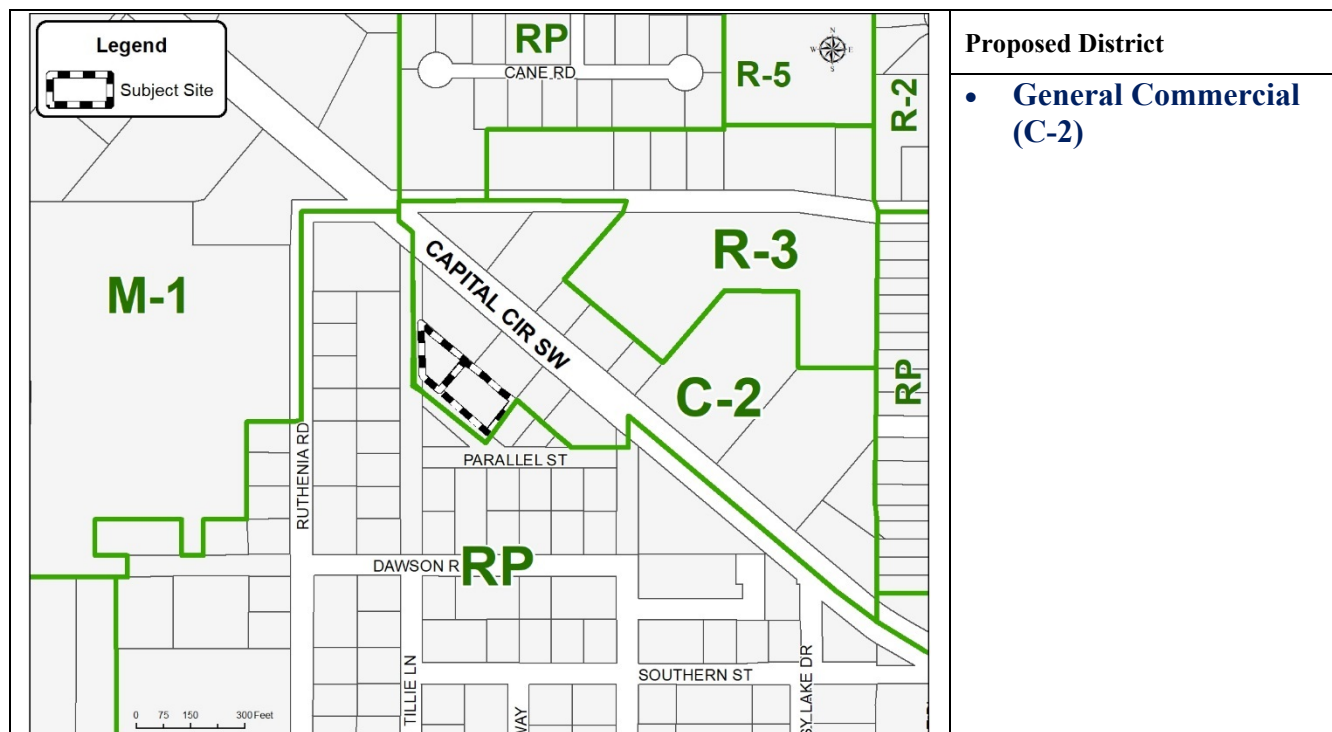
The parcels discussed in this staff report fit the intent of the C-2 district, as they have been unified with the parcels fronting Capital Circle and can now directly access an arterial roadway. They are also located near neighborhoods. This parcel does not exceed 30 acres in size and would be a continuation of C-2 zoning.

The following maps illustrate the current and proposed zoning for the Subject Site.

### Current Zoning



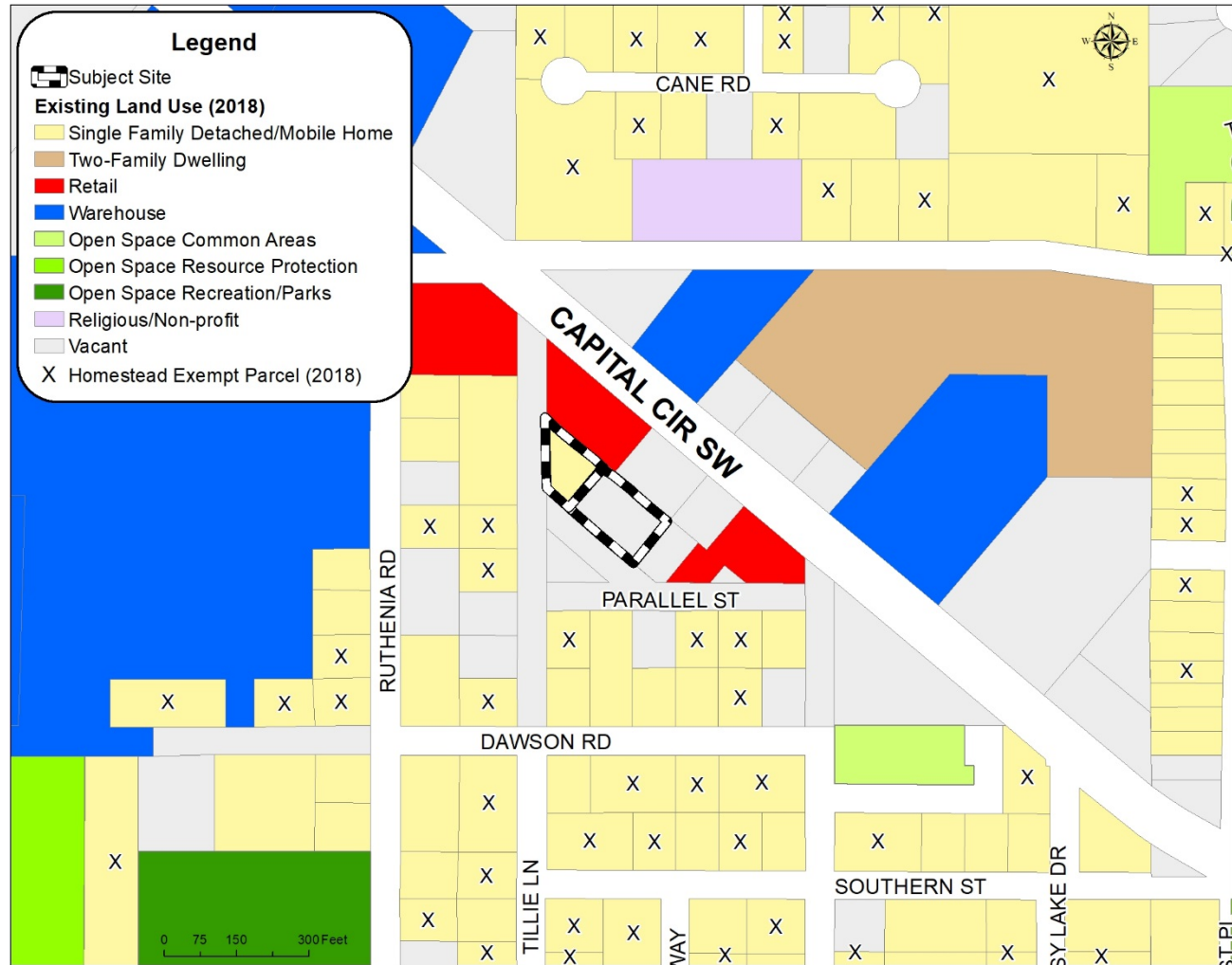
### Proposed Zoning



### Existing Land Uses

The existing use on the .3 acre parcel on Tillie Lane is single family detached/mobile home. The adjacent .48 acre parcel is currently vacant. Some of the surrounding parcels are vacant. Those that are occupied are either single family detached housing or retail uses.

### Existing Land Use Map



Residential Preservation Analysis

Policy 2.2.3: [L] Residential Preservation states that “the Residential Preservation category shall be based on the following general criteria. For inclusion, a residential area should meet most, but not necessarily all of these criteria.” The criteria are listed below, along with an analysis of the subject site.

A) Existing land use to the south of the area is predominantly residential.

**Analysis:** Some of the existing land use both within and adjacent to the subject site is residential, but it is also surrounded by vacant lots and retail.

B) Majority of traffic is local in nature.

i) Predominance of residential uses front on local streets.

**Analysis:** There are unpaved private streets surrounding the subject site (Parallel Street and Tillie Lane), that can be used for the residential lots. However, direct access to the subject site would be Capital Circle SW via the portion of the unified parcel fronting Capital Circle.

ii) Relatively safe internal mobility.

**Analysis:** The subject has relatively safe internal mobility; however, the internal mobility is limited. Tillie Lane, Parallel Street, and Triangle Street are all unpaved private streets with no sidewalks.

B) Densities within the area generally are six (6) units per acre or less.

**Analysis:** In the surrounding parcels, densities are generally six units per acre or less. However, there are non residential uses and vacant uses directly adjacent to the subject site.

C) Existing residential type and density exhibits relatively homogeneous patterns.

**Analysis:** There is not a relatively homogeneous pattern within this area. While there are residential uses, there are also nonresidential uses and vacant uses directly adjacent to the subject site.

E) Assessment of stability of the residential area, including but not limited to:

i) Degree of home ownership.

**Analysis:** 8 of the 17 lots surrounding the subject site that have the existing land use of single family detached are homestead exempt. 9 are not.

ii) Existence of neighborhood organizations.

This property falls within the Munson Area Preservation neighborhood association. However, the area in that jurisdiction contains a mix of non residential and residential uses. The boundary of this neighborhood association includes parcels fronting Capital Circle, including commercial uses.

Based on the analysis within this staff report, this site does not fit the criteria to be identified as residential preservation, therefore the amendment to take it to suburban is consistent with the Comprehensive Plan. The surrounding and adjacent land uses, and the current land use on the subject site, are not fully residential.

### Infrastructure Analysis

#### *Water/Sewer*

Water is available at the site. Sewer is currently under design and construction is not scheduled to start for at least a year.

#### *Schools*

The Subject Area is zoned for Oak Ridge Elementary School, Nims Middle School, and Rickards High School.

**All attendance zones in which the property is located have capacity for this project.**

**Currently, Oak Ridge Elementary has a capacity of 306. Post development capacity of Oak Ridge is 303. Currently, Nims Middle School has a capacity of 559. Post development capacity of Nims is 558. Currently, Rickards High School has a capacity of 464. Post development capacity of Rickards is 463.**

#### *Roadway Network*

Currently, the site can be accessed from Tillie Lane, a private road, or from Capital Circle SW, a principal arterial. If the zoning changes to C-2, access will only be allowable from Capital Circle SW, as properties in the C-2 zoning district must be located on a major collector or arterial street per the Land Development Code. While properties designated C-2 may have additional vehicular access to any type of street, the Land Development Code does not allow vehicular access to local streets if one of the following zoning districts is located on the other side of the local street: RA, R-1, R-2, R-3, R-4, R-5, MH, and RP. Since RP is located on the other side of the private street, access to the subject site will be limited to Capital Circle via the portion of the unified parcel fronting Capital Circle.

The subject site is located outside of the Multimodal Transportation District (MMTD). Any future development may be subject to transportation concurrency. Transportation concurrency will be addressed at site plan submission.

#### *Pedestrian and Bicycle Network*

The site is located off of Capital Circle SW, which does have on street bicycle lanes. Otherwise, the site is not immediately accessible via sidewalks or trails.

#### *Transit Network*

There are no transit stops in the immediate vicinity of this site.

### Environmental Analysis

There are no wetlands or floodplains on this property. This site is located in the Lake Munson drainage basin and the Munson lakeside watershed. It is also located in the Primary Springs Protection zone.



**F. PUBLIC OUTREACH AND NOTIFICATION**

An initial mailing was sent to **111** property owners within 1,000 feet of Subject Site.

Public Outreach		Date	Details
X	Mail Notification of Proposed Changes	December 6, 2019	Notices Mailed to Property Owners within 1000 feet
X	Notice of Proposed Land Use Change and Rezoning	November 20, 2019	Two signs providing details of proposed land use and zoning changes posted on subject site
X	Public Open House	December 17, 2019	5:30 PM, Second Floor, Frenchtown Renaissance Center
X	Staff Reports Available Online	January 27, 2020	Email Subscription Notice sent to all users of service

**Public Open House – December 17, 2019:** 24 citizens attended the open house to discuss the 2020 Cycle amendments. None of the attendees had questions regarding this proposed amendment.

**G. STAFF REPORT UPDATE**

Below is a list of all public meetings and actions taken by appointed or elected bodies in consideration of this proposed amendment:

Cycle 2020 Meetings		Dates	Time and Locations
X	Local Planning Agency Workshop	January 7, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Local Planning Agency Public Hearing	February 4, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Joint City-County Commission Workshop	February 25, 2020	1:00 PM, Fifth Floor, Leon County Courthouse
	County Adoption Public Hearing	April 28, 2020	3:00 PM, Fifth Floor, Leon County Courthouse

**Local Planning Agency Workshop – January 7, 2020:** A workshop was held on January 7, 2020 to discuss the proposed 2020 Cycle amendments. The LPA had no questions on this amendment.

**Local Planning Agency Public Hearing – February 4, 2020:** The Public Hearing was held on February 4, 2020 to vote on the proposed 2020 Cycle amendments. The LPA found the proposed future land use map amendment is consistent with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend ADOPTION of the proposed amendment. They also found that that the proposed rezoning is consistent with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other

information contained in this staff report, and recommend APPROVAL of the proposed rezoning. There were no public speakers on this item. The applicant was available to answer questions. There were no other citizen speakers on this amendment or rezoning.

**Joint City-County Commission Workshop – February 25, 2020:** A workshop was held on February 25, 2020 to discuss the proposed 2020 Cycle amendments. Staff presented the proposed amendment to the Commissioners. There were no questions of staff on the proposed amendment.

## H. ATTACHMENTS

- Attachment #1: Comprehensive Plan policies (Policy 2.2.3 and Policy 2.2.5) Residential Preservation and Suburban
- Attachment #2: Land Development Code sections (Sec 10-6.617 and Section 10-6.647) Residential Preservation and General Commercial



Policy 2.2.5: [L]

SUBURBAN (EFF. 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 (EFF. 3/14/07; REV. EFF. 7/14/14)

Table 4: Suburban Intensity Guidelines

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 <sup>(4)</sup>	10,000 SQ.FT/ACRE	65-80%
Low Density Residential Office	Residential, Office, Recreation, Light Infrastructure & Community Service	0 to 8 UNITS/ ACRE <sup>(4)</sup>	10,000 SQ.FT/ACRE <sup>(5)</sup>	
Medium Density Residential	Residential, Recreation, Light Infrastructure & Community Service	8 to 16 UNITS/ ACRE	20,000 SQ.FT/ACRE	65-80%
Medium Density Residential Office	Residential, Office, Ancillary 1 <sup>st</sup> Floor Commercial, Recreation, Light Infrastructure, Community Service & Post-Secondary Schools	8 to 20 UNITS/ ACRE	20,000 SQ.FT/ACRE <sup>(5)</sup>	

Development Patterns	Allowed Land Uses	Gross Residential Density	Non-Res Intensity	Percentage Mix of Uses
Village Center	Residential, Office, Commercial up to 50,000 SQ.FT, maximum business size. Centers shall not be located closer than ¼ 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/ACRE per parcel for center 20 acres or less <sup>(7)</sup>	35-50%
Urban Pedestrian Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 16 UNITS/ ACRE <sup>(3)</sup>	Up to 20,000 SQ.FT/ACRE <sup>(3)</sup>	
Suburban Corridor	Residential, Office, Commercial, Recreation, Light & Heavy Infrastructure & Community Service	Up to 16 UNITS/ ACRE	Up to 25,000 SQ.FT/ACRE <sup>(8)</sup>	
Medical Center	Residential, Office, Commercial, Recreation, Light Infrastructure & Community Service	6 to 20 UNITS/ ACRE <sup>(3)</sup>	80,000 SQ.FT/ACRE <sup>(2)</sup>	5-10%
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 <sup>(9)</sup>	

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 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 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.

Policy 2.2.3: [L]

RESIDENTIAL PRESERVATION (EFF. 7/16/90; REV. EFF.

7/26/06; REV. EFF. 4/10/09; REV. EFF. 5/31/18)

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 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. Future arterial and/or expressways should be planned to minimize impacts within this category. Single family, townhouse and cluster housing may be permitted within a range of up to six units per acre. Consistency with surrounding residential type and density shall be a major determinant in granting development approval.

For Residential Preservation areas outside the Urban Service area the density of the residential preservation area shall be consistent with the underlying land use category.

The Residential Preservation category shall be based on the following general criteria. For inclusion, a residential area should meet most, but not necessarily all of these criteria.

- 1) Existing land use within the area is predominantly residential
- 2) Majority of traffic is local in nature
  - a) Predominance of residential uses front on local street
  - b) Relatively safe internal pedestrian mobility
- 3) Densities within the area generally of six units per acre or less
- 4) Existing residential type and density exhibits relatively homogeneous patterns
- 5) Assessment of stability of the residential area, including but not limited to:
  - a) Degree of home ownership
  - b) Existence of neighborhood organizations

In order to preserve existing stable and viable residential neighborhoods within the Residential Preservation land use category, development and redevelopment activities in and adjoining Residential Preservation areas shall be guided by the following principles:

- a) The creation of transitional development area (TDA) for low density residential developments.

Higher density residential developments proposed for areas adjoining an established neighborhood within the residential preservation land use category shall provide a transitional development area along the shared property line in the higher density residential development. The development density in the transitional development area shall be the maximum density allowed in the Residential Preservation land use category. Development within the transitional development area shall be designed, sized and scaled to be compatible with the adjoining residential preservation area.

Transitional development areas shall be non-mapped areas and shall be approved at the time of site plan approval. The factors cited in paragraph (e) below shall be considered when determining the size of transitional development areas. The land development regulations shall specify development thresholds for the implementation of transitional development areas.

b) Limitation on future commercial intensities adjoining low density residential preservation neighborhoods.

New or redeveloped commercial uses adjoining residential preservation designated areas shall mitigate potential impacts by providing a transitional development area between the commercial uses and residential preservation uses and only those commercial activities which are compatible with low density residential development in terms of size and appearance shall be allowed. The factors cited in paragraph (e) below shall be used when determining the compatibility, design techniques and the size of transitional development areas. The design and layout of adjoining commercial uses shall be oriented to place the section of the development with the least potential negative impacts next to the residential preservation area.

c) Limitations on existing light industry adjoining residential preservation neighborhoods.

Expanding or redeveloped light industrial uses adjoining low density residential areas within the residential preservation land use category shall mitigate potential negative impacts and provide screening, buffering, or a transitional development area between the light industrial uses and the low and medium density residential uses. The factors cited in paragraph (e) below shall be considered when determining compatibility, design techniques and the size of the transitional development area.

The design and layout of expanding or redeveloping light industrial uses and adjoining residential preservation areas shall be oriented to place the section of the development with the least potential negative impacts in the area next to the existing and/or future low density residential area in the residential preservation land use category. New light industrial uses shall prevent or mitigate off-site impacts in accordance with the Research and Innovation Land Use category or the Industry and Mining Land Use category and applicable Land Development Regulations.

d) Additional development requirements for allowed community facilities when adjoining low density residential areas, except for cemeteries or religious facilities to be used solely for religious functions. Such development requirements will also apply to ancillary facilities when proposed in conjunction with religious facilities, and are to result in effective visual and sound buffering (either through vegetative buffering or other design techniques) between the community facilities and the adjoining residential preservation area.

e) Land use compatibility with low density residential preservation neighborhoods

A number of factors shall be considered when determining a land use compatible with the residential preservation land use category. At a minimum, the following factors shall be considered to determine whether a proposed development is compatible with existing or proposed low density residential uses and with the intensity, density, and scale of surrounding development within residential preservation areas: proposed use(s); intensity; density; scale; building size, mass, bulk, height and orientation; lot coverage; lot size/ configuration; architecture; screening; buffers, including vegetative buffers;

setbacks; signage; lighting; traffic circulation patterns; loading area locations; operating hours; noise; and odor. These factors shall also be used to determine the size of transitional development areas.

f) Limitations on Planned Unit Developments in the Residential Preservation land use category.

Planned Unit Developments proposed within the interior of a Residential Preservation designated recorded or unrecorded subdivisions shall be generally consistent with the density of the existing residential development in the recorded or unrecorded subdivision. Parcels abutting arterial roadways and/or major collectors may be permitted to achieve six dwelling units per acre.

The existing predominant development density patterns in Residential Preservation are listed in paragraph (g) below. Within 18 months of adoption, the PUD regulations shall be amended to include provisions addressing the preservation of established residential preservation designated areas. Said provisions shall address any proposed increase in density and the factors cited in paragraph (e) above.

g) Limitations on resubdivision of lots within established Residential Preservation designated areas.

To protect established single family neighborhoods from density intrusions, consistency within the recorded or unrecorded subdivision shall be the primary factor in granting approval for development applications. Consistency for the purposes of this paragraph shall mean that parcels proposed for residential development shall develop consistent with the lot size and density of the recorded or unrecorded subdivision.

1. Guidance on the resubdivision of lots in recorded and unrecorded single family subdivisions shall be provided in the Land Development Code.

2. Parcels proposed for residential development shall develop at densities generally consistent with the density of existing residential development in the recorded or unrecorded subdivision with the exception of parcels abutting arterial and/or major collector roadways which may be permitted up to six dwelling units per acre.

There may be two distinct density patterns in the Residential Preservation land use category as shown below:

<b>Existing land use character of the subdivision</b>	<b>Gross residential density</b>
Homogenous, very low density single family detached units (City Only)	0-3.6 dwelling units per acre (generally consistent with density of the subdivision)
Low density single family detached and/or non-single family detached units (including but not limited to townhomes and duplexes)	0-6.0 dwelling units per acre (generally consistent with density of the subdivision)

This section shall not be construed as to restrict the development of building types allowed by the applicable zoning district.

Section 10-6.647. C-2 General Commercial district.

1. District Intent	PERMITTED USES	
	2. Principal Uses	3. Accessory Uses
The C-2 district is intended to be located in areas designated Bradfordville Mixed Use, Suburban or Woodville Rural Community on the Future Land Use Map of the Comprehensive Plan shall apply to areas with direct access to major collector or arterial roadways located within convenient traveling distance to several neighborhoods, wherein small groups of retail commercial, professional, office, community and recreational facilities and other convenience commercial activities are permitted in order to provide goods and services that people frequently use in close proximity to their homes. The C-2 district is not intended to accommodate large scale commercial or service activities or other types of more intensive commercial activity. The maximum gross density allowed for new residential development in the C-2 district is 16 dwelling units per acre, with a minimum gross density of 8 dwelling units per acre, unless constraints of concurrency or preservation and/or conservation features preclude the attainment of the minimum density. The residential uses are required to be located on the second floor or above a building containing commercial or office uses on the first floor. Mixed use projects in the C-2 district are encouraged, but are not required. In order to maintain compact and non-linear characteristics, C-2 districts shall not be located closer than ¼ mile to other C-2 or C-1 districts or to parcels of land containing commercial developments including more than 20,000 gross square feet of floor area and shall not exceed 30 acres in size.	(1) Antique shops. (2) Automotive service and repair, including car wash. (3) Bait and tackle shops. (4) Banks and other financial institutions. (5) Camera and photographic stores. (6) Cocktail lounges and bars. (7) Community facilities related to the permitted principal uses, including libraries, religious facilities, police/fire stations, and high schools. Elementary schools are prohibited. Other community facilities may be allowed in accordance with Section 10-6.806 of these regulations. (8) Day care centers. (9) Gift, novelty, and souvenir shops. (10) Indoor amusements (bowling, billiards, skating, etc.). (11) Indoor theaters (including amphitheaters). (12) Laundromats, laundry and dry cleaning pick-up stations. (13) Mailing services. (14) Medical and dental offices, services, laboratories, and clinics. (15) Motor vehicle fuel sales. (16) Non-medical offices and services, including business and government offices and services. (17) Non-store retailers. (18) Passive and active recreational facilities. (19) Personal services (barber shops, fitness clubs etc.). (20) Photocopying and duplicating services. (21) Rental and sales of dvds, video tapes and games. (22) Rental of tools, small equipment, or party supplies. (23) Repair services, non-automotive.	(24) Residential (any type), provided that it is located on the second floor or above a building containing commercial or office uses on the first floor. (25) Restaurants, with or without drive-in facilities. (26) Retail bakeries. (27) Retail computer, video, record, and other electronics. (28) Retail department, apparel, and accessory stores. (29) Retail drug store. (30) Retail florist. (31) Retail food and grocery. (32) Retail furniture, home appliances, accessories. (33) Retail home/garden supply, hardware and nurseries. (34) Retail jewelry store. (35) Retail needlework shops and instruction. (36) Retail newsstand, books, greeting cards. (37) Retail office supplies. (38) Retail optical and medical supplies. (39) Retail package liquors. (40) Retail pet stores. (41) Retail picture framing. (42) Retail sporting goods, toys. (43) Retail trophy store. (44) Shoes, luggage, and leather goods. (45) Social, fraternal and recreational clubs and lodges, including assembly halls. (46) Studios for photography, music, art, dance, and voice. (47) Tailoring. (48) Veterinary services, including veterinary hospitals. (49) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.
FOR DEVELOPMENT STANDARDS REFER TO PAGE 2 OF 2		
(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.		

DEVELOPMENT STANDARDS									
Use Category	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Any Permitted Principal Use	none	none	none	25 feet	15 feet on each side	25 feet	10 feet	Except for properties within the Woodville Rural Community, 12,500 square feet of non-residential gross building floor area per acre and commercial and/or office uses not to exceed 200,000 square feet of gross building floor area for each district containing 20 acres or less. 12,500 square feet of non-residential gross building floor area per acre and commercial and/or office uses not to exceed a maximum of 250,000 square feet of non-residential gross building area per district for districts containing more than 20 acres to 30 acres. Individual buildings may not exceed 50,000 gross square feet. Within the Woodville Rural Community, 12,500 square feet of non-residential gross building area per acre and commercial uses not to exceed 50,000 square feet of gross building floor area per parcel.	3 stories
<b>7. Street Vehicular Access Restrictions:</b> Properties in the C-2 zoning district shall be located on a major collector or arterial street, but may have additional vehicular access to any type of street. However, in order to protect residential areas and neighborhoods from non-residential traffic, vehicular access to a local street is prohibited if one of the following zoning districts is located on the other side of the local street: RA, R-1, R-2, R-3, R-4, R-5, MH, , and RP.									

- GENERAL NOTES:**
- 1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and inside the Urban Services Area non-residential development is limited to a maximum of 2,500 square feet of building area. Inside the Urban Services Area, community service facilities are limited to a maximum of 5,000 square feet of building area or a 500-gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.
  - 2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
  - 3. Refer to the Concurrency Management Ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).

## **Sec. 10-6.617. Residential preservation.**

(a) *Purpose and intent.* The residential preservation district is characterized by existing homogeneous residential areas within the community 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. Certain nonresidential activities may be permitted, such as home occupations consistent with the applicable provisions of section 10-1103; community services and facilities/institutional uses consistent with the applicable provisions of section 10-1104; and churches, religious organizations, and houses of worship. Single-family, duplex residences, manufactured homes, and cluster housing may be permitted within a range of zero to six units per acre. Compatibility with surrounding residential type and density shall be a major factor in the authorization of development approval and in the determination of the permissible density.

(1) In residential preservation areas outside the urban service area, the density of the nonvested development in residential preservation areas shall be consistent with the underlying land use category.

(2) In residential preservation areas inside the urban services area, new residential development densities shall be consistent with those within the developed portions of the recorded or unrecorded subdivision in which they are located. Consistency for the purposes of this paragraph shall mean that proposed lots shall not be smaller than the smallest lot that was created by the original subdivision plat or any subsequent replat that may have occurred consistent with county land development regulations in effect at the time.

(3) When new residential development inside the urban services area is proposed for an area not located within a recorded or unrecorded subdivision, densities shall be permitted in the range of zero to six dwelling units per acre consistent with the availability of central water and sewer service to accommodate the proposed development. If central water and sewer service is not available, density shall be limited to a maximum of two dwelling units per acre consistent with all applicable provisions of the Environmental Management Act.

(4) Allowable development type shall be construed to mean the following:

a. Parcels proposed for residential which are located in a recorded or unrecorded subdivision shall develop consistent with the type of residential development pattern located inside the recorded or unrecorded subdivision.

b. Parcels proposed for residential which are located inside the urban service area and not in a recorded or unrecorded subdivision shall develop consistent with the type of residential development pattern located adjacent to the vacant parcel.



c. Parcels proposed for residential development surrounded by a mix of conventional single-family homes and manufactured homes, shall be developed for conventional single-family homes.

d. Parcels proposed for residential development surrounded by a mix of single-family and duplex development shall be developed for single-family use, unless duplex residential development is the predominant type.

e. The placement of standard design manufactured homes and mobile homes shall be allowed in manufactured home parks, in subdivisions platted explicitly for allowing manufactured homes, or as a replacement unit for any lawfully existing manufactured home consistent with the provisions of article VII of this chapter.

(b) *Allowable uses.* For the purpose of this article, the following land use types are allowable in the RP zoning district and are controlled by the land use development standards of this article, the comprehensive plan and schedules of permitted uses.

- (1) Low-density residential.
- (2) Passive recreation.
- (3) Active recreation.
- (4) Community services.
- (5) Light infrastructure.

(c) *List of permitted uses.* See schedule of permitted uses, section 10-1210. Some of the uses on these schedules are itemized according to the Standard Industrial Code (SIC). Proposed activities and uses are indicated in the schedules. The activity or use may be classified as permitted, restricted, permitted through special exception, or not allowed. Those uses or activities permitted through special exception shall require review and approval by the Board of County Commissioners consistent with the provisions of section 10-954.

(d) *Development standards.* All proposed development shall meet the applicable buffer zone standards as outlined in section 10-923. For residential development in recorded or unrecorded subdivisions, the development standards including front, rear, side, and side corner yard setbacks for new residential development shall be consistent with the developed portions of the recorded or unrecorded subdivision in which it is located. For new residential development in residential preservation areas not located in recorded or unrecorded subdivisions, the applicable development standards including, but not limited to front, rear, side, and side corner yard setbacks shall be established at the time of subdivision and site and development plan review.

**Sec. 10-1210. Residential preservation district.**

Allowable uses, appropriate permit level and applicable development and locational standards in the residential preservation district are as follows:

P = Permitted use R = Restricted use S = Special exception

LEGEND	
LR = Low-density residential	CS = Community services
PR = Passive recreation	LI = Light infrastructure
AR = Active recreation	

SIC Code	Name of Use	Development and Locational Standards				
		LR	PR	AR	CS	LI
	RESIDENTIAL					
	Dwelling, one-family	P				
	Dwelling, two-family	R				
	Dwelling, mobile home	P				
	Mobile home park	S				
	SERVICES					
	Elementary and secondary schools				S	
	Religious organizations				S	
	PUBLIC ADMINISTRATION					
922	Public order and safety				S	
9221	Police protection				S	
9224	Fire protection				S	
	RECREATION					
	Hiking and nature trails		P			

SIC Code	Name of Use	Development and Locational Standards				
		LR	PR	AR	CS	LI
	RECREATION (cont.)					
	Picnicking		P			
	Canoe trails		P			
	Bicycle trails		P			
	Horseback riding trails		P			
	Tot lots			P		
	Court sports			P		
	Field sports			P		

Placement of new mobile homes are limited to the following areas: existing mobile home parks; and platted mobile home subdivisions. New mobile homes shall also be allowed as replacements of lawfully existing mobile homes in other locations. New mobile home parks may be established as per the provisions set forth in section 10-1105.

For further information regarding appropriate minimum development standards, see division 5, section 10-920.

**Citizens Comments**

**LMA 2020 04**

**Capital Circle**

**Southwest**

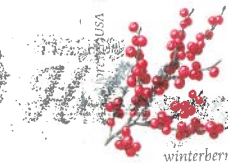
**Received as of April 9, 2020**



Ms Mary J Moore  
4986 Tillie Ln  
Tallahassee, FL 32305

TALLAHASSEE FL 323

17 DEC 2019 PM 3 L



Attachment #9  
Page 2 of 2

Tallahassee - Leon Co. Planning  
Attn: Comprehensive Planning Division  
300 South Adams Street  
Tallahassee, Florida  
32302

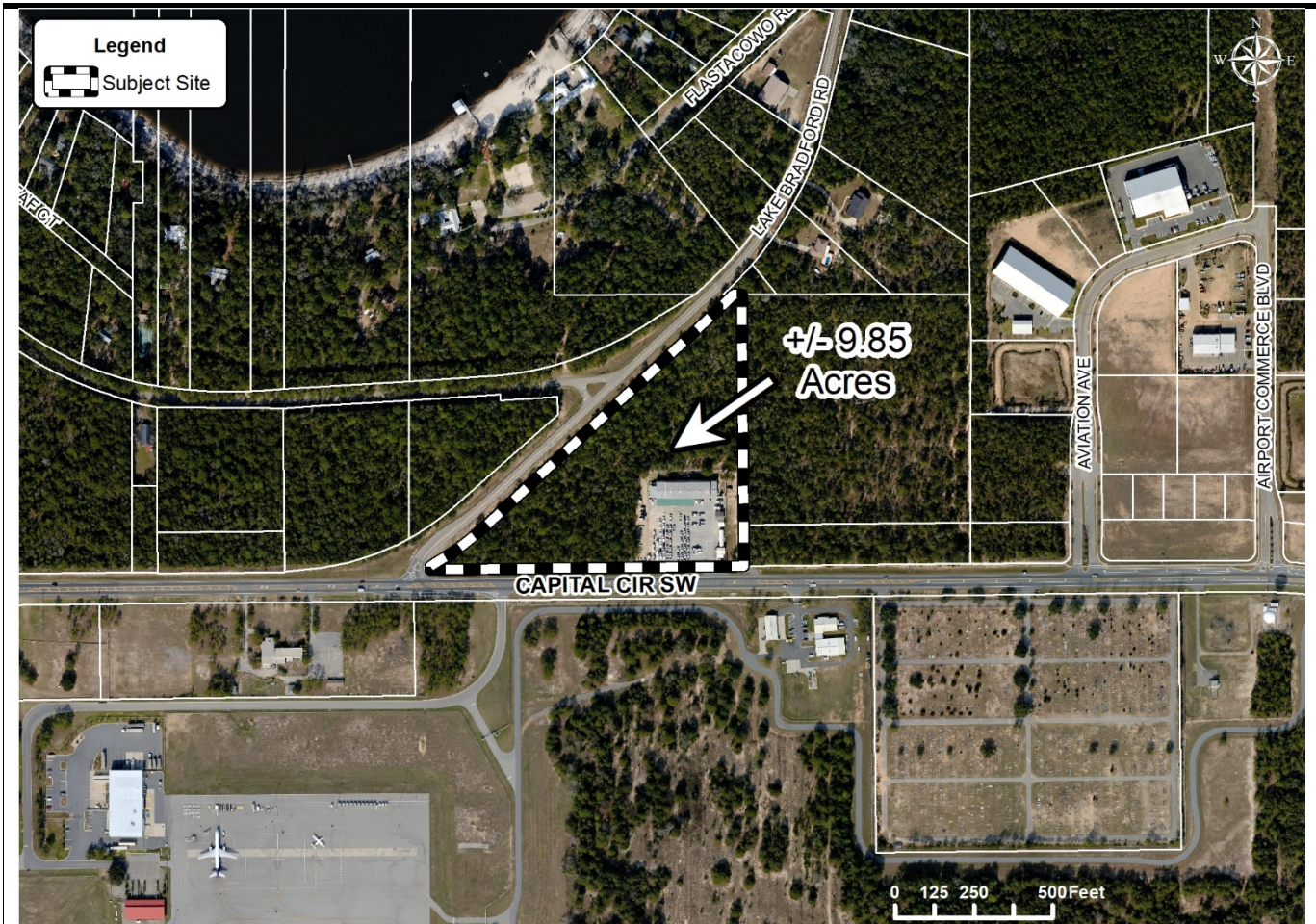
32301-173199



**Amendment # LMA202004**

I/We as owner(s) of property at this address: 4986 Tillie Lane wish the information below  
to be considered by the Local Planning Agency and the City/County Commissions:

We will like the zoning to stay residential, we have children living with us  
and we don't need a lot of traffic coming in.  
SIGNED: Mary Moore



### SUMMARY

Property Owners:	Property Location:	TLCPD Recommendation:
Florida Fish and Wildlife Conservation Commission	3465 Capital Circle SW	Approve
Applicant:		
Leon County		
TLCPD Staff:	Current Future Land Use & Zoning:	LPA Recommendation:
Stephen M. Hodges	<u>Future Land Use</u> : OS Recreation/Open Space <u>Zoning</u> : OS Open Space	Approve
Contact Information:	Proposed Future Land Use & Zoning:	
Stephen.Hodges@talgov.com (850)891-6408	<u>Future Land Use</u> : Government Operational <u>Zoning</u> : No change	
Date: October 25, 2019	Updated: April 3, 2020	

## **A. REASON FOR REQUESTED CHANGE**

The applicant has filed an application on behalf of the State of Florida's Florida Fish and Wildlife Conservation Commission (FWCC). The FWCC operates a maintenance facility on approximately two acres on a 10-acre forested site at 3465 Capital Circle SW and has done since at least 1983. Capital Circle SW is currently planned to be expanded to six lanes; as part of this expansion, the Florida Department of Transportation is acquiring an approximately 130' of right of way along the north side of the existing highway corridor, which will significantly impact FWCC operations in this location.

To accommodate this acquisition, FWCC must expand its facility west and/or north. However, the site's current FLUM designation and zoning is not consistent with this existing use. Although the present use was established prior to the adoption of the local comprehensive plan in 1990, this nonconformity does not allow the expansion of the present use. Therefore, in order to change the footprint of the existing use, the FLUM and zoning must be changed so that FWCC can mitigate the acquisition of the southern half of its site. Staff is recommending this future land use change so that this use may continue in this location.

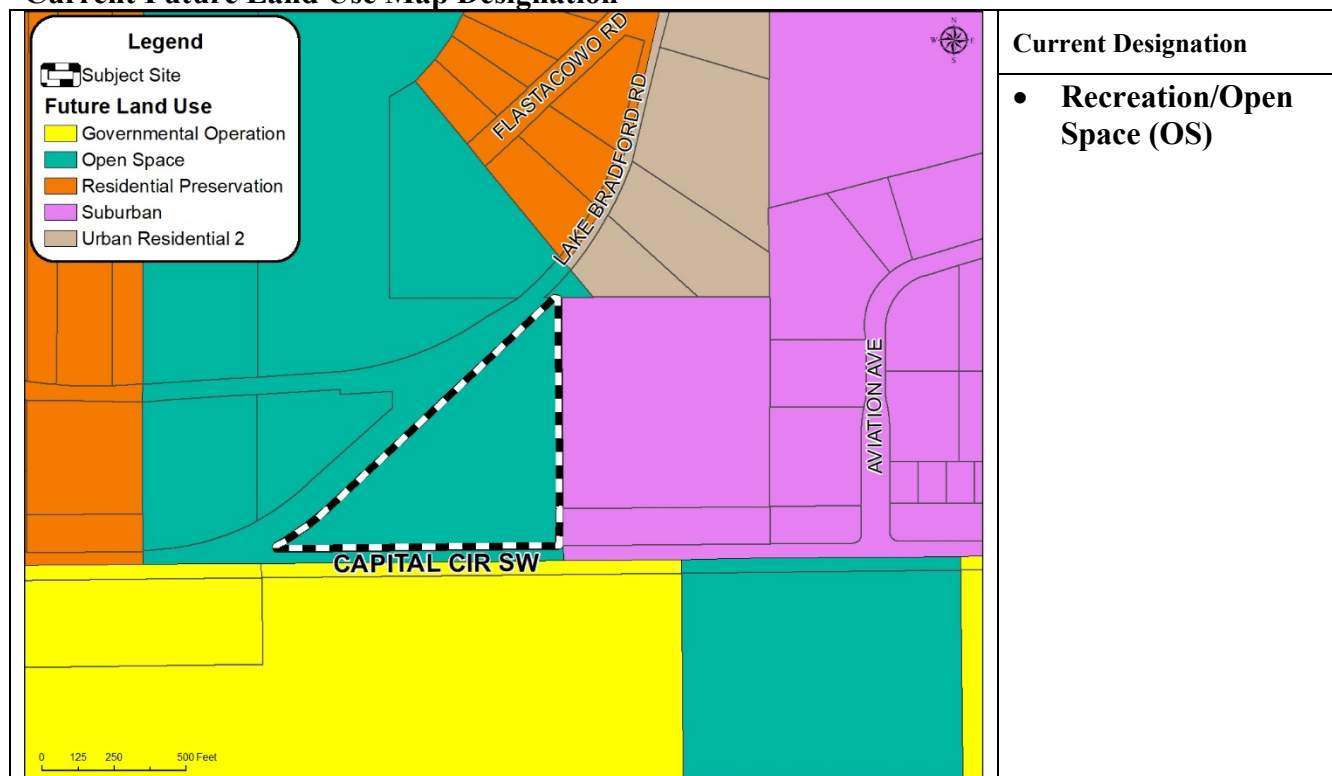
## **A. CURRENT AND PROPOSED FUTURE LAND USE DESIGNATION**

The Subject Area is currently designated Recreation/Open Space (OS) on the Future Land Use Map (FLUM). The proposed amendment would change the FLUM designation of the area to Government Operational (GO).

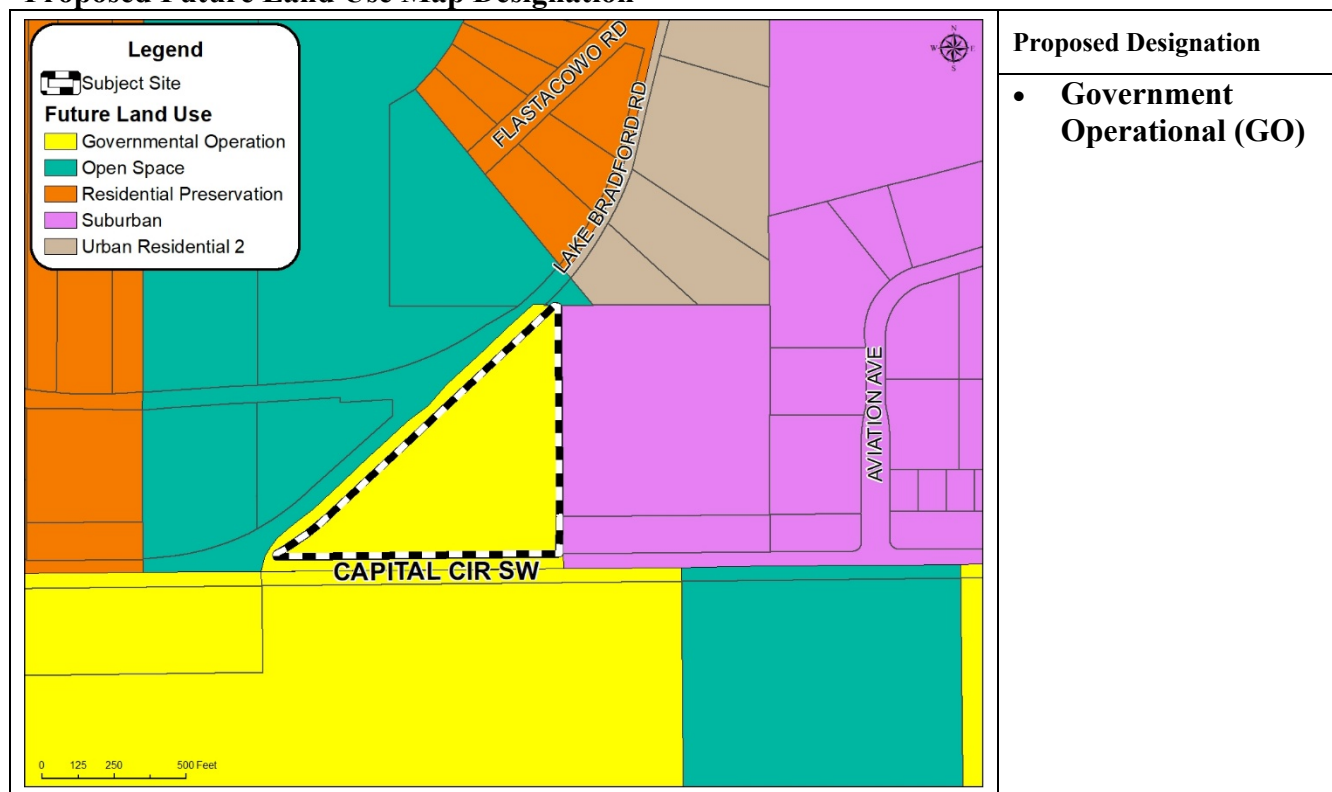
The following maps illustrate the current and proposed FLUM designations for the Subject Area.



### Current Future Land Use Map Designation



### Proposed Future Land Use Map Designation





## **B. STAFF RECOMMENDATION**

Find that the proposed future land use map amendment is consistent with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend ADOPTION of the proposed amendment.

## **C. LOCAL PLANNING AGENCY (LPA) RECOMMENDATION**

Find that the proposed future land use map amendment is consistent with the Tallahassee-Leon County Comprehensive Plan, based on the findings and other information contained in this staff report, and recommend ADOPTION of the proposed amendment.

## **D. SUMMARY OF FINDINGS**

Staff presents the following findings of fact:

1. The existing use of the subject site by FWCC as a maintenance facility is inconsistent with its FLUM designation of Recreation/Open Space as defined by Policy 2.2.14: [L].
2. The existing use of the subject site would be consistent with the Government Operational land use category as defined by Policy 2.2.16: [L].
3. The proposed amendment has no adverse impact on existing or planned infrastructure.

## E. STAFF ANALYSIS

### History and Background

The State of Florida's Florida Fish and Wildlife Conservation Commission (FWCC) maintenance facility is an approximately two-acre facility located in the southeast corner of a triangular parcel approximately ten acres in size. The facility has existing relatively unchanged in purpose and scope since at least 1983, as evidenced by aerial photography acquired by Leon County. The facility maintains a variety of terrestrial and aquatic vehicles used by the agency in its mission to protect Florida's natural resources and people through enforcement of conservation laws. The remainder of the parcel is forested and vacant.

The intent of the SR 263 Capital Circle Multi-Lane Reconstruction project is to widen the existing roadway from two lanes to six lanes, add lighting, and construct stormwater management facilities and intersection improvements. A 10-foot multi-use path will be constructed on the east side of the roadway and a 5-foot sidewalk will be constructed on the west side of both projects. A new bridge will be constructed over Munson Slough in Segment 1 from Crawfordville Road to Springhill Road. Noise barrier walls are included as part of the design of this segment which is funded for right-of-way acquisition and construction. Bids for construction will be received fall 2021. Segment 2, from Springhill Road to Orange Avenue is funded for right-of-way acquisition and construction. Bids for construction will be received fall 2020.

At this time, the Florida Department of Transportation (FDOT) is acquiring right of way along the north side of Capital Circle SW. The existing right of way is approximately 100' wide, and approximately 130' of additional right of way is being acquired by FDOT to meet the Blueprint design right of way of 230' for Capital Circle. This additional 130' is being acquired on the north side of Capital Circle SW to minimize impacts to the existing Tallahassee International Airport, an existing cemetery, and the existing Thomas P. Smith Water Reclamation Facility.

The acquisition of right of way on the north side of Capital Circle SW will significantly affect the FWCC maintenance facility on the north side of Capital Circle by effectively slicing the facility in half from east to west. The affected area is a secure storage yard where FWCC stores a variety of automobiles, boats, storage sheds, and other components of the maintenance facility. The acquisition of right of way fronting Capital Circle will require FWCC to either shut the facility down and move it to a different site, or to move this storage area to a different location on the parcel.

The subject site has a triangular shape and is bounded by Capital Circle SW along its southern perimeter and Lake Bradford Road along its northwest perimeter. The eastern boundary of the subject site is shared with a square parcel that has a FLUM designation of Suburban and a zoning designation of Office Residential – 1.

The general development pattern of this area of the urban area of Tallahassee has been a mix of residential and institutional uses for several decades. The nearby residential area is composed of single-family houses close to Lake Bradford. The area to the immediate west of the subject site is vacant forest land that has the same current land use and zoning designations as the subject parcel. The area north of the subject site also has the same land use and zoning designations as the subject parcel. The area west and north of the subject site is part of one of two adjacent parcels owned by the State of Florida that used by Florida State University as a recreational area for their students. The parcel directly east of the subject site is vacant.

The FLUM designation of the subject site has been Recreation/Open Space since at least August of 1994. Previous to that, it was originally designated as Mixed Use from the adoption of the original Comprehensive Plan.

#### Current and Proposed Future Land Use Categories

The complete comprehensive plan policies for Recreation/Open Space (Policy 2.2.14: [L]) and Government Operational (Policy 2.2.16: [L]) are included as Attachment #1.

#### *Recreation/Open Space (Current)*

Although the Recreation/Open Space (OS) land use category applies to both government- and privately-owned lands, there are no active or passive recreational facilities, historic sites, forests managed for recreational use, cemeteries, wildlife management areas, golf courses, cemeteries, or wildlife management areas on the subject parcel. Because the current use of the subject site is inconsistent with its Open Space zoning designation (which implements the OS FLUM category), the current use cannot expand or change its footprint.

#### *Government Operational (Proposed)*

The Government Operational (GO) FLUM category specifically allows facilities that provide for the operation of and provision of services on property owned or operated by government. The current use of the subject site is wholly consistent with this description. The subject site is owned by the State of Florida and has been used consistently for vehicle maintenance for more than 30 years, which is one of the allowable uses listed in Policy 2.2.16.

#### Consistency with Comprehensive Plan

The proposed amendment is consistent with the following goals, objectives, and policies of the Tallahassee-Leon County Comprehensive Plan. As previously indicated, the proposed amendment is consistent with Government Operational Policy 2.2.16: [L] as the subject site is owned by state government and is primarily used for vehicle maintenance.

According to the Glossary of the Comprehensive Plan, vehicle maintenance facilities are considered heavy infrastructure, which is a community facility. Light and heavy infrastructure are also specifically allowed under Policy 2.2.16: [L] (Government Operational) but not under Policy 2.2.14: [L] (Recreation/Open Space).

#### Zoning

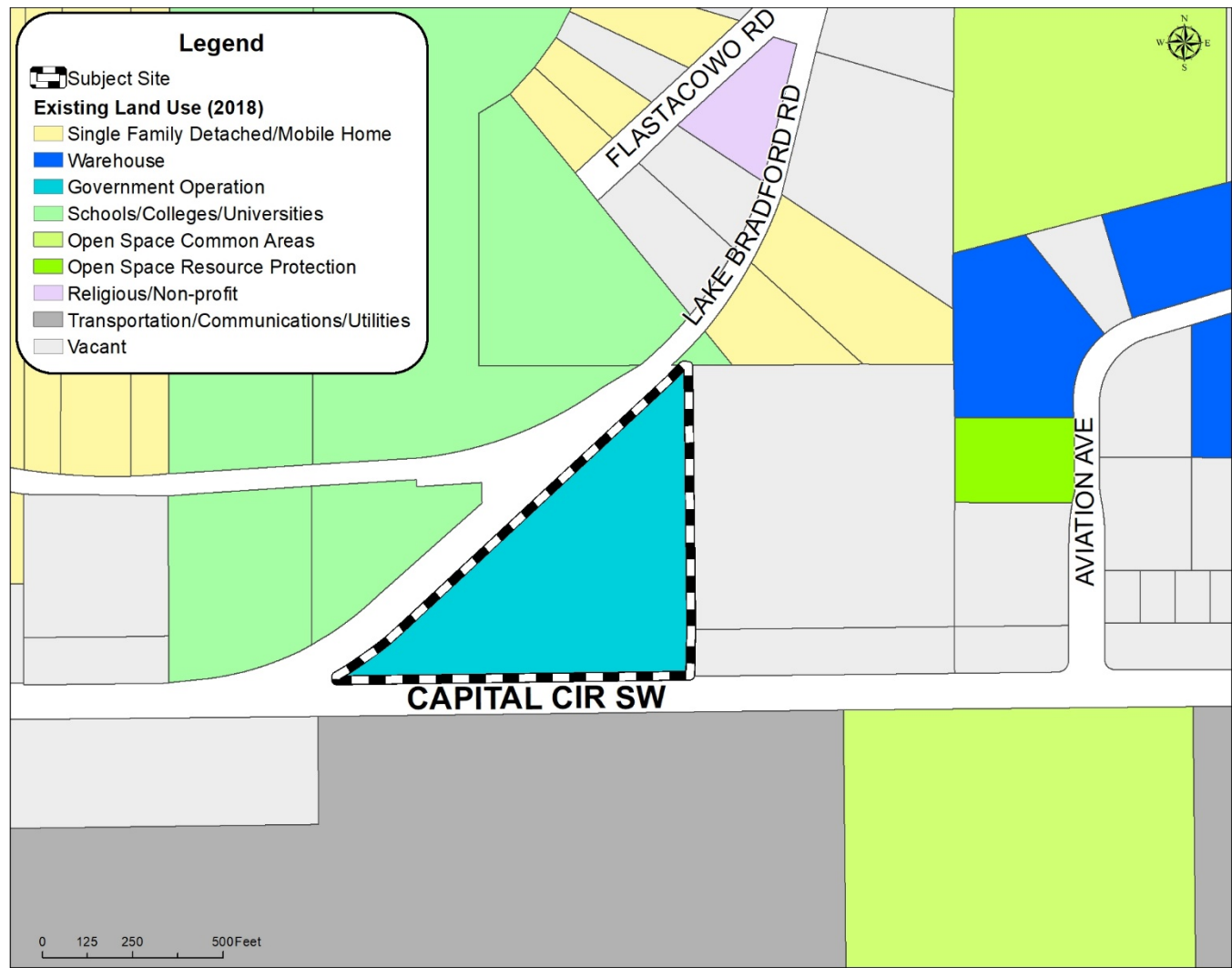
The Land Development Code section for OS Open Space (Section 10-6.658) zoning is included as Attachment #2. The Leon County department of Development Support and Environmental Management is currently writing an ordinance to create a Government Operational zoning district within the unincorporated area. A future rezoning will be proposed for the site once the County GO zoning district is adopted into the County's land development code.

### Existing Land Uses

The existing use on the subject site located at 3465 Capital Circle SW is a vehicle maintenance facility located on approximately two acres of the 10-acre subject parcel. This parcel is currently developed with one main building and a parking lot that is used for storage of a variety of vehicles used by FWCC.

The parcels on the east and west of the subject site are vacant. Three parcels northwest of the subject site comprise a Florida State University student outdoor recreational facility, and there is a low-density residential area to the north and northeast. The area south of the subject site is part of the Tallahassee International Airport.

### **Existing Land Use Map**



## Infrastructure Analysis

### *Water/Sewer*

At this time, City water service is available to the subject site. The only sewer is a force main located on the north side of capital circle. No gravity sewer is available.

### *Schools*

The Subject Area is zoned for Pineview Elementary School, Nims Middle School, and Rickards High School. Because the Government Operational FLUM category does not allow residential uses, there are no school concurrency issues or other related impacts from this proposed land use change.

### *Roadway Network*

The subject site is bounded by two roads, Capital Circle SW and Lake Bradford Road. The former is a principal arterial that is being expanded from two to six lanes, and the latter is a major collector. There are no known concurrency issues, and the subject site is outside of the Multimodal Transportation District.

### *Pedestrian and Bicycle Network*

The expansion of Capital Circle from two lanes to six will included sidewalks and a shared use path or trail on the north side of the roadway. This will provide bicycle and pedestrian access to the site from this roadway.

### *Transit Network*

At present, there is no public transportation access to the subject parcel.

## Environmental Analysis

County environmental maps indicate no significant environmental features on the subject parcel. However, there may be two listed species onsite. Florida Golden Aster (*Chrysopsis floridana*), an perennial herb, and Gopher Tortoises (*Gopherus polyphemus*) have been found on several nearby parcels in this area of Leon County. Nevertheless, a natural features inventory will be conducted prior to any development activity, and if any listed species are identified onsite, they will be either protected or mitigated.

## F. PUBLIC OUTREACH AND NOTIFICATION

An initial mailing was sent to 20 property owners within 1,000 feet of the subject site.

Public Outreach		Date	Details
X	Mail Notification of Proposed Changes	December 6, 2019	Notices Mailed to Property Owners within 1000 feet
X	Notice of Proposed Land Use Change and Rezoning		Two signs providing details of proposed land use and zoning changes posted on subject site
X	Public Open House	December 5, 2019	5:30 PM, Second Floor, Frenchtown Renaissance Center
X	Staff Reports Available Online	January 27, 2020	Email Subscription Notice sent to all users of service

**Public Open House** –December 17, 2019: 24 citizens attended the open house to discuss the 2020 Cycle amendments. None of the attendees had questions regarding this proposed amendment.

## G. STAFF REPORT UPDATE

Below is a list of all public meetings and actions taken by appointed or elected bodies in consideration of this proposed amendment:

Cycle 2019 Meetings		Dates	Time and Locations
X	Local Planning Agency Workshop	January 7, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Local Planning Agency Public Hearing	February 4, 2020	6:00 PM, Second Floor, Frenchtown Renaissance Center
X	Joint City-County Commission Workshop	February 25, 2020	1:00 PM, Fifth Floor, Leon County Courthouse
	County Adoption Public Hearing	April 28, 2020	3:00 PM, Fifth Floor, Leon County Courthouse

**Local Planning Agency Workshop – January 7, 2020:** A workshop was held on January 7, 2020 to discuss the proposed 2020 Cycle amendments. The LPA had no questions on this amendment.

**Local Planning Agency Public Hearing – February 4, 2020:** The Local Planning Agency voted to recommend approval of the proposed map amendment. There were no citizen speakers on this amendment.

**Joint City-County Commission Workshop – February 25, 2020:** A workshop was held on February 25, 2020 to discuss the proposed 2020 Cycle amendments. One County commissioner asked for clarification as to why this amendment had been submitted. There were no other questions on this amendment.

## **H. ATTACHMENTS**

- Attachment #1: Comprehensive Plan Policies for Recreation/Open Space (Policy 2.2.14: [L]) and Government Operational (Policy 2.2.16: [L])
- Attachment #2: Land Development Code Section for OS Open Space (Section 10-6.658)



**2020 Comprehensive Plan Amendment Cycle**  
LMA 2020 05  
FWCC Warehouse

**Attachment #1**

***Policy 2.2.14: [L]***

RECREATION/OPEN SPACE (EFF. 8/17/92; REV. EFF. 7/26/06; RENUMBERED 3/14/07)

This category contains:

- (1) Government owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife management areas.
- (2) 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 USA or a rural community.

***Policy 2.2.16: [L]***

GOVERNMENT OPERATIONAL (EFF. 8/17/92; REV. EFF. 7/26/06; RENUMBERED 3/14/07; REV. EFF. 12/24/10)

Contains facilities, which include those defined on the Land Use Development Matrix as 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 shall 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.



Section 10-6.658. OS open space district.

As revised and adopted 5/25/99

1. District Intent				PERMITTED USES							
				2. Principal Uses				3. Accessory Uses			
The OS 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.				(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.						(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.	
DEVELOPMENT STANDARDS											
		4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions		
Use Category		a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)	
Any Permitted Principal Use		None	None	None	25 feet	None, except 15 ft. if adjoining a low density residential zoning district.	25 feet	10 feet	1,000 square feet of gross building area per acre	3 stories	

**GENERAL NOTES:**

- 1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policies 3.1.6. and 3.1.7. of the Comprehensive Plan for additional requirements.
- 2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
- 3. Refer to the Concurrency Management Ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).

**Citizens Comments**

**LMA 2020 05**

**Florida Fish and  
Wildlife Conservation  
Commission (FWCC)  
Warehouse**

**Received as of April 9, 2020**

**No citizen comments have been  
received for this proposed amendment**

# Notice of Change of Land Use Comprehensive Plan Amendment and Rezoning Public Hearing

## County Commission Adoption Public Hearing and Implementing Ordinance and Rezoning Public Hearing Tuesday, April 28, 2020 at 3 pm, 5th Floor - Leon County Courthouse

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the “Board”) will conduct a virtual only public hearing on Tuesday, April 28, 2020, at 3:00 p.m., or as soon thereafter as such matter may be heard, by utilizing communications media technology in accordance with the Florida Governor’s Executive Order 20-69, to consider adoption of an ordinance entitled to wit:

### MAP AMENDMENT ADOPTION

At the above public hearing the Board of County Commissioners will take public comments on and consider adoption of the following Ordinance, which adopts the map amendment in this advertisement. The Ordinance titled is included below.

**LEON COUNTY ORDINANCE NO. 2020-\_\_**  
**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF 4 LEON COUNTY, FLORIDA, AMENDING THE 2030 TALLAHASSEE-LEON 5 COUNTY COMPREHENSIVE PLAN; ADOPTING AMENDMENTS TO THE 6 FUTURE LAND USE MAP; PROVIDING FOR APPLICABILITY AND 7 EFFECT; PROVIDING FOR CONFLICTS; PROVIDING FOR 8 SEVERABILITY; PROVIDING FOR A COPY TO BE ON FILE WITH THE 9 TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT; AND 10 PROVIDING FOR AN EFFECTIVE DATE.**

#### **Requested Map Amendment:** **7601 Blountstown Hwy**

*Reference Number:* LMA 2020 01  
*Address:* 7601 Blountstown Highway, between Ravensview Drive and Leaf Street.  
*Applicant:* Teramore Development, LLC

The requested change to the Suburban land use category and concurrent rezone to the General Commercial (C-2) district would allow 12,500 square feet per acre, which would allow up to 41,750 square feet of non-residential development on the subject site. However, central sanitary sewer is not available to the site, limiting non-residential development to a maximum of 2,500 square feet. It may be possible to request a deviation from this limitation if it can be shown the proposed development does not exceed 900 gallons of wastewater flow per day per Comprehensive Plan Sanitary Sewer Policy 1.2.3.

#### **Requested Map Amendment:** **Highway 20 Light Industrial**

*Reference Number:* LMA 2020 02  
*Address:* North side of Highway 20 (Blountstown Hwy) east of Aenon Church Rd.  
*Applicant:* James H. Bailey

The applicant, James H. Bailey, filed an application to change the subject site’s current Future Land Use Map (FLUM) and zoning designations to a non-residential business use that is considered by the applicant to be more compatible with the surrounding land uses.

#### **Requested Map Amendment:** **Oak Valley Shopping Center Redevelopment**

*Reference Number:* LMA 2020 03  
*Address:* Southwest corner of N. Monroe St. and Capital circle NW.  
*Applicant:* Mario Riveccio

The applicant requested this proposed land use amendment to align the Lake Protection boundary to match the Lake Jackson Basin boundary. This will allow for re-development of the existing Publix Supermarket to provide a larger Publix store and a smaller amount of other retail spaces.

#### **Requested Map Amendment:** **Capital Circle SW**

*Reference Number:* LMA 2020 04  
*Address:* 4973 Tillie Lane  
*Applicant:* Velma and Michael Winsted

The property owner is requesting this amendment to change the subject site from Residential Preservation to Suburban with General Commercial zoning. The applicant has indicated that the subject site is part of a larger site that is currently Suburban with General Commercial zoning fronting Capital Circle SW. According to the applicant, the property manager of the adjoining parcel has indicated that they are not opposed to this amendment. The parcels included in this future land use change have recently undergone a Unity of Title process, and as such, these two parcels are now included with the adjoining parcel 412680 50010. This process combines the separate lots so that they are now unified under one title as an individual building site. It is now considered one

plat or parcel of land, and that no portion thereof shall be sold, assigned, transferred, conveyed, or devised separately except in its entirety as one plot or parcel of land unless the parcel has been subdivided pursuant to county regulations. Although the parcels are now unified, they each retain their individual land use and zoning classification. Parcel 412680 50010 has a future land use designation of Suburban, and a zoning of General Commercial (C-2). This change will bring the two parcels in this application into the same category as the parcel they are unified with, and they will be consistent with the other surrounding land uses and zoning categories.

#### **Requested Map Amendment:** **FWCC Warehouse**

*Reference Number:* LMA 2020 05  
*Address:* 3465 Capital Circle SW  
*Applicant:* Florida Fish and Wildlife Conservation Commission

The applicant has filed an application on behalf of the State of Florida’s Florida Fish and Wildlife Conservation Commission (FWCC). The FWCC operates a maintenance facility on approximately two acres on a 10-acre forested site at 3465 Capital Circle SW and has done since at least 1983. Capital Circle SW is currently planned to be expanded to six lanes; as part of this expansion, the Florida Department of Transportation is acquiring an approximately 130’ of right of way along the north side of the existing highway corridor, which will significantly impact FWCC operations in this location. To accommodate this acquisition, FWCC must expand its facility west and/or north. However, the site’s current FLUM designation and zoning is not consistent with this existing use. Although the present use was established prior to the adoption of the local comprehensive plan in 1990, this nonconformity does not allow the expansion of the present use. Therefore, in order to change the footprint of the existing use, the FLUM and zoning must be changed so that FWCC can mitigate the acquisition of the southern half of its site. Staff is recommending this future land use change so that this use may continue in this location.

### REZONING

Notice is hereby given that the Board of Leon County Commission will conduct a public hearing on Tuesday April 28 2020 at 6 pm, at Leon County Court house 5th Floor, Tallahassee, Florida to consider adoption of the ordinances entitled to wit:

#### **LEON COUNTY ORDINANCE NO. \_\_**

**AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE URBAN FRINGE DISTRICT TO THE GENERAL COMMERCIAL (C-2) DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

This proposed rezoning implements Comprehensive Plan map amendment LMA 2020 01, which is proposed for adoption on April 28, 2020. The rezoning requests a change to the Official Zoning Map from the Urban Fringe District to the General Commercial (C-2) Zoning District.

#### **LEON COUNTY ORDINANCE NO. \_\_**

**AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE MANUFACTURED HOME AND SINGLE-FAMILY DETACHED (R-5) DISTRICT TO THE LIGHT INDUSTRIAL (M-1) DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

This proposed rezoning implements Comprehensive Plan map amendment LMA 2020 02, which is proposed for adoption on April 28, 2020. The rezoning requests a change to the Official Zoning Map from the R-5 Manufactured Home and Single-Family Detached District to the Light Industrial (M-1) Zoning District.

#### **LEON COUNTY ORDINANCE NO. \_\_**

**AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE LAKE PROTECTION DISTRICT TO THE COMMERCIAL PARKWAY ZONING DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

This proposed rezoning implements Comprehensive Plan map amendment LMA 2020 03, which is proposed for adoption on April 28, 2020. The rezoning requests a change to the Official Zoning Map from the Lake Protection District to the Commercial Parkway (CP) Zoning District.

#### **LEON COUNTY ORDINANCE NO. \_\_**

**AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE RESIDENTIAL PRESERVATION DISTRICT TO THE GENERAL COMMERCIAL (C-2) ZONING DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

This proposed rezoning implements Comprehensive Plan map amendment LMA 2020 04, which is proposed for adoption on April 28, 2020. The rezoning requests a change to the Official Zoning Map from the Residential Preservation (RP) District to the General Commercial (C-2) Zoning District.

Leon County will be broadcasting the virtual only public hearing on Comcast Channel 16, Prism Channels 16 and 1016-HD, and the County’s Facebook page, You Tube channel, and web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). All interested parties are invited to submit public comment until 8:00 p.m. on Monday, April 27, 2020, by visiting <http://cms.leoncountyfl.gov/Home/Commission-Meetings/Meeting-Comments>. All submitted comments will be distributed to the Board prior to the public hearing and made a part of the record. Written comments received by the public will be posted on the County’s website ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)) in advance of the hearing. Persons needing assistance with submitting comments may contact County Administration via telephone at 850-606-5300, or via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov).

Public comment received after the 8:00 p.m., Monday, April 27, 2020, deadline will be made available to the Board and entered into the record during the hearing, although the County cannot guarantee that Commissioners will have adequate time to review such comments prior to the hearing or that the comments will be posted on the County website prior to the hearing.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Mathieu Cavell or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of the ordinance may be inspected on the County’s web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). To receive copies of the ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration via telephone at 850-606-5300, or the Department of Development Support and Environmental Management at 850-606-1300

*County Adoption Hearing 4/28/19*  
Posted April 28, 2020

**Leon County  
Board of County Commissioners  
Notes for Agenda Item #2**

# Leon County Board of County Commissioners

## Agenda Item #2

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator



**Title:** First and Only Public Hearing to Consider Adopting an Ordinance Amending Chapter 10 of the Leon County Code of Laws, the Land Development Code, to Correct Scrivener's Errors and Inadvertent Inconsistencies

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<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support and Environmental Management
<b>Lead Staff/ Project Team:</b>	Ryan Culpepper, Director, Development Services

### **Statement of Issue:**

This item requests the Board conduct the first and only Public Hearing and consider adopting an Ordinance to revise multiple sections of Chapter 10 of the Leon County Code of Laws to correct scrivener's errors and inadvertent inconsistencies found throughout the Land Development Code.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Conduct the first and only Public Hearing and adopt an Ordinance amending Chapter 10 of the Leon County Code of Laws, the Land Development Code, to correct scrivener's errors and inadvertent inconsistencies (Attachment #1).

## **Report and Discussion**

### **Background:**

On February 25, 2020 the Board approved the scheduling of the first and only Public Hearing to Consider Adopting an Ordinance Amending Chapter 10, the Land Development Code, to correct scrivener's errors and inadvertent inconsistencies. This item requests the Board conduct the first and only Public Hearing and adopt an Ordinance to amend multiple sections of the Leon County Land Development Code (LDC), Chapter 10 of the Leon County Code of Laws (Attachment #1).

Over a period of time, staff identifies language in the LDC that needs revision and/or correction in order to ensure continued accuracy and consistency. An ongoing list of these corrections are maintained until there is sufficient quantity or legal concern to warrant an Ordinance amendment. As a result, an Ordinance has been prepared to correct these errors, along with proposed language to help clarify various definitions and other ambiguous existing language.

These updates have historically been provided to the Board every two to three years based on the scope of changes or legal concerns warranting such updates. The last update occurred in January 2017 and impacted seventeen (17) sections of the LDC. There are nineteen (19) different sections of the LDC that require amendments included in this update.

### **Analysis:**

The proposed amendments fall generally into three categories. The first category includes the correction of code citations, the second category clarifies ambiguous language and inconsistencies, and the final category consists of updating old or outdated terminology and/or procedures. A chart which outlines and provides a general scope of the proposed amendments to the various sections of the LDC is included as Attachment #2.

The first category addresses incorrect code citations and corrects numerous citations within the LDC that are no longer valid. This typically is a result of other code amendments occurring over a period of time or, most recently, as a result of the reformatting of the LDC by the County Attorney's Office in the summer of 2019. For example, Section 10-6.812 (Communication Antennas and Communication Antenna Support Structures), has a number of incorrect citations that likely result from recent amendments to this section (adopted in 2017), along with the reformatting of the LDC, which was adopted in 2019. These citations need to be corrected to ensure the provisions referenced in those citations are accurate and valid.

The second category deals with clarifying ambiguous language and inconsistencies. This issue occurs over time as new technology and industries are created that weren't considered when the provisions were adopted. These updates are also done to maintain consistency with other applicable code requirements or definitions. For example, Section 10-1.101 (Definitions) is being revised to clarify the definition of "Accessory building" to be consistent with the Florida Building Code (as amended). As a result of recent trends in permit activity, additional language is being added to the definition to clearly note that accessory buildings shall not contain independent living

Title: First and Only Public Hearing to Consider Adopting an Ordinance Amending Chapter 10 of the Leon County Code of Laws, the Land Development Code, to Correct Scrivener's Errors and Inadvertent Inconsistencies

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facilities which render the structure a dwelling unit, as defined by the Florida Building Code. This will help ensure the proper permitting of accessory structures.

The third category addresses outdated terminology in the LDC. Oftentimes there are policies or procedures that have become outdated or are no longer valid as a result of statutory changes by the state legislature, or market and/or technology driven factors. One example would be the State of Florida's amendment in 2018 (HB 1151) to no longer require proposed large development projects to be reviewed as Developments of Regional Impact (DRI). There are many provisions within the LDC that continue to note the DRI as a separate review threshold and thus needs to be removed. The LDC will continue to maintain development review threshold provisions to address the processing of large development projects, including those that previously would have qualified as a DRI.

DSEM Advisory Committee on Quality Growth Comments:

At their February 17, 2020 meeting, the Advisory Committee on Quality Growth reviewed the draft Ordinance and had no comments.

Consistency Determination:

Tallahassee-Leon County Planning Department staff conducted a review of the proposed Ordinance and determined that it is consistent with the Tallahassee-Leon County Comprehensive Plan (Attachment #3). In addition, the Planning Commission conducted a Public Hearing on March 3, 2020 and voted unanimously to find that the proposed Ordinance was consistent with the Comprehensive Plan and to recommend adoption by the Board.

Public Notification:

Notice of the Public Hearing has been published in accordance with the requirements of Florida Statutes (Attachment #4).

**Options:**

1. Conduct the first and only Public Hearing and adopt an Ordinance amending Chapter 10 of the Leon County Code of Laws to correct scrivener's errors and inadvertent inconsistencies.
2. Conduct the first and only Public Hearing and do not adopt an Ordinance amending Chapter 10 of the Leon County Code of Laws to correct scrivener's errors and inadvertent inconsistencies.
3. Board direction.

**Recommendation:**

Option #1

Title: First and Only Public Hearing to Consider Adopting an Ordinance Amending Chapter 10  
of the Leon County Code of Laws, the Land Development Code, to Correct Scrivener's  
Errors and Inadvertent Inconsistencies

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Attachments:

1. Proposed Ordinance
2. Chart of Proposed Amendments
3. Consistency Memorandum
4. Notice of Public Hearing



ORDINANCE NO. 20- \_\_\_\_\_

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA; AMENDING CHAPTER 10, THE LAND DEVELOPMENT CODE, OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; AMENDING SECTION 10-1.101, DEFINITIONS; AMENDING SECTION 10-6.404, CRITERIA FOR GRANTING WAIVER OF NON-CONFORMING STATUS; AMENDING SECTION 10-6.633, INDUSTRIAL DISTRICT; AMENDING 10-6.673; BC-1 BRADFORDVILLE COMMERCIAL AUTO-ORIENTED DISTRICT; AMENDING 10-6.674, BC-2 BRADFORDVILLE COMMERCIAL PEDESTRIAN-ORIENTED DISTRICT; AMENDING SECTION 10-6.675, BCS BRADFORDVILLE COMMERCIAL SERVICES DISTRICT; AMENDING SECTION 10-6.676, BOR BRADFORDVILLE OFFICE RESIDENTIAL DISTRICT; AMENDING 10-6.680, BRADFORDVILLE COMMERCIAL CENTER DISTRICT; AMENDING 10-6.802, ACCESSORY STRUCTURES; AMENDING 10-6.803, ACCESSORY USES; AMENDING SECTION 10-6.812, COMMUNICATION ANTENNAS AND COMMUNICATION ANTENNA SUPPORT STRUCTURES; AMENDING SECTION 10-7.202, REVISED COMPREHENSIVE PLAN POLICY 2.1.9 FAMILY HEIR STANDARDS; REPEALING 10-7.205, ONE-INTO-TWO SUBDIVISION; AMENDING SECTION 10-7.402, DEVELOPMENT REVIEW AND APPROVAL SYSTEM; AMENDING SECTION 10-7.410, EFFECT OF FINAL APPROVAL, OR APPROVAL WITH CONDITIONS OF AN APPLICATION; AMENDING SECTION 10-7.502, GENERAL LAYOUT AND DESIGN STANDARDS; AMENDING SECTION 10-7.524, PUBLIC SANITARY SEWER OR ON-SITE SEWAGE DISPOSAL SYSTEMS; AMENDING SECTION 10-7.529, GENERAL REQUIREMENTS FOR SIDEWALKS WITH NEW DEVELOPMENT; FEE-IN-LIEU OF SIDEWALK CONSTRUCTION; AMENDING SECTION 10-7.545, NUMBER OF OFF-STREET PARKING SPACES; 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.** Section 10-1.101 of Article I of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Definitions" is hereby amended to include the following new definitions and read as follows:

**Sec. 10-1.101. Definitions.**

\* \* \*

*Building* means any structure, either temporary or permanent, built for the support, shelter, or enclosure of persons, chattels, or property of any kind. The term "building" includes tents, trailers, or mobile homes serving in any way the function of a building.

- (1) *Accessory building* means a detached, subordinate building, the use of which is clearly indicated and related to the use of the principal building or use of the land and which is located on the same lot as the principal building or use. An accessory building shall not contain independent living facilities which render the structure a dwelling unit, as defined in the Florida Building Code [as amended], unless the structure meets the requirements of an accessory dwelling unit as defined and provided for in this chapter.
- (2) *Principal building* means the primary building wherein the principal use of the property is realized.

\* \* \*

*Development* shall mean any proposed change in the use or character of the land, including but not limited to, land clearing or the placement of any structure or site improvement on the land except for silviculture activities employing best management practices. Development includes initiation and conducting of any building activity or mining activity, or the making of any material change in the use or appearance of any structure or land. See also article II, article IV, and article VIII.

\* \* \*

**SECTION 2.** Section 10-6.404 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Criteria for granting waiver of non-conforming use status" is hereby amended to read as follows:

**Sec. 10-6.404. – Criteria for granting waiver of non-conforming use status.**

The establishment of eligibility of the nonconforming use for purposes of application submittal shall in no way be construed to form the basis for granting the waiver, or waiver with mitigation, of nonconforming use status. The applicant shall bear the burden of demonstrating that the impacts of the nonconforming use are either minimal upon the surrounding land uses and are not detrimental to the public health, safety, and welfare, or that the impacts of the nonconforming use may be substantially mitigated. The board of adjustment and appeals may grant a PELUC certificate pursuant to the procedures set forth in 10-160 Article VI, division 3.

**SECTION 3.** Section 10-6.633 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Industrial district" is hereby amended to read as follows:

**Sec. 10-6.633. – Industrial District.**

\* \* \*

(b) *Uses allowed in the district.*

- (1) *Permitted uses.* These are the principal uses and activities allowed in this zoning district. This list of uses and activities is composed, to the extent possible, of major group classifications in the Standard Industrial Code (SIC). These major groups classifications are very broad; the SIC lists many other more specific industrial activities within these classes; unless specifically prohibited elsewhere in this section, these uses and activities are considered as permitted in this district. Other uses and activities not classified within the SIC, but appropriate for location within this district are also listed as permitted in this district. Further information concerning what uses are considered allowable in this district may be obtained by telephoning-contacting the department of development support and environmental management.

\* \* \*

**SECTION 4.** Section 10-6.673 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “BC-1 Bradfordville commercial auto-oriented district” is hereby amended to read as follows:

**Sec. 10-6.673. – BC-1 Bradfordville commercial auto-oriented district.**

	<b>Permitted Uses *</b>		
<b>1. District Intent</b>	<b>2. Principal Uses</b>		<b>3. Accessory Uses</b>
<p>The BC-1 district is intended to be located in areas designated Bradfordville mixed use in the future land use map of the Comprehensive Plan and shall apply to lands within the Bradfordville commercial center district. The intent of the BC-1 district is to implement the Bradfordville Study Area goals. Objectives and policies of the Comprehensive Plan preserving the residential character of the Bradfordville Study Area through a mixture of uses at a compatible scale with the adjacent residential communities.</p> <p>More specifically, the BC-1 district is intended to provide a location for services, with primary emphasis on vehicular oriented non-residential developments. However, the BC-1 district shall provide a continuous and efficient pedestrian circulation pattern. The access management standards for the BC-1</p>	<p>(1) Antique shops. (2) Automotive-retail, parts, accessories, tires, etc. (3) Automotive service and repair, including car wash. * (4) Bait and tackle shops. (5) Banks and other financial institutions (with and without drive through facilities). (6) Camera and photographic stores. (7) Cocktail lounges and bars. (8) Commercial art and graphic design. (9) Commercial printing. (10) Community facilities, including libraries, religious facilities, and police/fire stations. Elementary, middle, and high schools are prohibited. Other community facilities may be allowed in accordance with section</p>	<p>(28) Rental and sales of dvds, video tapes and games. (29) Rental of tools, small equipment, or party supplies. (30) Repair services, non-automotive. (31) Restaurants, with or without drive-in facilities. (32) Retail bakeries. (33) Retail caskets and tombstones. (34) Retail computer, video, record, and other electronics. (35) Retail department, apparel, and accessory stores. (36) Retail drug store. (37) Retail florist. (38) Retail food and grocery. (39) Retail furniture, home</p>	<p>(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</p>

<p>district are intended to minimize and control ingress and egress to collector and arterial roadways and to promote safe and efficient traffic circulation of the general traveling public.</p> <p>Increases in land zoned BC-1 shall demonstrate the need for additional services for the Bradfordville Study Area. Reuse of existing single use sites for multiple use developments, adding new uses to single use sites and/or multiple use developments that share parking facilities are encouraged in the BC-1 district. Expansions of the BC-1 district are prohibited in viable residential areas.</p>	<p>10-6.806.</p> <p>(11) Day care centers.</p> <p>(12) Gift, novelty, and souvenir stores.</p> <p>(13) Indoor amusements (bowling, billiards, skating, etc.).</p> <p>(14) Indoor theaters (including amphitheaters).</p> <p>(15) Laundromats, laundry and dry cleaning pick up stations.</p> <p>(16) Mailing services.</p> <p>(17) Medical and dental offices, services, laboratories, and clinics, mortuaries.</p> <p>(18) Motor vehicle fuel sales.</p> <p>(19) Museum and art galleries.</p> <p>(20) Non-medical offices and services, including business and government offices and services.</p> <p>(21) Nursing homes and residential care facilities.</p> <p>(22) Off-street parking facilities.</p> <p>(23) Outdoor amusements (golf courses, batting cages, driving ranges, etc.).</p> <p>(24) Passive recreational facilities.</p> <p>(25) Pawn shops. *</p> <p>(26) Personal services (barber shops, fitness clubs, etc.).</p>	<p>appliances and accessories.</p> <p>(40) Retail home/garden supply, hardware and nurseries.</p> <p>(41) Retail jewelry stores.</p> <p>(42) Retail needlework and instruction.</p> <p>(43) Retail newsstand, books, greeting cards.</p> <p>(44) Retail office supplies.</p> <p>(45) Retail optical and medical supplies.</p> <p>(46) Retail pet stores.</p> <p>(47) Retail picture framing.</p> <p>(48) Retail sporting goods, toy stores.</p> <p>(49) Retail trophy stores.</p> <p>(50) Self-moving operation. *</p> <p>(51) Shoes, luggage, and leather products.</p> <p>(52) Sign shops.</p> <p>(53) Social, fraternal and recreational clubs and lodges, including assembly halls.</p> <p>(54) Studios for photography, music, art, drama, voice.</p>	
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	(27) Pest control services.*	(55) Tailoring. (56) Tobacco stores and stands. (57) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district. (58) Residential single-family attached (townhomes), range of 6 du/ac to 12 du/ac.	
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\* Not all listed uses may be allowed. Refer to Section 10-6.680 for a list of prohibited uses regardless of zoning district.

\* \* \*

#### 14. Variance Procedure:

Conformance to these design criteria shall be verified by the county during the site and development plan review process required for individual development projects. Deviation from the following subsections of this section may be requested pursuant to ~~article II~~ **Article I** of the Leon County Land Development Code: subsections 5, 6, 7, 8, 10(c) and 11.

\* \* \*

**SECTION 5.** Section 10-6.674 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “BC-2 Bradfordville commercial pedestrian-oriented district” is hereby amended to read as follows:

**Sec. 10-6.674. – BC-2 Bradfordville commercial pedestrian-oriented district.**

Permitted Uses *			
1. District Intent	2. Principal Uses		3. Accessory Uses
<p>The BC-2 district is intended to be located in areas designated Bradfordville mixed use in the future land use map of the Comprehensive Plan and shall apply to lands within the Bradfordville commercial center district. The intent of the BC-2 district is to implement the Bradfordville Study Area goals, objectives and policies of the Comprehensive Plan preserving the residential character of the Bradfordville Study Area through a mixture of uses at a compatible scale with the adjacent residential communities. More specifically, the BC-2 district is intended to provide a location for areas of intense pedestrian scale and oriented commercial services for the Bradfordville area.</p> <p>The BC-2 district is intended to encourage residential and office development above ground floor commercial development. The BC-2 district also encourages shared parking and utilization of on-street parking. Drive through facilities are prohibited in the BC-2 district.</p> <p>Residential intensities shall</p>	<p>(1) Antique shops. (2) Banks and other financial institutions, without drive-through facilities. (3) Camera and photographic stores. (4) Cocktail lounges and bars. (5) Community facilities related to the permitted principal uses, including libraries, religious facilities, vocational and middle schools, and police/fire stations. High schools are prohibited. Other community facilities may be allowed in accordance with section 10-6.806. (6) Gift, novelty, and souvenir stores. (7) Indoor amusements (bowling, billiards, skating, theaters etc.). (8) Laundromats, laundry and dry cleaning pick-up stations without drive-through facilities. (9) Mailing services. (10) Medical and dental offices, services, laboratories, and clinics. (11) Non-medical offices and services, including business and</p>	<p>(18) Residential (any type provided it is located on second floor above commercial or office development). (19) Restaurants without drive-in facilities. (20) Retail bakeries. (21) Retail computer, video, record, and other electronics. (22) Retail department, apparel, and accessory stores. (23) Retail drug store. (24) Retail florist. (25) Retail food and grocery. (26) Retail home/garden supply, hardware, and nurseries without outside storage or display. (27) Retail jewelry stores. (28) Retail needlework shops and instruction. (29) Retail newsstand, books, greeting cards.</p>	<p>(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</p>

<p>not exceed 16 dwelling units per acre.</p> <p>The access management standards for the BC-2 district are intended to minimize and control ingress and egress to collector and arterial roadways and to promote smooth and safe traffic flow of the general traveling public. Increases in land zoned BC-2 shall demonstrate the need for additional services for the Bradfordville Study Area. Reuse of existing single use sites for multiple use developments, adding new uses to single use sites and/or multiple use developments that share parking facilities are encouraged in the BC-2 district. Expansions of the BC-2 district are prohibited in viable residential areas.</p>	<p>government offices and services.</p> <p>(12) Off-street parking facilities.</p> <p>(13) Passive and active recreational facilities.</p> <p>(14) Personal services (barber shops, fitness clubs etc.).</p> <p>(15) Photocopying and duplicating services.</p> <p>(16) Rental and sales of dvds, video tapes and games.</p> <p>(17) Repair services, non-automotive.</p>	<p>(30) Retail package liquors.</p> <p>(31) Retail picture framing.</p> <p>(32) Retail trophy stores.</p> <p>(33) Shoes, luggage, and leather goods.</p> <p>(34) Social, fraternal and recreational clubs and lodges, including assembly halls.</p> <p>(35) Studios for photography, music, art, drama, and voice.</p> <p>(36) Tailoring.</p> <p>(37) Other uses, which in the opinion of the County Administrator or designee, are of a similar and compatible nature to those uses described in this district.</p>	
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\* Not all listed uses may be allowed. Refer to Section 10-6.680 for a list of prohibited uses regardless of zoning district.

\* \* \*

14. Variance Procedure: Conformance to these design criteria shall be verified by the county during the site and development plan review process required for individual development projects. Deviation from the following subsections of this section may be requested pursuant to division 3 Article I of the Leon County Land Development Code: subsections 4, 6, 7, 8, 9, 11(a), and 12.

\* \* \*

**SECTION 6.** Section 10-6.6.675 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “BCS Bradfordville commercial services district” is hereby amended to read as follows:

**Section 10-6.675. – BCS Bradfordville commercial services district.**

	<b>PERMITTED USES *</b>		
<b>1. District Intent</b>	<b>2. Principal Uses</b>		<b>3. Accessory Uses</b>
The BCS district is intended to be located in areas designated Bradfordville mixed use in the future land use map of the Comprehensive Plan and shall apply to lands within the Bradfordville commercial center district. The intent of the BCS district is to implement the Bradfordville Study Area goals. Objectives and policies of the Comprehensive Plan preserving the residential character of the Bradfordville Study Area through a mixture of uses at a compatible scale with the adjacent residential communities. More specifically, the BCS district is intended to provide a location for non-retail services for the Bradfordville area. The non-retail uses include, but are not limited to auto oriented services and warehouse activities. The access management standards set forth in for the BCS district are intended to minimum and control ingress and regress to collector and arterial roadways	<p>(1) Armored truck services.</p> <p>(2) Automotive service and repair, including car wash. *</p> <p>(3) Broadcasting studios.</p> <p>(4) Building contractors and related services.</p> <p>(5) Cemeteries. *</p> <p>(6) Commercial kennels(enclosed).</p> <p>(7) Communications and utilities.</p> <p>(8) Community services may be allowed in accordance with section 10-6.806 of these regulations.</p> <p>(9) Crematoriums. *</p> <p>(10) Daycare facilities.</p> <p>(11) Dry cleaning plants. *</p> <p>(12) Golf courses.</p> <p>(13) Gun firing ranges (indoor). *</p> <p>(14) Laboratories, research and</p>	<p>(18) Passive and active recreational activities.</p> <p>(19) Pest control services. *</p> <p>(20) Rental of tools, small equipment, or party supplies.</p> <p>(21) Repair services, non-automotive.</p> <p>(22) Retail and wholesale nurseries.</p> <p>(23) Self moving operation. *</p> <p>(24) Sign shops.</p> <p>(25) Social, fraternal, and recreational clubs and lodges, including assembly halls.</p> <p>(26) Towing, wrecking, and recovery services. *</p> <p>(27) Veterinary services.</p> <p>(28) Warehouses, mini-warehouses, or self-storage facilities.</p> <p>(29) Welding and</p>	<p>(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the county administrator or designee.</p> <p>(2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the county administrator or designee.</p>



and to promote smooth and safe traffic flow of the general traveling public. Increases in land zoned BCS shall demonstrate the need for additional services for the Bradfordville Study Area. Reuse of existing single use sites for multiple use developments, adding new uses to single use sites and/or multiple use developments that share parking facilities are encouraged in the BCS district. Expansions of the BCS district are prohibited in viable residential areas.	development activities. (15) Lawn and tree removal services. (16) Mortuaries. (17) Non-medical offices and services, including business and government offices and services.	machine shops. (30) Wholesale building supplies.* (31) Other uses, which in the opinion of the county administrator or designee, are of a similar and compatible nature to those uses described in this district. (32) Residential, single-family detached, range of 1 du/ac; single-family attached (townhomes), range of 6 du/ac to 12 du/ac.	
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\* Not all listed uses may be allowed. Refer to Section 10-6.680 for a list of prohibited uses regardless of zoning district.

\* \* \*

**14. Variance Procedure:** Conformance to these design criteria shall be verified by the county during the site and development plan review process required for individual development projects. Deviation from the following subsections of this section may be requested pursuant to ~~division 8~~ **Article I** of the Leon County Land Development Code: subsections 5, 6, 7, 8, 10(a), 10(c), and 11.

\* \* \*

**SECTION 7.** Section 10-6.676 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "BOR Bradfordville office residential district" is hereby amended to read as follows:

**Sec. 10-6.676. – BOR Bradfordville office residential district.**

	Permitted Uses *	
1. District Intent	2. Principal Uses	3. Accessory Uses
<p>The BOR district is intended to be located in areas designated Bradfordville mixed use in the future land use map of the Comprehensive Plan and shall apply to lands within the Bradfordville commercial center district.</p> <p>The intent of the BOR district is to implement the Bradfordville Study Area goals. Objectives and Policies of the Comprehensive Plan preserving the residential character of the Bradfordville Study Area through a mixture of uses at a compatible scale with the adjacent residential communities. More specifically, the BOR district is intended to be located in areas where employment and residential uses are encouraged to locate in close proximity to one another. The provisions of the BOR district are intended to provide the district with a residential character to further encourage this mixing of uses at a compatible scale. A variety of housing types, compatible non-retail activities of moderate intensity and certain community facilities related to office or residential facilities (recreational, community services, and light infrastructure) may be permitted in the BOR district.</p> <p>The maximum gross density allowed for new residential development in the BOR district is 8 dwelling units per acre.</p> <p>The access management standards for the BOR district are intended to</p>	<p>(1) Bed and breakfast inns up to a maximum of 6 rooms.</p> <p>(2) Broadcasting studios.</p> <p>(3) Community facilities related to office or residential facilities, including libraries, religious facilities, police/fire stations, elementary, middle schools, and high schools. Vocational schools are prohibited. Other community facilities may be allowed in accordance with section 10-6.806.</p> <p>(4) Day care centers.</p> <p>(5) Medical and dental offices and services, laboratories, and clinics.</p> <p>(6) Miniwarehouses (see subsection 15 of this section).</p> <p>(7) Non-medical offices and services, including business and government offices and services.</p> <p>(8) Nursing homes and other residential care facilities.</p> <p>(9) Passive and active recreational facilities.</p> <p>(10) Personal services.</p> <p>(11) Single-family attached dwellings.</p> <p>(12) Single-family detached dwellings.</p> <p>(13) Studios for photography, music, art, dance, drama, and voice.</p> <p>(14) Two-family dwellings.</p> <p>(15) Veterinary services, including veterinary hospitals.</p>	<p>(1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the County Administrator or designee.</p> <p>(2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</p>

<p>minimize and control ingress and egress to collector and arterial roadways and to promote safe and efficient traffic circulation of the general traveling public. Increases in land zoned BOR shall demonstrate the need for additional services for the Bradfordville Study Area.</p> <p>Reuse of existing single use sites for multiple use developments, adding new uses to single use sites and/or multiple use developments that share parking facilities are encouraged in the BOR district. Expansions of the BOR district are prohibited in viable residential areas.</p>		
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\* Not all listed uses may be allowed. Refer to Section 10-6.680 for a list of prohibited uses regardless of zoning district.

\* \* \*

**11. Off-Street Parking Requirements:** Off-street parking facilities associated with permitted principal nonresidential uses in the ~~OR-4~~ BOR zoning districts must comply with the following requirements:

- (a.) Parking Setbacks: Side-Corner: 20 feet Rear and Side-Interior: 10 feet
- (b.) Driveway Setbacks: Side-Corner: 10 feet (none if driveway is shared) Rear and Side-Interior: 4 feet (none if driveway is shared)
- (c.) Off-street parking may not be placed in a front yard between a building and the street.
- (d.) The parking or driveway separation from the building is four feet
- (e.) All off-street parking spaces behind a building shall be screened from the required front yard and side corner lot areas by evergreen landscaping at least four feet in height.
- (f.) Parking spaces shall be screened from rear and interior side property lines by a combination of a six feet high opaque fence or wall and landscape plant material.
- (g.) Driveways connecting to a public street shall be the narrowest possible width to ensure appropriate safety standards, as determined by the county administrator or designee.

**12. Lighting Standards:**

- (a.) All exterior lighting shall have recessed bulbs and filters which conceal the source of illumination. No wall or roof-mounted flood or spot lights used as general grounds lighting are permitted. Security lighting is permitted.
- (b.) Lighting for off-street walkways shall be spaced no more than 30 feet apart and shall not exceed ten feet in height.
- (c.) Parking lighting shall be spaced a maximum of 50 feet apart and shall not exceed 20 feet in height.
- (d.) Lighting levels adjacent to residential areas shall not exceed 0.5 footcandles at the property line (six feet above ground).

**13. Noncompliance:**

Existing noncompliance of the standards set forth in this section shall be subject to the provisions of Division 3 of the Land Development Code.

**14. Variance Procedure:**

Conformance to these design criteria shall be verified by the county during the site and development plan review process required for individual development projects. Deviation from the following subsections of this section may be requested pursuant to **division 8 Article I of the Land Development Code of this article**: subsections 4, 5, 6, 7, 8, 10(a), 10(C), and 11.

**15. Design Standards Applicable to Miniwarehouse Land Uses:**

(a.) Miniwarehouse developments shall be developed in accordance with standards as set forth in section 10-6.675 (BCS district).

(b.) A continuous 100 percent opaque buffer obtained through the use of vegetation and/or fencing shall be required around the perimeter of all areas used for miniwarehouse storage. This standard does not apply to the portion of the development utilized for a sales office.

\* \* \*

**SECTION 8.** Section 10-6.680 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Bradfordville commercial center district" is hereby amended to read as follows:

**Sec. 10-6.680 - Bradfordville commercial center district.**

\* \* \*

(b) *Allowable uses.* The uses permitted in the BCCD are those provided in the underlying zoning district. The overall intensity of development of land may not exceed that permitted by the underlying zoning district, **unless granted a deviation in accordance with the deviation criteria of Article I**, and may be further reduced in accordance with special development and design standards set forth in this division. The following uses shall be prohibited regardless of the zoning district:

- (1) Automotive service and repair;
- (2) Towing, wrecking and recovery services;
- (3) Pawn shops;
- (4) Pest control services;
- (5) Cemeteries;
- (6) Crematoriums;
- (7) Dry cleaning plants;
- (8) Gun firing ranges;
- (9) Self-moving operations;
- (10) Wholesale building supplies.

Any development proposing warehousing, mini-warehousing, or self-storage shall require a Type **"D"** **"C"** site plan review.

\* \* \*

**SECTION 9.** Section 10-6.802 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Accessory structures” is hereby amended to read as follows:

**Sec. 10-6.802 – Accessory structures.**

(a) *Generally.* It is the purpose of this section to regulate the installation, configuration, and use of accessory structures, except for accessory dwelling units as provided set out in section 10-6.803, and the conduct of accessory uses, in order to ensure that they are not harmful either aesthetically or physically to residents and surrounding areas. Any number of different accessory structures may be located on a parcel, provided that all of the following requirements are met:

(1) There shall be a permitted principal development on the parcel, located in full compliance with all standards and requirements of this article. For purposes of this section:

- a. Barns and other buildings associated with agricultural or ~~silvicultural~~ **silvicultural** uses shall be allowed within any zoning district allowing agriculture or silviculture as a principal use, whether or not any other principal use or structure is located on the premises, so long as the applicant provides an affidavit certifying that the building or structure will not be used for habitation. Application and review requirements for such structures shall be according to section 10-7.402.6. In the absence of an executed affidavit, such structures shall be construed to represent potential dwelling units and be subject to review accordingly.
- b. A dock, boat house, or gazebo accessory building or structure, when used exclusively for noncommercial recreational purposes, may be allowed to be constructed prior to construction of a principal residential structure in any zoning district allowing residential development as a principal use, so long as the applicant provides an affidavit, to be recorded in the records of the clerk of the courts, certifying that the accessory structure will not be used for habitation and the principal structure, when constructed, will meet applicable size standards, based on proportional requirements set out herein. Boat houses and gazebos shall comply with applicable size limitations set out in subsection (2) below; docks shall be limited in size.
- c. Electrical service shall only be provided to a principal or accessory structure, except that:
  1. Electrical service may be provided for wells and pumps in any zoning district.
  2. Within those portions of zoning districts allowing agricultural uses or silvicultural uses not included in the Residential Preservation overlay, electrical service may be provided for the following purposes, regardless as to whether a principal or accessory structure has been permitted on the premises: security lighting, the utilization of power tools, and for ~~agriculturally agriculture-~~ and ~~silviculturally silviculture-~~ related purposes.

(2) All accessory structures **may be located in the rear yard and** shall be setback seven and one-half feet from any property line, except as otherwise permitted herein, and must comply with those applicable location, appearance, and size limits and standards established by zoning district, set out in the following chart:

Zoning District	Site Location Standards	Appearance Requirements	Size Limitations
All zoning districts inside USA, except RA zoning district; and,	<del>May be located in rear yard.</del> May be located in required front yard or side corner yard when principal structure setback is at least 50 feet from the property line <b>and. The accessory structure</b> must be	When in required front yard or side corner yard, must be similar in architectural style to principal building. In other locations: No	May be no greater than 1/3 of the size in floor area of the principal building.

the RC zoning district	setback at least 30 feet from front and side corner property lines. Can be located in the side interior yard, but if in front of the front building facade line, must be setback at least 30 feet from side property line; if behind front facade line, must be setback at least seven and one-half feet from side property line.	architectural requirements.	
LTUF, UF (except RP overlay) and RA zoning districts	<del>May be located in rear yard.</del> May be located in required front yard or side corner yard when principal structure setback is at least 50 feet from the property line <del>and. The accessory structure</del> must be setback at least 30 feet from front and side corner property lines. Can be located in the side interior yard, but if in front of the front building facade line, must be setback at least 30 feet from side property line, if behind front facade line, must be setback at least seven and one-half feet from side property line.	No architectural requirements.	May be twice as large as the floor area of the principal building.
Rural (except RP overlay)	May be located in required front, rear, or side yards. Must comply with all applicable <del>principal structure</del> minimum yard setbacks, <del>if located in front yard. Otherwise must be no less than 7.5 feet from the property line.</del>	No architectural requirements.	No size limit.
<del>Other zoning districts outside USA in including</del> RP overlay	<del>May be located in rear yard.</del> May be located in required front yard or side corner yard when principal structure setback is at least 50 feet from the property line <del>and. The accessory structure</del> must be setback at least 30 feet from front and side corner property lines. Can be located in the side interior yard, but if in front of the front building facade line, must be setback at least 30' from side property line; if behind front facade line, must be setback at least seven and one-half feet from side property line.	When in required front yard or side corner yard, must be similar in architectural style to principal building. In other locations: No architectural requirements.	May be no greater than one-half of the size in floor area of the principal building on parcels of one acre or greater size; otherwise, may be no greater than one-third of the size in floor area of the principal building.

- (3) Accessory structures shall not be located in a required buffer or landscape area.
- (4) Accessory structures shall be included in all calculations of impervious surface and stormwater runoff. Water surface area of a pool will not be considered part of impervious surface for stormwater calculations.
- (5) Accessory structures shall be shown on any site and development plan application.
- (6) Accessory structures shall be located at least six feet from any other structure on the same lot.
- (b) *Storage buildings, utility buildings, greenhouses.*
- (1) No accessory buildings used for industrial storage of hazardous, incendiary, noxious or deadly materials shall be located nearer than 100 feet from any property line.
- (2) Vehicles, including travel trailers, recreational vehicles, manufactured housing and mobile homes, shall not be used as storage buildings, utility buildings or other such uses.
- (c) *Swimming pools, hot tubs and similar structures.*
- (1) Swimming pools shall be permitted only in side and rear yards. Swimming pools that are accessory to an existing permitted principal residential structure shall not be limited in size of the floor area of the principal structure as noted in the definition of in section 10-1.101 or in the minimum development standards for the applicable zoning district.
- (2) Enclosures for swimming pools which have an impervious roof structure attached to the principal building, shall comply with standards for yard requirements and other accessory building location requirements of this article. Pool enclosures having pervious roofing, regardless of attachment to the principal building, shall not be required to comply with any setback or yard requirement. Minimum setback distances for swimming pools shall be measured from the edge of the water in the pool.
- (3) ~~All pools shall be completely enclosed within an approved wall, fence, or other substantial structure not less than four feet in height. The enclosure shall completely surround the pool and shall be of sufficient material to prohibit unrestrained admittance to the enclosed area, and shall incorporate the use of self-closing and self-latching doors.~~

\* \* \*

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

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

\* \* \*

(b) *Accessory dwelling units.*

- (1) *Purpose.* The purpose of this subsection is to make housing available to persons who might otherwise have difficulty finding homes while maintaining and protecting the property values and residential character of neighborhoods where accessory dwelling units, as defined in Article I, are located. Applicable regulations governing accessory dwelling units are set out below.
- (2) *General standards:*
- a. Accessory dwelling units shall be allowed in conjunction with the following principal structures:



1. Detached single-family residential dwelling units;
  2. retail establishments;
  3. offices; and,
  4. principal industrial structures.
- b. No more than one accessory dwelling unit shall be allowed on any residential lot or within any principal nonresidential structure.
  - c. Accessory dwelling units in conjunction with single-family residential structure may be incorporated within or attached to the principal structure or, under limited conditions, specified in section (4)a. below, established as freestanding or detached structures.
  - d. All dwelling units accessory to a single-family residential unit shall meet the applicable zoning district setbacks.
  - e. Dwelling units accessory to a single-family residential unit shall be no greater in height than the principal residential unit, except that accessory dwelling units may be located attached to and above an accessory structure, such as a freestanding garage, in which case, the height of the combined structure may be 24two story feet. In no instance shall an accessory dwelling unit be so designed and located as to have windows, which at their base elevation, are higher than the eave of any residential dwelling unit located on an adjacent property.
  - f. Accessory dwelling units shall be constructed utilizing similar architectural standards as utilized for the design and construction of the principal structure.
  - g. Dwelling units accessory to retail, office, and industrial principal structures shall not exceed one-third of the area of the principal structure, nor 2,500 square feet.
  - h. In no instance shall a mobile home, standard design manufactured home, or storage shed be used as an accessory dwelling unit.
  - i. An accessory dwelling unit shall be required to obtain permitting as a habitable structure.
  - j. Deviations may not be granted to the requirements set out in this section except in regard to subsections (2)e. and (4)d. To obtain approval for deviation to the requirements set out in subsections (2)e. and (4)d. under this subsection, the applicant shall demonstrate that, in addition to the general criteria for approval, the proposed placement and elevation of the accessory dwelling unit will not adversely impact any adjacent residential property resident; the application may demonstrate satisfaction of this objective by taking advantage of the topographic characteristics or natural vegetation present on-site, or through the use of enhanced landscaping, architectural, or other design responses.
- (3) *Standards for attached accessory dwelling units:*
- a. An accessory dwelling unit may be attached to a principal single-family residential structure if connected by a breezeway, roofed passage or similar structure. Accessory dwelling units in conjunction with nonresidential uses shall be incorporated within or attached to the principal structure.
  - b. Any accessory dwelling unit attached to a single-family residential structure, including those connected by breezeway, roofed passage or similar structure, shall not exceed 45 percent of the total air conditioned, enclosed gross floor area of the principal residential structure nor 800 square feet gross air conditioned, enclosed floor area.



- c. An accessory dwelling unit attached to a single-family residential dwelling shall be constructed utilizing similar architectural features as utilized for the design and construction of the principal structure. This provision shall not be construed so as to limit an attached accessory dwelling unit from having its own entryway, porch, or to limit the quantity or location of window space.
- d. An accessory dwelling unit attached to a single-family residential dwelling shall be located entirely within all minimum yard setbacks established by the zoning district in which it is located.
- e. As an accessory dwelling unit is not considered a principal use, it shall not be subject to concurrency management system requirements.

(4) *Standards for detached accessory dwelling units:*

- a. Freestanding or detached accessory dwelling units shall be allowed in conjunction with any principal residential use.
- b. A detached dwelling unit accessory to a single-family residential structure shall not exceed 800 square feet **air conditioned, enclosed area** nor five percent of the total lot or parcel area.
- c. A detached dwelling unit accessory to a single-family residential structure shall be constructed utilizing similar architectural features as utilized for the design and construction of the principal structure. This provision shall not be construed so as to limit a detached accessory dwelling unit from having its own entryway, porch, or to limit the quantity or location of window space.
- d. A detached dwelling unit accessory to a single-family residential structure shall be setback a minimum distance equal to the applicable minimum rear and side yard setbacks established by the zoning district in which it is located, except that within the residential preservation zoning district, any detached dwelling unit accessory to a single-family residential structure shall be no less than 105 percent of the applicable minimum side yard setback and 110 percent of the applicable minimum rear yard setback for principal residential structures.
- e. Within the lake protection and the residential preservation zoning districts and overlays, detached accessory dwelling units are subject to the following restrictions:
  - 1. As a component of a new site and development plan reviewed and approved pursuant to article VII, division 4:

<i>Zoning District</i>	<i>Minimum Lot Size</i>
Lake Protection	3.0 acres
Residential Preservation	0.3 acres (inside U.S.A.) 3.0 acres (outside U.S.A.)

- 2. In conjunction with a previously developed, existing single-family detached dwelling:

<i>Zoning District</i>	<i>Minimum Lot Size</i>
Lake Protection	3.0 acres

Residential Preservation	1.0 acres (inside U.S.A.) 3.0 acres (outside U.S.A.)
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**SECTION 11.** 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 Structure” is hereby amended to read as follows:

**Sec. 10-6.812. Communication Antennas and Communication Antenna Support Structure.**

\* \* \*

(c) *Applicability.* This section is applicable to communication antennas and communication antenna support structures within the unincorporated area of the county and sited or proposed to be sited on property that is located outside of the public rights-of-way. Communication antennas and communication antenna support structures sited or proposed to be sited within the public rights-of-way must comply with the requirements of article V of chapter 16. All communication antennas and communication antenna support structures in the unincorporated areas of the county and sited or proposed to be sited outside of the public rights-of-way 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.

(1) *Nonconforming uses and structures.* To the extent set forth herein, the restrictions on nonconforming uses and structures contained in division 3, article VI of this chapter are modified and supplemented by this section. Bona fide nonconforming communication antenna support structures or communication antennas that are damaged or destroyed may be rebuilt and all such communication antenna support structures or communication antennas may be modified, reconstructed or replaced without meeting the minimum setback requirements specified in subsection ~~(f)(2)~~ **(e)(3)c** of this section. The type, height, and location of the communication antenna support structure on the site shall be of the same type and intensity as the original facility approval. Building permits to rebuild the communication antenna support structure shall comply with the applicable county codes and shall be obtained within 180 days from the date the communication antenna support structure is damaged or destroyed. If no permit is applied for or obtained, or if said permit expires, the communication antenna support structure shall be deemed abandoned as specified in subsection ~~(i)~~ **(h)** of this section.

(2) *Airport regulations.* All communication antenna support structure or communication antennas proposed in the unincorporated areas of the county shall comply with the requirements of section 10-6.808. If there is any conflict between the requirements of this section and section 10-6.808, the requirements in section ~~10-6.809~~ **10-6.808** shall control. Furthermore, no new communication antenna support structure shall be permitted within 1,000 feet of the landing area of a private airport that has been approved by the county pursuant to the provisions of section 10-6.803(g).

\* \* \*

(d) *Existing structures.* All existing communication antenna support structures shall be allowed to continue to be used as they presently exist, provided that a notice of continuing use is submitted by the

1 communication antenna support structure owner/operator to the department of development support  
2 and environmental management once every three years. A notice of continuing use shall certify that  
3 the structure continues to be used as a communication antenna support structure and that a security or  
4 performance bond has been posted in an amount to be determined by the county to cover the cost of  
5 removal plus a reasonable safety factor. Failure to file a notice of continuing use shall constitute  
6 abandonment in accordance with subsection (i) of this section. Routine maintenance shall be permitted  
7 on such existing communication antenna support structures.

8 (1) No rezoning or zoning variance shall be required to locate a communication antenna on an  
9 existing non-residential structure or multifamily residential structure 35 feet in height or greater;  
10 provided, however, that the communication antenna does not extend more than 20 feet above the  
11 existing structure. Such structures may include, but are not limited to, non-residential buildings,  
12 water towers, existing communications antenna support structures, recreational light fixtures and  
13 essential service provider facilities.

14 (2) A communication antenna support structure may be rebuilt, reconstructed, or replaced in any  
15 zoning district, other than residential preservation, provided that it is accomplished in a manner  
16 consistent with the following:

17 a. *Type.* A communication antenna support structure which is modified or reconstructed to  
18 accommodate the collocation of an additional communication antenna shall comply with all  
19 the provisions of this section, except subsections ~~(g)(3)a~~ ~~(e)(3)a~~ and ~~(g)(3)c~~ ~~(e)(3)c~~ of this  
20 section. The communication antenna support structure shall be of the same type as the  
21 existing communication antenna support structure, unless reconstructed as a monopole.  
22 Furthermore, camouflaged communication antenna support structures may only be replaced  
23 with camouflaged structures of like design.

24 b. *Height and distance requirements.* An existing communication antenna support structure  
25 may be modified or rebuilt to a taller height, not to exceed 30 feet or 20 percent of the height  
26 of the communication antenna support structure, whichever is greater, over the  
27 communication antenna support structure's existing height, to accommodate the collocation  
28 of an additional communication antenna, but in no case shall the height of the communication  
29 antenna support structure and proposed extension be greater than the distance to an existing  
30 residential structure. An increase in height to accommodate collocation shall only occur one  
31 time per communication antenna support structure.

32 c. *On-site location.* A communication antenna support structure which is being rebuilt to  
33 accommodate the collocation of an additional communication antenna may be moved on-  
34 site within 50 feet of its existing location, subject to the minimum distance requirements of  
35 this section. After the communication antenna support structure is rebuilt to accommodate  
36 collocation, the existing communication antenna support structure must be dismantled and  
37 removed within 60 days after the rebuilding so only one communication antenna support  
38 structure may remain on the site.

39 d. *Development review process.*

40 1. *Existing, conforming structures.*

41 (i) The modification of communication antenna support structures to accommodate the  
42 collocation of additional users, not resulting in substantial changes as defined in this  
43 section, shall complete a permitted use verification, pursuant to section 10-7.402(1), in  
44 support of the proposed project and shall be subject to a project status determination,  
45 pursuant to section 10-7.402(2).

46 (ii) The rebuilding, reconstructing, or replacing of existing communication antenna support  
47 structures to accommodate collocation of additional users, resulting in substantial changes,

shall be approved through the Type A site and development plan process, as defined in section 10-7.403.

2. *Existing, nonconforming structures.* The rebuilding, reconstructing, replacing or modification of nonconforming communication antenna support structures to accommodate collocation of additional users may only be approved through the Type C site and development plan process, as defined in section 10-7.405.

\* \* \*

(e) *New communication antenna support structures.*

- (1) *Feasibility of collocation.* A permit for a new communication antenna support structure shall not be granted unless and until the applicant demonstrates that a feasible collocation, as defined in this section, is not available for the coverage area and capacity needs. The applicant must demonstrate, to the reasonable satisfaction of the county, the limiting factors that render existing communication antenna support structures or other structures unsuitable. The county shall maintain a list of all communication antenna support structures and shall make such list available to new communication antenna support structure applicants. If a party who owns or otherwise controls a new or existing communication antenna support structure shall fail or refuse to alter a structure so as to accommodate a proposed and otherwise feasible collocation, such facility shall thereupon and thereafter be deemed to be a nonconforming structure and use and shall be subject to the review process set forth in subsection ~~(f)(2)~~ **(d)(2)** of this section.

- (2) *Use of existing public facilities.* The county encourages the use of existing public facilities owned by the county, through lease situations, as sites for communication antenna and communication antenna support structures.

(3) *Location and setback requirements.*

- a. *Zoning districts.* A communication antenna support structure or communication antenna may be located in any zoning district so long as it meets the requirements of this section, except a communication antenna support structure or communication antenna shall not be located in residential preservation, on or within 400 feet of property designed as historic preservation overlay, or in a planned unit development unless it is specifically listed as a principal permitted use. Any application for a communication antenna on or within 400 feet of property designated as historic preservation overlay shall request a certificate of appropriateness from the county's architectural review board pursuant to section 10-2.361.

- b. *Sub-parcels.* A communication antenna support structure may be located on a sub-parcel, as defined in this section, used for other principal uses on a parcel smaller than the minimum lot size required in the zoning district. This parcel shall be considered as the "communication antenna support structure site." The communication antenna support structure site, but not the entire lot, shall be subject to all of the requirements of this section, except as specifically provided herein. The subdivision of land to create a sub-parcel shall be reviewed as part of the communication antenna support structure site plan process outlined in subsection (13) of this section.

c. *Setbacks from residential lots.*

1. If a communication antenna support structure is located on a residential or multifamily residential structure of 35 feet in height or greater, the communication antenna support structure shall be at least 250 feet, but not less than the height of the proposed communication antenna support structure itself, from the nearest residential lot zoned

- 1 for or constructed with single-family residences or multifamily residences of less than  
2 35 feet in height.
- 3 2. All other communication antenna support structures shall be located at least 300 feet,  
4 but not less than the height of the proposed communication antenna support structure  
5 itself, from the nearest residential lot zoned for or constructed with single-family  
6 residences or multifamily residences of less than 35 feet in height.
- 7 (i) Distances shall be measured from the center of the base of the communication antenna  
8 support structure to the residential lot line.
- 9 (ii) Notwithstanding anything to the contrary in the land development regulations, no  
10 communication antenna support structure other than a monopole (freestanding) shall be  
11 located in any location adjacent to a residential lot.
- 12 (iii) There are no minimum yard requirements for communication antenna support structures.
- 13 (iv) Variances from these setback requirements may be granted consistent with the standards  
14 contained in subsection (l) of this section.
- 15 (4) *Maximum height.* Notwithstanding anything to the contrary in the land development regulations,  
16 the maximum height of communication antenna support structures shall be 150 feet, except in  
17 Rural (R), Urban Fringe (UF), Industrial (I), Light Industrial (M-1) and Activity Center (AC)  
18 Districts or in Planned Unit Developments (PUD), Critical Planning Areas (CPA) or Target  
19 Planning Areas (TPA) which include community services, light or heavy infrastructure, or light  
20 or heavy industrial uses, in which the maximum height shall be 250 feet. Measurements of  
21 communication antenna support structure height shall include the base pad and other  
22 appurtenances, and shall be measured from the finished grade at the communication antenna  
23 support structure base.
- 24 (5) *Illumination.* Communication antenna support structures shall not be artificially lighted except to  
25 ensure human safety or as required by the FAA.
- 26 (6) *Structural design.*
- 27 a. *Collocation requirements.* All new communication antenna support structures shall be  
28 structurally designed to accommodate the collocation of communication antennas as follows:
- 29 1. All communication antenna support structures, except camouflaged structures, over 80  
30 feet and up to and including 125 feet in height shall be structurally designed to  
31 accommodate at least two service providers.
- 32 2. All communication antenna support structures, except camouflaged structures, over 125  
33 feet and up to and including 150 feet in height shall be structurally designed to  
34 accommodate at least three service providers.
- 35 3. All communication antenna support structures, except camouflaged structures,  
36 exceeding 150 feet in height shall be structurally designed to accommodate at least four  
37 service providers.
- 38 b. *Structural integrity.* Communication antenna support structures shall be designed and  
39 constructed to ensure that the structural failure or collapse of the communication antenna  
40 support structure will not create a safety hazard to adjoining properties. Communication  
41 antenna support structures shall be constructed to the TIA 222-G Standards, as published by  
42 the Telecommunications Industry Association (TIA), which may be amended from time to  
43 time, and all applicable county building codes. Further, any improvements and/or additions  
44 (i.e., antenna, satellite dishes, etc.) to existing communication antenna support structures  
45 shall require submission of site plans sealed and verified by a professional engineer, which  
46 demonstrate compliance with the TIA 222-G Standards in effect at the time of said

improvement or addition. Said plans shall be submitted to and reviewed and approved by the department of development support and environmental management at the time building permits are requested.

- (7) *Fencing.* A minimum eight-foot finished masonry wall or fence with no less than 85 percent opacity shall be required around all communication antenna support structure sites. Access to the communication antenna support structure shall be through a locked gate.
- (8) *Ownership marking.* All communication antenna support structures shall be marked at the entry gate with the proper indicia of ownership, including emergency contact information.
- (9) *No advertising.* Neither the communication antenna support structure nor the communication antenna support structure site shall be used for advertising purposes and shall not contain any signs for the purpose of advertising.
- (10) *Landscaping.* The visual impacts of residentially or commercially located communication antenna support structures shall be mitigated through landscaping or other screening materials at the base of the communication antenna support structure and ancillary structures as follows:
  - a. A 15-foot, Type B landscape buffer which meets the landscape requirements of section 10-7.522 shall be required around the perimeter of the communication antenna support structure and any accessory structures located outside the required wall or fence;
  - b. All required landscaping shall be of the evergreen variety;
  - c. All required landscaping shall be xeriscape tolerant or irrigated and properly maintained to ensure good health and vitality;
  - d. Required landscaping shall be installed outside the fence or wall; and
  - e. Existing vegetation shall be preserved to the maximum extent practicable and may be credited as appropriate toward meeting landscaping requirements.
  - f. An applicant may request a deviation to the development standards in this section in accordance with section 10-1.106.
- (11) *Finished color.* Communication antenna support structures not requiring FAA painting/markings shall have either a galvanized finish or painted a dull blue, gray, or black finish.
- (12) *Camouflaged structures.* Upon receipt of a completed site and development plan application where a camouflaged structure is being proposed, the County Administrator or designee shall make a determination, based on a recommendation of technical review committee staff, whether the proposed communication antenna support structure qualifies as a camouflaged structure. The determination may be appealed pursuant to the formal proceedings under division 7, article VII of this chapter (planning commission).
  - a. Criteria to be considered in determining whether a communication antenna support structure qualifies as a camouflaged structure:
    1. The communication antenna support structure resembles a natural object or a manmade structure (an example of a natural object is a tree; examples of a manmade structure are bell and clock communication antenna support structures, church steeples, detached or attached sign structures or a lookout station);
    2. The communication antenna support structure serves a purpose other than supporting communication antennas (for example, lighting of sports facilities, transmission of electrical and/or telephone lines, flag poles);

3. The communications antenna support structure is designed to be compatible with the architectural elements, such as bulk, massing, and scale of the surrounding properties or structures; or
  4. The communication antenna support structure is designed to complement or to blend with the principal on-site use or structure, if any.
  - b. Camouflaged structures, pursuant to the provisions of this subsection, shall be permitted in all zoning districts. However, no antenna support structure may be located on a residential property used as single-family attached, single-family detached, two-family (duplex) dwellings, or multifamily units containing four or less dwelling units.
  - c. Camouflaged structures, pursuant to the provisions of this subsection, shall be setback a distance equal to the height of the communication antenna support structure from the nearest existing building and/or structure.
  - d. Variance requests for camouflaged structures shall be reviewed and approved as appropriate by the entity with the authority to approve the proposed project, and shall not be required to complete the board of adjustment and appeals variance process as established by subsection (4)(j) of this section.
- (13) *Development review process.* The development review and approval system for new communication antenna support structures and communication antenna support structure sites shall consist of the following elements:
- a. A permitted use verification, pursuant to section 10-7.402(1), shall be required for siting all communication antenna support structures and communication antennas.
  - b. All communication antenna support structures and communication antennas shall be approved through the Type B site and development plan process, as defined in section 10-7.404. In addition to the requirements of a Type B application, the applicant shall also submit the following information:
    1. A narrative which details the scope of the project and the specific need for a new communication antenna support structure and whether the proposal includes a request to be qualified as a camouflaged structure.
    2. A notarized statement by the applicant stating why feasible collocation on an existing communication antenna support structure cannot be achieved. Supporting evidence that demonstrates feasible collocation cannot be achieved shall accompany the applicant's notarized statement. The statement should also include information regarding the number of additional service providers that the proposed communication antenna support structure has been structurally designed to accommodate, as required by this section.
    3. The location of all communication antenna support structure and communication antennas within a one mile radius of the location of the proposed structure showing any gaps in coverage area and/or capacity that are proposed to be met by the proposed project.
    4. The location and coordinates of the proposed communication antenna support structure in digital format compatible with the county's GIS system.
    5. Legal description of the parent tract and sub-parcel or leased area (if applicable).
    6. A scaled site plan that clearly indicates:
      - (i) The location, type, and height of the proposed communication antenna support structure;



- (ii) On-site land uses and zoning;
  - (iii) Nature of uses on adjacent and nearby properties within 500 feet of the communication antenna support structure site property line (including when adjacent to other municipalities);
  - (iv) Zoning classification of the site and all properties within the applicable setback areas;
  - (v) Adjacent roadways and all existing and proposed easements, including proposed method of ingress and egress and access for emergency service vehicles;
  - (vi) Setbacks from the property lines and setback distance between proposed communication antenna support structure and the nearest residential unit, platted residentially zoned properties, and unplatted residentially zoned properties;
  - (vii) Elevation drawings of the proposed communication antenna support structure and any other structures proposed, including, but not limited to, equipment cabinets and sheds;
  - (viii) Design of the communication antenna support structure, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness, including camouflaging;
  - (ix) Surrounding topography, tree coverage and foliage;
  - (x) A landscape plan showing specific landscape materials;
  - (xi) Fencing details that include the method of meeting opacity requirements and information regarding required ownership marking on entrance gates; and
  - (xii) Finished color and, if applicable, the method of camouflage and illumination.
7. Any other information deemed necessary by the county to assess compliance with this section and all applicable federal, state, or local laws.
- c. In granting a permit, the county shall require the posting of a security or performance bond, in an amount to be determined by the county, not to exceed the cost of removal plus a reasonable safety factor, to ensure removal of such communication antenna support structure if it becomes abandoned as described in subsection ~~(j)~~ (h) of this section. Those entities defined herein as a public utility or a privately-owned electric utility shall be exempt from this requirement.
  - d. Any information of an engineering nature that the applicant submits, whether civil, mechanical, or electrical, shall be certified by a licensed professional engineer, as otherwise required by law.
  - e. Any decision to deny an application for siting a communication antenna support structure or communication antenna shall be in writing and supported by substantial evidence contained in a written record. No location for placement, construction or modification of a communication antenna support structure or communication antenna shall be regulated on the basis of the environmental effects of radio frequency emissions to the extent that the communication antenna support structure and communication antennas comply with the FCC regulations concerning such emissions.
- \* \* \*
- (j) *Variances.* Applications for variances under this section shall be submitted to and reviewed by the board of adjustment and appeals, in accordance with the procedures and hardship criteria outlined in subdivision III, division 3, article II of this chapter. A variance application must include all the information required for submission of a site and development plan review as outlined in this section. No variances to height, setbacks, fencing, or buffer requirements shall be granted for communication antenna support structures and communication antennas located in any residential preservation future land use category, except for camouflaged structures determined in compliance with subsection ~~(g)~~(12)



e(12) of this section. Variance requests for camouflaged structures determined to be in compliance with subsection (g)(12) e(12) of this section shall be reviewed and approved as appropriate by the entity with the authority to approve the proposed project, and shall not be required to complete the board of adjustment and appeals variance process as established by this section.

**SECTION 12.** Section 10-7.202 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Revised 2.1.9 Family Heir Subdivision Standards" is hereby amended to read as follows:

**Sec. 10-7.202. Revised Comprehensive Plan Policy 2.1.9; Family Heir Subdivision Standards.**

\* \* \*

(b) *Criteria for approval.* Approval of an application for residential development pursuant to Comprehensive Plan land use policy 2.1.9. shall be dependent upon a finding by the county in the affirmative for each of the following criteria:

- (1) That the application is consistent with the Comprehensive Plan;
- (2) That the application complies with the standards requirements set out in subsection (e) of forth in this section; and

\* \* \*

**SECTION 13.** Section 10-7.205 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "One-into-two lot subdivision" is hereby repealed:

**Sec. 10-7.205. – One-into-two lot subdivision.**

~~(a) Review. The following shall qualify for review as a one into two subdivision:~~

~~(1) A subdivision of an unrecorded, residentially zoned lot or parcel on an existing public or private street, with legal access, into not more than two single family residential lots (maximum of two dwelling units), provided that the density does not exceed the density that is allowed by the zoning district; and if located within an existing unrecorded subdivision, provided that the lots created are at least as large as any adjacent lots within the same subdivision, and no less than the mean size of all other existing lots within that subdivision. Further, this provision is limited to those lands or parcels located within the urban service area.~~

~~(2) The subdivision of an existing duplex, provided that the resulting subdivided units are certified to be in compliance with applicable zoning, subdivision and building codes. Compliance with applicable building codes shall be so certified by a registered professional, and such compliance subject to verification by the chief building official.~~

~~(b) Limitations.~~

~~(1) A one into two subdivision shall not require the creation of a new street, as defined in section 10-1.101 of this Code, to provide legal access to any subdivided lot created pursuant to this section;~~

~~(2) The one into two subdivision may not be used where extension of central potable water or sewer utilities would be required; however, this qualification shall not be construed to prohibit connections to existing utility infrastructure; and,~~

(3) The one into two subdivision may not be used when any portion of the subject property has been previously involved in any subdivision pursuant to this section.

(e) *Prerequisite of land use and project determination:* Prior to submittal of an application, the applicant shall first obtain a permitted use verification certificate (PUV) from the division of development services which verifies that the development qualifies for review as a one into two subdivision, based on criteria in section 10-7.201(1).

(d) *Application:* The applicant shall make application on appropriate forms provided by the county administrator or designee for the review of a one into two subdivision. A complete application shall include the following:

(1) An eight and one half by 14 inch document acceptable to be recorded in the Official Records of Leon County, which shall include:

a. A legal description and boundary survey of the existing or parent parcel which is signed and sealed by a professional surveyor licensed to practice in the State of Florida, and a separate sketch plan showing boundaries of the proposed individual lots and legal descriptions of the overall parent tract and individual lots;

b. The location of all existing structures and associated infrastructure present on site, including: driveways, accessory buildings, septic tanks and associated drainfields, wells, parking area(s), and other manmade features;

c. Date of preparation;

d. Total acreage of the parcel to be subdivided;

e. Lot and block numbers, if applicable;

f. All easements on the property to be subdivided, with corresponding official record book and page numbers;

g. Each abutting street;

h. A statement on the face of the plan stating that any further subdivision of the lot or lots shall be subject to the platting requirements, as specified in section 10-7.203, site and development plans, as applicable, of these regulations; and,

i. Scale of plan, both written and graphic.

(2) Supplemental information, which shall, upon the request of the growth and environmental management director or designee, include the following:

a. A vicinity map which depicts the location of the proposed subdivision in relation to adjacent streets and properties;

b. The 100-year flood frequency hazard area or a notation if not applicable; and

(3) A completed application form.

(4) A certificate of concurrency.

(5) Payment of applicable fee.

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

(e) *Procedure:*

(1) *Application:* The applicant shall submit the required subdivision application to the director of the Growth and Environmental Management Department or designee.

1       (2) ~~Determination of completeness:~~

2       a. ~~Within ten working days after receipt of the application for a one into two subdivision, the~~  
3       ~~county administrator or designee shall determine whether the application contains all~~  
4       ~~required information at the required level of detail; and shall advise the applicant of all areas~~  
5       ~~of deficiency. This notification shall specify the additional information and level of detail~~  
6       ~~required in order to meet the requirements of this section.~~

7       b. ~~In the event that an applicant fails to submit the required additional information within 15~~  
8       ~~calendar days of the date of the notice of deficiency, the county administrator or designee~~  
9       ~~shall consider the application to be withdrawn. The county administrator or designee may~~  
10      ~~grant extensions of up to 30 days at the request of the applicant; provided any such request~~  
11      ~~for an extension is received prior to the expiration of the relevant time period.~~

12      c. ~~Upon a determination of completeness, the county administrator or designee shall approve,~~  
13      ~~approve with conditions, or deny the application within ten working days of receipt of a~~  
14      ~~complete application and shall so notify the applicant in writing.~~

15      d. ~~Approval of a one into two subdivision application shall be dependent upon a finding by the~~  
16      ~~county in the affirmative for each of the three following criteria:~~

17          (1) ~~Whether the application is consistent with the Comprehensive Plan.~~

18          (2) ~~Whether the application complies with applicable provisions of the Land Development~~  
19          ~~Code, except when the application is intended to correct the deficiencies in previously~~  
20          ~~improperly subdivided lands, pursuant to section 10-7.301, wherein lots created may be~~  
21          ~~smaller than the zoning district standard, so long as they are no less than one-half acre~~  
22          ~~in size and the density of the subdivision will be consistent with the future land use map~~  
23          ~~category; and,~~

24          (3) ~~Whether the requirements of this chapter and other applicable regulations and~~  
25          ~~ordinances have been met.~~

26           i. ~~In those instances wherein the application substantially meets these three criteria~~  
27           ~~but, in the determination of the reviewing entity, does not completely satisfy these~~  
28           ~~criteria, the entity may approve the application subject to condition that all~~  
29           ~~deficiencies are corrected; whereupon the applicant shall thereafter be required to~~  
30           ~~provide a revised application, demonstrating complete satisfaction with these~~  
31           ~~criteria. No permits for development activity for properties included in such~~  
32           ~~applications shall be issued by the county unless and until the application has been~~  
33           ~~determined to demonstrate complete satisfaction with these criteria.~~

34           ii. ~~The determination of the county administrator or designee will become final 15~~  
35           ~~calendar days after it is rendered unless a person who qualifies as a party as defined~~  
36           ~~in division 7 of this article files a notice of intent to file a petition for formal~~  
37           ~~proceedings together with the filing fee within this time period, and subsequently~~  
38           ~~files within 30 calendar days after the decision is rendered, the petition for formal~~  
39           ~~proceedings before a special master. Failure to file is jurisdictional and will result in~~  
40           ~~a waiver of the hearing. Appeals heard by a special master will be conducted in~~  
41           ~~accordance with the procedures outlined in section 10-7.414. Appeals of the special~~  
42           ~~master's decision shall be reviewable by the circuit court.~~

43      (f) ~~Materials required for recording. Upon approval of the one into two subdivision application, the~~  
44      ~~applicant shall provide the county administrator or designee with the following:~~

(a) One original eight and one half by 14 inch copy of the plan with appropriate signatures, which also depicts any revisions which have been made during the course of the review;

(b) A metes and bounds description of each lot in the approved one into two subdivision; and,

(c) The required recording fee.

(g) *Recording subsequent to approval:* All one into two subdivision plans approved under this section shall be recorded in the Office of the Clerk of the Circuit Court of Leon County by the department upon the submittal of the approved plan and recording fee by the applicant. If the applicant fails to submit either the approved plan with the appropriate recording fees within 30 calendar days following final plan approval, said approval shall be deemed to have been revoked and expired.

**SECTION 14.** Section 10-7.402 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Development review and approval system" is hereby amended to read as follows:

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

The development review and approval system shall consist of the following elements:

- (1) *Permitted use verification process.* A permitted use verification certificate (PUV) shall be used to determine eligibility for either subdivision of property, development of land, or change in use, based upon applicable land development regulations and site-specific conditions. A residential compliance certificate (RCC) shall be used to determine eligibility for small residential uses or structures. The fee for a RCC may be applied to fees for a subsequent project status determination application (PSD) or an administrative streamlined approval process (ASAP) application associated with the proposed residential development tendered within one year of the issuance of the RCC. PUVs and RCCs shall not be construed to be development order approvals.
- (2) *Project status determination.* For any development proposal not required to comply with the provisions of article VII, the applicant must request a project status determination (PSD) review from the development support and environmental management department during the review of a building permit prior to submitting an application for development approval. This PSD will indicate on what basis the proposed development is excepted from either the procedural or substantive provisions of this article and shall verify compliance with any applicable previously approved development order and land development code, as may be applicable. Applications for PSDs shall be reviewed, and if appropriate, approved by the county administrator or designee.
- (3) *Pre-submittal conference (optional for Type A, B, and C; required for Type D).* The pre-submittal conference is intended to set forth the specific application requirements once a development review track is identified.
- (4) *Development review types.* There are four different review types of development review, Type A, B, C, and D review. The applicable level of review for proposed subdivision or site and development plan application depends upon the type and intensity of development, the extent of environmental constraint, and zoning district in which the development site is located. Table 10-7.1, below, specifies the applicable review level for development qualifying for administrative streamlined application process, and Type A through Type C site and development plan review applications. Table 10-7.1 specifies the review level by zoning district, for residential, nonresidential, and institutional land uses. Type D site and development plan review is required for any new planned unit development concept plan application, and for any application determined, by the State of Florida, to require an application for development approval.

substantial deviation to a development of regional impact (DRI) or Florida quality development (FQD). Type C applications consist of any application where the scale of development proposed exceeds the upper limit of the thresholds listed in the table for Type B site and development plan review, but not required to undergo Type D review.

The thresholds set out in Table 10-7.1 may be modified as follows:

- a. *Incentive for mixed use development.* The review threshold for any Type A—Type C site and development plan application proposing a mixture of residential and office or retail/service commercial use shall be equivalent to 100 percent of the residential unit threshold plus 100 percent of the office or retail/service commercial use; however, the thresholds for Type A and Type B site and development plan applications proposing a mixture of residential and office or retail/service commercial use may be increased to 125 percent of the residential unit threshold plus 125 percent of the office or retail/service use, so long as the following criteria are met:
  1. The application must include a minimum of four residential dwelling units per gross acre of site area; and,
  2. The application must include a minimum of 10,000 gross square feet of nonresidential use.
- b. *Incentive for quality design—Nonresidential use.* The review threshold for any Type A—Type C site and development plan application proposing any nonresidential or institutional use, and proposing the following design elements may be increased by the corresponding percentage:
  1. Threshold increased by ten percent, for a building footprint of no greater than 50,000 square feet of enclosed floor area;
  2. By 15 percent, for utilization of a planted "green roof" over no less than 40 percent of roof surface area, or a rain garden, which reduces stormwater runoff by no less than 60 percent;
  3. By 15 percent, for developments with access to an arterial road and having  $\geq 100,000$  gross square feet of office or commercial retail floor area (also referred to as equivalent to 100 percent commercial base standard) and  $\geq 100$  dwelling units (equivalent to 100 percent of the residential base standard) or, any combination of these uses wherein the square footage of office or commercial floor space exceeds 20,000 and the number of residential units exceeds 25 and the cumulative total of the base standards exceeds 200 percent;
  4. By 15 percent, for developments having  $\geq 100,000$  of office or commercial retail gross square footage floor area that provide a transit stop consisting of surface area for bus access, a shelter to provide weather protection, bench or seating for the shelter, and pedestrian access to the stop;
  5. By 25 percent, for developments locating no less than 90 percent of provided parking spaces behind the front building facade line;
  6. By ten percent, for structures having ground floor window glazing along building frontages adjacent to streets or publicly-accessible parking areas  $\geq 20$  percent of facade area on the ground floor principal frontage and  $\geq 15$  percent of the area of each other applicable ground floor facade;
  7. By 15 percent, for developments where the number of spaces provided  $\leq 80$  percent of the standard number of parking spaces set out in schedule 6-2; and,

8. By 15 percent, for developments having a density of connectivity of  $\geq .4$  per acre.
- c. *Incentive quality design—Residential use.* The review threshold for any Type A—Type C site and development plan application proposing residential use site and proposing the following design elements may be increased by the corresponding percentage:
  1. Threshold increased by ten percent, for utilization of a planted "green roof" over no less than 40 percent of roof surface area, or a rain garden, which reduces stormwater runoff by no less than 80 percent;
  2. By ten percent, for developments with access to an arterial road having  $\geq 200$  dwelling units that provide a transit stop of surface area for bus access, a shelter to provide weather protection, bench or seating for the shelter, and pedestrian access to the stop;
  3. By 15 percent, for having  $\geq .25$  accessory dwelling unit for every residential dwelling unit;
  4. By 15 percent, for having  $\geq 50$  percent of all principal dwelling units served by side- or rear-loaded garages;
  5. By 15 percent, for developments having a density of connectivity of  $\geq .4$  per acre;
  6. By 15 percent, for developments having an index of interconnectivity of  $\leq .5$ .
- d. *Incentive for development in the Southern Strategy Area.* The review threshold for any Type A, B or C site and development plan proposed within the Southern Strategy Area, as identified in the Tallahassee-Leon County Comprehensive Plan, shall be increased 25 percent.
- e. *Incentive for development in the Gum Road Target Planning Area.* The review threshold for any Type A, B or C site and development plan proposed within the Gum Road Target Planning Area, as adopted by the Leon County Board of County Commissioners, shall be increased 25 percent.
- f. *Incentive for providing access to multiple businesses within a safe and convenient pedestrian pathway through facade design.* The threshold is increased by 25 percent, when all proposed nonresidential building facades are less than 100 feet in length; and, each facade abutting a street frontage, public open space, parking area, or pedestrian corridor, has no less than 40 percent surface area coverage by windows, display areas, or doorways, or, in those instances where the facade exceeds 100 feet in length, the following criteria are met:
  1. Structure with a single facade longer than 100 feet shall be divided into individual tenant spaces and shall not be used solely by a single business. Individual tenant spaces shall have no more than 60 feet of horizontal frontage along that facade. Tenant spaces shall be separated by vertical elements on the facade at intervals no greater than 60 feet, coinciding with the dimensions of tenant spaces. Vertical elements shall include columns, posts, or pilasters; reveals, recesses and other shadow-casting devices; variations in material, texture or color; recessed entrances; or, other methods of architectural articulation.
  2. Every individual business establishment located along the facade of greater than 100 feet shall have it's own public entrance located on the facade or on a diagonal at each building corner having two street frontages, with one of them being the facade.
  3. The facade shall have windows, display areas or doorways spanning no less than 75 percent of the length of the facade and covering no less than 40 percent of the surface

area of the facade. No blank walls shall face street frontages, public open spaces or pedestrian corridors along any building side.

4. The area directly adjacent to the facade length shall include a pedestrian walkway of at least eight feet in width.

5. The applicant may utilize alternative design approaches to qualify for this incentive by demonstrating to the county administrator or designee that the alternative fulfills the design objective of providing access to multiple businesses within a safe and convenient pedestrian pathway.

g. *Incentive for conservation subdivisions.* The review threshold for any Type A, B or C site and development plan proposed within the Lake Talquin Recreation Urban Fringe or Urban Fringe zoning district, accomplished as a conservation subdivision, shall be increased 50 percent.

h. *Incentive for affordable housing.* The review threshold for any Type A, B or C affordable housing site and development plan proposed shall be increased by 50 percent. For the purposes of this section, affordable housing site and development plans demonstrating affordable housing for 50 percent or more of the proposed dwelling units.

i. *More rigorous review to protect environmental features.* Any application otherwise qualifying for administrative streamlined application process or Type A site and development plan review per this section, and proposing development on a site inside the urban services area with 75 percent or more site coverage by conservation or preservation areas as defined by the Comprehensive Plan or outside of the urban services area with 40 percent or more coverage by conservation or preservation areas, shall require review as Type B site and development plan application. Sites of three acres or larger wherein all buildings, attendant parking facilities, streets, and access facilities will be located outside of conservation and preservation areas shall be exempt from this requirement.

j. *Combination of threshold modifications.* A combination of threshold modifications (a)—(e) may be cumulatively applied to Type A—Type C site and development plan applications, as applicable.

k. *Limitation on degree of site and development plan review level reduction.* The incentives provided above may be used to reduce what would otherwise be a Type C site and development plan application to a Type B or Type A site and development plan application, to reduce what would otherwise be a Type B site and development plan application to a Type A site and development plan application, and a Type A site and development plan application to an administrative streamlined application. Modifications (a)—(f) shall not be applicable to any Type D application, including those establishing a planned unit development concept plan, or for development of regional impact.



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Review Level	Zoning District → Type of use ↓	R, UF, LTR/UF	RC, WC	RP, RA, OS	LP	R-1, R-2, R-3, R-4, R-5	MH	BOR, OR-1, OR-2, C-1, BC-1, BC-2, BCS	MCR, MCN, LPN	NBO	I, M-1	OR-3, CM, MR-1, C-2, CP, IC, UP-1, UP-2, OA-1, PD, PUD, and DRI	AC
Administrative Streamlined	Residential	≤2 dwellings or lots for dwellings		≤2 dwellings or lots for dwellings		≤2 dwellings or lots for dwellings		≤2 dwellings or lots for dwellings		≤N/A		≤2 dwellings or lots for dwellings	
	Nonresidential	See Note**		N/A	See Note**; only for lawfully established existing uses	N/A	See Note**	See Note**	See Note**	See Note**	≤9,999 gross building, square feet	See Note**	
	Institutional	See Note**		See Note**		See Note**		See Note**		See Note**		See Note**	
Type A	Residential	≤3-10 dwellings, if platting is required		3—14 dwellings		≤24 dwellings	Addition of ≤99 dwellings to an existing MH Park	≤34 dwellings		≤24 dwellings	N/A	≤299 dwellings	≤499 dwellings
	Nonresidential	≤14,999 gross building square feet	≤49,999 gross building square feet	N/A	Expansion of lawfully established existing use by ≤5,000 square feet gross building area no greater than; or, an increase in total impervious surface area on the subject parcel of ≤15 percent	N/A	N/A	≤19,999 gross building square feet		≤9,999 gross building square feet	10,000— 39,999 gross building square feet	≤49,999 gross building square feet	≤149,999 gross building square feet
	Institutional	≤14,999 gross building square feet	≤49,999 gross building square feet	Expansion of existing use by ≤5,000 square feet gross building area no greater than; or, an increase in total impervious surface area on the subject parcel of ≤15 percent	Expansion of lawfully established existing use by ≤5,000 square feet gross building area no greater than; or, an increase in total impervious surface area on	Expansion of existing use by ≤5,000 square feet gross building area no greater than; or, an increase in total impervious surface area on the subject parcel of ≤15 percent	Expansion of existing use by ≤5,000 square feet gross building area no greater than; or, an increase in total impervious surface area on the subject parcel of ≤15 percent	≤19,999 gross building square feet		≤9,999 gross building square ft.	10,000— 39,999 gross building square feet	≤49,999 gross building square feet	≤149,999 gross building square feet



					the subject parcel of ≤15 percent								
	Residential	11—74 dwellings		15—99 dwellings		25—149 dwellings	Addition of 100— 199 dwellings to an existing mhp	35—199 dwellings	35—74 dwellings	25—49 dwellings	N/A	300—449 dwellings	500—649 dwellings
Type B	Nonresidential and Institutional	15,000— 149,999 gross building square feet	50,000— 99,999 gross building square feet	New use of ≤5,000 square feet gross building area; expansion of existing use by ≤7,500 square feet gross building area; or, an increase in total impervious surface area on the subject parcel of ≤25 percent	Expansion of lawfully established existing use by ≤7,500 square feet gross building area; or, an increase in total impervious surface area on the subject parcel of ≤25 percent	New use of ≤5,000 square feet gross building area; expansion of existing use by ≤7,500 square feet gross building area; or, an increase in total impervious surface area on the subject parcel of ≤25 percent	New use of ≤5,000 square feet gross building area; expansion of existing use by ≤7,500 square feet gross building area; or, an increase in total impervious surface area on the subject parcel of ≤25 percent	20,000— 179,999 gross building square feet	20,000— 79,999 gross building square feet	10,000— 59,999 gross building square feet	40,000— 249,999 gross building square feet	50,000— 249,999 gross building square feet	150,000— 499,999 gross building square feet
Type C	Residential	75 dwellings— DRI threshold or more	75 dwellings— DRI threshold or more	100 or more dwellings—DRI threshold		150 dwellings— DRI threshold or more	Establishment of a new manufactured home park; addition of 200 or more dwellings to an existing mhp; not to exceed DRI threshold*	200 dwellings— DRI threshold or more	75 dwellings— DRI threshold or more	50 dwellings— DRI threshold or more	N/A	450 dwellings— DRI threshold or more	650 dwellings— DRI threshold or more
	Nonresidential and Institutional	150,000 gross building square— DRI threshold or more	100,000 gross building square feet—DRI threshold or more	Any development in excess of Type B level, not determined to be a PUD or DRI	New institutional use or expansion of a lawfully established non- residential use greater than 7,500 gross square feet	Any development in excess of Type B level, not determined to be a PUD or DRI		180,000 gross building square feet—DRI threshold or more	80,000 gross building square feet—DRI threshold or more	60,000 gross building square feet—DRI threshold or more	250,000 gross building square feet— DRI threshold or more	250,000 gross building square feet— DRI threshold or more	500,000 gross building square feet—DRI threshold or more
Type D	Residential	Generally, Any Development determined to be a DRI or FQD*PUD		Generally, Any Development determined to be a DRI or FQD*PUD		Generally, Any Development determined to be a DRI or FQD*PUD		Generally, Any Development determined to be a DRI or FQD*PUD			N/A	Generally, Any Development determined to be a DRI or FQD*PUD	
	Nonresidential and Institutional	Any Development determined to be a DRI or FQD*PUD		N/A	Optional	N/A		Any Development determined to be a DRI or FQD PUD				Any Development determined to be a DRI or FQD*PUD	

1 \*Generally, in Leon County, a development of 2,000 or more dwellings is presumed to be a DRI or  
2 FQD. The Florida Statutes and Florida Administrative Code establish a variety of exceptions.

3 \*\*Administrative Streamlined Application Process (ASAP) limited to applications proposing one or  
4 more of the following: Gross building area of no greater than 1,000 square feet; or, an increase in total  
5 impervious surface area on the subject parcel of no greater than ten percent.

6 (5) *Development review tracks.* Proposed development projects that have been determined through  
7 the PUV process to require Type A, B, or C subdivision or site and development plan approval,  
8 shall be required to select at the option of the applicant from two review tracks. These review  
9 tracks are as follows:

10 a. *Concept plan approval (CPA) review track.* The CPA review track is an available option for  
11 all proposed projects that have been determined through the PUV process to require review  
12 and approval of a Type A or Type B level subdivision or site and development plan. The  
13 CPA review track option is intended to expedite the review process by reducing the  
14 requirement for permitting level information while providing the applicant the assurance that  
15 the development entitlements reflected on the concept plan can be realized on the subject  
16 site. Subsequent to CPA, the applicant would be required to complete the environmental  
17 permitting process for the project prior to initiating onsite development. The CPA review  
18 track shall include the following sequential steps:

- 19 1. Completion of a PUV in support of the proposed project.
- 20 2. Submittal and approval of a natural features inventory (NFI) for the subject property.
- 21 3. Approval of an environmental impact analysis (EIA) in support of the proposed  
22 development project. The EIA submittal requirements shall be limited to a conceptual  
23 analysis and discussion of the proposed project's stormwater management system and  
24 shall include information outlining how onsite conservation and/or preservation  
25 features as identified in the project's approved NFI will be protected and/or preserved  
26 including how all anticipated impacts to these features will be mitigated in the design  
27 of the proposed development project. Permitting level information shall be deferred to  
28 the project's associated environmental permit review process and will not be required  
29 for the CPA review track.
- 30 4. Completion and approval of a concurrency management application to address the  
31 anticipated impacts to public and other facilities from the proposed development.
- 32 5. Scheduling and participating in an application review meeting on the proposed  
33 development project. A pre-submittal meeting is optional.
- 34 6. Submittal of a completed subdivision or site and development plan application.

35 b. *Final design plan approval (FDPA) review track.* The FDPA review track is an available  
36 option for all proposed projects that have been determined through the PUV process to  
37 require review and approval of a Type A, B, or C level subdivision or site and development  
38 plan. The FDPA review track option is intended to expedite the review process by providing  
39 for the concurrent review of a proposed project's subdivision or site and development plan  
40 and associated environmental permit. Under the FDPA review track option, subsequent to  
41 completion of the associated review process, the applicant would receive land use and  
42 environmental permitting approval concurrently. The FDPA review track shall include the  
43 following sequential steps:

- 44 1. Completion of a PUV in support of the proposed project.

2. Submittal and approval of a natural features inventory (NFI) for the subject property.
  3. Submittal of an environmental management permit (EMP) application in support of the proposed development project. The EMP shall include the conceptual EIA components outlined in subsection (5)a.3 of this section and all engineering and design level information required to demonstrate compliance with all environmental and stormwater related requirements applicable to the subject site.
  4. Completion and approval of a concurrency management application to address the anticipated impacts to public and other facilities from the proposed development.
  5. Scheduling and participating in an application review meeting on the proposed development project. A pre-submittal meeting is optional.
  6. Submittal of a completed subdivision or site and development plan application.
  7. For Type B and Type C level subdivision or site and development plan proposals scheduling the review of the proposed project by the development review committee. Additionally, all Type C level projects will require final disposition by the Board of County Commissioners.
- (6) *Exception to site and development plan review.* The following shall be exceptions to those review types set forth in subsection (4) of this section:
- a. The construction or modification of one single-family dwelling unit; a two-, three-, or four-family dwelling unit; or a manufactured home; or the construction of an accessory building to such a dwelling on a lot or parcel with legal access. For properties proposing residential use, a completed school impact analysis form shall be provided.
  - b. Commencement of home occupations as defined in and in accordance with this Code.
  - c. Development of nonresidential or multiple use development providing for not more than 1,000 square feet of total gross floor area after construction or ten percent increase of total on-site impervious area. This exemption applies to additions to existing structures and uses and to new construction and uses on a noncumulative basis. Nonresidential development of less than 1,000 square feet that would increase the total gross floor area of a development by 20 percent or more shall require that the applicant demonstrate, through the completion of an application for exception to site plan, that such development will not result in an increase in total on-site impervious area of ten percent or greater.
  - d. Changes in tenancy in already built space (existing structure), provided that the conversion requires no substantial modification to the exterior of the structure or modifications to the associated parking area. ~~Type A~~ Site plan review applies to those changes of tenancy involving substantial modification to the exterior of the building or modification to the associated parking area, as determined by the county administrator or designee.
  - e. The development or alteration of any building used exclusively for agriculture, horticulture, or floriculture located in the rural land use district; provided, however, that construction of dwellings units, not otherwise exempt, or commercial or industrial facilities to process agricultural, horticultural or floricultural beyond harvest, storage or sale of the raw materials is not exempt from this article.
  - f. Change of ~~occupancy~~ use. The establishment, exclusively through change of ~~occupancy~~ use, of new uses in an existing structure shall not be subject to ~~Type A~~ site and development plan review; but, shall be required to meet all other applicable development standards of this chapter. However, ~~Type A~~ site plan review shall apply to those changes of ~~occupancy~~ use.

involving substantial modifications to the exterior of the building or modification to the associated parking area, as determined by the county administrator or designee.

g. Industrial development. New or expansion of existing industrial uses or development of up to 10,000 square feet, if site is zoned industrial and infrastructure extensions to the subject site are not required.

h. 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.

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

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

Proposed Use or Development	Criteria for Approval	PUV, LOZ or RCC Required	Site Plan Review Required for Approval	Notice Requirements	Public Meeting Requirements	Application Additional Content Requirements
Single-family (attached or detached) residential dwelling unit, manufactured home, duplex residential units on any vacant existing parcel <u>without subdivision</u> ; any structures accessory to these residential units,	<u>Precedent development order, such as, approved plat or site plan, Otherwise as required in the Land Development Code</u> <u>Approved plat or site plan, otherwise as required in the Land Development Code</u>	No, RCC is optional.	<u>PSD</u> <u>None</u>	<u>None</u> <u>No</u>	<u>No</u>	<u>PSD; sealed Scaled sketch plan</u> <u>accessory buildings in this category require affidavit of nonhabitable structure; project-specific environment permits as applicable</u> <u>May require other permits as applicable</u>

including garages, pavilions, kiosks, gazebos, or other similar structures accessory as determined by the county administrator or designee.						
Home occupation in an existing residence	Home occupation standards; Life-safety code	No, RCC is optional	None	None No	No	RCC (optional); project-specific environment permits as applicable N/A
Agricultural, horticultural, floriculture, and silviculture-related bldgs in a zoning district allowing agricultural as a principal use; structure size ≤5,000 s.f.	As required in the Land Development Code	No	PSD	None	No	Affidavit of nonhabitable structure; project-specific environment permits as applicable
Agricultural, horticultural floriculture and silviculture-related bldgs in a zoning district allowing agricultural as a principal	As required in the Land Development Code	Yes	ASAP	Ad for PUV	No	Affidavit of nonhabitable structure; project-specific environment permits as applicable

use; structure size $\geq 5,000$ s.f.						
New or expansion of a Principal principal industrial use within a district allowing heavy or light Industrial industrial use uses as a Principal Use; proposed structure or expansion size $\leq 300$ s.f.	As required in the Land Development Code	Yes	PSD None	Ad for PUV Yes	No	Scaled Sketch sketch plan; project-specific environment permits as applicable May require other permits as applicable
New or expansion of a Principal principal industrial use within a district allowing heavy or light Industrial industrial uses as a Principal Use; proposed structure or expansion size $> 300$ s.f. and $\leq 10,000$ 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, LOZ or RCC required	Site Plan Review Required	Notice requirements	Public meeting requirements	Application content Additional requirements

			for Approval			
Change in tenancy without expansion or functional modification	N/A	Yes, to verify that use was originally properly established and allowed in zoning district <u>LOZ</u>	None	Ad for PUV <u>None</u>	No	N/A
Change of use or tenancy without expansion or functional modification (including parking area), to another use allowed within the zoning district; <u>≤1,000 s.f.</u>	Zoning district; life-safety health codes	<u>Yes-LOZ</u>	None, unless a special exception or restricted use	Ad for PUV <u>No</u>	No	Project-specific environmental permits, as applicable. May require other permits as applicable
Change of use or tenancy without with expansion or functional modification (including parking area), to another use allowed within the zoning district; <u>&gt;1,000 s.f.</u>	Zoning district; life-safety health codes	<u>Yes-PUV</u>	<u>Review pursuant to Article VII</u>	Public notice of approval or denial <u>Yes</u>	To be determined	Project-specific environmental permits, as needed. May require other permits as applicable

Affidavit for Additional dwelling unit without subdivision (AADU)	Approved plat or site plan, otherwise as required in the Land Development Code	No, RCC optional	PSD None	None No	None	Affidavit of recording; project specific environment permits as applicable May require other permits as applicable
Accessory dwelling unit without subdivision	Approved plat or site plan, otherwise as required in the Land Development Code Compliance with Sec. 10-6.803	RCC required	PSD None	Ad for RCC No	Presubmittal (optional)	Scaled sketch plan; documentation demonstrating compliance with section 10-6.803; notarized affidavit for accessory dwelling unit shall be recorded prior to issuance of building permit. Affidavit of recording
Miscellaneous residential accessory structures	Approved plat or site plan, otherwise as required in the Land Development Code	No	PSD None	None	None	PSD requires scaled sketch plan; project specific environment permits as applicable.
Other Non-residential development determined to be below the type A site and development	Approved plat or site plan, and otherwise as required in the Land Development Code	Yes, except for accessory structures LOZ	PSD None	Ad for PUV No	No	Scaled sketch plan; information demonstration compliance with Land Development Code



plan review threshold and accessory structures or expansion ≤300 s.f.; and structures accessory to other than single-family, manufactured home, or duplex residential dwellings and ≤300 s.f.	Zoning district; life-safety health codes					standards; project specific environment permits as applicable. May require other permits as applicable
Other development determined to be below the Type A site and development plan review threshold and >300 s.f.; and structures >300 s.f. 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	Ad for PUV Yes	Presubmittal (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.

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

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

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

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

- a. The requirement for "planned development review" for development of properties abutting a designated canopy road segment shall mean compliance with the site and development plan regulations set forth in this chapter.
- b. Submittal requirements.
  1. An applicant shall provide for the preapplication meeting the required information on a form approved by the county administrator or designee.
  2. The following information shall be required for a site and development plan application, unless the county administrator or designee waives a requirement, with documentation, as inapplicable to the particular development;
    - (i) A site and development plan for the parcel or parcels which are the subject of the application. A proposed plat, if the parcel or parcels are to be subdivided, and the depiction of the site and development plan, shall be prepared as a single map, if the information conveyed remains clear. The proposed plat and site and development plan shall include, consistent with the provisions of this section:
      - A. A title block containing the following:
        1. The proposed development.
        2. Date of preparation.
        3. Scale of the site and development plan, both written and graphic.
      - B. A legal description and boundary survey of the parcel which shall be signed and sealed by a professional surveyor licensed to practice in the state.
      - C. Tax identification number(s) for parcel or parcels that are subject of application.
      - D. Total acreage of the parcel or parcels, and, if the development is on a portion of a larger parcel, the acreage of the larger parcel and of the portion to be developed.
      - E. A scaled vicinity map with north arrow.
      - F. Names, addresses, and telephone numbers of all owners of the parcel or parcels, developers, optionees, and agents.
      - G. Location and type of proposed easements, including legal access.
      - H. Dimensions of the lots, to the nearest foot.
      - I. Lot and block numbers, if applicable. If a resubdivision of an existing plat is proposed, the numbering must be consistent with the existing system.
      - J. A circulation diagram showing vehicular and pedestrian movements including location and dimensions of access points, sidewalks, any special engineering features and traffic control devices, if any.
      - K. Proposed changes to existing topography.
      - L. Location of stormwater management facilities, including all conveyances and drainage easements.
      - M. Location and type of buffers and conservation easements to be provided.
      - N. Number of spaces and location of parking facilities or other impervious surfaces. A calculation of the square footage of parking facilities and other impervious surfaces.
      - O. Location and depth of setbacks. This information may be provided in tabular form.
      - P. Location and use of temporary structures as defined in section 10-7.109.
      - Q. Location and generalized footprint of each building existing or to be constructed by the applicant. For nonresidential structures, a calculation of

- the gross square footage for each, including floor area ratios and height of any structure proposed.
- R. Location and footprint of each type of infrastructure to be constructed.
  - S. Areas to be protected by a conservation easement, preservation easement, or other means acceptable to the county.
  - T. If the development fronts on a street or roadway, include each street or roadway and street or roadway name.
  - U. Street plans, locations, designs, and names assigned in accordance with county regulations shall be depicted and described.
  - V. If the applicant will construct them, location and description of all structures to be built by the developer, and, if common facilities are to be constructed, how those common facilities will be maintained.
  - W. Location and type of recreation facilities.
  - X. Refuse and recycling collection areas, and location and type of screening, if proposed.
  - Y. Where the site and development plan covers only a portion of the landowner's entire parcel, a map depicting all of the landowner's contiguous property and proposed use for the balance of the parcel or parcels not including in the site which is the subject of the application.
  - Z. Proposed build-out date of the infrastructure for the development in its entirety, and, if the development will be built in phases, a development scheduled and proposed buildout date for each phase.
  - AA. A utility service plan addressing proposed water supply, power supply, and method and location of sewage disposal.
  - BB. All lot lines, parcel tax identification numbers, roads, access easements on the subject parcel, structures, and paved areas within 300 feet of the parcel boundaries.
- (ii) A site map depicting the existing natural and developed features on the parcel or parcels which are the subject of the application shall also be submitted. The information submitted shall include consistent with the provisions of this section:
- A. Location of the wooded areas, differentiating between native forests, high quality successional forests, and mature successional forests.
  - B. Location of listed species, as defined by the EMA, occurrences, and their habitats.
  - C. For multifamily residential and all nonresidential site plans, identify trees defined as protected by the EMA which are impacted by the proposed development.
  - D. Location of wetlands.
  - E. Conservation and preservation areas as set forth in the Comprehensive Plan.
  - F. Location of sinkholes.
  - G. Location of all water bodies, watercourses, drainage ditches, canals, and other surface water features.
  - H. Location and type of known hazardous materials, hazardous waste and underground storage tanks.
  - I. Location of 100-year floodplain.
  - J. Location of other natural features.
  - K. A scaled aerial photograph showing the location of the site and adjacent properties within 300 feet of the site. The boundary of the subject property shall be outlined or highlighted on the aerial photograph.

- L. A conceptual landscaping plan, including a planting plan for public right-of-way, common areas, and buffers or open space areas showing types, sizes, and spacing of trees and other vegetation.
  - M. Location of closed basins and natural drainage divides.
  - N. Proposed covenants, grants, easements, dedications, and restrictions to be imposed on the land, buildings, and/or structure, including proposed easements for public utilities and instruments relating to the use and maintenance of common natural areas, open spaces, private streets, and other private infrastructure shall be furnished with an application. All such documents shall be subject to review and approval by the county attorney as to form and sufficiency, prior to action on this application. Such instruments shall allow access of public vehicles for public safety or maintenance purposes.
- (iii) For nonresidential development, the applicant also shall provide the following information consistent with the provisions of this section:
- A. Names and amounts of hazardous or toxic materials or wastes to be used or produced on-site.
  - B. Types and amounts of radioactive materials or wastes, explosives, or flammable materials to be used or produced on-site.
  - C. Types and amounts of smoke, dust, particulate matter, noxious or odorous gases or other pollution of the air produced on-site.
  - D. Types and amounts of materials identified in subsections (8)b.2.(iii)A, B and C of this section, which can be expected to be moved off-site.
  - E. Noise levels expected at the site boundaries.
  - F. The types of manufacturing, production, processing or other industrial activities which will take place.
- (iv) Additional information as may be required by the county to clarify relevant points.

**SECTION 15.** Section 10-7.410 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Effect of final approval, or approval with conditions, of an application” is hereby amended to read as follows:

**Sec. 10-7.410. – Effect of final approval, or approval with conditions, of an application.**

\* \* \*

- (c) A maximum of three residential model home permits per approved subdivision may be issued prior to the recordation of the final plat if the developer and builder enter into a development complete a model home agreement with the The county which may specifies specify the conditions of such agreement model home placement.

\* \* \*

**SECTION 16.** Section 10-7.502 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “General layout and design standards” is hereby amended to read as follows:

**Sec. 10-7.502. – General layout and design standards.**

\* \* \*

- 1 (c) No direct driveway access shall be permitted to a canopy road or, inside the urban service area, to  
2 a major collector or arterial roadway from any newly created residential subdivision lot, unless a  
3 variance is granted by the county. ~~New residential lots created pursuant to subsection 10-~~  
4 ~~6.617(a)(4) may have direct driveway access to a major collector or arterial roadway as long as the~~  
5 ~~adverse impacts to the transportation network are mitigated as provided in subsection 10-~~  
6 ~~6.617(a)(4).~~

7 \* \* \*

- 8  
9 (h) The following apply to lots:

- 10 (1) No lot shall have a buildable area of less than 35 feet between the front and rear yard  
11 setback lines nor shall it be less than the required minimum width and depth specified in  
12 article XVI, or subsequent land development regulations which supersede same. Depth and  
13 width of lots subdivided for nonresidential purposes shall be adequate for building area,  
14 off-street parking, and service facilities required by the type of use and development  
15 anticipated. No lot shall have a minimum frontage of less than 15 feet.

16 \* \* \*

17  
18 **SECTION 17.** Section 10-7.524 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida,  
19 entitled "Public sanitary sewer or on-site sewage disposal systems" is hereby amended to read as follows:  
20 **Sec. 10-7.524. – Public sanitary sewer or on-site sewage disposal systems.**

21 \* \* \*

- 22  
23  
24 (j) No nonresidential development that is estimated to generate a wastewater flow of 900 gallons or  
25 more per day, except community facilities as authorized in Policy ~~2.1.3[SS]~~ 2.1.2[SS] of the  
26 Comprehensive Plan, shall be allowed to be developed with septic tanks under this section.

27 \* \* \*

28  
29  
30 **SECTION 18.** Section 10-7.529 of Article VII of Chapter 10 of the Code of Laws of Leon County,  
31 Florida, entitled "General requirements for sidewalks with new development; fee-in-lieu of sidewalk  
32 construction" is hereby amended to read as follows:

33  
34 **Sec. 10-7.529. – General requirements for sidewalks with new development; fee-in-lieu of sidewalk**  
35 **construction.**

36 \* \* \*

- 37  
38  
39 (d) *Fee in lieu of sidewalk construction authorized.* In those instances where the development review  
40 committee determines, pursuant to the satisfaction of applicable criteria set out herein, that the  
41 construction of a sidewalk required by this section ~~10-7.502(b)(2)~~ is inappropriate or unnecessary, the  
42 applicant for the development or subdivision shall be required to pay, into the applicable sidewalk area  
43 trust fund, a fee in lieu of providing the sidewalk.  
44  
45 (e) *Fee in-lieu of sidewalk construction; process and criteria for approval.* In order to approve payment  
46 of a fee-in-lieu of sidewalk construction, the developer shall submit a formal request with sufficient  
47 documentation to the development review committee, which shall approve the request if it finds that  
48 one or more of the following criteria have been met:

- (1) The location of the sidewalk would likely create a significant safety hazard;
- (2) Construction or subsequent use of the sidewalk would have an adverse impact upon a preservation area or conservation area, as defined in article ~~X~~ IV;
- (3) Construction of the sidewalk has already been scheduled by its inclusion in the approved transportation improvement plan, the approved capital budget, a state- or federally-funded project, or a development agreement executed pursuant to F.S. § 163.3221;
- (4) The construction of sidewalks is not warranted at the time of development due the presence of safety hazard or environmental limitations off-site that would likely preclude the extension of sidewalks to the affected development site;
- (5) The affected development site lies within a subdivision recorded prior to August 1, 2006, that does not presently have sidewalks; or
- (6) The construction of a sidewalk from the interior of the site connecting to the public sidewalk system along and parallel to street frontage, when the site is located within a the M-1, I, or PUD zoning district and principal use is proposed to be industrial or warehousing, and such sidewalk would not be warranted at the time of development due to projected low pedestrian accessibility demand.

\* \* \*

**SECTION 19.** Section 10-7.545 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Number of off-street parking spaces” is hereby amended to read as follows:

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

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

Zoning District	Allowed Number of Parking Spaces
R, UF, LTRUF, RC, WC, 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, MCR	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, MCN, 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, LPN	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.

- (1) Any deviation from the range of required parking established within the table above, would require approval or approval with conditions by the parking standards committee.

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

SCHEDULE 6-2. Required Parking Spaces

	Use	Minimum Off-Street Parking Requirement	Ratio of Full Size to Compact Parking Spaces (Full/Compact)	Required Bicycle Spaces	Notes
<b>RESIDENTIAL</b>					
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.	Two-family dwellings (duplex)	1.5 spaces/unit * **	100/0	0.10 per required parking space	<p>* Resident parking spaces may be tandem.</p> <p>** 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).</p>
4.	Single-family attached (townhome)	1.5 spaces/unit * **	100/0	0.10 per required parking space	<p>* Resident parking spaces may be tandem.</p> <p>** 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).</p>
35.	Housing for the elderly	To be determined by the parking standards committee*			* Developer shall submit a parking study.
46.	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).
<b>COMMERCIAL</b>					
<del>57.</del>	Uses located in commercial shopping centers	1 space/350 square feet of gross floor area	70/30	0.10 per required parking space	
<del>68.</del>	Auto repair/service station	2 per service bay plus 1 per 2,000 square feet of gross floor area	70/30	0	
<del>79.</del>	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.
<del>810.</del>	Auto washing	1 space/washing stall	70/30	0	
<del>911.</del>	Barbershops or beauty parlors	1 space/250 square feet of gross floor area	70/30	0.10 per required parking space	
<del>1012.</del>	Bank, savings and loan	1 space/400 square feet of gross floor area	70/30	0.10 per required parking space	
<del>1113.</del>	Hotel, motel	.75 space per unit	70/30	0	
<del>1214.</del>	Lumberyards, nurseries	1 space/350 square feet of gross floor area for retail sales plus 1 space/2,000 square feet	70/30	2	

		of outdoor area devoted to displays and storage			
1315.	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		
	- Government	1 space/350 square feet of gross floor area*	50/50	0.05 per required parking space	
1416.	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	
1517.	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	
1618.	Retail, furniture and appliance	1 space/1000 square feet of gross floor area	70/30	0.05 per required parking area	
1719.	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.
1820.	Senior high schools	3.25 spaces/classroom	70/30	2.50 per required parking space	
1921.	Colleges	3.25 spaces/classroom	70/30	3.00 per required parking space	

<del>20</del> <u>22</u> .	Convenience food stores	1 space/300 square feet of gross floor area	70/30	0.10 per required parking space	
<b>HEALTH SERVICES</b>					
<del>21</del> <u>23</u> .	Convalescent and nursing homes	1 space/4 beds	70/30	0.10 per required parking space	
<del>22</del> <u>24</u> .	Medical and dental offices and clinics, veterinary hospitals and clinics	1 space/250 square feet of gross floor area	70/30	0.05 per required parking space	
<b>INDUSTRIAL USES</b>					
<del>23</del> <u>25</u> .	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	
<del>24</del> <u>26</u> .	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	0.05 per required parking space	
<del>25</del> <u>27</u> .	Reserved				
<b>ENTERTAINMENT AND RECREATION</b>					
<del>26</del> <u>28</u> .	Arcades, games	1 space/300 square feet of gross floor area	70/30	0.20 per required	

				parking space	
<del>27</del> <u>29</u> .	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	
<del>28</del> <u>30</u> .	Commercial stables	1 space/5 stalls boarded on the site	70/30	0.10 per required parking space	
<del>29</del> <u>31</u> .	Driving range (golf)	1 space/tee plus required parking for any other uses on the site	70/30	0.10 per required parking space	
<del>30</del> <u>32</u> .	Golf course (regulation)	5 spaces/hole plus required parking for any other uses on the site	70/30	0.10 per required parking space	
<del>31</del> <u>33</u> .	Miniature golf	1 space/3 holes plus required parking for any other uses on the site	70/30	0.10 per required parking space	
<del>32</del> <u>34</u> .	Parks (public or private)	To be determined by the parking standards committee*	70/30		* Developer must submit a parking study.
<del>33</del> <u>35</u> .	Skating rinks	1 space/300 square feet of gross floor area	70/30	0.25 per required parking space	
<del>34</del> <u>36</u> .	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	
<del>35</del> <u>37</u> .	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.
<del>36</del> <u>38</u> .	Theaters, movies: - Single screen	1 space/4 seats	70/30	0.10 per required parking space	
	-Multiscreen	1 space/4 seats			
<b>MISCELLANEOUS</b>					

<del>37</del> 39.	Auditoriums	1 space/200 square feet of gross floor area	70/30	0.10 per required parking space	
<del>38</del> 40.	Churches and other spaces of public assembly	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
<del>39</del> 41.	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.
<del>40</del> 42.	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.
<del>41</del> 43.	Utilities	To be determined by the parking standards committee*			* Developer must submit a parking study.
<del>42</del> 44.	Libraries	To be determined by the parking standards committee*	70/30	0.20 per required	* Developer must submit a parking study.

				parking space	
--	--	--	--	------------------	--

(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 parking** spaces to be provided, using generally accepted traffic engineering practices and standards.

\* \* \*

**SECTION 20.** Conflicts. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, as of the effective date of this Ordinance, except to the extent of any conflicts with the Tallahassee-Leon County 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 Comprehensive Plan.

**SECTION 21.** Severability. If any section, subsection, sentence, clause, phrase or portion of this article is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

**SECTION 22.** Effective date. This ordinance shall be effective according to law.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this \_\_\_\_ day of \_\_\_\_\_, 2020.

LEON COUNTY, FLORIDA

BY: \_\_\_\_\_  
BRYAN DESLOGE, CHAIRMAN  
BOARD OF COUNTY COMMISSIONERS

ATTEST:  
GWEN MARSHALL, CLERK OF THE COURT  
AND COMPTROLLER  
LEON COUNTY, FLORIDA

BY: \_\_\_\_\_

APPROVED AS TO FORM:

1 LEON COUNTY ATTORNEY'S OFFICE  
2  
3

4 BY: \_\_\_\_\_  
5 CHASITY H. O'STEEN, ESQ.  
6 COUNTY ATTORNEY  
7



Section #	Proposed Code Amendment Section Title	Land Development Code Sections Affected	Description of Proposed Changes	Explanation
1	Definitions	10-1.101	Update/clarification to the definitions section	Updates the definitions of “building” and “development” to ensure the language is up to date, as well as clarifies some ambiguous language.
2	Criteria for granting waiver of non-conforming status	10-6.404	Correct reference to procedures for PELUC	Current language references Section 10-160 for PELUC procedures. The correct reference is Article VI, Division 3.
3	Industrial District	10-6.633(b)(1)	Update language to reflect DSEM as the department responsible for the determination of allowable uses	Current language says to telephone DSEM. There are other ways of communicating with DSEM, therefore, the appropriate term would be “contact.”
4	Bradfordville Commercial Auto-Oriented District (BC-1)	10-6.673(14)	Correct the reference to deviations	Current language refers to Article II for deviations. The correct reference is Article I.
5	Bradfordville Commercial Pedestrian-Oriented District (BC-2)	10-6.674(14)	Correct the reference to deviations	Current language refers to Division 3 for deviations. The correct reference is Article I.
6	Bradfordville Commercial Services District (BCS)	10-6.675(14)	Correct the reference to deviations	Current language refers to Division 8 for deviations. The correct reference is Article I.
7	Bradfordville Office Residential District (BOR)	10-6.676(11);	Correct the reference to OR-1;	Revise the reference to OR-1 to correctly state BOR;
		10-6.676(14)	Correct the reference to deviations	Current language refers to Article II for deviations. The correct reference is Article I.
8	Bradfordville Commercial Center District	10-6.680(b)	Clarify language regarding intensity and required review for warehousing	Current language is inconsistent with existing language in the Bradfordville zoning districts regarding intensity. Deviations are allowed for various sections including the intensity, therefore this language should be revised to note that the intensity shall not exceed the limits of the zoning districts, unless granted a deviation. For developments proposing warehousing, mini-warehousing or self-storage, the Type “D” review is inappropriate. Type “D” is more appropriate for PUD rezoning. The intent was to note these uses were special exceptions and to provide an elevated review. Type “C” is the appropriate review for special exceptions pursuant to Sec. 10-6.611.
9	Accessory Structures	10-6.802(a)(2);  10-6.802(c)(3)	Clarify the setbacks for accessory structures in Rural and clarify other site location standards;	For accessory structures in the Rural district, if located in the front yard, they shall, at minimum, meet the primary structure setbacks. Remove or clarify provisions in site location standards chart for other zoning districts.

			Update the requirement for securing swimming pools, hot tubs, etc.	Section 5-201 of Chapter 5, Building Code, provides more options to secure pools and similar structures rather than just a fence, therefore provision 3 is no longer necessary.
10	Accessory Uses	10-6.803(b)	Clarifying what defines an accessory dwelling	Proposed revisions to clarify the intent of the original ordinance for accessory dwellings will ensure accessory dwellings are clearly defined and the standards consistently applied.
11	Communication Antennas and Communication Antenna Support Structures	10-6.812	Correcting multiple incorrect citations	This section was revised in 2017; however, during the reformatting of the LDC last year, several citations are now incorrect. The proposed revisions will correct these inconsistencies.
12	Revised 2.1.9 Family Heir Subdivision Standards	10-7.202 10-7.202(b)	Update the section title;  Correct an incorrect citation	This section was significantly revised in 2009 and the title of the section was revised accordingly. The title now is outdated and should be revised to state "Comprehensive Plan Policy 2.1.9; Family Heir Subdivision Standards".  Subsection "b" should be revised to note that an application shall demonstrate compliance with <u>all</u> applicable requirements, not just one subsection.
13	One into Two Subdivision	10-7.205	Repeal this section; the ASAP provisions [10-7.402.7(a)] provide a streamlined process for a two-lot split	Both the one-into-two and the ASAP processes serve the same purpose: to subdivide land into two parcels. The ASAP process is by far the less complicated process utilized over the past several years. Staff recommends repealing the one-into-two provision. This will also require an update to the DSEM fee schedule. The amendment to the fee schedule will require a separate resolution not part of this ordinance.
14	Development Review and Approval System	10-7.402	Update permit review process; remove references to DRI and FQD; clarify and update multiple provisions in the exceptions chart	Update the PSD review process to be consistent with permit review procedures; remove references to DRI (repealed by the HB 1151 in 2018); clarify prerequisites for residential dwelling requirement; eliminate ag building requirements (consistent with Right to Farm Act); clarify prerequisites for new or expansion of uses; and clarify requirements for changes in use or tenancy
15	Effect of final approval, or approval with conditions of an application	10-7.410(c)	Removes the requirement for a development agreement for model home placement	The current language requires a building to enter into a development agreement that will specify the conditions for allowing up to three (3) model homes per approved subdivision. "Development agreement" is not the correct terminology; it should reference "model home agreement."
16	General layout design standards	10-7.502(c)  10-7.502(h)(1)	Refers to sections of the RP zoning district that are no longer valid  Refers to Article X for minimum width and depth requirements for lots, which is not valid	Current language refers to sections of the RP zoning district that were revised in 2018 and no longer applicable.  This subsection refers to Article X for minimum width and depth for lots. Article X is the Aquifer and Wellhead Protection regulations. The correct reference would be Article VI, Zoning, which provides your development standards for each zoning district.
17	Public sanitary sewer or on-site sewage disposal systems	10-7.524(j)	References a Policy in the Comprehensive Plan that has been renumbered	This paragraph refers to Policy 2.1.3[SS] of the Comprehensive Plan regarding wastewater flow per day for non-residential development; however, the policy was renumbered to Policy 2.1.2[SS].

18	General requirements for sidewalks with new development; fee-in-lieu of sidewalk construction	10-7.529(d)  10-7.529(5)(b)	Incorrectly cites a separate section that refers to street interconnection  Should include conservation areas and correct reference to Article X	Subsection (d) refers to Section 10-7.502, General Layout and Design Standards, which refers to street interconnection and is not relevant to this provision.  A fee-in-lieu of sidewalk construction consideration should also include potential impacts to conservation areas. The language incorrectly refers to the definitions of preservation (and conservation) areas as being located in Article X. These definitions are found in Article IV.
19	Number of off-street parking spaces	10-7.545(a);  10-7.545(b)	Schedule 6-2 needs to be updated to include requirements for duplexes and townhomes;  Refers to loading spaces not “parking”	The schedule needs to include parking space requirements for two-family dwellings (duplexes) and SF attached dwellings (townhomes);  Should correctly state that the required number of <u>parking</u> spaces are to be provided. Also, should be revised to indicate a parking study reviewed by the Parking Standards Committee is the proper procedure for this determination.



## ***MEMORANDUM***

**TO:** Ryan Culpepper, Director Development Services  
Leon County Department of Developmental Support and Environmental Management

**FROM:** Susan Denny, Senior Planner  
Tallahassee-Leon County Planning Department

**THROUGH:** Russell Snyder, Administrator, Land Use Division  
Tallahassee-Leon County Planning Department

**DATE:** February 13, 2020

**SUBJECT:** Consistency Review—Scrivener’s Ordinance  
Planning Commission Meeting: March 3, 2020

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### **Summary of Proposed Ordinance**

The proposed ordinance amends several sections of Chapter 10 of the Leon County Code of Laws, known as the Leon County Land Development Code (“Code”). The purpose of the proposed amendments is to “clean-up” the Code by correcting typographical errors, eliminating outdated terminology and code citations, and by deleting or making minor modifications to text in order to make the Code more clear and accurate.

### **Finding**

Objective 1.4 of the Land Use Element of the Tallahassee-Leon County Plan requires Leon County to “Maintain a set of specific and detailed Land Development Regulations, which implement [the] goals, objectives and policies of the Tallahassee-Leon County Comprehensive Plan”. The proposed amendments to the Code implement Objective 1.4 by providing increased accuracy and clarity in the Leon County Land Development Regulations.

### **Finding of Consistency with the *Tallahassee-Leon County Comprehensive Plan***

Based on the finding above the proposed Leon County Scrivener’s Ordinance is consistent with the Tallahassee-Leon County Comprehensive Plan.

## **NOTICE OF VIRTUAL ONLY PUBLIC HEARING**

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "Board") will conduct a virtual only public hearing on Tuesday, April 28, 2020, at 3:00 p.m., or as soon thereafter as such matter may be heard, by utilizing communications media technology in accordance with the Florida Governor's Executive Order 20-69, to consider adoption of an ordinance entitled to wit:

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA; AMENDING CHAPTER 10, THE LAND DEVELOPMENT CODE, OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; AMENDING SECTION 10-1.101, DEFINITIONS; AMENDING SECTION 10-6.404, CRITERIA FOR GRANTING WAIVER OF NON-CONFORMING STATUS; AMENDING SECTION 10-6.633, INDUSTRIAL DISTRICT; AMENDING 10-6.673; BC-1 BRADFORDVILLE COMMERCIAL AUTO-ORIENTED DISTRICT; AMENDING 10-6.674, BC-2 BRADFORDVILLE COMMERCIAL PEDESTRIAN-ORIENTED DISTRICT; AMENDING SECTION 10-6.675, BCS BRADFORDVILLE COMMERCIAL SERVICES DISTRICT; AMENDING SECTION 10-6.676, BOR BRADFORDVILLE OFFICE RESIDENTIAL DISTRICT; AMENDING 10-6.680, BRADFORDVILLE COMMERCIAL CENTER DISTRICT; AMENDING 10-6.802, ACCESSORY STRUCTURES; AMENDING 10-6.803, ACCESSORY USES; AMENDING SECTION 10-6.812, COMMUNICATION ANTENNAS AND COMMUNICATION ANTENNA SUPPORT STRUCTURES; AMENDING SECTION 10-7.202, REVISED COMPREHENSIVE PLAN POLICY 2.1.9 FAMILY HEIR STANDARDS; REPEALING 10-7.205, ONE-INTO-TWO SUBDIVISION; AMENDING SECTION 10-7.402, DEVELOPMENT REVIEW AND APPROVAL SYSTEM; AMENDING SECTION 10-7.410, EFFECT OF FINAL APPROVAL, OR APPROVAL WITH CONDITIONS OF AN APPLICATION; AMENDING SECTION 10-7.502, GENERAL LAYOUT AND DESIGN STANDARDS; AMENDING SECTION 10-7.524, PUBLIC SANITARY SEWER OR ON-SITE SEWAGE DISPOSAL SYSTEMS; AMENDING SECTION 10-7.529, GENERAL REQUIREMENTS FOR SIDEWALKS WITH NEW DEVELOPMENT; FEE-IN-LIEU OF SIDEWALK CONSTRUCTION; AMENDING SECTION 10-7.545, NUMBER OF OFF-STREET PARKING SPACES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Leon County will be broadcasting the virtual only public hearing on Comcast Channel 16, Prism Channels 16 and 1016-HD, and the County's Facebook page, You Tube channel, and web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). All interested parties are invited to submit public comment until 8:00 p.m. on Monday, April 27, 2020, by visiting <http://cms.leoncountyfl.gov/Home/Commission-Meetings/Meeting-Comments>. All submitted comments will be distributed to the Board prior to the public hearing and made a part of the record. Written comments received by the public will be posted on the County's website ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)) in advance of the hearing. Persons needing assistance with submitting comments may contact County Administration via telephone at 850-606-5300, or via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov).

Public comment received after the 8:00 p.m., Monday, April 27, 2020, deadline will be made available to the Board and entered into the record during the hearing, although the County cannot guarantee that Commissioners will have adequate time to review such comments prior to the hearing or that the comments will be posted on the County website prior to the hearing.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Mathieu Cavell or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of the ordinance may be inspected on the County's web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). To receive copies of the ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration via telephone at 850-606-5300, or the Department of Development Support and Environmental Management at 850-606-1300.

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #3**

# Leon County Board of County Commissioners

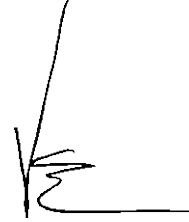
## Agenda Item #3

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** First of Two Public Hearings to Consider Adopting an Ordinance Amending Section 10-6.660 of the Land Development Code, Entitled “Lake Protection Node Zoning District”



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support and Environmental Management
<b>Lead Staff/ Project Team:</b>	Ryan Culpepper, Director, Development Services Division Shawna Martin, Principal Planner, Development Services Division Scott Brockmeier, Administrator, Development Services Division Jeremy Floyd, Neighborhood and Urban Design Manager, PLACE Anne Rokyta, Urban Designer, PLACE Artie White, Comprehensive Planning Manager, PLACE

### **Statement of Issue:**

This item requests the Board conduct the first of two required Public Hearings to consider adopting a proposed Ordinance to amend the Lake Protection Node (LPN) zoning district which is intended to provide greater flexibility of development options within the nodes in order to more effectively encourage new development and redevelopment while still meeting the intent and goals of the Lake Protection (LP) Future Land Use (FLU) Category.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Conduct the first of two required Public Hearings to consider adopting an Ordinance amending Section 10-6.660 of the Land Development Code, entitled “Lake Protection Node Zoning District” (Attachment #1), and schedule the second and final Public Hearing for May 26, 2020, at 6:00 p.m.

## **Report and Discussion**

### **Background:**

This item requests the Board conduct the first of two required Public Hearings to consider adopting a proposed Ordinance to amend the Lake Protection Node (LPN) zoning district. At the October 15, 2019 meeting, the Board authorized staff to proceed with the drafting of an Ordinance to amend the LPN zoning district. The proposed Ordinance amendments are based on an assessment of current development standards against recent development activity in the district. The proposed revisions are intended to provide greater flexibility of development options within the nodes in order to more effectively encourage new development and redevelopment while still meeting the intent and goals of the Lake Protection (LP) Future Land Use (FLU) Category.

In January 2013, the Board approved a strategic initiative to develop solutions to promote sustainable growth inside the LP zoning district. At a November 2013 workshop, the Board approved several options to implement this strategic initiative, including the creation of the new LPN zoning district. On May 26, 2015, the Board adopted an amendment to the Tallahassee-Leon County 2030 Comprehensive Plan which revised the LP FLU to address numerous issues, including the location of nonresidential uses and the incentivization of clustered residential development.

Subsequent to the adoption of the Comprehensive Plan amendment, the Board approved related revisions to the Leon County Land Development Code (LDC). These revisions operationalized the changes to the LP FLU and included the creation of the LPN zoning district.

The LPN zoning district allows for compact, mixed-use, and multimodal neighborhood centers at specific intersections (nodes) within the Lake Jackson Basin. The node concept also allows for mixed-use development in a compact form that reduces stormwater impacts to Lake Jackson by minimizing impervious surface area within the lake’s basin. In addition, the node can reduce the number and length of automobile trips by bringing pedestrian-oriented, neighborhood centers proximate to residential neighborhoods. As a result, there were four node locations established that are generally located near the following intersections:

- Highway 27 North / Capital Circle Northwest;
- Fred George Road / Highway 27 North;
- Sessions Road / Highway 27 North; and
- Bull Headley Road / Bannerman Road.

Development standards for the LPN were predicated upon traditional, walkable development patterns and intended to provide for significant environmental and quality of life improvements over auto-oriented or “strip” development. By concentrating commercial, office, and higher density residential uses in compact, walkable centers, the LPN reduces automobile trips, decreases the need for costly and environmentally impactful roadway improvements, and provides convenient and attractive shopping and employment options to nearby residential areas.



**Analysis:**

The LDC is intended to be a living document that is evaluated and amended over time to respond to new information and the needs of the community. The LPN zoning district has been in effect for approximately four years but has experienced limited use in that time. Of the approximately 150 acres eligible for development under the LPN standards, less than 10 acres have been proposed for development. This limited level of interest in the newly created district is unusual given the robust development and construction market in recent years and has provided the opportunity to evaluate the LPN zoning district standards. Through such, it has become apparent that some of the allowable uses and development standards have not led to the intended nodal development pattern of walkable mixed-use neighborhood centers.

The original intent of the LPN zoning district was to encourage neighborhood shopping centers that would create cohesion with surrounding uses, thereby fostering healthy neighborhoods. The development pattern that was not desired was the establishment of singular, big-box retail stores set in isolation from neighboring communities. Neighborhood centers, as defined by the International Council of Shopping Centers (ICSC; Attachment #2) are small-scale malls that serve the local neighborhood by providing day-to-day needs, typically have a supermarket or a drugstore as an anchor, usually have a retail area of 30,000 to 125,000 square feet (5-20 stores) and serve a primary trade area of three miles. Anchor stores are typically 30-50 percent of the gross leasable area of the center, with the primary anchor being a supermarket which typically ranges from 45,000 to 60,000 square feet.

As adopted, the current development standards for the LPN district allow a maximum building footprint size of only 10,000 square feet. This standard would at best promote the development of a strip mall/convenience center style development where the stores are typically arranged in a row, "L" or "U" shaped, with a sidewalk and large parking lots in front facing major traffic arterials. They tend to be self-contained, do not promote walkability and have few pedestrian connections to surrounding neighborhoods. These centers are typically anchor-less or have a small convenience-store anchor similar to a general store or mini-mart. It is among the smallest of the shopping centers categorized by the ICSC and provides a narrow mix of goods and personal services to a limited trade area of less than one mile.

The American Planning Association addresses the concerns of communities regarding big-box development in a Planning Advisory Service Report (PAS; Attachment #3). The report notes that the banning of stores over a certain size may actually limit the kind of retail a city wants and can thereby be an ineffective means of regulating big-box stores. The PAS Report instead advises communities to carefully structure their ordinances to include specific definitions of retail uses and consider implementing an overall square footage cap for anchor stores and provides guidance on how these caps should be applied.

Urban design measures are also critical to facilitate the strengthening of a commercial district and its surrounding neighborhood. Layout and building design standards are integral to increasing compatibility between multi-family, single-family and commercial development to ensure an inviting pedestrian destination. Pedestrian-friendly storefronts and a special district character or identity also play an important role in compatibility and connectivity to adjacent neighborhoods.

Larger developments can also use design details such as awnings, noncontinuous facades, landscaping, interior block parking and other amenities in order to provide the look and feel of a real streetscape. All these measures were considered when drafting the proposed Ordinance amendments, which are summarized in this analysis.

#### Permitted, Prohibited and Restricted Uses

The node was intended to generate a mixed-use development pattern which incorporates residential and nonresidential components that complement and tie in neighboring developments. A recent project in one of the LPN nodes was developed solely with single-family detached residential dwelling units. Single-family detached residential development could have occurred within in the original LP zoning district without rezoning to LPN, but unfortunately, the LPN zoning district did not expressly prohibit single-family detached residential dwellings from being developed on their own, apart from nonresidential or mixed-use development. Therefore, this portion of the node was not developed at the intended intensities/densities that would have created a neighborhood, walkable, mixed-use development pattern.

Additionally, the current list of permitted, prohibited and restricted uses in the LPN district has proven to cause some confusion. Ideally, uses are regulated by category, such as commercial, office, lodging, residential, civic, institutional, and industrial, and are not specific, such as coffee shop, ice cream parlor, and barber shop. Where there are uses that need to be restricted or prohibited, these uses should be specifically listed to avoid confusion. This eliminates the need of trying to create an exhaustive list of permitted uses and helps the development community clearly understand what uses are not desirable in an area.

The Ordinance proposes the following amendments to the list of permitted, prohibited and restricted uses:

1. Single-family detached residential dwelling units and duplexes would be prohibited. Provisions will be included to allow existing single-family residential units in the LPN to remain “conforming,” provide the ability to add improvements to those properties and have the ability to rebuild in the event of casualty.
2. The list of permitted uses would be streamlined into main categories instead of by specific uses.
3. Automotive service and repair (including car wash) would be added to the list of prohibited uses as it does not promote the desired type of development pattern in the district.
4. Restrictive uses would be limited to drive-through restaurants and pick-up windows in order to apply specific site layout criteria such as a pedestrian-friendly design.

#### Development Standards

Some of the existing LPN site and development standards have proven hard to effectively implement with the intended Neighborhood Center development pattern. As written, the development standards do not provide clear direction to create a site layout that promotes a main street concept and walkability. Development Support and Environmental Management (DSEM) Development Services staff and members of the Department of Planning, Land Management and

Community Enhancement (PLACE) urban design and comprehensive planning teams collaborated on the desired development pattern for the nodes. As part of the proposed amendments, illustrative examples were drawn, and corresponding written development standards developed to aid in describing the desired development pattern. The amendments include updates to site layout and design standards including, but not limited to streets, streetscapes, parking, frontages, signage, lighting and building design and orientation.

A synopsis of the proposed amendments is provided below:

1. Maximum Building Size - As noted previously, the development pattern that was not desired in the nodes was singular, big-box retail stores set in isolation from other commercial and residential uses. As such, a maximum building size of 10,000 SF was established for nonresidential uses. This was intended to foster the creation of small neighborhood shopping centers that were walkable and contained a mix of uses from commercial to office to residential. What was not anticipated, however, was that this type of development in a suburban setting was often not sustainable without a strong anchor to pull in and support such neighborhood commercial enterprises. In fact, it has been noted in market research by Retail Markets SmartCode (Attachment #4) that Neighborhood Centers are often anchored with a supermarket which is the engine that supports most of the other smaller businesses to the extent that when a supermarket closes, many of the other tenants will immediately leave the center.

The intended development pattern, the creation of a Neighborhood Center, was actually being hindered by the current maximum building size standard as it did not allow for the establishment of a viable anchor store. Additionally, many of the existing nodes already have anchor stores that exceed the 10,000 SF building footprint size. The maximum footprint size would therefore prohibit existing anchors from completely rebuilding because they would only be allowed to redevelop within the confines of a nonconforming status, which would also prove challenging for financing the redevelopment. This unintended consequence would keep the existing nodal development patterns stagnant and would be ineffective in intent.

To prevent the establishment of big-box stores while still allowing for a viable anchor, the proposed Ordinance would increase the maximum building size for one building per node to 50,000 SF. All other buildings would have to meet a maximum building size of 20,000 SF or less, except vertical mixed-use buildings which would be allowed a maximum building size of up to 25,000 SF.

2. Building Setbacks: Maximum building setbacks, rather than minimum, have been determined to be the most important factor when attempting to create a walkable district. When buildings are set back too far from the sidewalk, streetscape enclosures are eroded, and the vibrancy of a street suffers. Therefore, minimum building setbacks would be removed for nonresidential uses in the proposed Ordinance. Additionally, building setbacks from adjoining land uses would be removed as other development standards, incompatible land uses, buffers and perimeter buffers will naturally set these uses apart at comparable distances without imposing additional setback requirements.

3. Residential Densities: As noted previously, single-family detached dwelling units and duplexes would be removed from the list of permitted uses and be prohibited in the LPN district. In addition, minimum residential density requirements for single-family attached and multi-family residential uses would be removed as they were deemed unnecessary due to the market dictating profitable returns based on maximum density allowances, not minimum. Maximum residential densities for single-family attached and multi-family uses would remain the same at eight dwelling units per acre.
4. Site Layout and Design: The most critical element to commercial success and the creation of a vibrant walkable district is how buildings meet the street. These areas should encourage cross-shopping where a visitor can park once and easily access businesses along a corridor leading to an anchor store. Functional sidewalks, streetscapes, building orientation, street facing entries, transparency, control of parking locations and restrictions on blank walls, to name a few, are all vital in creating a supportive pedestrian environment. Amendments to the existing LPN development standards will better define and illustrate how buildings should meet the street and the importance of site layout. Drawings will be included in these amendments to further illustrate the intent of the district.

#### Stakeholder Outreach

An overview of the proposed amendments to the LPN zoning district were presented on January 13, 2020, to the DSEM Advisory Committee of Quality Growth for their review and recommendations. The ACQG group consists of a diversity of organizations which are intended to garner broader stakeholder input on draft policies being proposed by DSEM. During the presentation of the LPN zoning district amendments, the Committee asked specific questions regarding whether development in the LPN districts is required to connect to central utilities and the impact of the proposed changes on established stormwater requirements. Upon being informed that any new development within the district would need to connect to central water and sewer and that no changes to the established stormwater standards were proposed, the Committee was supportive of the proposed amendments.

Stakeholder input was also sought from Summerbrooke representatives, given the level of development activity near the LPN at the intersection of Bannerman and Bull Headley Roads and the expressed interest of the Summerbrooke Homeowners Association (HOA) on future development in the area. An overview of the proposed modifications to the LPN zoning district were presented to representatives of the Summerbrooke HOA for their review and comments at a meeting held at DSEM on December 19, 2019. The Summerbrooke representatives expressed concerns about stormwater management facility design and the impacts it may have on their lakes and ponds in Summerbrooke. Additionally, they wanted to be involved with any design standards for the Lake Protection (LP) zoned portion of the Cawthon property, adjacent to Summerbrooke and within the LPN, and any future interconnect with their neighborhood. They were informed that no changes were being proposed to the LP or Bradfordville stormwater standards, which are the highest in the County. Their desired involvement related to the development of the Cawthon property, which will be part of the development review process, and that notifications would be mailed if a development application is received for the County's review. They were also informed

that County staff would email the Summerbrooke HOA the agenda materials should an applicant request a pre-submittal meeting regarding development of the Cawthon property.

A second meeting with the Summerbrooke HOA representatives took place on February 5, 2020, to discuss the specific amendments being proposed in the draft Ordinance. The representatives were asked to provide any comments and feedback on the draft Ordinance prior to the first public hearing. Brief comments were received on March 11, 2020 and the primary concern was regarding loading and waste service trucks and dumpsters. The proposed amendments currently include specific development standards regarding how loading and waste services shall be sited and screened on-site in order to mitigate impacts to neighboring properties. In addition, the site itself will have uncomplimentary land use buffers, natural areas, setback requirements and site layout standards that will all address any potential conflicts or concerns regarding noise from dumpsters or loading areas.

Lastly, the Friends of Lake Jackson (FOLJ) have also been provided a copy of the proposed LPN amendments and a conference call with the President of the FOLJ was held to discuss the proposed amendments and answer his immediate questions and concerns. The immediate questions and concerns centered around stormwater and inter-basin transfer, both of which are not being altered as part of this amendment. Additionally, increased traffic and the potential for an increase in impervious surface associated with parking areas due to the allowance of an increased footprint size for one single-use tenant in each node. Staff explained that the overall intensity of development associated with each nodal site was not changing, so the allowance for one building to increase in overall footprint would not necessarily increase the amount of impervious surface on a site. Additionally, it was noted that the LPN zoning district standard limits parking to a range of 40 percent to 70 percent of the general parking standard typically allowed by code and require shared parking arrangements between tenants. Furthermore, the LPN standards encourage low-impact development techniques, such as rain gardens and bio-retention swales, to be incorporated into the design of the site to allow stormwater infiltration to occur as close to the source as possible. The FOLJ President intends on forwarding the draft LPN amendments to his members for consideration and comment prior to the upcoming public hearings by both the Board and the Planning Commission. Final comments will be incorporated into future agenda items.

#### Comprehensive Plan Consistency Determination

PLACE staff conducted a review of the proposed Ordinance and determined it is consistent with the Tallahassee-Leon County Comprehensive Plan (Attachment #5). The Ordinance will be reviewed by the Planning Commission at a Public Hearing on May 5, 2020.

#### Public Notification:

Notice of the Public Hearing has been published in accordance with the requirements of Florida Statutes (Attachment #6).

**Options:**

1. Conduct the first of two Public Hearings to consider adopting an Ordinance amending Section 10-6.660 of the Land Development Code, entitled “Lake Protection Node Zoning District,” and schedule the second and final Public Hearing for May 26, 2020, at 6:00 p.m.
2. Conduct the first of two Public Hearings to consider adopting an Ordinance amending Section 10-6.660 of the Land Development Code, entitled “Lake Protection Node Zoning District,” and do not schedule the second and final Public Hearing for May 26, 2020, at 6:00 p.m.
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Proposed Ordinance
2. ICSC U.S. Shopping Center Categories
3. APA PAS Report Excerpt
4. Retail Markets SmartCode Excerpt
5. Planning Consistency Memo
6. Notice of Public Hearing

**LEON COUNTY ORDINANCE NO. 2020-**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 10, THE LAND DEVELOPMENT CODE, OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; AMENDING SECTION 10-6.660, LAKE PROTECTION NODE ZONING DISTRICT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

WHEREAS, the intent of the Lake Protection and Lake Protection Node Zoning Districts is to ensure that environmentally sound and sustainable development occurs within the Lake Jackson drainage basin with minimal impacts to water quality; and

WHEREAS, the Board is desirous to ensure the continued protection of the water quality in the Lake Jackson drainage basin; and

WHEREAS, the Ordinance will amend the development standards of the Lake Protection Node Zoning District to address issues with the implementation of the intended Neighborhood Center development pattern; and

WHEREAS, the implementing regulations for the Lake Protection Node Zoning District are located in Chapter 10 of the Leon County Code of Laws; and

WHEREAS, amendments to the applicable provisions of Chapter 10 will be required to maintain consistency with the Comprehensive Plan;

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

**Section 1. Amendments to Code.**

Section 10-6.660 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Lake Protection Node Zoning District," is hereby amended to read as follows:

~~Sec. 10-6.660. Lake Protection Node.~~

1. District Intent	2. Allowable District Location
<p><del>—The lake protection node (LPN) zoning district is intended to:</del></p> <ol style="list-style-type: none"> <li><del>1. Accommodate compact mixed-use development at designated major intersections to provide retail, service and recreation opportunities to nearby residents;</del></li> <li><del>2. Provide a development pattern that is transit supportive, based on a high degree of interconnected streets, and a compact layout of uses that addresses streets and sidewalks;</del></li> <li><del>3. Create a development pattern that maximizes infrastructure and minimizes environmental impact by concentrating non-residential uses around major intersections;</del></li> <li><del>4. Protect community health and safety by minimizing automobile dependency and reducing vehicle miles traveled through design supporting a variety of travel modes;</del></li> <li><del>5. Create a community where travel by foot and bicycle is safe, convenient, and comfortable;</del></li> <li><del>6. Minimize stormwater runoff by limiting surface area devoted to parking and requiring strict volume control stormwater facilities; and</del></li> <li><del>7. Facilitate compatibility with nearby neighborhoods through buffers, transitioning building mass and scale, and through careful site design.</del></li> </ol> <p><del>—The LPN district shall permit residential, non-residential, and mixed-use development (including, but not limited to, office and commercial uses) utilizing urban services. Non-residential development allowed within this district is limited to office, retail, services, and community facilities. The LPN district also allows certain community and recreational facilities related to residential uses. Urban services are intended for this district inside the urban service area. The density or intensity of permitted development may depend upon the availability of such services. Existing non-residential uses within this district that meet all water quality and stormwater treatment standards set forth in the Comprehensive Plan and the environmental regulations of the county will be considered permitted, lawfully established conforming uses.</del></p>	<ol style="list-style-type: none"> <li><del>a. The district may only be located within areas designated lake protection on the future land use map; and</del></li> <li><del>b. The lake protection node zoning district shall be permitted generally within ¼ mile of the center of the following intersections and as specifically illustrated in exhibits A, B, C and D of this section:</del> <ol style="list-style-type: none"> <li><del>(1) Highway 27 North and Sessions Road;</del></li> <li><del>(2) Highway 27 North and Fred George Road;</del></li> <li><del>(3) Highway 27 North and Capital Circle NW/Old Bainbridge Road;</del></li> <li><del>(4) Bannerman Road and Bull Headley Road; and</del></li> </ol> </li> <li><del>c. Within the areas described in subsection (b) of this section, the location of the district may be further limited to facilitate compatibility with existing residential areas in the lake protection future land use category or to minimize potential adverse environmental impacts on Lake Jackson and its tributaries and other environmental features; and,</del></li> <li><del>d. Shall be located in areas served by central sewer and central water.</del></li> </ol>



PERMITTED, PROHIBITED AND RESTRICTED USES			
3. Principal Uses	4. Prohibited Uses	5. Restricted Uses	6. Accessory Uses
<p>(1) <del>Active and passive recreation facilities.</del></p> <p>(2) <del>Automotive retail, service, and repair, including car wash.</del></p> <p>(3) <del>Banks and other financial institutions.</del></p> <p>(4) <del>Community facilities related to the permitted principal uses, including libraries, religious facilities, police/fire stations, and elementary, middle, high, and vocational schools</del></p> <p>(5) <del>Daycare centers.</del></p> <p>(6) <del>Government offices and services.</del></p> <p>(7) <del>Live work units.</del></p> <p>(8) <del>Lodging.</del></p> <p>(9) <del>Medical and dental offices, services, laboratories, and clinics.</del></p> <p>(10) <del>Nursing homes and other residential care facilities.</del></p> <p>(11) <del>Office.</del></p> <p>(12) <del>Residential—any unit type.</del></p> <p>(13) <del>Restaurants, without drive-in facilities.</del></p> <p>(14) <del>Retail.</del></p> <p>(15) <del>Studios for photography, music, art, dance, and voice.</del></p>	<p>(1) <del>Campgrounds and recreational vehicle parks, except where legally established and in existence prior to 1-1-2010.</del></p> <p>(2) <del>Dry cleaners.</del></p> <p>(3) <del>Gas stations, fuel/oil dealers and liquefied petroleum products.</del></p> <p>(4) <del>Golf courses.</del></p> <p>(5) <del>Heavy equipment rental.</del></p> <p>(6) <del>Manufactured home parks.</del></p> <p>(7) <del>Motor vehicle tracks.</del></p> <p>(8) <del>Outdoor gun range.</del></p> <p>(9) <del>Outdoor storage.</del></p> <p>(10) <del>Residential—Mobile homes and standard design manufactured homes</del></p> <p>(11) <del>Scrap material storage or processing.</del></p> <p>(12) <del>Towing, wrecking, and recovery.</del></p> <p>(13) <del>Warehouses and self-storage.</del></p> <p>(14) <del>Welding and machine shops.</del></p> <p>(15) <del>Wholesale trade.</del></p> <p>(16) <del>Other uses, which in the opinion of the County Administrator or designee are of a similar and compatible nature to those uses described in this district.</del></p>	<p>(1) <del>Small appliance repair.</del></p> <p>a. <del>All repair activity shall occur within an enclosed structure;</del></p> <p>(2) <del>Pet day care.</del></p> <p>a. <del>Shall be an accessory use to a veterinary clinic or pet store.</del></p> <p>b. <del>Outside boarding and unsupervised outside activity are prohibited.</del></p> <p>(3) <del>Shared stormwater management facilities.</del></p> <p>a. <del>Shall be designed as an amenity.</del></p> <p>b. <del>Safety fences shall be planted with vegetation equal to the fence height at plant maturity.</del></p> <p>c. <del>Shall meet the requirements of section 10-4.301.</del></p>	<p>(1) <del>Any use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure as determined by the County Administrator or designee.</del></p> <p>(2) <del>Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</del></p>

Development Standards										
	7. Density, Intensity and Building Restrictions			8. Lot or Site Area Restrictions			9. Building Setbacks			
Use Category	a. Allowable Densities (dwelling units/acre)	b. Allowable Intensities (square feet/acre)	c. Maximum Building Height	a. Minimum Lot Area	b. Lot Width	c. Minimum Lot Depth	a. Front	b. Side Interior	c. Side Corner	d. Rear Single Use Development
Single-family detached and attached residential	Min: 4 Max: 8	None	35-foot	None	None	None	Min: 10 feet Max: 15 feet	Min: 0 feet Max: 10 feet Adjoins existing single-family subdivisions: 25 feet min.	Min: 10 feet Max: 15 feet	Min: 20 feet Adjoins existing single-family subdivisions 40 feet min.
Multi-family residential	Min: 4 Max: 8	None	35-foot	None	None	None	Min: 5 feet Max: 15 feet	Min: 10 feet Max: 15 feet Adjoins RP future land use category: 40 feet min.	Min: 10 feet Max: 15 feet	Min: 20 feet Adjoins existing single-family subdivisions: 40 feet min.
Non-residential and community and recreational facilities	N/A	10,000 sf/ac; vertical mixture of uses may receive a bonus of 2,500 sf/ac for a total of 12,500 square feet/ac	4 stories	N/A	N/A	N/A	Min: 5 feet Max: 15 feet	Min: Zero abutting buildings or 10 feet Max: 15 feet Adjoins existing single-family subdivisions: 40 feet min.	Min: Zero Max: 15 feet	Min: 20 feet Adjoins existing single-family subdivisions: 40 feet min.

Mixed-Use Development										
Mixed-use development	Min: 4 feet Max: 8 feet	10,000 sf/ac, vertical mixture of uses may receive a bonus of 2,500 sf/ac for a total of 12,500 square feet/ac	4 stories	N/A	N/A	N/A	Min: 5 feet Max: 15 feet	Min: Zero abutting buildings or 10 feet Max: 15 feet Adjoins existing single-family subdivisions: 40 feet min.	Min: 10 feet Max: 15 feet	Min: 20 feet Adjoins existing single-family subdivisions: 40 feet min.

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10. Building Size Standards		
Use Category	a. Maximum Building Size	b. Maximum building floor area per structure
Single-Family Detached and Attached Residential	N/A	N/A
Multi-Family Residential	15,000 square feet	N/A
Non-Residential and Community and Recreational Facilities	Standard: 10,000 square feet	Standard: 14,000 square feet
Mixed-Use Development	Standard: 10,000 square feet	Standard: 30,000 square feet

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**11. Mixed Use Incentive Qualifications:** ~~Developments incorporating a vertical mixture of residential and non-residential uses within a single development application or those which retrofit an existing development to include a vertical mixture of residential and non-residential uses, qualify for additional density and intensity provided for mixed-use development, pursuant to the following criteria:~~

- ~~a. At the completion of all development phases, no less than 20 percent of the gross floor area within the development is devoted to either residential use or non-residential use;~~
- ~~b. The development consists of a mixture of uses within a single building or within multiple adjacent buildings, wherein the different uses are located no further than 200 feet apart; and~~
- ~~c. The development application must provide a common plan for the development of all included parcels, including shared infrastructure.~~

**12. Access Management:**

- ~~a. Direct access to an arterial roadway or major collector shall be limited and provided via public right-of-way.~~
- ~~b. There shall be no more than one public right-of-way connection to an arterial roadway and to each adjacent collector street per each nodal quadrant; until such time as a street system is created to provide access to all parcels adjoining the adjacent arterial roadway or the adjacent collector street, individual properties may obtain access, if needed, on a temporary basis.~~
- ~~c. Applicants for development shall enter an agreement to cooperate in any future project to consolidate access points or to share access with abutting properties as opportunities arise.~~

**13. Blocks, Frontage, and Sidewalks:** ~~Street design and layout shall support an interconnected street network and pattern of a scale conducive to pedestrian and bicycle use.~~

- ~~a. Block length: Long side: 600 feet maximum, except where divided by a mid-block pedestrian crossing or alley, in which case, maximum block length may be 850 feet. Short side: Distance may vary between 200 and 400 feet to accommodate environmental and physiographic limitations.~~
- ~~b. Mid-block pedestrian crossings: A publicly accessible pedestrian crossing shall be provided for blocks with a length greater than 600 feet on one or more sides.~~
- ~~c. Sidewalk width and placement: Frontage sidewalks shall be a minimum of eight feet in width. All other sidewalks shall be no less than 5 feet in width.~~
- ~~d. Pedestrian weather protection: Where practical, non-residential and mixed-use buildings shall provide weather protection, arcade, awning, etc., along the frontage sidewalk extending at least 3 feet.~~
- ~~e. Alternative surface material: Use of distinctive paving texture, type, and color for transitions between neighborhoods and within pedestrian areas is encouraged. Interconnections between neighborhoods should also be distinguished through the use of vertical architectural elements, such as archways, gateways, or bollards.~~

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**14. Street Trees:** All development or redevelopment shall incorporate street trees within the right-of-way, preferably between the back of curb and sidewalk.

- a. Street trees shall be planted between 20—30 feet on center, except when a greater distance may be required to avoid conflict with visibility, street lamps, utilities, or safety issues would be compromised with the required location.
- b. A minimum planting strip of six feet shall be provided between the back of curb and sidewalk, except where on-street parking is provided and tree wells or planters are more appropriate.
- c. Tree selection and location shall be approved by the local utility provider and shall be no higher than 20 feet at maturity when located beneath power lines.

**15. Parking:**

- a. Location: Parking shall not be located between the building facade and the right-of-way, and shall be located on street, internal to the block, or to the rear of structures. Where site constraints necessitate, up to 25 percent of required parking may be permitted to the side of buildings.
- b. On-street parking: All streets created or expanded in association with development in this district shall be designed to accommodate on-street parking.
- c. Quantity: On-site parking shall be limited to a range of 40 percent to 70 percent of the general parking standard set forth in section 10-7.545. Schedule 6-2, On-street parking, provided on adjacent rights-of-way within the LPN zoning district without crossing an arterial or collector street may be counted towards meeting the parking requirement. Shared parking may also count toward the requirement.
- d. Size: Individual off-street surface parking lots shall not exceed 0.75 acre.

**16. Building Position:**

- a. Orientation: The principal building entryway shall be oriented to the street, other than an arterial roadway, and be designed to provide direct pedestrian access from that street. Where buildings are equidistant to two or more streets, the principal entryway may be located on either street. Buildings may be oriented toward the arterial roadway so long as there is a parallel street located between the arterial roadway and the building.
- b. Encroachments: Porches, balconies, patios, pedestrian weather protection features and other like architectural features may encroach into 50 percent of the front setbacks. Seating within the required yard setbacks shall be allowed. Encroachments, permanent and temporary, shall not result in a constrained pedestrian passageway of less than 5 feet in width.

**17. Building Facade Length:** Non-residential and mixed-use building facades along any public street frontage shall not exceed 100 feet, unless vertical structural elements and functional entrance doors divide that facade no less than every 50 feet.

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**18. Transparency:** ~~Adjacent to streets, sidewalks, and publicly accessible parking areas, non-residential and mixed-use buildings shall provide a minimum facade transparency of 50 percent at pedestrian level—between two and eight feet above finished grade—and residential buildings shall provide a minimum facade transparency of 25 percent at pedestrian level.~~

**19. Building Materials:**

- a. ~~The following materials are prohibited: corrugated metal, standing seam, or v-crimp metal sheeting exterior walls or wall coverings.~~
- b. ~~The use of vinyl siding may not comprise more than 20 percent of any exterior wall plane.~~

**20. Roof Types:**

- a. ~~All roof types are allowed. The use of gable roofs, cross gable roofs, and dormers are encouraged for buildings of two stories or less.~~
- b. ~~Flat roofs shall provide horizontal articulation with a building cap at the top of the building base and/or incorporate the use of parapets.~~

**21. Buffering, Fencing, and Screening:**

- a. ~~Buffer zone standards: Buffering is not required between uses in the LPN zoning district. Where development abuts existing single-family subdivisions, the landscape buffer standards of section 10-7.522 shall apply.~~
- b. ~~Fencing: Chainlink fencing visible from public right-of-way or property is prohibited, unless screened by vegetation that covers completely at plant maturity.~~
- c. ~~Screening of service connections and facilities: Outdoor service areas, loading docks, trash collection, outdoor storage, mechanical equipment, shall be mitigated by the use of screening material consistent with the materials and design treatments of the primary facade of the primary building and/or evergreen landscape plant material.~~
- i. ~~Landscape plans shall provide sight lines for natural surveillance between 3 and eight feet above grade.~~
- ii. ~~The service areas shall not be within 50 feet of any adjoining residential property.~~
- iii. ~~The service areas shall be screened with vegetation and fences/ masonry walls that are of sufficient height (minimum six feet) and opacity (minimum 50 percent) to screen from nearby streets and residential areas. Fences or masonry walls shall be constructed with materials that are incorporated in the design of the principal building.~~
- iv. ~~Above ground utility boxes visible from the street shall be screened with landscaping on at least two sides, thereby preserving access for the utility provider.~~
- d. ~~Off street parking; landscaping: A minimum 10-foot wide landscaping strip shall line the perimeter of surface parking lots, and shall be landscaped with one canopy tree per 20 linear feet of frontage and a continuous row of shrubbery not to exceed 3 feet at maturity.~~
- e. ~~Required landscaping; Alternative compliance methods. Development is encouraged to utilize the site design alternatives set out in sections 10-4.347 and 10-4.350.~~

## **22. Lighting:**

- a. Intensity limits: Lighting levels at the property line as measured at 6 feet above ground level shall not exceed 0.5 footcandles. The footcandle average in on-site parking lots should not exceed 2.0 footcandles. The recommended maximum uniformity ratio (average: minimum light level) is 4:1.
- b. Light fixture types and location:
  - i. "Shoebox" and "Cobrahead" lights are prohibited.
  - ii. All light fixtures shall be full cut-off type fixtures and direct light internal to the site.
  - iii. Individual light poles and wall mounted light fixtures shall be no taller than 20 feet above grade. Wall mounted light fixtures shall be placed no closer than every 25 feet along the facade. Lighted bollards are encouraged along pedestrian routes.

**23. Signage:** All signs shall comply with the county sign code and requirements set out in this section: where conflicts occur, the most restrictive standard applies.

- a. Prohibited signs: Roof signs, billboard signs, pole signs, signs that rotate or are in motion, including animated signs, are not allowed in this district.
- b. One freestanding monument ground sign of no greater than 80 square feet display area per side, with no more than two sides, may be provided for each tenant. Properties shall be entitled to one ground sign per 500 feet of frontage.
- c. Maximum height of monument signs shall not exceed six feet above grade for single tenant structures and shall not exceed 15 feet above grade for multiple tenant structures.
- d. Monument ground signs shall incorporate the same exterior materials as the principal structure, and should utilize exterior finish of metal, wood, or masonry materials.
- e. Two on-site directional signs, not to exceed 4 square feet each, shall be allowed per tenant. Such signs are intended for navigational purposes and shall be free of logos, advertisements, badges, or slogans.
- f. Sign illumination:
  - i. Prohibited lighting: Flashing, rotating, pulsing, search, laser, or lights moving in any manner.
  - ii. Ground sign lighting: Ground signs are encouraged to be illuminated with an opaque field and letters of a lighter tone to control glare.
  - iii. Wall sign lighting: Wall mounted signs shall be internally illuminated or externally illuminated with full cut-off type light fixtures directed downward.

## **24. Stormwater Management Facilities:**

- a. Refer to section 10-4.301 for water quality treatment and volume control standards associated with development.
- b. Whenever possible, low impact development (LID) techniques such as rain gardens and bio-retention swales are encouraged to allow stormwater infiltration to occur as close to the source as possible. A decentralized stormwater management design which disperses stormwater facilities across the site rather than to a centralized treatment facility is encouraged.
- c. Landscape vegetation shall be incorporated around the perimeter of the stormwater facility, which at maturity will visually conceal required

fencing.

d. ~~Landscape plants should be native. A minimum of four different species of trees and shrubs shall be utilized. Stormwater management facilities shall incorporate appropriate tree and plant species that take into account the soil, hydrologic, and other site and facility conditions. Existing vegetation should be incorporated into the facility design where possible.~~

e. ~~Existing non-residential uses within the Lake Protection land use category that meet all water quality and stormwater management standards for their respective use, as specified within the land development regulations, will be considered permitted uses.~~

## **25. Sidewalks:**

~~Sidewalks shall be provided in the LPN district consistent with the provisions of section 10-7.529. For clustered subdivision, all required sidewalks shall connect to existing and proposed sidewalks to the maximum extent possible. Multi-use trails designed for non-motorized vehicles and pedestrians are also encouraged in the LPN district to promote connectivity and to reduce automobile dependency.~~

### **General notes:**

(1) ~~Central sanitary sewer and water are required within LPN.~~

(2) ~~Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.~~

(3) ~~Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, schools, parks, etc.).~~

(4) ~~Development standards. All proposed development shall meet the buffer zone standards (section 10-7.522), and the parking and loading requirements (subdivision 3, division 5, article VII of this chapter).~~



1 **Sec. 10-6.660. Lake Protection Node Zoning District.**

1. <b><u>District Intent</u></b>	2. <b><u>District Location</u></b>
<p><u>The Lake Protection Node (LPN) zoning district is intended to:</u></p> <ul style="list-style-type: none"> <li>(a) <u>Accommodate compact, mixed-use development at designated major intersections to provide retail, service, and recreation opportunities to nearby residents;</u></li> <li>(b) <u>Provide a development pattern that is transit-supportive, based on a high degree of interconnected streets, and a compact layout of uses that fronts streets and sidewalks;</u></li> <li>(c) <u>Create a development pattern that efficiently uses infrastructure and minimizes environmental impact by concentrating non-residential uses around major intersections;</u></li> <li>(d) <u>Protect community health and safety by minimizing automobile dependency and reducing vehicle miles traveled through design supporting a variety of travel modes;</u></li> <li>(e) <u>Create a safe, convenient, interconnected, and comfortable foot and bicycle network in the nodes;</u></li> <li>(f) <u>Minimize stormwater runoff by requiring strict volume control stormwater facilities and utilizing low-impact design; and</u></li> <li>(g) <u>Facilitate compatibility with nearby neighborhoods through buffers, transitioning building mass and scale, and other considerate site design strategies.</u></li> </ul> <p><u>The LPN district permits residential, non-residential, and mixed-use development utilizing urban services. Non-residential development allowed within this district is limited to office, retail, lodging, professional and medical services, and residential care facilities. Community facilities, institutional uses and recreational facilities are also allowed.</u></p>	<ul style="list-style-type: none"> <li>(a) <u>The LPN district may only be located within areas designated lake protection on the future land use map of the Comprehensive Plan; and</u></li> <li>(b) <u>The LPN zoning district shall be permitted generally within ¼ mile of the center of the following intersections and as specifically illustrated in exhibits A, B, C and D of this section:</u> <ul style="list-style-type: none"> <li>1. <u>Highway 27 North and Sessions Road;</u></li> <li>2. <u>Highway 27 North and Fred George Road;</u></li> <li>3. <u>Highway 27 North and Capital Circle NW/Old Bainbridge Road;</u></li> <li>4. <u>Bannerman Road and Bull Headley Road; and</u></li> </ul> </li> <li>(c) <u>Within the areas described in subsection (b) above, the location of the district may be further limited to facilitate compatibility with existing residential areas in the Lake Protection Future Land Use Category or to minimize potential adverse environmental impacts on Lake Jackson and its tributaries and other environmental features.</u></li> </ul>

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3

### **3. PERMITTED, PROHIBITED AND RESTRICTED USES**

<b><u>(a) Permitted Uses</u></b>	<b><u>(b) Prohibited Uses</u></b>	<b><u>(c) Restricted Uses</u></b>	<b><u>(d) Accessory Uses</u></b>
<p>(1) <u>Retail</u></p> <p>(2) <u>Lodging</u></p> <p>(3) <u>Office, Professional and Medical</u></p> <p>(4) <u>Active and Passive Recreation</u></p> <p>(5) <u>Community Facilities</u></p> <p>(6) <u>Institutional</u></p> <p>(7) <u>Single-family attached and multi-family residential</u></p> <p>(8) <u>Daycare, Nursing Homes, and other residential care facilities</u></p> <p>(9) <u>Other uses, which in the opinion of the County Administrator or designee are of a similar and compatible nature to those uses described in this district.</u></p>	<p>(1) <u>Automotive service and repair, including car wash.</u></p> <p>(2) <u>Campgrounds and recreational vehicle parks, except where legally established and in existence prior to 1-1-2010.</u></p> <p>(3) <u>Gas stations, fuel/oil dealers and liquefied petroleum products.</u></p> <p>(4) <u>Golf courses.</u></p> <p>(5) <u>Heavy equipment rental.</u></p> <p>(6) <u>Manufactured home parks.</u></p> <p>(7) <u>Motor vehicle tracks.</u></p> <p>(8) <u>Outdoor gun range.</u></p> <p>(9) <u>Outdoor storage.</u></p> <p>(10) <u>Single-family detached and two-family (duplex) residential dwellings.</u></p> <p>(11) <u>Scrap material storage or processing.</u></p> <p>(12) <u>Towing, wrecking, and recovery.</u></p> <p>(13) <u>Warehouses and self-storage.</u></p> <p>(14) <u>Welding and machine shops.</u></p> <p>(15) <u>Wholesale trade.</u></p>	<p>(1) <u>Drive-thru and pick-up window facilities</u></p>	<p>(1) <u>Any use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure as determined by the County Administrator or designee.</u></p> <p>(2) <u>Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the County Administrator or designee.</u></p>

## DEVELOPMENT STANDARDS

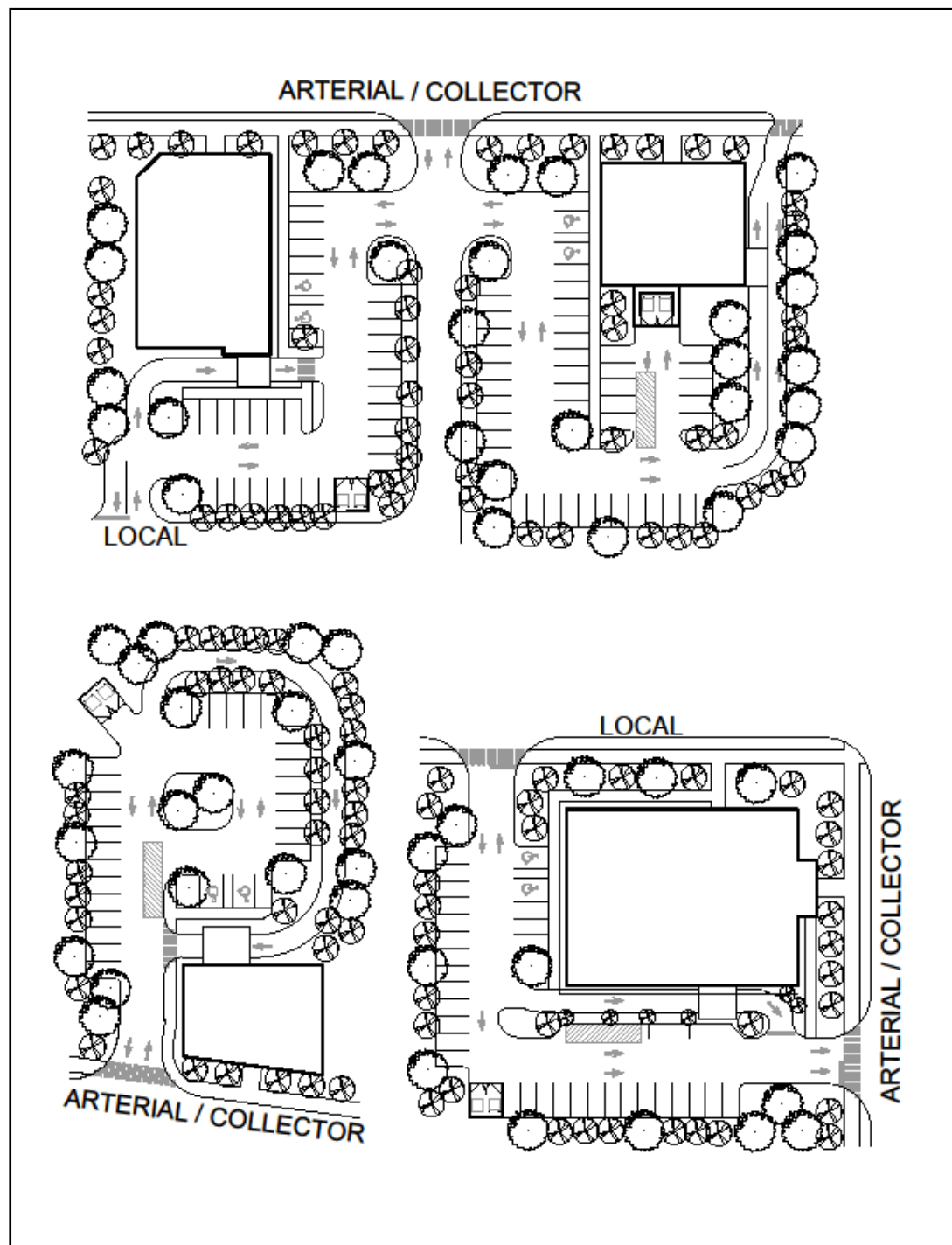
<b><u>4. Density, Intensity, Height and Building Restrictions</u></b>					<b><u>5. Building Setbacks</u></b>			
<b><u>Use Category</u></b>	<b><u>(a) Residential Densities [dwelling units/acre]</u></b>	<b><u>(b) Non-residential Intensities [square feet (sf)/acre]</u></b>	<b><u>(c) Max Building Height</u></b>	<b><u>(d) Building Restrictions</u></b>	<b><u>(a) Front</u></b>	<b><u>(b) Side Interior</u></b>	<b><u>(c) Side Corner</u></b>	<b><u>(d) Rear</u></b>
<b><u>Single-family attached residential</u></b>	<u>Max: 8</u>	<u>N/A</u>	<u>3 Stories</u>	<u>Minimum of 3 units attached;</u> <u>Maximum of 6 units attached</u>	<u>Min: None</u> <u>Max: 15 feet</u>	<u>Min: 7.5 feet</u> <u>Max: 10 feet</u>	<u>Min: 10 feet</u> <u>Max: 15 feet</u>	<u>Min: 20 feet</u> <u>Max: None</u>
<b><u>Multi-family residential</u></b>	<u>Max: 8</u>	<u>N/A</u>	<u>3 Stories</u>	<u>12,000 sf maximum building footprint</u>	<u>Min: None</u> <u>Max: 15 feet</u>	<u>Min: 10 feet</u> <u>Max: 15 feet</u>	<u>Min: 10 feet</u> <u>Max: 15 feet</u>	<u>Min: 20 feet</u> <u>Max: None</u>
<b><u>Non-residential</u></b>	<u>N/A</u>	<u>10,000 sf/ac</u>	<u>3 Stories</u>	<u>20,000 sf maximum building footprint<sup>1</sup></u>	<u>Min: None</u> <u>Max: 25 feet</u>	<u>Min: None</u> <u>Max: None</u>	<u>Min: None</u> <u>Max: 25 feet</u>	<u>Min: None</u> <u>Max: None</u>
<b><u>Community and recreational facilities</u></b>	<u>N/A</u>	<u>10,000 sf/ac</u>	<u>3 Stories</u>	<u>12,000 sf maximum building footprint</u>	<u>Min: None</u> <u>Max: 25 feet</u>	<u>Min: None</u> <u>Max: None</u>	<u>Min: None</u> <u>Max: 25 feet</u>	<u>Min: None</u> <u>Max: None</u>
<b><u>Vertical mixed-use</u></b>	<u>Max: 8</u>	<u>12,500 sf/ac</u>	<u>4 stories</u>	<u>25,000 sf maximum building footprint</u>	<u>Min: None</u> <u>Max: 25 feet</u>	<u>Min: None</u> <u>Max: None</u>	<u>Min: None</u> <u>Max: 25 feet</u>	<u>Min: None</u> <u>Max: None</u>

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<sup>1</sup> With the exception of vertical mixed-use buildings, one building per node as illustrated in Exhibits A-D may exceed a maximum building footprint of 20,000 sf, but in no case shall exceed a building footprint of 50,000 sf.

- 1 **6. Vertical Mixed-Use Incentive Qualifications:** Developments incorporating a vertical mixture of residential and non-residential uses within  
2 a single development application or those which retrofit an existing development to include a vertical mixture of residential and non-  
3 residential uses, qualify for additional density and intensity, pursuant to the following criteria:  
4 (a) At the completion of the development plan, including any phases, no less than 25 percent of the gross floor area within the overall  
5 development shall be devoted to either residential use or non-residential use.  
6 (b) The development application must provide a common plan for the development of all included parcels, including shared infrastructure.  
7
- 8 **7. Access Management:** Development within the node shall be designed to provide an internal circulation system with consolidated access  
9 for all properties via streets or cross-access easements to adjacent arterials and collectors.  
10 (a) Access to adjacent arterial and collector roadways shall be limited to the minimum necessary as determined by the county engineer and  
11 at least one access point shall be provided via public right-of-way.  
12 (b) Shared access points, rather than individual access points on adjacent arterial and collector roadways, shall be required as determined  
13 by the county engineer or designee.  
14
- 15 **8. Additional Development Standards for Restricted Uses:** Drive-throughs and pick-up windows shall be sited to prioritize pedestrian traffic  
16 and shall meet the following standards and those outlined in subsections 8-18 below. Should conflicts arise, the stricter standard shall apply.  
17 Refer to Figure 1.  
18 (a) **Building Footprint:** Uses with a drive-through or pick-up window shall also include an indoor retail and/or seating area that shall  
19 comprise at least one-quarter of the building footprint.  
20 (b) **Drive-through Location:** Drive-through lanes shall not be located between the street frontage and the façade of the building and shall  
21 be adjacent to no more than two sides of the building. Direct pedestrian access shall be provided from the public sidewalk to the principal  
22 frontage entrance. A pedestrian network internal to the site shall provide safe and convenient routes from associated parking areas to  
23 the building entrances and/or public sidewalk.  
24 (c) **Screening:** Each drive-through or pick-up window and queuing lane shall be visually screened with evergreen landscape materials of  
25 sufficient height (at maturity) to reasonably reduce visibility from adjacent streets and residential areas.  
26

**Figure 1: Drive-through Layout Examples**



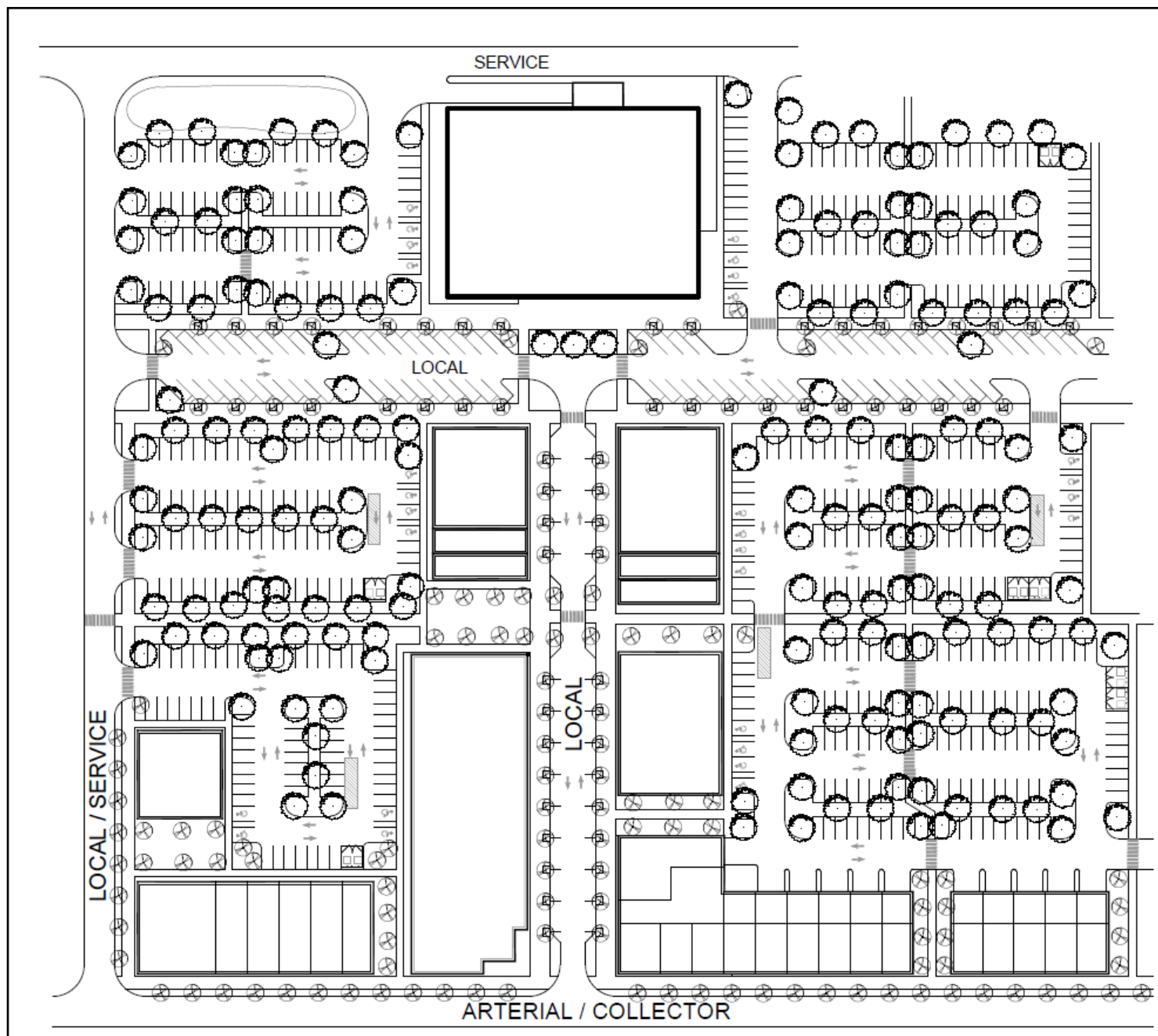
- 9. Site Layout (Blocks and Streets):** Street design and site layout shall not be an auto-centric design but rather employ a pedestrian- and bicycle-centric model that prioritizes and maximizes comfort, convenience, safety and access for these users. Refer to Figures 2 - 5.
- (a) **Block Length:** Long side: 600 feet maximum, except where divided by a mid-block pedestrian street crossing, in which case, maximum block length may be 850 feet. Short side: Distance may vary between 200 and 400 feet to accommodate environmental and physiographic limitations.
- (b) **Pedestrian Passageways:** Publicly accessible pedestrian passageways from the street to and through the interior of the block are encouraged to separate pedestrians from traffic and provide pedestrian access from parking lots at the rear of the buildings to the street. Passageways shall be a minimum of eight (8) feet wide and a minimum of twelve (12) feet height. Pedestrian passageways shall be designed to preclude normal vehicular access and preferably be separate from other emergency vehicle access ways to the interior of the block.
- (c) **Streetscape:** Convenient pedestrian and bicycle circulations systems that minimize conflicts with motor vehicles shall be provided continuously throughout the development. All development or redevelopment shall incorporate street trees within the right-of-way, preferably between the back of curb and sidewalk.
1. The Frontage Zone is defined as the area between the building façade and pedestrian clear zone. Depending on the size of the frontage zone, they may be able to accommodate sidewalk cafes, store entrances, retail display, landscaping, transit stop amenities, or other features that activate and enhance the pedestrian environment. Wider frontage zones provide more room for future tenants and residents to activate the public right-of-way in a manner compatible with street trees and other required features between the frontage zone and curb. A minimum of 2' is recommended for the frontage zone to allow for shy distance from fixed objects.
  2. The Pedestrian Clear Zone is the area of the sidewalk corridor that is specifically reserved for pedestrian travel. Additional pedestrian clear zone widths are required within transit zones and pedestrian-designated zones. Street furniture, street trees, planters, and other vertical elements such as poles, fire hydrants and street furniture, as well as temporary signs and other items shall not protrude into the pedestrian clear zone.
    - a. Sidewalks, whether adjacent to streets or not, must be at least eight (8) feet wide on retail or mixed-use blocks and at least five (5) feet wide on all other blocks.
    - b. Sidewalks shall be provided consistent with the provisions of section 10-7.529. Multi-use trails designed for non-motorized vehicles and pedestrians are also required in the LPN district to promote connectivity and to reduce automobile dependency. Bicycle and pedestrian interconnections shall also be provided, where possible and determined appropriate, to existing and programmed multi-use trails, greenways and public parks.
  3. The Landscape/Furniture Zone (including the curb) is defined as the area between the roadway curb face and the front edge of the pedestrian clear zone and shall be a minimum of six (6) feet in width. In certain locations, this zone does not exist due to limited right-of-way widths. This zone buffers pedestrians from the adjacent roadway and is the appropriate location for bioretention cells, rain gardens, street furniture, art, street trees and vegetation, and includes the 6-inch curb in its dimensions. It is also the preferred location for other elements such as signage, pedestrian lighting, hydrants, and above and below grade utilities. Clearance and setback requirements apply to many elements located in the landscape/furniture zone.
    - a. Frontage and landscape/furniture zone shift: In areas where ground-level active uses are anticipated within the building frontage zone—such as sidewalk cafes or merchandise display—frontage zones should be designed to be wide enough to accommodate

1 those uses. In no case can an active use encroach on the pedestrian clear zone. In rare cases, the furniture zone may be reduced  
2 in width through the deviation process in order to maintain the minimum pedestrian clear zone and allow for activation uses in  
3 the frontage zone.

- 4 b. Street trees shall be planted between 20-30 feet on center, except when a greater distance may be required to avoid conflict with  
5 visibility, streetlights, utilities, or safety issues would be compromised with the required location. Tree selection and location shall  
6 be approved by the local utility provider and shall be no higher than 14 feet at maturity when located beneath power lines.

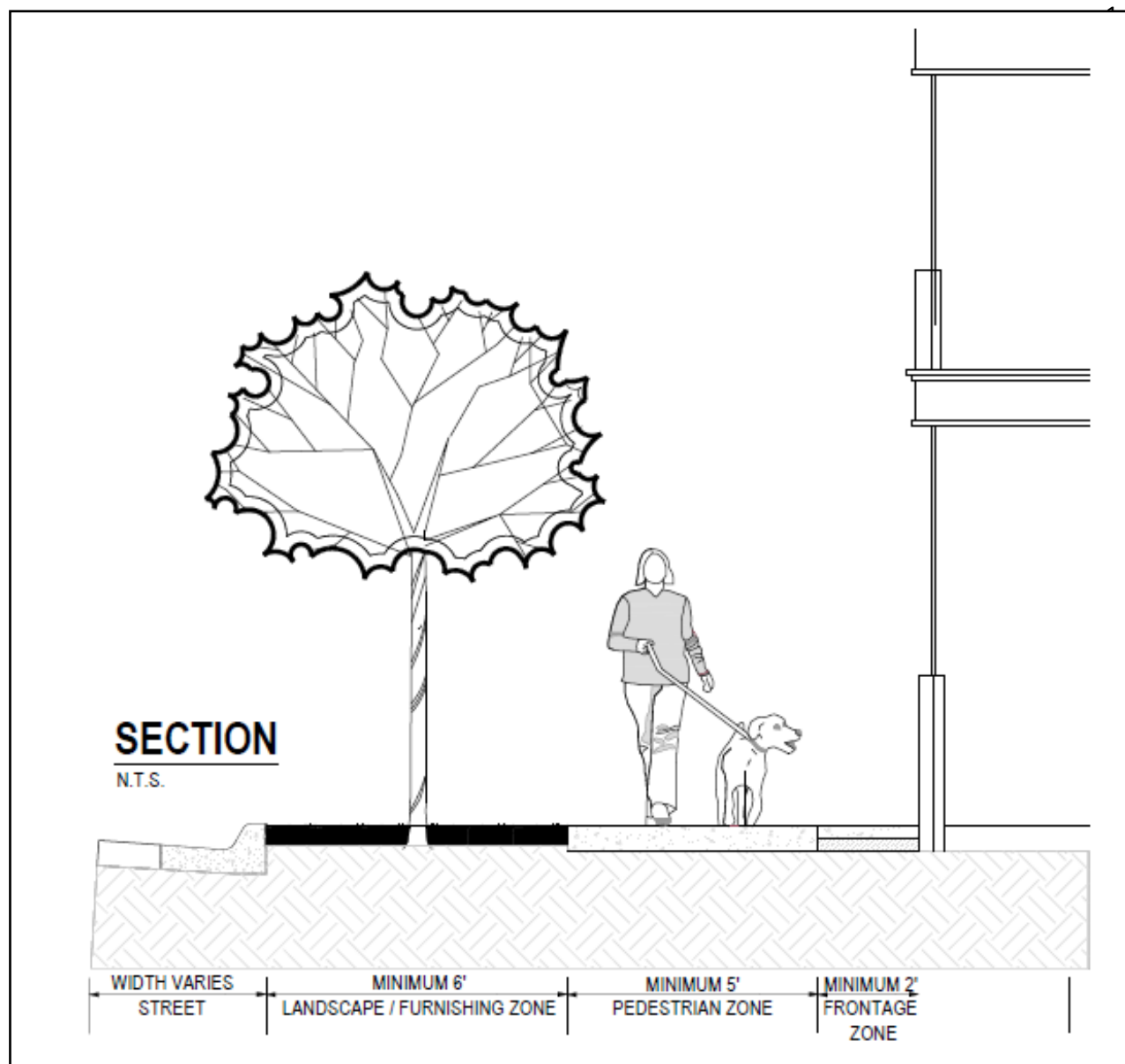
**Figure 2: Main Street Layout**

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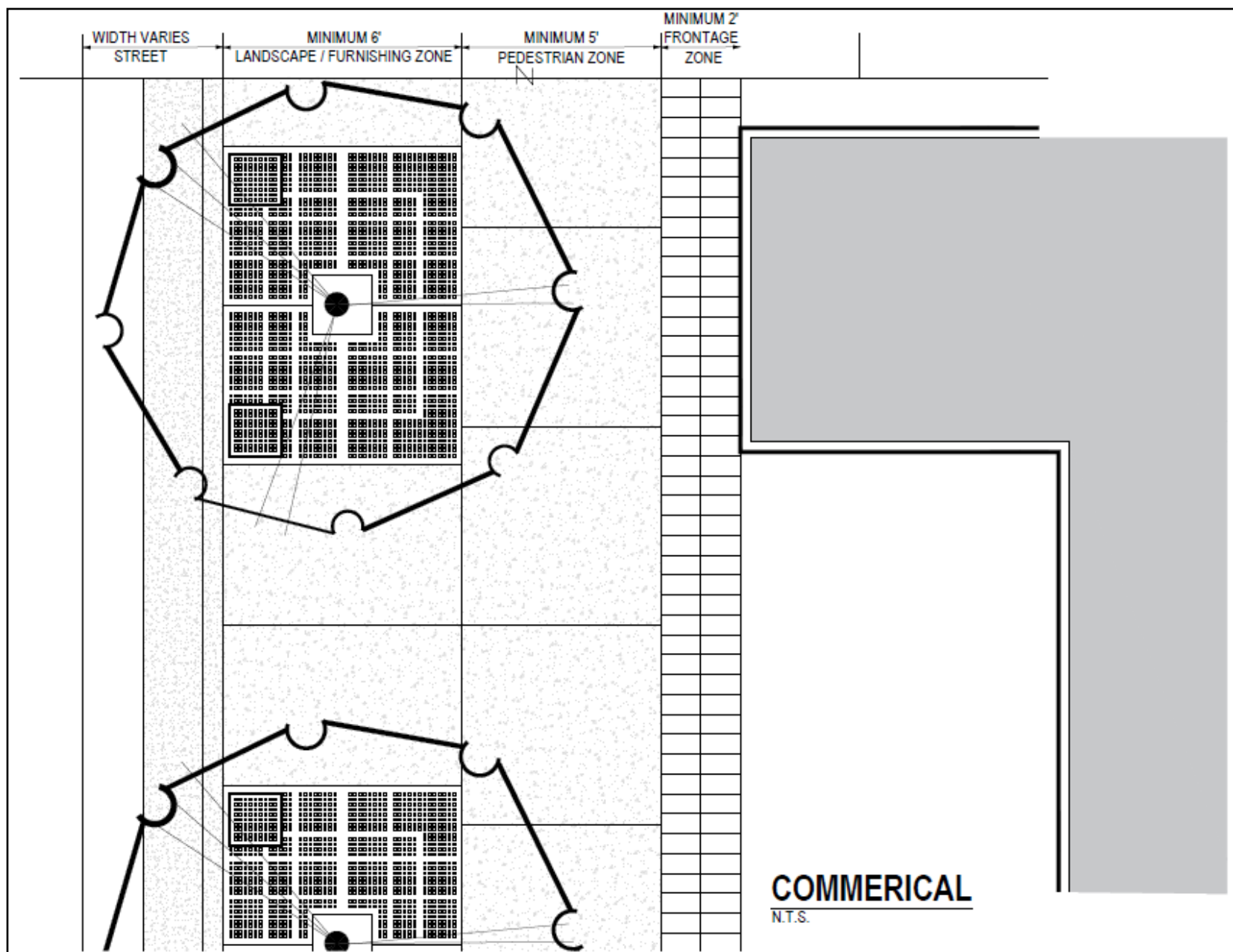


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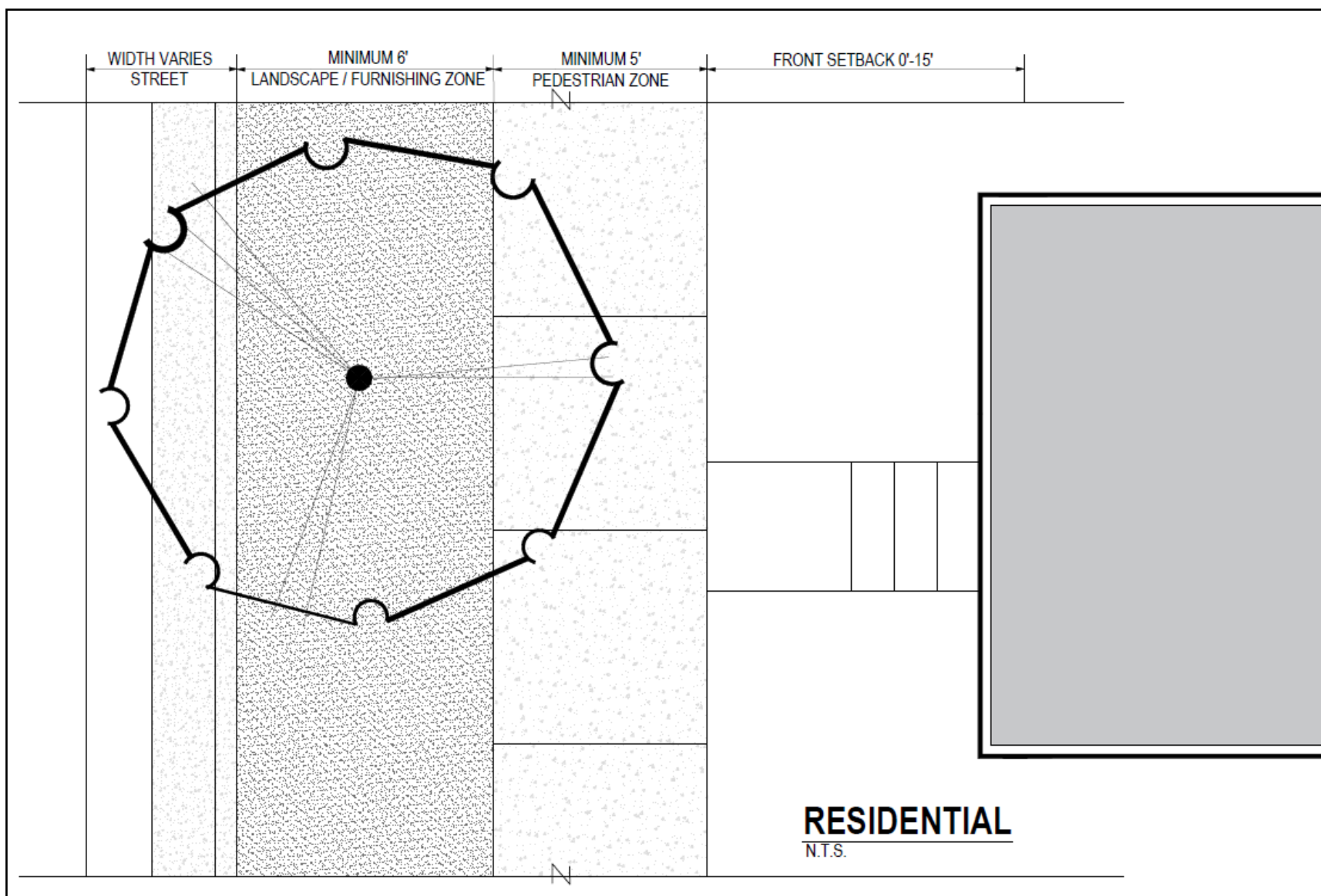


**Figure 3. Streetscape Section**

**Figure 4.**  
**Commercial**  
**Streetscape**  
**Plan**



**Figure 5: Residential Streetscape Plan**



1 **10. Building Orientation and Frontage:**

- 2 (a) **Proximity:** Building shall contribute to the street wall of the overall development.
- 3 (b) **Orientation:** The principal building entryway shall be oriented and accessible from the most pedestrian-friendly street or corridor and be
- 4 designed to provide direct pedestrian access from that street.
- 5 (c) **Building Facade:** Building facades along any public street frontage shall not exceed 100 feet, unless vertical structural elements and
- 6 functional entrance doors divide that facade no less than every 50 feet. No more than 20% of the street-facing facade shall be faced
- 7 directly by garage and service bay openings.
- 8 (d) **Encroachments:** Porches, balconies, pedestrian weather protection features and other like architectural features shall not encroach
- 9 more than eight (8) feet into setbacks. Seating within the required yard setbacks shall be allowed. Encroachments, permanent and
- 10 temporary, shall not result in a constrained pedestrian passageway of less than 5 feet in width.
- 11

12 **11. Parking:** Drive aisles, streets and parking shall not have primacy over pedestrian areas. Shared parking is envisioned as a necessity;

13 therefore, large parking fields shall be prohibited. Refer to Figure 2.

- 14 (a) **Location:** Off-street parking shall not be located between the building facade and the right-of-way. Parking shall be dispersed throughout
- 15 the site by using on-street parking and at the rear of buildings or internal to the block. One double-loaded bay of parking may be located
- 16 to the side of buildings. Where site constraints necessitate, up to 25 percent of required parking may be permitted to the side of buildings.
- 17 (b) **On-street parking:** All streets created or expanded in association with development in this district shall be designed to accommodate
- 18 on-street parking.
- 19 (c) **Quantity:** Parking shall be limited to a range of 40 percent to 70 percent of the general parking standard set forth in section 10-7.545
- 20 (Schedule 6-2). On-street parking provided on adjacent rights-of-way within the LPN zoning district without crossing an arterial or
- 21 collector street may be counted towards meeting the parking requirement. Shared parking may also count toward the requirement.
- 22 (d) **Size:** Individual off-street surface parking lots shall not exceed 0.75 acre. Parking separated by a 30-foot wide landscape and sidewalk
- 23 area shall be counted as separate parking areas.
- 24 (e) **Screening:** A minimum 10 feet wide landscaping strip shall be required between surface parking lots and adjacent streets. Landscaping
- 25 shall require one canopy tree per 20 linear feet of frontage and a continuous row of shrubbery not to exceed 3 feet at maturity.
- 26

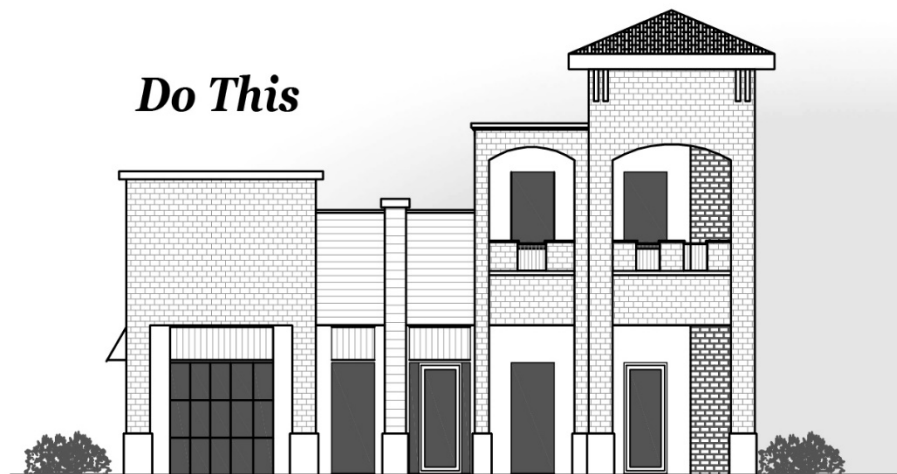
**12. Building Design:** Color architectural renderings shall be provided at the time of site plan review demonstrating compliance with this section. Refer to Figure 6. Variety in design elements, transparency, color, texture and materials shall create visual interest, particularly at the pedestrian scale, and contribute to the establishment of the architectural character of the area. This includes the incorporation of building facades that vary in mass, scale and height by inclusion of the following:

- (a) **Architectural Features:** Large, unadorned and monolithic building faces and walls shall be prohibited. Multiple architectural and trim components including changes in color, texture, material and plane by using a reveal, offset or projecting rib shall be incorporated into the building design. Corner locations shall be considered opportunities for distinctive design on each frontage.
- (b) **Transparency:** Adjacent to streets, sidewalks, and publicly accessible parking areas, non-residential and mixed-use buildings shall provide a minimum facade transparency of 50 percent at pedestrian level - between two and eight feet above finished grade—and residential buildings shall provide a minimum facade transparency of 25 percent at pedestrian level.
- (c) **Materials and Colors:** Building facades shall be composed of natural materials such as brick, stone or wood siding or high-quality, man-made materials such as stucco and tinted or textured concrete masonry. The use of vinyl siding may not comprise more than 20 percent of any facade. Primary colors shall be natural, subdued earth tones while accent colors may be applied to architectural design elements. The following materials are prohibited: corrugated metal, standing seam, or v-crimp metal sheeting exterior walls or wall coverings. The materials used on the street-facing façades must return around exterior corners and terminate only at an internal corner (or a minimum of 6 feet from the principal façade).
- (d) **Rooflines:** Variations in roofline accomplished by varying the building's mass in height and width so it appears divided into distinct massing elements through projections, recesses, and vertical changes in roof edges and slopes. Lengthy roofs with some transition but appearing to be flat shall not be permitted. Rooftop or ground mechanical equipment shall be considered in the initial stage of design and shall be screened through incorporation into the architectural form and layout of the building.
- (e) **Roof Types:** All roof types are allowed. The use of gable roofs, cross gable roofs, and dormers are encouraged for buildings of two stories or less. Flat roofs shall provide horizontal articulation with a building cap at the top of the building base and/or incorporate the use of parapets.

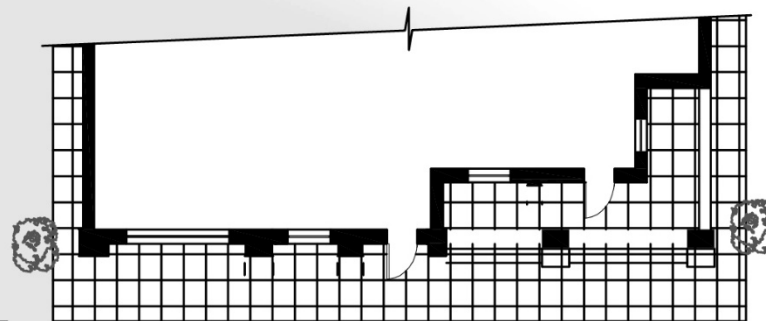
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**Figure 6: Building Design Examples**

***Do This***

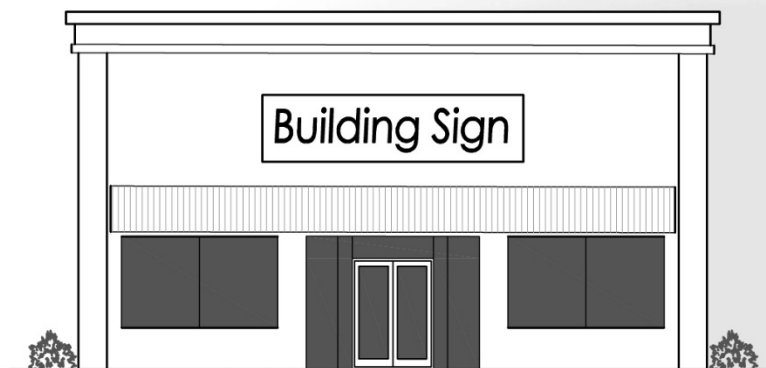


Elevation

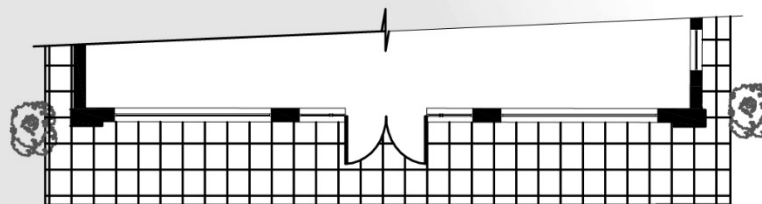


Plan

***Not This***



Elevation



Plan

**13. Buffering, Screening and Outdoor Service Areas:**

- (a) **Buffer zone standards:** Buffering is not required between uses in the LPN zoning district. Where development abuts existing single-family subdivisions, the landscape buffer standards of section 10-7.522 shall apply.
- (b) **Fencing:** Chain link fencing visible from public right-of-way or property is prohibited, unless screened by vegetation that covers completely at plant maturity.
- (c) **Outdoor service areas, loading docks, delivery areas:**
  - 1. **Location:** Shall be located to the rear, side or an interior location where visibility from public streets and windows of neighboring buildings will be minimized to the greatest extent practical. These areas shall also be screened to the greatest extent possible from public view. See Screening requirements below.
  - 2. **Screening:** Outdoor service areas, loading docks, delivery areas, trash collection, outdoor storage, and mechanical equipment shall be mitigated using screening material consistent with the materials and design treatments of the primary facade of the primary building and/or evergreen landscape plant material.
    - a. **Landscape plans** shall provide sight lines for natural surveillance between 3 and 8 feet above grade.
    - b. **The service areas** shall not be within 50 feet of any adjoining residential property.
    - c. **The service areas** shall be screened with vegetation and fences/masonry walls that are of sufficient height (minimum six feet) and opacity (minimum 50 percent) to screen from nearby streets and residential areas. Fences or masonry walls shall be constructed with materials that are incorporated in the design of the principal building.
    - d. **Above ground utility boxes** visible from the street shall be screened with landscaping on at least two sides, thereby preserving access for the utility provider.
- (d) **Required landscaping; alternative compliance methods:** Development is encouraged to utilize the site design alternatives set out in sections 10-4.347 and 10-4.350.

**14. Lighting:** A lighting and photometric plan that includes all lighting proposed on-site shall be provided at the time of site plan review to demonstrate compliance with this section.

**(a) Parking Areas and Pedestrian Pathways:**

- 1. **Intensity limits:** Lighting levels adjacent to residential areas shall not exceed 0.5 footcandles at the property line as measured at 6 feet above ground level. The footcandle average for on-site parking lots shall not exceed 2.0 footcandles. The recommended maximum uniformity ratio (average: minimum light level) is 4:1.
- 2. **Light fixture types and location:**
  - a. **Dark Sky compliant fixtures** are encouraged.
  - b. **All light fixtures** shall be full cut-off type fixtures and direct light internal to the site.
  - c. **Parking lighting** shall be spaced a maximum of 50 feet apart and shall not exceed 20 feet in height above grade.
  - d. **Lighting for off-street walkways** shall be spaced no more than 30 feet apart and shall not exceed 10 feet in height.
- (b) **Building Lighting:** Lighting should be concentrated at ground floor. Above the ground floor, lighting shall only be used to selectively highlight specific architectural features and signs without lighting up an entire facade of the building. General floodlighting of building facades is not permitted.

**15. Signage:** All signs shall comply with the county sign code (Article IX) and any additional requirements set out in this section. Where conflicts occur, the most restrictive standard shall apply.

(a) **Prohibitions:** Roof signs, billboard signs, electronic message centers, pole signs, signs that rotate or are in motion, or signs that contain flashing, rotating, pulsing, search, laser, or lights which move in any manner.

(b) **Allowances:**

1. A master sign plan for the entire LPN zone or unified development plan is highly encouraged. Additional sign allowances may be granted through a deviation process during site plan review if a master sign plan is developed and approved. Any future modifications to an approved master sign plan will require a site plan modification with associated fee.
2. Monument signs shall not exceed six feet above grade for single tenant structures and 15 feet above grade for multiple tenant structures.
3. All monument signs shall be setback a minimum of 10 feet from the right-of-way line and shall be constructed with a full-base width to the sign face that is constructed with materials that are consistent with the principle building. It is encouraged that the base is constructed with either metal, wood, or masonry materials.
4. One wall mounted sign per tenant is permitted. A wall mounted sign shall not exceed 10 percent of the area of the tenant wall area on which it is mounted. Wall signs for multiple tenant commercial buildings shall be uniformly designed and placed. Wall mounted signs shall be internally illuminated or externally illuminated with full cut off-type light fixtures directed downward.
5. Two on-site directional signs, not to exceed 4 square feet each, shall be allowed per tenant. Such signs are intended for navigational purposes and shall be free of logos, advertisements, badges, or slogans.

**16. Stormwater Management Facilities:** All stormwater management facilities shall be constructed with 4:1 side slopes. Refer to section 10-4.301 for water quality treatment and volume control standards associated with development.

(a) Stormwater ponds shall be designed to imitate "natural" pond characteristics, including curved geometrics, gently sloping edges, landscaping and paving materials, and should be placed to be focal design amenities. A decentralized stormwater management design which disperses stormwater facilities across the site rather than to a centralized treatment facility is encouraged. Low impact development (LID) techniques, such as rain gardens and bio-retention swales, are encouraged to allow stormwater infiltration to occur as close to the source as possible.

(b) Landscape vegetation shall be incorporated around the perimeter of the stormwater facility, which at maturity will visually conceal required fencing. Landscape plants should be native and a minimum of four different species of trees and shrubs shall be utilized. Stormwater management facilities shall incorporate appropriate tree and plant species that consider the soil, hydrologic, and other site and facility conditions. Existing vegetation should be incorporated into the facility design wherever possible.

(c) Chain-link and vinyl clad fencing enclosures are prohibited where stormwater management facilities are visible from public roadways/access ways. Where fencing and/or retaining walls are proposed and visible from a public roadway/access way, such fencing shall be architecturally compatible with the principle structure.

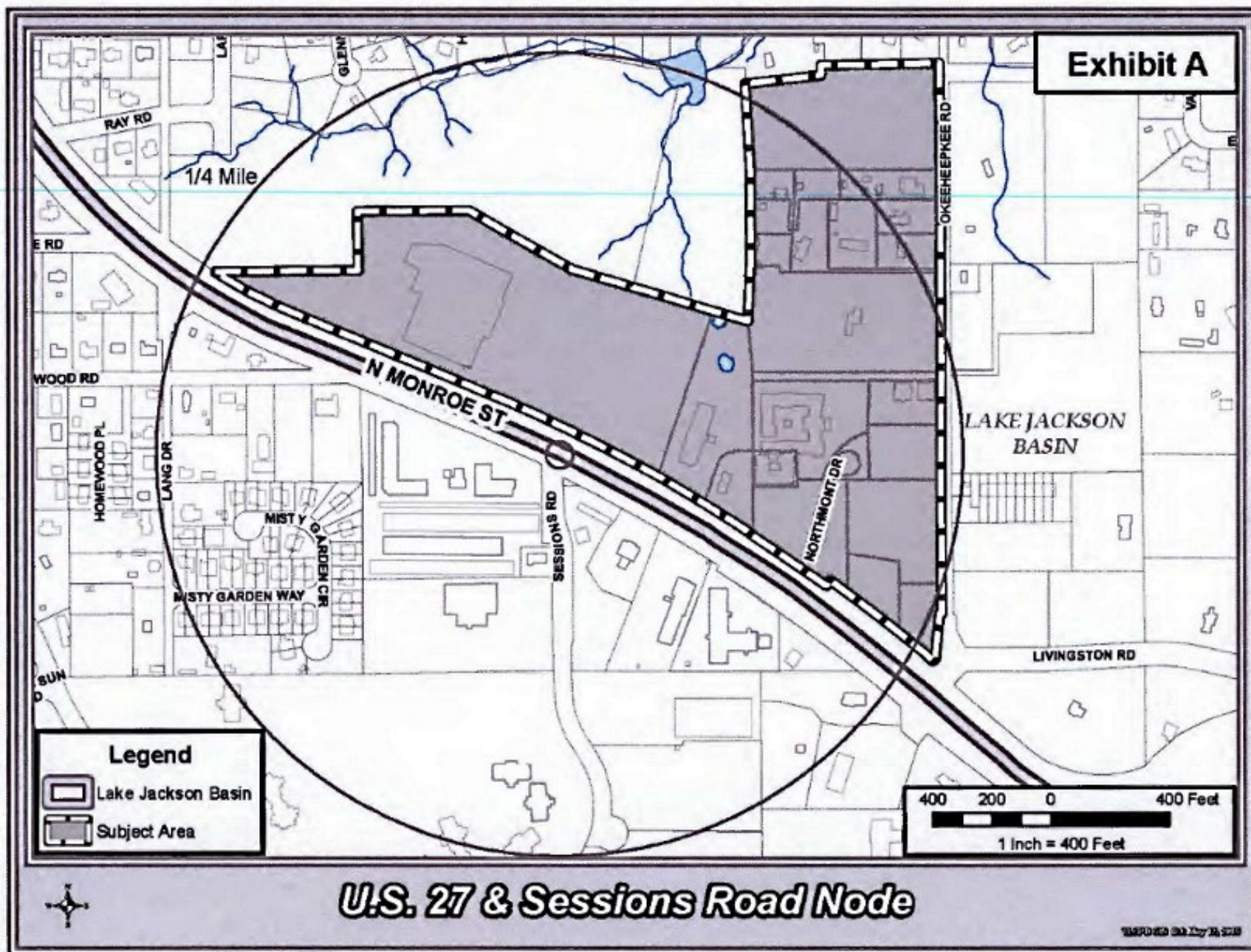


1 **17. Single-Family Attached Dwelling Units:** Front-loaded units are prohibited. Driveway and parking access shall be from the rear of the unit.

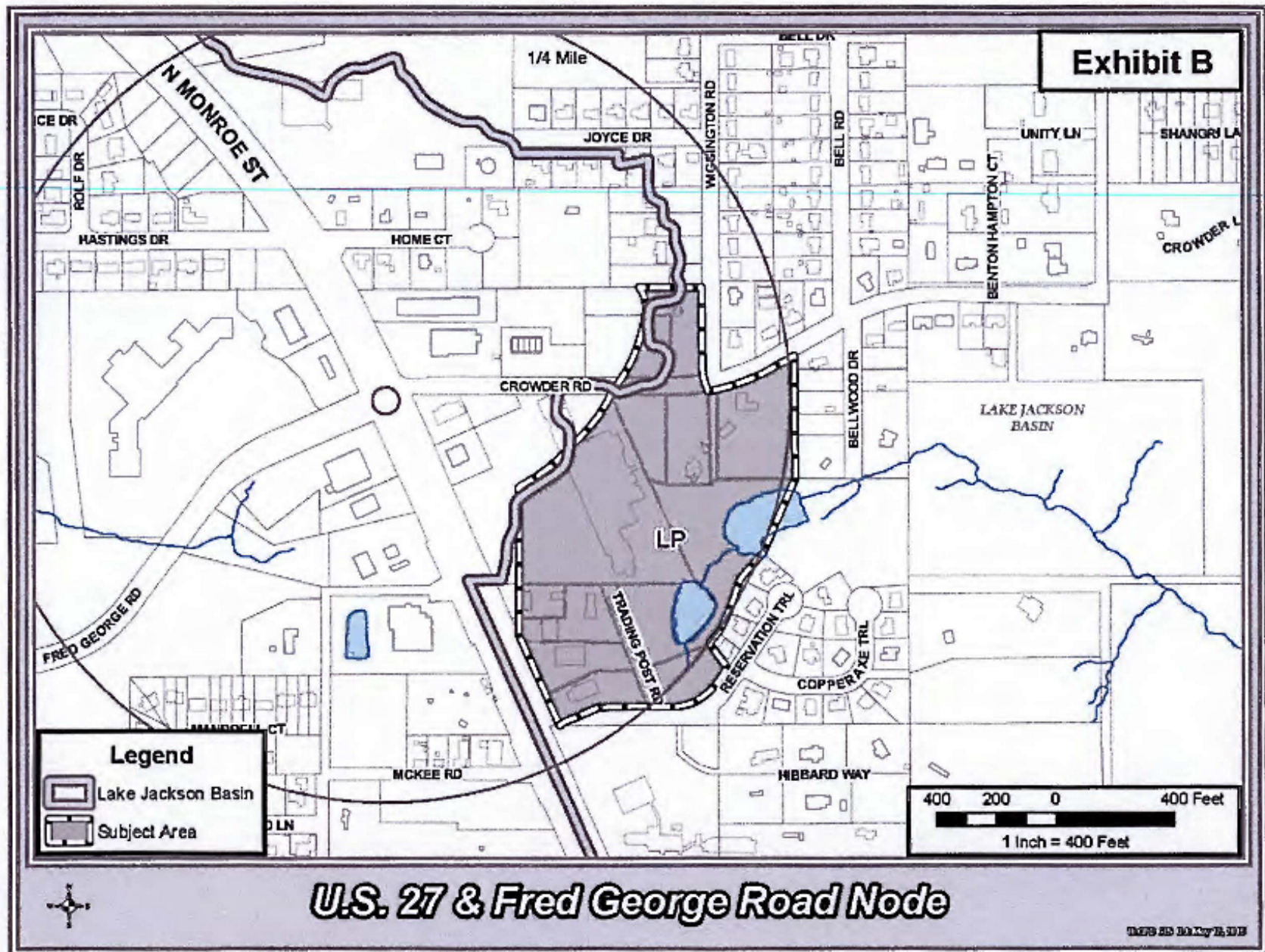
2  
3 **18. Existing Single-Family Detached Dwelling Units:** Individual single-family homes in the LPN zoning district that became non-conforming  
4 as of the date of this ordinance, shall be allowed to make improvements such as additions to the home, porches, accessory structures and  
5 an accessory dwelling unit provided they meet all the requirements for establishing such improvements on the property. Setback standards  
6 for single-family detached dwelling units shall be as follows: 10-foot front yard setback, 20-foot rear yard setback, 10-foot side corner setback  
7 and 10-foot maximum side yard setback. In the event of casualty, in whole or in part, structures located on the property shall be allowed to  
8 rebuild provided all provisions and requirements of the county's land development code have been met.

9  
10 **General Notes:**

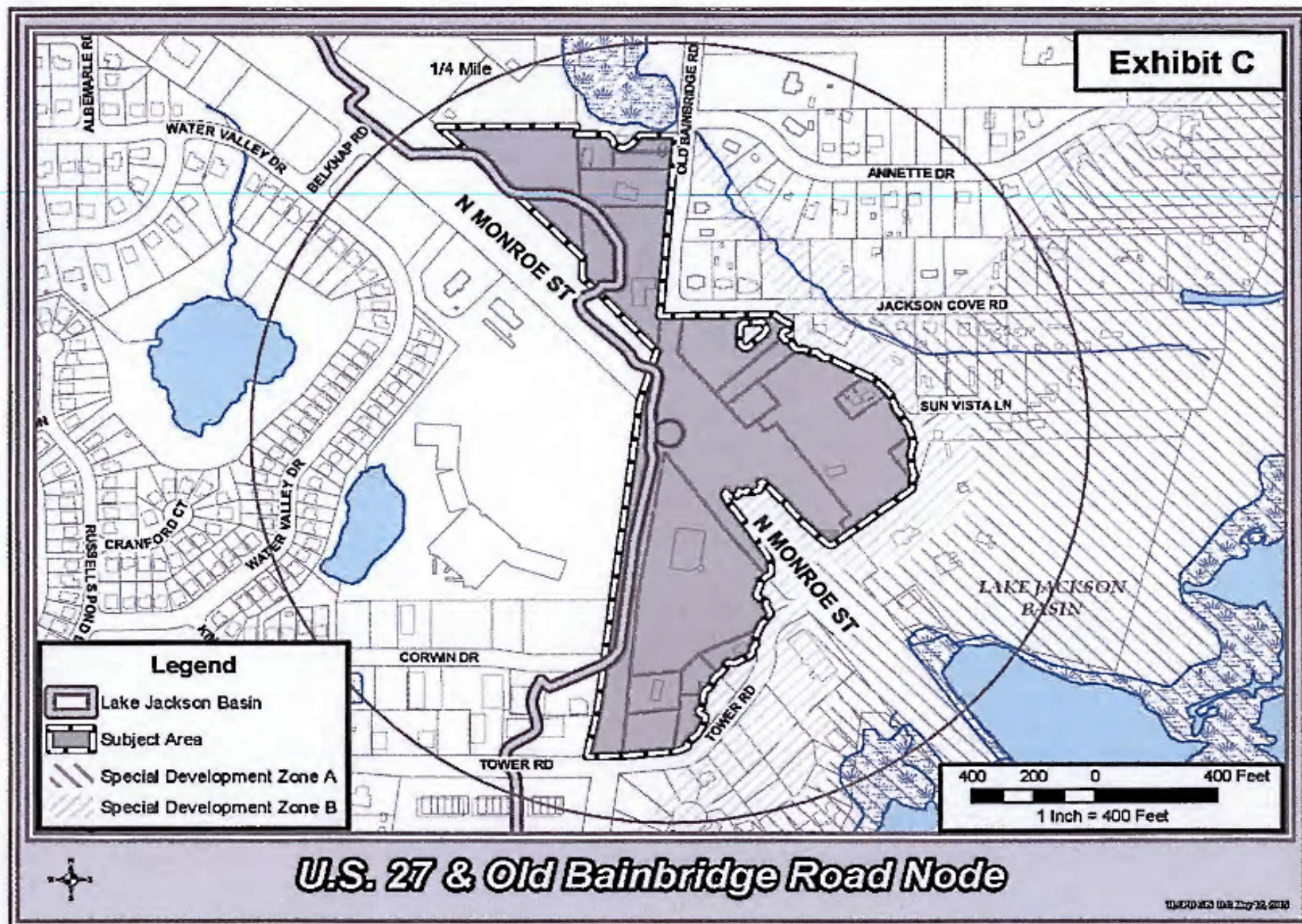
- 11 1. Central sanitary sewer and water are required within LPN.  
12 2. Refer to the Environmental Management Act (EMA) for information pertaining to the regulation of environmental features  
13 (preservation/conservation features), stormwater management requirements, etc.  
14 3. Refer to the concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads,  
15 schools, parks, etc.).  
16 4. Development standards. All proposed development shall meet the buffer zone standards (section 10-7.522), and the parking and loading  
17 requirements (subdivision 3, division 5, article VII of this chapter).















**Section 2. Conflicts.**

All ordinances or parts of ordinances in conflict with the provisions of 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. Severability.**

If any word, phrase, clause, section, 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 4. Effective Date.**

This ordinance shall have effect upon becoming law.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida,  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: \_\_\_\_\_  
Chasity H. O'Steen, Esq.  
County Attorney

### U.S. Shopping-Center Classification and Typical Characteristics\*

Type of Shopping Center	Concept	Typical GLA Range (Sq. Ft.)	Acres	# of Anchors	% Anchor GLA	Typical Number of Tenants	Typical Type of Anchors	Trade Area Size
<b>General-Purpose Centers</b>								
Super-Regional Mall	Similar in concept to regional malls, but offering more variety and assortment.	800,000+	60-120	3+	50-70%	N/A	Full-line department store, mass merchant, discount department store, fashion apparel store, mini-anchor, cineplex or other large-scale entertainment attraction, and food-and-beverage service cluster.	5-25 miles
Regional Mall	General merchandise or fashion-oriented offerings. Typically, enclosed with inward-facing stores connected by a common walkway. Parking surrounds the outside perimeter.	400,000-800,000	40-100	2+	50-70%	40-80 stores	Full-line department store, mass merchant, discount department store, fashion apparel store, mini-anchor, cineplex or other large-scale entertainment attraction, and food-and-beverage service cluster.	5-15 miles
Community Center ("Large Neighborhood Center")	General merchandise or convenience-oriented offerings. Wider range of apparel and other soft goods offerings than neighborhood centers. The center is usually configured in a straight line as a strip, or may be laid out in an L or U shape, depending on the site and design.	125,000-400,000	10-40	2+	40-60%	15-40 stores	Discount store, supermarket, drug, large-specialty discount (toys, books, electronics, home improvement/furnishings or sporting goods, etc.)	3-6 miles
Neighborhood Center	Convenience-oriented.	30,000-125,000	3-5	1+	30-50%	5-20 stores	Supermarket	3 miles
Strip/Convenience	Attached row of stores or service outlets managed as a coherent retail entity, with on-site parking usually located in front of the stores. Open canopies may connect the storefronts, but a strip center does not have enclosed walkways linking the stores. A strip center may be configured in a straight line, or have an "L" or "U" shape. A convenience center is among the smallest of the centers, whose tenants provide a narrow mix of goods and personal services to a very limited trade area.	< 30,000	<3	Anchor-less or a small convenience e-store anchor.	N/A	N/A	Convenience store, such as a mini-mart.	<1 mile
<b>Specialized-Purpose Centers</b>								
Power Center	Category-dominant anchors, including discount department stores, off-price stores, wholesale clubs, with only a few small tenants.	250,000-600,000	25-80	3+	70-90%	N/A	Category killers, such as home improvement, discount department, warehouse club and off-price stores	5-10 miles
Lifestyle	Upscale national-chain specialty stores with dining and entertainment in an outdoor setting.	150,000-500,000	10-40	0-2	0-50%	N/A	Large-format upscale specialty	8-12 miles
Factory Outlet	Manufacturers' and retailers' outlet stores selling brand-name goods at a discount.	50,000-400,000	10-50	N/A	N/A	N/A	Manufacturers' and retailers' outlets	25-75 miles
Theme/Festival	Leisure, tourist, retail and service-oriented offerings with entertainment as a unifying theme. Often in urban areas, they may be adapted from older—sometimes historic—buildings, and part of a mixed-use project.	80,000-250,000	5-20	Unspecified	N/A	N/A	Restaurants, entertainment	25-75 miles
<b>Limited-Purpose Property</b>								
Airport Retail	Consolidation of retail stores located within a commercial airport	75,000-300,000	N/A	N/A	N/A	N/A	No anchors; retail includes specialty retail and restaurants	N/A

\*Disclaimer: While every effort is made to ensure the accuracy and reliability of the information contained in this report, ICSC does not guarantee and is not responsible for the accuracy, completeness or reliability of the information contained in this report. Use of such information is voluntary, and reliance on it should only be undertaken after an independent review of its accuracy, completeness, efficiency, and timeliness. Criteria used in the definitions above are intended to be only typical of general features, rather than covering all situations.



# Meeting the Big Box Challenge: Planning, Design, and Regulatory Strategies



Jennifer Evans-Cowley



American Planning Association

Planning Advisory Service  
Report Number 537



multistory shopping center that includes Target, Kaufmann's, TJ Maxx, and a Tops supermarket (Thorne 2003). This project is discussed in more detail in the Trends in Big-box Retail section above.

These approaches proved successful in helping these cities meet their development needs. In all the above-cited cases, big-box retailers were crucial in helping redevelop an area or in creating a new town center.

Economic development incentives should be used cautiously with retail development. It does not make economic sense to offer economic development incentives to retailers in particular because this often just shifts retail activity from one place to another and typically does not generate new jobs (Houston et al. 2000). Studies of the economic impact of big-box retail development describe this as a "fixed pie" or "zero-sum game theory" of consumer demand (Stone and Artz 2001). In terms of job creation, studies show that the development of a big-box retail establishment may even result in a net job loss, with the large-scale retailers operating at greater labor productivity than the small retailers that they have displaced or put out of business (Basker 2004; Mehta et al. 2004).

Communities may think they are able to capture new tax revenue from other jurisdictions, but this gain is only temporary. Economic development incentives for retailers should only be used, as in the cases above, where there is a redevelopment purpose.

#### REGULATORY STRATEGIES

There are a wide range of development regulations jurisdictions currently use, including development moratoria, limitations on types of products (especially groceries) sold by a retailer, "formula business" ordinances, design review, and building requirements, including regulation of size, parking, signage, landscaping, pedestrian and bicycle accommodations, and more. The following sections cover the variety of regulatory approaches reported by respondents to our survey. Please note the importance of articulating a policy of promoting local businesses in a community's comprehensive plan, which can provide a good foundation for these regulations. Consider the following examples from *The Hometown Advantage* (New Rules 2005):

- The Kent County, Maryland, plan lists among its objectives "support [for] small, locally owned business" and "prevent[ion of] commercial sprawl outside the county's existing traditional commercial centers."
- The Skaneateles, New York, plan suggests "Rather than establishing competing shopping centers in the Town to provide basic goods and services, the Village commercial center...should remain the center for shopping in the community."
- And the Corvallis, Oregon, comprehensive plan states that the city should "support existing businesses and industries and the establishment of locally owned, managed, or controlled small businesses."

#### Moratoria

When communities are unprepared for the impact of a development, especially one that can be as significant to the existing retail sector of the community and region as a big-box, it is only reasonable to impose a temporary moratorium on this type of development. (Check your state enabling legislation to clarify the terms of a legal moratorium.) The community and its citizens should use the time "bought" with the moratorium to consider the

*Economic development incentives should be used cautiously with retail development.*

*Please note the importance of articulating a policy of promoting local businesses in a community's comprehensive plan, which can provide a good foundation for these regulations.*

effects of big-box development, to find a way to mitigate its negative effects, and to enhance its positive ones. This may involve review and revision of both the comprehensive plan and zoning regulations.

In 1999, Easton, Maryland, enacted a temporary moratorium on all new retail buildings greater than 25,000 square feet in size due to significant development pressures. At the time there were three large-scale commercial developments with 766,000 square feet of retail proposed. The town was concerned with maintaining its reputation as one of the finest small towns in America. At the same time, the town wanted to consider how to incorporate smart growth policies enacted by the state and county. The moratorium lasted three months (Easton 1999). In 2000, Easton adopted a big-box retail ordinance that limits all retail to no more than 65,000 square feet (Easton 2000).

Austin, Texas, placed a 45-day moratorium on the planning and building of supercenters and large retail stores over the Edwards Aquifer. The moratorium was a result of efforts by Wal-Mart to build a supercenter over the Edwards aquifer environmentally sensitive recharge zone. The moratorium was passed in order to allow the city time to draft a permanent ordinance to protect the aquifer (Inks 2003). The ban on big-box retail inside the Edwards aquifer recharge zone was passed in late 2003.

Other moratorium efforts are chronicled at [www.newrules.org](http://www.newrules.org).

#### Square-Footage Limitations

Banning stores over a certain size may limit the kind of retail a city wants (e.g., department stores) and prove an ineffective means of regulating big-box stores in particular, as established in the discussion of side-by-side stores above. To get around this problem, some cities have chosen to limit big-box retail based on whether they have a grocery component, but even that has posed a problem (see the following section). Communities can also structure the definitions within their ordinances to treat retailers occupying multiple buildings as a single retail use subject to the cap. For example, see the definitions on page 9 from Hailey, Idaho; Winston-Salem, North Carolina; and Greeley, Colorado. Also consider these regulations on retail stores from Agoura Hills, California.

##### SECTION. 9306. Retail stores.

In all commercial districts, the gross floor area of a retail store shall not exceed sixty thousand (60,000) square feet. This limitation shall be applied as follows:

- A. The sixty thousand (60,000) square foot limitation shall apply to individual retail stores for which permits are sought and also to the cumulative sum of related or successive permits for retail stores that are part of a larger project, such as piecemeal additions to a building or multiple buildings on a lot or adjacent lots.
- B. For purposes of this section, the gross floor area of a retail store shall include gross floor area as defined in section 9120.6 and the area of all portions of the site outside of the exterior walls of buildings used for the display, storage, or sale of any goods, wares or merchandise, except that the gross floor area of a retail store shall not include exterior areas of not more than three thousand (3,000) square feet used for seasonal or temporary sales events under appropriate city permits or approvals.
- C. The gross floor area of adjacent stores shall be aggregated in cases where the stores (1) are engaged in the selling of similar or related goods, wares or merchandise and operate under common ownership or management; (2) share checkstands, a warehouse, or a distribution facility; or (3) otherwise operate as associated, integrated or co-operative business enterprises. (Agoura Hills, California, Ordinance No. 02-310, Section 3B, 3-5-2002)

# RETAIL MARKETS SMARTCODE MODULE

PREPARED BY ROBERT J. GIBBS, ASLA, CNU-A

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*When a citizen left the privacy of his home, wishing to  
engage in public life, most likely he went to the agora.*

John Carroll

*I went to a general store but they wouldn't let me buy  
anything specific.*

Steven Wright

## SMARTCODE ANNOTATED

*These annotations are advisory only. The SmartCode itself appears only on the right side of each spread.*

### RETAIL MARKETS SMARTCODE MODULE

The Retail Markets Module provides goals to return neighborhoods, villages, towns and city centers to their historical role as the centers for commerce and trade in their respective regions. American towns and cities traditionally provided for the majority of their markets and offered a wide range of goods and services including groceries, hardware, apparel, and home furnishings, in small shops as well as at least one major department store. These stores contributed toward sustainable urban centers that allowed for residents to walk or have only a short drive for most of the goods and services that they desired or needed. In larger towns and cities, department stores were often hundreds of thousands of square feet, covering entire blocks.

Presently, shopping centers in sprawl areas capture the vast majority of the retail spending of most communities, resulting in an unsustainable land pattern. Urban residents must drive outside their neighborhood, village, town or city for most of their goods and services. This reverse trip often results in a lower quality of life for urban dwellers, while at the same time the locations of shopping centers and malls encourage people to move outside of towns and cities. Both tendencies support more sprawl.

However, due to demographic trends toward urban living, many leading retailers are now seeking urban locations to deploy new stores. They have designed flexible formats that can be adapted to historic buildings or smaller block grids. Downtowns and urban centers have an opportunity for rebirth as the center of commerce for their regions.

### ARTICLE 3. NEW COMMUNITY PLANS

These sections activate the tables of this Module as regulatory, if desired.

#### 3.4 TRANSECT ZONES

In order for a Retail type that is more intense than a Corner Store to occur in a T-4 zone, the Function designation must be changed from Limited to Open, or the language for Limited must be revised on Table 10. In the uncalibrated model SmartCode, the functional intensity is assigned as follows: T-2 and T-3 are Restricted, T-4 is Limited, and T-5 and T-6 are Open. Using the Function assignments for subzoning is a useful tool that was applied extensively in the Miami 21 transect-based code.

Alternatively, the larger Retail type may become its own higher T-zone.

**SMARTCODE ANNOTATED**

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**RETAILER TYPE ALLOCATION**

This table categorizes the typologies of the shopping center industry with the appropriate Transect Zones. Several of these types have their own tables on following pages.

Most shopping centers fall into one of six primary proven typologies. Each type of center appeals to a distinct market segment and has a specific size, tenants, location criteria and site plan standards. Although there are always exceptions, centers that deviate from these industry standards and sizes are often considered risky and difficult to finance or lease. Therefore the industry terms are used here, although calibrators of the SmartCode may have other meanings for Neighborhood Center, Community Center, etc., that are not associated with retail. In the final assembled code, calibrators must take care not to use the same term for two different purposes.

The primary conventional shopping center types are: Corner Store, Convenience Center, Neighborhood Center, Community Center, Regional Center and Lifestyle Center or "Town Center."

The Lifestyle Center is intended to appeal to those who enjoy a traditional Main Street experience and are seeking specific national or regional chain specialty shops. However, most Lifestyle Centers do not include a mix of uses; they are strictly retail and are thereby threatened by conventional malls. They are unlike traditional Main Streets where there are apartments over shops and civic buildings on T-5 blocks, yet they have competed with them and harmed historic downtowns. Infill strategies for ailing Lifestyle Centers include adding complementary uses, i.e., residential and office in locations where there are transit connections to other communities. See the Sprawl Repair Module or the SR tables in the base SmartCode.

The T-zones allocated for Retail types in this Module indicate are those within which the retailer is best located for transit and walking access. The associated square footage that fits the context of that zone is adjusted along the Transect.

## SMARTCODE ANNOTATED

*These annotations are advisory only. The SmartCode itself appears only on the right side of each spread.*

### NEIGHBORHOOD CENTER

Anchored with a supermarket, Neighborhood Centers offer a offer a full range of food and useful goods and services not available at smaller centers. The primary anchor is a full sized supermarket typically ranging from 45,000 to 60,000 square feet. This major anchor is the engine that supports most of the other smaller businesses, so much so that when a supermarket closes, many of the other tenants will immediately leave the center.

Neighborhood Centers generally require 6000 to 8000 households within their primary trade area. They are typically visited once or twice per week by most households living within a one- to two-mile radius. However, in very rural areas it is not unusual for residents to drive more than 50 miles weekly to visit a Neighborhood Center.



## MEMORANDUM

**TO:** Ryan Culpepper, Director  
Development Services Division  
Development Support and Environmental Management  
Leon County

**THROUGH:** Artie White, Administrator  
Comprehensive Planning  
Tallahassee-Leon County Planning Department

**FROM:** Stephen Hodges, Senior Planner, Tallahassee-Leon County Planning Department

**DATE:** March 19, 2020

**SUBJECT:** Consistency Review: Proposed Ordinance Revising the Lake Protection Node Zoning District

---

Staff has reviewed the proposed Ordinance revising the Lake Protection Node zoning district as prepared by the Leon County Department of Development Support and Environmental Management (DSEM). This proposed Ordinance identifies changes necessary to foster development in the Lake Protection Node zoning district while meeting the intent of Policy 2.2.18 [L] Lake Protection in the Land Use element of the Comprehensive Plan.

Staff reviewed the proposed Ordinance in relation to all relevant Comprehensive Plan policies. For those items in the Ordinance that are not addressed at the policy level in the Plan, direction previously provided to the Department from the Planning Commission Attorney has been to find an item consistent with the Comprehensive Plan if the Plan does not address the issue.

### Conclusion

The proposed ordinance includes the intent of the district, the location, and clarifies the allowed, prohibited, restricted, and accessory uses, and presents development standards that meets Policy 2.2.18. including residential densities and non-residential intensities. Additional development standards addressing development incentives, access, urban design, walkability, and mixed uses meet the intent of Policy 2.2.18 [L]. Planning staff finds the proposed ordinance consistent with the Comprehensive Plan based on the policy language contained in the Plan, including Policy 2.2.18 [L] Lake Protection.

# NOTICE OF ESTABLISHMENT OR CHANGE OF A LAND USE REGULATION

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "Board") will conduct a virtual only public hearing on Tuesday, April 28, 2020, at 3:00 p.m., or as soon thereafter as such matter may be heard, by utilizing communications media technology in accordance with the Florida Governor's Executive Order 20-69, to consider adoption of an ordinance entitled to wit:

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA; AMENDING CHAPTER 10, THE LAND DEVELOPMENT CODE, OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA; AMENDING SECTION 10-6.660, LAKE PROTECTION NODE ZONING DISTRICT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Leon County will be broadcasting the virtual only public hearing on Comcast Channel 16, Prism Channels 16 and 1016-HD, and the County's Facebook page, You Tube channel, and web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). All interested parties are invited to submit public comment until 8:00 p.m. on Monday, April 27, 2020, by visiting <http://cms.leoncountyfl.gov/Home/Commission-Meetings/Meeting-Comments>. All submitted comments will be distributed to the Board prior to the public hearing and made a part of the record. Written comments received by the public will be posted on the County's website ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)) in advance of the hearing. Persons needing assistance with submitting comments may contact County Administration via telephone at 850-606-5300, or via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov).

Public comment received after the 8:00 p.m., Monday, April 27, 2020, deadline will be made available to the Board and entered into the record during the hearing, although the County cannot guarantee that Commissioners will have adequate time to review such comments prior to the hearing or that the comments will be posted on the County website prior to the hearing.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Mathieu Cavell or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of the ordinance may be inspected on the County's web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). To receive copies of the ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration via telephone at 850-606-5300, or the Department of Development Support and Environmental Management at 850-606-1300.



**Leon County  
Board of County Commissioners  
Notes for Agenda Item #4**


# Leon County Board of County Commissioners

## Agenda Item #4

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator



**Title:** Second and Final Public Hearing to Consider Adopting an Ordinance Amending Section 10-1.101 of the Land Development Code Entitled “Definitions,” Repealing Section 10-6.816, “Community Gardens,” and Creating a New Section 10-6.816 Entitled “Urban Agriculture,” and a New Section 10-6.821 Entitled “Urban Equine”

<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support and Environmental Management
<b>Lead Staff/ Project Team:</b>	Ryan Culpepper, Director, Development Services Division Shawna Martin, Principal Planner, Development Services Division

### **Statement of Issue:**

This agenda item provides for the second and final required Public Hearing to consider adopting a proposed Ordinance, based on stakeholder feedback and support, to eliminate barriers to the operation of small-scale commercial farming inside the Urban Service Area. The Ordinance will also allow for the keeping of horses as pets on residential properties of one acre and greater.

### **Fiscal Impact:**

This item has a minimal fiscal impact. A streamlined review process is being proposed which would provide urban farms and community gardens with a reduction in customary permitting costs.

### **Staff Recommendation:**

Option #1: Conduct the second and final Public Hearing and adopt an Ordinance amending Section 10-1.101 of the Land Development Code entitled “Definitions,” repealing Section 10-6.816, “Community Gardens,” and creating a new Section 10-6.816 entitled “Urban Agriculture,” and a new Section 10-6.821 entitled “Urban Equine” (Attachment #1).

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## **Report and Discussion**

### **Background:**

At the February 11, 2020 meeting, the Board conducted the first of two public hearings to consider adopting a proposed Ordinance amending the Land Development Code of the Leon County Code of Laws to allow urban agriculture and urban equine as permitted uses. This agenda item provides for the second and final Public Hearing to adopt a proposed Ordinance amending Sections 10-1.101 and 10-6.816, and creating a new Section 10-6.821. Based on stakeholder feedback and to ensure community support, the amendment also eliminates barriers to the operation of small-scale commercial farming inside the Urban Service Area (USA).

The proposed Ordinance seeks to build upon the County’s efforts to support urban agriculture activities and would allow urban equine as a permitted use. In January 2009, the Board adopted a Community Garden Ordinance providing regulations allowing community gardens as a supplementary use in residentially zoned neighborhoods. The Ordinance was in response to a growing trend in many communities that saw both the rapid increase in food prices and the desire for individuals to become more connected to their source of food. The Community Garden Ordinance provided restrictions on size; prohibited wholesale and retail sales of produce from the community garden (retail sales was limited to those activities permissible under the Home Occupation Ordinance); limited the use of pesticides, fertilizers, and other gardening chemicals; and provided maintenance requirements for the owner of the community garden to prevent the site from becoming a nuisance to neighbors.

In June 2012, the Board adopted amendments to the Community Garden Ordinance, which allowed for the establishment of community gardens on County-owned properties. Leon County promotes gardens in schools, neighborhoods, and other community centers. Community gardens make important contributions to all facets of sustainability. By providing access to free produce, gardens save participants money, increase access to healthy food, and reduces the amount of fossil fuel used to transport food to the dinner table.

In June 2014, in response to the closing of a relatively successful urban farm located in the City of Tallahassee, the Board requested a report regarding potential ways the County could further promote farming, including small-scale commercial farming inside the USA. On September 23, 2014, the Board accepted a status report on the barriers and opportunities for small-scale farms in Leon County and directed the development of a draft Ordinance, including stakeholder engagement to elicit feedback and ensure community support.

On May 12, 2015, the Board was provided a status update on the urban agriculture project which outlined the issues and opportunities for promoting urban agriculture and increasing local food production and consumption while considering legal and compatibility issues that may arise. The status report set out a timeline for involving various County departments, as well as targeted stakeholder groups, in formulating recommended code changes to promote urban agriculture.

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In order to solicit feedback and ensure community support, an Urban Agriculture Focus Group (Focus Group) was established during the drafting of the Ordinance. The Focus Group included representatives from the Council of Neighborhood Associations, Capital Area Neighborhood Network, Leon County Institute of Food and Agricultural Standards Extension Office (IFAS), FSU Department of Urban and Regional Planning, Tallahassee Food Network, Frenchtown Heritage Market and various urban farmers in the community. The Focus Group met multiple times over the last several years in order to garner valuable input regarding emerging trends in urban agriculture practices, while also working through community concerns with the allowance of urban agricultural animals. Also during this time, staff was asked to examine and draft provisions related to the keeping of horses as pets on residential properties, which currently is not regulated in the County. This discussion required additional coordination with the Animal Control Division, the County Attorney’s Office, and members of the community who represent interests of the horse community; therefore, more time was needed for analysis in order to ensure consensus on the proposed Ordinance. Ultimately, a new section was drafted entitled “Urban Equine” which sets forth regulations for horses on residential properties that was well received by stakeholders.

### **Analysis:**

An invigorated local food movement is fostering development of new forms of agriculture across the nation, state, and in our community. Leon County has a long agricultural history; however, the emerging types of farms cropping up are different than traditional farms, in both location and in the types of operations. Particularly, some organizations operate farms that combine commercial operations with educational and social missions.

While Leon County has undertaken many efforts to assist the local food sector, these efforts have not encompassed an analysis of the County’s regulations and other barriers affecting small, commercial farm businesses. This issue came to the forefront, in part, because of a small local urban farm that raised and sold on-site crops on a leased vacant urban lot. The farm is considered a nonconforming land use since commercial farming is not allowed in the zoning district in which the use is occurring. While this property is within city limits, the question is relevant to Leon County as well, primarily in multiple residential-dominated zoning areas, and more generally, in terms of the County’s advocacy for small and local farms, public health, and sustainability.

Governmental regulations and policies are recognized to be a factor in either encouraging or discouraging success of small farm operations. Local governments are grappling with how to regulate small farm enterprises and must balance quality of life and compatibility issues with the encouragement of new forms of farming enterprises that may be located from urban to suburban to rural areas. In support of the local food movement and small farm businesses, the Board recognized a need to evaluate existing regulations, policies, and programs to assess whether current barriers exist for development and operation of small-scale commercial farms and to explore opportunities that would proactively support small local farmers consistent with maintaining quality of life and environmental quality for all County residents.

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Land uses in the County are controlled by land use development standards, the Comprehensive Plan, and the schedules of permitted uses within various zoning districts. Nontraditional farming is a relatively new occurrence, and therefore, was not contemplated at the time of adoption of the Comprehensive Plan and implementing zoning districts. The USA covers both Leon County and the City of Tallahassee jurisdictions. Land inside the USA that falls under the County’s jurisdiction is predominately residentially zoned, with smaller pockets of commercial, office and industrially-zoned property on the edges of the USA boundary.

Leon County has five zoning districts, predominately outside the USA, that allow some form of farming (agriculture) by right. These districts are comprised of larger tracks of land which encompass approximately 531 square miles, or 339,974 +/- acres. These districts are:

- Rural (R): 298,550 +/- acres;
- Urban Fringe (UF): 25,674 +/- acres;
- Lake Talquin Recreational/Urban Fringe (LT/UF): 6,314 +/- acres;
- Open Space (OS): 6,659 +/- acres; and
- Residential Acre (RA): 2,776 +/- acres.

The Rural, UF and LT/UF districts have restrictions on the location of retail sales, while retail sales are not permitted in the OS and RA districts.

While the Land Development Code (LDC) does not expressly provide for urban farms, it does support some forms of urban agriculture. The County has already taken a proactive approach by codifying the right to establish community gardens that allow for off-site sales of produce, as long as the garden is not operated on County-owned property. The Leon County Office of Sustainability provides financial and technical support to help community gardens, and to date has supported 21 gardens.

The proposed Ordinance repeals the existing Section 10-6.816, Community Gardens, but maintains much of the same language in the new Section 10-6.816, Urban Agriculture. The intent behind the proposed Ordinance is to expand farming opportunities in the urban areas of the County and allow for the keeping of urban agriculture animals, such as hens, ducks, roosters, bees and animals related to aquaponics operations, that would not normally be allowed in these zoning districts.

The proposed Ordinance provides for three tiers of urban agriculture: home gardens, community gardens and urban farms. Each tier allows for an increase in size and intensity of the farming operation, as well as an increase in the number and types of urban agriculture animals allowed. General provisions apply to all urban agriculture activities, including requirements for the humane care of urban agriculture animals, noise limitations, prohibitions of public nuisances, and environmental compliance (fertilizer, pesticides, etc.) Additional provisions and restrictions, discussed in more detail below, have been tailored for each tier to address compatibility of the urban agriculture activity with the surrounding area. It is important to note that the provisions

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outlined below, if adopted by the Board, would not apply to land that is zoned for agricultural use as a principal use or properties that have a bona fide farm operation on land classified as agricultural under Florida Statutes.

### ***Hens, Ducks and Roosters***

The County has historically determined that livestock animals, including poultry and fowl, are not permitted in zoning districts which do not list agriculture or livestock as a permitted use. An animal is considered a livestock animal if it is kept as a beast of burden and/or for the purposes of economic gain. As a result, chickens raised for the purpose of egg production are considered livestock and are not permitted in any zoning district that does not permit agriculture or livestock.

During the drafting of this Ordinance, staff was asked to consider allowing the raising of backyard chickens and ducks for their eggs in order to support local food production and consumption. Additionally, according to the Leon County Extension Office (UF/IFAS Extension), roosters provide a multitude of benefits, including but not limited to, egg fertilization, flock protection and flock social order. While many jurisdictions ban roosters outright due to nuisance concerns, staff wanted to consider their importance and weigh the benefits with potential conflicts to see where they could be allowed. The most important aspect of keeping hens, ducks or roosters, so as not to create a nuisance, is to ensure they are being kept humanely.

The land development codes of numerous jurisdictions of similar population size to Leon County were researched to determine how chickens were being regulated outside of areas allowing livestock and agricultural activities (Attachment #2). This analysis found that the average allowance for single-family residential uses was generally between four to eight laying hens. The City of Tallahassee allows for hens and one rooster on residential properties when securely enclosed in a yard or pen at all times and not closer than 20 feet to any neighboring dwellings. Two other jurisdictions, Seminole County and the City of Neptune Beach, established pilot programs that call for evaluation and reporting in order to determine if the program is successful and not generating any unintended consequences.

It is therefore recommended, based on the analysis and stakeholder meetings noted above, that each tier of urban agriculture establish a specific limit on the number of hens, ducks, and roosters allowed based on the applicable zoning, as summarized below:

- Home gardens – Ten hens or ducks; roosters prohibited
- Community gardens – Twenty hens or ducks; one rooster
- Urban farms – Hens and ducks unlimited; two roosters

### ***Home Gardens***

Home gardens have always been allowed in the County; however, the LDC only references home gardens through an exception under the Community Garden Ordinance that reads as follows:

*Exception. This section shall not be construed so as to apply to any garden established as an accessory use to a lawfully established principal residential use providing for*

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*the personal enjoyment and consumption for the property owner upon which the garden is located.*

The proposed Ordinance includes a new subsection that outlines allowances for home gardens and includes allowances for the keeping of urban agriculture animals. This subsection allows home gardens as a permitted accessory use to any lawfully established principal residence and permits ten hens or ducks to be kept per single-family, two-family or multi-family residence. Roosters are specifically prohibited due to the high potential of nuisance complaints in residential areas. Hens and ducks must be contained in a pen or coop that is located in the rear yard and the home garden must abide by the same general provisions as other urban agriculture uses including humane care standards, public nuisance prohibitions, environmental compliance and more. Retail sales of produce or by-products of urban agriculture animals are not allowed at the site of a community garden; however, these products can be sold off-site at farmers’ markets, through community sponsored agriculture (CSA) or the like.

### ***Community Gardens***

Community gardens were added to the County’s LDC as a permitted use in 2009 and are allowed on private property as well as County-owned properties that have been identified as suitable for such uses. Community gardens are permitted within all zoning districts and allow up to twenty hens or ducks and one rooster. Further, bees are permitted to be kept consistent with the regulations set forth in the Florida Administrative Code. Just as with home gardens, on-site sales are prohibited while off-site sales are allowed. To encourage community gardens, the proposed Ordinance provides for an expedited review for community gardens over one-half (½) acre in size and requires no review for community gardens less than one-half (½) acre in size, if the community garden is not located on County-owned land.

### ***Urban Farms***

Urban farms are allowed in any zoning district inside the USA, except residential districts as defined in Section 10-1.101 of the LDC, and may be up to 3 acres in size. Up to two roosters and an unlimited number of hens and ducks are allowed on an urban farm, so long as they comply with the humane care standards and public nuisance prohibitions provided for in Section 4-37 and Section 1-36 of the Leon County Code of Laws, respectively. Hens, ducks and roosters are required to be kept in pens or coops and require a minimum setback of 50 feet from the nearest adjacent principal dwelling. Bees are also permitted to be kept consistent with the regulations set forth in the Florida Administrative Code. Aquaponics operations are permitted consistent with regulations set forth by the Florida Department of Agriculture and Consumer Services and the Florida Fish and Wildlife Conservation Commission. An urban farm may have on-site sales when approved through the site plan review process and can operate sales, with deliveries, during the hours of 7:00 a.m. to 7:00 p.m. Prepared food products, value-added products, or the sale of items not grown on-site are prohibited.

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### ***Urban Equine***

During the drafting of the Urban Agriculture Ordinance, staff was also asked to examine and draft provisions related to the keeping of horses as pets on residential properties. The LDC is currently silent on the issue of keeping horses as pets, outside of those zoning districts that allow livestock or agriculture by right. The land development codes of numerous jurisdictions of similar population size to Leon County were examined to determine how horses were regulated outside of areas allowing livestock and agricultural activities (Attachment #2). This analysis concluded that many jurisdictions required at least one acre of land per horse, with some requiring up to five acres per horse.

The Animal Control Division also provided data from code complaints received regarding horses from 2012 through 2017. From this small sampling of information (54 entries), it was determined that the smallest lot on which a horse was documented was 0.99 acres in size. In coordination with the Animal Control Division, the Urban Equine portion of the Ordinance was drafted based on this research, general best management practices for the keeping of horses and the requirements for humane care. Humane care provisions require that an owner provide sufficient and wholesome food, proper shelter and protection from the weather at all times, veterinary care when needed to prevent suffering, sufficient exercise space, and humane care and treatment, including clean, sanitary and safe conditions for living. The Animal Control Division would be responsible for validating any complaints regarding the humane care of animals, including horses. This section would apply to all properties within unincorporated Leon County, except for those properties located in zoning districts allowing agriculture/livestock or properties that have a bona fide farm operation on land classified as agricultural under Florida Statutes.

Meetings were held with individuals who represent the interests of the horse community to review the proposed urban equine section of the Ordinance in order to obtain their feedback. Representative members were supportive of the provisions that limit the keeping of horses to parcels of one acre in size or greater. The provision as proposed essentially creates a horse density that allows one horse for the first acre of land and one additional horse for each additional one-half ( $\frac{1}{2}$ ) acre. Members expressed their support of these provisions and thought the one-acre requirement was feasible, as at least one-quarter ( $\frac{1}{4}$ ) to one-half ( $\frac{1}{2}$ ) acre of land is developed with a single-family residence and the remaining land would be needed to support proper recreation and grazing needs for the horse. Each additional one-half ( $\frac{1}{2}$ ) acre would then support an additional horse.

### ***Animal Control Coordination***

Leon County’s Animal Control prepared revisions to Section 4-37 (humane care standards) and Section 1-36 (public nuisance prohibitions) of the Leon County Code of Laws to strengthen best management practices and enforcement actions as they relate to the animals. At the February 25, 2020 meeting, to address the impacts of the proposed Ordinance allowing Urban Agriculture and Urban Equine, the Board approved the scheduling of a public hearing to also consider adopting a proposed Ordinance amending the referenced provisions of the Code of Laws of Leon County, Florida, regarding Animal Control. The amendment provides for humane care standards and



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public nuisance prohibitions to accommodate horses, chickens and other fowl on certain residential properties inside the Urban Services Area. Should the Board adopt the Ordinance to allow Urban Agriculture and Urban Equine as permitted uses, then it is recommended that the Board adopt the proposed Animal Control Ordinance (Agenda Item #5) at the public hearing.

### ***Interactive GIS Map***

An interactive story map has been developed that outlines general provisions of home gardens, community gardens and urban farms and allow residents to search by property to determine what kind of urban agriculture would be allowed and detail the allowances for any urban agriculture animals (e.g. chickens, ducks, roosters, horses, etc.) The story map will be available on the County’s website upon adoption of this Ordinance.

### ***Urban Agriculture Focus Group***

The Focus Group met on several occasions throughout the last several years to discuss drafts of the Ordinance. Site visits were also made to existing community gardens and urban farms within the City to best determine needs, resources and obstacles to the development of an urban farm. Early drafts of the Ordinance permitted urban farms to be located in any zoning district inside the USA, provided specific provisions were met. Urban farms proposed in a residential district were only permitted as a special exception use, which would require Board approval due to the potential for conflicts with commercial operations located within a residential district. Discussions with the Focus Group detailed current code complaints received from citizens regarding the keeping of agricultural animals including chickens, goats and horses in residential areas, as well as the operation of commercial home-based businesses outside of the principal structure. These are the most common forms of zoning complaints received from citizens that the County has to navigate and validate on a daily basis.

The intent of allowing urban farms on residentially zoned properties only through a special exception process was to allow citizens to be notified of a proposed urban farm and be able to provide comments and concerns at a publicly-noticed meeting. The Focus Group, while supportive of allowing urban farms in residential areas, felt the special exception process would put an undue burden on small farm operations, in both time and finances. One of group’s main concerns was the cost associated with permitting urban agricultural uses. The group hopes to have future discussions with the County regarding start-up grants, and exemptions for urban farms, much like a homestead exemption or agricultural classification. The Office of Sustainability is researching ways they may be able to provide small start-up grants to help cover permitting costs to support urban agriculture activities in the County. A streamlined permitting process and resultant fee reductions are being proposed to address these concerns and support urban agricultural uses.

### ***Streamlined Permitting and Resulting Fee Reductions***

As noted above, one of the top concerns of the Urban Agriculture Focus Group was the cost associated with permitting urban agricultural uses. Existing permitting processes would have required urban agriculture uses to apply for zoning verification, an inventory of natural features on the site, site plan review, environmental permitting, and concurrency review. Streamlined

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permitting, which eliminates several application review processes for urban agriculture uses, are being proposed to address the concerns of the Focus Group regarding permitting costs. The proposed streamlined review process would afford reduced review times and fees while still assuring that proper measures are taken to protect neighboring properties from encroachment and potential nuisance issues, as well as environmental impacts that may be associated with such uses. For consistency, the fees associated with these permitting requirements will follow the County’s current fee schedule.

The streamlined permitting processes for urban agricultural uses are proposed as follows:

- Home gardens or a community garden (not located on County property and outside preservation features) that are less than one-half acre in size would not require permitting.
- Community gardens requiring permitting would only need to apply for a Letter of Zoning Verification (\$90) and an Environmental Management Permit (EMP - Short Form A Non-Residential; \$372).
- Urban farms requiring permitting would only need to apply for a Permitted Use Verification (\$242), an EMP (Short Form A Non-Residential; \$372) and may require site plan review based on the intensity of development proposed on-site. Urban farms would be subject to the standard site and development process and thresholds, as outlined in Section 10-7.402 (and Table 10-7.1) of the LDC, that are based on the intensity of the proposed use. Most urban farms would likely qualify for review through the Administrative Streamlined Application Process (ASAP; \$600). However, urban farms proposing a higher intensity of use (non-residential square footage) may be subject to a Type “A” or “B” level site plan review. This would allow for public notice (mail notifications, newspaper ad and property posting), and afford citizens the opportunity to comment regarding the project at a publicly-noticed meeting.

***DSEM Advisory Committee on Quality Growth Comments:***

The proposed Ordinance was presented to the DSEM Advisory Committee of Quality Growth for review and recommendations at their March 19, 2018 meeting. The draft Ordinance included the allowance of urban farms in residential areas. The Committee voiced their recommendations and requested clarification of the following:

- Are community gardens able to sell produce? *Not unless the zoning of the property allows for retail sales.*
- Can Homeowners Associations (HOA) reject the garden proposal? *Yes; private covenants/restrictions are not enforceable by the County.*
- Why is this Ordinance including residential areas if the activities are commercial in nature? *The Ordinance would provide convenient access to locally grown produce. The sale of produce grown on-site would be mitigated through the special exception process outlined in the LDC and requires approval by the Board.*

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- If the Ordinance continues to include residential areas, a minimum size requirement should be included. *Staff noted that initially urban farms will only be allowed on non-residentially zoned property inside the USA, but would be reevaluated in a few years to consider whether they could be allowed in residential areas by special exception.*
- Would an agricultural classification on your property have an impact on this Ordinance? *Yes, it would exempt a property owner from the proposed Ordinance and allow sales and other potential nuisances that the proposed Ordinance would either prohibit or mitigate.*

The Committee expressed caution in allowing commercial sales on residential properties. In addition, the Committee noted the exemptions that an agricultural classification would provide a property owner would allow potential nuisances and nonresidential activities in residential areas that would not be regulated by local development laws. The Committee had considerable concerns that commercial sales in residential areas would have a negative impact on residential life and recommended that urban farms should not be allowed in residential zoning districts at this time. The committee recommended that the County initially only allow urban farms inside the USA in zoning districts that allow for non-residential uses. The County could reevaluate demand in a few years, and if necessary, consider a pilot program whereby urban farms could be permitted by special exception in residential zoning districts. The Committee’s recommendations resulted in the proposed Ordinance being revised to remove residential areas inside the USA from allowing urban farming activities.

### ***Comprehensive Plan Consistency Determination***

The Tallahassee-Leon County Planning Department conducted a review of the proposed Ordinance and determined that it is consistent with the Tallahassee-Leon County Comprehensive Plan (Attachment #3). The proposed Ordinance was reviewed by the Planning Commission at a Public Hearing on March 3, 2020 and found to be consistent with the Comprehensive Plan. The Planning Commission recommended adoption of the Ordinance and encouraged the County to consider expansion of more urban agriculture activities into residential neighborhoods.

### ***Summary***

The proposed Ordinance establishes a clear path for allowing urban agricultural practices in the County within areas that would not normally be allowed to establish such uses. In summary, the Ordinance proposes the following:

- Establishes three different tiers of agricultural uses within the County: home gardens, community gardens and urban farms. These agricultural uses are in addition to traditional farming and agricultural activities that are already allowed by right in certain zoning districts outside the USA.
- Home gardens, while already permissible in Leon County in association with any residential use, will now allow for the keeping of 10 hens or ducks within secured enclosures. Produce can be personally consumed or sold off-site at farmer’s markets or through CSAs.

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- Community gardens, while already permissible in Leon County in all zoning districts, will now be allowed without review from the County if less than a ½ acre and not on County owned land. Additionally, a community garden will allow for the keeping of 20 hens or ducks and one rooster. Lastly, beekeeping will be permitted provided the operation meets the regulations set forth in the Florida Administrative Code. Produce can be personally consumed or sold off-site at farmer’s markets or through CSAs.
- Urban farms, a new tier of farming activity in Leon County, will be allowed in any zoning district inside the USA, except residential districts, and may be up to three acres in size. Up to two roosters and an unlimited number of hens and ducks will be allowed when kept in compliance with humane care standards and in accordance with public nuisance prohibitions established under the County’s Animal Control Division. Beekeeping and aquaponics operations will also be allowed on urban farms consistent with state best management practices. On-site sales will also be allowed on urban farms when approved through the County’s site and development plan process to ensure compatibility with adjacent uses.
- Creates a new section entitled Urban Equine which sets forth reasonable property size allocations to allow for horses as pets in association with any residential use. It was determined through analysis and consultation with stakeholders that one horse can be sustained along with a single-family residence on one acre of land and an additional horse could be supported on each subsequent one-half (½) acre of land.
- Lastly, the proposed Ordinance proposes a streamlined review process which reduces associated review times and permitting fees for urban agriculture uses.

#### Public Notification:

Notice of the Public Hearing has been published in accordance with the requirements of Florida Statutes (Attachment #4).

#### Options:

1. Conduct the second and final Public Hearing and adopt an Ordinance amending Section 10-1.101 of the Land Development Code entitled “Definitions,” repealing Section 10-6.816, “Community Gardens,” and creating a new Section 10-6.816 entitled “Urban Agriculture” and a new Section 10-6.821 entitled “Urban Equine” (Attachment #1).
2. Conduct the second and final Public Hearing and do not adopt an Ordinance amending Section 10-1.101 of the Land Development Code entitled “Definitions,” repealing Section 10-6.816, “Community Gardens,” and creating a new Section 10-6.816 entitled “Urban Agriculture” and a new Section 10-6.821 entitled “Urban Equine” (Attachment #1).
3. Board direction.

#### Recommendation:

Option #1

Title: Second and Final Public Hearing to Consider Adopting an Ordinance Amending Section 10-1.101 of the Land Development Code Entitled “Definitions,” Repealing Section 10-6.816, “Community Gardens,” and Creating a New Section 10-6.816 Entitled “Urban Agriculture,” and a New Section 10-6.821 Entitled “Urban Equine”

April 28, 2020

Page 12

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Attachments:

1. Proposed Ordinance
2. Analysis of horse and chicken allowances
3. Planning consistency memo
4. Notice of Public Hearing

**LEON COUNTY ORDINANCE NO. 2020-**

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 10, THE LAND DEVELOPMENT CODE, OF THE CODE OF LAWS OF LEON COUNTY; AMENDING SECTION 10-1.101, DEFINITIONS; REPEALING SECTION 10-6.816, COMMUNITY GARDENS; CREATING A NEW SECTION 10-6.816 TO BE ENTITLED URBAN AGRICULTURE; CREATING A NEW SECTION 10-6.821 TO BE ENTITLED URBAN EQUINE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

WHEREAS, the Board of County Commissioners desires to enact an ordinance to provide for urban agriculture and urban equine in Leon County;

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

**Section 1. Amendments to Code.**

Section 10-1.101 of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Definitions," is hereby amended to read as follows:

**Sec. 10-1.101. Definitions.**

The following words, terms, phrases, and abbreviations and their derivations, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning, or a different meaning is ascribed to them under another section in this chapter. Words defined herein shall be construed as defined, whether or not the first letter of the defined term is capitalized. Words, terms, and phrases not defined herein shall be construed to have the meaning given by their common and ordinary use. When consistent with the context, words used in the present tense include the future tense, words used in the plural tense include the singular tense, and words used in the singular tense include the plural tense.

\* \* \*

Chicken means a type of domesticated fowl of the species Gallus domesticus. The term chicken shall not include a duck, goose, turkey, peafowl, guinea fowl, or other poultry or fowl.

\* \* \*

~~*Community garden:* See “urban agriculture.” means any portion of a lot or parcel managed and maintained by a group of people to grow and harvest food crops and/or non food ornamental crops for personal or group use, consumption or donation. Community gardens do not include portions of lots or parcels utilized to grow food crops and/or non food ornamental crops for the purpose of commercial wholesaling.~~

\* \* \*

Coop means a covered house, structure, or room that will provide chickens with shelter from weather and with a roosting area protected from predators. A coop typically includes an outside exercise area to allow chickens access to foraging and sunlight.

\* \* \*

Duck means a domesticated web-footed swimming bird.

\* \* \*

Hen means a female chicken of any age, including a chick.

\* \* \*

Home garden: See “urban agriculture.”

\* \* \*

Horse means all animals of the equine family, including but not limited to ponies, donkeys, and mules.

\* \* \*

Livestock means all animals of the equine, bovine, camelidae, bovidae, phasianidae or swine family, including but not limited to goats, sheep, mules, horses, hogs, cattle, ostriches, poultry, and other grazing animals. This term does not include pets.

\* \* \*

*Pet* means a domestic animal normally considered as a household pet and which can be maintained and cared for within the living space of a residence and is not kept primarily for economic gain. Such animals may include dogs, cats, ferrets, potbellied pigs (Vietnamese or Asian), rabbits, small rodents, small reptiles, fish, small birds, and other similar animals. This term does not include livestock.

\* \* \*

Rooster means a male chicken of any age and generally characterized by an ability to crow.

\* \* \*

Service animal shall have the same meaning as ascribed to it in section 413.08, F.S.

\* \* \*

Urban agriculture is a broad category term that describes a number of agricultural activities that can help communities increase their food security by producing their own healthy food. Urban agriculture activities include home gardens, community gardens and urban farms, and may also include aquaponics, hydroponics and the keeping of urban agriculture animals.

a. Home garden means the property of a single-family, two-family or multifamily residence used for the cultivation of fruits, vegetables, plants, flowers or herbs and/or the keeping of urban agriculture animals, as permitted, by the residents and for the residents of the property as an accessory use and for personal enjoyment and consumption.

b. Community garden means any portion of a lot or parcel managed and maintained by a group of people for the cultivation of fruits, vegetables, plants, flowers or herbs and/or the keeping of urban agriculture animals, as permitted, for personal or group use, consumption, donation or off-site sales. Community gardens may also be established on county-owned property provided a community garden application has been approved in coordination with the county.

c. Urban farm means a more intensively farmed property inside the urban service area operated by an individual, organization, or business with the purpose of cultivating and selling fruits, vegetables, plants, flowers or herbs and/or the keeping of urban agriculture animals.

Urban agriculture animal means hens, roosters, ducks, bees, or aquatic animals when used solely for an aquaponics operation.

Urban farm: See “urban agriculture.”

\* \* \*

## **Section 2. Amendments to Code.**

Section 10-6.816 of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Community gardens,” is hereby repealed in its entirety.

~~Sec. 10-6.816. Community gardens.~~

~~(a) Purpose and intent. To allow groups of people, to grow food crops and/or non-food ornamental crops on a not for profit basis, except as expressly provided herein, without creating adverse environmental impact or land use incompatibilities.~~



- ~~(b) — *Exception.* This section shall not be construed so as to apply to any garden established as an accessory use to a lawfully established principal residential use providing for the personal enjoyment and consumption for the property owner upon which the garden is located.~~
- ~~(c) — *General provisions.* Community gardens may extend over multiple parcels. Community gardens may also be established on properties owned by the county provided the applicant has submitted a complete application for the establishment of a community garden on a lot or parcel owned by the county in accordance with any and all applicable laws, regulations, and policy standards.~~
- ~~(d) — *Specific standards.* Community gardens shall comply with the following specific standards:~~
- ~~(1) — *Size limitation.* The limits to the size of a community garden shall be determined by the county with respect to any environmental constraints and in order to limit any adverse impacts to any other established use of the property.~~
- ~~(2) — *Environmental permit requirements.* Any person wishing to establish a community garden of greater than one-half acre in size, shall be required to contact the department of development support and environmental management to determine whether an environmental permit shall be required as a prerequisite. The county may limit or restrict the establishment of a community garden due to the existence of environmentally sensitive areas on the property.~~
- ~~(3) — *Noise limitations.* No gardening activities may take place before sunrise or after sunset. The use of hand tools, and domestic gardening tools and equipment is encouraged; the use of power equipment, is also allowed; however, such use shall be in compliance with the noise control ordinance, chapter 12, article II.~~
- ~~(4) — *Maintenance responsibilities.* The owner of the property on which the community garden is located shall ultimately be responsible for maintaining the property, while the group managing a community garden shall ensure that the area and supporting infrastructure utilized for the community garden is maintained, so that it does not become: overgrown with weeds; infested by invasive exotic plants or vermin; or, a source of erosion or stormwater runoff; or pollution by fertilizer or pesticide, insecticide, herbicide or other agricultural use chemicals.~~
- ~~(5) — *Agricultural chemical application.* Application of fertilizer, pesticide, insecticide, herbicide and/or agricultural use chemicals shall be consistent with label instructions and article XIV of this chapter.~~
- ~~(6) — *Compliance with standards.* The owner of any community garden and any group managing a community garden shall ensure that the garden complies with applicable environmental management standards set out in article IV of this chapter.~~
- ~~(7) — *Sale of produce and horticultural plants.* The food crops and/or non food ornamental crops grown in a community garden shall not be sold wholesale nor otherwise offered for sale on such community garden premises; however, this does not exclude community gardens from participating in a local farmer's market.~~
- ~~(8) — *Community gardens not eligible for any agricultural tax exemption.* Community gardens shall not be considered as principal agricultural uses and shall not be construed so as to qualify for agricultural tax exemptions afforded by the local, state, or federal government.~~
- ~~(9) — *Locational signage.* Signage providing identification of the community garden shall comply with the provisions noted in article IX of this chapter.~~

(e) ~~Legal nonconformity status of pre-existing community gardens. Any community garden existing on the effective date of the ordinance from which this article is derived, and which no longer conforms to one or more of the development standards of this section, may be continued in a legal nonconformity status. However, the continuation of such legal nonconformity status shall be subject to the regulations set forth in division 3, article VI of this chapter pertaining to the continuation and elimination of pre-existing uses.~~

### **Section 3. Amendments to Code.**

Section 10-6.816 of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Urban agriculture,” is hereby created to read as follows:

#### **Sec. 10-6.816. Urban agriculture.**

(1) Purpose and intent. This section is enacted to promote agricultural activities that can help communities increase their food security by producing their own healthy food. Urban agriculture activities include home gardens, community gardens and urban farms, and may also include aquaponics, hydroponics and the keeping of urban agriculture animals, while also limiting adverse environmental impact and land use incompatibilities.

(2) Applicability. This section shall not apply to properties in zoning districts which allow agriculture uses as a principal use, or properties that have a bona-fide farm operation on land classified as agricultural land pursuant to section 193.461, F.S.

(3) General provisions.

a. Generally.

1. The owner of any urban agriculture animal must comply with the public nuisance prohibitions provided in section 4-36, Leon County Code of Laws.
2. The owner of any urban agriculture animal must comply with the humane care standards provided in section 4-37, Leon County Code of Laws.
3. Hens, roosters, and ducks, where allowed, shall be contained within a pen or coop. The pen or coop shall be located in the rear yard if located on properties zoned for and/or used for residential purposes. Specific setback requirements are further outlined in this section.

b. Prohibitions. The following are prohibited within home gardens, community gardens, and urban farms:

1. The slaughtering of urban agriculture animals;

2. Allowing the property to contain rodents, offensive odors, excessive noise, or any other condition, which could cause a nuisance.
  3. On-premise sales of urban agriculture animals or their byproducts, except as expressly permitted in this section;
  4. The keeping of roosters or any other crowing chickens, except as expressly permitted in this section; and
  5. Allowing hens, roosters, or ducks to run at large upon the streets, alleys, or other public places or upon the property of another person.
- c. Environmental compliance. The property owner, or any person or group managing a home garden, community garden, or urban farm, shall ensure that the farm operation complies with applicable environmental management standards set out in article IV of this chapter. Application of fertilizer, pesticide, insecticide, herbicide and/or agricultural-use chemicals shall be consistent with label instructions and article XIV of this chapter.
- d. Noise limitations. The use of hand tools, and domestic gardening tools and equipment is encouraged. The use of power equipment is also allowed; however, such use shall be in compliance with the noise control ordinance, chapter 12, article II, Leon County Code of Laws.
- e. Waivers. Setbacks, buffering and fencing standards may be waived for a community garden or urban farm if the adjacent properties are used for farming activities or agriculture and will not be inordinately impacted by the community garden or urban farm.
- f. State and federal regulations. State and federal regulations regarding licensing, permitting, best management practices, sales, and food safety apply.
- g. Legal nonconformity status. Any community garden or urban farm existing on the effective date of this section, and which no longer conforms to one or more of the development standards of this section may be continued in a legal nonconformity status. However, the continuation of such legal nonconformity status shall be subject to the regulations set forth in article VI, division 3 of this chapter pertaining to the continuation and elimination of preexisting uses.
- (4) Home gardens. Home gardens are allowed by right as an accessory use to any lawfully established principal residential use. Accessory structures require permitting and are governed by section 10-6.802.
- a. Hens or ducks. The keeping or raising of hens or ducks within home gardens is permitted, subject to the following standards:

1. No more than 10 hens or ducks may be permitted per single-family, two-family or multifamily residence;
2. Hens and ducks shall be kept or raised for personal use only and byproducts (eggs) for personal consumption only; and
3. Roosters are prohibited.

(5) Community gardens. Community gardens shall be a permitted use in all zoning districts. Community gardens on county-owned property must first submit an application to the county. All community gardens shall comply with the following specific standards:

- a. Size limitation. Community gardens one-half acre or less in size shall not require approval by the county unless the community garden is on county-owned land and goes through the county community garden application process. A community garden greater than one-half acre must obtain approval from the county. The size of the community garden may be limited based on environmental constraints and avoidance of adverse impacts to any other established use of the property or adjacent properties.
- b. Accessory structures. Accessory structures shall be allowed without a principal structure on a permitted community garden.
- c. Permit review requirements:
  1. Letter of Zoning (LOZ) Certification. A LOZ shall be applied for and the request found eligible or conditional for the establishment of a community garden greater than one-half acre in size.
  2. Environmental Management Permit (EMP). The area of a community garden may be limited due to the existence of environmentally sensitive areas on the property. An EMP (Short Form A Non-Residential) may be required and shall be determined through the LOZ certification process.
- d. Urban agriculture animals. The keeping or raising of urban agriculture animals is permitted subject to the following standards:
  1. Hens, ducks and roosters. No more than 20 hens or ducks and 1 rooster may be kept on a community garden. Pens and coops shall be set back at least 50 feet from the nearest adjacent principal dwelling.
  2. Bees. Colonies of honey bees may be kept on a community garden consistent with the regulations set forth in the Florida Administrative Code and the Florida Department of Agriculture and Consumer Services guidelines and best management practices for beekeeping on non-agricultural lands, which includes requirements such as but not limited to: setbacks, fencing, water sources, and limitations on

colony size allowances based on the size of the property. All beekeepers with honey bee colonies must register with the state.

e. *Sale of produce and byproducts.* The fruits, vegetables, plants, flowers, or herbs grown in a community garden, or the byproducts of urban agriculture animals, shall not be sold wholesale nor otherwise offered for sale on such community garden premises; however, this does not exclude community gardens from off-site sales at farmer's markets, community sponsored agriculture (CSA) or the like.

f. *Hours of operation.* No gardening activities may occur before sunrise or after sunset.

g. *Maintenance responsibilities.* The owner of the property(-ies) on which the community garden is located shall ultimately be responsible for maintaining the property in compliance with the Leon County Code.

(6) *Urban farms.* Urban farms may be allowed in any zoning district inside the urban service area, except those defined as residential districts in section 10-101. Urban farms are subject to the following standards:

a. *Size limitation.* Urban farms shall be no greater than 3 acres in size; however, environmental constraints or mitigation of off-site impacts may limit the maximum size allowed.

b. *Permit review requirements:*

1. *Permitted Use Verification (PUV).* A PUV certificate shall be applied for and found eligible or conditional for the establishment of an urban farm.

2. *Site plan review.* An urban farm shall be reviewed in accordance with the site and development plan review thresholds established in section 10-7.402 (and Table 10-7.1).

3. *Environmental Management Permit (EMP).* The area of an urban farm may be limited due to the existence of environmentally sensitive areas on the property. An EMP (Short Form A Non-Residential) may be required and shall be determined through the PUV process.

c. *Submittal requirements.* In addition to those requirements found in article VII, division 4 of this chapter, each site plan application shall include an urban farm plan that addresses the following:

1. *An inventory of animals that will be raised or kept on-site as part of the farm operation;*

2. *A lighting plan that shows the location, type, height and intensity of lighting on-site;*

3. The hours of operation for the farm and any proposed hours for on-site sales and deliveries;
  4. The on-site water source for the urban farm and the location, size and operating method of any proposed rain-capture systems;
  5. A description of the type, size, and building materials of structures to be built or located on-site;
  6. A description of any events and/or educational components directly related to the urban farm which are being proposed on-site, and how parking will be accommodated. Temporary uses and events are regulated by section 10-6.804;
  7. A parking plan that shows adequate parking to accommodate farmers, customers, and/or visitors;
  8. Disclosure of the intent to produce, spread, or sell compost materials, the location of these materials on the site, and the anticipated frequency of application; and
  9. A management plan for maintenance responsibilities including who shall ultimately be responsible for maintaining and managing the property utilized for the urban farm. This plan shall address the maintenance of all crops, urban agriculture animals, and supporting infrastructure to ensure that it does not become: overgrown with weeds; infested by invasive exotic plants or vermin; a source of erosion or stormwater runoff; or a source of pollution by fertilizer or pesticide, insecticide, herbicide, or other agricultural-use chemicals.
- d. Urban agriculture animals. The keeping or raising of urban agriculture animals is permitted subject to the following standards:
1. Hens, ducks and roosters. Hens and ducks may be kept on an urban farm and are not limited in number. No more than 2 roosters may be kept on an urban farm. Pens and coops are required and shall be set back at least 50 feet from the nearest adjacent principal dwelling.
  2. Bees. Colonies of honey bees may be kept on an urban farm consistent with the regulations set forth in the Florida Administrative Code and the Florida Department of Agriculture and Consumer Services guidelines and best management practices for beekeeping on non-agricultural lands, which includes requirements such as but not limited to: setbacks, fencing, water sources, and limitations on colony size allowances based on the size of the property. All beekeepers with honey bee colonies must register with the state.
  3. Aquatic animals for aquaponics. Aquaponics operations must be operated completely within an enclosed structure (including equipment) and shall be set back at least 50 feet from the nearest adjacent principal dwelling. Aquaponics operations

1                   must adhere to regulations regarding licensing, permitting, best management  
2                   practices, sales, and food safety as outlined by the Florida Department of Agriculture  
3                   and Consumer Services and the Florida Fish and Wildlife Conservation  
4                   Commission.

5  
6                   e. *Accessory structures.* Accessory structures shall be allowed without a principal structure  
7                   on a permitted urban farm. Electrical service may be provided to accommodate  
8                   accessory structures, for providing security lighting, for the utilization of power tools,  
9                   and for other purposes determined to be urban farm related. Raised beds or structures  
10                   supporting bed cover are not considered structures that require a building permit and  
11                   shall not be subject to the size limitation noted below. Accessory structures shall not be  
12                   allowed for residential occupancy and/or habitation.

13  
14                   1. *Size.* For urban farms adjacent to a residential district or property used solely for  
15                   residential purposes, no single structure shall be larger than 200 gross square feet in  
16                   size. All urban farms shall be limited to the maximum building and maximum  
17                   impervious surface area restrictions of the zoning district in which it is located.

18  
19                   2. *Height.* Accessory structures shall not exceed 1 story (or greater than 24 feet) in  
20                   height, when adjacent to a residential district or property used solely for residential  
21                   purposes. All other urban farms shall comply with the height limitations of the  
22                   zoning district in which they are located.

23  
24                   3. *Setbacks.*

25  
26                   a. *Modular buildings, or any structure used as an office or to accommodate*  
27                   guests, will be required to meet the principal structure setbacks for the zoning  
28                   district in which it is located.

29                   b. *Urban agriculture animal pens and coops shall meet the setback requirements*  
30                   outlined in subsection (d), with no setback being less than 7½ feet.

31                   c. *Other types of accessory structures shall be set back a minimum of 7½ feet*  
32                   from the property line but no less than any required buffer.

33                   d. *Sites that cannot feasibly meet the required setbacks due to environmental*  
34                   features or site layout constraints may request a deviation from development  
35                   standards, provided the criteria outlined in section 10-1.106 is met or a  
36                   waiver is granted as provided in subsection (3).

37  
38                   f. *Buffers and fencing.* Type ‘A’ 10-foot landscape buffer with a 6-foot wooden, opaque  
39                   fence is required when adjacent to a residential district or property used solely for  
40                   residential purposes, unless a waiver is granted as provided in subsection (3). Plantings  
41                   shall be placed on the side of the residential development. Existing (non-invasive)  
42                   vegetation may be used to satisfy this requirement. The use of fruit trees and/or bushes  
43                   to serve as the required buffer may be permissible and shall be reviewed and approved  
44                   as part of the site plan review process.

- 1       g.     Lighting. Any proposed lighting shall adhere to dark-sky friendly principles, be no  
2       greater than 15 feet in height from grade, and shall be situated on-site to minimize light  
3       spill from the property line.
- 4
- 5       h.     Parking. Due to the uniqueness of each urban farm, and the potential to have a large  
6       variability in parking demand, it is impossible to specify a single parking requirement.  
7       For any use not listed in section 10-7.545 (schedule 6-2), the county administrator or  
8       designee, upon review of the proposed use, shall specify the required number of spaces  
9       to be provided, using generally accepted traffic engineering practices and standards. On-  
10      street parking may be used to meet parking requirements so long as it does not obstruct  
11      streets, rights-of-way, driveways or easements. Shared parking agreements with  
12      neighboring properties may also be used to satisfy parking requirements.
- 13
- 14      i.     Water source. If a water source is needed outside of rain capture systems, an urban farm  
15      may be required to connect to central water if service is available within the current  
16      Water and Sewer Franchise Agreement area and the utility service provider has  
17      determined that a connection is feasible.
- 18
- 19      j.     Restrooms. A minimum of one restroom will be required for each urban farm location.  
20      Onsite sewage disposal shall comply with the provisions of Chapters 381.0065, Florida  
21      Statutes and 64E-6, Florida Administrative Code. If a portable restroom facility is  
22      approved for the site, it shall be screened on at least three sides from public view by  
23      fencing, structures, or plantings of sufficient height.
- 24
- 25      k.     Sale of produce and horticultural plants. An urban farm may have on-site sales only  
26      when approved through the site plan review process. Food products, value-added  
27      products, or the sale of items not grown or harvested on-site shall be prohibited. On-  
28      site sales and deliveries shall only occur during the hours of 7 a.m. and 7 p.m.
- 29
- 30      l.     Maintenance responsibilities. The owner of the property(-ies) on which the urban farm  
31      is located shall ultimately be responsible for maintaining the property in compliance  
32      with the Leon County Code.
- 33

#### 34   Section 4. Amendments to Code.

35  
36       Section 10-6.821 of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Urban  
37   equine,” is hereby created to read as follows:  
38  
39



1 **Sec. 10-6.821. Urban equine.**

2  
3 (1) Purpose and intent. This section is enacted to allow individuals to keep horses on  
4 residential property, while limiting adverse environmental impact and land use incompatibilities.

5  
6 (2) Applicability. This section shall not apply to properties in zoning districts which allow  
7 agriculture uses as a principal use or properties that have a bona-fide farm operation on land classified  
8 as agricultural land pursuant to section 193.461, F.S. Further, this section shall not be construed to limit  
9 the use of service animals.

10  
11 (3) General provisions. Horses may be kept on residential property as an accessory use  
12 subject to the following restrictions:

- 13  
14 a. No horses may be kept on residential property less than one acre in size. One horse is  
15 permitted on residential properties one acre or greater in size. One additional horse is  
16 permitted for each one-half acre greater than one acre. Foals up to one year old do not count  
17 towards this limit.  
18  
19 b. All horses must be occupant-owned. Commercial stables and riding academies are  
20 prohibited except in zoning districts which allow agriculture uses as a principal use.  
21  
22 c. Horses shall not have access to any wetland areas on the parcel.  
23  
24 d. The owner must comply with the humane care standards provided in section 4-37, Leon  
25 County Code of Laws.  
26  
27 e. The owner must comply with the public nuisance prohibitions provided in section 4-36,  
28 Leon County Code of Laws.  
29

30 **Section 5. Conflicts.**

31  
32 All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby  
33 repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon  
34 County 2030 Comprehensive Plan as amended, which provisions shall prevail over any parts of this  
35 ordinance which are inconsistent, either in whole or in part, with the said Comprehensive Plan.  
36

37 **Section 6. Severability.**

38  
39 If any word, phrase, clause, section, or portion of this Ordinance is declared by any court of  
40 competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and  
41 portions of this Ordinance shall remain in full force and effect.  
42  
43

1 **Section 7. Effective Date.**

2  
3 This ordinance shall have effect upon becoming law.

4  
5 DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County,  
6 Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

7  
8 LEON COUNTY, FLORIDA

9  
10  
11 By: \_\_\_\_\_  
12 Bryan Desloge, Chairman  
13 Board of County Commissioners  
14

15 ATTESTED BY:  
16 Gwendolyn Marshall, Clerk of Court  
17 & Comptroller, Leon County, Florida  
18

19  
20 By: \_\_\_\_\_  
21

22  
23 APPROVED AS TO FORM:  
24 Leon County Attorney's Office  
25

26  
27 By: \_\_\_\_\_  
28 Chasity H. O'Steen, Esq.  
29 County Attorney  
30

31 A18-0324

### Analysis of Horse / Chicken Allowances

County / City	Code Section	Horses	Chickens	Notes
City of Tallahassee	4-5	Horses permitted on 5 or more acres	Fowl permitted on 5 or more acres; Hens and one rooster are allowed on less than 5 acres, so long as confined in a securely enclosed yard or pen at all times and kept no closer than 20 feet to neighboring dwellings	
Alachua County	404.13	1 horse per acre in certain districts (single family estate residential and single family low density)	6 laying hens as accessory to any single family residence regardless of zoning (on parcels less than 5 acres)  40 chickens per acre in certain districts (single family estate residential and single family low density) (1 acre minimum)	
Escambia County	3-2.7, 3-2.8, 3-2.9, 3-2.3; 4-7.3	Minimum lot area of 2 acres and maximum of 1 horse per acre in certain districts (medium density residential, high density residential, high density mixed-use, rural residential)	Up to 8 chickens per ¼ acre in single-family residential dwellings	
Marion County	4.2.6	No more than 4 per acre in rural residential and residential estate districts	No more than 6 chickens in residential zoning classifications	
City of Neptune Beach	Ch. 6, Art. V		Up to 5 hens in residential zoning districts, 5000 sq. ft. min. lot size	Backyard Hen Pilot Program, calls for evaluation and report after 1 yr. and sunseting on Jan. 5, 2019
Orange County	38-79(36) & 38-79(41)	One per acre for grazing, no more than 4 if kept in barns (country estate, rural residential, and rural country estate residential districts)	No more than 12 chickens in country estate, rural residential, and rural country estate residential districts	
Tampa	27-282.27 27-282.28	1 acre per horse	1 chicken per 1000 square feet of land; 5 fowl per 5000 square feet of land	
Brevard County	62-1935 62-1927	5 acres minimum; one per 20,000 sq. ft. of land area, max. of 6 in suburban estate residential district	4 chickens per ½ acre in residential zones; fowl is permitted on 2-1/2 acre lots in certain districts (rural residential, etc.)	
Miami-Dade County	33-226; 33-230	2 allowed in single-family one acre estate district (larger estates may have more)	Allowed in single-family one acre and 2-1/2 acre estate districts (not to exceed 25)	Not allowed in single family residential districts (§ 33-200)

County / City	Code Section	Horses	Chickens	Notes
City of South Miami	5-3.1 5-2.2	1 horse per acre in estate residential district	4 adult hens plus 5 chicks allowed in single-family zoning districts	
Jacksonville	656.401 656.422	Allowed if minimum lot area is not less than 1-1/2 acres	Allowed in conjunction with single family dwellings; 5 chickens allowed per residential lot; if lot is larger than one acre, more chickens are allowed	
Seminole County	30.163 Ch. 20, Part 4	Allowed in country homes district	Up to 4 chickens per occupied single-family residential lot	Backyard Chicken Pilot Program (adopted 6/12/2018)
Osceola County	4-30	1 horse allowed for every one contiguous acre in non-agriculturally zoned districts	No more than 6 chickens per single family home (non-agriculturally zoned districts)	
Manatee County	2-4-28		4 chickens maximum on residential property	
Lee County	34-1292 34-1294	Allowed in certain residential districts (RS-4 with lot area of 40,000 sq. ft. and RS-5 with minimum lot area of 2 acres)	Allowed in RS-4 & RS-5 districts	

A18-0324



***MEMORANDUM***

**TO:** Shawna Martin, Principal Planner  
Leon County Department of Developmental Support and Environmental Management

**FROM:** Chris Ibarra, Planner I  
Tallahassee-Leon County Planning Department

**THROUGH:** Russell Snyder, Administrator, Land Use Division  
Tallahassee-Leon County Planning Department

**DATE:** February 10, 2020

**SUBJECT:** Comprehensive Plan Consistency Review – Urban Agriculture Ordinance

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**Summary of Proposed Ordinance**

At its October 14, 2014 regular meeting, the Leon County Board of County Commissioners was provided a status report on “Barriers and Opportunities for Small-Scale Farms in Leon County.” At the same meeting, staff was directed by the Board to develop draft ordinances to eliminate barriers to operation of agriculture enterprises and coordinate stakeholder engagement to elicit feedback and ensure community support. Staff from the Leon County Department of Development Support and Environmental Management, Planning Department, Office of Sustainability, community stakeholders and citizen advisory groups contributed to the development of the ordinance. The proposed ordinance amends the following sections of Chapter 10 in the Leon County Land Development Code (LDC):

- Amending Section 10-1.101, Definitions
- Repealing Section 10-6.816, Community Gardens
- Creating Section 10-6.816 to be entitled Urban Agriculture
- Creating Section 10-6.820 to be entitled Urban Equine

**Analysis of Consistency with the Tallahassee-Leon County Comprehensive Plan**

Planning Department staff has reviewed the proposed changes in relation to the Tallahassee-Leon County Comprehensive Plan Goals, Objectives, and Policies and finds that the proposed ordinance supports and furthers the principles and strategies detailed in the comprehensive plan, particularly several listed in the Land Use Element and the Economic Development Element. The proposed ordinance furthers Goal 1 of the Land Use Element by protecting the natural and aesthetic environments and residential neighborhoods, while also providing employment and commercial opportunities to citizens and promoting agricultural activities that can help communities increase their food security by producing their own healthy food. The proposed ordinance also furthers Policy 1.4.10 of the Land Use Element

that establishes the use of the land development regulations to detail specific allowed uses within zoning districts.

Urban agriculture, in its various forms, benefits communities in many ways, including promoting good health, environmental sustainability, and economic development. Specifically, Goal 1 of the Economic Development Element establishes that, through coordination and cooperation between private sector businesses, nonprofit organizations, higher educational institutions, local government, and the State of Florida, the economic development efforts of the City of Tallahassee and Leon County will increase entrepreneurialism, advance local businesses and grow targeted industry sectors, and attract innovative individuals and companies to the Capital region. Further, the proposed ordinance is consistent with Objective 1.1 of the Economic Development Element, which charges local government to increase new business formation using existing and new resources, assets, and coordinated strategies.

### **Finding of Consistency with the Tallahassee-Leon County Comprehensive Plan**

Based on the findings above the proposed Leon County Urban Agricultural Ordinance is consistent with the Tallahassee-Leon County Comprehensive Plan.

# NOTICE OF ESTABLISHMENT OR CHANGE OF A LAND USE REGULATION

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "Board") will conduct a virtual only public hearing on Tuesday, April 28, 2020, at 3:00 p.m., or as soon thereafter as such matter may be heard, by utilizing communications media technology in accordance with the Florida Governor's Executive Order 20-69, to consider adoption of an ordinance entitled to wit:

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 10, THE LAND DEVELOPMENT CODE, OF THE CODE OF LAWS OF LEON COUNTY; AMENDING SECTION 10-1.101, DEFINITIONS; REPEALING SECTION 10-6.816, COMMUNITY GARDENS; CREATING A NEW SECTION 10-6.816 TO BE ENTITLED URBAN AGRICULTURE; CREATING A NEW SECTION 10-6.821 TO BE ENTITLED URBAN EQUINE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Leon County will be broadcasting the virtual only public hearing on Comcast Channel 16, Prism Channels 16 and 1016-HD, and the County's Facebook page, You Tube channel, and web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). All interested parties are invited to submit public comment until 8:00 p.m. on Monday, April 27, 2020, by visiting <http://cms.leoncountyfl.gov/Home/Commission-Meetings/Meeting-Comments>. All submitted comments will be distributed to the Board prior to the public hearing and made a part of the record. Written comments received by the public will be posted on the County's website ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)) in advance of the hearing. Persons needing assistance with submitting comments may contact County Administration via telephone at 850-606-5300, or via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov).

Public comment received after the 8:00 p.m., Monday, April 27, 2020, deadline will be made available to the Board and entered into the record during the hearing, although the County cannot guarantee that Commissioners will have adequate time to review such comments prior to the hearing or that the comments will be posted on the County website prior to the hearing.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Mathieu Cavell or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of the ordinance may be inspected on the County's web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). To receive copies of the ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration via telephone at 850-606-5300, or the Department of Development Support and Environmental Management at 850-606-1300.

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #5**



# Leon County Board of County Commissioners

## Agenda Item #5

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator  
Chasity H. O'Steen, County Attorney

**Title:** First and Only Public Hearing to Consider Adoption of an Ordinance Amending Chapter 4, Article II of the Leon County Code of Laws Regarding Animal Control

<b>Review and Approval:</b>	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Chad Abrams, Chief, Emergency Medical Services
<b>Lead Staff/ Project Team:</b>	Emily R. Pepin, Assistant County Attorney Cara Aldridge, Director, Animal Control

### **Statement of Issue:**

This item requests the Board conduct the first and only public hearing and consider adopting an Ordinance amending Chapter 4, Article II of the Code of Laws of Leon County, regarding Animal Control, to provide for humane care standards and public nuisance prohibitions to accommodate horses, chickens and other fowl on certain residential properties inside the Urban Services Area.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Conduct the first and only public hearing and adopt an Ordinance amending Chapter 4, Article II of the Leon County Code of Laws regarding Animal Control (Attachment #1).

## **Report and Discussion**

### **Background:**

At the February 25, 2020 meeting, the Board approved scheduling the public hearing on the proposed Animal Control Ordinance. This agenda item requests the Board conduct the first and only public hearing and consider adopting an Ordinance amending Chapter 4, Article II of the Code of Laws of Leon County, Florida, regarding Animal Control (Attachment #1). The amendment provides for humane care standards and public nuisance prohibitions to accommodate horses, chickens and other fowl on certain residential properties inside the Urban Services Area.

In June of 2014, in response to the closing of a relatively successful urban farm located in the City of Tallahassee, the Board requested a report regarding potential ways the County could further promote farming, including small-scale commercial farming inside the Urban Services Area. Following additional status reports, the Board approved moving forward with preparing an Ordinance to allow Urban Agriculture and Urban Equine as a permitted use inside the Urban Services Area. On December 10, 2019, the Board approved the scheduling of two public hearings to consider the adoption of an Ordinance to amend the Land Development Code of the Leon County Code of Laws to allow Urban Agriculture and Urban Equine as permitted uses. The first public hearing was held on February 11, 2020, and the second public hearing will be held on April 14, 2020.

During the process of developing an Ordinance to allow for Urban Agriculture and Urban Equine as permitted uses, it was determined that related provisions of the Animal Control Ordinance would be affected. To address the impacts, additional coordination occurred with the Animal Control Division, the County Attorney's Office, and members of the community who represent the interests of the horse community. The attached proposed Animal Control Ordinance is the result of this joint effort.

### **Analysis:**

The proposed Animal Control Ordinance will amend Sections 4-26, 4-37, 4-44 and 4-45 of the Leon County Code of Laws, to provide for humane care standards and public nuisance prohibitions to accommodate horses, chickens and other fowl on certain residential properties inside the Urban Services Area. The major amendments to the proposed Animal Control Ordinance will accomplish the following:

- Allows chickens and other fowl to be kept on residential property subject to the limitations of the proposed Urban Agriculture and Urban Equine Ordinance.
- Adds the definition of "pet" to mean a household pet, including dogs, cats, ferrets, potbellied pigs, rabbits, small rodents, small reptiles, fish, small birds, and other similar domestic animals.
- Specifies the humane care required for equines.
- Specifies the humane care required for chickens and other fowl.

- Modifies the multiple pets permit requirements to apply to “pets” as newly defined.
- Modifies the appeal process for violations of the multiple pets permit requirements.

The first public hearing to consider adopting the Ordinance to allow Urban Agriculture and Urban Equine as permitted uses was held on February 11, 2020, and the second public hearing is scheduled for April 28, 2020. The public hearing for the consideration of the proposed Animal Control Ordinance will be conducted immediately after the second public hearing on the proposed Ordinance to allow Urban Agriculture and Urban Equine as permitted uses.

Should the Board adopt the Ordinance to allow Urban Agriculture and Urban Equine as permitted uses at the second public hearing on April 28, 2020, then it is recommended that the Board adopt the attached proposed Animal Control Ordinance. However, if the Board does not adopt the Ordinance to allow Urban Agriculture and Urban Equine as permitted uses, then the recommended option would likewise be to not adopt the proposed Animal Control Ordinance.

Notice of the public hearing on the proposed Ordinance was duly published in accordance with Section 125.66, Florida Statutes (Attachment #2).

**Options:**

1. Conduct the first and only public hearing and adopt an Ordinance amending Chapter 4, Article II of the Leon County Code of Laws regarding Animal Control (Attachment #1).
2. Conduct the first and only public hearing and do not adopt an Ordinance amending Chapter 4, Article II of the Leon County Code of Laws regarding Animal Control.
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Proposed Animal Control Ordinance
2. Notice of Public Hearing

**LEON COUNTY ORDINANCE NO. 2020-**

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 4, ARTICLE II OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA, REGARDING ANIMAL CONTROL; AMENDING SECTION 4-26, DEFINITIONS; AMENDING SECTION 4-37, HUMANE CARE REQUIRED; AMENDING SECTION 4-44, NUMBER OF ANIMALS, ACREAGE RESTRICTIONS/EXCESS ANIMALS HABITATS; AMENDING SECTION 4-45, PERMIT REQUIRED FOR MULTIPLE PETS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

**RECITALS**

WHEREAS, the Board of County Commissioners desires to enact an ordinance amending Chapter 4, Article II of the Leon County Code of Laws, relating to animal control;

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

**Section 1. Amendments to Code.**

Section 4-26 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

**Sec. 4-26. Definitions.**

The following words, terms and phrases, when used in this article shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

\*\*\*

Coop means a covered house, structure, or room that will provide chickens with shelter from weather and with a roosting area protected from predators. A coop typically includes an outside exercise area to allow chickens access to foraging and sunlight.

\*\*\*

Livestock means all animals of the equine, bovine, Camillidae, Bovidae, Phasianidae or swine class family, including but not limited to, goats, sheep, mules, horses, hogs, cattle, ostriches, chickens or poultry, and other grazing animals. This term does not include pets.

*Pet* means a domestic animal normally considered as a household pet and which can be maintained and cared for within the living space of a residence. Such animals may include dogs, cats, ferrets, potbellied pigs (Vietnamese or Asian), rabbits, small rodents, small reptiles, fish, small birds, and other similar animals. This term does not include livestock.

\*\*\*

*Premises* means an area of land with its appurtenances and buildings which, because of its unity of use, may be regarded as the smallest conveyable unit of real estate.

\*\*\*

*Service animal* shall have the same meaning as ascribed to it in F.S. § 413.08.

\*\*\*

## **Section 2. Amendments to Code.**

Section 4-37 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

### **Sec. 4-37. Humane care required.**

(a) No owner shall fail to provide his animal with sufficient and wholesome food, proper shelter and protection from the weather at all times, veterinary care when needed to prevent suffering, sufficient exercise space, and humane care and treatment, including clean, sanitary, safe, humane conditions. The owner of an animal shall provide clean water for the animal in a sufficient quantity to maintain the animal in a healthy condition. Water shall be provided at all times in a stable container which is sized appropriately for the animal's species and breed. Animals kept outdoors shall be in a secure enclosure to include a fenced yard, kennel or run and the animal shall be provided with proper shelter within such enclosed area. The enclosure shall be large enough for each animal to achieve a running stride. It shall include a shaded area, either by natural or artificial means, that is large enough to shade all animals in the enclosure without crowding throughout the day.

(b) No person shall overload, overwork, torture, or torment, deprive of necessary sustenance, beat, mutilate or inhumanely kill, or otherwise abuse any animal or cause or permit the same to be done.

(c) No person shall abandon any animal by forsaking the animal entirely or by neglecting or refusing to provide or perform the legal obligations for care and support of the animal.

(d) Any person who, as the operator of a motor vehicle, strikes a domesticated animal should immediately report such incident to any law enforcement agency or to the division of animal control.

(e) *Tethering.* No person shall tether an animal to a stationary or inanimate object as a means of confinement or restraint unless such person is outside with the animal and the animal is at all times visible to such person. No person shall, under any circumstances, tether any animal in a manner that is injurious to the animal's health, safety and well-being. Proper and humane tethering includes, but is not limited to, the following:

- (1) Collars used to attach an animal should be comfortable and properly fitted. The use of choker collar or chain is prohibited.
- (2) The tether shall not extend over an object or edge in such a manner that could result in strangulation of or injury to the animal. The length of the tether must be a minimum of six feet, or at least three times the length of the animal measured from the animal's nose to the base of its tail, whichever is greater, unless the tether is being used to secure the animal to the bed of an open vehicle or pick-up truck. The tether must have a swivel at both ends to prevent entanglement. Restraints should allow the animal to move about and lie down comfortably. Pulley, running line, or trolley systems must be at least 15 feet in length and less than seven feet above the ground.
- (3) Tethering of an animal is prohibited during severe weather events and natural disasters such as flood, fires, tornadoes, hurricanes or blizzard.
- (4) No animal shall be confined to a vacant or abandoned structure or vacant property.
- (5) The weight or gauge of any tether or chain shall not be more than one-eighth of the animal's weight. Logging chains and vehicle tow chains are prohibited. No person shall add any weight to an animal collar, harness, chain or tether.
- (6) The animal tethered must be at least six months of age. Puppies and kittens shall not be tethered.
- (7) The animal tethered must not be sick or injured.

(f) *Exceptions.* Attended tethering is required except under the following circumstances:

- (1) When actively engaging in conduct that is directly related to the business of shepherding or herding cattle or livestock or related to the business of cultivating agricultural products, as long as the restraint is reasonably necessary for the safety of the dog/animal.
- (2) When participating in lawful activities such as hunting with a valid license issued by the state, or sporting events, field obedience training, field or water

training, law enforcement training, veterinary treatment and or the pursuit of working or competing in these legal endeavors.

- (3) When the animal is restrained in compliance with the requirements of a camping or recreational area.
- (4) When the animal is restrained temporarily at a training facility, grooming facility, commercial boarding facility, animal shelter or veterinary facility.
- (5) When using the dog at a dog training or performance event, including, but not limited to, field trials and obedience trials where tethering does not occur for a period exceeding, seven consecutive days.
- (6) When being cared for as part of a rescue operation during a natural or manmade disaster or during a state of emergency.
- (7) After taking possession of a stray and having notified animal control.
- (8) When being transported in a vehicle.

(g) Any person who commits any of the following acts shall be in violation of this section:

- (1) Baiting, breeding, training, transporting, selling, owning, possessing, or using any wild or domestic animal for the purpose of animal fighting or baiting;
- (2) Betting or wagering any money or other valuable consideration on the fighting or baiting of animals;
- (3) Attending the fighting or baiting of animals;
- (4) Owning, possessing, or selling equipment for the purpose of animal fighting or baiting; or
- (5) Providing or allowing property for use in the housing, training, transport, fighting or baiting of animals.

(h) Equines.

- (1) Hooves on each equine shall be maintained on a regular basis to avoid malformation. Animals with specific hoof conditions requiring specialized treatment shall be provided with such treatment on a regular basis.
- (2) In the event that it is determined that the equine can no longer live a productive, pain-free life, it is the responsibility of the owner to ensure that the animal is disposed of or euthanized in a humane manner.

(3) If the equine is humanely destroyed on the owner's property, it is the responsibility of the owner to dispose of the carcass by burning, or by burying the animal at least 2 feet below the surface of the ground and at least 100 feet away from any water source, and insuring that the carcass is covered with at least 2-3 feet of earth. The provisions of F.S. § 823.041, as may be amended from time to time, also apply to the disposal of the carcass.

(i) Chickens and other fowl.

(1) Compliance with the urban agriculture requirements of section 10-6.816 of the Leon County Land Development Code is required.

(2) Chickens shall be kept within a coop at all times. The coop shall be ventilated. The coop must be of sufficient size to afford the free movement of chickens.

(3) Any coop must be kept in a clean sanitary manner, free rodents, offensive odors, excessive noise, or any other condition which could potentially cause a nuisance.

(4) The provisions of F.S. § 823.041, as may be amended from time to time, apply to the disposal of a carcass.

**Section 3. Amendments to Code.**

Section 4-44 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

**Sec. 4-44. ~~Number of animals, acreage restrictions/excess animals habitats.~~ Animal ownership limitations.**

(a) Applicability. The provisions of this section do not apply to properties in zoning districts which allow agriculture uses as a principal use, or to properties that have a bona-fide farm operation on land classified as agricultural land pursuant to F.S. § 193.461, where animals are being raised as livestock.

(b) General. Pets are permitted, subject to the limitations below. No livestock shall be maintained, raised, or housed except as authorized in this section or the Leon County Land Development Code.

(1) As used in this section, acreage determination excludes easements for roads or other areas within the public rights-of-way. All property must be contiguous.



(2) As used in this section, references to pets refer to pets older than four months. There are no restrictions on the number of pets younger than four months that are allowed on a premises.

(c) Exception. This section shall be not be construed to limit the use or keeping of service animals.

(d) Limitation on total number of pets. Except as otherwise provided in sections 10-6.816 and 10-6.821 of the Land Development Code, there shall be no restrictions on the total number of pets allowed on a premises, unless the owner has two prior convictions of this chapter as described in this subsection (d).

(1) Prior convictions. ~~(a) A person~~ An owner convicted of his or her second violation of sections 4-35, 4-36, 4-37 or 4-76 within a two-year period shall be subject to a limitation on the total number of pets, the provisions of this section and section 4-38. The second conviction may be of the same section as the initial conviction violation or a subsequent conviction of another listed section. Upon a second conviction, an owner shall have 30 days to come into compliance with this section. Thereafter, it is a violation of this section if the person

(2) Restrictions. An owner with two convictions for violations of sections 4-35, 4-36, 4-37 or 4-76 shall not harbor a greater number of dogs and/or cats pets than allowed in the following chart below without obtaining a multiple pet permit. The owner must comply with all animal care standards as required in section 4-45.

<i>If you have:</i>	<i>Less than 1.5 acres</i>	<i>1.5 to less than 3 acres</i>	<i>3 to less than 5 acres</i>	<i>5 acres or more</i>
<u>1-10 total pets dogs and/or cats</u>	No permit required	No permit required	No permit required	No permit required
<u>11-20 total pets dogs and/or cats</u>	Prohibited without valid permit	No permit required	No permit required	No permit required
<u>21-30 total pets dogs and/or cats</u>	Prohibited without valid permit	Prohibited without valid permit	No permit required	No permit required
<u>More than 30 total pets 31 plus dogs and/or cats</u>	Prohibited without valid permit	Prohibited without valid permit	Prohibited without valid permit	*

\* For each additional 1.5 acres over five acres, up to ten ~~dogs and/or cats~~ additional total pets shall be allowed without a permit.

(3) The owner must comply with all regulations and requirements of this chapter.

~~Acreage determination excludes easements for roads or other areas that must allow public egress and ingress. All property must be contiguous.~~

~~(b) References to dogs and cats in this section only refer to dogs and cats older than four months. There are no restrictions on the number of dogs and cats younger than four months old that can be on the premises.~~

~~(c) A person subject to this section must apply for a permit within 15 days of being convicted of a second violation as defined in subsection (a), above.~~

~~(d) If it is determined that a person is in violation of this section, such person shall be allowed 30 days from the notice of violation to come in to compliance. Failure to timely comply will result in subsequent violation.~~

#### **Section 4. Amendments to Code.**

Section 4-45 of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

#### **Sec. 4-45. Permit required for multiple pets.**

(a) *Requirements.*

(1) Any ~~person~~ owner subject to these provisions who is in possession of more ~~dogs and/or cats~~ pets than authorized in section 4-44 without a multiple pets permit ("~~permit~~") shall be in violation of this section. ~~have 30 days from the effective date of the ordinance from which this section is derived to either obtain a permit or otherwise comply with that section.~~

(2) A permit shall be issued only after the division of animal control completes an inspection and determines that the minimum requirements and standards, as set forth in this chapter, have been met. After approval, a permit shall be issued upon payment of the applicable fee. The applicant shall pay an application fee, as established from time to time by the Board of County Commissioners, at the time of filing. The permit shall be prominently displayed on the premises where ~~animals~~ pets are located.

(3) The permit is valid for a period of one year from the date of issuance, unless otherwise stated or revoked. The permit shall be renewed annually. Said permit is not transferable,

assignable or refundable and shall be valid only to the applicant and location for which it was originally issued. Renewal applications for permits shall be made within 30 days prior to the expiration date.

(4) A permit holder shall use the initial permit issue date as the anniversary date for the purposes of permit expiration and renewal.

(5) It shall be a condition of the issuance of any permit that the division of animal control shall be allowed, ~~at any reasonable time,~~ with the owner present, to inspect all ~~dogs and/or cats~~ pets and all premises where ~~dogs and/or cats~~ pets are kept.

(6) No permit shall be issued or renewed hereunder if an applicant has had his or her permit revoked within two years of the date of application, or has outstanding and unsatisfied civil penalties imposed due to violations of this chapter.

(b) *Inspection procedures.*

(1) ~~Inspection required.~~ Applicants shall submit to an in-home, property, and out building inspection (wherever the ~~dogs and/or cats~~ pets will be housed) by a county animal control officer prior to the issuance of a permit.

(2) ~~Initial~~ Inspections of multiple pet facilities will be made with advance notice, during normal business hours, ~~or at any reasonable time during daylight hours.~~ All inspections will be made in the presence of the owner whenever possible.

(3) Whenever deficiencies are noted or the division of animal control receives a complaint from the public, a follow-up inspection of the establishment may be initiated by the division of animal control.

(4) A permit shall not be issued if the inspection determines:

a. That the requested number of ~~dogs and/or cats~~ pets cannot be maintained without creating noise or odor nuisances;

b. That the requested number of ~~dogs and/or cats~~ pets cannot be maintained in a healthy and sanitary environment; or

c. That any ~~dogs and/or cats~~ pets at the location are not in compliance with all provisions of this chapter.

(5) The owner shall correct or initiate corrections within seven days of the initial inspection, unless otherwise stated by the inspecting officer. Subsequent inspection is required to confirm corrections.

- (6) By notice of adverse action, the division of animal control shall deny or revoke any permit if it is determined that:
- a. There has been a material misstatement or misrepresentation in the permit application;
  - b. The owner has been convicted of his or her fifth violation of sections 4-35, 4-36, 4-37 or 4-76 within a two-year period of filing an application or renewal. The convictions may be for violations of the same section or any combination of violations of the listed sections;
  - c. That the applicant/permit holder or any member of the household has outstanding animal control fines or has failed to pay a fine or to request a hearing in county court to answer the charges of any violations pending at the time of application or renewal;
  - d. The permit holder or any of his or her agents have been convicted of a violation of law involving cruelty to animals;
  - e. An animal under the care and responsibility of a permit holder has been found to be in need of immediate veterinary care that, if not treated, would result in unnecessary suffering, pain or death; or
  - f. The permit holder and/or ~~their~~ his or her employees/agents, is convicted of a violation of any part of subsection (d) of this section.
- (c) *Application review.* Within ten days of an inspection or receipt of an application for a multiple pet permit, ~~pursuant to subsection (b) of this section~~, the division of animal control shall issue a written notice of approval or denial.
- (d) *Violations.*
- ~~(1) — A person commits an offense if the person harbors a greater number of dogs and/or cats than allowed in section 4-44 without obtaining a permit. If a citation is issued, the person will then have 14 days from the issue date to comply with this section. Failure to comply within the stated time will result in a subsequent violation.~~
- (12) A person commits an offense if the person is a holder of a permit and harbors more ~~dogs and/or cats~~ pets than authorized in the permit. ~~If a citation is issued, the person will then have 14 days from the issue date to comply with this section. Failure to comply within the stated time will result in a subsequent violation.~~
- (23) A person commits an offense if the person is a holder of a permit and the person refuses, upon request by a county animal control officer or law enforcement during reasonable

hours, to make his or her pets, dogs and/or cats, premises, facilities, equipment, and or any necessary registrations or permits available for inspection.

~~(4) — A person commits an offense if the person is a holder of a permit and the person refuses to show the permit upon request by a county animal control officer or law enforcement.~~

~~(35)~~ A person commits an offense after an inspection has revealed noncompliance with this chapter.

~~(4)~~ For a violation of this section or section 4-44, the owner may be provided up to 30 days to correct the violation.

~~(5)~~ All animals in excess of those listed on the permit must be humanely disposed of by the permit holder by means of returning to the owner, sale, gift, or euthanasia performed by a licensed veterinarian. The permit holder shall provide the division of animal control with written notification of the disposition and location of each animal, including the name, address, and telephone number of each new owner if the animal has not been euthanized as described above.

(e) *Appeal process.* ~~(1) — Any permit holder or applicant who has been denied a permit or whose permit has been revoked may appeal this action to a court of competent jurisdiction the division of animal control. A written petition for appeal must be filed with the division within ten thirty (30) days of the notice of adverse action. Otherwise, the denial or revocation of the permit shall become final.~~

~~(2) — The appeal must be heard by the review committee within 30 calendar days after the permit holder or applicant has submitted a petition for appeal. The appeal may be delayed by the division beyond the 30 calendar days if the division experiences extenuating circumstances beyond its control.~~

~~(3) — Such hearing shall be convened by the review committee. The review committee shall consist of a licensed veterinarian, the county sheriff or designee, and an informed citizen appointed by the Board of County Commissioners.~~

~~(4) — In hearings before the review committee, formal rules of evidence shall not apply, but fundamental due process shall be observed and govern the proceedings. The review committee shall decide the issues based upon the preponderance of the evidence. If the review committee finds sufficient cause to deny or revoke a permit, its decision shall be final.~~

~~(5) — Request for continuance. If the permit holder or applicant cannot appear at any hearing scheduled by the review committee, he shall contact the division of animal control no later than 48 hours prior to the hearing, requesting a one-time continuance to the next available date.~~

~~(6) — Waiver. If the permit holder or applicant fails to appear at the rescheduled multiple pet hearing, then he shall be deemed to have waived his right to appear at such hearing. In such case, the~~

1 division of animal control shall proceed with the hearing and shall notify the permit holder or applicant,  
2 in writing, of the findings of the committee.  
3

4 (7) ~~Permit holder or applicant's right to contest final determination in the county court.~~  
5

6 a. ~~If the permit holder or applicant disputes the final determination of the review~~  
7 ~~committee, he may file a complaint seeking relief in the county court, within ten business days~~  
8 ~~following the date of receipt of the review committee's final determination.~~  
9

10 b. ~~The complaint shall be served upon the chairman of the Board of County~~  
11 ~~Commissioners in accordance with F.S. ch. 48. A copy of the complaint seeking relief shall be served~~  
12 ~~upon the County Attorney's office.~~  
13

14 c. ~~The complaint shall comply with the standards and requirements set forth in the Florida~~  
15 ~~Rules of Civil Procedures for bringing causes of actions.~~  
16

17 d. ~~Burden of persuasion. A complaint to contest the final determination order of the review~~  
18 ~~committee shall be held by trial de novo in the county court. The party bringing the complaint shall~~  
19 ~~have the initial burden of going forward with the evidence at trial.~~  
20

21 (8) ~~If no legal action has been served upon the county within the time period specified~~  
22 ~~above, or if the permit holder or applicant fails to appear at the judicial proceeding scheduled pursuant~~  
23 ~~to the foregoing subsection, then he shall be deemed to have waived his right to protest such denial or~~  
24 ~~revocation of the permit. In such case, the division of animal control shall proceed with revoking or~~  
25 ~~denying the permit.~~  
26

27 (9) ~~If the county court finds that the denial or revocation of the permit was improper, as~~  
28 ~~defined in this chapter, the permit shall be reissued or issued.~~  
29

30 (10) ~~The person receiving the notice of adverse action shall, until final determination of the~~  
31 ~~appeal, take whatever positive measures are necessary to prevent any future incidents from occurring.~~  
32

### 33 **Section 5. Conflicts.**

34

35 All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby  
36 repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon  
37 County 2030 Comprehensive Plan as amended, which provisions shall prevail over any parts of this  
38 ordinance which are inconsistent, either in whole or in part, with the said Comprehensive Plan.  
39

### 40 **Section 6. Severability.**

41

42 If any word, phrase, clause, section, or portion of this Ordinance is declared by any court of  
43 competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and  
44 portions of this Ordinance shall remain in full force and effect.

**Section 7. Effective Date.**

This ordinance shall have effect upon becoming law.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this 28<sup>th</sup> day of April, 2020.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: \_\_\_\_\_  
Chasity H. O'Steen, Esq.  
County Attorney

F90-00049

**NOTICE OF VIRTUAL ONLY PUBLIC HEARING**

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "Board") will conduct a virtual only public hearing on Tuesday, April 28, 2020, at 3:00 p.m., or as soon thereafter as such matter may be heard, by utilizing communications media technology in accordance with the Florida Governor's Executive Order 20-69, to consider adoption of an ordinance entitled to wit:

**AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 4, ARTICLE II OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA, REGARDING ANIMAL CONTROL; AMENDING SECTION 4-26, DEFINITIONS; AMENDING SECTION 4-37, HUMANE CARE REQUIRED; AMENDING SECTION 4-44, NUMBER OF ANIMALS, ACREAGE RESTRICTIONS/EXCESS ANIMALS HABITATS; AMENDING SECTION 4-45, PERMIT REQUIRED FOR MULTIPLE PETS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Leon County will be broadcasting the virtual only public hearing on Comcast Channel 16, Prism Channels 16 and 1016-HD, and the County's Facebook page, You Tube channel, and web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)).

All interested parties are invited to submit public comment until 8:00 p.m. on Monday, April 27, 2020, by visiting <http://cms.leoncountyfl.gov/Home/Commission-Meetings/Meeting-Comments>. All submitted comments will be distributed to the Board prior to the public hearing and made a part of the record. Written comments received by the public will be posted on the County's website ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)) in advance of the hearing. Persons needing assistance with submitting comments may contact County Administration via telephone at 850-606-5300, or via email at [LCG\\_PublicComments@leoncountyfl.gov](mailto:LCG_PublicComments@leoncountyfl.gov).

Public comment received after the 8:00 p.m., Monday, April 27, 2020, deadline will be made available to the Board and entered into the record during the hearing, although the County cannot guarantee that Commissioners will have adequate time to review such comments prior to the hearing or that the comments will be posted on the County website prior to the hearing.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Mathieu Cavell or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of the ordinance may be inspected on the County's web site ([www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)). To receive copies of the ordinance by other means, such as email, mail, or facsimile transmittal, contact County Administration via telephone at 850-606-5300, or the County Attorney's Office at 850-606-2500.



**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #6**

# Leon County Board of County Commissioners

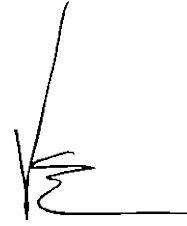
## Agenda Item #6

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Minutes: January 27, 2020, Annual Board Retreat



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Kimberly M. Wilder, Finance Director, Clerk of Court & Comptroller
<b>Lead Staff/ Project Team:</b>	Beryl Wood, Clerk to the Board

### **Statement of Issue:**

This agenda item seeks Board review and approval of the following minutes: January 27, 2020 FY 2019/2020 Strategic Planning Retreat.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Approve the minutes of January 27, 2020, FY 2019/2020 Annual Board Retreat

### **Attachment:**

1. January 27, 2020, FY 2019/2020 Annual Board Retreat

**BOARD OF COUNTY COMMISSIONERS  
LEON COUNTY, FLORIDA  
FY 2019/2020 Strategic Planning Retreat  
FSU Dodd Hall  
January 27, 2020**

The Leon County Board of County Commissioners met for its FY 2019-2020 Annual Board Retreat at the Florida State University's Dodd Hall on January 27, 2020 at 9:00 a.m.

Present were Chairman Bryan Desloge and Vice-Chairman Rick Minor, Commissioners Mary Ann Lindley, Nick Maddox, Kristin Dozier, Jimbo Jackson and Bill Proctor. Also present were County Administrator Vince Long, County Attorney Herb Thiele and Clerk to the Board Beryl H. Wood.

County Staffers and Department Heads were also present.

Chairman Desloge welcomed President John Thrasher, Florida State University and thanked him for allowing the Board to host their Annual Retreat.

President John Thrasher welcomed the Leon County Board of Commissioners to Florida State University.

**1. Welcome:**

Chairman Desloge called the Retreat to order. He offered welcoming remarks and provided an overview of the day's agenda, noting the theme of "Turning the Page: Re-Envisioning the Possibilities of the Public Library". He then gave the ground rules for the retreat. He suggested looking at Government in a manner to make it more conducive to improving service delivery and hoped that this was something they could do annually to look at certain parts of the organization. He then invited fellow Commissioners to comment and share their thoughts for the day.

Commissioner Minor expressed how pleased he was by the organization and leadership of the County. He discussed how strategic planning has evolved. He discussed the coordination of the County and City to start planning the 2024 Bi-Centennial Celebration.

Commissioner Jackson commented on the importance of literacy, especially through the eyes of an educator, and the utilization of the libraries meeting the needs of people.

Commissioner Maddox discussed the redevelopment of the Phase 1 of the Orange Avenue Apartments. He shared his excitement for other areas such as the Springfield Area and Joe Louis Street that are in dire need of improvements. He asserted that if they are going to make affordable housing a priority, they need to look at those that are currently in the worse locations. He also expressed his excitement to hear the progress of the current 5-year Strategic Plan.

Commissioner Dozier spoke of capabilities approach. You must be able to meet your basic needs (housing, food, healthcare, and education). She shared the importance of basic access that allows you the capability to be a full member of your society.

Commissioner Lindley thanked them for exploring the possibilities of library innovation. She recalled the previous retreat where they discussed social infrastructure and how it has arrived now.

Commissioner Proctor spoke of how over the last 5 years the County have been stable. He saluted staff for being unique in its planning, implementation and the different levels of leadership that have grown the County nationally and looked forward to the discussion today.

## **2. Retreat:**

County Administrator Long provided introductory remarks and expressed appreciation for the consistent direction provided by the Board. He shared the Retreat serves as the Board's annual review and update of the County's FY 2017-2021 Strategic Plan, which provides a road map to guide our continuous efforts to make Leon County a special place to live, work and play. To ensure the County remains on track to accomplish the established five-year targets, bold goals, and strategic initiatives, a progress update will be presented. The Retreat will also provide an opportunity for the Board to adopt additional strategic initiatives that reflect new challenges and opportunities in our community. Building upon the progress made at last year's Retreat, which explored efforts to build social infrastructure, FY 2019-2020 Board Retreat will also include a discussion on re-envisioning the possibilities of the Leon County Public Library System. He acknowledged that this would be last retreat for County Attorney Herb Thiele and Commissioner Lindley.

## **3. Library Tours (Update on the Leon County Public Library & the Multi-City/State Tour of Innovative Public Library Systems)**

Wanda Hunter, Assistant County Administrator and Heather Peeples, Special Projects Coordinator along with Debra Sears, Library Services Director, appeared before the Board to share the update on Leon County Public Library System & the Multi-City/State Tour of Innovative Public Library Systems. Mrs. Hunter shared that the Multi-City/State Tour was made possible by funding through a grant from the Knight Foundation. The tours served to provide examples of counties that have experienced shifting trends in library use and devised a plan to maintain and increase their relevancy. She noted they looked at the trends for how citizens are using libraries in order to create innovative approaches. She shared that in Leon County and communities across the nation, local governments are seeing a shift in what people want from their public libraries. She commented how they were afforded the opportunity to travel to several cities to visit libraries and all had experienced the same declines and devised a plan to maintain and increase their relevancy. She noted that while each library addressed the needs of their community,

their collective experiences underline many of the same best practices supported by the Aspen Institute's national research.

Libraries visited:

- Gwinnett County Public Library (Gwinnet County, GA)
- Orange County Library System (Orange County, FL)
- Broward County Library (Broward County, FL)
- Charlotte Mecklenburg Library (Mecklenburg County, NC)
- Richland Library (Richland County, SC)

They noted the summary of Tour Findings:

- “More than Just Book” – The purpose of a library has always been to connect people to information and resources.
- Aligning Library Programs & Services with Community Goals
- Community Engagement & Partnership
- Creating a Sense of Place
- Building a Culture of Innovation & Learning
- Data-Driven Programs & Services
- Efficiency through Technology

Debra Sears, Library Services Director, gave the history of the library. She shared 5-year trends for Leon County Library usage. She stated that Leon County provides services at the Main Library and all six branch libraries in addition to offering outreach services to select senior residential communities. She noted the vital role that public libraries play in our community, Leon County has made extensive efforts in recent years to enhance facilities and services provided by the Leon County Public Library System. She shared the list of select physical and programmatic enhancements to the County's library system since 2010:

- Added over 25,000 square feet to the Library system.
- Created new lending programs
- Launched the Leon County Public Library mobile app and online library card registration.
- Created a new Library Lecture Series program with selected speakers and topics that engage and inspire, appealing to the interests of all citizens. All Library Lecture Series events are free and open to the public.
- Partnered with CareerSource Capital Regional to establish all seven library locations as CareerSource affiliate locations, providing resources for job seekers and those seeking to improve their career options.
- The Main Library served as a Comfort Station following Hurricanes Hermine, Irma, and Michael to provide an air-conditioned space for affected citizens to cool off, hydrate, recharge their mobile devices, and get information about recovery assistance.

- Unveiled a new tree sculpture at the Main Library. The sculpture was carved by a local sculptor from the trunk of an approximately 160-year- old live oak tree that stood in front of the library. The tree was in poor health and rather than removing it entirely, the tree was transformed into a sculpture to reflect and enhance the library's history.

She shared that while the County has incrementally made significant and industry - leading improvements to the Library over time, a new phase of innovation is called for to ensure the changing needs of our diverse and growing population are being met with Library Card Registration, Circulation Rates, Facility and Technology Use, Programs and Services, Literacy Services and Homework Assistance, and Volunteering.

#### **4. Charles Pace, Executive Director of the Gwinnett County Public Library**

Charles Pace, Executive Director of the Gwinnet County Public Library appeared before the Board and thanked them for the invitation. He noted his presentation would further explore why and how the roles of public libraries are changing to meet the needs of their communities with examples from his experience leading the Gwinnett County Public Library through major organizational change. His presentation explored how libraries are undergoing a process of identifying the changing roles of libraries, refocusing their priorities on the needs of the community, and engaging citizens for their input to help develop new strategies to maintain relevance. He shared the most essential recommendations from his county: Building partnerships to benefit the community; self-service technology; downsizing the service desk and transitioning to “mobile staff, along with a new service model and staff empowerment. He highlighted other helpful strategies:

- Removing barriers to access such as late fines
- Demand for digital services
- Building locations near communities or access to public locations
- How e-books should be sold and offered
- Educational Role of libraries
- Social Engagement vs. Community Development
- Adjusting services to meet local needs
- Integration of physical and virtual services
- Increased use of automation

The Board then discussed these findings. The following is a brief summation.

Commissioner Proctor commented on resocialization and changes to physical libraries. Libraries becoming thinking centers and having different variables. He inquired how do they address the citizen that only wants to come in out of the weather.

Commissioner Dozier discussed the diversity of the community in Leon County. She commented on the need for programs on civic education. She recommended gauging a sense of the community.

Commissioner Maddox expressed the measure that was of importance to him. He discussed scaling libraries and changing the scope of libraries. He noted they aren't just books, but a place to host meetings and other non-traditional uses for libraries. He felt they had invested properly in the libraries, but where will they go from here. He shared he was not in favor of giving library cards, if citizens weren't willing to use them.

Commissioner Minor shared his thoughts were that library cards were essential and was in favor of all Leon County students having them. He also expressed outreach support was important.

Mr. Pace stated that they do add more staff when doing outreach in the communities.

Commissioner Jackson stated that reaching out to childcare facilities would be helpful. He shared that 56% of early childhood and kindergarteners are ready for school. He shared if you want the families to support libraries then start with the children.

Commissioner Lindley commented on getting the attendance up with visits and special programs hosted by the library.

Chair Desloge felt it was important to refresh access to library card and how it works.

## **5. Essential Libraries Initiative**

Heather Peeples, Special Projects Coordinator and Debra Sears, Library Director, shared discussion on the essential libraries throughout Leon County. She stated to address the changing needs of Leon County residents and trends in library use, this item recommends the adoption of what they are calling the *Essential Library Initiative*. She asserted the Initiative aims to follow in this tradition by utilizing the Aspen Institute's framework for re-envisioning public libraries. She shared with these changes in place, the Aspen Institute recommends a process involving three distinct steps or "*pathways*". (1) Learning, (2) Leading, and (3) Implementing on which she expanded.

The Board suggested the proposed mission statement and tagline be modified to highlight the important role the Library plays as a place to engage citizens. The recommended revision of the mission statement and tag line to read:

Mission Statement: To be an essential resource and place for learning, ~~creativity,~~ engagement and innovation that provides for our community's changing needs.

Tagline: Learn. ~~Create~~. Engage. Innovate.

*Commissioner Maddox moved, duly seconded by Commissioner Lindley, to adopt the following Strategic Initiative into Leon County's Strategic Plan: Implement the Essential Libraries Initiative to re-envision the Leon County Public Library. The motion carried 7-0.*

*Commissioner Maddox moved, duly seconded by Commissioner Lindley, to approve the creation of the Innovation Officer position within the department of Library Services through*

*the realignment of an existing position thereby having no fiscal impact. The motion carried 7-0.*

County Administrator Long commented on the new initiative to inform the public as to what is going on.

Commissioner Lindley concurred on the recommended proposed changes.

Commissioner Minor inquired what could parents do to protect students against the dark side of the internet. He suggested a community -wide survey showcasing apps and services parents need to know about.

## **6. Strategic Plan Update**

County Administrator Long presented the Strategic Plan Update. He announced that this section provides an overview and update on the FY 2017-2021 Leon County Strategic Plan, which was adopted at the 2016 Annual Retreat. He detailed the section describes the vision and mission statements, and Strategic Priorities of Economy, Environment, Quality of Life, and Governance.

### **Vision Statement:**

A vision statement is an aspirational description of what an organization would like to achieve or accomplish in the future. Leon County's Vision Statement describes what the future of Leon County should be, in an ideal state, as well as what people will perceive of Leon County in the future. Leon County's vision statement reads as follows:

***A community that is safe, healthy and vibrant.***

### **Mission Statement:**

Mission statements are similar to vision statements, but they are more concrete and action-oriented.

A mission statement is a standard element of an organization's strategic plan and explains its reason for existence. It describes the organization, what it does, its reason for existence, and its overall intention. The mission statement supports the vision and serves as a foundational guide in the establishment of organizational priorities. Leon County's mission statement is as follows:

***To efficiently provide public services which serve and strengthen our community.***

He reminded the Board of the four Strategic Priorities set forth in Leon County's FY 2017-2021 Strategic Plan are:

- Economy
- Environment
- Quality of Life



- Governance

County Administrator Long further highlighted the Strategic Priority – Economy; Strategic Priority – Environment; Strategic Priority – Quality of Life; Strategic Priority – Governance and Key Metrics.

**a. Targets**

Kerri Post, Division of Tourism Director, highlighted at the 2016 Retreat, staff recommended and the Board approved the adoption of specific targets that Leon County expects to realize as an organization over the next five-year plan cycle. These targets are aligned with each priority area and will communicate to the public and staff throughout the County the specific results that we expect to achieve through the collective execution of Strategic Initiatives.

Additionally, the Board approved a bold goal, for each priority area. Bold goals differ from targets in that they are truly stretch goals which will be big and difficult to achieve. The adoption of bold goals is something the best organizations do because they recognize that all goals should not be tied to specific programs or current resources. Bold goals, rather, require the County to explore new partnerships, identify new opportunities, and inspire new ideas.

She summarized Leon County's progress towards reaching each priority area's bold goals and five year-targets. Each Strategic Priority section begins with graphical update to the FY2017-2021 Strategic Plan that shows Leon County's progress towards each goal and target. She added, behind each Strategic Priority is a narrative analysis of staff's efforts.

She highlighted the Bold Goals along with the 5-Year Targets:

- Economy (Grow the five-year tourism economy to \$5 billion). Presenters: Kerri Post, Director, Division of Tourism noted the following:
  - Attract 80 state, regional, or national championships across all sports
  - Co- create 500 entrepreneur ventures and 11,500 new jobs, including 400 high-wage jobs.
  - Connect 5,000 students & citizens to middle skilled job career opportunities.
  - Host 100,000 residents & visitors as part of the Amphitheater County Concert Series.
- Environment (Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone). Presenters: Maggie Theriot, Director, Office of Resource Stewardship and Brent Pell, Director, Public Works discussed the following:
  - Plant 15,000 trees including 1,000 in canopy roads
  - Ensure 100% of new County building construction, renovation and repair utilize sustainable design

- 75% community recycling rate
- Construct 30 miles of sidewalks, greenways and trails
- Quality of Life (Secure more than \$100 million in Veteran Affairs Benefits for Leon County Veterans and their Families). Presenters: Wanda Hunter, Assistant County Administrator, Citizen Services and Shington Lamy, Director, Office of Human Services and Community Partnerships discussed the following:
  - Double the number of e-books available to the public at the library
  - Construct 100 fire hydrants
  - Train 8,500 citizens in CPR/AEDs
  - Open 1,000 new acres of park land to the public
- Governance (Implement 500 citizen ideas, improvements, solutions & opportunities for collaboration). Presenters: Alan Rosenzweig, Deputy County Administrator and Mathieu Cavell, Assistant to the County Administrator expanded on the following:
  - Reduce by at least 30% the average time it takes to approve a single-family building permit.
  - Achieve 90% employee participation in the County's "My Rewards" Well Being Program.
  - Reduce by 60% the outstanding debt of the County.
  - 100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace.

**b. Strategic Initiative**

County Administrator Long noted this section provides an update on the Strategic Initiatives that are complete or in progress. At this point in the retreat, the Board discussed amending or adding Strategic Initiatives to the current FY 2017-2021 Strategic Plan. Strategic Initiatives are specific projects, policies or programs which direct and align organizational action to advance Strategic Priorities. He concluded with the closing remarks and that he would come back with initiatives for ratification.

Chair Desloge asked the Board for their final remarks. The following reflects the new strategic initiatives the Board proposed and, if approved, will be included in the updated 2017-FY202 Strategic Plan.

1. Implement the Leon County Essential Libraries Initiative.
2. Implement text-to-911 in coordination with the Consolidated Dispatch Agency so that individuals in emergency situations may text 911 to call takers.
3. Complete an updated Building Permit Fee Study.
4. *Update Existing Initiative:* Complete and implement the joint County/City disparity and enhancements to MWSBE program.

5. Implement zoning changes that allow for solar energy farms in the unincorporated area while preserving the rural character of our community.
6. *Update Existing Initiative:* In partnership with the Canopy Roads Committee, update and implement the long-term management plan for the Canopy Roads including an active tree planting program.
7. *Update Existing Initiative:* Develop and enact ~~an action plan~~ the County's Integrated Sustainability Action Plan to further reduce the County Government's carbon footprint.
8. Support the Complete County Committee in educating the community and promoting the 2020 Census.
9. Conduct an updated market feasibility study and evaluation of the Fairgrounds relocation/modification.
10. To further reduce litter and trash in rural areas and the Apalachicola National Forest, launch a targeted public outreach effort encouraging the use of County Rural Waste Service Centers.
11. In coordination with the Leon County Health Department, work to identify an operator for a local Syringe Exchange Program.
12. Work with the City of Tallahassee to develop a branding strategy for the community's trail system.
13. In coordination with community partners, celebrate the centennial of women's right to vote by conducting a multimodal public information/education campaign culminating with a special community event.
14. Coordinate with community partners to implement training for parents and students on the safe use of online applications.
15. To celebrate Leon County/Tallahassee bicentennial in 2024, the County will coordinate and enhance local planning efforts with government agencies, businesses, organizations, and citizens.
16. Participate in the MIT Sloan School of Management USA Lab to explore opportunities to further enhance re-entry efforts.

Agenda Items and Other Administrative Items:

- Prepare a budget discussion item analyzing Tourism Development Tax (TDT) revenues and expenditure history in recent years.
- Prepare an agenda item with an update on cultural/historical tourism.
- Prepare an agenda item to evaluate the Division of Tourism promotion and support for fishing tournaments at Lake Talquin.
- Evaluate creating an oral history kiosk as part of the Leon County/Tallahassee bicentennial celebration.
- Prepare an agenda item to evaluate the County's progress on trail development and long-term goals.

*Commissioner Minor moved, seconded by Commissioner Jackson that they move the Strategic Initiatives with the amended suggestions. The motion carried 7-0.*

## **7. Adjournment**

Chairman Desloge shared, in honor of the library, if the Board would give their favorite book and superhero.

### Chairman Desloge:

- Book - A Land Remembered/ Last Train to Paradise/ The Ed Ball Story
- Superhero – Batman

### Commissioner Minor:

- Book – The Stand/Long Walk to Freedom
- Superhero – Aquaman

### Commissioner Jackson:

- Book - Spring Creek Chronicles
- Superhero – Hulk

### Commissioner Maddox:

- Book – When Breath Becomes Air
- Superhero – The Flash

### Commissioner Dozier:

- Book – Harry Potter/The Century Trilogy
- Superhero – Captain Marvel

### Commissioner Lindsey:

- Book – A Gentleman in Moscow/Educated
- Superhero – Christian Dozier

### Commissioner Proctor:

- Book – Soul of Black Folk/Up from Slavery/The United States Constitution
- Superhero – Black Panther

### County Attorney Thiele:

- Book -Ehrhardt's Florida Evidence
- Superhero – Captain America

### County Administrator Long:

- Book - Anything County Commission
- Superhero - Deadpool

County Administrator Long expressed his appreciation to the Board for its continued leadership and clear guidance.

The Board thanked staff for its hard work in planning the Retreat. There being no other comments, Chairman Desloge adjourned the Retreat at 1:52 p.m.

**LEON COUNTY, FLORIDA**

ATTEST:

BY: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

BY: \_\_\_\_\_  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #7**

# Leon County Board of County Commissioners

## Agenda Item #7

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Payment of Bills and Vouchers

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<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Scott Ross, Director, Office of Financial Stewardship
<b>Lead Staff/ Project Team:</b>	Tiffany Fisher, Management and Budget Analyst

### **Statement of Issue:**

This agenda item requests Board approval of the payment of bills and vouchers submitted April 28, 2020 and pre-approval of payment of bills and vouchers for the period of April 29, 2020 through May 11, 2020.

### **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 April 28, 2020 and pre-approve the payment of bills and vouchers for the period of April 29, 2020 through May 11, 2020.

## **Report and Discussion**

### **Background:**

The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the April 28<sup>th</sup> meeting, the morning of Monday, April 27, 2020. If for any reason, any of these bills are not recommended for approval, OMB will notify the Board.

### **Analysis:**

Due to the Board not holding a regular meeting until May 12, 2020, it is advisable for the Board to pre-approve payment of the County's bills for April 29, 2020 through May 11, 2020 so that vendors and service providers will not experience hardship because of delays in payment. In the event the Board meeting is cancelled, the payment of bill/vouchers will be approved until the next scheduled meeting. OMB 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 April 28, 2020 and pre-approve the payment of bills and vouchers for the period of April 29, 2020 through May 11, 2020.
2. Do not approve the payment of bills and vouchers submitted for April 28, 2020, and do not pre-approve the payment of bills and vouchers for the period of April 29, 2020 through May 11, 2020.
3. Board direction.

### **Recommendation:**

Option #1



**Leon County  
Board of County Commissioners  
Notes for Agenda Item #8**

# Leon County Board of County Commissioners

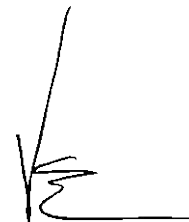
## Agenda Item #8

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Allocation of Risk Reserves



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Scott Ross, Director, Financial Stewardship
<b>Lead Staff/ Project Team:</b>	Karen Melton, Risk Manager

### **Statement of Issue:**

This item seeks Board approval to appropriate risk reserves in the amount of \$600,000 to fund workers' compensation claims in excess of the FY 2019/2020 budget.

### **Fiscal Impact:**

This item has a fiscal impact. Annually the County budgets \$1.6 million to cover the cost of workers' compensation claims. Due to multiple severe claims this fiscal year, additional funding in the amount of \$600,000 is necessary to cover anticipated claims expense for the remainder of the fiscal year. Funding is available from the Risk Management Fund's unallocated fund balance.

### **Staff Recommendation:**

Option #1: Approve the Resolution and Budget Amendment Request (Attachment #1) appropriating Risk reserves in the amount of \$600,000 to fund workers' compensation claims in excess of the FY 2019/2020 budget.

## **Report and Discussion**

### **Background:**

This item seeks Board approval to appropriate risk reserves in the amount of \$600,000 to fund workers' compensation claims in excess of the FY 2019/2020 budget. Annually the County budgets \$1.6 million to cover the cost of workers' compensation claims. Due to multiple severe claims this fiscal year, additional funding in the amount of \$600,000 is necessary to cover anticipated claims expense for the remainder of the fiscal year.

Leon County provides workers' compensation benefits to all Leon County employees, volunteers and Constitutional Officers, with the exception of the Supervisor of Elections, as required by Florida Statute. The County self-insures for workers' compensation and maintains a \$500,000 self-insured retention. This means that for each injury claim, the County is responsible for the first \$500,000 of claims payments. The County purchases excess workers' compensation insurance for those claims that exceed \$500,000.

### **Analysis:**

This item seeks Board approval to appropriate risk reserves to fund FY 2019/2020 workers' compensation claims that exceed the budget for this program. Due to a number of high dollar workers' compensation claims this fiscal year under the \$500,000 excess workers' compensation claim coverage, the current \$1,600,000 will be exceeded this fiscal year.

Though the number of workers' compensation claims may remain relatively stable across fiscal years, the severity of those claims may not. During FY 2019/2020 Leon County has experienced a higher than average number of injuries requiring surgery and subsequent lost-time from work. This coupled with injuries that have flowed over from prior fiscal years, has severely impacted the workers' compensation claims budget. Budgeting an additional \$600,000 in risk reserves will allow the County to pay claims for the remainder of the fiscal year. The risk fund maintains reserves for these types of unanticipated claim expenditures.

### **Options:**

1. Approve the Resolution and Budget Amendment Request (Attachment #1) appropriating Risk reserves in the amount of \$600,000 to fund workers' compensation claims in excess of the FY 2019/2020 budget.
2. Do not approve the Resolution and Budget Amendment Request appropriating Risk reserves in the amount of \$600,000 to fund workers' compensation claims in excess of the FY 2019/2020 budget.
3. Board direction.

### **Recommendation:**

Option #1

### **Attachment:**

1. Resolution and Budget Amendment Request

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2019/2020; 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 28<sup>th</sup> day of April, 2020.

LEON COUNTY, FLORIDA

BY: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTEST:  
Gwendolyn Marshall, Clerk of the Court and Comptroller  
Leon County, Florida

BY: \_\_\_\_\_

Approved as to Form:  
Leon County Attorney's Office

BY: \_\_\_\_\_  
Chasity H. O'Steen, Esq.  
County Attorney

## FISCAL YEAR 2019/2020 BUDGET AMENDMENT REQUEST

No: BAB20017  
Date: 4/16/2020

Agenda Item No: \_\_\_\_\_  
Agenda Item Da: 4/28/2020

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

### Request Detail

#### Revenues

Account Information				Title	Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>				
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
501	000	399900	000	Appropriated Fund Balance	-	600,000	600,000
<b>Subtotal:</b>						600,000	

#### Expenditures

Account Information				Title	Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>				
501	821	54514	596	Workers' Comp Claims	1,600,000	600,000	2,200,000
<b>Subtotal:</b>						600,000	

### Purpose of Request

This budget amendment appropriates \$600,000 in risk reserves to fund workers compensation claims for the remainder of the fiscal year.

Group/Program Director

Tim Barden, Budget Manager

Scott Ross, Director, Office of Financial Stewardship

Approved By:

Resolution ☒

Motion ☐

Administrator ☐

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #9**

# Leon County Board of County Commissioners

## Agenda Item #9

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator  
Chasity H. O'Steen, County Attorney

**Title:** Authorization to Temporarily Modify the Time Certain Public Hearings are Held

<b>Review and Approval:</b>	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator
<b>Lead Staff/ Project Team:</b>	Nicki Paden, Management Analyst

### **Statement of Issue:**

This agenda item seeks Board approval to conduct public hearings on matters subject to Section 125.66(4)(b)1., Florida Statutes, prior to 6:00 p.m. in accordance with the County's temporary Rules of Procedure for virtual meetings of the Leon County Commission as authorized in Section 5 of Amended Proclamation 2020-09, issued on April 15, 2020.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Authorize public hearings for matters subject to Section 125.66(4)(b)1, Florida Statutes, to be conducted in accordance with the County's temporary Rules of Procedure for virtual meetings of the Leon County Commission as authorized in Section 5 of Amended Proclamation 2020-9.

## **Report and Discussion**

### **Background:**

This agenda item seeks Board authorization to conduct public hearings on matters subject to Section 125.66(4)(b)1., Florida Statutes, prior to 6:00 p.m. in accordance with the County's temporary Rules of Procedure for virtual Board meetings. The County's temporary Rules of Procedure apply for all public hearings except for land use hearings. The proposed change allows for public hearings to occur at 3:00 p.m. or thereafter, which would enable the Commission to temporarily conduct its virtual meetings without the possible need for a break following consent and general business prior to reconvening the virtual meeting again at 6:00 p.m. The general purpose for a 6:00 p.m. public hearing is to provide enough time for citizens to attend the meeting after the normal work day is completed and provide comment; however, this purpose is negated with the electronic submission of comments occurring prior to the virtual meetings.

On March 20, 2020, Governor Ron DeSantis issued Executive Order 20-69 suspending statutory physical quorum requirements for local government public meetings in response to COVID-19. The Executive Order provides meeting venue flexibility and authorizes the use of Communications Media Technology (CMT), such as telephone and video conferencing, as options for local governments to hold public meetings, while maintaining all other current Sunshine Law requirements.

On April 14, 2020, the Board ratified modifications of Board Policy No. 01-05, entitled "Rules of Procedure for Meetings of the Leon County Board of County Commissioners," in accordance with Executive Order 20-69. These modifications provide for temporary minimum procedures to conduct virtual Board meetings utilizing CMT and to provide for citizen participation by virtual means.

To further support the facilitation of virtual Commission meetings, on April 15, 2020, Amended Proclamation 2020-9 (Attachment #1) further temporarily modified Board Policy No. 01-05 to provide for public hearings to be conducted at 3:00 p.m. The County's temporary Rules of Procedure effectively suspend the County's procedural requirement for scheduled public hearings to be conducted at 6:00 p.m. through the duration of time in which the County is authorized to conduct virtual meetings using CMT in accordance with Emergency Order 20-69.

Section 125.66(4)(b)1., Florida Statutes (Attachment #2), provides that:

(b) In cases in which the proposed ordinance or resolution changes the actual list of permitted, conditional, or prohibited uses within a zoning category, or changes the actual zoning map designation of a parcel or parcels of land involving 10 contiguous acres or more, the board of county commissioners shall provide for public notice and hearings as follows:

1. The board of county commissioners shall hold two advertised public hearings on the proposed ordinance or resolution. At least one hearing shall be held after 5 p.m. on a weekday, unless the board of county commissioners, by a majority plus one vote, elects to conduct that hearing at another time of day. The first public hearing shall be held at least 7 days after the day that the first advertisement is published. The second hearing shall be



held at least 10 days after the first hearing and shall be advertised at least 5 days prior to the public hearing.

Accordingly, a supermajority vote of the Board would be required to conduct the second of two public hearings to consider adoption of an ordinance amending Section 10-6.660 of the Land Development Code, entitled “Lake Protection Node Zoning District” at the Commission meeting on May 12, 2020, and, potentially, other public hearings for subject matter subject to Section 125.66(4)(b)1., Florida Statutes, in accordance with the County’s temporary Rules of Procedure.

**Analysis:**

The County’s Rules of Procedure for Meetings (Board Policy No. 01-05) governs all official meetings of the Board. For regular Board meetings, Section V.H. of the Rules of Procedure require all public hearings on matters of special importance or as prescribed by law to be conducted at 6:00 p.m. On April 14, 2020, the Board ratified modifications to the County’s Rules of Procedure providing temporary minimum procedures for conducting virtual Board meetings, in accordance with the Governor’s issuance of Executive Order 20-69.

As discussed by the County Attorney during the April 14, 2020 meeting, to further support the facilitation of remote Commission meetings, the County’s temporary Rules of Procedure were to be further modified to provide for public hearings to be conducted at the beginning of the virtual meetings, rather than 6:00 p.m. As authorized in Amended Proclamation No. 2020-9, these modifications support an uninterrupted order of business during virtual meetings by preventing the need for the Board to break and reconvene for a 6:00 p.m. public hearing, while still providing a time certain for the public hearings to be held.

As noted in the background and as required by Florida Statutes, this agenda item seeks a supermajority vote of the Board to authorize public hearings subject to Section 125.66(4)(b)1., Florida Statutes, to be conducted at the beginning of the Board’s meetings through the duration of time in which the County is authorized to conduct virtual meetings using CMT, in accordance with Emergency Order 20-69.

**Options:**

1. Authorize public hearings for matters subject to Section 125.66(4)(b)1, Florida Statutes, to be conducted in accordance with the County’s temporary Rules of Procedure for virtual meetings of the Leon County Commission as authorized in Section 5 of Amended Proclamation 2020-9.
2. Do not authorize public hearings for matters subject to Section 125.66(4)(b)1, Florida Statutes, to be conducted in accordance with the County’s temporary Rules of Procedure for virtual meetings of the Leon County Commission as authorized in Section 5 of Amended Proclamation 2020-9.
3. Board direction.

**Recommendation:**

Option #1

Attachments:

1. Amended Proclamation Declaring a Continuing Local State of Emergency in Leon County, Florida – Proclamation No. 2020-09 – COVID-19, issued April 15, 2020
2. Section 125.66, Florida Statutes

**AMENDED PROCLAMATION DECLARING A CONTINUING  
LOCAL STATE OF EMERGENCY IN LEON COUNTY, FLORIDA  
PROCLAMATION NO. 2020-9  
COVID-19**

WHEREAS, the Board of County Commissioners of Leon County, Florida (the “Board”) has adopted the Emergency Management Ordinance, being codified in Chapter 2, Article VIII of the Code of Laws of Leon County, Florida (the “Ordinance”), providing authorization for the Board or its designee to declare an extension to a previously issued declaration of local State of Emergency; and

WHEREAS, on March 9, 2020, Governor DeSantis issued Executive Order 20-52, declaring a State of Emergency as a result of COVID-19; and

WHEREAS, on March 16, 2020, President Donald J. Trump and the United States Centers for Disease Control and Prevention (“CDC”) issued the “15 Days to Slow the Spread” guidance advising individuals to adopt far-reaching social distancing measures; and

WHEREAS, on March 16, 2020, Leon County declared a local State of Emergency effective March 16, 2020, at 2:00 p.m., for a period of seven days, to authorize continued coordination with state and other local authorities and to take all actions necessary to address the threat of a public health crisis resulting from COVID-19; and

WHEREAS, on March 23, 2020, Leon County extended the local State of Emergency effective March 23, 2020, at 2:00 p.m., for a period of seven days; and

WHEREAS, to reduce the spread of COVID-19, the CDC and the Florida State Department of Health recommend implementation of community mitigation strategies to increase containment of the virus, including cancellation of large gatherings and social distancing of at least six feet between persons in smaller gatherings; and

WHEREAS, federal and state health officials have indicated that they expect additional cases of COVID-19 to be identified in the coming days and, based on the highly contagious nature of COVID-19, additional person-to-person transmission is likely; and

WHEREAS, on March 24, 2020, Governor DeSantis issued Executive Order 20-83, directing the Surgeon General and State Health Officer to issue a public health advisory to all persons over 65 years of age and to persons with certain underlying medical conditions that place them high risk of serious illness from COVID-19 to urge them to stay home and take measures to limit their exposure to COVID-19; and

WHEREAS, Executive Order 20-83 further directed the Surgeon General and State Health Officer to issue a public health advisory against all social or recreational gatherings of 10 or more people; and

WHEREAS, public health experts have urged governmental entities to mandate stricter adherence to CDC social distancing guidelines of at least six feet between persons to mitigate further spread of COVID-19, and

WHEREAS, multiple local jurisdictions in Florida and Georgia have declared local states of emergency and have implemented curfews or stay at home/safer at home orders to address the threat of a public health crisis resulting from COVID-19; and

WHEREAS, pursuant to 2-309 of the Code of Laws of Leon County, Florida, Leon County is authorized to implement curfews in times of Emergency; and

WHEREAS, the continuing operation of essential businesses is required to provide goods and services to the public; and

WHEREAS, should COVID-19 spread in Leon County at a rate close to what some other communities in Florida and Georgia are experiencing it would strain local resources and capabilities; and

WHEREAS, on March 25, 2020, Leon County issued Amended Proclamation No. 2020-3; and

WHEREAS, on March 29, 2020, President Donald J. Trump announced that the “15-Days to Slow the Spread” guidelines will continue until April 30, 2020; and

WHEREAS, on March 30, 2020, Leon County issued Proclamation No. 2020-4; and

WHEREAS, on April 1, 2020, Governor DeSantis issued Executive Order 20-91, providing Safer at Home directives for all persons in Florida; and

WHEREAS, on April 2, 2020, Governor DeSantis issued Executive Order 20-92, which amended Executive Order 20-91; and

WHEREAS, the provisions of Executive Order 20-91, as amended by Executive Order 20-92, became effective at 12:01 a.m. on April 3, 2020; and

WHEREAS, on April 2, 2020, Leon County issued Amended Proclamation No. 2020-5, which became effective and mandated compliance with Executive Order 20-91, as amended by Executive Order 20-92; and

WHEREAS, on April 6, 2020, Leon County issued Proclamation No. 2020-6, extending the Local State of Emergency for a period of seven days; and

WHEREAS, on April 8, 2020, Leon County issued Amended Proclamation No. 2020-7, to provide for the use of communications media technology during the declared Local State of Emergency to conduct meetings of the Board of County Commissioners and its advisory boards, councils, and committees; and

WHEREAS, on April 10, 2020, Leon County issued Proclamation No. 2020-8, extending the Local State of Emergency for a period of seven days, effective 12:01 a.m. on April 13, 2020; and

WHEREAS, at its meeting on April 14, 2020, the Board of County Commissioners expressed that it had received feedback from constituents that people are confused by and not complying with Executive Order 20-91 and that there is a need to implement a curfew; and

WHEREAS, an Emergency as defined in the Ordinance continues to exist in Leon County; and

WHEREAS, a prompt and efficient response and recovery is necessary to safeguard lives and property affected by the Emergency; and

WHEREAS, Article I, Section 24 of the Florida Constitution guarantees a right of public access to all meetings of any collegial public body of the County, and section 286.011, Florida Statutes, commonly referred to as Florida's "Sunshine Law," requires meetings of the County to be publicly noticed in advance, open to the public, and documented by minutes that are promptly recorded; and

WHEREAS, recognizing the compelling need to protect life while at the same time maintain the functionality and continuity of government, the Governor took the extraordinary measure of issuing Executive Order 20-69, which suspends the requirement that local governing bodies have a quorum physically present in a specific public place to conduct public meetings; and

WHEREAS, Executive Order 20-69 specifically authorizes the use of communications media technology, as provided in section 120.54(5)(b)2., Florida Statutes, to conduct meetings of local governing bodies; and

WHEREAS, the use of communications media technology during the declared Local State of Emergency due to COVID-19 to conduct meetings of the Board of County Commissioners and its advisory boards, councils, and committees will allow governance to continue while protecting the health and safety of elected officials, staff, and the general public; and

WHEREAS, neither Executive Order 20-69 nor this Amended Proclamation suspend the requirements of Florida's public records laws in any way or the Sunshine Law beyond the specific, discrete parameters set forth in Executive Order 20-69 and this Amended Proclamation.

NOW, THEREFORE, PURSUANT to the authority conferred by Chapter 252, Florida Statutes, and the Ordinance, as Chairman of the Leon County Board of County Commissioners, and pursuant to Section 2-306 of the Code of Laws of Leon County, after consultation with state and local authorities, I find as follows:

1. State of Emergency. A local State of Emergency continues to exist requiring immediate and expeditious action as a result of the threat of a public health crisis within Leon County

and neighboring counties, and will continue to exist for a period of five days, effective 11:00 p.m. on April 15, 2020, in accordance with Section 2-307 of the Code of Laws of Leon County.

2. Safer at Home. All persons in Leon County are to continue to abide by the Safer at Home directives issued by Governor DeSantis in Executive Order Number 20-91 and Executive Order 20-92, and any subsequent amendments or extensions issued thereto.

3. Curfew.

- (a) In order to protect the public health, safety and welfare, and mitigate the spread of the COVID-19 virus, a curfew is established in all of Leon County, Florida, from the hours of 11:00 p.m. until 5:00 a.m., commencing on April 15, 2020.
- (b) The curfew applies to all pedestrian and vehicular movement, standing and parking, except for: individuals participating in, going to, or returning from employment, including, but not limited to, federal, state, and local government employees, judicial personnel, those providing hospital and other health care services, first responder and correctional personnel, child protection and child welfare personnel, housing and shelter personnel, veterinary services personnel, postal and shipping services personnel, airline and airport personnel, and those performing utility and telecommunications repairs. Medical patients in need of transport, persons seeking medical care, and persons seeking emergency veterinary services for a pet animal are also excluded from the curfew. The curfew does not prohibit a person from walking a pet animal in the vicinity of the residence at which the animal is being maintained.
- (c) Refusal to comply with the curfew shall be punishable in accordance with Section 1-9, of the Code of Laws of Leon County, Florida.

4. Temporary Rules of Procedure for Use of CMT to Conduct Virtual Meetings. Board Policy No. 01-05, entitled "Rules of Procedure for Meetings of the Leon County Board of County Commissioners," which governs all official meetings of the Board, shall continue to be temporarily modified to allow for the use of communications media technology to conduct virtual meetings, as follows:

- (a) Notice of Electronic Public Meetings. The County will post notice of its electronic public meetings in a manner consistent with section 286.011, Florida Statutes. Such notice shall plainly state that a virtual meeting is to be conducted using communications media technology (CMT) and identify the specific type(s) of CMT to be used. Such notice will identify the various platforms available to the public to view the meeting. If a public meeting provides for the opportunity for public comment in general or on a specific item, the notice shall also include instructions regarding how members of the public may submit written comments in a form to be provided by the County on its website, distributed to the members of the Commission in advance of the meeting, and made a part of the meeting record. If the County determines that additional technological means are feasible, practicable, and available for the public to provide comment, the meeting notice will include instructions to the

public regarding how members of the public may provide comment using the additional technological means. The meeting notice shall provide the deadline for the submission of public comment in advance of the public meeting, if any.

- (b) Public Comment. An online form will be available through the County's website for citizens to provide written public comment prior to a virtual meeting. The online form will be open and available for members of the public to submit comment until a timeframe specified in the meeting notice, if any. The written comments will be compiled and provided to the members of the County Commission in advance of the meeting and entered into the record at the public meeting. Written comments received by the public will be posted on the County's website in advance of the virtual meeting. Public comment received after the deadline for submission will be made available to the members of the County Commission and entered into the record during the meeting, though the County cannot guarantee that the written comments will be posted on the County website prior to the virtual meeting. If the County determines that additional technological means are feasible, practicable, and available for the public to provide comment, such public comment, in whatever format, shall be made available to the members of the County Commission before action is taken on the matter for which public comment was submitted.
- (c) Supplemental Procedures of Advisory Boards, Councils, and Committees. Each advisory board, council, or committee of the County may supplement the minimum procedures provided in this Amended Proclamation with additional procedures that promote and preserve the decorum and civility and that enable the expeditious conduct of County business and provide the procedural due process and right of public participation required by law as applied to the nature of the specific hearing or matter. Each such board, council, or committee seeking to adopt supplemental procedures will submit them to the County Administrator for ratification by the Board of County Commissioners.
- (d) Disruptions and Adjournment. If, during the conduct of a public meeting utilizing CMT pursuant to this Amended Proclamation, the meeting is interrupted through disruptions or glitches in the technology being used, the Chair will recess the meeting until the interruption is resolved. If the interruption cannot be resolved in a reasonable amount of time, the meeting shall be adjourned. The temporary recess or termination of a meeting is to assure compliance with the Sunshine Law.

5. Additional Temporary Modification of Board Policy No. 01-05. Board Policy No. 01-05, entitled "Rules of Procedure for Meetings of the Leon County Board of County Commissioners," which governs all official meetings of the Board, shall be further temporarily modified to provide that virtual public hearings may be scheduled and heard at 3:00 p.m. or thereafter.

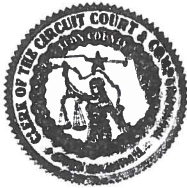
6. Public Education. Due to the extraordinary nature of the Amended Proclamation and the paramount right of the public to participate in the decision-making process of its local government, the County will make reasonable efforts to publicize the subject matter being considered at its meetings and publicize the requirements of Section 3 of this Amended Proclamation.

7. Applicability, Limitation, and Termination. Section 3 of this Amended Proclamation shall apply to all meetings of the Leon County Board of County Commissioners and any of its advisory boards, councils, or committees which operate under the Sunshine Law. Public meetings will comply with all requirements of section 286.011, Florida Statutes, and, for the County Commission, Policy No. 01-05, which have not otherwise been suspended or waived pursuant to Executive Order 20-69 and this Amended Proclamation. Section 3 of this Amended Proclamation shall remain in effect until superseded by action of the Leon County Board of County Commissioners, until modified or terminated by a subsequent proclamation, or until Executive Order 20-69 expires or is rescinded, whichever first occurs.

THIS PROCLAMATION authorizes the continued activation of the Leon County Comprehensive Emergency Management Plan and the exercise of all powers provided by Chapter 252, Florida Statutes, and Chapter 2, Article VIII of the Code of Laws of Leon County, Florida.

Dated this 15th day of April, 2020.

LEON COUNTY, FLORIDA



A handwritten signature in black ink, appearing to be "Bryan Desloge".

By:  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: A handwritten signature in blue ink, appearing to be "Gwendolyn Marshall".

By: A handwritten signature in blue ink, appearing to be "Chasity H. O'Steen".  
Chasity H. O'Steen  
County Attorney



## The 2019 Florida Statutes

### **125.66 Ordinances; enactment procedure; emergency ordinances; rezoning or change of land use ordinances or resolutions.—**

(4) Ordinances or resolutions, initiated by other than the county, that change the actual zoning map designation of a parcel or parcels of land shall be enacted pursuant to subsection (2). Ordinances or resolutions that change the actual list of permitted, conditional, or prohibited uses within a zoning category, or ordinances or resolutions initiated by the county that change the actual zoning map designation of a parcel or parcels of land shall be enacted pursuant to the following procedure:

(a) In cases in which the proposed ordinance or resolution changes the actual zoning map designation for a parcel or parcels of land involving less than 10 contiguous acres, the board of county commissioners, in addition to following the general notice requirements of subsection (2), shall direct its clerk to notify by mail each real property owner whose land the governmental agency will redesignate by enactment of the ordinance or resolution and whose address is known by reference to the latest ad valorem tax records. The notice shall state the substance of the proposed ordinance or resolution as it affects that property owner and shall set a time and place for one or more public hearings on such ordinance or resolution. Such notice shall be given at least 30 days prior to the date set for the public hearing, and a copy of such notice shall be kept available for public inspection during the regular business hours of the office of the clerk of the board of county commissioners. The board of county commissioners shall hold a public hearing on the proposed ordinance or resolution and may, upon the conclusion of the hearing, immediately adopt the ordinance or resolution.

(b) In cases in which the proposed ordinance or resolution changes the actual list of permitted, conditional, or prohibited uses within a zoning category, or changes the actual zoning map designation of a parcel or parcels of land involving 10 contiguous acres or more, the board of county commissioners shall provide for public notice and hearings as follows:

1. The board of county commissioners shall hold two advertised public hearings on the proposed ordinance or resolution. At least one hearing shall be held after 5 p.m. on a weekday, unless the board of county commissioners, by a majority plus one vote, elects to conduct that hearing at another time of day. The first public hearing shall be held at least 7 days after the day that the first advertisement is published. The second hearing shall be held at least 10 days after the first hearing and shall be advertised at least 5 days prior to the public hearing.

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #10**

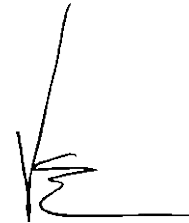
# Leon County Board of County Commissioners

## Agenda Item #10

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator



**Title:** Request to Schedule Two Public Hearings to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled “Government Operational (GO) Zoning District,” for June 16 and July 14, 2020 at 6:00 p.m.

<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support and Environmental Management
<b>Lead Staff/ Project Team:</b>	Ryan Culpepper, Director, Development Services Division Scott Brockmeier, Development Services Administrator

### **Statement of Issue:**

This item seeks Board approval to schedule two public hearings to consider adoption of an Ordinance which implements the provisions of the Government Operational Future Land Use Category of the Comprehensive Plan. The County currently does not have a zoning district to implement the provisions of the Government Operational Future Land Use Category. The proposed Ordinance would create a new Section 10-6.659 defining the permitted uses as well as provide the appropriate development standards for permitted uses within the district.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Schedule two Public Hearings to consider adoption of a proposed Ordinance amending the Leon County Land Development Code to create a new Section 10-6.659, entitled “Government Operational (GO) zoning district,” for June 16 and July 14, 2020 at 6:00 p.m.

Title: Request to Schedule Two Public Hearings to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled “Government Operational (GO) Zoning District,” for June 16 and July 14, 2020 at 6:00 p.m.

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## **Report and Discussion**

### **Background:**

This item seeks Board approval to schedule two Public Hearings to consider an Ordinance creating a Government Operational (GO) zoning district to implement the provisions of the Government Operational Future Land Use Category of the Comprehensive Plan. A future land use category provides a general outline of intended land uses and general provisions for development within the future land use category. The County currently does not have a zoning district dedicated to implementing the GO Future Land Use Category. The new GO zoning district will provide certainty on the allowed land use, development standards and permitting requirements within the unincorporated area.

The GO Future Land Use was adopted on July 16, 1990 as a subcategory under the Institutional Future Land Use Category (FLUC) in the Comprehensive Plan. GO became an independent FLUC with amendments effective August 17, 1992. Subsequent amendments effective July 26, 2006, added to the list of facilities that could be included in the GO FLUC (e.g. courts, electric substations, health clinics, libraries, etc.) Since GO was adopted as an independent FLUC in 1992, the County has never adopted an Ordinance creating a zoning district that would enable rezoning of property in the unincorporated portions of Leon County to GO. Since that time, the County has only had the option of implementing the GO category through existing commercial, office or industrial zoning districts. These other zoning districts allow for a broad array of intense uses, which may have impacts that extend beyond the subject site.

According to the Comprehensive Plan, the GO FLUC is intended to limit uses to capture government facilities and services, including those operated by private entities on public land. Typical facilities in GO include electrical substations, museums, government offices, libraries, stormwater management facilities, spray fields and pump stations. The proposed GO zoning district would provide certainty on the land uses, associated development standards and permitting requirements.

The recommendation to establish the GO zoning district resulted from a proposed project submitted to Development Support and Environmental Management (DSEM) by the State of Florida’s Fish and Wildlife Department. The State of Florida’s Fish and Wildlife Department has an existing warehouse/office facility on the northeast corner of Capital Circle Southwest (CCSW) and Bradford Road which will be impacted from the future widening of CCSW. The property is currently designated Recreation/Open Space on the Future Land Use Map of the Comprehensive Plan. In addition, the site is zoned Open Space (OS), which implements the Recreation/Open Space FLUC. The OS zoning district does not allow for warehousing/office facilities; therefore, the existing state facility is a legally non-conforming use. In order for the State to accommodate the right-of-way taking as well as to facilitate future expansion of the facility, the site will need to be redesigned to reallocate parking and building facilities elsewhere on the property.

Title: Request to Schedule Two Public Hearings to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled “Government Operational (GO) Zoning District,” for June 16 and July 14, 2020 at 6:00 p.m.

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The nonconforming provisions of the Land Development Code (LDC) significantly limit the extent of renovations, remodeling and expansion of nonconforming uses and structures. The most appropriate option is to rezone the referenced site to a zoning district that allows the State’s warehouse/office facility. The County’s existing zoning districts, however, allow for a much broader number of uses than necessary to accommodate the State’s facility. As a result of discussions with Planning and DSEM, the State submitted a proposed map amendment to change the property’s FLUC to Government Operational. The proposed Comprehensive Plan map amendment will be considered during the current Comprehensive Plan amendment cycle. Therefore, staff requests authorization to proceed with the creation of a Government Operational zoning district that would implement the existing GO FLUC and allow for the site to be considered for a subsequent rezoning to a Government Operational zoning district. The rezoning process would occur subsequent to the adoption of the proposed Comprehensive Plan map amendment.

### **Analysis:**

The City of Tallahassee added the Government Operational-1 (GO-1) and Government Operation-2 (GO-2) zoning districts to the City of Tallahassee Land Development Code by adoption of an Ordinance on October 28, 2009. The City’s GO-1 zoning district allows mostly neighborhood-scale services and uses (e.g. health clinics, libraries, police/fire stations, courts, electric substations, etc.), whereas the GO-2 zoning district would allow for community or regional-scale facilities and services (e.g. water treatment plants, correctional facilities, airports, electric generating facilities, etc.)

While many of the uses in GO could be captured under broader Future Land Use Categories and implementing zoning districts, it wouldn’t be without potential consequences. There are instances when it is not appropriate to introduce a broader FLUC into areas that could usher in other zoning districts and uses. The GO FLUC only allows implementation of GO zoning districts. It is expected that the County’s GO zoning district(s) will include many of the same land uses as the City of Tallahassee, but will include additional restrictions; meaning, they will only be allowed in areas where minimum requirements can be met such as acreage, location standards and compatibility with the surrounding area. The City’s GO zoning districts only address minimum development standards (i.e. setbacks, building size restrictions and height), as well as buffering and screening requirements.

Currently, there are no GO FLUC designations outside the City of Tallahassee limits. Even if the County adopts an Ordinance creating the GO zoning district, before any rezoning to GO could occur, an amendment to the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan would be required. As noted previously, the State’s Fish and Wildlife Department has one parcel that is currently being considered in the 2020 Comprehensive Plan amendment cycle (LMA202005) for a map amendment to the GO FLUC. The State’s Fish and Wildlife Department is located on Capital Circle SW directly across from the Tallahassee International Airport. The airport property is currently zoned GO and designated GO on the Future Land Use Map of the Comprehensive Plan.

Title: Request to Schedule Two Public Hearings to Consider Adoption of an Ordinance Amending the Leon County Land Development Code and Creating a New Section 10-6.659, Entitled “Government Operational (GO) Zoning District,” for June 16 and July 14, 2020 at 6:00 p.m.

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This item requests the Board schedule two Public Hearings to adopt an Ordinance creating a Government Operational zoning district to assist in implementing the Government Operational FLUC. The proposed Ordinance will require review and input by the Advisory Committee on Quality Growth as well as a consistency review by the Planning Commission at a Public Hearing. The proposed Ordinance requires consideration by the Board at two Public Hearings.

**Options:**

1. Schedule two Public Hearings to consider adoption of a proposed Ordinance amending the Leon County Land Development Code to create a new Section 10-6.659, entitled “Government Operational (GO) zoning district,” for June 16 and July 14, 2020 at 6:00 p.m.
2. Do not schedule two Public Hearings to consider adoption of a proposed Ordinance amending the Leon County Land Development Code to create a new Section 10-6.659, entitled “Government Operational (GO) zoning district.”
3. Board direction.

**Recommendation:**

Option #1

**Attachment:**

1. Government Operational Future Land Use Category, Policy 2.2.16, Land Use Element

**I. Land Use**

**Policy 2.2.14: [L]**

**RECREATION/OPEN SPACE** (EFF. 8/17/92; REV. EFF. 7/26/06;  
RENUMBERED 3/14/07)

This category contains:

- (1) Government owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife management areas.
- (2) 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 USA or a rural community.

**Policy 2.2.15: [L]**

**RECREATION/OPEN SPACE - STORMWATER FACILITY**  
(EFF. 7/2/99; REV. EFF. 7/26/06; RENUMBERED 3/14/07)

This is a sub-category of the Institutional Recreation/Open Space category. This category is intended for government owned stormwater facilities.

Included in this category are the following:

- (1) Government owned lands which serve as structural or non-structural stormwater facilities.
- (2) The primary function of land in this category is stormwater attenuation, stormwater treatment for water quality, or stormwater conveyance.
- (3) These areas may be used for passive parks that do not contain any permanent structure. Allowable open space uses include parks, nature preserves, cultivation, grazing, and unimproved pervious parking areas.

**Policy 2.2.16: [L]**

**GOVERNMENT OPERATIONAL** (EFF. 8/17/92; REV. EFF.  
7/26/06; RENUMBERED 3/14/07; REV. EFF. 12/24/10)

Contains facilities, which include those defined on the Land Use Development Matrix as 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 shall include, but are not limited to:

Airports\*  
Correctional Facilities  
Courts  
Electric Generating Facilities  
Electric Sub-Stations  
Health Clinics  
Libraries  
Incinerators  
Materials Recovery Facilities  
Museums  
Postal Facilities

Offices  
Outdoor Storage Facilities  
Police/Fire Stations  
Sanitary Sewer Percolation Ponds  
Sanitary Sewer Pump Stations  
Sanitary Sewer Sprayfields  
Vehicle Maintenance Facilities  
Waste to Energy  
Water Tanks  
Water Treatment Plants  
Water Wells

\*Includes services and uses provided by private entities that are commonly located at commercial service airports.

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #11**



# Leon County Board of County Commissioners

## Agenda Item #11

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Authorization to Proceed with Drafting an Ordinance to Amend Article II of Chapter 5 of the Leon County Code of Laws, Building and Construction Regulations, Entitled “Technical Codes and Standards” and Amend Article VIII of Chapter 10, the Land Development Code, Entitled “Floodplain Management”

<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support and Environmental Management
<b>Lead Staff/ Project Team:</b>	John Kraynak, Director, Environmental Services Anna Padilla, Senior Environmental Engineer Doug Maples, Director, Building Plans Review and Inspection

### **Statement of Issue:**

This agenda item seeks Board authorization to draft an Ordinance revising the existing Leon County Code to incorporate the state model floodplain management ordinance language, ensure compliance with national and state standards, and enhance the County’s efforts toward improving its community rating and thereby lowering flood insurance costs for property owners.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Authorize staff to proceed with drafting an Ordinance to amend Article II of Chapter 5 of the Leon County Code of Laws, the Building and Construction Regulations, entitled “Technical Codes and Standards” and amend Article VIII of Chapter 10, the Land Development Code, entitled “Floodplain Management.”

Title: Authorization to Proceed with Drafting an Ordinance to Amend Article II of Chapter 5 of the Leon County Code of Laws, Building and Construction Regulations, Entitled “Technical Codes and Standards” and Amend Article VIII of Chapter 10, the Land Development Code, Entitled “Floodplain Management”

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## **Report and Discussion**

### **Background:**

This agenda item seeks Board authorization to proceed with drafting an Ordinance to amend Article II of Chapter 5 of the Leon County Code of Laws, Building and Construction Regulations, entitled “Technical Codes and Standards” and amend Article VIII of Chapter 10, the Land Development Code, entitled “Floodplain Management.” These revisions are intended to incorporate the state model floodplain management ordinance language, ensure compliance with national and state standards, and enhance the County’s efforts toward improving its community rating and thereby lowering flood insurance costs for property owners.

The National Flood Insurance Program (NFIP) is a federal program that provides federally-backed flood insurance within communities that enact and enforce floodplain regulations. The goals of the NFIP are not only to provide flood insurance to property owners, but also to encourage flood loss reduction activities by communities, and to save taxpayers’ money. By participating in the NFIP, communities agree to adopt and enforce a Floodplain Management Ordinance to regulate development in flood hazard areas that meets or exceeds the minimum requirements of the NFIP. The Ordinance must be legally enforceable and meet applicable provisions of state enabling laws. Each time a community receives new or revised flood hazard data from the Federal Emergency Management Agency (FEMA), the community’s Floodplain Management Ordinance must meet or exceed the NFIP minimum requirements, as well as any additional state requirements.

Leon County has been participating in the NFIP since 1982, at which time the first Floodplain Management Ordinance was adopted (Ordinance No. 82-60). Since then, numerous amendments to the Floodplain Management Ordinance have been adopted, ranging from changes to definitions and terminology, to the addition of higher regulatory standards. The most recent amendment occurred in December 2018 (Ordinance No. 18-18), when minor changes were made to the flood indemnification process. Prior to that, an amendment was adopted in January 2010 (Ordinance No. 10-01), which occurred in conjunction with the receipt of revised flood hazard data from FEMA. This revision brought Leon County’s regulations back into compliance with the NFIP and included some substantive changes.

The Florida Division of Emergency Management (FDEM) has been in contact with DSEM staff about adopting the Florida State Model Floodplain Management Ordinance (Model Ordinance) consistent with other jurisdictions throughout the state.

Title: Authorization to Proceed with Drafting an Ordinance to Amend Article II of Chapter 5 of the Leon County Code of Laws, Building and Construction Regulations, Entitled “Technical Codes and Standards” and Amend Article VIII of Chapter 10, the Land Development Code, Entitled “Floodplain Management”

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**Analysis:**

Since May 1, 2015, Leon County has participated in FEMA’s Community Rating System (CRS) Program as a Class 6 community, meaning residents receive discounts on their flood insurance premiums. Staff are continually looking for opportunities to increase the County’s CRS Class, resulting in an even bigger discount on flood insurance for our citizens. In order to reach a Class 5 and an additional 5% discount on flood insurance, Leon County would need to revise the Floodplain Management Ordinance. Currently the County enforces numerous higher regulatory standards (i.e., requirements above the NFIP minimum), but based on the wording and language used in the current regulations, these higher standards do not qualify for CRS credit. In order to receive additional CRS credit toward an improved class rating, an amendment to the Floodplain Management Ordinance is necessary. This amendment would enable Leon County to receive credit for the activities that have already been implemented but could also include additional higher regulatory standards not currently included.

By law, only the Florida Building Code (FBC) governs the design of buildings, which creates potential for conflict and inconsistencies with the building provisions in the County’s Floodplain Management Ordinance. The Model Ordinance, developed by FDEM, was explicitly coordinated with the Florida Building Code, approved by FEMA, reviewed by the Building Officials Association of Florida, and reviewed by the Florida Floodplain Managers Association. It is designed to repeal and replace existing regulations that satisfy requirements of the NFIP. The Model Ordinance incorporates floodplain management administrative provisions and requirements for development other than buildings, is largely based on FEMA guidance documents, and can be modified to include a community’s higher regulatory standards. Migration to the Model Ordinance includes amendments to Leon County’s Code of Laws Chapter 5 Building and Construction Regulations to adopt local administrative and technical amendments to the FBC. These revisions would be more stringent requirements than the FBC that are consistent with, and allow enforcement of, the County’s floodplain regulations.

Therefore, staff is requesting authorization to proceed with drafting an Ordinance to amend Article II of the Building and Construction Regulations entitled “Technical Codes and Standards” and amend Article VIII of the Land Development Code entitled “Floodplain Management.” Staff will coordinate with the FDEM to incorporate Leon County’s existing regulations and higher regulatory standards into the Model Ordinance.

Additional opportunities for CRS credit, as well as flood loss reduction activities, have been identified by staff for inclusion in the proposed Ordinance to provide an increased level of protection and benefit for the community. The proposed ordinance would include the following technical revisions to align with the FBC, current County practices, and receive additional CRS credit toward an improved class rating:

- Establish a uniform methodology for determining the flood protection elevation for both habitable and non-habitable structures.

Title: Authorization to Proceed with Drafting an Ordinance to Amend Article II of Chapter 5 of the Leon County Code of Laws, Building and Construction Regulations, Entitled “Technical Codes and Standards” and Amend Article VIII of Chapter 10, the Land Development Code, Entitled “Floodplain Management”

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- Codify the current practice of requiring a non-conversion agreement for non-habitable structures to be constructed below the flood protection elevation.
- Clarify the methodology for calculating the cumulative substantial improvement to a non-confirming structure.

The proposed Ordinance will be presented to the Science Advisory Committee and the Advisory Committee on Quality Growth (ACQG) for input, as well as being presented for consistency review by the Planning Commission at a Public Hearing. The proposed Ordinance will require final disposition by the Board of County Commissioners at a Public Hearing anticipated in the Fall. The NFIP and State Program are expected to adopt the revised flood hazard data and maps for the Ochlockonee River watershed sometime this year. Should this occur during the drafting of the proposed Ordinance and require additional revisions to the County’s regulations, staff will incorporate said revisions in the proposed Ordinance to be reviewed by the Science Advisory Committee and the Advisory Committee on Quality Growth (ACQG) for input in advance of the Public Hearing.

**Options:**

1. Authorize staff to proceed with drafting an Ordinance to amend Article II of Chapter 5 of the Leon County Code of Laws, the Building and Construction Regulations, entitled “Technical Codes and Standards” and amend Article VIII of Chapter 10, the Land Development Code, entitled “Floodplain Management.”
2. Do not authorize staff to proceed with drafting an Ordinance to amend Article II of Chapter 5 of the Leon County Code of Laws, the Building and Construction Regulations, entitled “Technical Codes and Standards” and amend Article VIII of Chapter 10, the Land Development Code, entitled “Floodplain Management.”
3. Board direction.

**Recommendation:**

Option #1

**Leon County  
Board of County Commissioners  
Notes for Agenda Item #12**

# Leon County Board of County Commissioners

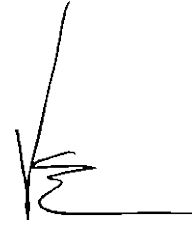
## Agenda Item #12

April 28, 2020

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval of the 2020 Update of the Tallahassee-Leon County Local Mitigation Strategy



Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Benjamin H. Pingree, Director, PLACE Cherie Y. Bryant, Director, Tallahassee – Leon County Planning Department
Lead Staff/ Project Team:	Artie White, Administrator of Comprehensive Planning Stephen Hodges, Senior Planner

### **Statement of Issue:**

This item seeks Board adoption of a Resolution to approve the updated 2020 Tallahassee - Leon County Local Mitigation Strategy (LMS) plan. The LMS is a plan intended to identify and reduce the community's long-term vulnerability to natural and technological hazards through various forms of mitigation to reduce risk to individuals and to property.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Adopt by Resolution (Attachment #1) the 2020 Update to the Tallahassee - Leon County Local Mitigation Strategy plan (Attachment #2).

## **Report and Discussion**

### **Background:**

This item seeks Board adoption of a Resolution (Attachment #1) to approve the updated 2020 Tallahassee - Leon County Local Mitigation Strategy (LMS) plan (Attachment #2). The LMS is a plan intended to identify and reduce the community's long-term vulnerability to natural and technological hazards through various forms of mitigation to reduce risk to individuals and to property.

Federal rules require the LMS to be reviewed and updated as necessary every five years. Since 2010, the Tallahassee-Leon County LMS has been updated three times (2010, 2015, and 2017). The most recent update was adopted by the County and City Commissions in May 2017 following Hurricane Hermine. The process used for the 2020 update was similar to that used to create the original plan and included soliciting input from the Steering Committee and other stakeholders through public meetings and hearings.

The joint Tallahassee-Leon County Local Mitigation Strategy (LMS) outlines a series of proposed mitigation initiatives intended to reduce hazards and their potential impacts. To ensure eligibility for future federal and state assistance for natural or man-made disasters, local governments are required by the Federal Emergency Management Agency and the State of Florida's Division of Emergency Management to adopt an LMS. Local governments are required to have an LMS in order to apply for federal Hazard Mitigation Grant Program (HMGP) funds provided to counties, municipalities, and nonprofit organizations within counties affected by disasters such as hurricanes, fires, and other similar events.

The Resolution initially adopting the Tallahassee-Leon County Local Mitigation Strategy was approved by the Board of County Commissioners on September 26, 2000 and by the Tallahassee City Commission October 11, 2000. The process of developing this mitigation plan included extensive public participation through public meetings, the creation of an LMS Steering Committee, and City and County Commission workshops and meetings.

The LMS Steering Committee was initially assembled by the Apalachee Regional Planning Council, which prepared the 1999 edition of the LMS. Local government departments having a substantive role in hazard mitigation, disaster response, reconstruction, or public safety were invited to participate in this committee. Other public and private institutions that may be affected by natural or other disasters, including local hospitals, universities and schools, and other nonprofit organizations, were also invited to participate. The private sector was solicited through the Tallahassee Chamber of Commerce and the Council of Neighborhood Associations (CONA). The Florida Division of Emergency Management (DEM) also participated in the drafting and review of the original LMS.

**Analysis:**

The 2020 update was prepared by Planning staff following a review of the LMS Steering Committee bylaws, the proposed mitigation initiatives in the existing plan, and other strategic plans and reports with implications for the LMS such as the Hurricane Hermine, Hurricane Irma, and Hurricane Michael After Action Reports, and the Tallahassee Community Resilience Plan. The major changes to the LMS include:

1. Updated the planning process and timeline for the required five-year update. A detailed description of this process, as well as the participants in the LMS Working Group and Steering Committee, is required by the federal and state rules governing local government hazard mitigation plans.
2. Updated and revised the list of hazards which includes
  - a. Incorporation of historical data over the last five years,
  - b. Addition of Extreme Temperatures as a new hazard based on projected climate changes and the anticipated increase of 100-degree F days, and
  - c. Updates to the Diseases, Epidemics, and Pandemics section with additional information on COVID-19 (Coronavirus).
3. Added a description of Hurricane Michael and its effects on Leon County and the City of Tallahassee.
4. Added an analysis of the vulnerability and risk faced by the local homeless population. This includes several hazards that can affect homeless populations, and the outreach to local homeless services providers conducted by staff as part of the update process.
5. Reviewed and updated the existing list of mitigation initiatives. There are 20 ongoing hazard mitigation initiatives in the LMS. This list was last updated in 2017 following Hurricane Hermine. These initiatives were updated by staff and the Working Group to include estimated costs and timeframes, responsible organizations, hazards addressed, potential funding sources, summary benefits/costs, and background and status.
6. Added a list of proposed mitigation projects eligible for Hurricane Michael hazard mitigation grant funds. This list includes 38 proposed mitigation projects totaling \$71,374,781. The projects were submitted by various City and County departments, as well as the Leon County Sheriff's Office, Talquin Electric Cooperative, and several local non-profit organizations.

At present, the Coronavirus (COVID-19) pandemic is ongoing, and Leon County, the City of Tallahassee, and all regional, state, and federal partner agencies are currently engaged in immediate public health and emergency response activities. The proposed update to the LMS provides information describing this pandemic, as well as the increased vulnerability and risks to the community from this hazard. Additional updates include broadening the scope of selected hazard mitigation initiatives in the anticipation of the potential mitigation grant funding opportunities for health-related initiatives and projects.



When the pandemic eventually subsides, the County will engage its public health, emergency management, and all other community partners to conduct a thorough after-action review to evaluate our community's response and identify any potential recommendations to improve our community's resilience to these types of events. This after-action review may include one or more recommendations to further update the LMS with additional strategies or specific projects to help mitigate against similar pandemic events in the future.

Federal and state rules require the LMS to be updated every five years but also allow for interim updates as necessary to reflect new hazards, projects, and other changes. Based on the timing and recommendations that will be provided in the COVID-19 after-action review, staff will evaluate the need for interim revisions to the LMS. If hazard mitigation grant funds are eventually made available to local governments, the LMS can be updated to include any new projects that would be deemed eligible for said funds.

Based on the Hurricane Hermine After Action Report, the LMS was updated with information regarding the local homeless population and their vulnerability to certain hazards. These hazards include hurricanes and tropical storms, severe storms, extreme temperatures, and diseases, epidemics, and pandemics. Staff also invited homeless services providers through the Big Bend Continuum of Care to offer an opportunity through the LMS Steering Committee to submit proposed hazard mitigation projects eligible for HMGP funding following the Hurricane Michael disaster event.

The County/City departments on the LMS Steering Committee include Underground Utilities and Public Infrastructure, Tallahassee Fire Department, Tallahassee Police Department, the Planning Department, Geographic Information Systems, and the Blueprint Intergovernmental Agency. In addition to the LMS Steering Committee, input was gathered from the following agencies and County/City departments for the update to the LMS; Leon County Sheriff's Office, COT Sustainability and Community Preservation, COT Resource Management, County Public Works, County Development Support and Environmental Management, Emergency Management, and Emergency Medical Services. Each have also reviewed the draft LMS for accuracy and their comments have been addressed in the LMS.

The Florida Division of Emergency Management, on behalf of the Federal Emergency Management Agency, has already issued an Approved Pending Adoption letter to Leon County and the City of Tallahassee. This letter indicates that the LMS has met the requirements for its mandatory five-year update. The next step requires the Board and City to adopt a Resolution approving the updated 2020 Tallahassee-Leon County LMS plan. It is anticipated that the City Commission will adopt the updated LMS at their April 22, 2020 meeting.

**Options:**

1. Adopt by Resolution (Attachment #1) the 2020 update of the Tallahassee-Leon County Local Mitigation Strategy (Attachment #2).
2. Do not adopt by Resolution the 2020 update of the Tallahassee-Leon County Local Mitigation Strategy.
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Resolution adopting 2020 update of Tallahassee-Leon County Local Mitigation Strategy
2. Tallahassee-Leon County Local Mitigation Strategy 2020 Update

**RESOLUTION NO. 2020-\_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF  
LEON COUNTY, FLORIDA ADOPTING THE UPDATED 2020  
TALLAHASSEE – LEON COUNTY LOCAL HAZARD MITIGATION  
STRATEGY**

WHEREAS, Leon County is subject to natural and man-made hazards, such as floods, hurricanes, sinkholes, wildfires, and release of hazardous materials and these hazards affect the health and property of the citizens of the County as well as its economic viability; and

WHEREAS, businesses lose revenue when damaged or isolated by storms and homeowners are subject to evacuation, lower home values, and higher insurance premiums; and

WHEREAS, disasters also impact local government when community infrastructure such as roads, water systems and wastewater treatment plants are subject to damage and costly repair; and

WHEREAS, hazard mitigation consists of actions, such as structural enhancements, planning, code enforcement, and responsible development, taken to permanently reduce or eliminate the long-term risks to people and property from the effects of hazards; and

WHEREAS, a “Local Mitigation Strategy” can minimize the effects of hazards by the following:

1. Identifying hazards to which the County is vulnerable;
2. Determining where the county is vulnerable to these hazards;
3. Assessing facilities and structures vulnerable to hazards;
4. Preparing a prioritized list of mitigation projects;
5. Identifying sources of funding, and
6. Making hazard awareness a community goal.

WHEREAS, the City and the County participate in the development and maintenance of the Local Mitigation Strategy under an interlocal agreement; and

WHEREAS, a Local Mitigation Strategy was originally adopted by the Board of County Commissioners in September 2000, and the last update approved in May 2017,

WHEREAS, Federal and State rules require that each local government participating in a Local Mitigation Strategy must adopt and maintain the document individually.

WHEREAS, a Local Mitigation Strategy has been prepared for the County by the Tallahassee – Leon County Planning Department;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, assembled in regular session this 28th day of April 2020, that:

1. The Leon County Board of County Commissioners adopts the 2020 update to the Local Mitigation Strategy, attached hereto and incorporated therein.

2. The Board supports the following local hazard mitigation goals of the strategy:

1. Protect human health, safety and welfare,
2. Protect economic activities within the community,
3. Enhance regional mitigation efforts,
4. Protect community, environmental, recreational, and historic resources, and
5. Promote the community's ability to respond to a disaster in a timely manner.

3. The Local Mitigation Strategy represents a set of goals and does not require the Board to affirmatively act unless and until the Board identifies and commits the resources necessary to act.

4. As resources permit, the Board of County Commissioners will pursue federal, state, and other financial and technical resources and incentives with which to implement the Local Mitigation Strategy in a cost-effective manner.

5. This resolution shall become effective immediately upon its adoption.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida,  
on this 28<sup>th</sup> day of April 2020.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Brian Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of the Court & Comptroller  
Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: \_\_\_\_\_  
Chasity H. O'Steen, Esq.  
County Attorney

# City of Tallahassee / Leon County Local Mitigation Strategy



May 2020

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## EXECUTIVE SUMMARY

The *Tallahassee-Leon County Local Mitigation Strategy* (LMS) is a plan intended to identify and reduce the community's long-term vulnerability to natural and technological hazards through various forms of mitigation.<sup>1</sup> The Plan is organized into four chapters:

- Chapter 1 describes the role of the LMS Steering Committee and the Working Group in developing the overall mitigation strategy and its component initiatives.
- Chapter 2 is the Hazard Identification and Vulnerability Assessment. This section provides an overview of the types of natural and technological hazards the County is vulnerable to, and a history of these hazards and their effects. Natural hazards identified and assessed by the working group include hurricanes and tropical storms, thunderstorms, tornados, lightning, drought, floods, wildfires, sinkholes, storm surge/tsunami, dam failure, exotic pest infestations, and diseases and pandemics. Technological hazards include hazardous materials storage and transportation, terrorism, aviation incidents, and energy failures/disruptions.
- Chapter 3 describes ongoing and proposed mitigation programs, policies, and projects identified by the Committee and the Working Group. These include program and policy initiatives such as ordinances or updates to existing codes and plans, and capital improvements such as infrastructure upgrades or replacements. Each mitigation initiative identified in this Chapter includes potential funding sources where available.
- Chapter 4 describes the process to monitor, evaluate, and update the plan over the next five years. This section also describes procedures intended to keep the public actively involved in local hazard mitigation planning, and how the LMS will be consistent and incorporated into other local planning mechanisms where appropriate.

Within the LMS, the Steering Committee has developed a series of mitigation initiatives intended to protect the public by addressing those natural and other hazards that may affect various areas and constituencies of Leon County. This plan may also change as current projects are completed, new needs and problems are identified, and local priorities change with development, population shifts and increases. The Steering Committee meets annually to review and update this strategy. These procedures are detailed in Chapter 4, while the LMS Steering Committee bylaws are included in Appendix B.

The Florida Division of Emergency Management requires local mitigation strategy plans be adopted by resolution by local government(s). To fulfill this requirement, the *Tallahassee-Leon County Local Mitigation Strategy* 2020 Update has been adopted by resolution by both the Leon County Board of Commissioners and the Tallahassee City Commission. Adoption of the LMS allows Leon County and the City of Tallahassee to apply for hazard mitigation and disaster recovery funds from state and federal sources, as well as provide a plan for applying these funds.

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<sup>1</sup> Hazard mitigation is any program, initiative, or action taken to permanently reduce or eliminate long-term risk to people and their property from the effects of hazards. Hazards can be natural, such as hurricanes and floods, or technological, such as hazardous materials incidents or a large-scale loss of power.

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## **Chapter 1 – Planning Process**

This Chapter covers the planning process that the Local Mitigation Strategy Steering Committee utilized to develop the LMS.

### **1.1 History of the Tallahassee-Leon County Local Mitigation Strategy**

In the summer of 1998, the Florida Department of Community Affairs (DCA) provided funding to all Florida counties and municipalities to assist them in preparing a comprehensive Local Mitigation Strategy (LMS). The original goals of the LMS, which remains valid, was to help local officials identify and assess the various natural and technological disasters the county faced and to identify locally developed strategies to reduce the impact of future disasters.

Utilizing this funding, the City of Tallahassee and Leon County at that time entered into an interlocal agreement to prepare an LMS that would benefit both local governments.

The original LMS stakeholder committee was assembled by the Apalachee Regional Planning Council to create the first edition of the LMS in 1999. All local government departments and divisions with a role in hazard mitigation, disaster response, or public safety were invited to participate. Major employers, including the area hospitals, the universities and schools, were also included, as well as the Tallahassee Builder's Association, the Chamber of Commerce, the Council of Neighborhood Associations (CONA), representing homeowner interests, and the State of Florida's Division of Emergency Management (DEM).

Following an advertised public workshop on September 19, 2000, the first edition of the LMS was adopted by the Leon County Board of County Commissioner at a regular meeting on September 26, 2000, and by the Tallahassee City Commission at a regular meeting on October 11, 2000.

Building upon the 1998 interlocal agreement between the City of Tallahassee and Leon County, at set of bylaws for the Tallahassee-Leon County Local Mitigation Strategy Steering Committee were adopted and ratified by both local governments on November 26, 2002. Steering Committee bylaws were approved at advertised meetings of both commissions. All meetings of the Steering Committee have and continue to be publicly advertised as per State of Florida statutory requirements for local government meetings.

The LMS has been updated every five years consistent with federal requirements in 2005, 2010, 2015, and 2017 with input provided by the Steering Committee, the Apalachee Regional Planning Council, and the Capital Chapter of the American Red Cross, with oversight review by DEM and the Federal Emergency Management Agency (FEMA). All updates were provided to the public at advertised meetings and adopted by resolution by both the Leon County Board of County Commissioners and the Tallahassee City Commission at their regular advertised public meetings.

## 1.2 Jurisdiction

The *Tallahassee-Leon County Local Mitigation Strategy* is a joint product of the City of Tallahassee and Leon County with input providing by various non-profits, hospitals, universities and colleges, and other public and private stakeholders. The LMS represents a consistent, comprehensive set of goals, initiatives, programs, and capital and other projects intended to reduce risks for the citizens of both the unincorporated areas of Leon County as well as those residing in the City of Tallahassee). This document also serves as the City of Tallahassee's Floodplain Management Plan. Since the initial adoption of the LMS, the Steering Committee has continued to meet on a regular basis and to endorse specific projects for funding through Federal pre- and post-disaster assistance programs. As of 2017, the LMS Committee has submitted requests for approximately \$15.4 million dollars in Federal matching funds for local hazard mitigation projects since 2000.

Although the LMS is a planning document for both jurisdictions, data and analyses developed specifically for the participating local governments are provided separately where necessary. Capital projects are also listed independently for these two governments because their budgets and implementing agencies are independent of each other. Other initiatives or policies unique to either local government are also identified where appropriate. Nevertheless, the *Tallahassee-Leon County Local Mitigation Strategy* applies to the entirety of Leon County.

## 1.3 Purpose and Benefits of Hazard Mitigation

### Purpose

*Hazard mitigation* is any action taken to permanently reduce or eliminate long-term risk to people and their property from the effects of hazards. Some examples of hazard mitigation include land use planning that limits infrastructure in high hazard areas, retrofitting existing structures to meet new building codes and standards, and acquiring existing structures in a high hazard area. Communities can minimize the effects of future hazards through a mix of planning, code enforcement and responsible development.

A *Local Mitigation Strategy* is a community-based plan to make cities and counties safer and more resistant to natural and technological hazards. Every community is exposed to some level of risk from various hazards. Hurricanes, tornados, floods, hazardous material spills, fires, and sinkholes are some of the hazards experienced by many communities in Florida. Hazards cannot always be eliminated, but exposure to these hazards and their potential effects can be reduced through proper planning. The local mitigation strategy does this by accomplishing the following:

1. Identifying hazards to which the county is vulnerable, such as hurricanes, tornados, floods, fires, and hazardous materials releases;
2. Determining where the community is most vulnerable to these hazards;
3. Assessing the facilities and structures that are most vulnerable to hazards;
4. Preparing a prioritized list of mitigation projects to take advantage of available funding;
5. Identifying funding sources for the mitigation projects; and
6. Making hazard awareness and education a community goal.

## Benefits

A strategy or plan to mitigate hazards benefits the community by not only reducing risks, but also by conserving valuable economic, natural, and other resources. Businesses in high hazard areas lose valuable revenue when damaged or isolated by storms. The American Red Cross estimates that less than 50 percent of businesses heavily damaged by a disaster will still be in business three to five years after the disaster. Residents who build in high hazard areas are subject to physical evacuations, damage to their homes and personal property, lower home values, and higher insurance premiums.

Because disasters cost local governments money and time, a plan to address hazards can help stretch and save often scarce revenues and the time necessary to rebuild critical facilities and infrastructure. Community infrastructure such as roads, drainage systems, water systems, and wastewater treatment plants built in high hazard areas are subject to frequent damage and costly repairs, and federal post-disaster assistance does not cover all the costs of recovery. A local government is responsible for up to 12.5 percent of local public recovery costs in a federally declared disaster. In smaller events that are not federally declared, the local government is responsible for 100 percent of the local recovery costs. These costs can put a significant strain on the budget of a small local government without significant revenue sources. Keeping critical facilities out of high hazard areas or armoring these and other facilities where necessary can reduce the costs associated with damages to such infrastructure from weather and other hazardous events.

Disruption of the community's infrastructure can also hamper the local economy, impacting the tax base and making recovery more difficult. But the public costs of a disaster are not related to infrastructure alone. Critical facilities such as hospitals, schools, airports, and major government buildings located in high hazard areas are often subject to damaging conditions just when they are needed the most. And of course, the cost to community health, safety and welfare can never be accurately calculated.

The *Tallahassee-Leon County Local Mitigation Strategy* is intended to enable county and municipal officials, the business community and local citizens can help reduce risks and costs by including hazard mitigation as part of everyday planning, rather than limiting it to the measures taken immediately before or after a disaster strikes.

## **1.4 LMS Steering Committee and Working Group Members**

### History

The *Tallahassee-Leon County Local Mitigation Strategy* was written by the LMS Committee, a working group created in late 1988 by an interlocal agreement between the City of Tallahassee and Leon County to undertake long-range mitigation planning and implementation of the LMS. C Comprised of selected City and County personnel and representatives from various private, public, and non-profit sector interests, the Committee met numerous times over the next year to identify and evaluate the hazards facing Leon County and the City of Tallahassee. (For a complete list of meeting dates and minutes, please refer to Appendix C.)

The original LMS Committee was eventually divided into two groups for efficiency: (1) the Steering Committee, whose function was to direct the course of the local mitigation strategy development; and



(2) the Working Group, who provided much of the data that went into the Hazard Identification and Vulnerability Assessment, as well as identifying many of the proposed mitigation initiatives. The Committee was created in accordance with the Code of Federal Regulations, Title 44 CFR Part 201, and Section 252.46 Florida Statutes, and it is governed by a set of bylaws adopted by the City of Tallahassee and Leon County. Both the Steering Committee and Working Group are collectively referred to in this document as the LMS Committee. The representative agencies and organizations are listed below.

The interlocal agreement between both participating local governments establishing the Steering Committee designates the LMS Committee. The leadership of the Steering Committee includes several department-level directors to help ensure that hazard mitigation issues and priorities can be addressed more directly at the higher levels of administration within both the City and the County.

#### Existing Committee

The following table lists all current member organizations of the LMS Committee. The primary roles of Steering Committee members are also defined. This list has been included in all editions of the LMS since its inception in 1999.

Table 1: Steering Committee Members (in order of appearance in bylaws).

Agency / Department	Primary Role(s)	Status
Leon County Department of Development Services and Environmental Management	Code Compliance; Environmental Review	Voting
Leon County Department of Public Works	Drainage, Flood Control, Roads and Evacuation; Solid Waste Management	Voting
Leon County Emergency Management	Emergency Management	Voting
City of Tallahassee Department of Department of Underground Utilities and Public Infrastructure	Drainage, Flood Control	Voting
City of Tallahassee Fire Department	Fire; Emergency Rescue; HazMat Response	Voting
City of Tallahassee Police Department	Public Safety	Voting
Leon County Sheriff's Office	Public Safety	Voting
Tallahassee-Leon County Planning Department	Mitigation Planning; Comprehensive Planning	Voting
Tallahassee-Leon County Geographic Information Systems	Environmental and Property Data; Mapping	Voting
Capital Area Chapter, American Red Cross	Public Safety; Emergency Response	Voting
Leon County Emergency Medical Services	Emergency Medical Services	Voting
Blueprint Intergovernmental Agency	Planning and Implementation	Voting
Florida Division of Emergency Management	Agency Liaison	Non-voting (ex officio)
Tallahassee Memorial Hospital	Regional Hospital	Non-voting (ex officio)
Capital Regional Medical Center	Regional Hospital	Non-voting (ex officio)
Florida State University	University Liaison	Non-voting (ex officio)
Florida Agricultural and Mechanical University	University Liaison	Non-voting (ex officio)
Tallahassee Community College	Emergency Management Coordinator	Non-voting (ex officio)
Council of Neighborhood Associations	Homeowner Community Liaison	Non-voting (ex officio)
Tallahassee Area Chamber of Commerce	Business Community Liaison	Non-voting (ex officio)
Apalachee Regional Planning Council	Regional Planning	Non-voting (ex officio)
City of Tallahassee Utilities	Agency Liaison	Non-voting (ex officio)
Florida Department of Health in Leon County	Agency Liaison	Non-voting (ex officio)

## Officers

### *2020 LMS Committee Chair:*

Brent Pell, Director  
Leon County Department of Public Works  
2280 Miccosukee Road  
Tallahassee, Florida 32308  
Email: [PellB@leoncountyfl.gov](mailto:PellB@leoncountyfl.gov)

### *2020 LMS Committee Vice-chair:*

Abena Ojetayo, Director  
Department of Sustainability & Community Preservation  
435 N Macomb Street  
City of Tallahassee, FL 32301  
Email: [Abena.Ojetayo@talgov.com](mailto:Abena.Ojetayo@talgov.com)

### *Support Staff:*

Stephen M. Hodges, AICP  
Senior Planner & LMS Coordinator  
Tallahassee – Leon County Planning Department  
Renaissance Center  
435 N. Macomb Street  
Tallahassee, Florida 32301 Email: [stephen.hodges@talgov.com](mailto:stephen.hodges@talgov.com)

Under the LMS Committee bylaws, the LMS coordinator is a designated staff of the Tallahassee-Leon County Planning Department, a functionally consolidated department that reports to both the City and County Commissions. The LMS coordinator provides staff support for all Steering Committee and Working Group meetings and communications. The LMS coordinator serves as a clearinghouse for local government activities and is responsible for placing most actions regarding the LMS on the agenda for the appropriate commission. The LMS coordinator is also the primary point of contact with the Division of Emergency Management regarding LMS planning and hazard mitigation grant funding opportunities.

The jurisdiction of this LMS is Leon County and the City of Tallahassee. Stakeholders represented on the LMS Committee and Working Group include all local government departments with emergency response, hazard mitigation, and development responsibilities, as well as other departments providing significant services in these areas. Additional stakeholders include local major hospitals and institutions of higher learning and the local Council of Neighborhood Associations. The Apalachee Regional Planning Council provided assistance and coordination. This list of stakeholders may be widened as deemed necessary by the LMS Committee as they see fit in accordance with the Committee's bylaws.

## 1.5 Current LMS Update and Adoption Process

The four chapters of the LMS are discussed below.

### Chapter One – The Planning Process

This chapter describes the planning process through which the LMS has been updated. Chapter One also describes the current composition of the LMS Steering Committee and Working Group. This section also details how the public is involved in the local hazard mitigation planning process, and the LMS update process.

### Chapter Two – Risk Assessment and Vulnerability Analysis

Although the core purpose of the LMS is to address community vulnerabilities and responses to natural hazards, the updated LMS recognizes selected technological and societal hazards. This chapter has been revised to evaluate and update all identified hazards with new data where available, including their general description and location, historical occurrences, estimated impacts, probability, and extent, vulnerability, and risk. Risk and vulnerability analyses generated by new Hazus modeling runs were incorporated into the Vulnerability Analysis sections for selected natural hazards for which such data were available. (Hazus identifies the population and structures at risk for selected hazards using State of Florida Department of Revenue data to estimate potential dollar losses of vulnerable structures.) Hazus modeling runs were conducted with Hazus-MH 2.0 for the 2020 update of the Tallahassee – Leon County Post-Disaster Redevelopment Plan.

Hazards evaluated by the Steering Committee resulting in the following changes:

1. **Hurricanes and Tropical Storms, Drought, Flooding, Wildfires, Sinkholes, and Diseases and Pandemics** remain as stand-alone hazards. Storm Surges were incorporated into Hurricanes and Tropical Storms, because this hazard is directly associated with these events, and Exotic Pest Infestations was renamed Invasive Plants and Animals for clarity.
2. Hazard profiles for **Thunderstorms, Tornados, and Lightning** were incorporated into one section called “Severe Storms.” These phenomena are usually associated with thunderstorm events which can occur outside of a hurricane or tropical storm.
3. A new natural hazard was added: **Extreme Temperatures**. This hazard reflects anticipated changes in climate over time.
4. A new Technological and Societal Hazards category labeled **Public Infrastructure Failures** was added. **Dam Failure** was moved to this new category, which also includes **Telecommunications, Cybersecurity, and Electricity, Water, and Sewer**. The intent of this combination is to consider the importance of these services to the functioning of a modern city and its surrounding urban area.
5. The hazard profile for **Aviation Incidents** was combined in a new Technological and Societal Hazard category labeled “**Transportation Incidents**.” This incorporates all known hazards associated with the mass transportation of people and/or materials.
6. **Terrorism** remains as an individual Technological and Societal Hazard.

The updated LMS incorporates new Hazus modeling runs, including parcels, values, and population estimates. Additional projects intended to mitigate stormwater impacts and other hazards, as well as hazard mitigation initiatives, were reviewed and updated in the LMS within the hazard profiles in Chapter Two and the list of mitigation initiatives in Chapter Three. These developments over the last decade include the Cascade Park and Franklin Avenue drainage improvements, the Tallahassee – Leon County Public Safety Center, and the new American Red Cross facility adjacent to the Public Safety Center.

Based on direction provided to staff from the Leon County Board of County Commissioners, this edition of the LMS has been updated with information regarding the local homeless population and their vulnerability to certain hazards. These hazards include Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures, and Diseases, Epidemics, and Pandemics.

### Chapter Three – Mitigation Strategy

The LMS Steering Committee incorporated changes in local government and other stakeholder priorities since the last plan update as part of the evaluation of the goals and objectives and mitigation initiatives. Initiatives are those specific program and/or projects that are intended to address hazard vulnerabilities through physical or programmatic mitigation. Any changes in local priorities were incorporated as appropriate into the goals and objectives and hazard mitigation initiatives. As initiatives were re-evaluated and re-prioritized, estimated costs of mitigation initiatives were included in a new prioritized list of Hazard Mitigation Initiatives for the 2020 LMS Update.

Specific procedures and plans for addressing local vulnerability to these societal and technological hazards are developed, maintained, and updated by other local agencies and departments. For example, the various City of Tallahassee utility departments (i.e., electric, gas, water, sewer) maintain plans and procedures for dealing with power losses and other utilities interruptions during and following hazardous events. The Leon County Comprehensive Emergency Management Plan (CEMP) addresses the first three months following a hazardous event, and also specifically details mitigation actions and local plans for addressing local vulnerability to these hazards.

### Chapter Four – Plan Maintenance

Chapter Four describes the process intended to monitor, evaluate, and update the plan over the next five-year period. The Plan Maintenance section also describes how the public has been and remains actively involved in local hazard mitigation planning.

The LMS was recently updated by the Planning Department with input provided by local government agencies and departments, state and regional agencies, and the public. The update followed a review by the LMS Steering Committee of their bylaws, the current list of Steering Committee members, and the list of mitigation initiatives in the LMS. The specific changes to the LMS include:

- Added a description of Hurricane Michael and its effects on Leon County and the City of Tallahassee
- Revised the list of hazards, risks, and vulnerabilities, including their general description, location, history, vulnerability, and risk
- Updated Hazus results for hurricanes and flooding, including adding a model run for a Category 5 hurricane
- Revised hazard mitigation goals and objectives
- Reviewed the list of mitigation initiatives; and
- Updated the Public Participation section.

Based on direction provided to staff from the Leon County Board of County Commissioners through the Hurricane Hermine After Action Report, the LMS has been updated with information regarding the local homeless population and their vulnerability to certain hazards. These hazards include Hurricanes and Tropical Storms, Severe Storms, and Extreme Temperatures. Staff also invited homeless services providers through the Big Bend Continuum of Care to offer an opportunity through the LMS Steering Committee to submit proposed hazard mitigation projects eligible for HMGP funding.

The updated 2020 LMS was submitted to the Florida Division of Emergency Management in early 2020 for review.

This 2020 Tallahassee – Leon County Local Mitigation Strategy was adopted by resolution by the Leon County Board of County Commissioners on April 28, 2020, and by the Tallahassee City Commission on April 22, 2020. A press release was distributed by both the City and the County as part of the local adoption process. The LMS is available to the public on the Planning Department’s website at <http://www.talgov.com/place/pln-mitstrat.aspx>.

## **1.6 Incorporation of Supporting Information and Documents**

The following section describes information sources consulted by LMS Committee staff to ensure the most current and best available data was included in the 2020 LMS update, and to help the LMS Steering Committee and Planning Subcommittee assess new local mitigation needs.

### 2017 Tallahassee-Leon County Local Mitigation Strategy Update

The information included in the 2017 LMS update served as the primary data source for the 2020 LMS update process, as well as providing the structure and format for the update.

### Tallahassee-Leon County Comprehensive Plan

The Tallahassee-Leon County Comprehensive Plan is the planning document that guides land development, infrastructure, environmental protection, and other aspects of local governance in both the City of Tallahassee and Leon County. Comprehensive Plan policies detail future land use in Tallahassee and Leon County, and other growth management policies address local mitigation. The Comprehensive Plan is updated at least once a year.

### Leon County Comprehensive Emergency Management Plan

The Comprehensive Emergency Management Plan is the short-term, post-disaster planning document for Leon County that establishes the chain of command and all related organizational responses immediately following a significant hazard event or other catastrophe. The CEMP follows the National Incident Management System (NIMS) structure and is divided into three (3) sections (Basic, Recovery and Mitigation) and Annexes which include a Terrorism Annex and Maps.

The Basic Plan contains preparedness and response elements including general information about hazards in our community, geography, demographics, concept of operation, responsibilities, financial management, and specific references to standard operating guides, supporting plans, and County and State authority to implement the CEMP.

The Recovery section contains the outline of how the County will recover from an event by: implementing damage assessment processes; opening disaster recovery centers to assist residents; managing debris; keeping citizens informed through community relations; identifying unmet needs; and providing emergency housing of citizens.

The Mitigation section contains the process for identifying mitigation projects, identifying sources of funding for projects, and providing mitigation education. This annex identifies participating agencies of the Local Mitigation Strategy (LMS) Committee, and their responsibilities. It also identifies the Steering Committee and the process it follows. This section is intended to be consistent with the LMS, and to utilize and/or support mitigation initiatives and projects identified in the LMS.

### City of Tallahassee/Leon County Local Mitigation Strategy & Community Rating System Annual Progress Reports

These annual progress reports are required by FEMA as part of the City of Tallahassee's participation in the National Flood Insurance Program (NFIP), and to maintain their standing in the associated municipal Community Rating System (CRS). These reports are useful in that they review the initiatives in the LMS on an annual basis and are provided to the public annually.

### Tallahassee – Leon County Post-Disaster Redevelopment Plan

The PDRP identifies policies, operational strategies and roles and responsibilities for implementation that will guide decisions that affect long-term recovery and redevelopment of the community after a disaster. The PDRP emphasizes seizing opportunities for hazard mitigation and community improvement consistent with the goals of the Comprehensive Plan and the initiatives of the LMS.

The LMS and the PDRP are intended to be both consistent and complimentary where appropriate. The information developed for the Risk Assessment and Vulnerability Analysis in the PDRP was utilized in the updated LMS where possible.

## Tallahassee Resiliency Plan

The Tallahassee Community Resilience Plan is a document intended to address underlying chronic stresses that affect our community, such as job, food, and housing insecurity, as well as acute shocks that include flooding, extreme temperatures, and significant storm events, especially as they intensify with our changing climate. This Plan was developed following Hurricane Hermine (2016) based on community input where residents expressed the need to better prepare for hurricanes and other hazards that present an increasing threat to life, property, and the environment. This document outlines various strategies to develop resiliency which will be developed consistent with the LMS.

### **1.7 Planning Process**

The federal rules that govern the local mitigation strategy process require that the LMS Committee (also known locally as the LMS Steering Committee) meet regularly at least once a year to review the LMS and any proposed changes. The LMS Committee has done so in accordance with these rules, and the minutes from these meetings are included in this document as Appendix C. All Committee members and additional stakeholders are contacted via an email distribution list that is regularly updated by the LMS Coordinator. The Public Information Officers for both jurisdictions (Leon County and the City of Tallahassee) are also on this email distribution list. All of these meetings are open to the public.

The formal planning process to review and update the existing Tallahassee-Leon County Local Mitigation Strategy began in late 2013 at a publicly advertised meeting of the Steering Committee. Since that initial meeting, local officials and staff and other community members and organizations have met several times as a subcommittee to share information and coordinate the update processes for policies and information included in the 2015 update. All regular LMS Committee meetings are publicly noticed in conformance with existing Florida Statutes and rules as well as local government policies and rules. For a complete listing of regular LMS Committee meetings since the adoption of the 2020 LMS update and meeting minutes, please refer to Appendix C.

### LMS Planning Process and Schedule (2015-2020)

#### *October 2018*

The LMS Committee approved the 2020 LMS update process at their regular meeting on October 18, 2018. At that meeting, the LMS Committee members discussed the LMS update process and the new FEMA requirements. Planning Department staff sought authorization from the Committee to create an LMS Update Subcommittee composed of interested stakeholders to provide hazard mitigation data and other information for the 2015 update process. The Subcommittee was composed of staff from the organizations comprising the membership of the Steering Committee, as well as other local institutions and agencies and the public. All LMS Committee meetings are publicly noticed, including added to the Planning Department's calendar of meetings and other events, and open to the public.

#### *2019*

The Update Subcommittee met on June 25 and November 14, 2019. At the June meeting, the Subcommittee reviewed elements of the existing LMS, including hazards, new flood major mitigation



and emergency management initiatives and projects, and the hazard rating system. The Subcommittee at the November meeting discussed the goals and objectives in the LMS.

During this year, Planning Department and Tallahassee Leon County Geographic Information Systems (TLCGIS) staff collected supporting documents, researched new occurrences of hazards, analyzed vulnerability, and gathered other relevant data as part of the update process. Staff reviewed the previous LMS update, reviewed new requirements, and noted data deficiencies. As a part of this phase, staff began drafting the 2020 LMS update.

#### *Fall/Winter 2019*

Elements of the 2020 LMS update were presented to the LMS Committee at their annual meeting on December 3, 2020. The Committee authorized staff to submit a draft to the Division of Emergency Management to begin the review process.

#### *Spring 2020*

The adopted 2017 LMS is posted on the City of Tallahassee's Hazard Mitigation website at <http://www.talgov.com/planning/planning-mitstrat-mitstra.aspx>. The public meeting to present the 2020 update was also advertised on this webpage.

A draft copy of the 2020 update was submitted to the Florida Division of Emergency Management for review in early 2020. A draft copy of this plan was added to the City of Tallahassee's Hazard Mitigation website at <https://www.talgov.com/place/pln-mitstrat.aspx> on March 13, 2020.

The advertised Leon County and City of Tallahassee commission meetings for adoption by resolution of the 2020 LMS update were held respectively on April 28, 2020 and April 22, 2020.

## 1.8 Opportunity for Public Involvement

The City of Tallahassee and Leon County both recognize the necessity of public participation in the LMS update process. All LMS Committee meetings are advertised and open to the public and promoted in various media by the Public Information Officers for both jurisdictions. All of these meetings are posted to the Planning Department's web-based community meeting calendar. The agendas for these meetings are including in this document as Appendix C.

To encourage public participation and increase community knowledge regarding the current LMS update and related planning processes, a draft copy of the 2020 LMS update was also added to the Hazard Mitigation Planning webpage. This was intended to give the community a reasonable period of time to review the draft document. If community members are unable to attend any LMS public or other meetings, citizens can provide TLCPD staff with questions, concerns or comments via an e-mail link on the webpage or by telephone through the number listed on the webpage.

Finally, the County and City commission meetings adopting the 2020 update advertised were publicly noticed, and citizens had a minimum of 30 days to review and comment on the draft LMS before the City and County Commissions adopted the 2020 update to the LMS. Citizens were also provided an opportunity to speak during these public meetings.

Despite these efforts to solicit community input, there were no public comments formally received as part of this process. This was also true of the 2015 and 2017 updates of the LMS. Soliciting effective public input is a continuing issue not only with emergency management, but other planning documents in other jurisdictions in this age of social media, media saturation, competing priorities, and other distractions. Governments at all levels have been experimenting with new forms of communication to educate citizens and to foster public feedback. These include both traditional and new forms of communication, including social media.

At this time, the 2020 LMS update, including maps and appendices, is available on the City of Tallahassee's Hazard Mitigation website at <https://www.talgov.com/place/pln-mitstrat.aspx>, as well as the latest CRS annual progress report and a description of the LMS update process. Contact information for the Tallahassee-Leon County Planning Department (TLCPD), as well as a link for citizens to report general comments and feedback through e-mail, is also provided on this webpage.

If any public comments are received as part of the LMS process over the next five years, they will be considered by Planning staff and the Steering Committee and Working Group. These comments may include considering new projects to mitigate hazards, new initiatives and/or their relative priority, increased public education, or even requests to consider new hazards. These comments may also provide an opportunity to educate the public in the limits of what can be accomplished with hazard mitigation grant funds, and the need to provide matching funds or other combinations of resources.

As part of this process, Planning staff will work with the Steering Committee and Working Group members to reach out to the public as part of their responsibilities. Planning staff will also conduct a public meeting in mid- to late-2020 to provide an opportunity to educate the public and solicit feedback on this update. Any comments received by the public will be considered as previously described.

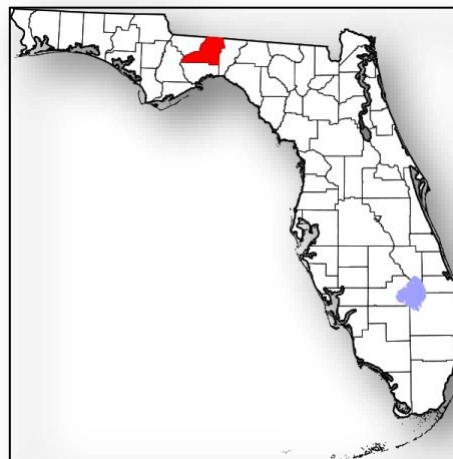
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## **Chapter 2 – Risk Assessment and Vulnerability Analysis**

### **2.1 Leon County Profile**

Leon County is in the northwest region of Florida, traditionally known as the “Florida Panhandle.” Leon County covers approximately 702 square miles, including 667 square miles of land<sup>2</sup>, and is bordered by Georgia to the north, Jefferson County to the east, and Wakulla County to the south. The Ochlockonee River runs along the entire western edge separating Leon from Gadsden and Liberty Counties.

The City of Tallahassee is the only incorporated municipality in Leon County, and is the state capital of Florida. Tallahassee is also home to two state universities, Florida State University (FSU) and Florida Agricultural and Mechanical University (FAMU), and Tallahassee Community College



Official 2018 population estimates for the City of Tallahassee and the unincorporated areas within Leon County are presented in Table 2.

Table 2: Leon County Population Estimates by Jurisdiction, 2010 – 2018.<sup>3</sup>

<b>Jurisdiction</b>	<b>Population Census, 2010</b>	<b>Population Estimate, 2018</b>	<b>% Change 2010-2018</b>	<b>% of Total Population (2018)</b>
Unincorporated	94,111	99,951	6.2%	34.2%
Tallahassee	181,736	192,381	5.9%	65.8%
Countywide Total	275,487	292,332	6.0%	100%

According to the University of Florida, Bureau of Economic and Business Research (2018), Leon County’s population is expected to experience steady population growth rates for the next 25 years. Table 2.2 displays the range of population projections for Leon County through 2045.

Population growth in Leon County and the City of Tallahassee slowed in the period 2010-2014 but has increased since then. The estimated population growth for entire county has grown by 6.0 percent from 2010-2018 (approximately 17,000 new residents). Table 3 below indicates population estimates for the County to the year 2040.

<sup>2</sup> Leon County Profile. Wikipedia, The Free Online Encyclopedia, [http://en.wikipedia.org/wiki/Leon\\_County,Florida](http://en.wikipedia.org/wiki/Leon_County,Florida).

<sup>3</sup> Sources: U.S. Department of Commerce, Bureau of the Census (1930-2010), University of Florida, Bureau of Economic and Business Research (2018 estimate)

Table 3: Population Projections for Leon County, 2015 – 2045.<sup>4</sup>

Year	City of Tallahassee	Unincorporated Leon County	Countywide Total
2020	197,100	101,200	298,300
2025	207,800	104,100	311,900
2030	216,400	106,400	322,800
2035	223,300	108,200	331,500
2040	229,400	109,800	339,200
2045	234,800	111,200	346,000

## 2.2 Physiography and Environmental Characteristics

Leon County is comprised of three main physiographic regions:

1. Northern Highlands
2. Gulf Coastal Lowlands
3. River Valley Lowlands.

The Northern Highlands include the Tallahassee Hills of the central and northern half of the county. The Tallahassee Hills are the county's largest physiographic region, constituting over 40 percent of total county land area, including the City of Tallahassee. Areas of higher elevation, while less susceptible to flooding, may experience more intense winds, especially from severe storms. Abundant rainfall and loamy soils support an abundance of vegetation, even within urban areas. The resulting forest cover provides an abundant source of potential storm debris and fuel source for wildfires.

The sloped terrain and clayey upland soils within this region enhances and concentrates stormwater flow, including volume and rate. Additionally, karst features are common and may threaten property through sinkhole development, or many provide a conduit between the surface and groundwater. These conditions, combined with the fact that the Tallahassee Hills contain the county's most intense land uses, present serious challenges to managing stormwater and flooding associated with development.

The Gulf Coastal Lowlands encompass the southern half of the county. The western portion of this division is characterized by a water table perched near the surface. The southeastern portion of the county includes a mix of sandhills and karst plain with well-drained soils and numerous sinkhole lakes and springs. Abundant rainfall and sandy/loamy soils also support an abundance of vegetation in this area, including approximately 100,000 acres of the Apalachicola National Forest and extensive private forested lands. This forest cover provides an abundant source of potential storm debris and fuel source for wildfires. There are also extensive floodprone areas within this region. The combination of high

<sup>4</sup> Sources: University of Florida, Bureau of Economic and Business Research (2020-2045 Leon County projections); Tallahassee-Leon County Planning Department (City of Tallahassee and Unincorporated Leon County 2020-2045) projections assuming continued annexations and share of population growth captured by the City between 2000 and 2018 will continue throughout the projected time horizon). Based on the medium population projection, Leon County is expected to add over 50,000 new residents to its population between 2018 (292,332) and 2045 (346,000).

water tables and karst topography presents special challenges for managing concentrated volumes of stormwater associated with development.

The River Valley Lowlands comprise the county's two rivers and their associated floodplains. These include the St. Marks River in the southeast portion of the county, and the Ochlockonee River in the west area of the county. Notably, hurricane surge modeling reveals the St. Marks River as one of the few areas with the potential to experience storm surge flooding. These regions are less densely populated than the Tallahassee Hills, although they do contain the Tallahassee Regional Airport and southern portions of urban Tallahassee.

### **2.3 Future Development Trends**

To ensure consistency with other local planning mechanisms, future development trends are derived from the Tallahassee-Leon County Comprehensive Plan and new population estimates.

Within the Comprehensive Plan, the Future Land Use Element establishes the blueprint for the growth and development of the area. In order to adequately plan for future growth in Leon County and the City of Tallahassee, assumptions are made as to the amounts of residential, commercial and other uses that will be required to support land development and population growth within the 2045 planning horizon. The Future Land Use Map (Figure 2.2) within the Comprehensive Plan is based upon these assumptions, as well as the population projections of the community and the location and distribution of natural resources, infrastructure, agricultural areas, and other features.

Through the state-mandated Comprehensive Plan, Leon County and the City of Tallahassee have identified priority growth areas and developed strategies to direct growth into these areas. These strategies were established to alleviate development pressures on the northeastern part of the City and County where much growth has occurred beyond the urban core and at densities lower than the average of the community. Consequently, the Southern Strategy seeks to direct new growth to the underutilized Southside, which is closer to downtown and where infrastructure is in place. Future development strategies are also intended to encourage growth in the Multimodal Transportation District (MMTD; also called the Mobility District), which includes downtown, the universities, and older neighborhoods and corridors. The MMTD is viewed as the area within which to encourage higher density development that may be served with mass transit and other modes of transportation.

Finally, future development is directed in large part by the Urban Services Area (USA) boundary as established in the Comprehensive Plan. The USA limits the area in which urban infrastructure such as sewer services are to be provided, which in turn forces development of vacant lands (and the redevelopment of developed areas) at higher densities and intensities within the USA, thereby minimizing low-density urban sprawl.

The Future Land Use Map within the Comprehensive Plan displays the future growth areas within Leon County. The Plan is intended through policy and the Future Land Use Map to create a compact, urban development form through 2030 within the USA. This pattern of development was selected to minimize urban sprawl and to focus growth where infrastructure is in place.

A number of objectives and policies in the Comprehensive Plan also mandate the strict protection of the community's natural resources, placing the highest priority in the development of land on

protection of the natural environment. Protected environmental features include steep slopes, wetlands, floodplains, floodways, listed species habitat, and karst features. Land development regulations require the protection of these areas by placing them under permanent conservation easements.

Strict limitations on development in these areas, coupled with the land use categories established in the Plan, helps minimize vulnerability of newer buildings, infrastructure, and critical facilities within Leon County by limiting their location, density, and impacts. The only exception is residential structures on single-family private parcels, which are allowed only when built to strict standards (e.g., elevating structures).

As of early 2020, there have been no major changes to the Comprehensive Plan to facilitate large new developments in the last five years. Several changes have been made to reflect the intensification of growth within the urban area of Tallahassee, as well as the creation of several new land use categories intended to clarify where uses such as sand mining and light industry may be located. Several significant changes include a rewrite of the Rural land use category to restrict certain land uses, and to encourage others that are compatible with Leon County's unique rural areas, and a rewrite of the Lake Protection land use category. The latter included the creation of four development "nodes," intended to collect non-residential land uses.

The Great Recession that started in 2007-2008 slowed down Leon County and the City of Tallahassee's real estate market, which resulting in few to no new residential areas. However, the effects of this recession have mostly receded from the Tallahassee economy, and growth in Leon County since that event has been focused on large apartment complexes mostly intended for the college and university student population small infill residential developments in the existing urban area, and the continued development of several planned residential and commercial developments, including Welaunee and Southwood. Southwood is continuing to be built out as planned, and the Canopy mixed use development is under construction in the area known as Welaunee. Other development trends include an increase in the number of assisted living facilities throughout the urban and suburban areas, as well as several new high-rise, mixed-use buildings in the downtown area.

Leon County and the City of Tallahassee's population growth rate is generally steady; according to the University of Florida's Bureau of Economic and Business Research, the combined population of Leon County and the City of Tallahassee was 292,332 in 2018 and is projected to be 298,300 in 2020.<sup>5</sup>

The overall trend of development continues within the Urban Service Area as guided by the Comprehensive Plan and associated land development regulations. Figure 1 indicates construction trends in Leon County within the last five years.

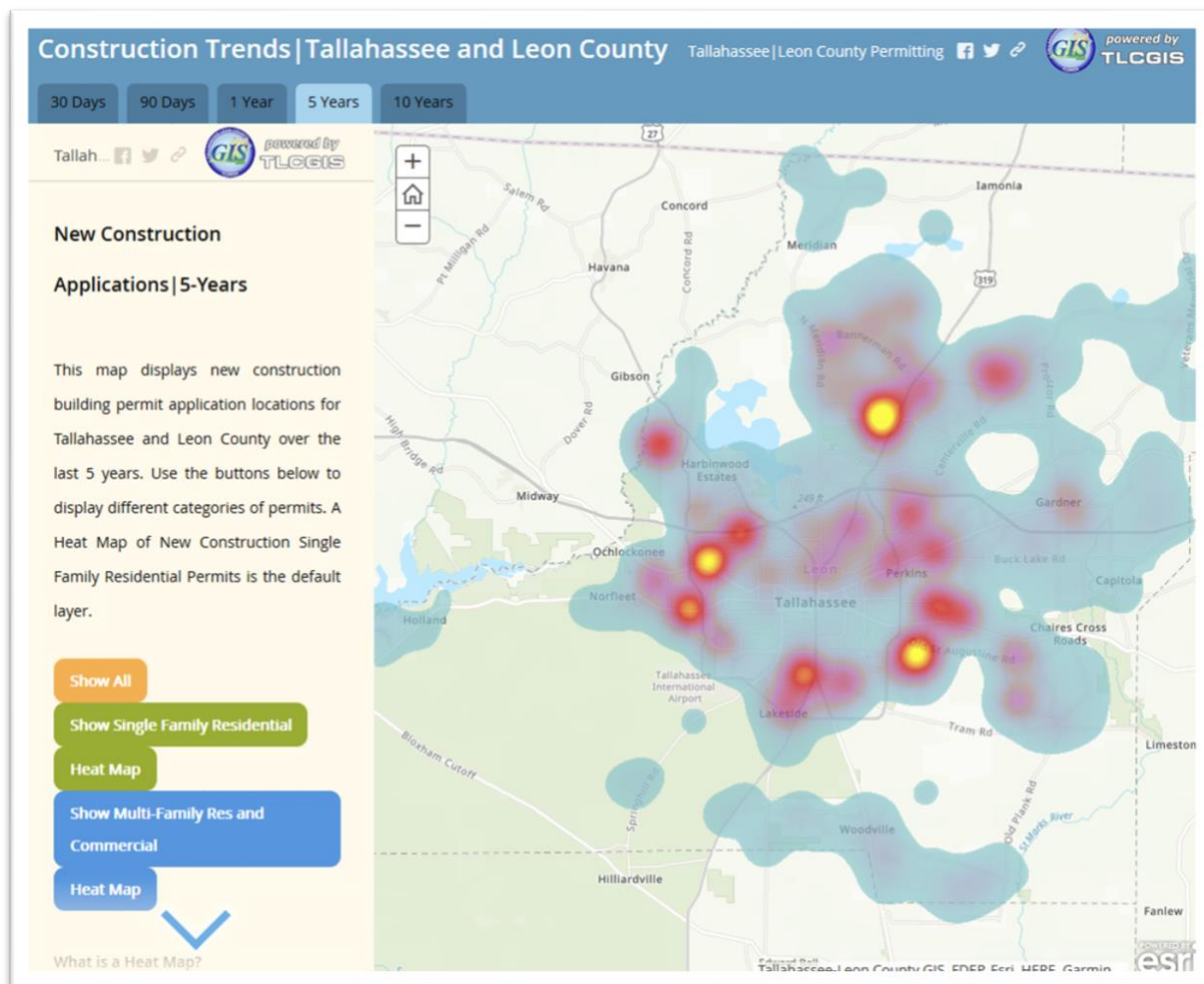
These development trends and their accompanying land use plans have been considered by Planning staff and the LMS Committee. The most significant effects on the initiatives comes from the increase in critical facilities, including infrastructure such as electric transmission and distribution facilities, sewer lift stations, and traffic control facilities. Additional impacts from development also impact floodzones and affected structures and place additional stresses on existing critical facilities. The projects that are proposed for HMGP funding are often in response to these trends and stresses.

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<sup>5</sup> [http://oevforbusiness.org/wp-content/uploads/2019/04/population-estimate-and-projection\\_Apr2019.pdf](http://oevforbusiness.org/wp-content/uploads/2019/04/population-estimate-and-projection_Apr2019.pdf).

These trends will continue to be reviewed by Planning staff, the LMS Committee, and stakeholders annually for their potential impact on hazard mitigation, including avoiding hazardous areas such as floodplains, reducing the potential effects of trees on electric utility distribution and transmission facilities while providing sufficient tree canopy cover to mitigate extreme temperatures, and other mitigation measures. The hazard mitigation initiatives and projects in this plan will also be reviewed annually in response to any significant land use plans and development trends.

Figure 1. Heat Map of Construction Trends in Leon County Within the Last Five Years.<sup>6</sup>



<sup>6</sup> <http://oevforbusiness.org/data-center/construction-trends/>.



## 2.4 Hazard Identification

FEMA defines natural hazards as “natural events that threaten lives, property, and other assets... [and that] tend to occur repeatedly in the same geographical locations because they are related to weather patterns or physical characteristics of an area.” Technological and societal hazards are those that are created by humans.

Leon County has experienced numerous disasters associated with various natural hazards events in the last two decades. The majority of these federally declared disasters have resulted from severe storm events, six of which qualified for federal disaster assistance. Table 4 lists the federal disaster declarations that have been issued since 1982.

Table 4: Recently Declared Disasters in Leon County, 1995 – 2018.<sup>7</sup>

Declaration	Date	Event	Primary Damage
#1069	October, 1995	Hurricane Opal	Flooding; Debris; Power Outages
#1223	June, 1998	Wildfires	Fire Damage
#2201	July, 1998	Drought	Crop Damage, Severe Heat
#1249	September, 1998	Hurricane Georges	Erosion, and Debris
#1339	April, 1999	Fire; Drought	Fire Damage, Crop Damage, Severe Heat
#1344	October, 2000	T.S. Helene	Riverine and Local Flooding
#1381	June, 2001	T.S. Allison	Riverine and Local Flooding
#1545	September, 2004	Hurricane Frances	Flooding; Debris
#1551	September, 2004	Hurricane Ivan	Flooding; Debris
#1561	September, 2004	Hurricane Jeanne	Debris
#1595	July, 2005	Hurricane Dennis	Debris
#1785	August, 2008	T.S. Fay	Flooding; Debris; Power Outages
#1831	April, 2009	Severe Storms	Flooding; Wind Damage
#4280	September, 2016	Hurricane Hermine	Debris; Power Outages
#4337	September, 2017	Hurricane Irma	Debris; Power Outages
#4399	October, 2018	Hurricane Michael	Debris; Power Outages

There have been a few local events that have not warranted a federal disaster declaration. For instance, Governor Rick Scott declared a state of emergency for 26 counties on April 30, 2014 to support emergency response operations for communities inundated by heavy rains.

The 2015 LMS previously provided a thorough examination of the historic impact, documented damages, vulnerable populations and potential economic impact associated with each hazard. These hazards data, incorporated in the original 2012 Tallahassee – Leon County Post-Disaster

<sup>7</sup> Source:

FEMA Disaster Declarations Summary

<https://www.fema.gov/media-library/assets/documents/28318>.

Redevelopment Plan (PDRP) and its 2019 update, have been updated by the LMS Update Committee as part of the 2020 LMS update process.

The hazards identified by the LMS Steering Committee as potentially affecting Leon County and the City of Tallahassee include the following (not in order of severity):

Natural Hazards:

1. Hurricanes and Tropical Storms (including Storm Surges)
2. Severe Storms
  - (a) Thunderstorms
  - (b) Tornadoes
  - (c) Lightning
3. Drought
4. Flooding
5. Extreme Temperatures
6. Wildfires
7. Sinkholes
8. Invasive Plants and Animals
9. Diseases and Pandemics

Technological and Societal Hazards:

- 1) Public Infrastructure Failure
  - (a) Telecommunications
  - (b) Cybersecurity
  - (c) Electricity, Water, and Sewer
  - (d) Dams
- 2) Hazardous Materials (Storage and Transportation)
- 3) Transportation Incidents
  - (a) Roadways
  - (b) Railways
  - (c) Aviation
- 4) Terrorism
  - (a) Violent Acts
  - (b) Biohazards
  - (c) Cyber Attacks

This updated and modified list of hazards reflects the lessons of Hurricanes Hermine and Michael, the increases in development in Leon County and the City of Tallahassee, the record of effects of particular hazards, the changing nature of technology and the acquisition of new and updated data from old and new hazards, and the anticipated efforts of global climate change and the expected effects upon the natural and built environment of the local area.

The risk and vulnerability to these hazards in turn have been reflected in the updated list of hazard mitigation initiatives and projects, including their priority. Where specific data are available (i.e., Hazus

model runs), these have been used to update various sections of LMS based on existing development, particularly that which has occurred over the last five years.

## 2.5 Hazard Risk and Vulnerability

Risks are rated to help prioritize mitigation objectives and initiatives. Ratings normally incorporate the magnitude or severity of risk by hazard and its likelihood of occurrence. Additional information can also be incorporated into risk assessments such as expected changes in occurrences, increasing severity of risk and/or vulnerability, and other variables.

The measuring and rating of risk, while technically quantifiable, is nevertheless not an exact science. Other less-quantifiable factors used to estimate risk include institutional knowledge, historical and local knowledge and experience, and professional judgement. These somewhat intangible factors are essential components to weighing and rating risks for a community.

In order to help the LMS Committee weigh and rank hazards and related mitigation projects, a hazard risk rating system was utilized in earlier editions of the LMS. The risk ratings for hazards identified in the 2010 edition of the LMS and incorporated into the 2015 edition were previously scored with procedures developed by the Apalachee Regional Planning Council in 2004 through the use of Mitigation 20/20™ software. This software application was used to derive a hazard score, or Risk Rating, for each identified hazard.

Because this software application is no longer available from the RPC, the Steering Committee in 2015 created a relative rating of hazard risks based on occurrences and expert knowledge of local hazards and historical events. For the 2020 LMS update, the Steering Committee elected to continue to use this rating system, augmented with institutional knowledge, historical and local knowledge and experience, and professional judgement. This revised ranking of the hazards was presented to the LMS Steering Committee and Working Group at over several meetings of the LMS Steering Committee in December 2019. The Risk Rating scores and ranking for each hazard is listed in Table 5.

There are several ways to identify and classify risks from various hazards. Previous editions of the Tallahassee – Leon County LMS used a simple risk classification system for estimating the degree of risk to the residents of Leon County and the City of Tallahassee from potential hazards into the following categories:

1. **High Risk:** High probability of occurrence, with loss of life and property damage.
2. **Medium Risk:** Medium probability of occurrence, with a low probability to loss of life, or property.
3. **Low Risk:** Low probability of occurrence, with a very low probability to loss of life or property damage.

The probability of occurrence is based on records of historical occurrence. These probabilities are classified and measured as follows:

1. **Highly Likely:** Annually or a 100% chance per year
2. **Likely:** Once in less than 10 years or a 10-100% chance per year
3. **Occasional:** Once per 11-100 years or a 1-9% chance/year
4. **Unlikely:** Once in greater than 100yrs or a less than one percent chance in 100 years

The probability of occurrence is summarized for each hazard within each Estimated Impacts, Probability, and Extent section. Where specific data are not available, or are minimal, professional judgement and institutional knowledge has been utilized to try to estimate the probability of occurrence.

Table 5: Leon County Hazards by Risk Rating, 2019.

High Risk	Medium Risk	Low Risk
Hurricanes and Tropical Storms	Severe Storms (Thunderstorms, Tornadoes, Lightning)	Storm Surge
Flooding	Drought	Extreme Temperatures
	Energy Failures	Wildfires
	Hazardous Materials	Sinkholes
		Invasive Plants and Animals
		Diseases, Epidemics, and Pandemics
		Dam Failure
		Transportation Incidents
		Terrorism

At this time, the U.S. Department of Homeland Security is encouraging the use of a Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) three-step process to meet the main goal of the National Preparedness System (NPS). The National Preparedness Goal describes the five mission areas as follows:

- **Prevention:** Prevent, avoid, or stop an imminent, threatened, or actual act of terrorism.
- **Protection:** Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.
- **Mitigation:** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response:** Respond quickly to save lives; protect property and the environment; and meet basic human needs in the aftermath of an incident.
- **Recovery:** Recover through a focus on the timely restoration, strengthening, and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by an incident.<sup>8</sup>

The mission areas and core capabilities organize the community-wide activities and tasks performed before, during, and after disasters into a framework for achieving the goal of a secure and resilient Nation.

<sup>8</sup> <https://www.fema.gov/media-library/assets/documents/165308>.

The THIRA is a three-step risk assessment completed every three years. It helps communities answer the following questions:

- What threats and hazards can affect our community?
- If they occurred, what impacts would those threats and hazards have on our community?
- Based on those impacts, what capabilities should our community have?

The THIRA helps communities understand their risks and determine the level of capability they need in order to address those risks. The outputs from this process lay the foundation for determining a community's capability gaps during the SPR process.

For the purposes of this update, a formal THIRA and SPR consistent with the NPS was not conducted due to a lack of time, personnel, and funding. However, this process will be reviewed for its applicability to the next update of the Tallahassee – Leon County LMS.

## **2.6 Hazard Vulnerability Modeling**

Estimating hazard vulnerability across a large area such as Leon County and the City of Tallahassee involves many variables, including the type, severity, and geographic spread of hazard events, historical hazard occurrences, number, type, and value of potentially affected properties, affected individuals, topography, and other variables.

Previous editions of the LMS have used a variety of software models to estimate vulnerability to hazards. These modeling efforts and their results are summarized below.

### **MEMPHIS**

The Florida Department of Community Affairs previously provided to local governments Geographic Information System (GIS) data analysis and Mapping for Emergency Management, Parallel Hazard Information System (MEMPHIS) outputs developed by The Kinetic Analysis Corporation. The MEMPHIS system used inventory data from the Florida Department of Revenue and U.S. Census Bureau to inventory the total number of structures, as well as the critical facilities that are potentially vulnerable to the identified hazards.

The MEMPHIS model was the original method employed to assess Leon County and the City of Tallahassee's vulnerability to natural hazards. MEMPHIS data was previously made available by the Florida Department of Community Affairs, and was derived from analysis of U.S. Census Bureau data, Department of Revenue (DOR) data, and other information related to local conditions such as historical hazard occurrences and topography.

Relevant hazard data such as wind and water levels were extracted from The Arbitrator of Storms (TAOS) data and incorporated in to the MEMPHIS modeling system. These data sources are used to present population at risk, housing and damage estimates for assessing vulnerability to natural hazards in Leon County. U.S. Census Bureau and DOR data was collected in 2000, and local information was collected in 2004. MEMPHIS data are presented in this report where relevant and appropriate to express and measure Leon County and the City of Tallahassee's vulnerability to various natural hazards.

### TAOS Model

The Arbiter of Storms (TAOS) is a computer model used to produce a detailed risk analysis in a GIS environment. In previous LMS updates and reports, TAOS data was the primary data source used to assess vulnerability to natural hazards in Leon County. However, more recent MEMPHIS data has been incorporated into the majority of hazard profiles and natural hazard vulnerability analyses. Where appropriate, TAOS models have been employed to assess vulnerability not captured by the MEMPHIS analysis. A brief discussion of TAOS data follows.

Monetary damage estimates are generated by TAOS based on varying storm intensities and the values of the structures located on specified parcels as indicated within the Property Appraiser's database. Some parameters employed by the model include wind speed, water depth, wave height, and construction material. Land uses are divided into categories such as single family, multi-family, hotels, industrial, etc. while structures are classified as residential wood frame, mobile home, and commercial using the Leon County tax rolls.

### ELVIS

The Economic Loss Vulnerability Index System (ELVIS) allows communities to compare the relative risk of various natural hazards through the use of loss costs. A loss cost is the long-term average of the damage a hazard causes, which are typically expressed in terms of loss per \$1000 of exposure per year.

Like MEMPHIS, ELVIS data is derived from analysis of U.S. Census Bureau data, Department of Revenue (DOR) data, and other information related to local conditions (historical hazard occurrences, topography, etc.). These data sources were used in the 2010 edition of the Tallahassee – Leon County LMS to present population at risk, housing and damage estimates for assessing vulnerability to natural hazards in Leon County. U.S. Census Bureau and DOR data was collected in 2000, and local information was collected in 2004. Given the nature of the data, the ELVIS information presented above was the best available data at that time for assessing Leon County and the City of Tallahassee's vulnerability to various natural hazards.

In 2009, analysis of ELVIS data indicated that Leon County structures were most at-risk from wind-related damages.

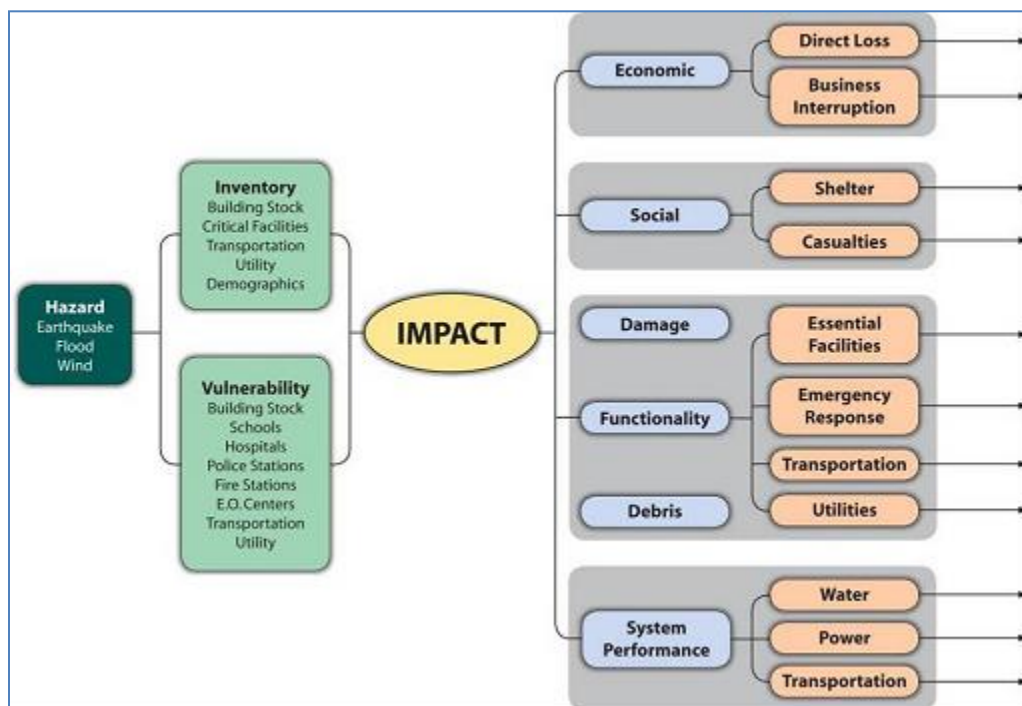
### Hazus

Hazus is a GIS-based software program which produces loss estimated for earthquakes, floods, hurricanes and tsunamis based on scientific and engineering knowledge. FEMA's Hazus-MH 4.2 software is a nationally applicable standardized methodology that contains models for estimating potential losses from floods and hurricanes. It was used to model and generate estimated potential losses for hurricane winds and flooding. The model uses Census 2010 data to determine vulnerable population concentrations.

Hazus-MH 4.2 is FEMA's standardized loss estimation methodology built upon an integrated GIS platform to conduct analysis at a regional level (i.e., not on a structure by-structure basis). The Hazus-MH 4.2 risk assessment methodology is parametric, in that distinct hazard and inventory parameters (e.g., wind speed and building types) can be modeled using the software to determine the impact (i.e.,

damages and losses) on the built environment. The figure below displays the data input and output of the Hazus-MH 4.2 model.

Figure 2: Conceptual Model of Hazus-MH Methodology



Source: Alachua County PDRP

#### a. Hazus-MH 4.2 Hurricane Wind Model

The Hazus-MH 4.2 Hurricane Wind Model is an improvement over existing loss estimation models because it uses a wind hazard-load-damage-loss framework. New features in the Hazus-MH 4.2 Wind Model include:

- Commercial data has been updated to Dun & Bradstreet building valuations have been updated to R.S. Means and building counts are now based on census housing unit counts;
- An updated historic storms database that includes several existing historic storms;
- New coastal storm surge modeling capability that includes SLOSH and SWAN;
- Integration of the CDMS tool;
- NOAA hurricane advisory data is used to model storms with an adjustment feature for calculating building damage and loss;
- An updated probabilistic storm set that reflects updates to the Holland pressure profile model and filling model;
- An updated wind field model for user-defined storms; and
- A new vulnerability functions to permit calculation of additional losses to manufactured housing due to trees blow down.

Replacement costs were derived from Means Square Foot Costs for residential, commercial, industrial and institutional building occupancy classes. The Means publication is a nationally accepted reference on building construction costs, which is published annually. This publication provides cost information for a number of low-rise residential buildings, and for 70 other residential, commercial, institutional and industrial buildings. These are presented in a format that shows typical costs for each model building, showing variations by size of building, type of building structure and building enclosure. More detailed information on Hazus-MH 4.2 is available through FEMA at: [www.fema.gov/hazus/](http://www.fema.gov/hazus/).

Hazus-MH 4.2 is a loss estimation tool for planning purposes only. Uncertainties are inherent in any loss estimation methodology and arise in part from incomplete scientific knowledge concerning natural hazards and their effects on the built environment. Uncertainties also result from approximations and simplifications necessary to conduct such a study; incomplete or outdated data on inventory, demographic, or economic parameters; the unique nature and severity of each hazard when it occurs; and the amount of advance notice that residents have to prepare for the incident. As a result, potential exposure and loss estimates are approximations. Results should not be interpreted or used as precise results from and should be used only to understand relative risk.

#### b. Hazus-MH 4.2 Flood Model

The Hazus Flood Model produces loss estimates for vulnerability assessments and plans for flood risk mitigation, emergency preparedness and response and recovery. Losses can be calculated for a single flood event, or for a range of flood events allowing for annualized estimates of damages. Incomplete or inaccurate inventories of the built environment, demographics and economic parameters can result in uncertainty in the estimates produced by the Hazus Flood Model. The following limitations of the model should be considered:



- While the Hazus Flood Model can be used to estimate losses for an individual building, the results must be considered as average for a group of similar buildings.
- When using the general inventories included with Hazus, accuracy of losses may be less than for losses calculated from available local inventory stock imported by the user.
- The Flood Model performs its analysis at the census block level with small numbers of buildings. Damage analysis of these small numbers makes the Flood Model more sensitive to rounding errors.

The Flood Model methodology includes a flood hazard analysis and a damage analysis. In the hazard analysis phase, characteristics such as frequency, discharge and ground elevation are used to model the spatial variation in flood depth and velocity. During the loss estimation phase, structural and economic damage is calculated based on the results of the hazard analysis through the use of vulnerability function curves. Model results are then conveyed to the user via a series of reports and maps. Detailed information on the Hazus Flood Model can be found in the Hazus Flood Model User Guide and the Hazus Flood Model Technical Manual.

i. Flood Hazards

The Hazus Flood Model analyzes both riverine and coastal flood hazards. Flood hazard is defined by a relationship between depth of flooding and the annual chance of inundation to that depth. Depth, duration and velocity of water in the floodplain are the primary factors contributing to flood losses. Other hazards associated with flooding that contribute to flood losses include channel erosion and migration, sediment deposition, bridge scour and the impact of flood-born debris. Because Leon County is not a coastal county, the flood risk assessment is based on a riverine flood hazard scenario.

ii. Levels of Analysis

The Flood Model is designed for three levels of analysis, as shown below. Each subsequent level builds on the data and analysis procedures available in previous levels.

Level 1: The simplest type of analysis, it is based primarily on data provided with the software (e.g., census information, general building stock, general runoff models, no detailed water control data for hydraulics, etc.). The estimates are crude but are appropriate as initial loss estimates to determine where detailed analyses are warranted.

Level 2: Improves Level 1 results by taking into consideration additional data that are readily available. It requires more extensive inventory data and effort by the user than the Default Data Analysis. The purpose of this type of analysis is to provide the best estimates of flood damage/loss that can be obtained using the standardized methods of analysis. The user may need to employ consultants to assist in the implementation of certain methods. For example, knowledgeable users of hydrology and hydraulics models are required to define flood elevations.

Level 3: This analysis requires extensive efforts by the user in developing information on the flood hazard and the measure of exposure. This type of analysis incorporates results from engineering and economic studies carried out using methods and software not included within the methodology. At this level, one or more technical experts are required to acquire data, perform detailed analyses, assess damage/loss, and assist the user in gathering extensive inventory data. This level of analysis typically requires extensive participation by local utilities and operators of special facilities. Level 3 analyses usually take six months to two years to complete. The description of model requirements and typical applications for each level is presented in the table below:

Table 6: Hazus Flood Model Analysis Levels.

	Level 1	Level 2	Level 3
<b>Hazard</b>	User supplied Digital Terrain or Elevation Model (DEM), typically the USGS 30-meter DEM. The Flood Model will use default hazard data including Hydrologic Unit Codes, and accumulation methodology to develop approximate stream centerlines. USGS regression equations and gage records will be used to determine discharge frequency curves.	User supplied flood stream cross-sections attributed with elevations, or lines of Base Flood Elevation (BFE). Coastal users will supply polygons attributed with the BFE. A flood boundary of some form is required. User supplied hazard data pre-processed via the FIT. DEM consistent with their FIT data.	Similar to Level 2 although the user will likely work with Hydraulic models outside of the Flood Model and the FIT. User will be required to pre-process the data through the FIT.
<b>Inventory</b>	Hazus default data. Allocation of census block data via statistical analysis, and broad assumptions for first floor height based on foundation distributions. Agriculture products, vehicles, essential facilities, some transportation and utility facilities.	User supplied inventory data, such as Tax Assessor data, and inventory data developed via site surveys processed through the Comprehensive Data Management System (CDMS) tool. Users enhance the first floor height and other parameters.	High quality data re: building values, flood vulnerabilities, contents, occupancies, etc., extended to industrial and other high-value facilities.
<b>Damage Curves</b>	Broad regional default curves based on available FIA or USACE depth damage curves. Library of curves available for user selection. User may create their own function using library curves as guides.	User specifically modifies the existing curve library for local practices.	User-input curves based on detailed building surveys, specific crop conditions etc.
<b>Damage Estimation</b>	Area weighted damage estimates based on the depth of flooding within a given census block. Losses developed for general building stock, essential facilities, vehicles, agricultural products, select transportation and utility features.	Consistent with Level 1, estimation enhanced by improved hazard data and detail in inventory data and modification to damage curves.	Consistent with Level 1, estimation enhanced by improved hazard data and detail in inventory data and modification to damage curves.
<b>Direct Loss/ Impacts</b>	Cost of repair / replacement, shelter needs, temporary housing, vehicles, crop & livestock losses.	Consistent with Level 1, estimation enhanced by improved hazard data and detail in inventory data and modification to damage curves.	Consistent with Level 1, estimation enhanced by improved hazard data and detail in inventory data and modification to damage curves.
<b>Induced Losses</b>	Debris developed from direct damage to buildings based on floor areas from the general building stock.	Consistent with Level 1, estimation enhanced by improved hazard data and detail in inventory data and modification to damage curves. Site specific debris generation currently not available in the Flood Model, must be based on census block attribution of floor area.	Consistent with Level 1, estimation enhanced by improved hazard data and detail in inventory data and modification to damage curves. Site specific debris generation currently not available in the Flood Model, must be based on census block attribution of floor area.

The flood risk assessment for Leon County was conducted using a hybrid Level 1-Level 2 approach. The scenario was developed using local flood and elevation data, while the loss estimates were determined using the General Building Stock with some user-added local facilities information.

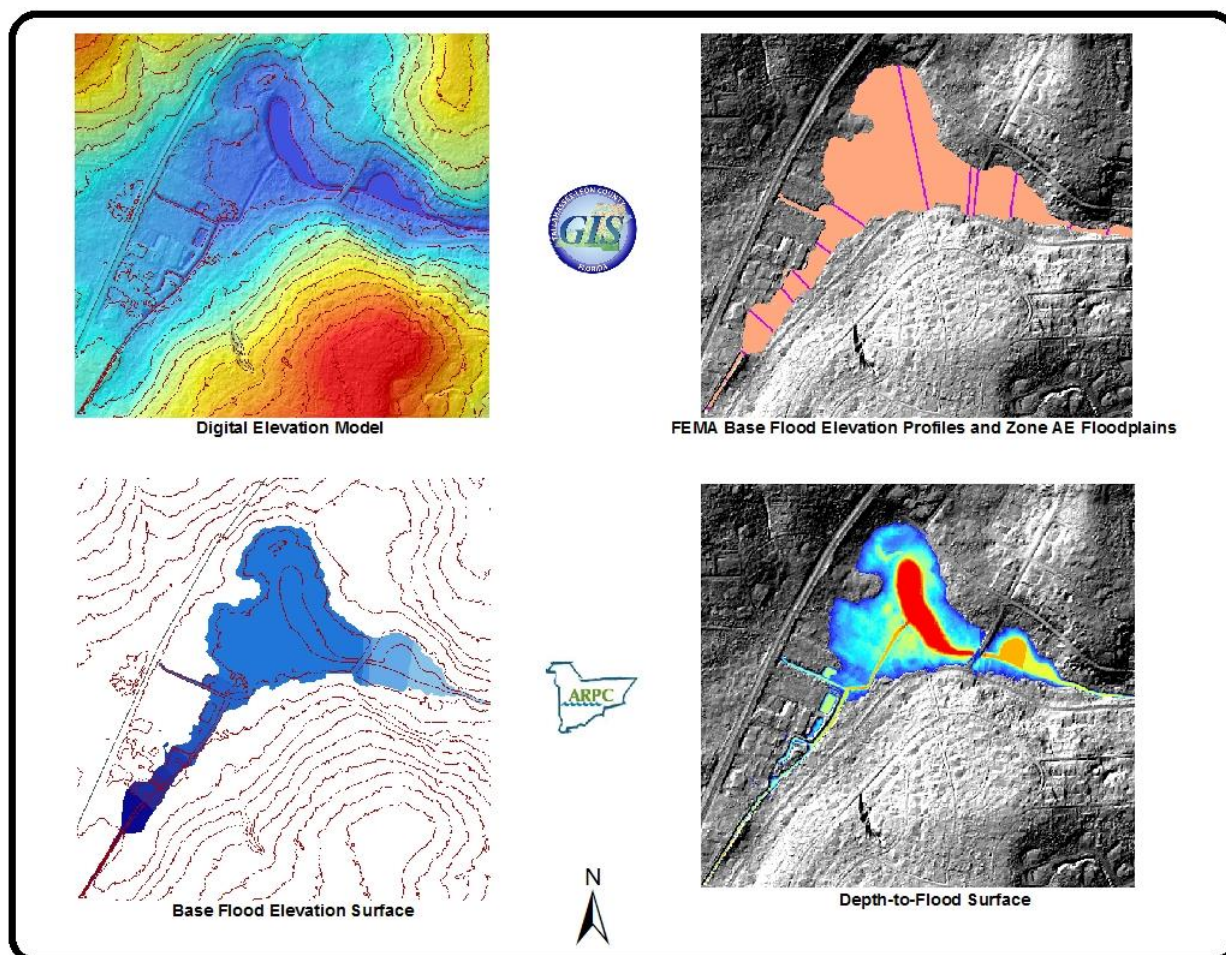
iii. Riverine Hazard Analysis: Depth to Flood Methodology

The flood risk assessment was performed using a depth-to-flood approach to compute loss estimates and was generated by comparing Base Flood Elevation (BFE) data with a Digital Elevation Model representing ground elevation. The assessment is computed for a 100-Year return period. The source for 100-year base flood elevations and associated floodplains is the FEMA Digital Flood Insurance Rate (DFIRM) data. The effective DFIRM data for Leon County was published in 2008 pursuant to the FEMA Map Modernization initiative. The floodplain delineations and BFE data was updated in 2009 to include a Letter of Map Revision submitted by the City of Tallahassee. The ground elevation surface used in the analysis was produced from a LIDAR survey conducted for Leon County and the City of Tallahassee in 2009. This data was produced as part of the 3-year Landbase Update for Tallahassee-Leon County GIS.

The study was constrained to the Zone-AE floodplains from the DFIRM data because Hazus requires base flood elevation data. The Zone AE flood zones have base flood elevations determined by engineering studies. Base flood elevations are not determined for the Zone-A floodplains, thus, they were excluded from the analysis

The figure below shows the workflow used to produce the depth-to-flood raster surface.

Figure 3: Depth-to-Flood Workflow Diagram



Source: Tallahassee-Leon County GIS

The elevation information in the BFE profiles was used to create a Base Flood Elevation surface for the extent of the Zone AE floodplains. The Zone AE floodplains were used to extract the DEM data for the extent of the floodplains. The DEM data was subtracted from the Base Flood Elevation surface to produce the Depth-to-Flood surface. The Depth-to-Flood surface was imported into Hazus as the flood hazard source for the risk assessment. The General Building Stock was used along with the portion of the user-provided inventory data to produce the loss estimates. The loss estimate data was extracted from Hazus and provided for this chapter in the loss reports that are part of the Hazus software. The data is available beginning on page 15.

#### Disclaimer

All of these modeling software applications are simply loss estimation tools for planning purposes only. Each has its strengths and weaknesses. Uncertainties are inherent in any loss estimation methodology and arise in part from incomplete scientific knowledge concerning natural hazards and their effects on the built environment. Uncertainties also result from approximations and simplifications necessary to conduct such a study; incomplete or outdated data on inventory, demographic, or economic variables

or parameters; the unique nature and severity of each hazard when it occurs; and the amount of notice that residents have to prepare for the incident. As a result, potential exposure and loss estimates are approximations. Results should not be interpreted or used as precise results from and should be used only to understand relative risk.

## 2.7 Hazard Vulnerability Assessment

This next section describes Leon County and the City of Tallahassee's vulnerability to natural hazards. Each hazard described in this section as follows:

1. General Description and Location
2. Historical Occurrences
3. Estimated Impacts, Probability, and Extent
4. Vulnerability Summary
5. Risk Assessment (by jurisdiction)

## 2.8 Hurricanes and Tropical Storms

This section combines the hazard profile and vulnerability analysis for tropical storms and hurricanes because these events are so closely related. Storm surges are also included because they are associated with these hazards.

### General Description and Location

Tropical storms and hurricanes are both types of tropical cyclones, which is the generic term for a non-frontal synoptic scale low-pressure system over tropical or sub-tropical waters with organized convection (i.e. thunderstorm activity) and definite cyclonic surface wind circulation.<sup>9</sup> A tropical storm is defined as a tropical cyclone in which the maximum sustained surface wind speed ranges from 39 mph to 73 mph, and a hurricane is a tropical cyclone with maximum sustained surface wind speeds over 74 mph. Hurricane season lasts from June 1st to November 30th of each year, with August and September being the peak months of tropical storm and hurricane activity.

A tropical storm or hurricane is likely to result in damage from both wind and floodwaters. However, less severe storms may produce the same effects, particularly flooding. Hurricanes and tropical storms affect the entire Gulf coast of the United States, including Leon County and the City of Tallahassee, as well as much of the Atlantic coast, including coastal and inland counties such as Leon County.

The Saffir-Simpson Scale organizes storms by various categories of wind speed. As storm intensity moves up the scale, the potential threat to public health and safety increases. However, lower category events can still cause extensive damage, if not from high winds then from substantial periods of rainfall. Table 7 provides a summary of different category storms as ranked by the Saffir-Simpson Scale.

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<sup>9</sup> <http://www.aoml.noaa.gov/hrd/tcfaq/A1.html>.



Table 7: Saffir-Simpson Hurricane Scale.<sup>10</sup>

Category	Wind speeds
<b>Five</b>	≥70 m/s, ≥137 knots ≥157 mph, ≥252 km/h
<b>Four</b>	58–70 m/s, 113–136 knots 130–156 mph, 209–251 km/h
<b>Three</b>	50–58 m/s, 96–112 knots 111–129 mph, 178–208 km/h
<b>Two</b>	43–49 m/s, 83–95 knots 96–110 mph, 154–177 km/h
<b>One</b>	33–42 m/s, 64–82 knots 74–95 mph, 119–153 km/h

### Storm Surge

A storm surge is defined as an abnormal rise in sea level accompanying a hurricane or other intense storm. The height of the surge or rise is the difference between the observed level of the sea surface and the level that would have occurred in the absence of the cyclone. Storm surge heights are usually estimated by subtracting the normal or astronomic high tide from the observed storm tide. Storm surges are evaluated separately from rain-driven flooding. Storm-generated waves on top of the storm surge will create an even greater high-water mark.

A tsunami, also known as a seismic sea wave or as a tidal wave, is a series of waves in a body of water caused by the displacement of a large volume of water, generally in an ocean or a large lake.

Earthquakes, volcanic eruptions and other underwater explosions (including detonations of underwater nuclear devices), landslides, glacier calvings, meteorite impacts and other disturbances above or below water all have the potential to generate a tsunami. In being generated by the displacement of water, a tsunami contrasts both with a normal ocean wave generated by wind and with tides, which are generated by the gravitational pull of the moon and the sun on bodies of water.<sup>11</sup>

Due to the immense volumes of water and energy involved, the effects of tsunamis can be devastating. Some meteorological storm conditions such as deep depressions associated with tropical cyclones, including hurricanes, can generate a storm surge which can be several meters above normal tide levels. This is due to the low atmospheric pressure within the center of the depression. As these storm surges come ashore, they may inundate large areas of land.

There is often no advance warning of an approaching tsunami. However, because earthquakes are often a cause of tsunami, any earthquake occurring near a body of water may generate a tsunami if it occurs at shallow depth, is of moderate or high magnitude, and the water volume and depth is sufficient.

Based on elevation, the southern reaches of Leon County are vulnerable to storm surges and tsunamis.

<sup>10</sup> NOAA Hurricane Research Division "Frequently Asked Questions."

<sup>11</sup> <http://en.wikipedia.org/wiki/Tsunami>.

### Historical Occurrences

Since 1851, a total of 76 storms have passed within 65 miles of Tallahassee, including 50 tropical storms, and 26 hurricanes. (Many of these tropical storms were hurricanes upon landfall but were reduced in intensity by the time the storm track passed near Tallahassee.) The Tallahassee region has been hit by many hurricanes over the last 170+ years, including four major (Category 3 or stronger) hurricanes. Even hurricanes that make landfall in places such as Pensacola, Panama City, among other places, can be felt here (e.g. Dennis '05, Ivan '04, Opal '95, Michael '18). The most recent hurricane (not including tropical storms) to directly impact the Tallahassee area was Hurricane Michael on October 10-11, 2018.

Statistically, hurricanes directly impact Tallahassee on average once every eight years (22 hurricanes in the last 171 years). According to historical hurricane climatology data, the frequency of storms comes in multi-decade cycles where there will be long stretches between active periods of numerous storms.

Tropical storms conditions are much more common than hurricanes for this region of Florida. Tropical storms strike on average once every 3.5 years (50 tropical storms in 171 years). The last tropical storm to directly impact Florida State University was Tropical Storm Debby in 2012.

Table 8 below summarizes the tropical cyclone activity to have been felt on the Main Campus of Florida State University since Hurricane Kate in 1985, plus a few extra historical hurricanes.

Table 8: Tropical Storms/Hurricanes Affecting Campus of Florida State University since 1985.<sup>12</sup>

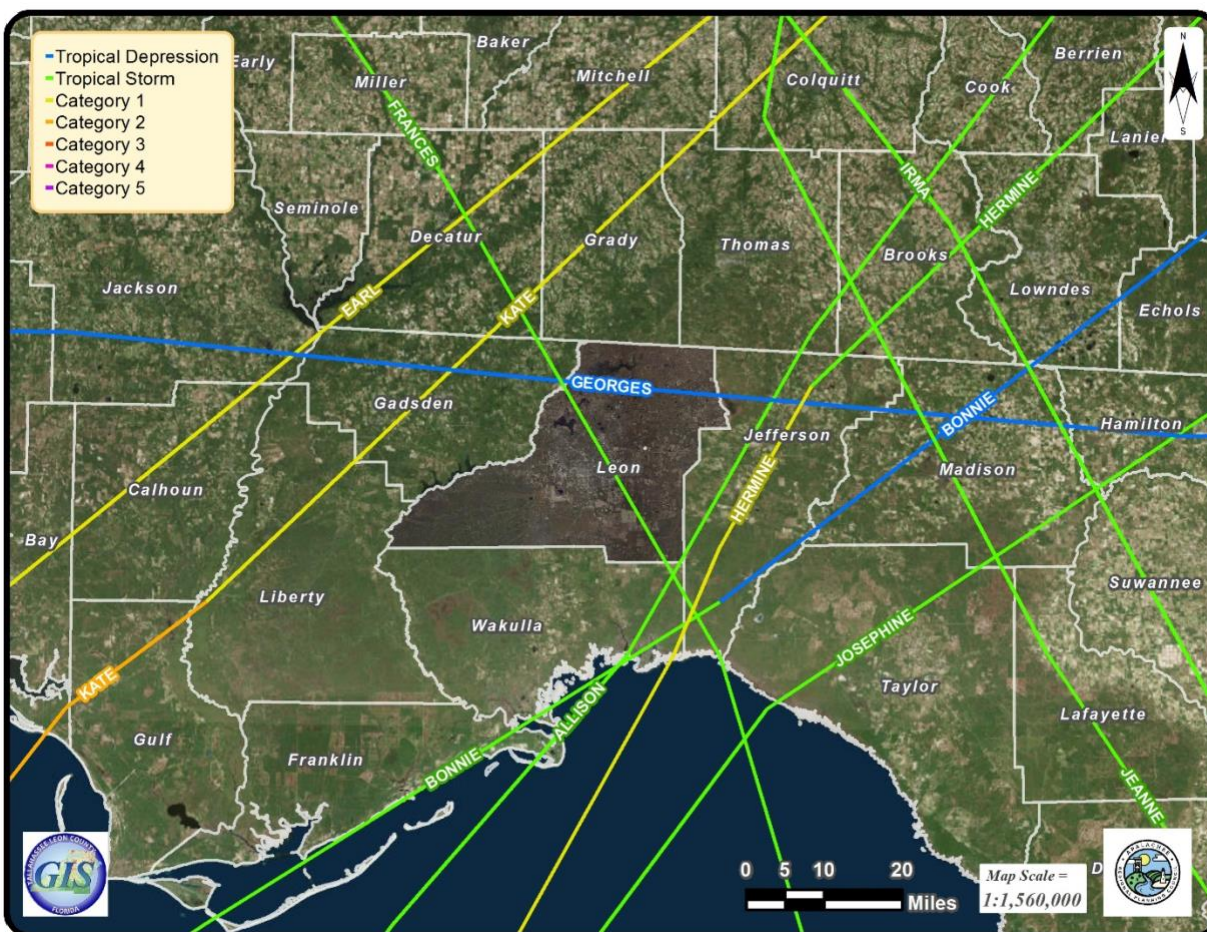
Year	Storm	Maximum Sustained Wind	Maximum Wind Gust	Maximum Rainfall	Impact Summary
1953	Hurricane Florence				
1964	Hurricane Dora				
1966	Hurricane Alma				
1972	Hurricane Agnes				
1985	Hurricane Kate	53 mph	87 mph	approx. 3.00 in	Many trees fell, landing on cars, houses, and power lines. Most people were without power for 5 days, and others were without it for up to 3 weeks.
1995	Hurricane Opal	32.2 mph	63.3 mph	1.25 in	
1995	Tropical Storm Erin	31.1 mph	39.1 mph	0.80 in	
1996	Tropical Storm Josephine	28.8 mph	39.1 mph	7.79 in	
1998	Tropical Storm Georges	27.6 mph	33.4 mph	6.42 in	
1998	Tropical Storm Earl	33.4 mph	48.3 mph	5.41 in	
2001	Tropical Storm Allison	10.13 in			1 fatality and 1 injury on campus due to flash flooding. Flash flooding throughout Tallahassee.
2004	Tropical Storm Jeanne	33.4 mph	48.3 mph	1.21 in	
2004	Hurricane Ivan	38 mph	54.1 mph		
2004	Tropical Storm Frances	47.2 mph	59.8 mph	2.48 in	
2005	Hurricane Dennis	38 mph	50.6 mph	6.64 in	FSU Marine Lab damaged by storm surge
2006	Tropical Storm Alberto	34.6 mph	38 mph	3.25 in	
2008	Tropical Storm Fay	26.5 mph	26.5 mph	15.62 in	\$95,562 on campus damage. Widespread community flooding.
2009	Tropical Storm Claudette	25.3 mph	39.1 mph	2.1 in	
2012	Tropical Storm Debby	27.6 mph	36.8 mph	5.5 inches on campus. 15-25 inches in Leon/Wakulla counties	Severe flooding in Wakulla County. No impacts on campus.
2016	Hurricane Hermine	47 mph	64 mph	5.54 inches	Campus-wide power outage for approximately 64 hours. Some trees down on campus. 80% of city-county without power for up to 1 week. Numerous trees and power lines down throughout community.
2018	Hurricane Michael	44 mph	71 mph	3.34 inches (TLH Airport) 3.56 (Tallahassee Mall area)	Trees down on campus. 90% of the city-county without power for up to a week. Numerous trees and power lines down throughout community making commuting almost impossible.

<sup>12</sup><https://emergency.fsu.edu/resources/hazards/tropical-storms-hurricanes/tropical-storms-hurricanes-history-fsu>.



The federal National Oceanographic and Atmospheric Administration (NOAA) has created an online database of historical hurricane tracks that includes all recorded storm events to date. The following map indicates the historical track of hurricanes passing within 65 miles of Leon County, 1985 – 2013.

Figure 4: Historical Track of Hurricanes Passing within 60 miles of Leon County, 1985 – 2017.<sup>13</sup>



As Figure 3 indicates, there have been many hurricanes and tropical storms passing through or near Leon County over time. These storms can create significant damage even at relatively low intensities. Although Leon County's inland position affords some protection against flooding from storm surge, tropical storms and hurricanes can produce localized flooding from heavy rainfall and damage to trees and structures from strong winds, including power outages.

Two significant hurricane events have occurred since the last LMS update in 2015. On September 2, 2016, Hurricane Hermine, the first hurricane to make landfall in Florida since Hurricane Wilma in 2005, made landfall just east of St. Marks, Florida. High winds from the hurricane knocked down many trees in northwestern Florida, some of which fell onto power lines and roofs. The resulting power outages affected about 325,000 people, roughly 1% of all homes and businesses in the state. In Leon County, where the state capital Tallahassee is, 57% of all residential homes lost power, including approximately

<sup>13</sup>NOAA Historical Hurricane Tracks, 2014, <http://csc.noaa.gov/hurricanes/#>.

80% of the city, as well as Florida State University. Of the 145,000 homes and businesses that lost electricity, 3,685 were still without power six days after the storm. Strong winds in the Tallahassee area caused trees to fall onto several houses, injuring several people. Hermine was the first hurricane to directly affect the city since Hurricane Kate in 1985. Throughout Leon County, 45 homes or businesses were destroyed, 187 suffered severe damage, and 259 experienced minor damage. Losses across Leon County reached \$10.3 million.<sup>14</sup>

On October 10, 2018, Hurricane Michael made landfall as a high-end Category 4 hurricane near Mexico Beach, Florida with maximum sustained wind speed of 155 mph and a minimum pressure of 919 mb. Hurricane Michael was an historic and unprecedented storm as the third-most intense hurricane ever to make landfall in the continental United States and the single most intense to impact the Florida Panhandle in recorded history. Hurricane Michael inflicted widespread damage throughout the Panhandle and Big Bend area which spread well inland as Michael remained at hurricane strength into southwest Georgia and brought tropical storm force gusts as far north as Atlanta. Leon County experienced tropical storm-force wind gusts for a prolonged period of approximately 12 hours causing hundreds of downed trees that blocked over 1,000 roads, left approximately 135,000 electric utility customers in Leon County without power (95% of all customers countywide), and damaged homes and other infrastructure throughout the County. By comparison, Leon County experienced tropical storm-force winds for approximately 4 hours, with a peak gust of 64 miles per hour during Hurricane Hermine in 2016. Due to the intensity of the storm, many of the weather gauges in Leon County and throughout the affected area were knocked out. The gauge at the Tallahassee International Airport recorded a maximum of 47 mph sustained winds with a peak gust of 71 mph; however, areas further west in Leon County likely received significantly higher winds. Average rainfall throughout Leon County from Hurricane Michael totaled approximately 2.5" to 3".<sup>15</sup>

### *Probability of Landfall*

The United States Landfalling Hurricane Probability Project is a joint effort between the Tropical Meteorology Project at Colorado State University (CSU), Fort Collins, CO and the GeoGraphics Laboratory at Bridgewater State College, Bridgewater, MA. Coordinated by Dr. William Gray, the project has calculated the tropical cyclone landfall and wind gust probabilities for the eastern United States coastline from Brownsville, Texas to Eastport, Maine. The United States Landfalling Hurricane Probability Project web page<sup>16</sup> can help communities assess the statistical chances of high winds resulting from tropical cyclones striking their particular region or county in any particular year.

The following figure displays the Landfall Probabilities Regional Map. This map displays the division of the Gulf and Atlantic Coasts into regions based on frequency of intense or major hurricane (Category 3 to 5 on the Saffir-Simpson scale) landfalls during the 20<sup>th</sup> century (1900-1999). Leon County is located in Region Four (Bay, Gulf, Washington, Calhoun, Franklin, Wakulla, Jefferson, Liberty, Gadsden, Leon, Taylor, Dixie, Levy, Madison, Lafayette, Gilchrist, and Citrus counties).

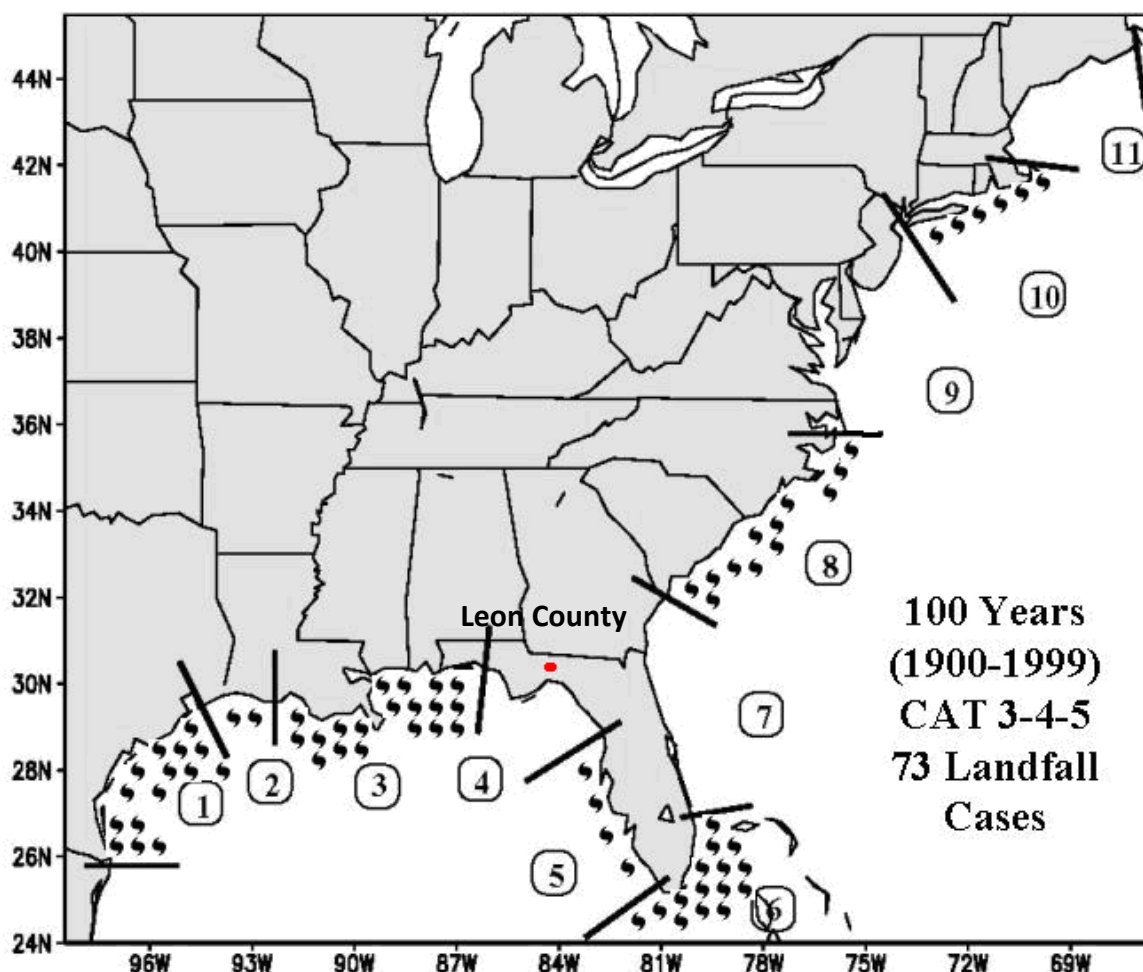
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<sup>14</sup> [https://en.wikipedia.org/wiki/Hurricane\\_Hermine#cite\\_note-60](https://en.wikipedia.org/wiki/Hurricane_Hermine#cite_note-60).

<sup>15</sup> <http://www.leoncountyfl.gov/MichaelAAR>.

<sup>16</sup> United States Landfalling Hurricane Probability Project, <http://www.e-transit.org/hurricane/welcome.html>.

Figure 5: Landfall Probabilities Regional Map, 2014.<sup>17</sup>



The following tables display the tropical cyclone landfall and wind gust probabilities for Region Four and Leon County, Florida during 2019.

Table 9: 2014 Tropical Cyclone Landfall Probabilities by Region (Climatology in Parentheses), 2019.<sup>18</sup>

Region Number	Probability of 1 or More Named Storms Making Landfall in the Region	Probability of 1 or More Hurricanes Making Landfall in the Region	Probability of 1 or More Intense Hurricanes Making Landfall in the Region
4	30.5% (29.3%)	14.5% (13.9%)	1.6% (1.6%)

<sup>17</sup>Ibid.

<sup>18</sup> Ibid.

Table 10: Tropical Cyclone Landfall Probabilities by County (Climatology in Parentheses), 2019.<sup>19</sup>

County Name	Probability of 1 or More Named Storms Making Landfall in the County	Probability of 1 or More Hurricanes Making Landfall in the County	Probability of 1 or More Intense Hurricanes Making Landfall in the County	Probability of Tropical Storm-Force ( $\geq 40$ mph) Wind Gusts in the County	Probability of Hurricane-Force ( $\geq 75$ mph) Wind Gusts in the County	Probability of Intense Hurricane-Force ( $\geq 115$ mph) Wind Gusts in the County
Leon	4.1% (3.9%)	1.8% (1.7%)	0.2% (0.2%)	22.8% (21.9%)	6.6% (6.3%)	1.7% (1.6%)

Table 11: 50-Year Tropical Cyclone Landfall Probabilities by Region (Climatology in Parentheses), 2019.<sup>20</sup>

Region Number	50 Year Probability of 1 or More Named Storms Making Landfall in the Region	50 Year Probability of 1 or More Hurricanes Making Landfall in the Region	50 Year Probability of 1 or More Intense Hurricanes Making Landfall in the Region
4	>99.9%	>99.9%	54.8%

Table 12: Tropical Cyclone Landfall Probabilities by County, 2019.<sup>21</sup>

County Name	50 Year Probability of 1 or More Named Storms Making Landfall in the County	50 Year Probability of 1 or More Hurricanes Making Landfall in the County	50 Year Probability of 1 or More Intense Hurricanes Making Landfall in the County	50 Year Probability of Tropical Storm-Force ( $\geq 40$ mph) Wind Gusts in the County	50 Year Probability of Hurricane-Force ( $\geq 75$ mph) Wind Gusts in the County	50 Year Probability of Intense Hurricane-Force ( $\geq 115$ mph) Wind Gusts in the County
Leon	86.6%	57.6%	8.6%	>99.9%	96.5%	55.4%

Fifty-year probabilities were included in this study because most structures are built to last at least 50 years. Therefore, construction decisions on the cost of hurricane-protecting building materials should be based on the longer period if there is a significant likelihood of a hurricane making landfall over the lifespan of a residential or other building of value.

Tables 9 and 10 indicate a relatively low probability of a tropical cyclone (tropical storm or hurricane) making landfall in 2019 in Region 4 (Big Bend coast of Florida) or Leon County. However, Table 12 clearly indicates that over a 50-year period, there is an 86.6% chance of a named storm making landfall in Leon County, and a 55.4% chance of an intense hurricane (Category 3, 4, or 5 on the Saffir-Simpson scale, which could affect all of Leon County if it strikes the coast within 50 miles of the City of Tallahassee).

The most anticipated hurricane events for Leon County and the City of Tallahassee include a slow-moving, category 1 hurricane with heavy rain, a faster-moving category 1 storm with a similar path to Hurricane Kate in 1985 and the devastating storm of 1877, or a Category 3 storm with the similar path. However, as indicated by Hurricane Michael in late 2018, there is also a possibility, albeit remote, of a Category 5 hurricane striking the Gulf Coast south of Leon County. Although it is likely that such a

<sup>19</sup> Ibid.<sup>20</sup> Ibid.<sup>21</sup> Ibid.

storm would weaken to a Category 4 by the time it reached Leon County, it would still be devastating across a wide region, as was Hurricane Michael.

### *Storm Surge*

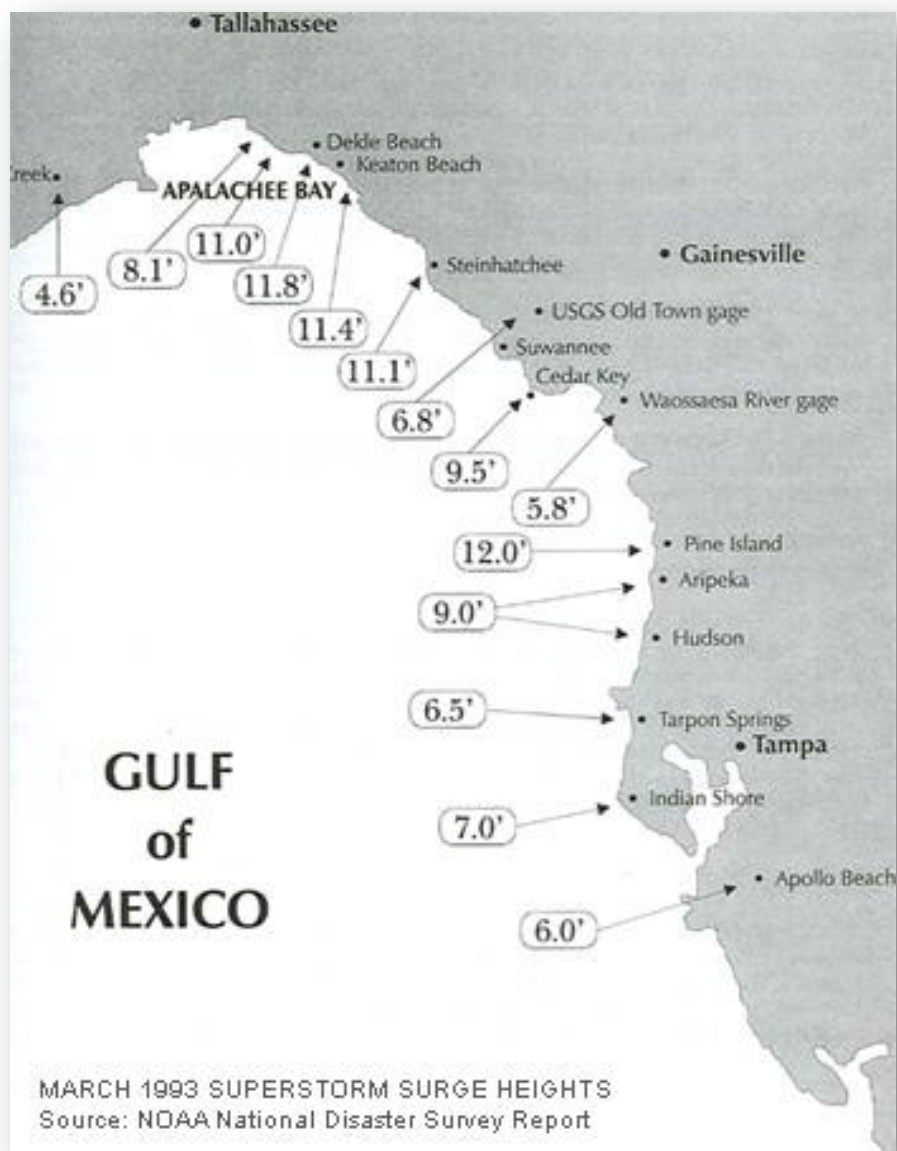
There are no records of storm surges or tsunamis directly affecting Leon County. An event that would have created such surges if it had come ashore south of Leon County occurred in 1993. Beginning on March 12 and subsiding on March 15, 1993, a large cyclonic storm swept through the eastern coast of the North America. Named the 1993 Superstorm or the Great Blizzard of 1993, this storm stretched from Central America to Canada, and was unique for its intensity, massive size, and wide-reaching effect. The Florida Panhandle reported up to four inches of snow, with hurricane-force wind gusts and record low barometric pressures. Between Louisiana and Cuba, hurricane-force winds produced extreme storm surges in the Gulf of Mexico, which along with scattered tornados killed dozens of people.<sup>22</sup> The Superstorm also produced substantial storm surge along the Gulf Coast from Apalachee Bay in the Florida panhandle to south of Tampa Bay. Storm surges in those areas reached up to 12 feet, higher than many hurricanes. The following figure displays estimated heights for storm surge produced by the 1993 Superstorm.

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<sup>22</sup> Storm of the Century, Wikipedia, The Free Online Encyclopedia, 2009.  
<[http://en.wikipedia.org/wiki/Storm\\_of\\_the\\_Century\\_\(1993\)](http://en.wikipedia.org/wiki/Storm_of_the_Century_(1993))>



Figure 6: NOAA Estimate of Storm Surges along Florida's Gulf Coast, 13 March 1993.<sup>23</sup>



Despite the significant heights of storm surges associated with the 1993 Superstorm, the storm surge did not reach Leon County.

#### Estimated Impacts, Probability, and Extent

A wide variety of residential, commercial, and public buildings, as well as critical facilities and infrastructure such as transportation, water, energy, and communication systems may be damaged or destroyed by several of the impacts associated with hurricanes. Wind and water are the most common

<sup>23</sup> Ibid.

hazards associated with hurricanes, and both can be tremendously destructive and deadly. These hazards include tornados, heavy rainfall, waves in coastal areas, and flooding. Because Leon County is not a coastal county, it is not subject to waves, but storm surges of sea levels can affect the southernmost part of the County as indicated in Figure 5 below, and flooding can occur in mapped floodprone areas of the County, as well as upland areas depending on the amount, rate, and duration of rainfall.

Overall, based on these probabilities and the historical record, the probability of a hurricane or a tropical storm affecting Leon County and the City of Tallahassee is **occasional** as defined under Section 2.2.1 Risk.

### *Hazus GIS Vulnerability and Risk Assessment Results*

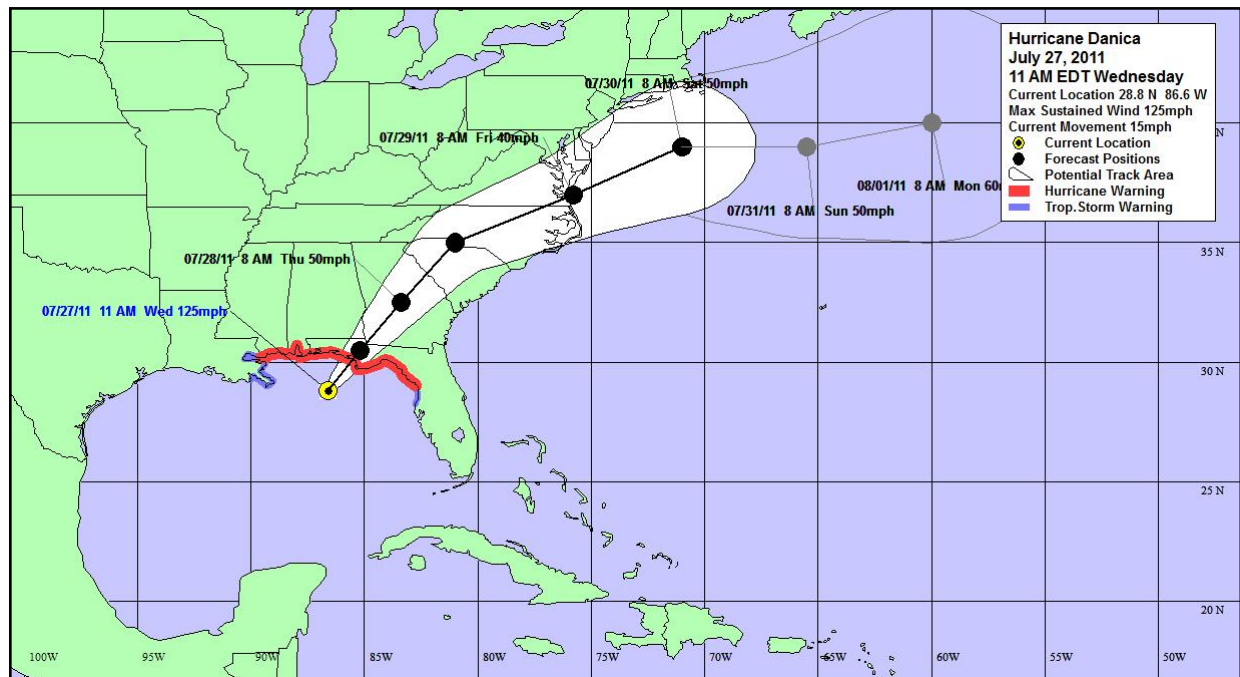
The vulnerability assessments results were generated using the Tallahassee/Leon County GIS Department's geospatial databases for improved property (structures), critical facilities, other essential facilities and properties of cultural significance. Building vulnerability was assessed using Hazus-MH 4.2 for hurricane wind and flooding. Hazus-MH 4.2 calculates losses that are due to building and contents damage and monetary losses resulting from loss of function. Losses are not calculated for individual buildings, but instead are based on the performances of entire occupancy classes of buildings (i.e., residential, commercial and other).

#### 1. Hurricane Wind Analysis

For comparison purposes, three deterministic scenarios were used to examine potential impact from tropical weather events. The Tallahassee Office of the National Weather Service provided two of the tropical weather scenarios which included a slow moving, category 1 hurricane with heavy rain and the devastating storm of 1877 as a category 3 storm. The Florida Division of Emergency Management (FDEM) also used the data from Hurricane Michael to create a similar scenario but with a more direct impact on Leon County. FDEM used the Hazus-MH 4.2 Wind Model to calculate the economic impact from these three scenarios; those data are included here and discussed.

The figure below shows the path of the category 3 hurricane, which is the most likely scenario that will require activation of the Leon County PDRP.

Figure 7: Category 3 Hurricane Path



The Tallahassee-Leon County GIS office Based on the default data included in Hazus-MH, which uses U.S. Census 2010 tract data and 2006 R.S. Means building valuations, there is an estimated 94,270 buildings with a total replacement value of \$33.6 billion in Leon County. The building count and dollar exposure, by property type, are listed in the table below.

Table 13: General Building Stock in Leon County.

Property Type	Number of Properties	Value
Residential	85,356	\$22,225,130,000
Commercial	5,225	\$4,469,287,000
Government	2,131	\$2,905,398,000
Industrial	2,034	\$535,740,000
Education	1,647	\$2,820,244,000
Religious	2,423	\$518,324,000
Agriculture	291	\$141,474,000

Source: Tallahassee-Leon County GIS

The table below lists the facilities included in Hazus-MH 4.2 the model; whenever possible local data was used to augment the model data. The facilities indicated with an \* are considered to be “essential” facilities by FEMA and are included in calculating damages.



Table 14: Essential Facilities.

Facility	Data Source
Fire Stations*	Hazus and local GIS Data
Police Stations*	Hazus
EOCs*	Hazus and local GIS Data
Communications	Hazus
Medical Care Facilities*	Hazus
Schools*	Hazus and Local GIS Data
General Building Stock*	Hazus
Dams and Levees	Hazus
Highways	Hazus
Railways	Hazus
Bus	Hazus
Airport	Hazus
Wastewater Facilities	Hazus
Electric Generating Facilities	Hazus
Hazardous Materials	Hazus
Demographics	Hazus

## a. Category 3 Hurricane Deterministic Scenario

Based on the Category 3 hurricane deterministic scenario input into Hazus-MH 4.2, the model estimates that approximately 10,921 buildings will be moderately damaged, and 370 buildings will be totally destroyed. The tables below display the estimated economic losses by property type and the estimated damage count also by property type.

Table 15: Economic Loss – Category 3 Hurricane.<sup>24</sup>

Property Type	Value
Residential	\$1,412,286,000
Commercial	\$228,178,000
Industrial	\$25,220,000
Other	\$274,759,000
Business Interruption	\$413,319
<b>Total Direct Economic Loss</b>	<b>\$2,353,764</b>

Source: Hazus-MH 4.2

<sup>24</sup> The building related losses are broken into two categories: direct property losses and business interruption losses. The direct property damage losses are the estimated costs to repair or replace the damage caused to the building and its contents. The business interruption losses are the losses associated with inability to operate a business because of the damage sustained during the hurricane. Business interruption losses also include the temporary living expenses for those people displaced from their homes because of the hurricane.

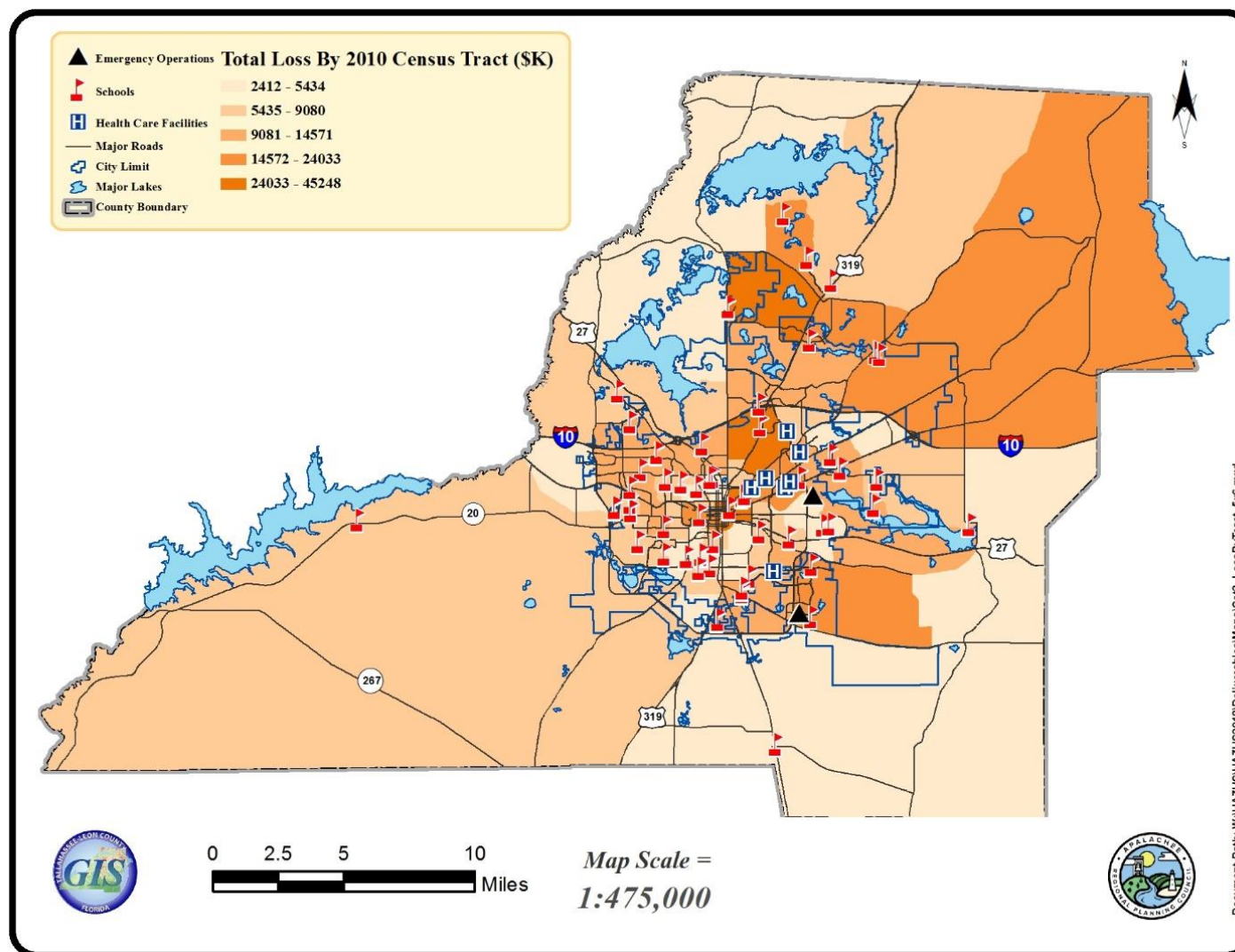
Table 16: Damage by Property Type – Category 3 Hurricane.

Property Type	Moderate	Severe	Destruction
Residential	9,293	1,037	351
Commercial	977	268	11
Government	164	51	0
Industrial	208	66	0
Education	116	42	0
Religious	74	18	0
Agriculture	89	44	8

Source: Hazus-MH 4.2

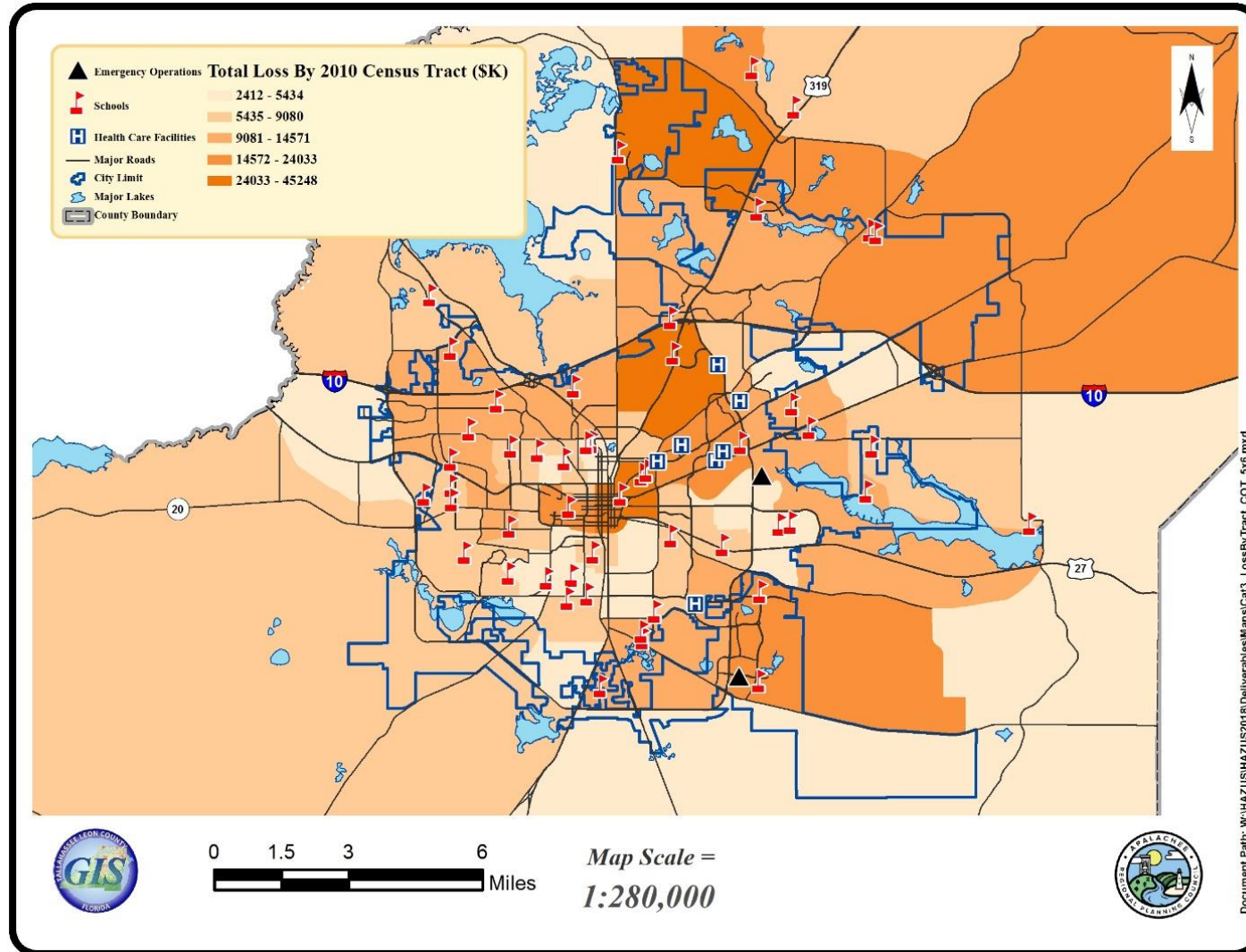
The total property damage losses were \$1.94 million, the largest loss was sustained by residential occupancies which account for over 69% of the total loss. Approximately 351 residences will be damaged enough to displace those families for a lengthy duration of time. This will require both long-term housing and social services to be provided if these families are to remain in the community. The maps below display the extent of loss by census tract in both the county and the city for the hypothetical Category 3 hurricane.

Figure 8: Category 3 Hurricane Loss by Census Tract – Leon County



Source: Hazus-MH 4.2.

Figure 9: Category 3 Hurricane Loss by Census Tract – City of Tallahassee



Source: Hazus-MH 4.2.

## b. Hurricane Michael 2018 Deterministic Scenario

In this scenario, the parameters from Hurricane Michael parameters were used to determine the impacts with peak wind gusts of 145 mph in Leon County. Given the strength Hurricane Michael maintained as it traveled inland, this level of impact in Leon County is a plausible worst-case scenario. The tables below display the estimated economic losses by property type and the estimated damage count also by property type.

Table 17: Economic Loss - Category 4 Hurricane

Property Type	Value
<b>Residential</b>	\$6,618,774,000
<b>Commercial</b>	\$1,358,096,000
<b>Industrial</b>	\$132,067,000
<b>Other</b>	\$1,597,957,000
<b>Business Interruption*</b>	\$2,121,335,000
<b>Total Direct Economic Loss*</b>	<b>\$11,828,231,000</b>

Source: Hazus-MH 4.2

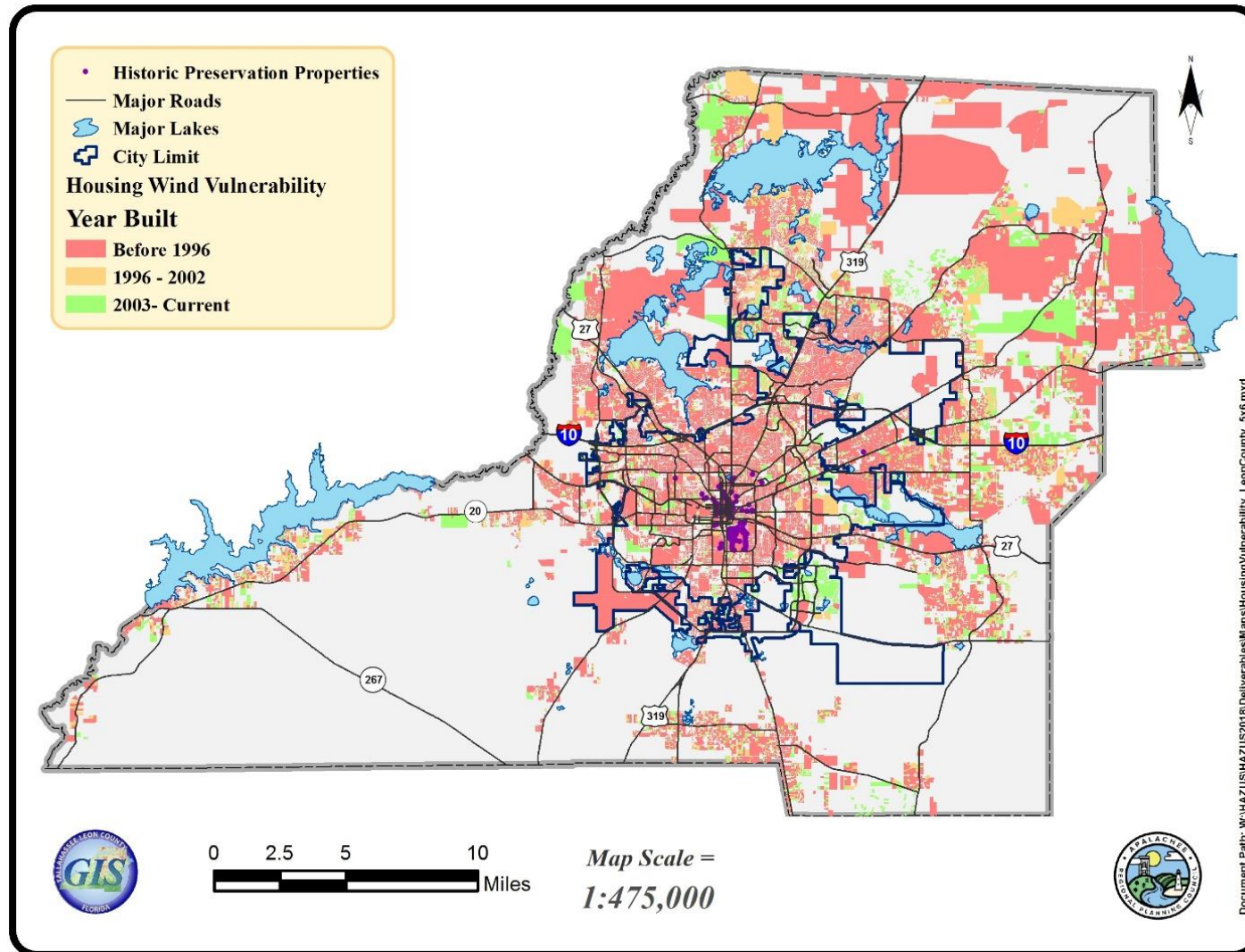
Table 18: Damage by Property Type – Category 4 Hurricane

Property Type	Moderate	Severe	Destruction
<b>Residential</b>	28,785	11,973	4,474
<b>Commercial</b>	1,759	1,756	99
<b>Government</b>	280	334	1
<b>Industrial</b>	351	392	1
<b>Education</b>	175	326	0
<b>Religious</b>	163	146	1
<b>Agriculture</b>	217	182	58

Source: Hazus-MH 4.2

- c. In 1951 the City of Tallahassee officially adopted the Southern Standard Building Code by ordinance as the first building code in the city. The Leon County Building Inspection Department was established in 1973 and the 1976 Standard Building Code was adopted. The 2001 Florida Building Code (FBC) was the first statewide code issued and was adopted by both the city and the county. Both the city and the county adopted and enforce the FBC which became effective March 1, 2009. Working with the Leon County Property Appraiser database and building officials from both the City of Tallahassee and Leon County, structural vulnerability was determined based on building codes in place in over the last six decades. The following maps indicate structural vulnerability based on the date of construction in the city and the county. They also include properties on the National Register of Historic Places. Mobile homes are also particularly susceptible to hurricanes. Several mobile home clusters are located within storm surge zones as indicated in a following map below.

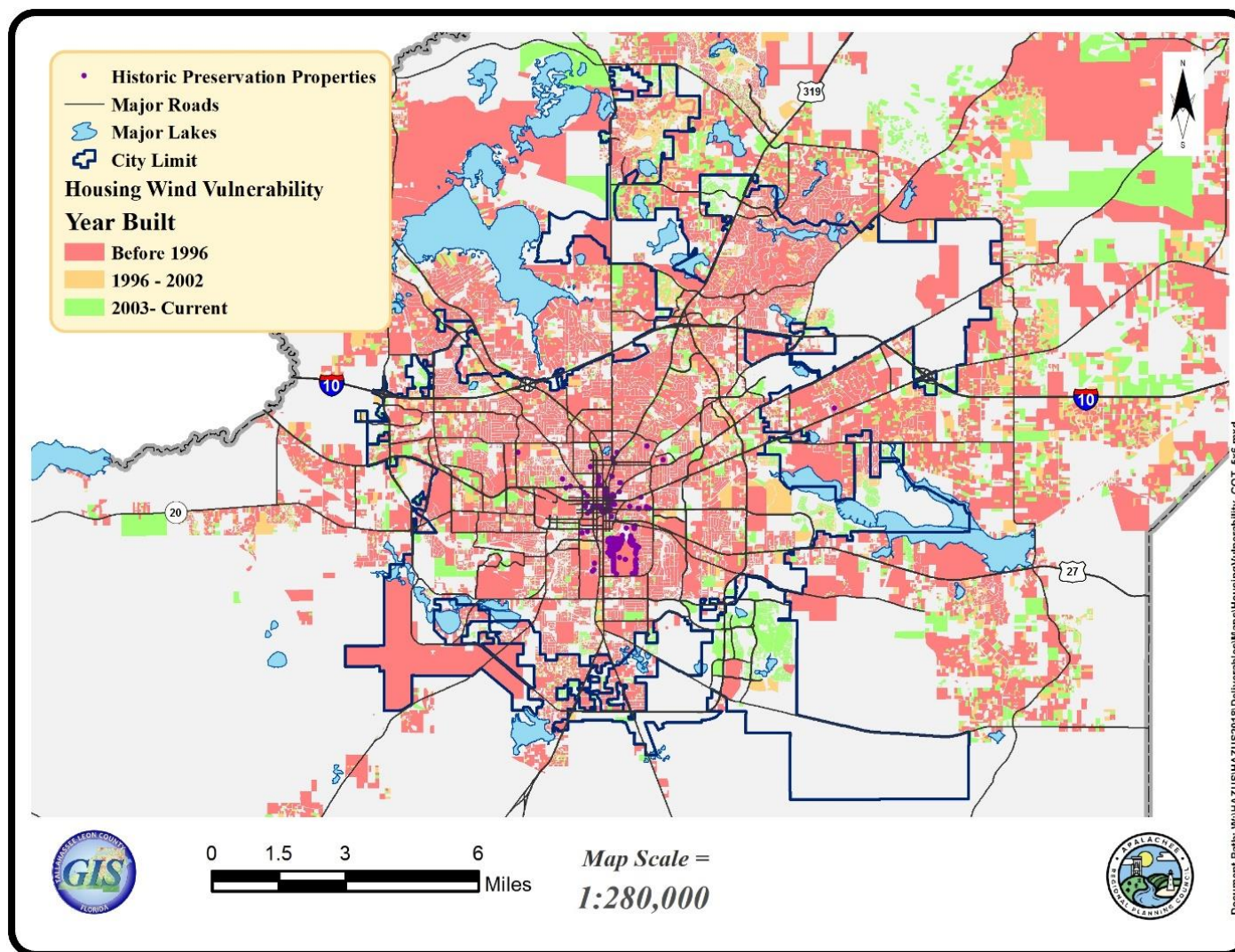
Figure 10: Housing Vulnerability – Leon County



Source: Tallahassee-Leon County GIS

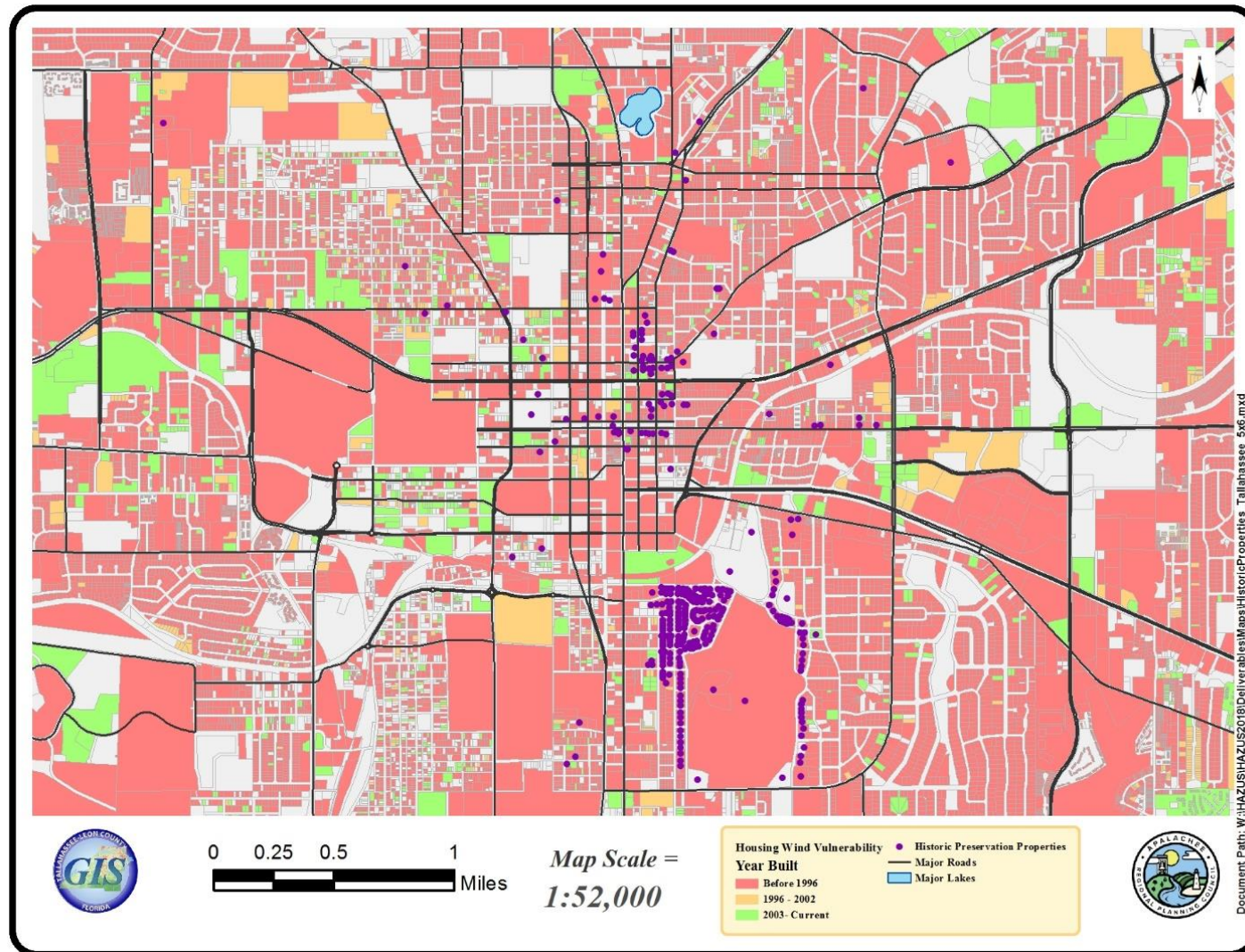


Figure 11: Housing Vulnerability – City of Tallahassee



Source: Tallahassee-Leon County GIS

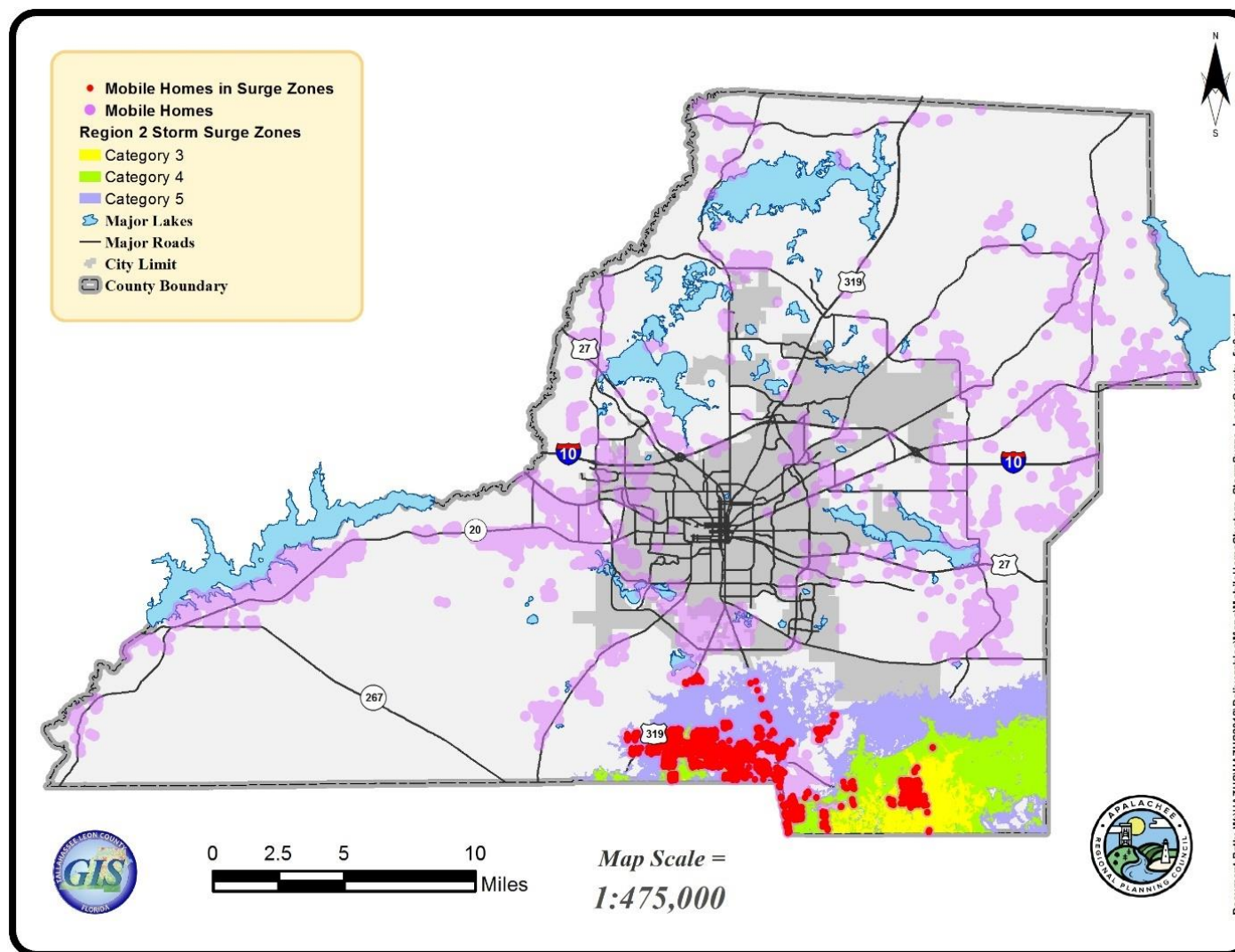
Figure 12: Historic Properties in the City of Tallahassee



Source: Tallahassee-Leon County GIS



Figure 13: Mobile Home Cluster and Hurricane Storm Surge



Source: Tallahassee-Leon County GIS

## d. Category 1 Hurricane Deterministic Scenario

In comparison, the economic loss from a category 1 hurricane is significantly less than that of a category 3 or 4 hurricane. The estimated total property damages are \$253 million, but again the largest loss was to residences which accounted for 90% of the total loss. The number of households that may need long-term housing is also significantly less. Less than 15 residences will be significantly damaged in comparison with more than 1,350 from the same hurricane making landfall as a category 3 storm. The tables below display the economic loss and damage by property type from Hazus-MH 4.2 for an impact from a category 1 hurricane.

Table 19: Economic Loss - Category 1 Hurricane

Property Type	Value
<b>Residential</b>	\$213,716,000
<b>Commercial</b>	\$6,888,000
<b>Industrial</b>	\$569,000
<b>Other</b>	\$6,767,000
<b>Business Interruption</b>	\$24,897,000
<b>Total Direct Economic Loss</b>	<b>\$252,837,000</b>

Table 20: Damage by Property Type – Category 1 Hurricane

Property Type	Moderate	Severe	Destruction
<b>Residential</b>	334	10	1
<b>Commercial</b>	25	1	0
<b>Government</b>	3	0	0
<b>Industrial</b>	4	0	0
<b>Education</b>	3	0	0
<b>Religious</b>	1	0	0
<b>Agriculture</b>	4	0	0

## e. Behavioral Analysis

According to the Apalachee Regional Evacuation Study published in 2010, 70% of the population residing in mobile or manufactured homes intends to evacuate for a category 3 hurricane while only 20% of the residents state they will leave if they live in a site built home. The majority of the evacuating population, 70% from site-built homes and 50% from mobile or manufactured homes, state they will leave their county while less than 10% intend to use a public shelter. The table below display evacuation rates for Leon County.

Table 21: Leon County Evacuation Rates

Housing Type	Storm Threat Scenario				
	Cat 1	Cat 2	Cat 3	Cat 4	Cat 5
Site Built	5%	10%	20%	25%	30%
Mobile or Manufactured Home	50%	55%	70%	80%	85%

Source: Apalachee Regional Evacuation Study, 2010

*Debris*

Besides the damage severe weather (storm) events can produce, high winds can also create significant quantities of debris from downed trees, branches and damaged buildings. This debris can impede emergency management efforts; present a safety hazard for emergency and repair workers and citizens; and present significant storage and disposal issues.

A 1999 study by the Florida Department of Community Affairs was conducted to estimate how much debris may be produced by different storm intensities. The objective was to help local governments assess their capacity to collect and dispose of debris in the post-storm period. For this study, DCA utilized the TAOS model to estimate the number and type of parcels that will produce debris of 10 cubic yards/acre or more for each of the six storm intensities.<sup>25</sup>

The data generated by the TAOS model are presented in Table 20. Structure types are classified as mobile homes, residential, commercial, and industrial. The winds produced by a tropical storm do not significantly contribute to the production of debris of more than 10 cubic yards/acre, as most parcels remain unaffected in the city and county. However, a Category 1 storm results in a significant increase in debris production. Affected parcel percentages for the study area range from 55-77 percent, while county percentages are much lower at 21-33 percent. This is probably due to fewer structures in the unincorporated areas. The most telling TAOS model prediction is that nearly 100 percent of all parcels will produce debris of 10 cubic yards/acre or more for the remaining storm intensities.

Table 22: Debris Produced by Tropical Storms and Hurricanes.<sup>26</sup>

Structure Type	Debris Of 10 Cubic Yards Or More Per Acre <sup>27</sup>											
	Tropical Storm				Category 1 Storm				Category 2 Storm			
	City Parcels		Co. Parcels		City Parcels		Co. Parcels		City Parcels		Co. Parcels	
	#	%	#	%	#	%	#	%	#	%	#	%
Mobile Homes	2	<1	32	<1	396	55	1,081	21	724	100	5,194	99
Residential	623	2	199	<1	23,837	63	4,869	21	37,586	100	22,997	99
Commercial	11	<1	3	<1	1,658	68	154	44	2,432	100	352	99
Industrial	3	<1	1	<1	431	74	95	35	586	100	269	99
Govt./Educ.	9	<1	0	0	861	77	120	33	1,125	100	367	99

<sup>25</sup> Ten cubic yards of debris was selected as a threshold level for this analysis because it approximates the carrying capacity of a standard dump truck.

<sup>26</sup> Source: DCA, TAOS, 1999.

<sup>27</sup> All parcels are affected with 10 cubic yards or more of debris/acre in Category 3-5 storms.

Following a major storm event, there is usually significant public pressure to reinstate electrical power as quickly as possible, among other services. Electric power makes possible air conditioning, lights, preservation of food, and use of computers and cell phones, which are increasingly essential infrastructure, especially in an emergency situation.

Actions that can be taken to mitigate the potential impact of debris on local transportation and power distribution systems include the replacement of aboveground lines with buried lines, and the trimming of trees around above-ground electrical infrastructure such as poles and power lines. However, burying power lines in existing developed areas can be time-consuming and expensive, as well as impact existing trees. Additionally, underground lines may cost more to service than above ground lines, although the rate of required service may be less.

Trimming trees is regularly conducted by the City of Tallahassee. Many homeowners also trim trees on their property for the same reasons. Keeping trees trimmed and healthy is one of the single best actions homeowners and other property owners can take to mitigate the effects of major storms.

In 1951 the City of Tallahassee officially adopted the Southern Standard Building Code by ordinance as the first building code in the city. The Leon County Building Inspection Department was established in 1973 and the 1976 Standard Building Code was adopted. The 2001 Florida Building Code (FBC) was the first statewide code issued and was adopted by both the city and the county. Both the city and the county adopted and enforce the FBC which became effective March 1, 2009. Working with the Leon County Property Appraiser database and building officials from both the City of Tallahassee and Leon County, structural vulnerability was determined based on building codes in place in over the last six decades. The following maps indicate structural vulnerability based on the date of construction in the city and the county. They also include properties on the National Register of Historic Places.

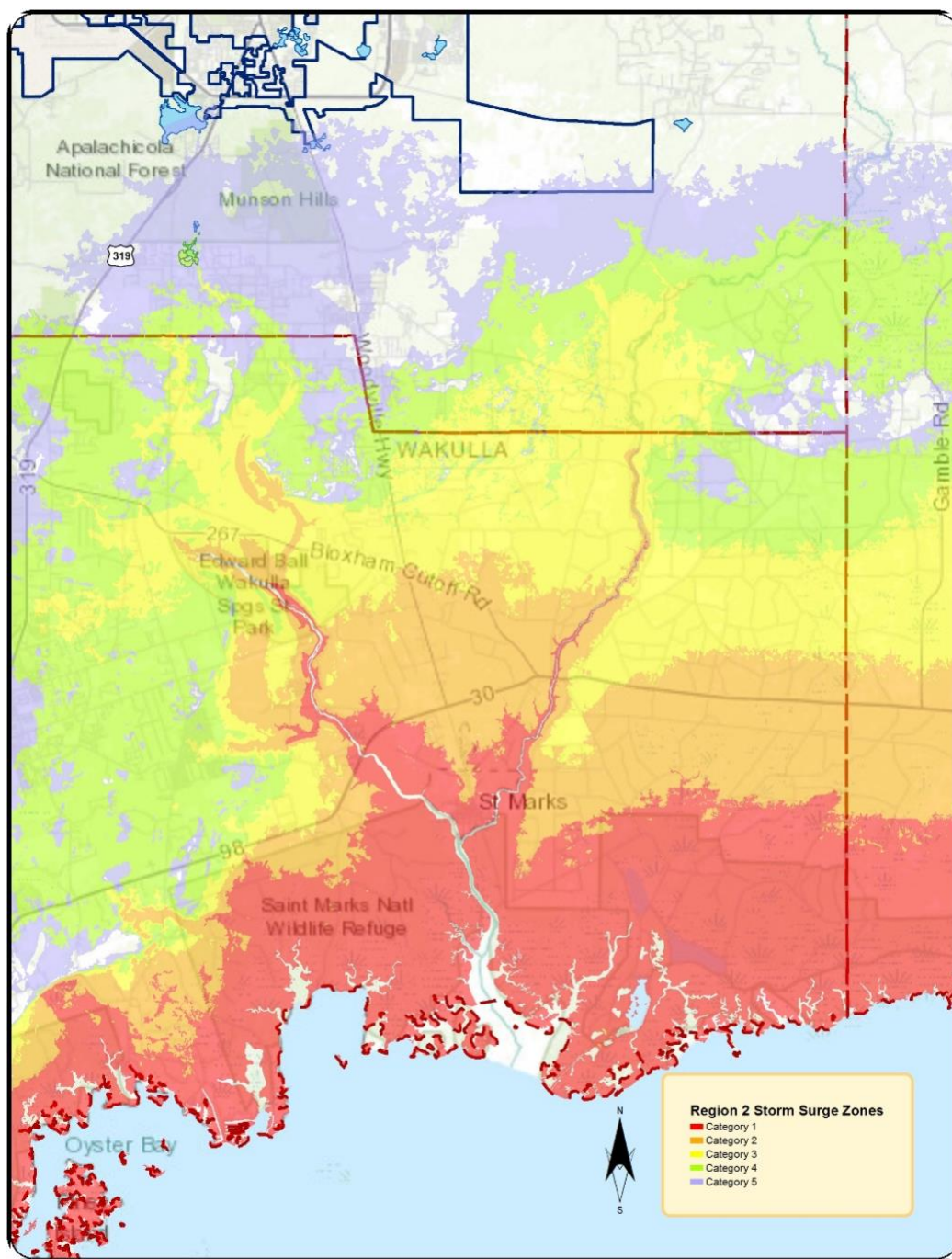
### *Storm Surge*

Storm surges can affect river and stream valleys and adjacent low-lying lands along the southern and southeastern borders of Leon County. High water, particularly moving water commonly associated with tsunamis, can damage structures and other property, and sweep away people, livestock, and other living beings and materials.

The following figure indicates the predicted extent and vulnerability within Leon County to flood damage from a tropical cyclone storm surge. A storm surge appears in Leon County beginning with a Category 3 storm (see Maps 3-5). Affected areas include the southern portion of Leon County just north of Munson Slough and in the southeast along the St. Marks River.

A storm surge from a Category 3 or 4 hurricane would reach the southernmost areas of Leon County within the 100-year floodprone areas south of Oak Ridge Road and the county line (also known as the southern reaches of the Munson Slough), and within the lowlands surrounding the St. Marks River in the extreme southeast corner of Leon County. The storm surge from a Category 5 hurricane is projected to reach almost all the way to Tram Road and Capital Circle as indicated. The level of expected flooding from a storm surge depends on many factors, but for a Category 5 hurricane, storm surges could reach 24' in depth in Leon County, as occurred during Hurricane Camille in 1969 in Mississippi.

Figure 14: Estimated Hurricane Storm Surge within Franklin and Leon counties.<sup>28</sup>



The impacts of this flooding would affect residential and other structures and associated infrastructure such as septic tanks, along with roadways within these areas. Injuries and fatalities would be very

<sup>28</sup> Apalachee Regional Planning Council, 2018.

limited in these areas given advance warning and a mandatory evacuation. A tsunami, although unlikely, would provide little to possibly no warning, unlike a hurricane.

Based on this and the historical record, the probability of a tsunami affecting Leon County and the City of Tallahassee is **unlikely** as defined under Section 2.2.1 Risk. However, the probability based on the historical record of a storm surge event, which is associated with tropical cyclones affecting Leon County and the City of Tallahassee is **occasional**.

### Vulnerability Summary

Based on the Hazus modeling results, Leon County and the City of Tallahassee are vulnerable to property damage from wind, water, and flooding resulting from hurricanes and tropical storms, including storm surges associated with Category 3 or stronger hurricanes. (Flooding will be discussed in further detail later in this document.) Wind and water damages are highly correlated with storm intensity, and property-specific and area-wide flooding is correlated with storm size and speed, not necessarily intensity. Due to Leon County's inland location, a majority of damage will be caused from high winds. The southern border area of Leon County is also vulnerable to flooding from storm surges.

High winds can topple trees, which can damage structures and infrastructure. Because many areas within Leon County and the City of Tallahassee have a moderate to heavy tree cover, and because the majority of electric and telephone lines are aboveground (and many newer underground lines are primarily served by existing overhead lines), power outages are associated with high winds and heavy rain. Blocked roads and limited access from fallen trees and tree limbers also affective response time and debris management.

### *Vulnerable Populations*

Although hurricanes and tropical storms can affect large populations equally, there are certain population groups that are more vulnerable than others. For instance, local emergency management and public health planners have identified Special Needs Shelter(s) for those "who during periods of evacuation or emergency, requires sheltering assistance, due to physical impairment, mental impairment, cognitive impairment or sensory disabilities." The loss of power during and following hurricanes and tropical storms can affect people with special needs such as those who require medical care that relies on a steady source of electricity.

Another group in Leon county particularly vulnerable to the effects of hurricanes and tropical storms are homeless people. The number of homeless people is difficult to estimate because counting persons who do not have a permanent address is difficult. Homeless populations are usually divided into those who are sheltered (i.e., homeless shelters, churches, etc.) and those who are unsheltered (i.e., living on the street, illegally squatting in structures of various kinds, or in the woods in tents). These numbers are also subject to change as people move in and out of shelters, arrive in or leave Leon County, and/or transition into housing.

According to the Florida interagency Council on Homeless 2018 report, the annual statewide Point-in-Time count indicated the following total number of homeless persons within the Big Bend Continuum



of Care geographic area, which includes Franklin, Gadsden, Jefferson, Leon, Liberty, Madison, Taylor, and Wakulla counties.

Table 23. Estimated Number of Homeless Persons by Year within the Big Bend Continuum of Care Area.<sup>29</sup>

Year	2014	2015	2016	2017	2018
<b>Total Number of Homeless</b>	805	863	869	1,072	909

The 2018 count total of 909 homeless people comprised 810 sheltered and 99 unsheltered persons.<sup>30</sup> Although this is a slight decrease over the 2017 estimate, it is anticipated that the number of homeless within Leon County will continue to increase locally correlated with the increasing cost of housing.

Unsheltered homeless people are the most vulnerable to hurricanes and tropical storms, particularly if they are not aware of an incoming storm and/or if their camp is in a low area that is vulnerable to flooding. The conditions following a storm can exacerbate their plight if there is no power for local stores, shelters, libraries, and other places where those with few choices can go dry out, get food and a shower, recharge cell phones, or even just escape the heat and mosquitos that come out after a storm.

### *Storm Surge*

The southern portion of Leon County is vulnerable to storm surges and associated flooding. Figure 14 above indicates estimated surges associated with Category 1-5 hurricanes. Flooding from storm surges can be therefore expected as the result of strong hurricanes along the St. Marks River and Munson Slough, and within broader areas extending northwards into Leon County and possibly the extreme southernmost portions of the City of Tallahassee.

The worst-case event of a storm surge would be generated by a Category 5 hurricane. Flooding associated with this storm surge, as indicated in Figure 14, would likely affect the following developed features in Leon County:

- Highways 319 South, 61 (Wakulla Springs Road), Woodville Highway, and all collector and local roadways in the southeast quadrant of the county south of Tram Road and east of Highway 319 South
- Approximately 2,900 residential parcels, five schools, 30 retail businesses, 17 religious/non-profit parcels, 20 warehouse parcels, eight office parcels, 11 multi-family parcels, and eight transportation/communications/utilities parcels. This would include approximately 12 mobile home clusters identified in Figure 12. These areas are within the area on Figure 30 indicated as the estimated storm surge associated with a Category 5 hurricane.

<sup>29</sup>Florida interagency Council on Homeless 2018 report.

<sup>30</sup><https://myflfamilies.com/service-programs/homelessness/docs/Council%20on%20Homelessness%20Annual%20Report%202018.pdf>.

## Risk Assessment

Based on the historical data, the Tropical Meteorology Research Project, the U.S. Landfalling Hurricane Probability Project, and the Hazus analysis, hurricanes and tropical storms are classified as a **high risk** to Leon County residents. Historical records reveal tropical storm or hurricane-related damages occur with an average frequency of once every two years. Predictably, damage totals rise significantly with increased storm intensity.

Based on the data, storm surge is classified as a **low risk** to Leon County residents. Figure 32 indicates that only a small area of southern Leon County is vulnerable to storm surge events.

## **2.9 Severe Storms**

This section includes the hazard profiles and vulnerability analyses for thunderstorms, tornadoes, and lightning because these events are so closely related.

### General Description and Location

#### *Thunderstorms*

According to the National Oceanic and Atmospheric Administration (NOAA), a thunderstorm is a rain shower during which thunder is heard. Because thunder comes from lightning, all thunderstorms have lightning. A thunderstorm is classified as "severe" when it contains one or more of the following: hail three-quarters inch or greater; winds gusting in excess of 50 knots (57.5 mph); or a tornado.<sup>31</sup>

The typical thunderstorm is 15 miles in diameter and lasts an average of 30 minutes. Nearly 1,800 thunderstorms are happening at any moment around the world. Thunderstorms are most likely to occur in the spring and summer months and during the afternoon and evening hours but they can occur year-round and at all hours of the day or night. Along the Gulf Coast and across the southeastern and western states, most thunderstorms occur during the afternoon.

Heavy rain from thunderstorms can lead to flash flooding. Strong winds, hail, and tornados are also dangers associated with some thunderstorms. Thunderstorms typically produce heavy rain for a brief period, anywhere from 30 minutes to an hour. About 10 percent of thunderstorms are classified as severe—one that produces hail at one inch in diameter or greater, has winds of 57.5 (50 knots) miles per hour or higher, or produces a tornado.<sup>32</sup>

#### *Tornadoes*

A tornado is a violently rotating column of air extending between, and in contact with, a cloud and the surface of the earth. The most violent tornadoes are capable of tremendous destruction with wind speeds of 250 miles per hour or more. In extreme cases, winds may approach 300 miles per hour. Damage paths can be in excess of one mile wide and 50 miles long.

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<sup>31</sup> NOAA National Severe Storms Laboratory, 2019, <https://www.nssl.noaa.gov/education/svrwx101/thunderstorms/>.

<sup>32</sup> FEMA, Thunderstorms, <https://www.nssl.noaa.gov/education/svrwx101/thunderstorms/>.



The most powerful tornadoes are produced by “super-cell thunderstorms.” These storms are affected by horizontal wind shears (winds moving in different directions at different altitudes) that begin to rotate the storm. This horizontal rotation can be tilted vertically by violent updrafts, and the rotation radius can shrink, forming a vertical column of very quickly swirling air. This rotating air can eventually reach the ground, forming a tornado.

Severe thunderstorms can produce tornadoes, high winds, and hail—any of which can cause extensive property damage and loss of life. Thunderstorms form when warm, moist air collides with cooler, drier air. Because these masses tend to come together during the transition from summer to winter, most thunderstorms occur during the spring and fall months.

Tornadoes occasionally accompany tropical storms and hurricanes that move over land. Tornadoes are the most common to the right and front of the storm center path as it comes ashore. Tornadoes vary in terms of duration, wind speed and the toll that they take. Tornadoes are classified by their wind speed and destructiveness. The Fujita (or simple “F”) Scale of tornado intensity has been traditionally used to rate the intensity of a tornado by examining the damage caused by the tornado after it has passed over a man-made structure. On February 1, 2007, NOAA’s National Weather Service fully implemented the Enhanced Fujita (EF) scale to rate tornadoes, replacing the original Fujita Scale. The EF Scale will still rate tornado categories from zero to five, but the ranges of wind speed in each category are now more accurate. The table below describes Enhanced Fujita Scale ratings and the associated wind speeds and type of damage for each F-Scale tornado number.

Table 24. Enhanced Fujita (EF) Scale of Tornado Intensity.<sup>33</sup>

EF-Scale Number	3-second Gust	Type of Damage Done
EF0	65-85 mph	Minor damage. Peels surface off some roofs; some damage to gutters or siding; branches broken off trees; shallow-rooted trees pushed over. Confirmed tornadoes with no reported damage (i.e., those that remain in open fields) are always rated EF0.
EF1	96-110 mph	Moderate damage. Roofs severely stripped; mobile homes overturned or badly damaged; loss of exterior doors; windows and other glass broken.
EF2	111-135 mph	Considerable damage. Roofs torn off from well-constructed houses; foundations of frame homes shifted; mobile homes completely destroyed; large trees snapped or uprooted; light-object missiles generated; cars lifted off ground.
EF3	136-165 mph	Severe damage. Entire stories of well-constructed houses destroyed; severe damage to large buildings such as shopping malls; trains overturned; trees debarked; heavy cars lifted off the ground and thrown; structures with weak foundations are badly damaged
EF4	166-200 mph	Devastating damage. Well-constructed and whole frame houses completely leveled; some frame homes may be swept away; cars and other large objects thrown, and small missiles generated.
EF5	Over 200 mph	Incredible damage. Strong-framed, well-built houses leveled off foundations and swept away; steel-reinforced concrete structures are critically damaged; tall buildings collapse or have severe structural deformations; cars, trucks, and trains can be thrown approximately 1 mile (1.6 km).

<sup>33</sup> [https://en.wikipedia.org/wiki/Enhanced\\_Fujita\\_scale](https://en.wikipedia.org/wiki/Enhanced_Fujita_scale).

Tornados can occur anywhere within Leon County and the City of Tallahassee. They are relatively rare, but they have occurred in the past and are likely to occur in the future.

### *Lightning*

Lightning is a sudden electrostatic discharge during an electric storm between electrically charged regions of a cloud, between clouds, or between a cloud and the ground. A lightning flash is referred to as a strike if it hits an object on the ground. Although lightning is always accompanied by the sound of thunder, distant lightning may be seen but may be too far away for the thunder to be heard.<sup>34</sup> Lightning can strike up to 10 miles from a thunderstorm. If an individual can hear the rumble, a bolt is close enough to hit.

Lightning is associated with thunderstorms. Florida is commonly subject to strong weather systems as the result of sea breezes that move inland from the ocean and settle over the moisture-rich atmosphere of the peninsula and other coastal areas. These sea breezes are like weak cool fronts that push toward the hot land in the interior. The temperature differential creates the ideal conditions for thunderstorm development, and lightning. Thunderclouds and showers form along the boundaries and become stronger when the east-west sea breezes collide in the middle of the state. Lightning can occur anywhere within Leon County and the City of Tallahassee.

### Historical Occurrences

#### *Thunderstorms*

Florida has the highest average precipitation of any state, in large part because afternoon thunderstorms are common in most of the state from late spring until early autumn. Hail can accompany the most severe thunderstorms.

Precipitation data collected over an approximate 60.5-year period from near the Tallahassee Municipal Airport indicates an annual average rainfall of 64.8 inches, with 1964's 104.2 inches as the wettest year on record, and 90 inches of rain recorded in 1994. July is the wettest month and experiences rainfall of the highest average intensity. Summer provides the largest seasonal contribution, accounting for 38 percent of annual precipitation. The average storm for the period produced 0.7 inches, with average peak intensity recorded around 0.3 inches/hour. Based on the FDOT IDF curves the following expected frequencies and magnitudes of historic storm events of 24-hour duration:

2-year frequency:	4.7 inches
25-year frequency:	8.5 inches
10-year frequency:	7.5 inches
100-year frequency:	10.9 inches

The region has experienced multiple storms that have resulted in significant rainfall. The most notable

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<sup>34</sup> <http://en.wikipedia.org/wiki/Lightning>.

events for the study period were tropical storms Allison (2001), Helene (2000), Becky (1970), and Fay (2008). Table 24 provides a summary of the most severe rainfall events recorded in Leon County and Tallahassee between 1958 and 2018. This is not a complete record of storms, but only the most severe. Thunderstorms are almost a daily occurrence in Leon County and the City of Tallahassee on summer afternoons, and they are common when cold fronts blow through in the winter.

The City of Tallahassee and Leon County experienced significant rainfall levels associated with tropical storms Alberto and Beryl and Tropical Depression #10 in 1994, hurricanes Bonnie, Frances and Jeanne in 2004, and T.S. Debby in 2012. The most recent storm event that caused flooding in many areas of Leon County and the City of Tallahassee occurred on April 30, 2014. A state of emergency was declared by the Governor for 26 counties, including Leon County. However, these events did not exceed in rank any event in the following table.

Table 25: Severe Storm Events in Leon County by Rank, 1958 – 2014.<sup>35</sup>

Rank	Date	Storm Depth	Storm Duration (Hours)	Peak 15-min. Intensity (Inches/ Hour)	Peak 1-Hour Intensity (inches/ Hour)	Estimated Design Storm (Frequency/ Duration)	Storm Name
1	September 8, 1968	6.52	5	6.48	4.83	150yr/1hr	
2	September 20, 1969	13.83	74	5.20	2.18	125yr/48hr	T.D. #29
3	June 9, 2001	10.58	65	5.68	4.53	125yr/1hr	T.S. Alison
4	March 2, 2002	11.58	30	3.48	2.40	100yr/4hr	
5	September 22, 2000	8.62	38	4.40	3.04	100yr/4hr	T.S. Helene
6	July 21, 1970	8.18	19	5.32	3.46	100yr/4hr	T.S. Becky
7	August 22, 2008	12.82	78	2.20	1.33	75yr/72hr	T.S. Fay
8	December 3, 1964	9.78	44	2.40	2.15	40yr/24hr	
9	July 17, 1964	9.89	51	4.20	3.44	35yr/2hr	
10	August 18, 1998	4.45	6	5.16	3.82	35yr/1hr	
11	March 1, 1994	8.22	18	3.12	1.49	35yr/12hr	
12	March 2, 1991	9.48	26	2.64	1.91	35yr/24hr	
13	August 5, 2001	10.18	37	3.64	2.23	30yr/48hr	T.S. Barry
14	June 23, 2012	10.09	70	1.84	1.16	30yr/48hr	T.S. Debby
15	June 15, 1986	3.90	3	4.80	3.70	30yr/1hr	

According to the NOAA National Climatic Data Center, 410 days with thunderstorm events were reported in Leon County between 09/09/2009 and 09/09/2019.<sup>36</sup> Wind gusts associated with these events ranged from 41 to 60 knots. Two fatalities were recorded on two days of these events, and at least 83 events caused varying amounts of property damage.

<sup>35</sup> City of Tallahassee, Water Resources Engineering, 2019.

<sup>36</sup> NOAA National Climatic Data Center, <http://www.ncdc.noaa.gov/>.

## *Tornadoes*

Tornadoes are a relatively infrequent occurrence in Leon County. Nevertheless, because it is situated less than 30 miles from the Gulf of Mexico, Leon County is vulnerable to tornado events primarily associated with hurricanes. Tornadoes associated with summer or winter storm fronts are rare. Nevertheless, tornadoes have occurred throughout Leon County and have developed from severe storm systems over land.

Generally, there is an inverse correlation between the intensity and occurrences of tornadoes. However, as a tornado increases in scale, its power to destroy property, inflict injuries, and create fatalities increases dramatically. Populations especially vulnerable are those residing in older manufactured homes and substandard site-built homes.

There have been five days with tornado events reported in Leon County between 09/09/2009 and 09/09/2019. Table 25 lists all of the reported tornado sightings for Leon County in this time period.

Until March of 2019, no tornadoes reported at a F3 scale or higher had been reported to date in Leon, Gadsden, Liberty, Wakulla and Jefferson counties. However, an E3 Based on historic records from the period 1950 to 2014, tornadic activity within this region has resulted in a total of eleven injuries and two fatalities. Leon County has been fortunate in this regard, as there have been no reported tornado-related deaths or and only 2 injuries within the county during the last 60 years. The following table details historical occurrences of tornado events in Leon County from 1950 through 2014.

Table 26: Leon County Tornado History, 2009-2019.<sup>37</sup>

Date	F-scale
December 9, 2009	EF0
April 7, 2014	EF0
April 19, 2015	EF1
March 3, 2019	EF3
April 19, 2019	EFO

## *Lightning*

Florida is the most lightning prone state in the U.S. The corridor from Tampa Bay, FL to Titusville, FL (a.k.a. “Lightning Alley”) receives the most lightning in the United States on an annual basis. Furthermore, more than 90% of the lightning in this area occurs from May through October, between the hours of noon and midnight. During this time of day and year, people in Central Florida who spend a large portion of their lives outdoors (e.g. construction workers, park rangers, golfers, campers etc.) are much more likely to be struck than anytime or anywhere else in the country.

On average, Florida receives an average of 1,447,914 cloud-to-ground lightning strikes per year. This averages out to 25.3 flashes per square mile annually, though the highest density of lightning flashes occurs in the central and southern Florida Peninsula. Over the past 50 years (1959-2010), Florida has

<sup>37</sup>NOAA National Climatic Data Center, <http://www.ncdc.noaa.gov/>.

recorded 461 fatalities and over 1,790 injuries due to lightning. Also, lightning can also result in property loss, damage to aircraft and electronics, and can be the spark that ignites devastating wildfires.<sup>38</sup>

Based on data provided by the NOAA National Climatic Data Center, there were 1,385,710 cloud-to-ground lightning flashes in Florida in 2018.<sup>39</sup>

Because of this prevalence of strikes, Florida tops the national list for lightning deaths with 471 deaths between 1959 and 2013.<sup>40</sup> According to data collected and maintained by NOAA, Florida had 49 fatalities from lightning from 2009 through 2018. This continues to place Florida first in rankings by state for lightning fatalities.<sup>41</sup> There are no recorded fatalities from lightning in Leon County.

Lightning strikes are usually recorded when they cause damage, including wild or structural fires. According to data maintained by the NOAA National Climatic Data Center, there were ten lightning strike events that caused property damage in Leon County between 09/09/2009 and 9/9/2019.<sup>42</sup> Although no injuries or fatalities were recorded because of these events, eight of these events caused fires that caused property damage.

The Tallahassee Fire Department recorded 75 structure fires resulting in nearly \$1.5 million of property damage caused by lightning strikes from 2004-2009.<sup>43</sup> There are six recorded wildfires of varying sizes that were started by lightning in the time period of July 2010 to late May of 2012.<sup>44</sup>

### Estimated Impacts, Probability, and Extent

#### *Thunderstorms*

The impacts of thunderstorms vary greatly based on the presence and degree of high winds, rain and/or hail, and the specific area affected by a storm. Recorded local impacts of thunderstorms include high winds breaking branches and topple trees, which can and have affected structures, roadways, vehicles, power lines, cable, and other critical infrastructure. High winds have brought down traffic lights, blown out windows in tall buildings, and grounded emergency services aircraft.

Microbursts, defined as a localized column of sinking air caused by a small and intense downdraft (the air does not spin like it does in the case of a cyclone or tornado), also occur within thunderstorms in Leon County. There are several instances where microbursts have brought down large trees and damaged property, including several homes in the Glendale neighborhood in 1996 and the roof of the Donald L. Tucker Civic Center in the early 2000s.

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<sup>38</sup> <https://cacarc.wordpress.com/2011/06/20/2011-national-lightning-safety-awareness-week-facts-about-lightning/>.

<sup>39</sup> Vaisala 2018 Annual Lightning Report, <https://www.vaisala.com/en/lp/2018-annual-lightning-report>.

<sup>40</sup> [http://articles.orlandosentinel.com/2013-07-05/news/os-lightning-deaths-florida-20130705\\_1\\_lightning-alley-lightning-deaths-john-jensenius](http://articles.orlandosentinel.com/2013-07-05/news/os-lightning-deaths-florida-20130705_1_lightning-alley-lightning-deaths-john-jensenius).

<sup>41</sup> [www.vaisala.com/lightning](http://www.vaisala.com/lightning).

<sup>42</sup> Ibid.

<sup>43</sup> Tallahassee Fire Department, 2009.

<sup>44</sup> Florida Department of Agriculture and Consumer Services, <http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildland-Fire/Resources/Wildland-Fire-Daily-Report-for-Florida>.

The rainfall associated with thunderstorms floods streets, drainage ditches, lakes, watercourses, and structures, particularly within floodprone areas within Leon County and the City of Tallahassee. Rainfall in sufficient amounts and/or duration can overwhelm stormwater management facilities and conveyance systems. If this rainfall is within a closed basin, and if there is no route for this stormwater to drain (e.g., sinkhole), the accumulated stormwater can damage structures and other property.

The impacts of thunderstorms can also vary depending on where these events occur. However, because thunderstorms can occur anywhere in the County, all citizens, structures, and critical facilities and systems can potentially be affected by the effects of these storms.

Based on historical data, it is anticipated the probability of future events for this hazard would reflect the historical frequency of occurrences, and that Leon County and the City of Tallahassee or portions thereof could expect an average of approximately four severe thunderstorms per year containing damaging winds of 58 miles per hour or greater, rainfall exceeding one inch in an hour, and/or hail of  $\frac{3}{4}$  of an inch or greater. The probability based on the historical record of a severe thunderstorm affecting Leon County and the City of Tallahassee is **highly likely**.

### *Tornadoes*

Extensive damage to infrastructure, public and private property can be expected and has occurred locally from tornados. Wind damages from tornados have devastating potential, particularly for manufactured homes. The area affected by tornados is relatively small, depending on their speed, size, and height above ground, but these effects can be significant. Tornados can break branches and topple trees, which can affect structures and other property such as automobiles, power lines, and other critical infrastructure. Tornados can also affect traffic lights, blow out windows, and ground emergency services aircraft. Because tornados can occur anywhere in the County, all citizens, structures, and critical facilities and systems can be potentially affected.

Between 1950 and 2014, tornados in Leon County have caused two recorded injuries. On March 7, 2008, a category F1 (maximum wind speeds 73-112 mph) tornado injured one person and caused \$1 million in damages.<sup>45</sup> There were several tornados reported during the Florida Severe Storms event from March 26, 2009 to May 5, 2009. This was a declared a Major Disaster (DR-1831).<sup>46</sup>

Based on these historical records, Leon County and the City of Tallahassee can expect an F0 tornado at least once every four years. The worst-case scenario would be an F2 tornado once every 16 years. However, the extent of any damage depends on where a tornado may touch down and how long it lasts. Because tornadoes can occur anywhere within the county, all citizens, structures, and critical facilities are at risk and may be affected.

When compared to other Florida counties, the probability of a tornado in Leon County is low. Nevertheless, as population and development increases, the risk of property damage, injuries, and fatalities increases. Overall, the probability based on the historical record of a tornado affecting Leon County and the City of Tallahassee is **likely**.

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<sup>45</sup> [http://www.city-data.com/county/Leon\\_County-FL.html#ixzz3WH7FWob1](http://www.city-data.com/county/Leon_County-FL.html#ixzz3WH7FWob1).

<sup>46</sup> Ibid.

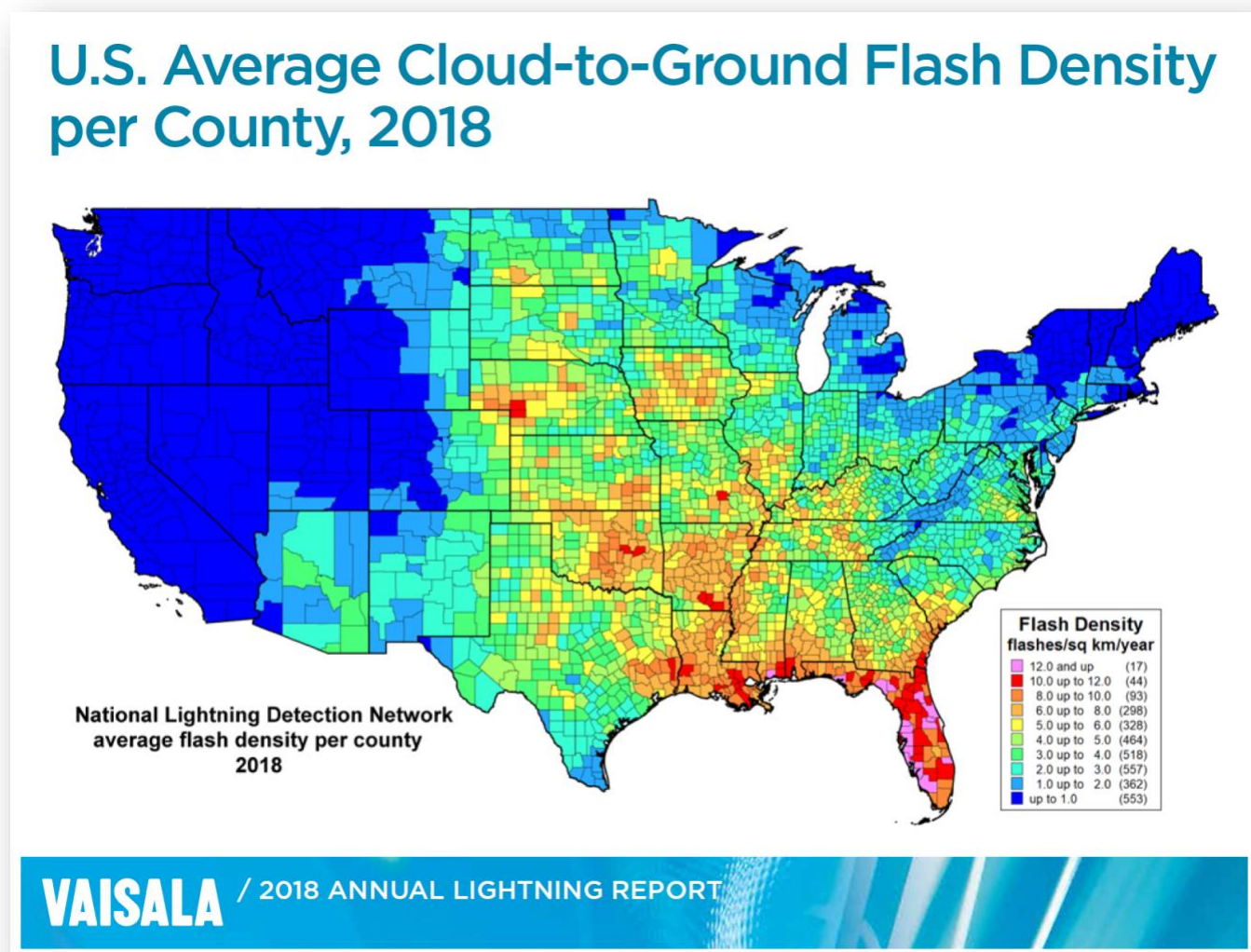
### *Lightning*

Based on the data summarized above, lightning can cause injuries, fatalities, and forest and structure fires. Lightning can damage electrical systems and other infrastructure, kill trees, and physically damage structures.

According to data maintained by the NOAA National Climatic Data Center, a lightning strike that causes property damage occurs on average at least once a year. Additional data provided by the Tallahassee Fire Department indicates that lightning caused on average 15 structure fires annually between 2004-2009.

There are several measures of lightning, including flash density maps. These are based on data acquired and managed by the National Lightning Detection Network. According to the 2018 Annual Lightning Report prepared by Vaisala under contract to NOAA, Florida leads the nation in lightning flash density per square kilometer.



Figure 15: U.S. Average Cloud-to-Ground Flash Density per County, 2018.<sup>47</sup>

Lightning can occur anywhere in Leon County and the City of Tallahassee. Therefore, all citizens, structures, and critical facilities and systems can be potentially affected.<sup>48</sup> However, the vulnerability is heightened in certain locations as described below.

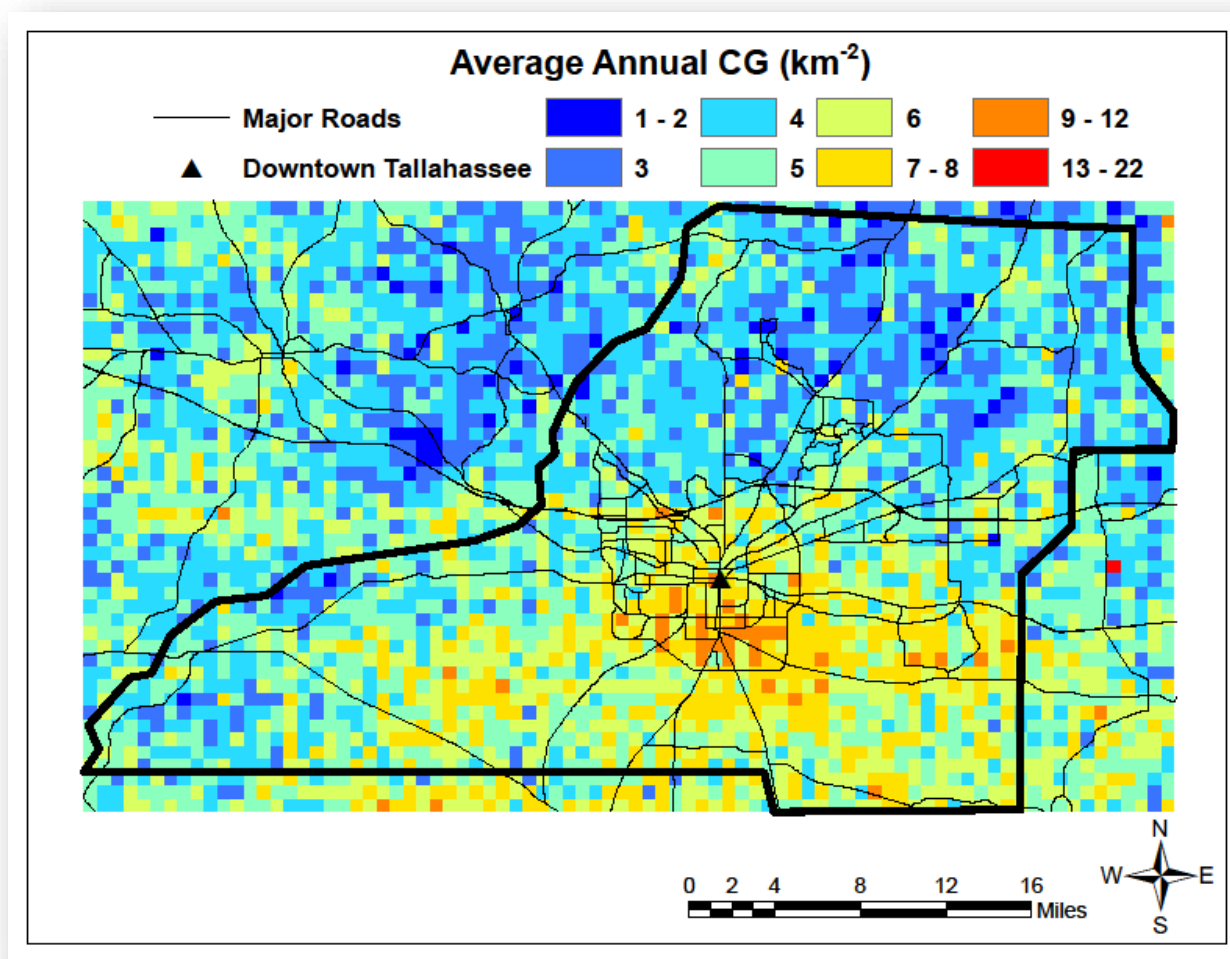
According to Figure 17, Leon County has a flash density of between 10-12 flashes/square kilometer/year, which is the second-highest classification level measured by the National Lightning Detection Network. A lightning flash density map produced by Florida State University's Department of Meteorology indicates that the average annual number of CG flashes ranges within the county from 1-2 to 9-12, depending on location. The southern portions of the urban area of Tallahassee, as well as several large areas south of the city, are more prone to lightning than other areas within the county.

<sup>47</sup> [www.vaisala.com/lightning..](http://www.vaisala.com/lightning..)

<sup>48</sup> Tallahassee Fire Department.



Figure 16: Lightning Flash Density Map of Leon County, Florida.<sup>49</sup>



Additionally, according to an analysis of local fire event data conducted the Tallahassee Fire Department, structure fires caused by lightning are correlated to community population density. Furthermore, since land use and demographic data indicate that the northeast and southeast quadrants of the Tallahassee urban area are the most densely populated, they would have the greatest number of structures potentially affected by lightning strikes.

Based on the historical record of thunderstorms, which lightning is associated with, and the annual and 10-year flash densities previously indicated, the probability of lightning affecting Leon County and the City of Tallahassee is **highly likely**. The expected or anticipated number of lightning events (CG strikes) per year would be from 1-15, depending on location within the County and by the relative density of structures that would be vulnerable to lightning strikes.

<sup>49</sup> Florida State University, Department of Meteorology.

## Vulnerability Summary

Leon County and the City of Tallahassee have a record of county-wide vulnerability to property damage from thunderstorms and their associated flooding, tornados, and lightning. Areas and features specifically vulnerable to flooding from severe thunderstorms include parcels wholly or partially located within the 100-year floodplain. Specific areas and structures vulnerable to flooding also include the following:

- Mobile homes and septic tanks located in a 100-year floodplain
- Repetitive loss properties
- All structures and facilities within Special Flood Hazard Areas, Non-Special Flood Hazard Areas, and Undetermined-Risk Areas as identified on local FIRM maps
- Unrecorded subdivisions, and subdivisions built before 1991-92
- Pineview Elementary School
- Belle Vue Middle School
- Other structures, properties, and local nuisance flooding areas identified by the City and County departments of public works.
- Parking areas adjacent to Leon High School and the FSU Flying High Circus.

Any structure, infrastructure component, or other facility that has adjacent large trees may have additional vulnerability to high winds associated with severe thunderstorms, as well as tornados. These include many older residential subdivisions in Leon County and the City of Tallahassee.

Citizens in Leon County and the City of Tallahassee who work outside and transient populations are also particularly vulnerable to severe thunderstorms. Tallahassee has two universities and a community college. There are approximately 65-70,000 students that attend one or more of these institutions. These students can be vulnerable to severe thunderstorms if they are in areas of the campus where there is no shelter. High school and middle school students may also be vulnerable if they are outside during such an event.

The homeless, especially those who are unsheltered, are particularly vulnerable to severe storms and related events such as tornados. As previously discussed above, unsheltered homeless persons are affected by such storms in ways that sheltered persons are not, and the effects can be anything from merely getting wet to getting electrocuted, suffering heat cramp, exhaustion, or strokes. If a winter storm or front blows through, the associated drop in air temperatures can affect a person's health significantly.

People participating in leisure activities such as fishing, camping, boating, soccer and golf are also vulnerable to severe thunderstorms, as well as first responders, roofing, HVAC, or other building contractors, and large masses of people attending various outdoor events such as music or other festivals, political rallies, or sporting events. Locations within Leon County and the City of Tallahassee with a heightened vulnerability to thunderstorms include:

- All Leon County and City of Tallahassee parks, boat landings, golf courses, and greenways
- All open bodies of water in Leon County where boating is allowed
- All State of Florida wildlife management areas, forests, and parks in Leon County

- Outdoor recreational facilities (e.g., running tracks, stadiums, playing and sports fields) managed by the Leon County School Board, Florida State University, Florida Agricultural and Mechanical University, Tallahassee Community College, and charter and other private educational facilities
- Tops of parking decks, buildings (particularly in the downtown area), telecommunication towers, water towers, and other tall infrastructure.

Structures, infrastructure, and large trees lacking lightning mitigation features such as grounded lightning rods are also vulnerable to lightning strikes associated with thunderstorms.

### *Tornados*

Because tornadoes often cross jurisdictional boundaries, all existing and future buildings, facilities and populations within Leon County and the City of Tallahassee are exposed to this hazard. Residents living in manufactured housing, including single structures and clusters, are more vulnerable than those living in permanent structures. Mobile home clusters are identified in Figure 21.

Citizens in Leon County and the City of Tallahassee who work outside and transient populations are also particularly vulnerable to tornados. Tallahassee has two universities and a community college. There are approximately 65-70,000 students that attend one or more of these institutions. These students can be vulnerable to tornados if they are in areas of the campus where there is no shelter. High school and middle school students may also be vulnerable if they are outside during such an event.

People participating in leisure activities such as fishing, camping, boating, soccer and golf are vulnerable to tornados, as well as first responders, workers such as roofers or roofing, HVAC, or other building contractors, and large masses of people attending various outdoor events such as music or other festivals, political rallies, or sporting events.

Other locations within Leon County and the City of Tallahassee with a heightened vulnerability to tornados include:

- All Leon County and City of Tallahassee parks, boat landings, golf courses, and greenways
- All open bodies of water in Leon County where boating is allowed
- All State of Florida wildlife management areas, forests, and parks in Leon County
- Outdoor recreational facilities (e.g., running tracks, stadiums, playing and sports fields) managed by the Leon County School Board, Florida State University, Florida Agricultural and Mechanical University, Tallahassee Community College, and charter and other private educational facilities
- Tops of parking decks, buildings (particularly in the downtown area), telecommunication towers, water towers, and other tall infrastructure.

Residents living or working in structures that have large, adjacent trees, or critical facilities or infrastructure such as power lines and traffic lights, or in densely residential and other developed areas, have increased vulnerability to the high winds, flying debris, and sudden changes in air pressure

associated with tornados. These include many older residential subdivisions in Leon County and the City of Tallahassee.

### *Lightning*

Figure 14 indicates that the southern half of the urban area of Tallahassee receives more CG strikes on average than the northern half. All structures in this area have increased vulnerability to lightning strikes, as well as residents and visitors that are not in automobiles or structures.

Since 2006, 64 percent of lightning deaths nationwide (238) occurred when people were participating in leisure activities such as fishing, camping, boating, soccer and golf. First responders are also vulnerable to lightning, as well as workers such as roofers or roofing, HVAC, or other building contractors. Large masses of people attending various outdoor events such as music or other festivals, or baseball or football games, can also be vulnerable to lightning. Areas within Leon County and the City of Tallahassee anticipated to be vulnerable to lightning strikes would include:

- All Leon County and City of Tallahassee parks, boat landings, golf courses, and greenways
- All open bodies of water in Leon County where boating is allowed
- All State of Florida wildlife management areas, forests, and parks in Leon County
- Outdoor recreational facilities (e.g., running tracks, stadiums, playing and sports fields) managed by the Leon County School Board, Florida State University, Florida Agricultural and Mechanical University, Tallahassee Community College, and charter and other private educational facilities
- Tops of parking decks, buildings (particularly in the downtown area), telecommunication towers, water towers, and other tall infrastructure.

Residents within these areas, including events where significant numbers of citizens are gathered for festivals, sporting events, political rallies, and other events, are particularly vulnerable to lightning strikes. Structures, infrastructure, and large trees lacking lightning mitigation features such as grounded lightning rods are also vulnerable to lightning strikes.

Citizens in Leon County and the City of Tallahassee who work outside and transient populations are also particularly vulnerable to lightning strikes. Tallahassee has two universities and a community college. There are approximately 65-70,000 students that attend one or more of these institutions. These students can be vulnerable to lightning strikes if they are in areas of the campus where there is no shelter. High school and middle school students may also be vulnerable if they are outside during such an event.

Vulnerability to lightning is also seasonal in nature. The summer months in Leon County and the City of Tallahassee (June through August) accounts for 73% of all lightning related fires from 2004-2009, with August being the peak month.<sup>50</sup>

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<sup>50</sup> Ibid.

## Risk Assessment

Based on the historical record, the potential damage, and the size and breadth of the urban area of Tallahassee, thunderstorms, tornados, and lightning are all classified as a **medium risk** to Leon County and the City of Tallahassee.

### **2.10 Drought**

#### General Description and Location

Drought is a natural part of the local climate, just like hurricanes, thunderstorms, wildfires, and tornados. However, unlike other hazards that affect the state, droughts can impact large areas and last for months, even years. Drought can affect water supplies, agriculture, and fire danger levels and is measured based on the severity of these impacts.<sup>51</sup>

Drought is typically defined as a prolonged period when there is a precipitation deficit from normal values. There are several indexes that are used to characterize and measure droughts, but the most used index is the Palmer Drought Severity Index (PDSI), devised in 1965. The PDSI was the first drought indicator to assess moisture status comprehensively. It uses temperature and precipitation data to calculate water supply and demand, incorporates soil moisture, and is considered most effective for non-irrigated cropland. It primarily reflects long-term drought and has been used extensively to initiate drought relief. The PDSI uses a zero as normal, and drought is shown in terms of negative numbers. For example, negative 2 is moderate drought, negative 3 is severe drought, and negative 4 is extreme drought.

A normally recurrent feature of climate, drought is a relative, rather than absolute, condition that varies by region. Each drought differs in intensity, duration, and spatial extent.<sup>52</sup> Drought is monitored through the U.S. Drought Monitor program, a partnership between the National Drought Mitigation Center at the University of Nebraska-Lincoln, the United States Department of Agriculture, and the National Oceanic and Atmospheric Administration. The U.S. Drought Monitor program uses the following classification system to illustrate the intensity and impacts of drought.

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<sup>51</sup> Ibid..

<sup>52</sup> *How to Reduce Drought Risk*, Western Drought Coordination Council (1998), <http://www.drought.unl.edu/plan/handbook/risk.pdf>.

Figure 17: Intensity and Impacts of Drought.<sup>53</sup>

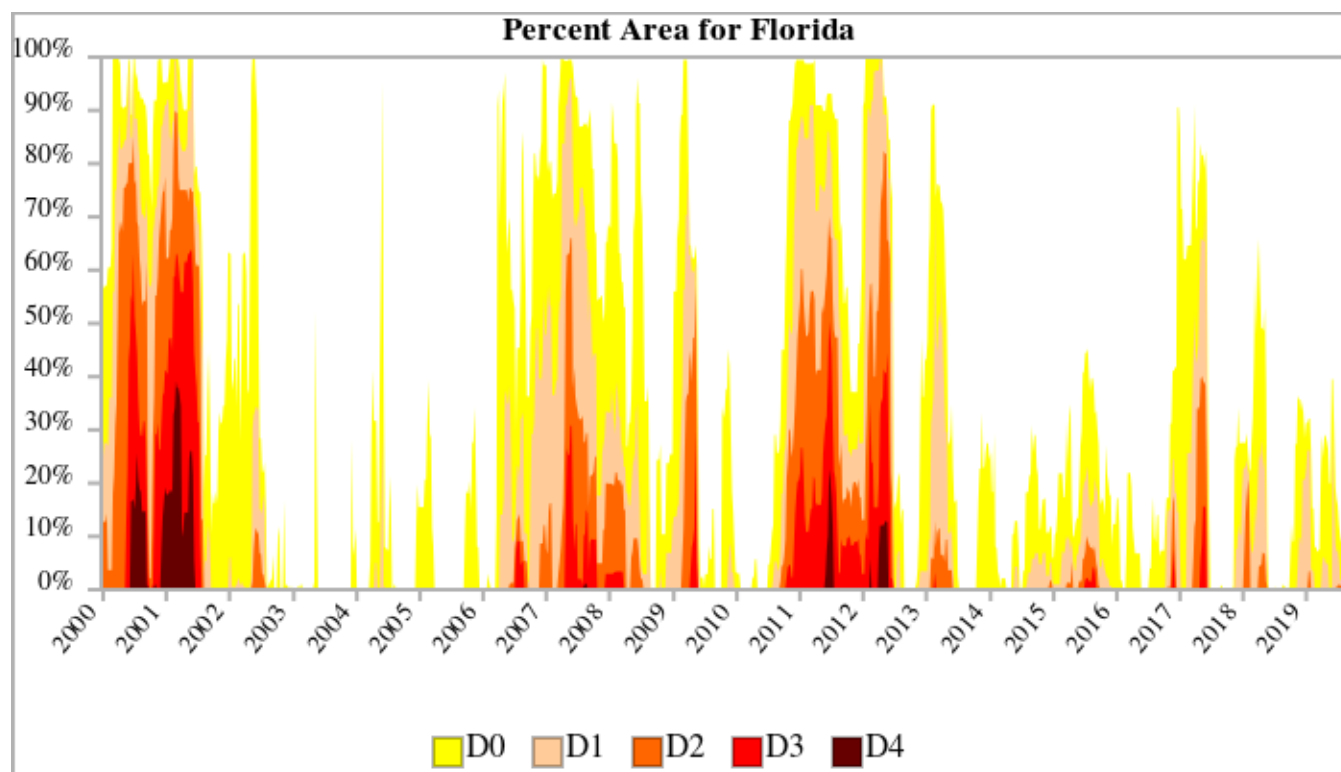


All areas of Leon County and the City of Tallahassee are vulnerable to drought. Because drought is a regional phenomenon, it can affect areas larger than a single county or municipality.

### Historical Occurrences

Droughts are periodic events that impact Leon County and the City of Tallahassee. They can impact large areas and last for months, even years. An examination of weather records since 1900 reveals that in every decade there has been at least one severe and widespread drought somewhere within Florida. The following figure indicates the historical drought record for Florida from 2000 to 2019.

Figure 18: Florida Drought Map for the period 2000-2019.<sup>54</sup>



<sup>53</sup> <https://droughtmonitor.unl.edu/>.

<sup>54</sup> National Integrated Drought Information System, <https://www.drought.gov/drought/states/florida>.

This figure indicates that since 2000, the longest duration of drought (D1-D4) in Florida lasted 124 weeks beginning on April 11, 2006 and ending on August 19, 2008. The most intense period of drought occurred the week of February 27, 2001 where D4 affected 39.08% of Florida land. There were at least three periods of significant drought in the last 15 years in Florida, and that the last severe drought period occurred from late 2011 to mid-2012. These drought periods brought about the disappearance of Lake Jackson and dried out much of Lakes Miccosukee, Lafayette, and Iamonia.

The last five years have been relatively wet for Leon County, but there were a few months of significant drought (D3) in early 2017.

### Estimated Impacts, Probability, and Extent

Drought events can impact individual drinking water wells, surface water bodies and water courses, increase the risk of fire danger, contribute to sinkhole development, impede farm productivity, and strain municipal or regional water supplies. For instance, during the period of May through June of 2000, over three hundred (300) water wells either went dry or had to be deepened. The Northwest Florida Water Management District issued Water Shortage Warnings during two periods of drought conditions in 2000 and 2007. The Water Shortage Warning provides for voluntary water conservation actions, during which all users are encouraged to reduce water use and to conserve water to the maximum extent possible. However, no water shortages were reported since then.

Drought can also dramatically affect local natural lake levels. As the water table responds to the lack of rain by a decrease in the level of the potentiometric surface of the Floridan aquifer underlying Leon County, many lakes that have karst (sinkhole) connections to the aquifer respond by draining into the aquifer and therefore drying out. This is a natural process that has been going on for millennia, but it can interfere with traditional uses of these lakes, and it can increase fire danger through the many terrestrial plants that move into the dry lake beds over time. Drought also affects timber productivity in Leon County, and can increase fire danger in upland areas as well.

According to the City of Tallahassee Water Utilities Division, the area has never had significant problems meeting its water needs, even during extended dry periods. The county's source of potable water, the Floridan Aquifer, provides an abundant supply to buffer the effects of a drought. For example, 1998 was an unusually dry year that produced a record single day peak withdrawal of 59 million gallons (previous peak was 45 million). The average daily withdrawal for 1998 was over 30 million gallons per day (MGD). The normal average is closer to 24-25 MGD. However, this increased use presented no pressure problems on the water distribution system and required no conservation measures.

A drought with a PDSI of -3 can occur every three to four years in Leon County and the City of Tallahassee, based on the last 15 years' data. Overall, the probability based on the historical record of a drought affecting Leon County and the City of Tallahassee is **likely** as defined under Section 2.2.1 Risk.

### Vulnerability Summary

Leon County and the City of Tallahassee have limited vulnerability to the negative effects of drought. Although drought can exacerbate demand for potable water, the City of Tallahassee's water needs

account for less than seven (7) percent of the water available for local withdrawal in the Floridan Aquifer. It should be noted that Leon County has not experienced extended drought conditions in excess of several months. However, the City believes that extended droughts would still not pose serious problems to critical needs (potable water, firefighting, etc.), although irrigation restrictions might be required.

Although public supplies tend to be drawn from much deeper wells that are not normally affected by drought conditions, drought can dry up surficial and other shallow water wells. Therefore, residents who depend upon private water wells are vulnerable to drought, as well as those who live in areas where wildfires are a hazard in dry conditions.

### Risk Assessment

An assessment of potential dollar costs was not performed due to the fact that droughts are not expected to damage existing or future structures or critical facilities within Leon County. Although agricultural production is limited in Leon County and therefore monetary damages incurred during a drought are expected to be minimal, drought is nevertheless ranked as a **medium risk** to the residents of Leon County based on the impacts an extended drought can have on wildfire and potable water supplies.

## **2.11 Flooding**

### General Description and Location

A flood is an overflow of water that submerges land which is usually dry.<sup>55</sup> Flooding can occur in either floodplains (low-lying lands around rivers and streams, lakes, and wetlands), or in other low-lying, poorly drained areas. Flooding in Florida typically is caused by heavy or prolonged rainfall from tropical storms and hurricanes. The Federal Emergency Management Agency (FEMA) estimates about 14.25 million acres, or 41 percent, of Florida is prone to flooding, which is the highest percentage of all 50 states. Heavy rainfall can be described locally as one or more inch per hour. Short, intense episodes can induce flooding as well as less-intense, longer-duration events.

The annual rainfall in Tallahassee is approximately 62 inches/year, but this rainfall tends to be seasonal and episodic. Flooding has been an issue historically within Leon County and the City of Tallahassee, and because of this, both the City of Tallahassee and Leon County have active stormwater management programs funded by stormwater fees levied upon property owners.

The 100-year floodplain is the land that is predicted to flood during a 100-year storm, which has a 1% chance of occurring in any given year. The 100-year floodplain is also sometimes called the 1% annual chance floodplain or base flood. Areas within the 100-year floodplain may flood in much smaller storms as well. The 100-year floodplain is used by FEMA to administer the federal flood insurance program and the City of Tallahassee and Leon County to regulate development.

Local flooding can vary widely based on variables such as soil composition, saturation, and slope; depth to aquifer; land use; location, type, size, and elevation of structures; depth, width, and peak discharge of floodways; presence of vegetation; size and type of watershed; and extent of impervious area within

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<sup>55</sup> <http://en.wikipedia.org/wiki/Flood>.



a watershed. Other variables include the length of a rain event, the amount of rainfall, and the frequency between storms.

The extent of local flooding and its probable and actual impacts varies widely and is dependent upon the location of property or structure within identified floodprone areas, special flood hazard areas, and other areas prone to flood hazards or damage from flooding.

#### *FEMA Flood Insurance Rate Map (FIRM) Zones*

Flood zones are geographic areas that the FEMA has defined according to varying levels of flood risk. These zones are depicted on a community's Flood Insurance Rate Map (FIRM) or Flood Hazard Boundary Map. Each zone reflects the severity or type of flooding in the area. Table 2.31 below describes each FEMA FIRM zone. Possible flood hazards have been determined for all areas within Leon County.

The 100-year flood event, which has a one percent chance of occurring in any given year, is used as the base flood for the purpose of flood mitigation planning. The boundaries of the 100-year floodplain as designated by the FEMA Flood Insurance Rate Maps (FIRM).

Many areas around streams, rivers, lakes, and wetlands in both Leon County and the City of Tallahassee are susceptible to flooding. Closed basins occur throughout Leon County and play a large role in area flooding. Homes and other structures in many of the closed basins are built below the level where water can "pop-off" into another basin, making them more at risk for flooding.

Table 27. Description of FEMA FIRM Zones.<sup>56</sup>

<b>FIRM Zone</b>	<b>Explanation</b>
<b>A</b>	An area inundated by 100-year flooding, for which no Base Flood Elevations have been established
<b>AE</b>	An area inundated by 100-year flooding, for which Base Flood Elevations (BFE) have been determined.
<b>AH</b>	An area inundated by 100-year flooding (usually an area of ponding), for which BFEs have been determined; flood depths range from 1 to 3 feet.
<b>ANI</b>	Area Not Included: An area that is located within a community or county that is not mapped on any published FIRM.
<b>AO</b>	An area inundated by 100-year flooding (usually sheet flow on sloping terrain), for which average depths have been determined; flood depths range from 1 to 3 feet.
<b>D</b>	An area of undetermined but possible flood hazards.
<b>IN</b>	Area in Special Flood Hazard Area (SFHA): This is an area inundated by 100-year flooding for which BFEs or velocity may have been determined. No distinctions are made between the different flood hazard zones that may be included within the SFHA
<b>UNDES</b>	Area of Undesignated Flood Hazard: A body of open water, such as a pond, lake ocean, etc., located within a community's jurisdictional limits that has no defined flood hazard.
<b>V</b>	An area inundated by 100-year flooding with velocity hazard (wave action); no BFEs have been determined.
<b>VE</b>	An area inundated by 100-year flooding with velocity hazard (wave action); BFEs have been determined.
<b>X</b>	An area that is determined to be outside the 100- and 500-year floodplains
<b>X500</b>	An area inundated by 500-year flooding; an area inundated by 100-year flooding with average depths of less than 1 foot or with drainage areas less than 1 square mile; or an area protected by levees from 100-year flooding.
<b>100IC</b>	Discharge Contained in Channel: An area where the 100-year flooding is contained within the channel banks and the channel is too narrow to show to scale. An arbitrary channel width of 3 meters is shown.

### *Floodplain Impacts*

In urban areas, stormwater systems can become overtaxed or blocked with debris, leaving no space for excess water to enter the system. When the stormwater is unable to enter the stormwater system, it can cause localized flooding, standing water, block roadways, or cause sheetflow or overland flow.

Leon County and the City of Tallahassee have experienced significant growth in the last several decades. Changing land uses have accompanied this growth and development, changing the natural topography and increasing the area of impervious surface. The dynamics of land use within this growth context can serve to exacerbate flooding problems. As upland areas are developed, the natural detention capacity of the land diminishes, resulting in increased runoff rates and flow volumes. Flood

<sup>56</sup> FEMA.

problems can arise as conveyance capacities are exceeded and/or the sheer quantity of runoff overwhelms the system's ability to absorb additional stormwater before properties and roadways become impacted.

### *Local Drainage Basins*

The area within the City of Tallahassee municipal boundary drains into four major basins: Lake Jackson, Fred George, Lake Lafayette, and Lake Munson. These basins account for nearly 30 percent of the county's total land area.

The Lake Jackson Basin (27,450 acres) is located in the northwest region, and is adjacent to the Ochlockonee River floodplain, an area of little development. The Basin includes Lake Jackson, Lake Carr, Mallard, and Holley Pond. The Lake Jackson Basin includes areas of intense development, such as the North Monroe commercial corridor and the Market Square – Timberlane district, that contribute to localized flooding along tributaries draining to the lake. The lake has several direct connections to the underlying aquifer.

Fred George Basin (2,816 acres) is located directly south of the Lake Jackson Basin and is the smallest of the four major basins. The uplands in the northern and eastern portions have undergone some residential development and include a portion of the northern suburbs of the City. A large portion of the low-lying areas is susceptible to flooding, with 15 percent of the total basin area comprised of wetlands, lakes, or floodplains. Sandy, well-drained soils characterize the basin, and are typically located on nearly level to slightly sloping grades. Fred George sink forms a direct conduit to the upper limestone formations of the Floridan Aquifer.

The Lake Lafayette Basin (53,124 acres) is located in northern Leon County and includes the entire northeastern quadrant of the City. A significant portion of this large basin has undergone extensive urban development in recent years, particularly the area between Centerville and Thomasville Roads. Other areas of the basin remain sparsely populated but are undergoing rapid change. Several major developments have been constructed, including Piney-Z Plantation and Fallschase. Much of the area surrounding Lake Lafayette is wet, and contains many ponds, lakes, and other water storage areas.

The Lake Munson Basin (44,514 acres) is located in southern Leon County, and with its three major tributaries (East, Central, and West Ditches), drains nearly 70 percent of the City. These three ditches have all been dug in hard clay, with no confining levees, and until relatively recently, have been mostly unimproved. The East Ditch runs along the south edge of the City, and generally parallels Orange Avenue. The Central Ditch runs through the middle of the City, beginning near Leon High School. Central Ditch flows under Franklin Boulevard to Cascade Park, and then proceeds along Canal Street, and eventually to Springhill Road. The West Ditch runs along the west edge of the City, behind Tallahassee Community College and through the Dale Mabry subdivision.

All three tributaries drain into Munson Slough, south of Tallahassee. Munson Slough and its tributaries are typified by a considerable number of lakes, swamps, and ponds connected by short reaches of streams. The lower part of Munson Slough has little slope and terminates in a system of sinkholes near Wakulla County. Much of this basin is highly urbanized, with the exception of the vicinity of Munson Slough, and includes high-density land uses with extensive impervious surfaces.

## *Flood Management*

Floodplain management responsibilities are shared among federal, state, regional, and local governments. Local governments have the most direct control in floodplain management through land use planning and regulation, land acquisition and management, and as sponsors for the flood insurance program administered by FEMA. Water Management Districts (WMDs) and the Florida Department of Environmental Planning also regulate development activities in floodplains and flood prone areas.

The Tallahassee – Leon County Comprehensive Plan has several policies that address development within floodprone areas and floodplains. Both Leon County and the City of Tallahassee have adopted and continue to enforce floodplain management policies and regulations that helps mitigate the effects of flooding on new and improved structures. These include:

### **Policy 1.4.6: [L] (Effective 7/16/90; Revision Effective 4/10/09)**

By 2014, land development regulations will include standards for the regulation of future land use categories, subdivision, signage, and areas subject to seasonal or periodic flooding and areas of known hazards. Regulations concerning areas subject to seasonal or periodic flooding shall be consistent with all applicable state and federal regulations.

### **Policy 2.1.2: [L] (Effective 7/16/90)**

Prohibit residential development where physical constraints or hazards exist or require the density and design to be adjusted accordingly. Such constraints or hazards include but are not limited to flood, storm or slope hazards and unstable soil or geologic conditions.

Local land development codes developed to implement these policies address stormwater runoff rates (not volume) in open basins (those that drain eventually to the sea), and runoff rates and volume in closed basins (those that do not drain eventually to the sea). These codes prohibit post-development discharge rates from exceeding predevelopment conditions for storms with recurrence frequencies up to a 25-year event, with variations in selected geographic areas and drainage basins.

Both Leon County and the City of Tallahassee currently have advanced stormwater management regulations and programs. Both jurisdictions charge a monthly stormwater fee for property owners, the proceeds of which help fund stormwater management capital improvements and maintenance programs. The local extra penny sales tax, which was extended for another 20 years in 2014, also funds a significant amount of public stormwater infrastructure.

## *City of Tallahassee*

The City has classified and mapped areas subject to flooding from storms either as "nuisance" or "hazard/damage" flooding. If a property is in a special flood hazard area (SFHA), the odds are that it will be damaged by flooding. Structures located in floodprone areas are more prone to being flooded than those that are not. Subdivisions, apartment complexes, and other residential areas that were built prior to existing County and City stormwater management regulations are more prone to flooding.

These subdivisions included older areas within the City, and a few older subdivisions in the unincorporated area.

The City of Tallahassee Stormwater Management program is funded by a stormwater utility fee with nearly 91,580 residential accounts and over 9,084 non-residential accounts. The stormwater utility generates approximately \$17.9 million per year, and employs over 90 positions including scientists, biologists, engineers, planners, administrators and maintenance personnel. The City's stormwater program provides the including services:

- Stormwater Planning and Administration Capital Improvements
- Pollution Reduction Floodplain Management
- Infrastructure Maintenance
- Lakes Monitoring
- Street Sweeping Regulatory Compliance
- National Pollution Discharge Elimination System (NPDES)

The Planning and Administration program oversees regulatory compliance, floodplain management, the Stormwater On-site Mitigation Loans (Loan Program) and lakes monitoring. The SW Pollution Reduction Program (SPRP) is responsible for public education and coordinating with DEP on IWR/TMDL/BMAP development and implementation. The City's stormwater infrastructure maintenance program is responsible for approximately 28,408 drainage structures, over 426 stormwater ponds, 24 miles of major outfall canals, 225 miles of roadside ditches, 59 miles of minor to medium outfall ditches and over 426 miles of enclosed storm drains.

### *Leon County*

Leon County's Stormwater Engineering program within the County's Department of Public Works is intended to reduce flooding and improve surface and ground water quality. This program is responsible for program development, capital improvement programming, master planning, and other projects. Professional support includes design, contract administration, monitoring of projects, construction and maintenance, and policy development. The components of this program include:

- Stormwater Planning and Administration Capital Improvements
- Pollution Reduction Floodplain Management
- Infrastructure Maintenance
- Lakes Monitoring
- National Pollution Discharge Elimination System (NPDES)
- Flooded Property Acquisition Program
- Total Maximum Daily Loads (TMDL)
- Water Quality Monitoring Program

The County's Stormwater Maintenance program is responsible for the creation, maintenance, management, and preservation of functional, safe, and effective stormwater systems for the citizens of Leon County and its visitors. This program maintains and retrofits open and enclosed drainage systems along county rights-of-way and easements; provides for water quality and rate control; protects against personal injury, private property loss, and loss to Leon County associated with stormwater

runoff; and responds to public concerns and needs by investigating complaints, writing work orders, obtaining permits, and accomplishing needed facility improvements.

Significant capital improvement projects in the urban area constructed or under construction by both Leon County and the City of Tallahassee since 2015 include (arranged alphabetically):

1. Autumn Woods Area Drainage Improvement (Leon County)
2. Baum Road Drainage Improvement (Leon County)
3. Betton-Cline-Chamberlain Stormwater Facility Project (City of Tallahassee)
4. Carter-Howell-Strong Park Stormwater Facility Project (City of Tallahassee)
5. Cascade Park Stormwater Facility Project (Blueprint 2000)
6. Fords Arm South Drainage Improvements (Leon County)
7. Franklin Avenue Road Reconstruction Project (Blueprint 2000)
8. Fred George Park Northeast - Land Re-grading (Leon County)
9. FSU-COT Regional Stormwater Facility Project (City of Tallahassee)
10. Hilaman Outfall Ditch Project (City of Tallahassee)
11. Killarney Way at Shamrock Stormwater Improvements Project (City of Tallahassee)
12. Killearn Lakes Unit I - Drainage Improvements (Leon County)
13. Lake Heritage Dam Improvements (Leon County)
14. Lake Jackson Dredging (LC and NFWFMD)
15. Lake Munson Drawdown and Dam Replacement (Leon County)
16. Meridian Road Cross Drain at John Hancock Road (Leon County)
17. Old Plank Road at Chicken Branch Culvert Replacement
18. Orange Avenue Construction Project (Leon County)
19. Raymond Tucker, Golden Pheasant & Windwood Hills Drainage Project (Leon County)
20. Shamrock North at Edenderry & Bay Shore Stormwater Improvements Project (City of Tallahassee)
21. Stonehouse Road Project (City of Tallahassee)
22. Think About Personal Pollution (TAPP) campaign (City of Tallahassee)
23. Upper Lake Lafayette Nutrient Reduction Facility (City of Tallahassee)

### *Participation in the National Flood Insurance Program*

Flooding is one of the most common natural hazards encountered in Leon County and the City of Tallahassee. Because of the risk it presents to local property owners and others, Leon County and the City of Tallahassee both participate in the National Flood Insurance Program (NFIP).

Flood insurance is not typically provided in a homeowner's policy, and so it must be purchased separately. Depending on a home's location, flood insurance may be a required purchase as a condition of a mortgage. Because the ability to buy or rent a home is critical to the economic and social stability of most community, the NFIP was developed by the federal government to assist homeowners and renters with flood insurance if their community participates in the program. The NFIP is administered by FEMA. The goals of this program include:

1. Decrease the risk of future flood losses,
2. Reduce the costs and adverse consequences of flooding,
3. Reduce the demands and expectations for disaster assistance after floods, and
4. Preserve and restore the natural and beneficial values of floodplains.

To qualify for subsidized federal flood insurance, a community must join the NFIP and agree to enforce sound floodplain management standards.

The City of Tallahassee has been a member of the National Flood Insurance Program (NFIP) since 1976 and of the Community Rating System (CRS) since 1994. The City is currently a Class VI CRS community which exceeds the minimum NFIP standards. The NFIP program is primarily regulated through the City and County's land development codes and the Florida Building Code.

Leon County has been a member of the NFIP since May 2015 and is currently a Class VI CRS community. This program is administered similarly to the City of Tallahassee.

As of September 30, 2018, Leon County has 1,617 policies in-force. As of September 23, 2019, the City of Tallahassee has 1,873 policies in-force.<sup>57</sup> The table below provides a list of losses in Leon County from 1976 through 2019.

Table 28: NFIP Flood Losses and Payments by Jurisdiction, 1976 – March 2019.<sup>58</sup>

Jurisdiction	Total NFIP Losses	Total Payments (in dollars)
City of Tallahassee	438	\$6,213,755
Leon County	528	\$5,920,934
Countywide Total	782	\$9,082,984

Both Leon County and the City of Tallahassee will continue to participate in the NFIP program by continuing the following programs and actions:

- Restricting new development in floodprone areas through maintaining existing floodplain management ordinances that meet minimum NFIP criteria
- Requiring elevation certificates for all new construction and substantial improvements when any portion of a property is located below the flood protection elevation.
- Mitigating existing development in these areas through land and structure purchases and removals
- Protecting, reinforcing, or relocating infrastructure and critical facilities
- Maintaining FIRM maps and data and making these data available to the public
- Continuing participation in CRS program by the City of Tallahassee, including a 2015 Community Assistance Visit that the City successfully passed
- Anticipated participation by Leon County in the CRS program in 2015

<sup>57</sup> City of Tallahassee & Federal Emergency Management Agency, <https://bsa.nfipstat.fema.gov/reports/1011.htm#FLT>.

<sup>58</sup> FEMA NFIP.

### *Community Rating System*

The Community Rating System (CRS) is a federal incentive program for communities which exceed the minimum NFIP requirements. The incentive is up to 45% premium reductions for policyholders. The City of Tallahassee and Leon County both participate in the CRS. The County began its participation as of May 1, 2015.

### *Other Flood Mitigation Measures*

The City of Tallahassee and Leon County developed and adopted Minimum Countywide Environmental Regulations in May 2012, establishing minimum standards, procedures, requirements, and regulations, including protection of conservation and preservation features.

The County's Greenspace Reservation Area Credit Exchange (GRACE) program is aimed at keeping new development from high-risk floodplain areas within Leon County. The program allows certain non-residential development to meet a portion of the landscape area requirements off-site by purchasing flood-prone properties, identified by Leon County, and conveying the property to Leon County. The flood-prone properties conveyed to Leon County are then maintained as open space.

### Historical Occurrences

Both Leon County and the City of Tallahassee has compiled information on known flood problem areas from field reports and damage assessments. The City has mapped nuisance and hazard/damage flooding areas throughout the incorporated area.

Both City and County public works departments responsible for addressing stormwater flooding issues maintain lists of flooded structures and properties. The County's list is maintained by the Department of Public Works, and the City's list is maintained by the Division of Water Resources Engineering within the City's Department of Underground Utilities and Public Infrastructure.

Flooding in the City of Tallahassee generally occurs along four waterways: the West Drainage Ditch, the Central Drainage Ditch, the East Drainage Ditch, and the Northeast Drainage Ditch. The volume of runoff in certain areas exceeds the capacity of these channels, during heavy storms, and floods adjacent structures and lands. The West Drainage Ditch floods areas in the vicinity of Springhill Road and Lake Bradford Road. Frequent flooding of the Northeast Drainage Ditch occurs near Centerville Road in the vicinity of Capital Circle NE, Doomar Drive, and Potts Road. The Central Drainage Ditch floods areas in the vicinity of Stadium Drive, Eppes Drive, and Pepper Drive. Flooding of the East Drainage Ditch occurs in the vicinity of Orange Avenue, Blair Stone Drive, and Fleetwood Street. Although the floodwaters are not very deep, they cover streets and yards and can flood garages, cars, basements, and lower floors. Flooding also occurs due to local drainage problems and in several closed basins in the City.

Flooding in all of these areas can come with little warning. Floodwaters of the St. Augustine Branch, a tributary of the Central Drainage Ditch, have been observed to leave its banks and flood Franklin Boulevard within one-half hour after a thunderstorm started. Flooding can be dangerous. Even though



the floodwaters appear to be moving slowly, a flood two feet deep moving at three feet per second can knock people off their feet or float a car off the road.

If a property is in the floodplain, the odds are that someday this property will be damaged by flooding. A property may be high enough that it has not flooded recently. However, it can still be flooded in the future because the next flood could be worse.

The most floodprone area in the southern portion of the County is the Oak Ridge Road/Liberty Ridge area, which is the terminus of the Munson Slough drainage basin.

Localized flooding can occur from hurricanes, tropical storms, and severe thunderstorms that affect Leon County and the City of Tallahassee. Severe thunderstorms can occur both in the summer and the winter. Rainfall in Alabama and Georgia can also cause significant flooding problems in North Florida as experienced during tropical storms Alberto and Beryl in 1994. Tropical storms Helene (September 22, 2000), Allison (June 11-12, 2001), and Barry (August 5-6, 2001), and the infamous No Name Storm (March 2, 2002) in particular caused flooding that resulted in widespread structural damage.

Within Leon County, T.S. Fay was a 100-year flood event that produced sewer main breaks, damaged roadways, down trees, power lines, and necessitated water rescues and evacuations. An average of 15-17 inches of rain (21 inches in some areas) fell within a 72-hour period beginning on August 21, 2008. The heavy rains lasted two days and warranted the County's Leon County Emergency Operations Center (EOC) to remain active for 21 days until September 11, 2008. The Ochlockonee River, which forms the western boundary of Leon County, also rose 12 feet above flood stage on August 24.<sup>59</sup>

Estimated impacts to the City of Tallahassee from T.S. Fay included approximately \$30 million in damages and response efforts. Flooding from T.S. Fay caused several breaks in the City's sewer system, discharging millions of gallons of raw sewage. Additionally, several sewer lift stations were inundated with flood water allowing raw sewage to discharge into flood waters. The lift station that serves the Timberlane subdivision was submerged during T.S. Fay, resulting in severe flooding and isolation due to the single access roadway being flooded. Countywide, T.F. Fay affected 600 homes.

The most recent storm events that caused flooding in many areas of Leon County and the City of Tallahassee were hurricanes Hermine and Michael in 2016 and 2018. The major impacts of these storms included wind damage to trees, which caused significant power outages in many areas of the community. Almost six inches of rain fell during Hurricane Hermine which caused localized short-term flooding in Leon County.

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<sup>59</sup> The flood stage at the Highway 27 bridge on the county line near Havana is 25'.

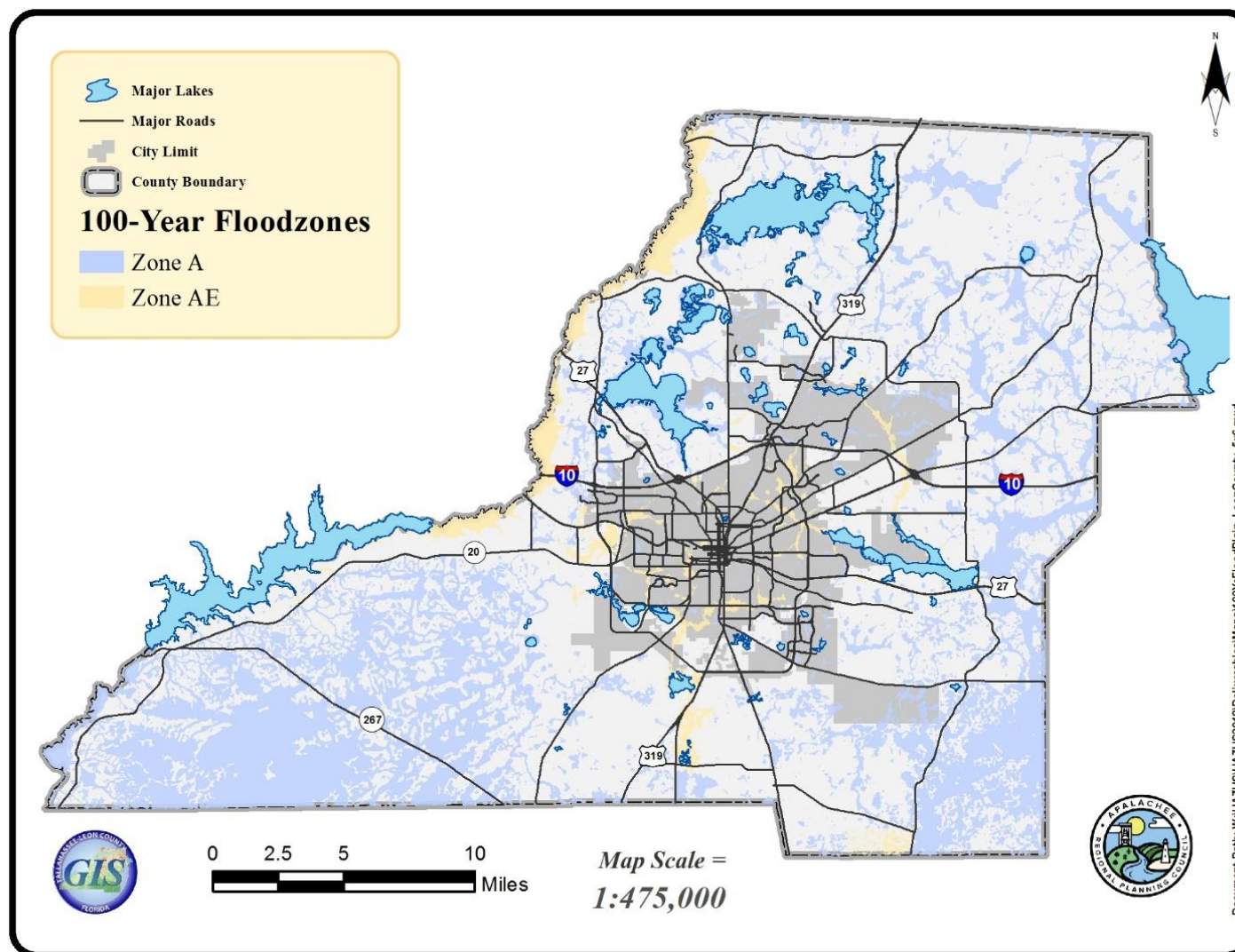
## Estimated Impacts, Probability, and Extent

### **1. Flooding Analysis**

The 100-year flood event, which has a one percent chance of occurring in any given year, is used as the base flood for the purpose of flood mitigation planning. The boundaries of the 100-year floodplain as designated by the FEMA Flood Insurance Rate Maps (FIRM), in Leon County and the City of Tallahassee are indicated in the maps below.

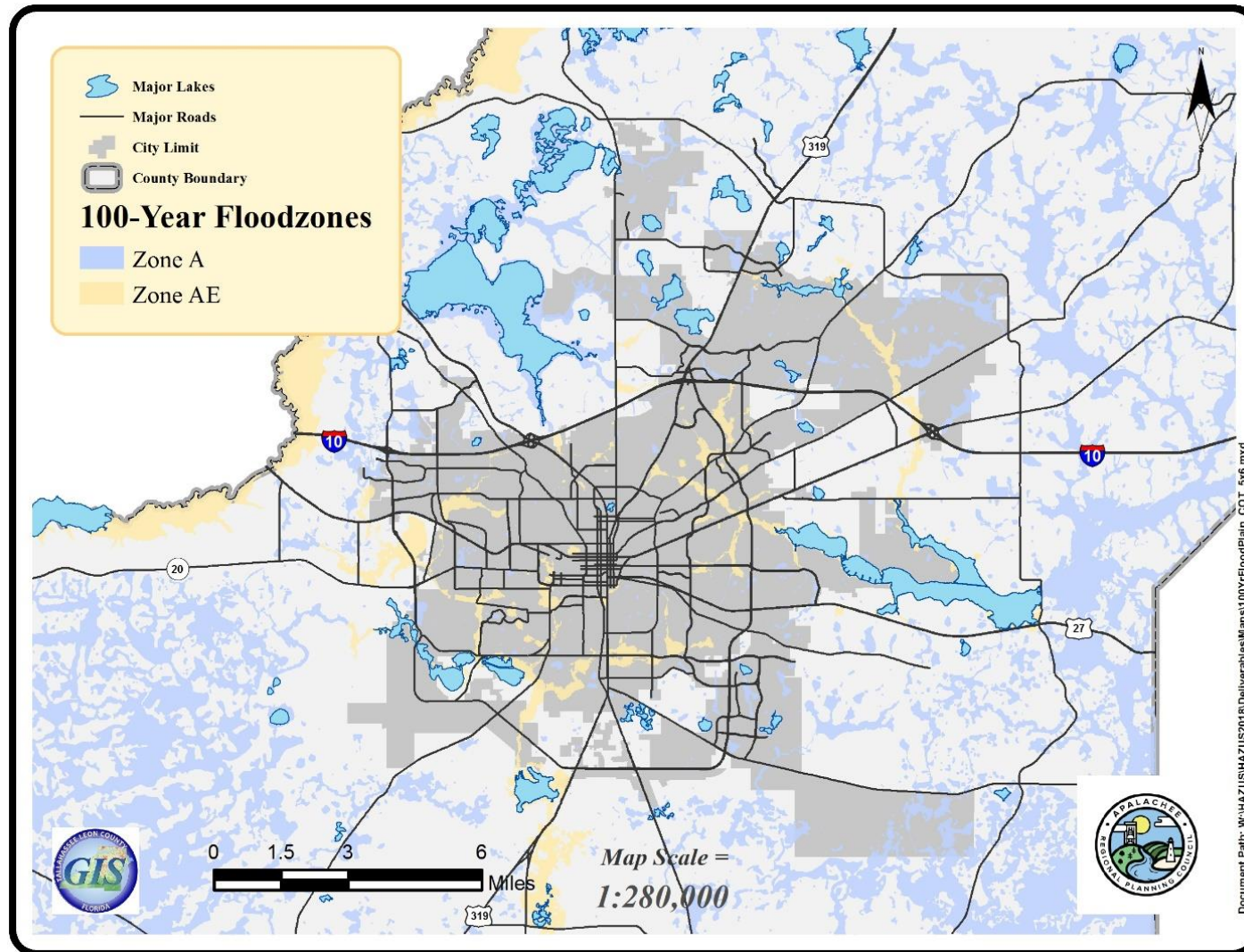
These maps note a distinction between Zones A and AE in the 100-year floodplain. For those areas categorized as Zone AE, engineering data exists that was used to calculate the Base Flood Elevation. This data is necessary for the Hazus-MH 4.2 model to calculate potential economic loss and this process was described in section IIA2c above. The maps below show the depth of flooding for Zone AE.

Figure 19: 100-Year Flood Plain – Leon County



Source: Tallahassee-Leon County GIS

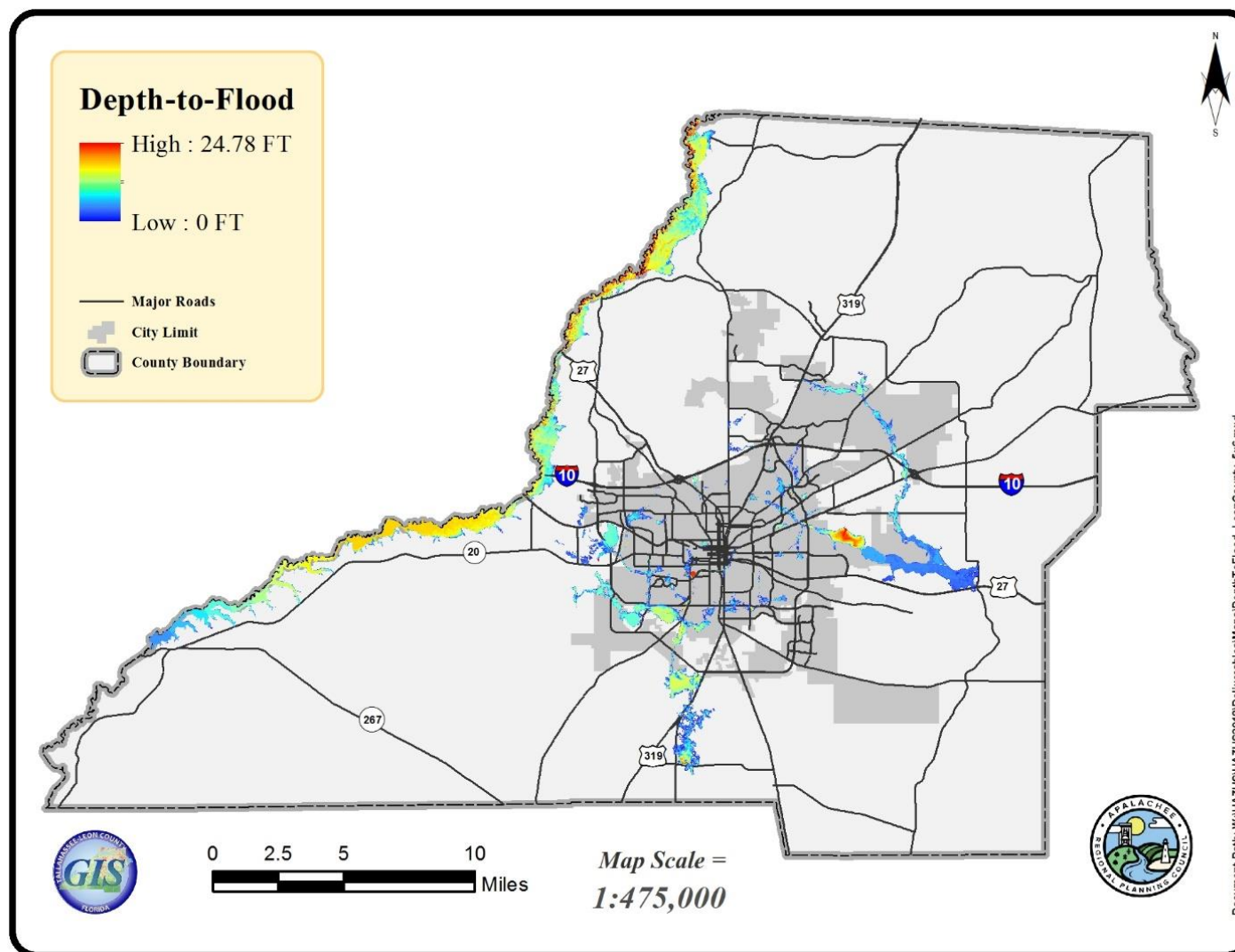
Figure 20: 100-Year Floodplain – City of Tallahassee



Source: Tallahassee-Leon County GIS

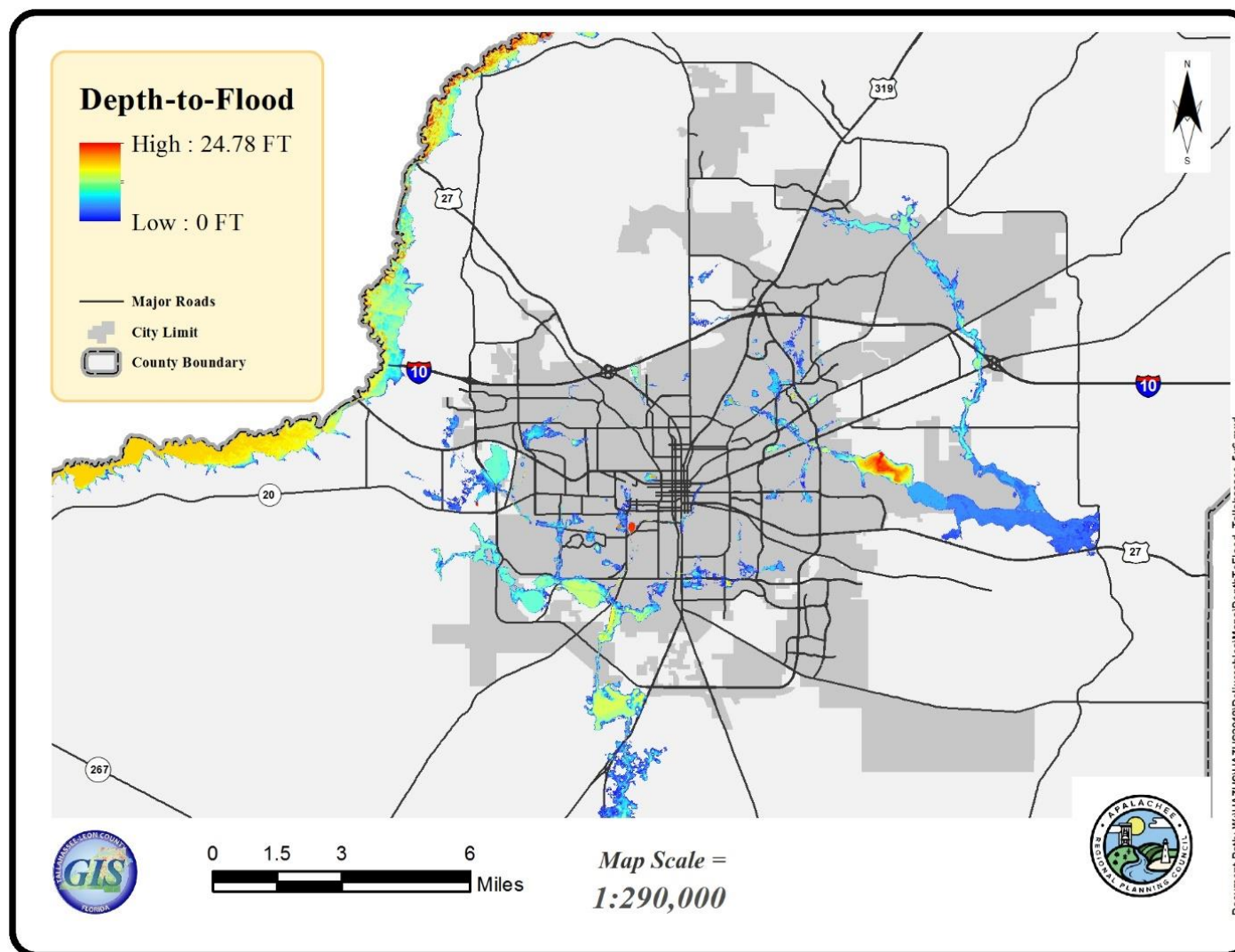


Figure 21: Zone AE Depth-to-Flood – Leon County



Source: Tallahassee-Leon County GIS

Figure 22: Zone AE Depth-to-Flood – City of Tallahassee



Source: Tallahassee-Leon County GIS

Hazus-MH 4.2 estimated that the total economic loss for a 100-year flood event is \$269 million. It has been a long-standing land use policy not to develop areas of the floodplain, so the overall percentage of buildings at risk from flooding of this type is lower. However, it must be remembered that a good portion of the 100-year floodplain is not accounted for in these calculations because it is categorized in Zone A. The table below displays the economic loss by pro type. Similar to the hurricane scenarios the greatest impact is to residential properties which make up 55.73% of the total loss.

Table 29: Economic Loss from 100-Year Flood Event

Property Type	Loss
Residential	\$149,990,000
Commercial	\$83,520,000
Industrial	\$13,740,000
Other	\$20,600,000
<b>Total Direct Economic Loss</b>	<b>\$267,840,000</b>

Source: Hazus-MH 4.2

Table 30: Critical Facilities Located in Known Hazard Zones

Facility	Hazard			
	FEMA Zone A	FEMA Zone AE	Wildfire	Storm Surge
Pineview Elementary School		X		
Belle Vue Middle School	X			
Florida High School			X	
John Paul II Catholic High School			X	
Station 13				X

Source: Tallahassee-Leon County GIS

#### 1. National Flood Insurance Program (NFIP)

The NFIP is administered by FEMA and assists homeowners and renters with flood insurance if their community participates in the program. To be eligible, a community must enforce sound floodplain management standards. Participation in the NFIP affords some protection for properties located within the 100-year floodplain. There are 10,597 parcels in the 100-year floodplain which account for over \$6 billion worth of property and structures with the potential for damage in the event of a 100-year flood event. As of September 30, 2018, 3,502 NFIP policies had been issued in Leon County and the City of Tallahassee.

Table 31: City of Tallahassee/Leon County Parcels in the 100-Year Flood Plain, 2018

Improvement Type	City of Tallahassee			Unincorporated Leon County		
	Number	Percent	Value (\$)	Number	Percent	Value (\$)
<b>Residential</b>	3,496	84	1,081,360,965	5,674	72	1,653,744,565
<b>Mobile Home</b>	60	1	3,992,190	1,231	16	79,794,403
<b>Commercial</b>	403	10	518,704,129	126	2	97,465,127
<b>Other*</b>	208	5	1,930,229,411	825	10	477,246,661
<b>Total</b>	<b>4,167</b>	<b>100</b>	<b>3,534,268,695</b>	<b>7,856</b>	<b>100</b>	<b>2,308,250,756</b>

Sources: Tallahassee-Leon County GIS Classified Building Data; Leon County Property Appraiser 2018 Tax Roll Data; 100-Year FEMA Special Flood Hazard Data, 2018

There are 3,689 buildings in the City of Tallahassee and Leon County that intersect the FEMA 100-Year floodplain. The summary results are shown below in Table III.15 and the valuations of these structures are included in the valuation summaries shown in the table below.

Table 32: Leon County/City of Tallahassee Count of Building Types in the Flood Plain

Building Type	City of Tallahassee	Leon County
<b>Commercial</b>	257	60
<b>Florida A&amp;M University</b>	1	0
<b>Florida State University</b>	16	2
<b>Government – City</b>	4	0
<b>Government – County</b>	5	0
<b>Government – State</b>	1	0
<b>Hotel</b>	1	0
<b>Park</b>	7	15
<b>Residential – Apartment</b>	107	4
<b>Residential – Condominium</b>	23	0
<b>Residential – Duplex, Quadplex &amp; Triplex</b>	46	20
<b>Residential – Mobile Home</b>	72	470
<b>Residential – Multi-Family</b>	75	0
<b>Residential – Single Family</b>	1,297	1,052
<b>Residential – Townhouse</b>	131	8
<b>School – Elementary &amp; High</b>	4	0
<b>Tallahassee Community College</b>	2	0
<b>Total</b>	<b>2,049</b>	<b>1,631</b>

Source: Tallahassee-Leon County GIS Classified Building Data

From 1978 to March 2011, there were 782 countywide losses for flood related claims that were paid in the amount of \$9.1 million throughout Leon County. The table below provides a list of losses in Leon County.



Table 33: NFIP Flood Losses and Payments by Jurisdiction, 1978 – March 2011

Jurisdiction	Total NFIP Losses	Total Payments (in dollars)
City of Tallahassee	254	\$3,162,050
Leon County	528	\$5,920,934
Countywide Total	782	\$9,082,984

Source: FEMA NFIP

a. Repetitive Flood Loss Properties<sup>60</sup>

It is important to note that not all property within the floodplain is equally vulnerable to flooding. Typically, a small proportion of parcels experience more frequent flooding and are considered a higher priority for flood mitigation actions. A Repetitive Loss (RL) property is any insurable building for which the NFIP paid two or more claims of more than \$1,000 within any rolling ten-year period, since 1978. At least two of the claims must be more than 10-days apart but, within ten-years of each other. A RL property may or may not be currently insured by the NFIP. In the City of Tallahassee, there are currently 54 properties identified as repetitive loss properties. Approximately 56 percent of RL properties have reported only two losses. The tables below display the number of repetitive loss properties in the City of Tallahassee and Leon County by type and by hazard.

Table 34: Leon County Repetitive Loss Properties by Type

Occupancy	Number of Repetitive Loss Properties		Total
	Leon County	City of Tallahassee	
Single-Family	62	42	104
Multi-Family	1	12	13
Non-Resident	1	23	24

Source: TLC GIS; Tallahassee-Leon County Planning Department, 2011

Table 35: Leon County Repetitive Loss Properties by Hazard Area

Hazard Area	Number of Repetitive Loss Properties		Total
	Leon County	City of Tallahassee	
FEMA 100-Year Flood Plain	13	58	71
Category 3 Storm Surge	1	0	1
Category 4 Storm Surge	4	0	4
Category 5 Storm Surge	2	0	2

Source: TLC GIS; Tallahassee-Leon County Planning Department, 2011

<sup>60</sup> A Repetitive Loss (RL) property is any insurable building for which the National Flood Insurance Program (NFIP) paid two or more claims of more than \$1,000 within any rolling ten-year period, since 1978. At least two of the claims must be more than 10-days apart but, within ten-years of each other. A RL property may or may not be currently insured by the NFIP.

### Flooding Vulnerability

Mobile homes and septic tanks are particularly susceptible to damage from hurricanes and flooding. The following maps depict mobile homes and septic tanks in the 100-year flood plain.

### *Potential Losses*

Hazus-MH 2.0 estimated that the total economic loss for a 100-year flood event is \$269 million. It has been a long-standing land use policy not to develop areas of the floodplain, so the overall percentage of buildings at risk from flooding of this type is lower. However, it must be remembered that a good portion of the 100-year floodplain is not accounted for in these calculations because it is categorized in Zone A. The table below displays the economic loss by property type. Similar to the hurricane scenarios the greatest impact is to residential properties which make up 55.73% of the total loss.

Table 36: Economic Loss from 100-Year Flood Event.<sup>61</sup>

Property Type	Loss
Residential	\$149,990,000
Commercial	\$83,520,000
Industrial	\$13,740,000
Other	\$20,600,000
Total Direct Economic Loss	\$267,840,000

The following table indicates critical facilities located in known hazard zones, including flooding.

Table 37: Critical Facilities Located in Known Hazard Zones.<sup>62</sup>

Facility	Hazard			
	FEMA Zone A	FEMA Zone AE	Wildfire	Storm Surge
Pineview Elementary School		X		
Belle Vue Middle School	X			
Florida High School			X	
John Paul II Catholic High School			X	
Station 13				X

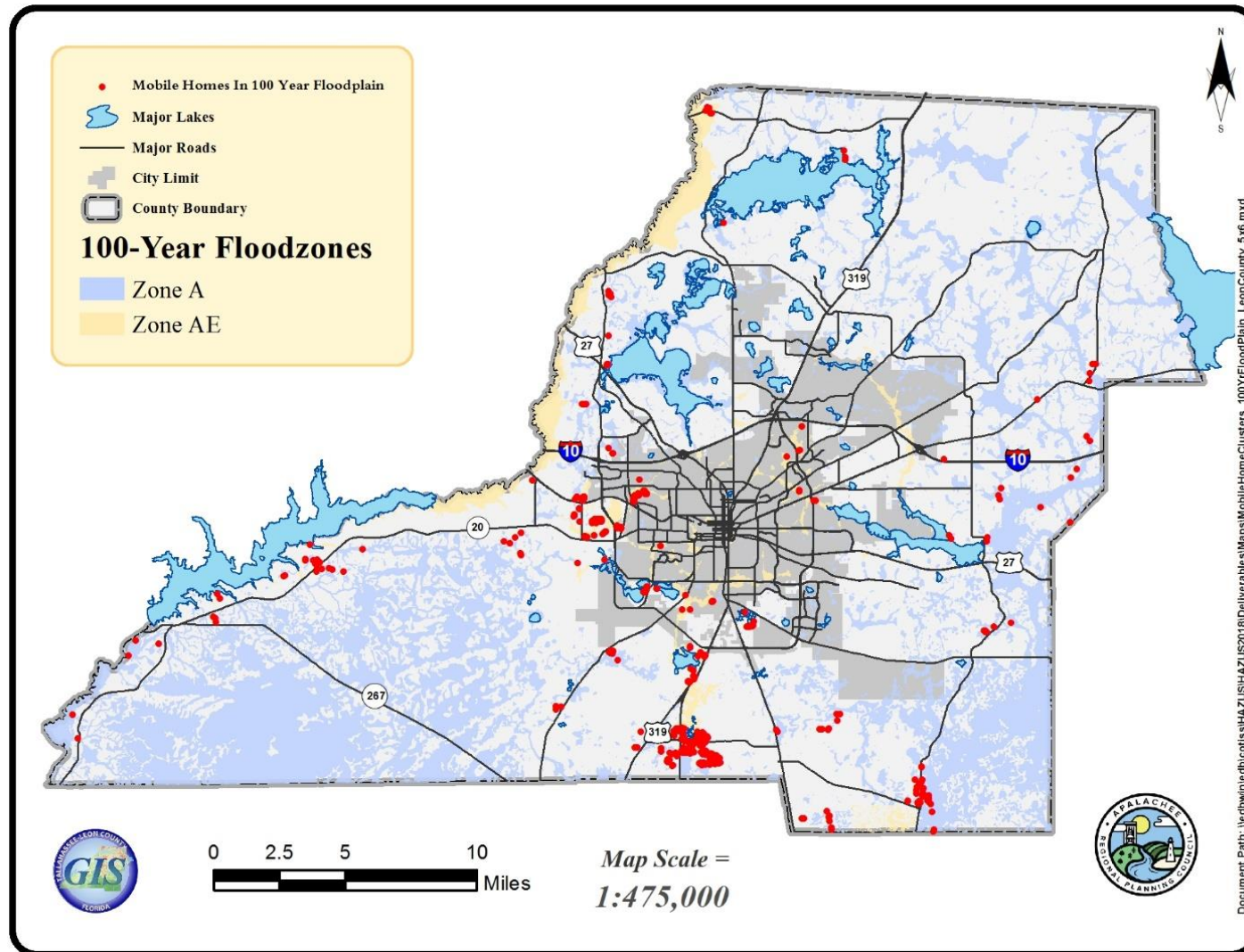
### *Repetitive Flood Loss Properties*

It is important to note that not all property within the floodplain is equally vulnerable to flooding. Typically, a small proportion of parcels experience more frequent flooding and are considered a higher priority for flood mitigation actions.

<sup>61</sup> Hazus-MH 2.0.

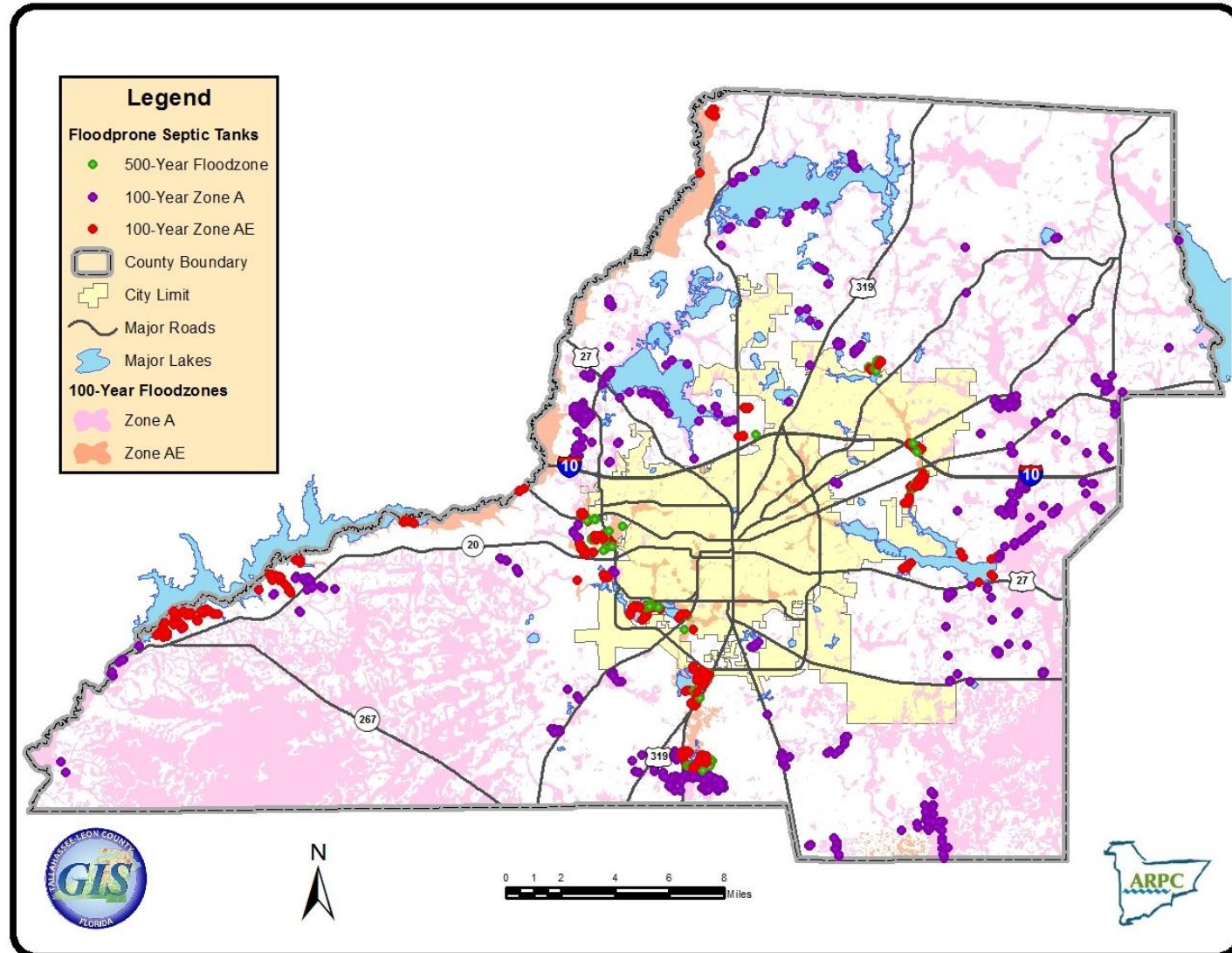
<sup>62</sup> Tallahassee Leon County Geographic Information Systems.

Figure 23: Mobile Home Clusters in the 100-Year Flood Plain



Source: Tallahassee-Leon County GIS

Figure 24: Septic Tanks in the 100-Year Floodplain.



Tallahassee-Leon County GIS

Both Leon County and the City of Tallahassee maintain lists of properties identified as repetitive loss properties. These lists are confidential as required by federal regulations. These identified properties are usually located in areas subject to periodic flooding. The owners of these properties may approach the local government to try to remedy the flooding, or to request the buy-out of these properties. The local government can then apply for flood mitigation funding (pre- or post-disaster) to purchase these properties, which they then designate them as open space. These land acquisitions are always voluntary, and do not utilize eminent domain.

The lists of RL properties are maintained by County Public Works and City Underground Utilities (a division of the City Utilities department). These lists are required under federal law to be confidential, and they are not provided therein. However, at this time, Leon County has identified 14 single-family properties, but no (0) multi-family and non-residential properties on their RL list. The County has recently submitted documentation to transfer five (5) single-family, one (1) multi-family, and one (1) non-residential RL properties over to the City.

The City of Tallahassee has identified 63 RL properties. These include 39 single-family, seven (7) multi-family, 14 non-residential, and three (3) “other residential” properties. There are currently three single-family properties on the City’s list that are actually within the unincorporated area (Leon County). These will be transferred to the County’s list.

### Summary

The amount of rainfall from thunderstorm events in most of Florida is calculated from stormwater design storms along with their probability. These design storms in the following table affect Leon County and the City of Tallahassee.

Table 38: Design Storms Used to Calculate Rainfall.

Design Storm <sup>63</sup>	Avg. Rainfall	Probability
2 year - 24 hour	4.5"	50 %
5 year - 24 hour	6.5"	20 %
10 year - 24 hour	7.5"	10 %
25 year - 24 hour	8.5"	4 %
50 year - 24 hour	9.5"	2 %
100 year - 24 hour	10.5"	1 %

Flooding in Leon County can occur from all of these events, depending on location and other factors. However, because severe thunderstorms (five year – 24 hour or stronger) are estimated to occur at least four times per year, it is expected that, depending on amount and duration of rainfall, these storms will create nuisance or hazard flooding in many areas, particularly within the 100-year floodplain.

<sup>63</sup> <http://www.pdhoneonline.org/courses/h119/stormwater%20runoff.pdf>.

The worst stormwater event anticipated for Leon County and the City of Tallahassee is a 100 year - 24 hour storm that creates an average rainfall of 10.5". All structures (mobile homes and septic tanks) within the 100-year floodplain (Zones A and AE) and the 500-year floodplain as indicated in Figures 22 and 23 would be affected by flooding from this event.

The depth of a flood can vary with these storms and where they occur. Figures 20 and 21 indicate Zone AE depth to flooding; the computed elevation to which floodwater is anticipated to rise during the base flood (0.1' to 25', depending on location). If the base elevation of a structure is lower than the depth indicated on Figures 20 and 21, then this structure may be damaged by flooding. Generally, flooding can cause significant property damage when it exceeds six inches over this elevation.

Overall, the probability based on the historical record of a flooding event affecting Leon County and the City of Tallahassee is **likely** as defined under Section 2.2.1 Risk.

### Vulnerability Summary

Leon County and the City of Tallahassee have a record of county-wide vulnerability to flooding primarily related to heavy rainfall and tropical events. Areas and features specifically vulnerable to flooding include:

- land parcels having at least a portion of their property in the 100-year floodplain
- Mobile homes and septic tanks in 100-year floodplains
- All structures and facilities within Special Flood Hazard Areas, Non-Special Flood Hazard Areas, and Undetermined-Risk Areas as identified on local FIRM maps
- Unrecorded subdivisions and all subdivisions built before 1991-92
- Pineview Elementary School and Belle Vue Middle School
- Flood Problem Areas identified in the Leon County Stormwater Master Plan
- Other flooded structures properties identified by the City and County departments of public works (internal data only), including Repetitive Loss properties
- Local flooding areas identified by the City of Tallahassee's Division of Water Resources Engineering
- Parking areas adjacent to Leon High School and the FSU Flying High Circus

### Risk Assessment

Based on assessment of historical data, the extent and location of floodprone areas, and the Hazus analysis, flooding is classified as a **high risk** in Leon County and the City of Tallahassee.



## 2.12 Extreme Temperatures

### General Description and Location

Global climate change is affecting Florida and other parts of the U.S. Global climate change has already had observable effects on the environment. Glaciers are shrinking, ice on rivers and lakes is breaking up earlier, plant and animal ranges have shifted, and trees are flowering sooner. Effects that scientists had predicted in the past would result from global climate change are now occurring: loss of sea ice, accelerated sea level rise, and longer, more intense heat waves.

Scientists have high confidence that global temperatures will continue to rise for decades to come, largely due to greenhouse gases produced by human activities. The Intergovernmental Panel on Climate Change (IPCC), which includes more than 1,300 scientists from the United States and other countries, forecasts a temperature rise of 2.5 to 10 degrees Fahrenheit over the next century.

According to the IPCC, the extent of climate change effects on individual regions will vary over time and with the ability of different societal and environmental systems to mitigate or adapt to change.<sup>64</sup>

Regardless of regional variations, the National Air and Space Administration (NASA) and IPCC predict that temperatures worldwide will continue to rise, growing seasons will lengthen, precipitation patterns will change, there will be more droughts and heat waves, and hurricanes will become stronger and more intense. Additionally, sea level will rise 1-4 feet by 2100, and the Arctic will likely become ice-free. The variability in the projected temperatures and related affects is based partly on the response to these projections. For instance, the effects of climate change can be influenced by worldwide efforts to reduce greenhouse gas emissions, as well as other mitigation measures.

The following descriptions of extreme temperatures, including historical climate data, projections, vulnerability, and risk, are intended to be those temperatures and associated effects that affect the area of Leon County and the City of Tallahassee. Although Tallahassee can be an urban heat island on very hot days, the historical data and the projected effects of extreme temperatures apply equally to both urban and non-urbanized areas within Leon County.

### *Heat*

Extreme heat is defined as weather that is “substantially hotter and/or more humid than average for a location at that time of year.”<sup>65</sup> The Heat Index, which measures the “apparent temperature” when considering both air temperature and humidity, is used by organizations like the National Weather Service to identify extreme heat days. Extreme heat is particularly dangerous when occurring for a prolonged period (known as a “heat wave”). The higher heat index, the more difficult it is for the body to cool itself. Since Florida is surrounded by the Atlantic Ocean and the Gulf of Mexico, the state is always influenced by tropical moisture, especially in the summer. This can drive the heat index higher than in regions with drier air, such as Colorado.

Extreme heat can also help create the conditions for drought and can exacerbate the impacts of drought by putting additional stress on available water supplies. Extreme heat may lead to increased

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<sup>64</sup> <https://climate.nasa.gov/effects/>.

<sup>65</sup> <https://planningforhazards.com/extreme-heat>.

storm activity, which is linked to both high winds and flash flood hazards. It can also contribute to the spread of wildfires.

Extreme heat is often influenced by urban development. An urban heat island (UHI) is an urban area or metropolitan area that is significantly warmer than its surrounding rural areas due to human activities. The temperature difference is usually larger at night than during the day, and is most apparent when winds are weak. UHI is most noticeable during the summer and winter. The main cause of the urban heat island effect is from the modification of land surfaces. Waste heat generated by energy usage is a secondary contributor. As a population center grows, it tends to expand its area and increase its average temperature. The term heat island is also used; the term can be used to refer to any area that is relatively hotter than the surrounding, but generally refers to human-disturbed areas.<sup>66</sup>

Monthly rainfall is greater downwind of cities, partially due to the UHI. Increases in heat within urban centers increases the length of growing seasons, and decreases the occurrence of weak tornadoes. The UHI decreases air quality by increasing the production of pollutants such as ozone and decreases water quality as warmer waters flow into area streams and put stress on their ecosystems.<sup>67</sup>

### Historical Occurrences

The following table lists all-time weather records for Tallahassee, Florida through 2019. For temperature and precipitation records, there are two sets of data. The first two columns of data represent extremes recorded at the current observing site at the Tallahassee International Airport (previously the Tallahassee Regional Airport). Prior to March 29, 1961, observations were taken at other locations in Tallahassee and records for these locations are listed in the last two columns. Observations were taken at the Dale Mabry Field from this date back to March 1940. Prior to that, observations were taken at various downtown locations beginning in April 1885.

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<sup>66</sup> [https://en.wikipedia.org/wiki/Urban\\_heat\\_island](https://en.wikipedia.org/wiki/Urban_heat_island).

<sup>67</sup> Ibid.



Table 39: Weather Records for Tallahassee, Florida (°F).<sup>68</sup>

	(3/30/61-Present)		(4/1/1885 - 3/29/1961)	
Record	Reading in F°	Date(s)	Reading in F°	Date(s)
Hottest Temperature	105	June 15, 2011	104	June 20, 1933 July 15, 1932 July 3, 1931 June 29, 1931 June 24, 1914
Coldest Temperature	6	January 21, 1985	-2	February 13, 1899
Highest Daily Mean	91	July 30, 2010 July 20, 2007 July 18, 2000 July 16, 2000 July 14, 1980	91	July 15, 1932 July 11, 1930 June 29, 1931
Lowest Daily Mean	17	January 21, 1985	10	February 13, 1899
Lowest Daily Maximum	28	January 21, 1985	22	February 13, 1899
Highest Daily Minimum	81	July 15, 1980	79	July 11, 1930
Hottest Month	85.4	July 2015	85.4	July 1932
Coldest Month	43.9	January 1977	41.0	January 1940
Coldest Year	65.5	1979	64.9	1901
Hottest Year	71.8	2015	70.7	1933
Most Days at or above 100	16	1998	12	1931
Earliest 100 Degree Day	100	May 28, 2000	100	May 24, 1941
Latest 100 Degree Day	101	September 18, 2019	100	September 20, 1931
Earliest 90 Degree Day	90	March 15, 1967	90	March 21, 1907
Latest 90 Degree Day	90	October 22, 1993*	90	October 26, 1931
Fewest Freezes	15	2018-2019	N/A	N/A
Most Freezes	56	1977-78 & 1969-70	32	1957-58
Most Hard Freezes	19	2000-01	11	1917-18
Earliest Freeze	32	October 18, 1977	29	November 3, 1954
Latest Freeze	31	April 23, 1993	30	April 13, 1918
Earliest Hard Freeze	21	November 9, 1976	22	November 16, 1940
Latest Hard Freeze	25	March 23, 1986	24	March 10, 1932
Latest First Freeze	32	January 8, 1995	N/A	N/A
Earliest Last Freeze	30	February 17, 1997	N/A	N/A
Average First Freeze		November 16		December 6
Average Last Freeze		March 19		February 27
Hottest Summer	84.4	2011	82.6	1932
Coolest Summer	78.9	1961	77.6	1892
Warmest Winter	58.4	1971-72	64.2	1931-32
Coldest Winter	47.0	1977-78	48.6	1957-58

\* denotes last of several occurrences

<sup>68</sup> <https://www.weather.gov/tae/extremes>.

## Estimated Impacts, Probability, and Extent

### *Heat*

The effects of heat on Leon County include increased utility costs, the loss of electricity, drought, plant and tree stress, and negative effects on human health.

Extreme heat conditions can have significant to fatal impacts upon human health. A number of factors contribute to an individual's risk for heat-related illness including age, obesity, illness, medication, temperature, humidity level, time spent in the heat, hydration level, exposure to direct sunlight, pre-existing conditions, and others. The signs and symptoms of heat-related illness are progressively worse. If one fails to heed the signs and seek immediate medical attention, hyperthermia and death may result. First responders are also at higher risk if they are physically exerting themselves or wear bulky personal protective equipment.<sup>69</sup>

The greatest threat for infrastructure damage is through the loss of electrical power generating capacity. During times of excessive heat, air conditioning units work extra hard and demand a lot more electricity. Brownouts and blackouts are possible when electricity demand exceeds the utility's ability to generate it.

In the event of a loss of electrical power or chilled water capacity, the lack of climate control in a building may also necessitate evacuation and closure. Virtually all new buildings, including residential and non-residential, are designed to have climate controlled interior environments as well as be as energy efficient as possible. However, most institutional and apartment buildings often don't have windows that open, natural cross ventilation, or even high ceilings to allow excessive heat to rise. If there is no energy to operate HVAC units or even fans, these buildings can become dangerously hot and stuffy.

The historical probability of occurrence of a Heat Advisory in Leon County is **very likely**. Weather conditions that warrant the issuance of a Heat Advisory occur at least once per year during the summer, May - September. The historical probability of occurrence of an Excessive Heat Warning in Tallahassee is **likely**.

Excessive heat warnings are issued by the National Weather Service when the heat index reaches or exceeds 105°F for 48 hours. At a heat index of 105°F, even healthy adults are at risk of heat-related illness with prolonged exposure. Weather conditions that warrant the issuance of an Excessive Heat Warning historically occur on average once every 3 to 5 years in Tallahassee.<sup>70</sup> According to a recent study by the Union of Concerned Scientists, "Killer Heat in the United States," the number of days with a heat index above 105°F was historically five days per year on average. However, this is expected to increase to 32 to 50 days per year based on climate change projections and the actions (or lack thereof) taken to slow down or stop climate change.<sup>71</sup> This dramatic increase in the number of days with a heat index above 105°F would be considered "extreme" in Leon County.

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<sup>69</sup> <https://emergency.fsu.edu/hazards/extreme-heat/extreme-heat-analysis>.

<sup>70</sup> Ibid.

<sup>71</sup> <https://www.ucsusa.org/sites/default/files/attach/2019/07/killer-heat-analysis-full-report.pdf>.

Table 40: Southeast and Southern Great Plains Cities Will Face Many More Days per Year with a Heat Index Above 105°F by Midcentury.<sup>72</sup>

Location	Historical	No Action	Slow Action
Austin, TX	5	59	42
Baton Rouge, LA	5	57	37
Columbia, SC	5	37	24
Jackson, MS	6	52	36
Montgomery, AL	4	44	29
Oklahoma City, OK	4	43	29
Raleigh, NC	3	26	16
Tallahassee, FL	5	50	32

Historically, cities in the Southeast and Southern Great Plains regions have experienced fewer than a week's worth of days with a heat index above 105°F in an average year. With no action or slow action to reduce global heat-trapping emissions, the sampling could experience at least quadruple the number days by midcentury.<sup>73</sup>

### Vulnerability Summary

If global climate change and its accompanying projected warming (as well as other extremes in temperatures and other weather events) expected to affect the U.S. were not to occur, Leon County and the City of Tallahassee would still be vulnerable to extreme heat and cold, albeit on a limited basis. However, given the preponderance of observable historic and current data and the climate change projections of organizations like NASA and IPCC, it is anticipated that the vulnerability to extreme temperatures in Leon County and the City of Tallahassee is expected to increase, and that the rate of increase is dependent upon significant efforts to curb greenhouse gas emissions, among other efforts to address the causes of global warming. Certainly, there are many actions that government agencies, private businesses, and residents of Leon County and the City of Tallahassee can take to help mitigate this increasing vulnerability, but because climate change affects large areas outside the local jurisdiction, there are limits to what can be mitigated locally.

As previously described, unsheltered homeless persons are particularly vulnerable to extreme temperatures. Very hot temperatures create conditions amenable to heat cramps, exhaustion, and stroke, and very cold temperatures can create conditions under which these persons can develop hypothermia, or even freeze to death.

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<sup>72</sup> Ibid.

<sup>73</sup> Ibid.

## Risk Assessment

Based on an assessment of historical data and frequency of reported events, extreme temperatures are generally classified at present as a **low risk** to Leon County residents. However, projections indicate that this risk will increase in the future.

### **2.13 Wildfires**

#### General Description and Location

Florida is a state vulnerable to wildfire. Our “fire season” extends throughout all 12 months although most fire activity occurs from January through May. The basic forest and shrub ecology of the state has been created by wildfire, and such fires remain a natural feature of the landscape. Prescribed fire mimics the occurrence of natural fire and has been a useful land management tool for many years in Florida. Prescribed fire consumes excess fuels, germinates many native plants, and helps create and maintain natural wildlife habitat.

The Florida Forest Service (FFS) responds to wildfire events outside the city limits. As of November 1998, the FFS’s jurisdiction included approximately 214,877 acres in (48 percent of the land area) in Leon County. Of the five counties in Fire District Four (Leon, Gadsden, Jefferson, Wakulla and Franklin Counties) Leon has produced the least number of fires requiring an FFS response. This may be largely due to a lower concentration of combustible fuel types and the significant amount of controlled burning that takes place on a regular basis. Large areas in the north and northeast are held as plantations and frequently utilize fire as a land management tool. A significant portion of the southwestern area of the county is within the Apalachicola National Forest. There is no significant habitation within its borders and the area immediately surrounding the forest contains limited development. While residents may experience a periodic blanketing of smoke, the regular use of prescribed burns by the Florida Forest Service personnel reduces the risk of wildfire.

The following descriptions of wildfires, including historical data, projections, vulnerability, and risk, are intended to be those that affect Leon County and the City of Tallahassee.

#### Historical Occurrences

Florida’s vulnerability to wildfire was highlighted during the summer of 1998. According to the Governor’s Wildfire Response and Mitigation Review Committee, nearly 2,300 wildfires charred 500,000 acres, damaged over 300 homes, destroyed more than \$300 million worth of timber resources, and forced the evacuation of an entire county. The damage was concentrated in areas where homes were scattered on the outskirts of existing urban areas—the wildland/urban interface.

Wildfires can affect many areas of Leon County, but it is particularly a hazard on vacant, undeveloped lands within the urban area where individuals are building homes, particularly in areas with heavy concentrations of trees and vegetation, and where existing fire services or facilities are few or nonexistent. Large amounts of dry underbrush require only an ignition source which can come from various sources such as escape yard debris burn piles, lightning or even the wheels of a passing train.

Due to the concentration of residents in rural wooded areas of the county, additional threats to life and property exist, therefore requiring increased mitigation efforts.

As indicated in the table below, the 47 reported wildfires during this time carried a variety of causes. Most of these fires (53%) were caused from debris burns (piles, yard trash, and acreage). Fires caused by non-authorized piles topped the list at nine (19% of total fires). Non-authorized burning of yard trash accounted for eight fires (17% of total fires). Authorized broadcast/acreage burns rounded out the top three causes accounting for four fires (8.5% of total fires).

Table 41: Leon County Fires by Causes 1/01/2015 – 7/31/2019

Cause	Fires	Percent	Acres	Percent
Campfire	1	2.13	6.1	2.28
Children	0	0	0.0	0
Debris Burn*	0	0	0.0	0
Debris Burn--Auth--Broadcast/Acreage	4	8.51	53.3	19.93
Debris Burn--Auth--Piles	0	0	0.0	0
Debris Burn--Auth--Yard Trash	1	2.13	0.1	0.04
Debris Burn--Nonauth--Broadcast/Acreage	3	6.38	20.8	7.78
Debris Burn--Nonauth--Piles	9	19.15	18.0	6.73
Debris Burn--Nonauth--Yard Trash	8	17.02	12.6	4.71
Equipment use*	0	0	0.0	0
Equipment--Agriculture	0	0	0.0	0
Equipment--Logging	1	2.13	0.5	0.19
Equipment--Recreation	0	0	0.0	0
Equipment--Transportation	0	0	0.0	0
Incendiary	0	0	0.0	0
Lightning	1	2.13	6.0	2.24
Miscellaneous --Breakout	1	2.13	1.0	0.37
Miscellaneous --Electric Fence	0	0	0.0	0
Miscellaneous --Fireworks	0	0	0.0	0
Miscellaneous --Power Lines	3	6.38	1.9	0.71
Miscellaneous --Structure	1	2.13	2.0	0.75
Miscellaneous--Other	1	2.13	0.5	0.19
Railroad	0	0	0.0	0
Smoking	1	2.13	0.1	0.04
Unknown	12	25.53	144.5	54.04
<b>Total</b>	<b>47</b>		<b>267.4</b>	

The Florida Forest Service has addressed this issue in Leon County by educating the public about these causes and proposed actions that may be taken to control and prevent the fires caused by debris burning. The Florida Forest Service has accomplished this through Firewise programs and Ready, Set, Go programs and literature given throughout the county.

Over the past couple of years, Leon County has experienced the effects of climate change with increasingly hot temperatures and elevated drought-like conditions. During these times fire danger risk increased within Leon County.

#### *Hurricane Michael*

On October 10, 2018 historic Hurricane Michael made landfall near Mexico Beach in the Florida Panhandle shattering and leveling homes, snapping trees and scattering massive debris throughout the region. Crossing land at nearly a category 5 storm, Michael packed winds of 155mph making it the strongest storm ever to make landfall in Florida's panhandle region.

The effects and devastation of the storm was felt from Mexico Beach east to Tallahassee and north into several counties in Georgia. Damage assessments in Florida have reported up to 72 million tons of downed timber across 1.5 million acres. These findings have significantly increased the risk for wildfires and invasive pests across the northern panhandle region.

Although nearly two hours away from the landfall location, Leon County and the city of Tallahassee experienced an excessive number of downed trees and yard debris. The downed timber provided for large amounts of "Continuous Fuels" increasing the potential risk for wildfire in Leon County. Between the City of Tallahassee and Leon County 300,000 tons of storm debris was removed. Currently, with the amount of debris still in the county, wildfire risk remains elevated. (8/28/19)

#### Estimated Impacts, Probability, and Extent

The Florida Forest Service recorded 47 wildfires in Leon County from January 1, 2015 to July 31, 2019 (approximately 4.5 years), which is an average of slightly more than ten wildfires per year in Leon County. These fires burned a total area of 267 acres. Although this is equal to an average of 5.7 acres per fire event, approximately 51% of these fires were 1 acre or less. However, the remaining 49 percent averaged 10.6 acres in size.

Although wildfires in or near forested residential areas provide a tangible threat to citizens and property within Leon County and the City of Tallahassee, the impacts of wildfire in Leon County and the City of Tallahassee has historically been minimal. However, the potential impact of wildfires in the wildland urban interface is significant and increasing along with development. The wildland urban interface is an area where "wildlands" (natural or reforested areas) are adjacent to urban areas, including suburban residential areas. Fire is threat in these areas if adjacent or interspersed wildlands are not actively managed with prescribed fire or the physical removal of burnable vegetation.

According to the latest Southern Wildfire Risk Assessment (SWRA) provided by the Florida Forest Service, approximately 272,877 acres within Leon County are located in the wildland urban interface and are at the highest risk of burning. The Wildland Urban Interface Risk Index, a part of the risk assessment, is a rating of the potential impact of a wildfire on people and their homes. According to

this index, approximately 23 percent of the Wildland Urban Interface acreage may experience elevated to major impacts to people and their homes should wildfire occur. The remaining 77 percent of the Wildland Urban Interface acreage within Leon County is considered to be at moderate to low impact on people and their homes should wildfire occur. These findings may reflect upon the solid land management practices (prescribed burning, etc.) carried out by several federal and state agencies; private contractors and plantations within Leon County. Most of this area is located either within the Apalachicola National Forest, or within privately managed hunting plantations. However, a significant amount of this area is within suburban areas that either adjoin wild lands or are heavily forested.

A healthy urban forest provides a valuable aesthetic environment for residents, but it may also contribute to the potential for the spread of fire, particularly if there are fire-dependent tree and shrub species within these areas. This is more so if these “natural” areas are not managed (i.e., burned to remove natural leaf litter). As land development continues, more and more homes are being built in the vegetated or forested areas throughout Leon County. These homes have an increased vulnerability to wildfire since they are often located in areas that are removed from existing fire stations and water distribution systems and have even higher fuel loads near structures.

Leon County has recognized the danger posed by wildfires and has amended policies within the Conservation Element of the Tallahassee-Leon County Comprehensive Plan to include a policy promoting land management practices that utilize prescribe burns as a fire protection strategy:

**Policy 1.2.3 [Conservation Element]:**

In conjunction with the appropriate state, federal and regional agencies and property owners, local government shall implement, maintain, and promote land management practices that enhance fire protection, wildlife habitat and sustainable silviculture practices. These practices shall include, but not be limited to, the use of prescribed burns, the creation of defensible space buffers, vegetative maintenance, and the control or removal of invasive exotics.

In areas of wildfire hazard, the land development regulations shall require the provision of defensible space buffers surrounding new developments and multiple exits from large developments. To further the effectiveness of these practices, public awareness programs will be developed by 2010 to inform and educate existing and new property owners that these practices, prescribed burns in particular, may be regularly employed nearby and may affect their property.<sup>74</sup>

Existing policies related to controlled burns include Section 11-16 of the Land Development Code, which requires a permit for open burning within the City limits. Prescribed burns are encouraged for large landowners by the FFS to reduce fuel loads, which could contribute to uncontrolled fires. Chapter 590, Florida Statutes, requires burn authorizations from the FFS prior to conducting a prescribed burn anywhere in the state. Burn authorizations are required for acreage burning on all private and public lands, including private plantations, state parks, and national forest lands. This authorization process provides a means of tracking and controlling prescribed burning efforts. Authorizations are not issued

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<sup>74</sup> Tallahassee-Leon County Comprehensive Plan, 2015.

if environmental conditions, such as droughts or high winds, would present hazardous conditions or if a location is considered in a smoke sensitive area due to proximity to populated areas. Permitted burns are often site-checked by the FFS for compliance with proper fire procedures.

### *State and Federal Wildfire Mitigation Programs*

After the devastating wildfires of 1998 throughout the state the legislature charged the Florida Forest Service with the task of creating a mitigation program to help manage/ alleviate thick vegetative fuels in communities and around homes to prevent catastrophic wildfire. The FFS identifies project areas annually in mitigation action plans created at the District level. Work to complete these projects occurs throughout each year using both prescribed fire and mechanical (mowing, mulching) applications to reduce wildfire risk.

Firewise is a national program that encourages landowners and communities to take responsibility for their wildfire risk by creating defensible space around homes and implementing various fuel reduction projects to minimize their risk of home ignition. The FFS provides Firewise outreach programs to residents in Leon County throughout the year.

The Ready, Set, Go program enables firefighters to teach individuals to be ready for wildland fire by utilizing existing preparedness tools like Firewise; to have situational awareness when a fire starts; and to leave early for the safety to themselves and firefighters. The program seeks to make residents and fire departments partners in the wildland fire solution. These programs are a part of the larger Fire Adapted Communities Approach to reducing wildfire risk throughout the entire community. The FFS conducts public outreach programs throughout the community and distributes program brochures on a yearly basis in Leon County.

Overall, the probability based on the historical record of a wildfire within Leon County and the City of Tallahassee is likely because of the extent of the wildland urban interface, including adjacent heavily forested areas. However, most of these fires are small and easily controllable because of prescribed burning on public and private lands, and the advanced fire protection offered throughout the County.

### Vulnerability Summary

Leon County and the City of Tallahassee has a history of county-wide vulnerability to wildfires. As growth continues, more and more homes are being built in heavily vegetated or forested areas in the county. These homes have increased the wildfire vulnerability since they are often located in areas that are removed from existing fire stations and water distribution systems and have even higher fuel loads close to homes. Although approximately half the wildfire events in the last five years in Leon County have been one acre or less in size, the remaining number of wildfires averaged more than ten acres in size. A one-acre wildfire is relatively easy to control, whereas a ten-acre or larger wildfire is significantly greater in impact and is more difficult and expensive to bring under control. This becomes much more critical in the wildland urban interface area.

Historically, Leon County has experienced very few problems with fire and the wildland urban interface. This is primarily due to prescribed burning practices in large hunting properties in the north end of the county, the Apalachicola National Forest to the south and west, two State Forests located in



the County, as well as in the several units of State wildlife management areas adjoining the Ochlockonee River.

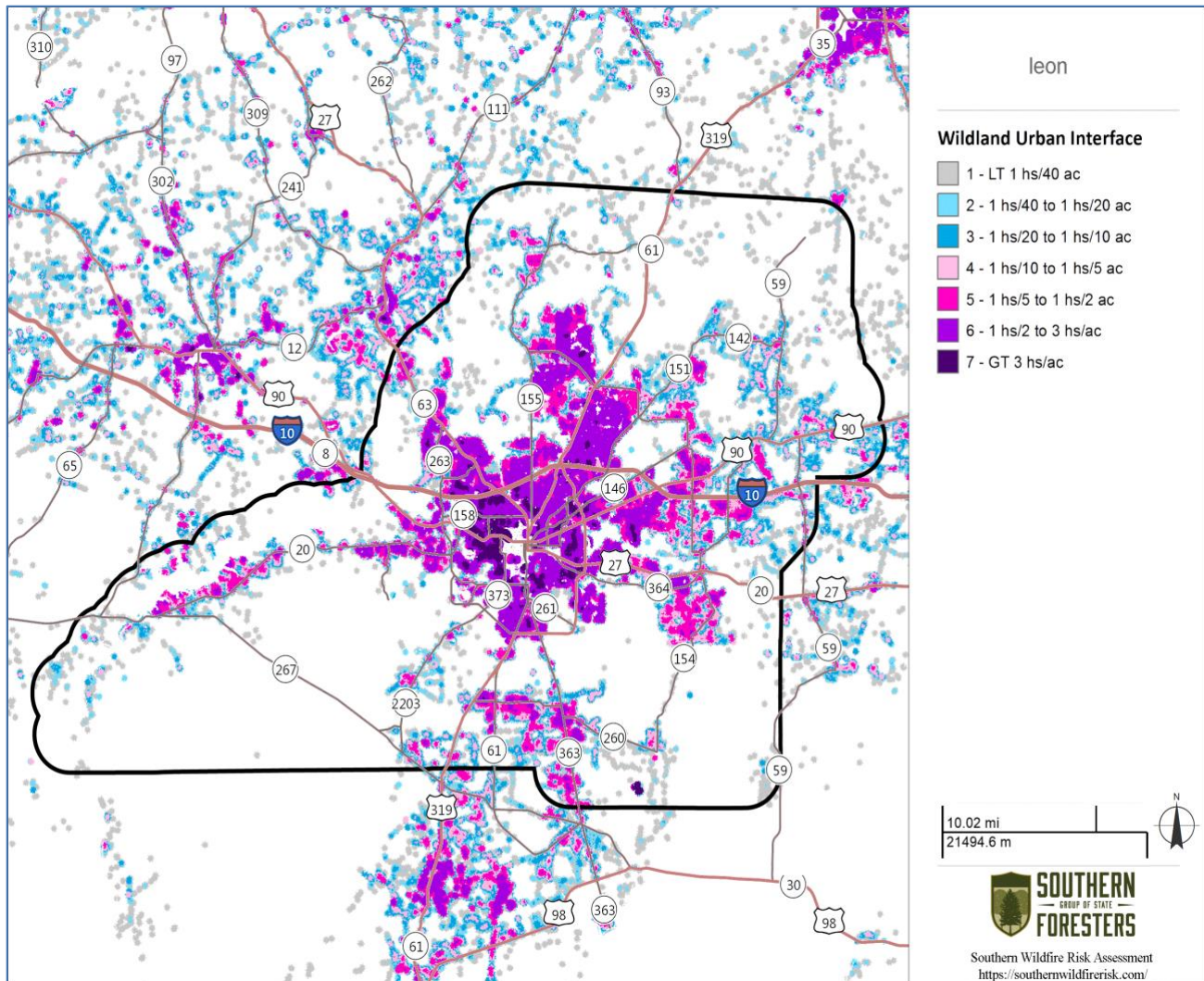
The Wildland Urban Interface (WUI) layer reflects housing density depicting where humans and their structures meet or intermix with wildland fuels. This is the area of Leon County most susceptible to property damage from wildfires. Large fires within this interface area can impact residential areas and other structures, as well as critical facilities and systems. Even smoke from wildfires can present a hazard to citizens, particularly the elderly and those who have respiratory medical conditions.

Many of these areas are residential neighborhoods or subdivisions with heavily forested parcels or open space areas. These parcels and areas are seldom subject to prescribed burning, and so are vulnerable to fire due to crowding of trees and heavy fuel buildup. However, these areas also have fire protection provided by the Tallahassee Fire Department, which also provides services to the County through an interlocal agreement.

Vulnerability to wildfires was estimated from the Wildfire Risk Assessment Summary Report (WRAS). The Summary Report is generated by the Southern Wildfire Risk Assessment (SWRA) Project. The SWRA project reflects the latest wildfire modeling and analysis and regional risk assessment efforts, and provides a consistent, comparable set of results as a foundation for mitigation planning. The SWRA can also be used to locate areas where interagency planning may be of value to effectively manage wildland fire risk. The WRAS was selected for use in this Plan because it represents the key index from the SWRA that can support current fire planning needs of southern fire management agencies.

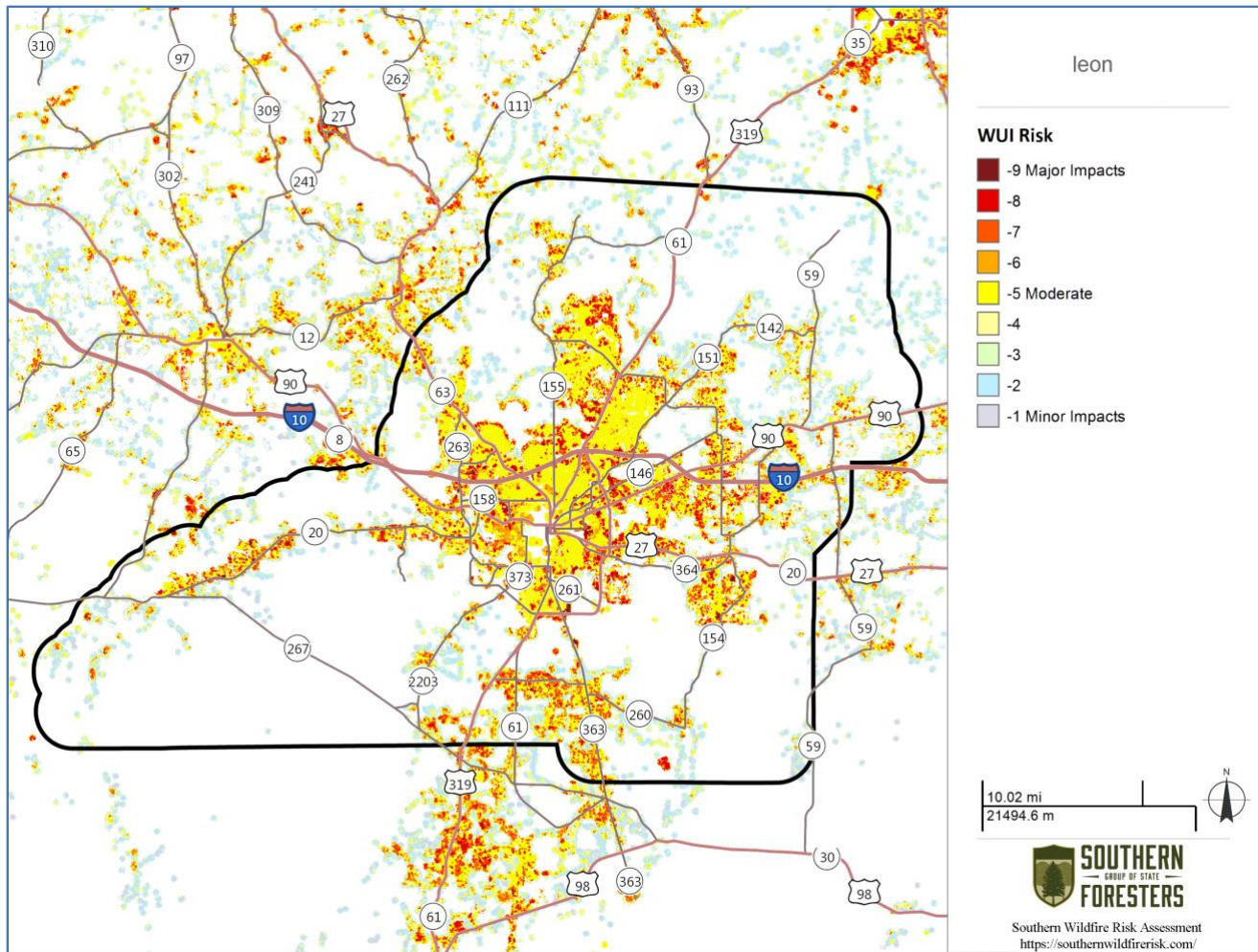
The Southern Wildfire Risk Assessment Portal (SouthWRAP) is the primary mechanism used to deliver assessment results to planners and practitioners in the field in Florida. According to the WRAS Report, it is estimated that 272,877 people or 94.1 percent of the total project area population (289,861) in Leon County live within the WUI.

Figure 25: Wildland Urban Interface in Leon County, Florida.<sup>75</sup>



<sup>75</sup> Florida Forest Service, 2019.

Figure 26: Wildland Urban Interface Fire Risk in Leon County, Florida.<sup>76</sup>



This map indicates those areas with the highest vulnerability to wildfire as calculated by the WUI.

### Risk Assessment

In early 2019, the Southern Group of State Foresters developed the Southern Wildfire Risk Assessment Portal (SouthWRAP), built upon the success of the Texas Wildfire Risk Assessment Portal (TxWRAP). SouthWRAP is the primary mechanism by which SGSF is creating awareness among the public and arming state and local government planners with information to support mitigation and prevention efforts. SouthWRAP contains data for 13 Southern states, excluding Puerto Rico and the U.S. Virgin Islands that did not participate in the initial SWRA project.

It is imperative that communities located within the Wildland Urban Interface (WUI, for short) learn about their vulnerabilities to wildfire and act to mitigate their risk. But knowing which mitigating actions to take requires onsite assessments of just how "fire adapted" a community is. To help in this

<sup>76</sup> Ibid.

process, the Southern Group of State Foresters (SGSF) and Timmons Group have developed the Community Assessor, a new module in SouthWRAP that empowers the 13 southern state forestry agencies and their partners to do mobile field assessments of "Communities at Risk."

In the past, individual SGSF states developed manual ways serve to these Communities at Risk, including paper-based assessment forms and non-digital mapping of community boundaries. Across the region, there was no consistency in the assessment criteria and mitigation strategies recommended to localities, making the development of Community Wildfire Protection Plans (CWPPs) difficult.

With Community Assessor, field assessors can use iOS and Android mobile apps to quickly enter assessment details and capture photos for pre-mapped and ad-hoc communities. Remote communities are no problem, because field assessors can work in online or offline mode and still capture data and use the map. After assessments are synced from mobile to the Community Assessor web app, the Single Community Assessment Report can be downloaded listing automatically generated mitigation strategies tailored for that community. Finally, there is also a Project Report available detailing all communities for the project, including a map and table with the total hazard rating for each community.

The Florida Forest Service is using Community Assessor to conduct a community risk assessment on a mobile device in the field and upload the assessment to SouthWRAP, and then edit or create changes in SouthWRAP based on changes in fuels and mitigation actions. The Community Assessor Application can also help determine where mitigation projects need to be done based on risk and number of structures protected. The following are some of the components listed on the field risk assessment:

- Ingress/Egress
- Road Accessibility
- Street Signs
- Ware Supply
- Local Response
- Road width
- Driveways
- Hazardous Features
- Established HOA
- Structures
- Vegetation
- Defensible Space
- Proximity to Wildlands
- Building Materials
- Setbacks
- Debris on Roof

The goal of the Southern Wildfire Risk Assessment is to provide a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in the Southern States. The Southern Wildfire Risk Assessment Portal (SouthWRAP) is the primary mechanism

to deliver assessment results to planners and practitioners in Florida. Information provided in an assessment can be used to support these key priorities:

- Identify areas most prone to wildfire
- Identify areas that may require additional tactical planning, specifically related to mitigation projects and community wildfire protection planning (CWPP'S)
- Provide the information needed to justify resource, budget and funding requests
- Allow agencies to work together to better define priorities and improve emergency response particularly across jurisdictional boundaries
- Define wildland communities and identify the risk to those communities
- Increase communication with local residents and the public to address community priority and needs
- Plan for response and suppression resource needs
- Plan and prioritize hazardous fuel treatment programs

The larger issue in Florida and in Leon County is the future threat posed by populations encroaching into wildland-urban interface areas. Generally, the risk to humans and their property from wildfires increases with population and the development that accompanies population growth. In Leon County, the threat of such fires is low because of extensive prescriptive burning and comprehensive fire protection throughout the county, yet there is a potential for wildfire in areas of the county adjacent to residential areas and roadways that may increase over time if these areas are not properly managed to reduce the potential for wildfires, particularly if hotter summer temperatures become more common as described in the section addressing extreme temperature. Based on an assessment of historical data and frequency of reported events, wildfires are generally classified at present as a **low risk** to Leon County residents. However, as Leon County and the City of Tallahassee continue to develop and urbanize, and as hotter temperatures increase through time, it is expected that the risk from wildfire will increase as well, particularly during summer months and/or droughts.

## 2.14 Sinkholes

### General Description and Location

Sinkholes are a common feature of Florida's landscape. They are only one of many kinds of karst landforms, which include caves, disappearing streams, springs, and underground drainage systems, all of which occur in Florida. Karst is a generic term which refers to the characteristic terrain produced by erosional processes associated with the chemical weathering and dissolution of limestone or dolomite, the two most common carbonate rocks in Florida. Dissolution of carbonate rocks begins when they are exposed to acidic water. Most rainwater is slightly acidic and usually becomes more acidic as it moves through decaying plant debris.

Limestones in Florida are porous, allowing the acidic water to percolate through their strata, dissolving some limestone and carrying it away in solution. Over eons of time, this persistent erosional process has created extensive underground voids and drainage systems in much of the carbonate rocks throughout the state. Collapse of overlying sediments into the underground cavities produces



sinkholes. When groundwater discharges from an underground drainage system, it is a spring, such as Wakulla Springs, Silver Springs, or Rainbow Springs. Sinkholes can occur in the beds of streams, sometimes taking all of the stream's flow, creating a disappearing stream. Dry caves are parts of karst drainage systems that are above the water table, such as the Florida Caverns in Marianna.<sup>77</sup>

Other subterranean events can cause holes, depressions or subsidence of the land surface that may mimic sinkhole activity. These include subsurface expansive clay or organic layers which compress as water is removed, collapsed or broken sewer and drain pipes or broken septic tanks, improperly compacted soil after excavation work, and even buried trash, logs and other debris. Often a depression is not verified by a licensed professional geologist or engineer to be a true sinkhole, and the cause of subsidence is not known. Such events are called subsidence incidents.

The development of sinkholes has historically been difficult to predict. Ground Penetrating Radar (GPR) surveys are increasingly used at the site level to locate karst depressions, which may indicate zones of subsidence. These areas can then be checked with a Cone Penetrometer Test (CPT) sounding.

Because the entire state is underlain by carbonate rocks, sinkholes could theoretically form anywhere. However, there are definite regions where sinkhole risk is considerably higher. These include areas of the state where limestone is close to surface, or those areas with deeper limestone but with certain configurations of water table elevation, stratigraphy, and aquifer characteristics conducive to increased sinkhole activity.

Leon County and the City of Tallahassee are located within an area of karst topography where sinkholes occur. According to the Florida Department of Environmental Protection, the northern part of the County “consists mainly of cohesive clayey sediments of low permeability. Sinkholes are most numerous of varying size and develop abruptly.” The southern portion is composed of “bare or thinly covered limestone” where “sinkholes are few, generally shallow and broad, and develop gradually.”<sup>78</sup>

### *Karst, Subsidence, and Expansive soils*

Land subsidence occurs when large amounts of ground water have been withdrawn from certain types of rocks, such as fine-grained sediments. Sinkholes are common where the rock below the land surface is limestone, carbonate rock, salt beds, or rocks that can naturally be dissolved by ground water circulating through them. As the rock dissolves, spaces and caverns develop underground.<sup>79</sup>

While sinkholes threaten property, a related hazard is the potential impacts on groundwater quality. The local landscape is dotted with sinkholes. Sinkholes are responsible for the periodic dramatic drawdown of several local waterbodies, including Lake Jackson and Lake Lafayette. While water quality issues have not been identified as a hazard issue for the LMS, the interrelatedness of these issues warrants discussion.

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<sup>77</sup> <https://floridadep.gov/fgs/sinkholes>.

<sup>78</sup> <http://www.dep.state.fl.us/geology/geologictopics/sinkholedevelopment.htm>.

<sup>79</sup> United States Geological Survey, <http://ga.water.usgs.gov/edu/earthgwsinkholes.html>.

Because sinkholes have a direct or semi-direct conduit to groundwater reservoirs, the possibility of drinking water degradation is a significant concern. Groundwater vulnerability is most evident within the Woodville Karst and Munson Hills regions, where the aquifer is unconfined by a sedimentary barrier between the surficial and Floridan Aquifers and karst features predominate. The maintenance of drinking water quality has been partially addressed by the implementation of several policies including the Leon County Aquifer/Wellhead Protection Ordinance. Future knowledge about county hydrogeology may warrant additional policy initiatives to ensure the protection of drinking water resources.

### Historical Occurrences

A spatial database of subsidence incident reports maintained by the Florida Department of Environmental Protection - Florida Geological Survey indicated 145 reported sinkhole events in Leon County from July 1999 to March 2016.<sup>80</sup> Of these events, 22 caused property damage, 83 did not, but 40 were classified as “unknown” concerning property damage. The majority of these sinkholes are small and relatively shallow, and most of these have been filled and stabilized.

Sinkholes can affect property if they open up near or under building foundations, or they can open up under roadways. There are sinkholes in Leon County that can also completely drain waterbodies such as Lake Jackson, Lake Bradford, Lake Iamonia, and Lake Lafayette when the water table is lowered through drought.

Sinkholes in Leon County and the City of Tallahassee historically have not matched the size and extent of sinkholes in Central Florida, where ground water levels are much more variable due to more variable groundwater levels. The drawdown of ground water in peninsular Florida is a serious issue, particularly from urbanization and large-scale agriculture. Nevertheless, areas within Leon County and the City of Tallahassee have been and continue to be affected by sinkholes.

The following figure depicts the location of these recorded karst subsidence reports (sinkhole occurrences) within Leon County.<sup>81</sup> These tend to be distributed mostly within the developed area of the county with higher concentrations in the southern area of Tallahassee and close to the border of Wakulla County outside of the Apalachicola Forest.

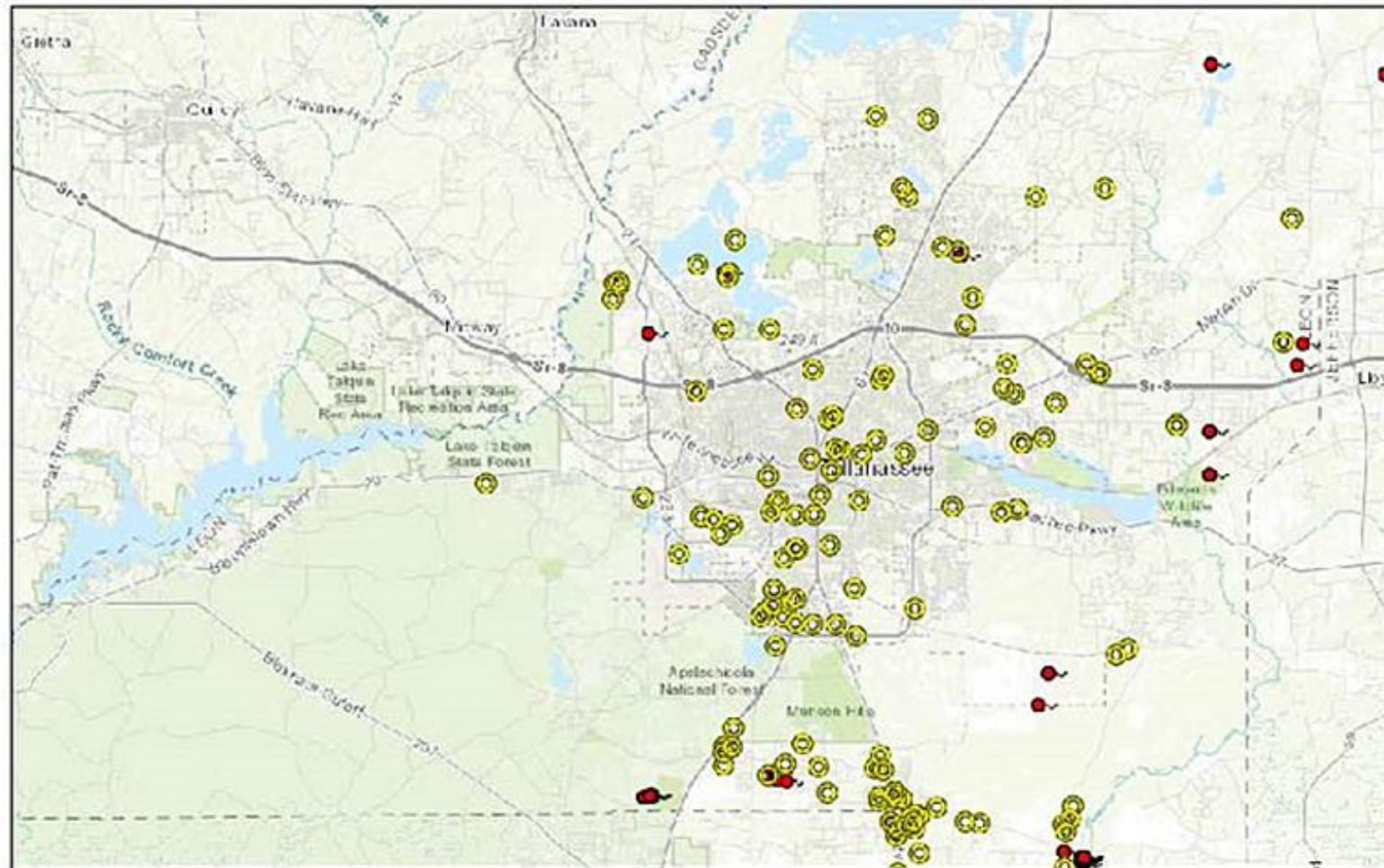
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<sup>80</sup> Florida Geological Survey, 2019, <https://floridadep.gov/fgs/data-maps>.

<sup>81</sup> Ibid.

Figure 27: Karst Subsidence Reports in Leon County, Florida, 1999 - 2016.

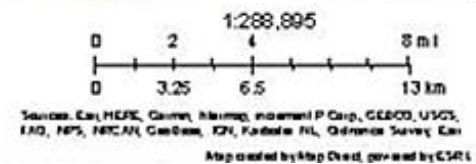
### Subsidence Incident Reports Map - Leon County, Florida



October 2, 2019

● FGS Swallets

● Subsidence Incident Reports





### Estimated Impacts, Probability, and Extent

Although there is currently no agency with responsibility and authority for sinkhole inspections in Florida, the Florida Geological Survey (FGS) receives calls from property owners all over the state who have had sinkholes develop on their property. The FGS does not have sufficient staff to visit all new sinkholes, but the agency encourages the submittal of a subsidence incident report that is incorporated into a database that can be accessed at

[http://www.dep.state.fl.us/geology/gisdatamaps/SIRs\\_database.htm](http://www.dep.state.fl.us/geology/gisdatamaps/SIRs_database.htm).

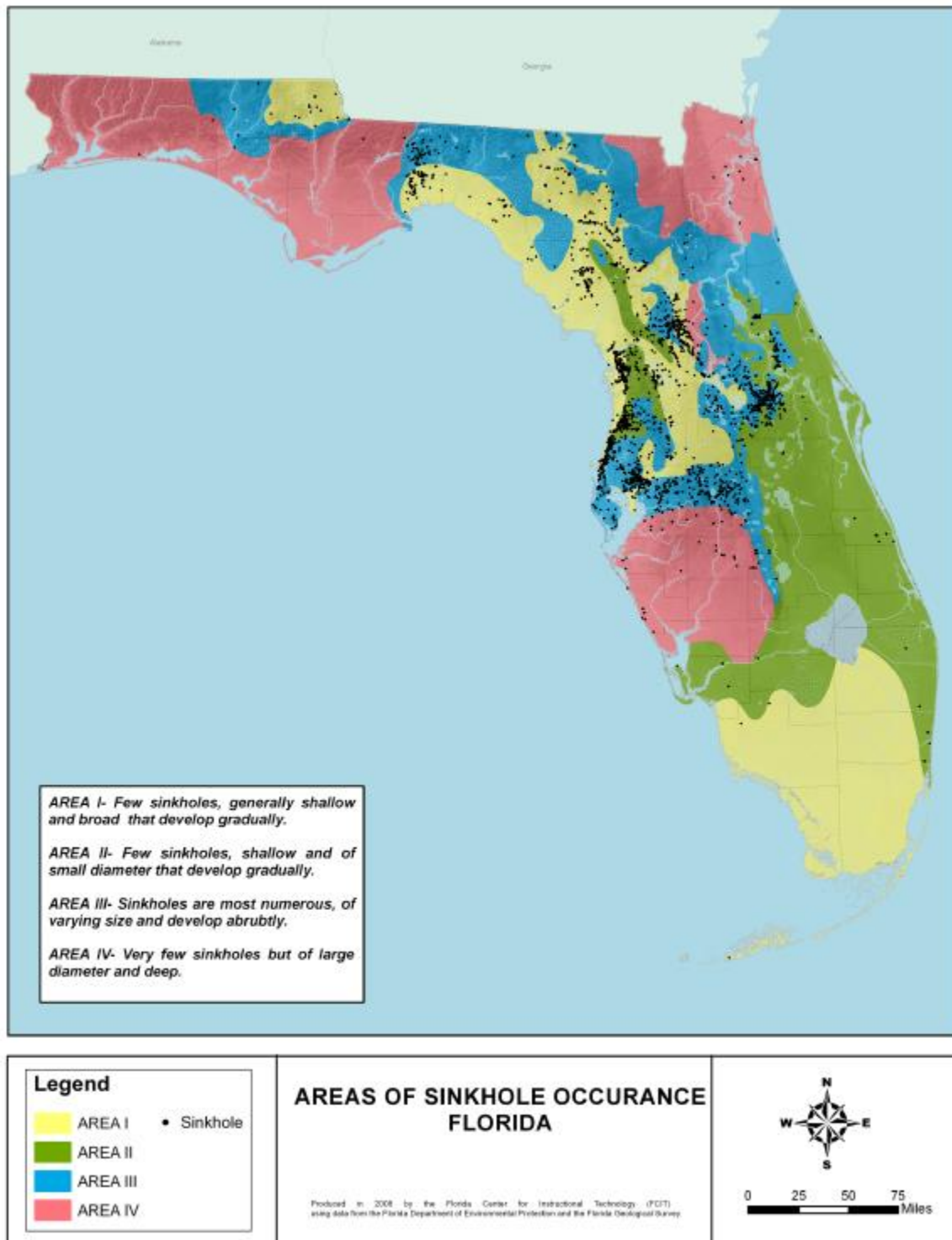
Although sinkholes in Leon County generally have not created property damage, the location and impacts of sinkholes are difficult to predict, as well as the probability and extent of them.

The following figure indicates the general areas of the state where sinkhole vulnerability is elevated over other areas. This figure represents reported sinkhole events in Florida based on data gathered by the Florida Geological Survey and the Florida Department of Environmental Protection. Leon County is indicated in this figure as being mostly within Area III, where sinkholes are most numerous, vary in size, and develop abruptly. The western third or so of the county is within Area IV, where there are very few sinkholes but those that exist are large and deep. The southern boundary of the county below the Cody escarpment is within Area I, where there are few sinkholes which are generally shallows, broad, and develop gradually.

Even though depressions and sinkholes can be located with ground penetrating radar and other techniques, there is little that can be reasonably done to mitigate the hazard of sinkhole development. Even if known features are identified, this information cannot be used to predict with certainty where additional sinkholes are likely to develop.

Based on the historical record, it is anticipated that future events for this hazard would reflect the historical frequency of drought occurrences, which can lower water tables and promote sinkhole formation. Based on Palmer Index data, a significant drought event has occurred approximately once every six years in the period 1895-2000. Periods of extreme heat in this region of Florida occur on the average of once every five years, and the probability of longer-term drought (such as the 1998-2002 event) would be expected to reflect the record of historical events occurring approximately every 25 years.

Figure 27: Areas of Sinkhole Occurrence: Florida.<sup>82</sup>



<sup>82</sup> Florida Center for Instructional Technology, Sinkholes (Tampa, FL: University of South Florida, 2008).

Based on the data presented above, approximately 2.7 sinkholes open up every year mostly within the urban and southern areas of Leon County. They are likely to occur in the Red Hills portions of Leon County, including the urban area of Tallahassee, and within the southern parts of the county east of the Apalachicola National Forest. Because the area affected by sinkholes includes the urban area of Tallahassee and developed areas outside of the Apalachicola National Forest, all citizens, structures, and critical facilities and systems within these areas may be potentially affected.

Overall, the probability based on the historical record of a sinkhole occurring within Leon County and the City of Tallahassee is **highly likely**.

### Vulnerability Summary

Sinkholes tend to affect structures and other improvements rather than people, like severe thunderstorms or lightning do. Figure 28 indicates that all structures, infrastructure, and critical facilities within the urban area of Leon County and the City of Tallahassee north of the Cody Escarpment, and within the southern parts of Leon County east of the Apalachicola National Forest within the Wakulla Coastal Plain, are more vulnerable to sinkholes and karst subsidence than other parts of the county.

Additional areas of the county having shallow soils overlying limestone, including low areas and waterbodies, are more vulnerable than other areas of the county. Development in those areas of the County where sinkholes are prevalent is potentially more vulnerable, because many sinkholes open up into larger caverns or tunnels. Structures and critical facilities built in these areas that do not have ground penetrating radar studies conducted prior to development to establish the presence or lack of sinkholes or karst depressions are also more vulnerable to sinkholes.

The degree of vulnerability described above increases in times of drought as the natural water table decreases in response to the lack of rainfall. As ground water levels (i.e., potentiometric surface) decrease, the hydrostatic pressure of groundwater is lessened on the overlying soil and rock layers, which sets up the conditions under which sinkholes can develop.

### Risk Assessment

Based on an assessment of historical data and frequency of reported damages, sinkholes are classified as a **low risk** to Leon County residents. Historical records indicate that the frequency and magnitude of this hazard is tied in part to the frequency of prolonged drought.

## 2.15 Invasive Plants and Animals

### General Description and Location

International travel, trade, population growth, climate change, and other factors have facilitated and intensified infestations of exotic and/or invasive plants and animals, including insects, in Florida. Florida is one of the states most affected by invasive and exotic species, given its hospitable warm climate, the abundance of rain, its diverse ecosystems, its many international visitors and residents, and its highly urbanized areas.

Invasive exotic plants and animals change native plant communities by displacing native species, altering community structures or ecological functions, or hybridizing with native species. The key term is “invasive;” many exotic species don’t thrive in Florida, but those that do are considered invasive. Conversely, invasive species aren’t always exotic. Fire suppression or other disturbances like major weather events or even development can create a welcome environment for some native species to behave invasively.

In response to concerns about exotic plants, the Florida Exotic Pest Plant Council was formed. The mission of the Florida Exotic Pest Plant Council is to support the management of invasive exotic plants in Florida's natural areas by providing a forum for the exchange of scientific, educational and technical information. The Florida Exotic Pest Plant Council is a non-profit organization and is not a regulatory agency. The council publishes an annual List of Invasive Plant Species (see Appendix \_\_\_\_). The purpose of this list is to focus attention on the following:

- adverse effects exotic pest plants have on Florida’s biodiversity and native plant communities
- habitat losses in natural areas from exotic pest plant infestations
- impacts on endangered species via habitat loss and alteration
- need for pest plant management
- socio-economic impacts of these plants (e.g., increased wildfires or flooding in certain areas)
- changes in the severity of different pest plant infestations over time, and
- providing information to help managers set priorities for research and control programs.

More than 500 fish and wildlife nonnative species, also known as exotic species, have been observed in Florida. Not all nonnative species present a threat to native species, but some have become invasive by causing harm to native species, posing a threat to human health and safety, or causing economic damage. Many invasive plant and animal species that thrive in the hot, moist Everglades don’t fare as well in the state’s more northern pine-dominated forests, where freezing temperatures can occur on a more regular basis than in south Florida.

An insect of concern in Leon County is the Southern Pine Beetle (SPB). The SPB is a native insect that ordinarily attacks stressed and dying pines. Under certain environmental conditions, however, SPB outbreaks can occur, during which vast acreages of pines in both forests and residential landscapes are mass-attacked and killed. Florida has experienced devastating SPB outbreaks in the recent past.

According to the Florida Division of Forestry, the SPB is one of five common species of pine bark beetles that occur throughout the Southeastern United States. While not strictly invasive nor exotic, the SPB, *Dendroctonus frontalis Zimmermann*, is the most destructive insect pest of pine in the southern United States. A recent historical review estimated that SPB caused \$900 million of damage

to pine forests from 1960 through 1990. This aggressive tree killer is a native insect that lives predominantly in the inner bark of pine trees. Trees attacked by SPB often exhibit hundreds of resin masses (i.e., pitch tubes) on the outer tree bark. SPB feed on phloem tissue where they construct winding S-shaped or serpentine galleries. The galleries created by both the adult beetles and their offspring can effectively girdle a tree, causing its death. SPB also carry, and introduce into trees, blue-stain fungi. These fungi colonize xylem tissue and block water flow within the tree, also causing tree mortality. Consequently, once SPB have successfully colonized a tree, the tree cannot survive, regardless of control measures.<sup>83</sup> The table below describes stages and symptoms associated with a southern pine beetle infestation.

Table 42: Stages of Southern Pine Beetle Attack.<sup>84</sup>

Symptom	Stage 1 Fresh attacks	Stage 2 Developing broods	Stage 3 Vacated trees
Foliage	Green	Green; fade to yellow before beetles emerge	Red; needles falling
Pitch tubes	Soft; white to light pink	Hardened; white	Hard; yellow; crumble easily
Checkered beetles	Adults crawling on the bark	Larvae in SPB galleries; pink or red; 1/2 inch long	Larvae and pupae are purple; occur in pockets in the outer bark
Bark	Tight; hard to remove	Loose; peels easily	Very loose; easily removed
Color of wood surface	white, except close to new adult galleries	Light brown with blue or black sections	Dark brown to black; may have sawyer galleries
Exit holes	----	May appear where parent beetles left the tree	Numerous; associated with brood adult emergence
Ambrosia beetle dust	----	White; begins to appear around the base of trees	Abundant at the base of trees

<sup>83</sup>University of Florida, Entomology and Nematology Department, [http://entnemdept.ufl.edu/creatures/trees/southern\\_pine\\_beetle.htm](http://entnemdept.ufl.edu/creatures/trees/southern_pine_beetle.htm).

<sup>84</sup> Forest Encyclopedia Network (2009), <http://www.forestencyclopedia.net/p/p2901>.

Other invasive plants and animals in Leon County at present include the following:

- Coral Ardisia or Scratchthroat (*Ardisia crenata*)
- Wild Taro (*Colocasia esculenta*)
- Water Hyacinth (*Eichhornia crassipes*)
- Hydrilla (*Hydrilla verticillata*)
- Glossy Privet (*Ligustrum lucidum*)
- Chinese Privet (*Ligustrum sinense*)
- Japanese Climbing Fern (*Lygodium japonicum*)
- Heavenly Bamboo (*Nandina domestica*)
- Torpedo Grass (*Panicum repens*)
- Tallow Tree or Popcorn Tree (*Sapium sebiferum*)
- Alligator Weed (*Alternanthera philoxeroides*)
- Island Apple Snail (*Pomacea maculata*)
- Camphor Tree (*Cinnamomum camphora*)<sup>85</sup>

Although these species are not life-threatening, they can become serious agricultural pests that can also create significant natural resource impacts, as well as increasing the cost of public land management. Invasive plants and animals can crowd out or even eliminate over time natural species. As an example, the Channeled or Island Apple Snail, which exists in Leon County, poses a potentially serious threat to the ecological health of Florida rivers, lakes, and wetlands, due to their affinity for aquatic plants, their extremely high fecundity (reproductive capability), and their tolerance for a range of environmental conditions.

### Historical Occurrences

Southern pine beetle infestations have been a widespread occurrence throughout the southeastern United States, including throughout the state of Florida. Millions of dollars' worth of lumber has been destroyed in Florida as a result of southern pine beetle infestations. In response, the Florida Forest Service (previously the Division of Forestry) within the Florida Department of Agriculture and Consumer Services annually surveys the state to determine the level of infestations. The table below describes the historical occurrences of SPB infestations in Florida between 1995 and 2011.

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<sup>85</sup>[https://cms.leoncountyfl.gov/Portals/0/publicworks/engservices/docs/Common%20Invasive%20Plants%20of%20Leon%20County\\_Aquatic.pdf](https://cms.leoncountyfl.gov/Portals/0/publicworks/engservices/docs/Common%20Invasive%20Plants%20of%20Leon%20County_Aquatic.pdf).

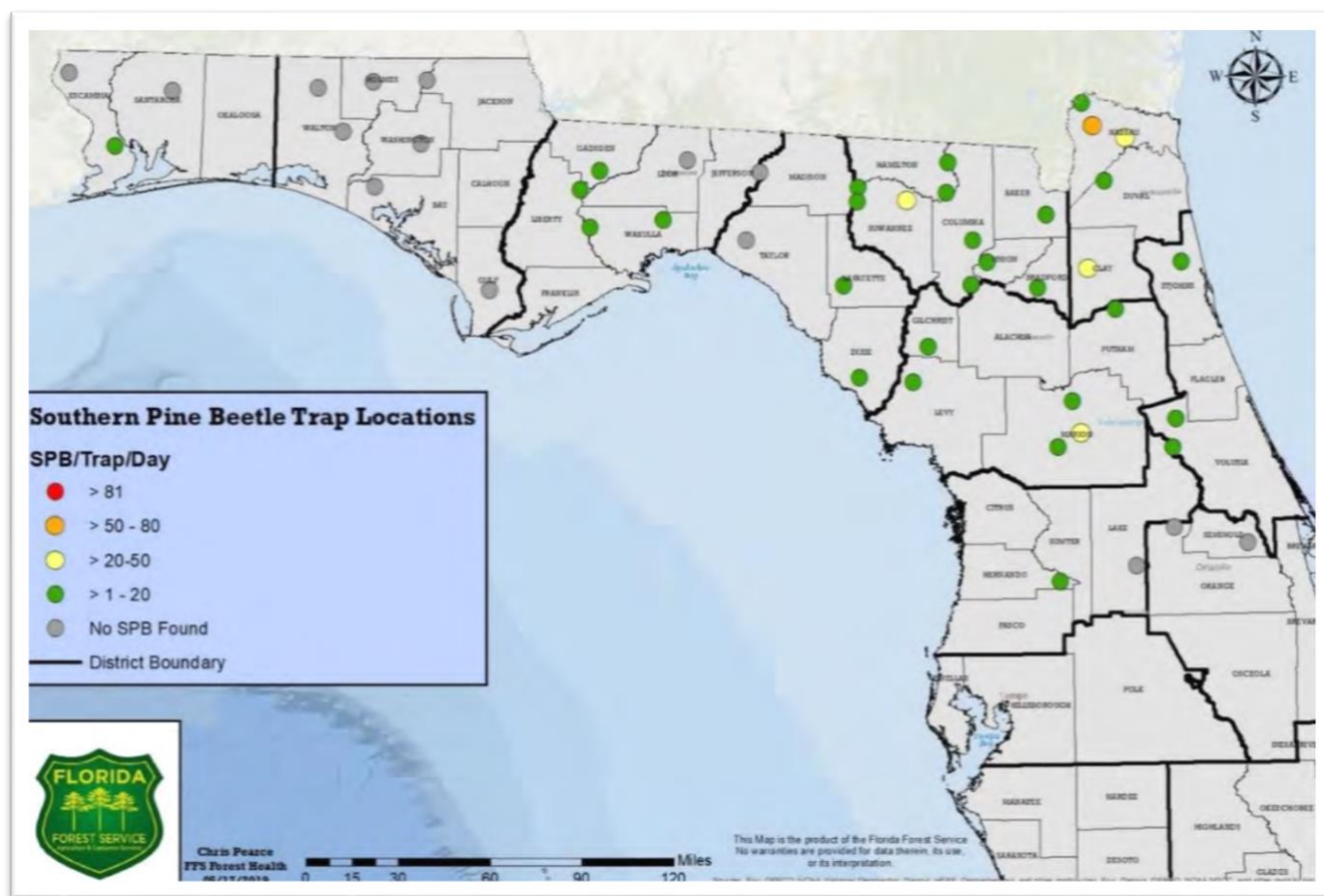
Table 43: Historical Occurrences of Southern Pine Beetle Infestations in Florida, 1995 – 2011.<sup>86</sup>

Year	No. of Counties Trapped	SPB/Trap/Day	% SPB	Prediction Trend/Level	No. of Infestations
1995	10	21.0	66	Increasing/Moderate	718
1996	19	0.3	34	Declining/Low	61
1997	19	0.5	22	Static/Low	863
1998	19	7.2	59	Increasing/Low	34
1999	20	1.4	38	Declining/Low	220
2000	21	13.2	62	Increasing/Moderate	1,172
2001	23	45.0	69	Increasing/High	2,892
2002	26	47.0	80	Increasing/High	650
2003	27	2.0	45	Declining/Low	2
2004	27	0.6	19	Static/Low	16
2005	26	4.8	36	Static/Low	7
2006	25	1.0	15	Static/Low	3
2007	26	0.4	25	Static/Low	46
2008	26	0.4	27	Static/Low	?
2009	26	0.7	21	Static/Low	15
2010	26	0.2	25	Static/Low	1
2011	26	0.2	25	Static/Low	

These data indicate that Southern Pine Beetle infestations in Leon County and throughout Florida have declined in recent years. The 2012 survey results suggest that SPB populations will remain low at all but one trap location in the 26 counties surveyed across northern and central Florida (Figure 35). Both the total number of SPB/trap/day and %SPB remained static and relatively unchanged from 2011. This suggests that the generally low levels of SPB activity that the state has experienced since 2003 will continue.

<sup>86</sup> Florida Department of Agriculture and Consumer Services (2015), <http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Our-Forests/Forest-Health/Forest-Insects/Southern-Pine-Beetle/Spring-Pheromone-Trap-Forecast>.

Figure 29: 2019 Southern Pine Beetle Forecasted Infestation Levels.<sup>87</sup>



Other invasive species identified above have existed in Leon County for a decade or more. The Channeled Apple Snail as an example occurs in the Lake Munson, Lake Lafayette, and Lake Jackson watersheds. It has eliminated nearly all natural aquatic vegetation in Lake Munson, which affects fish and other wildlife habitat, and is also found in portions of Lake Jackson, a State Aquatic Preserve.

In the early 1990s, the dominant submersed plant species in Lake Munson, a 250 acre freshwater lake south of Tallahassee, were Coontail (*Ceratophyllum demersum*) and Southern Naiad (*Najas guadalupensis*). This vegetation blanketed 80% of the lake, necessitating the use of an airboat by biologists to conduct surveys. However, in 1993, Hydrilla (*Hydrilla verticillata*), an invasive exotic plant, was accidentally introduced to the lake. By 1995, hydrilla was found throughout Lake Munson. When the exotic snails first appeared in 2002, biologists mapped 150 acres of Hydrilla. In two years, the

<sup>87</sup>Florida Department of Agriculture and Consumer Services (2019), <https://www.fdacs.gov/Divisions-Offices/Florida-Forest-Service/Our-Forests/Forest-Health/Forest-Insects/Southern-Pine-Beetle>.



Hydrilla was completely gone, having been eaten by the apple snail. No submersed, vascular plants have been found in Lake Munson since 2004.<sup>88</sup>

Emersed and floating vegetation in Lake Munson has fared little better, according to biologists. A sixty-acre stand of the beautiful, native, American Lotus (*Nelumbo lutea*) vanished between 2003 and 2004. The invasive exotic Water Hyacinth (*Eichhornia crassipes*) has nearly disappeared. From 2002 to 2006, hyacinths were controlled in Lake Munson. Such control is no longer necessary. Only a trace of Water Hyacinths remains in Lake Munson. A favorite food for *Pomacea insularum*, Wild Taro (*Colocasia esculenta*) declined but rebounded on the east side of the lake in 2009, while *Pomacea insularum* egg deposition was concentrated on the west side of the lake.<sup>89</sup>

The terrestrial species listed above, including Coral Ardisia, Glossy Privet, Chinese Privet, Japanese Climbing Fern, Heavenly Bamboo, Tallow Tree, and Camphor Tree, are found on uplands and bottomlands locally. Both Leon County and the City of Tallahassee have spent public funds to try to control these plants on public lands, including parks and greenways.

#### Estimated Impacts, Probability, and Extent

SPB outbreaks are periodic events that occur roughly on 6-12 year cycles and in general last two to three years. Between outbreaks, there can be several years with very few or no infestations, characteristic of the past six years in Florida.

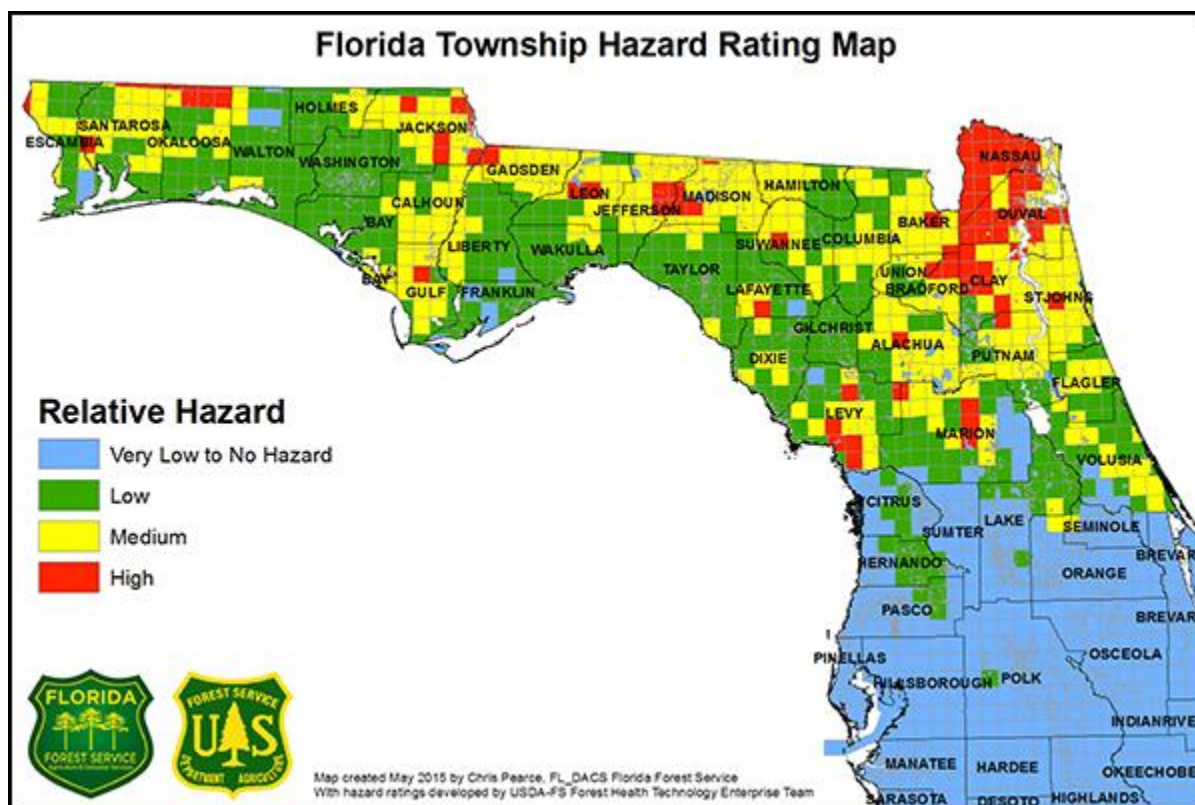
The Southern Pine Beetle Florida Township Hazard Rating Map is based on a model developed by the USDA Forest Service - Forest Health Technology Enterprise Team as part of a hazard mapping project for the southeastern United States. The model computes hazard scores based on input variables that estimate the density and basal area of the most susceptible host pine species (e.g., loblolly and shortleaf pine) and soil drainage characteristics. Each township score represents an average for the forested areas within the township. The hazard map is subject to change from year to year with changing forest conditions and improvements made to the hazard model. Hazard is an estimate of where SPB infestations may be likely to develop based on forest conditions; it does not mean that SPB infestations are predicted for a certain area in a given year.

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<sup>88</sup> <https://snailbusters.wordpress.com/2009/08/24/lake-munson-a-case-study-of-the-impact-of-exotic-apple-snails-on-aquatic-vegetation/>.

<sup>89</sup> Ibid.

Figure 30: Southern Pine Beetle Florida Township Hazard Rating Map 2015.<sup>90</sup>



The FFS classifies and describes the risk of SPB activities as follows:

1. **High Hazard:** Areas where current forest conditions are exceptionally conducive to chronic SPB activity and/or an area-wide SPB epidemic at virtually any time.
2. **Moderate Hazard:** Areas where current forest conditions may periodically harbor SPB activity and occasionally incur and sustain relatively numerous, enlarging, and/or widespread SPB activity that has a moderate potential of attaining outbreak proportions.
3. **Low Hazard:** Areas where current forest conditions are capable of sustaining some scattered infrequent or otherwise local/limited occurrences of SPB, and there is little chance of an area-wide outbreak.
4. **No Hazard:** Areas where there currently is virtually no known potential for any SPB activity.

Other invasive species identified above are well-established in many areas of Leon County and the City of Tallahassee at present. Many terrestrial species exist within lands managed by the federal government and the State of Florida, as well as those managed by local government. Different plant

<sup>90</sup> Florida Department of Agriculture and Consumer Services (2015), <https://www.fdacs.gov/Divisions-Offices/Florida-Forest-Service/Our-Forests/Forest-Health/Forest-Insects/Southern-Pine-Beetle/Southern-Pine-Beetle-SPB-Hazard-Rating-Map-for-Florida>.

species in different ecological niches or habitats, but they are present and expanding in some areas. Land and waterbody managers have a variety of programs to try to manage these species, but complete eradication of these species is unlikely.

With the exception of the Southern Pine Beetle, there have been no formal countywide surveys to date of other invasive plant or animals. Individual Land and waterbody managers have tallied invasive species for those areas or features they manage, but there are no known summaries of impacts and extent for these species. Nonetheless, the probability based on the historical record of an exotic pest infestations affecting Leon County and the City of Tallahassee is **highly likely**.

### Vulnerability Summary

Most forested areas of Leon County, including the urban area of the City of Tallahassee, are vulnerable to SPB infestations, which is exacerbated by drought, particularly during the summer. Over half the land area of Leon County is heavily forested with various mixed and pure stands of pine trees of various species, which increases the risk for SPB infestation.

Other species as previously described have established themselves in Leon County. As climate change continues and extreme temperatures increase (and with it, events like drought, stronger storms, and other climatic changes), it is very possible that additional species will establish themselves as climatic conditions favorable to these species (such as increased heat and/or rainfall) continue, or if these species are brought to this area via wild birds (in the case of seeds), conveyances such as boats, trucks, or other vehicles, or by humans (such as exotic landscape plants).

### Risk Assessment

Despite the recent decline in rates of SPB infestations and the results of the 2012 statewide survey, there remains a threat to forest resources within Leon County from SPBs. In response, management plans for state-owned conservation lands within Leon County, including the Alfred B. Maclay Gardens State Park Unit Management Plan, require the regular monitoring of forestry conditions for SPBs and other exotic invasives, as well as outlining procedures for preventing southern pine beetle infestations.

The presence of exotic invasive plants and animals does not present a significant health threat to humans or to structures at present and is therefore considered a **low** risk.

## 2.16 Diseases, Epidemics, and Pandemics

### General Description and Location

According to the Centers for Disease Control and Prevention (CDC), an *epidemic* refers to an increase, often sudden, in the number of cases of a disease above what is normally expected in that population in that area. An *outbreak* carries the same definition of epidemic, but is often used for a more limited geographic area. A *cluster* refers to an aggregation of cases grouped in place and time that are suspected to be greater than the number expected, even though the expected number may not be known. A *pandemic* refers to an epidemic that has spread over several countries or continents, usually affecting a large number of people.<sup>91</sup>

These definitions can apply to other infections subject to global spread, e.g. cholera and HIV. There are no elements of severity in them; while some pandemics are severe in the disease they cause in some individuals or at a population level, not all epidemics, outbreaks, clusters, or pandemics are severe.

The World Health Organization (WHO) has developed a more technical set of requirements for a pandemic. These criteria, which apply to the organisms that create disease, include:

- Ability to infect humans
- Ability to cause disease in humans
- Ability to spread from human to human quite easily.

Influenza is an example of an interpandemic (seasonal) pandemic. According to WHO, pandemic outbreaks or incidences of influenza occur approximately every 35 years. These outbreaks typically last a duration of one to three years. Influenza pandemics are usually transmitted worldwide in six to nine months and are typically characterized by one to three waves lasting four to eight weeks per wave. The table below describes the phases of a pandemic, as identified by WHO.

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<sup>91</sup> <https://www.cdc.gov/csels/dsepd/ss1978/lesson1/section11.html>.

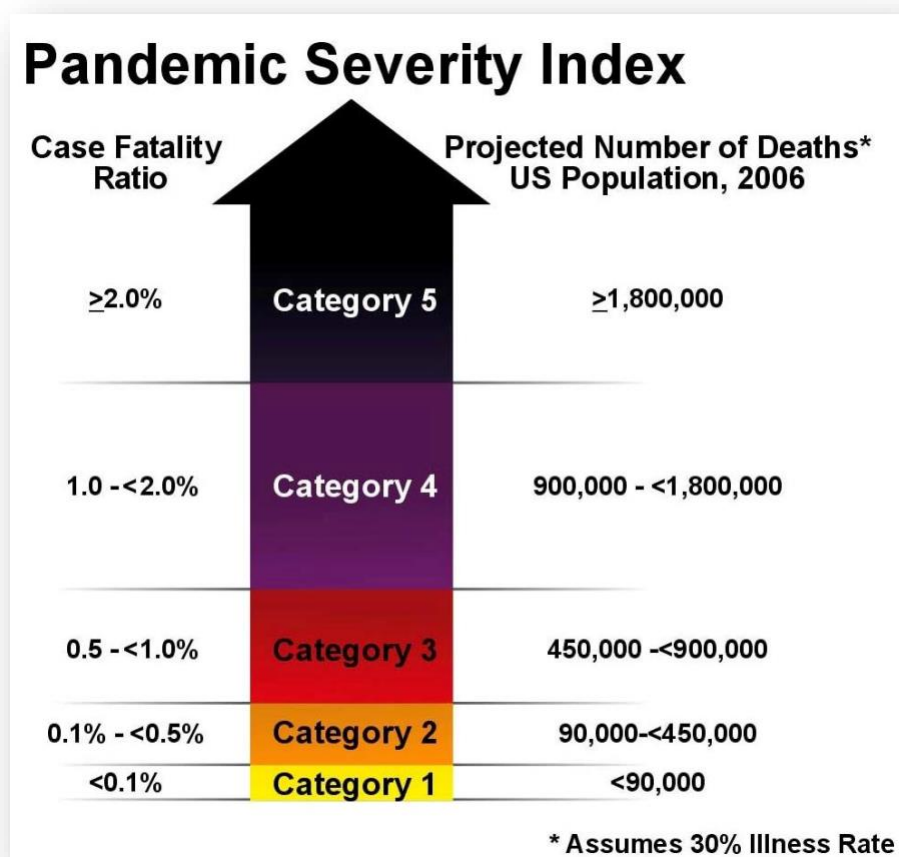
Figure 31: Pandemic Phases.<sup>92</sup>

Phases	Description
One	No animal influenza virus circulating among animals has been reported to cause infection in humans.
Two	An animal influenza virus circulating in domesticated or wild animals is known to have caused infection in humans and is therefore considered a specific potential pandemic threat.
Three	An animal or human-animal influenza reassortant virus has caused sporadic cases or small clusters of disease in people, but has not resulted in human-to-human transmission sufficient to sustain community-level outbreaks.
Four	Human-to-human transmission of an animal or human-animal influenza reassortant virus able to sustain community-level outbreaks has been verified.
<b>Pandemic</b>	
Five	The same identified virus has caused sustained community level outbreaks in two or more countries in one WHO region.
Six	In addition to the criteria defined in Phase 5, the same virus has caused sustained community level outbreaks in at least one other country in another WHO region.
Post-peak	Levels of pandemic influenza in most countries with adequate surveillance have dropped below peak levels.
Possible new wave	Level of pandemic influenza activity in most countries with adequate surveillance rising again.

The increased morbidity (sickness) and mortality (death) associated with severe pandemics can result in social disruption and economic disruption. The CDC created a rational planning tool for communities to measure pandemics, for use by states, communities, businesses and schools, as part of a drive to provide more specific community-level prevention measures, created the Pandemic Severity Index (PSI). The PSI is a proposed classification scale similar in structure to the Saffir-Simpson Hurricane Scale for reporting the severity of influenza pandemics in the United States.

The following figure summarizes the PSI. The PSI is intended to guide local pandemic preparedness efforts based on scenario-based contingency planning. This planning tool is also intended to define which pandemic mitigation strategies are appropriate for implementation based on case fatality ratio, excess death rate, and illness rate caused by the pandemic.

<sup>92</sup> WHO pandemic phases (WHO 2009),  
[http://www.ecdc.europa.eu/en/healthtopics/pandemic\\_preparedness/basic\\_facts/pages/who\\_pandemic\\_phases.aspx](http://www.ecdc.europa.eu/en/healthtopics/pandemic_preparedness/basic_facts/pages/who_pandemic_phases.aspx).

Figure 32: Pandemic Severity Index, 2007.<sup>93</sup>

The PSI is accompanied by a set of guidelines for communities to follow in potential pandemic situations. These guidelines include:

- Isolation and treatment of people who have suspected or confirmed cases of pandemic influenza
- Voluntary home quarantine of household contacts of those with suspected or confirmed pandemic influenza
- Dismissing school classes and closing daycare centers
- Changing work schedules and canceling large public gatherings

These guidelines when implemented can have an overall effect of reducing the number of new cases of the disease, but they can create potentially adverse consequences in terms of community and social disruption. The measures should have the most noticeable impact if implemented uniformly by organizations and governments across the US. A more detailed description of these guidelines is presented in the following table.

<sup>93</sup> Centers for Disease Control and Prevention, 2007.

Figure 33: Community Strategies by Pandemic Influenza Severity.<sup>94</sup>

Interventions by Setting	Pandemic Severity Index		
	1	2 and 3	4 and 5
<b>Home</b>  <b>Voluntary isolation</b> of ill at home (adults and children); combine with use of antiviral treatment as available and indicated  <b>Voluntary quarantine</b> of household members in homes with ill persons (adults and children); consider combining with antiviral prophylaxis if effective, feasible, and quantities sufficient	<b>Recommend</b>          <b>Generally not recommended</b>	<b>Recommend</b>          <b>Consider</b>	<b>Recommend</b>          <b>Recommend</b>
<b>School</b>  <b>Child social distancing</b> –dismissal of students from schools and school-based activities, and closure of child care programs  –reduce out-of-school contacts and community mixing	<b>Generally not recommended</b>          <b>Generally not recommended</b>	<b>Consider:</b> ≤ 4 weeks          <b>Consider:</b> ≤ 4 weeks	<b>Recommend:</b> ≤ 12 weeks          <b>Recommend:</b> ≤ 12 weeks

(Continued on next page)

<sup>94</sup> Handbook for Pandemic and Mass-casualty Planning and Response. Volume 100 NATO Science for Peace and Security Series - E: Human and Societal Dynamics Edited by Elin A. Gursky, Boris Hrečkovski. 2012.

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Diseases and Pandemics can affect all or portions of Leon County and the City of Tallahassee. There are many diseases that can spread wide enough to be an epidemic or pandemic. These include:

- Chikungunya
- Cholera
- Novel Coronavirus (SARS-CoV-2)
- Crimean-Congo haemorrhagic fever
- Ebola virus disease
- Hendra virus infection
- Influenza (pandemic, seasonal, zoonotic)
- Lassa fever
- Marburg virus disease
- Meningitis
- MERS-CoV
- Monkeypox
- Nipah virus infection
- Plague
- Rift Valley fever
- SARS
- Smallpox
- Tularaemia
- Yellow fever
- Zika virus disease

Only a few of these diseases may affect Leon County and the City of Tallahassee. Certainly, due mainly to centralized sewer systems and other regulated methods of water treatment and distribution and wastewater treatment, cholera is no longer an issue. Thanks to the success of vaccination, the last natural outbreak of smallpox in the United States occurred in 1949. In 1980, the World Health Assembly declared smallpox eradicated (eliminated), and no cases of naturally occurring smallpox have happened since.<sup>95</sup>

The yellow fever virus is found in tropical and subtropical areas of Africa and South America. The virus is spread to people by the bite of an infected mosquito. Yellow fever is a very rare cause of illness in U.S. travelers. Illness ranges from a fever with aches and pains to severe liver disease with bleeding and yellowing skin (jaundice). Yellow fever infection is diagnosed based on laboratory testing, a person's symptoms, and travel history. There is no medicine to treat or cure infection.<sup>96</sup> Yellow fever is not an issue in the U.S. at present.

Many of the other diseases above are not an issue in the U.S., including Florida. However, Influenza can be, as well as Meningitis, and Chikungunya and Zika are being closely watched by public health authorities as they could be brought into parts of the U.S. where tropical conditions are found, including Florida. In late 2013, Chikungunya virus was found for the first time in the Americas on islands in the Caribbean. There is a risk that the virus will be imported to new areas by infected

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<sup>95</sup> <https://www.cdc.gov/smallpox/index.html>.

<sup>96</sup> <https://www.cdc.gov/yellowfever/index.html>.

travelers. There is no vaccine to prevent or medicine to treat Chikungunya virus infection. Zika is a similar disease in that it is transmitted by mosquitoes and that there is no vaccine or medicine available to treat Zika.<sup>97</sup>

An ongoing pandemic of Novel Coronavirus disease 2019 (COVID-19), caused by the SARS-CoV-2 virus, started in December 2019. It is currently ongoing, and no vaccine currently exists.<sup>98</sup>

## Historical Occurrences

### *Influenza*

Annual influenza epidemics are estimated to affect 5–15% of the global population. Although most cases are mild, these epidemics still cause severe illness in 3–5 million people and 250,000–500,000 deaths worldwide. On average 41,400 people die of influenza-related illnesses each year in the United States, based on data collected between 1979 and 2001. In industrialized countries, severe illness and deaths occur mainly in the high-risk populations of infants, the elderly and chronically ill patients, although the H1N1 flu outbreak (like the 1918 Spanish flu) differs in its tendency to affect younger, healthier people.

Throughout the 20<sup>th</sup> century, there were three influenza pandemics occurring in 1918, 1957, and 1968. Though estimates vary, the influenza epidemic that swept the world in 1918 is estimated to have killed 50 to 100 million people. The 1918 pandemic, or the “Spanish Flu,” affected approximately one-fifth of the world’s population. Within months, it had killed more people than any other illness in recorded history. The plague emerged in two phases. In late spring of 1918, the first phase, known as the “three-day fever,” appeared without warning. Few deaths were reported. Victims recovered after a few days. When the disease surfaced again that fall, it was far more severe. In the U.S., about 28% of the population suffered, and 500,000 to 675,000 died.

Recently, concerns have been raised as to the potential for a global avian influenza (A-H5N1) pandemic. The first time that influenza A-H5N1 infected humans occurred in Hong Kong in 1997 followed by a resurfacing of the virus in Vietnam and Thailand in late 2003. The westward spread of the virus began in 2004. While person to person transmission of the disease has been limited, health experts are concerned that as H5N1 continues to evolve it will become better adapted to humans and result in sustained and efficient person-to-person transmission with a global impact similar to 1918 pandemic levels. In November 2004, the director for the western region of the World Health Organization said that an influenza pandemic was inevitable and called for urgent plans to combat the virus.

WHO has reported 630 cases of human cases of H5N1 from 15 countries since 2003, with 375 confirmed fatalities. The following table indicates the number of cases and deaths by time, and Figure 39 depicts the spread of H5N1 avian influenza across the African and Asian continents and the number of confirmed cases as of 2013.

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<sup>97</sup> <https://www.cdc.gov/chikungunya/>.

<sup>98</sup> [https://en.wikipedia.org/wiki/2019%E2%80%9320\\_coronavirus\\_pandemic](https://en.wikipedia.org/wiki/2019%E2%80%9320_coronavirus_pandemic).

Figure 34: Cumulative Number of Confirmed Human Cases for Avian Influenza A(H5N1) Reported to WHO, 2003-2013.<sup>99</sup>

**Cumulative number of confirmed human cases for avian influenza A(H5N1) reported to WHO, 2003-2013**

Country	2003-2009*		2010		2011		2012		2013		Total	
	cases	deaths	cases	deaths	cases	deaths	cases	deaths	cases	deaths	cases	deaths
Azerbaijan	8	5	0	0	0	0	0	0	0	0	8	5
Bangladesh	1	0	0	0	2	0	3	0	1	1	7	1
Cambodia	9	7	1	1	8	8	3	3	11	8	32	27
China	38	25	2	1	1	1	2	1	2	2	45	30
Djibouti	1	0	0	0	0	0	0	0	0	0	1	0
Egypt	90	27	29	13	39	15	11	5	4	3	173	63
Indonesia	162	134	9	7	12	10	9	9	0	0	192	160
Iraq	3	2	0	0	0	0	0	0	0	0	3	2
Lao People's Democratic Republic	2	2	0	0	0	0	0	0	0	0	2	2
Myanmar	1	0	0	0	0	0	0	0	0	0	1	0
Nigeria	1	1	0	0	0	0	0	0	0	0	1	1
Pakistan	3	1	0	0	0	0	0	0	0	0	3	1
Thailand	25	17	0	0	0	0	0	0	0	0	25	17
Turkey	12	4	0	0	0	0	0	0	0	0	12	4
Viet Nam	112	57	7	2	0	0	4	2	2	1	125	62
<b>Total</b>	<b>468</b>	<b>282</b>	<b>48</b>	<b>24</b>	<b>62</b>	<b>34</b>	<b>32</b>	<b>20</b>	<b>20</b>	<b>15</b>	<b>630</b>	<b>375</b>

\* 2003-2009 total figures. Breakdowns by year available on next table

Total number of cases includes number of deaths  
WHO reports only laboratory cases  
All dates refer to onset of illness

Source: WHO/GIP, data in HQ as of 04 June 2013



According to the WHO, A total of 24 laboratory-confirmed cases of human infection with influenza A(H5N6) virus have been reported to WHO from China since 2014.

### Swine Influenza

Swine influenza (swine flu) is a respiratory disease of pigs caused by type A influenza viruses that regularly cause outbreaks of influenza in pigs. Influenza viruses that commonly circulate in swine are called “swine influenza viruses” or “swine flu viruses.” Like human influenza viruses, there are different subtypes and strains of swine influenza viruses. The main swine influenza viruses circulating in U.S. pigs in recent years are:

<sup>99</sup> [http://www.who.int/influenza/human\\_animal\\_interface/EN\\_GIP\\_20130604CumulativeNumberH5N1cases.pdf](http://www.who.int/influenza/human_animal_interface/EN_GIP_20130604CumulativeNumberH5N1cases.pdf).

- swine triple reassortant (tr) H1N1 influenza virus
- trH3N2 virus
- trH1N2 virus<sup>100</sup>

Swine flu viruses do not normally infect humans. However, sporadic human infections with swine influenza viruses have occurred, including within the United States.

The H1N1 flu virus caused a world-wide pandemic in 2009. It is now a human seasonal flu virus that also circulates in pigs. According to the latest WHO statistics (July 2010), the virus has killed more than 18,000 people since it appeared in April 2009.<sup>101</sup> Several of these fatalities have occurred in Florida.

The Leon County Health Department confirmed in early 2014 that there have been one or more cases of H1N1 in Leon County. However, it is not currently possible under the federal Health Insurance Portability and Accountability Act to gather statistics from local hospitals regarding the specific number of cases and possible deaths from H1N1. Furthermore, H1N1 is not a recordable illness in the state of Florida, meaning cases of death specifically relating to H1N1 involving people 18 or older are not recorded or required to be reported to the FDH in Leon County.<sup>102</sup>

### *Ebola*<sup>103 104</sup>

Ebola virus disease (EVD), Ebola hemorrhagic fever (EHF), or simply Ebola is a disease of humans and other primates caused by a virus. Symptoms start two days to three weeks after contracting the virus, with a fever, sore throat, muscle pain and headaches. Typically, vomiting, diarrhea and rash follow, along with decreased function of the liver and kidneys. Around this time, affected people may begin to bleed both within the body and externally.

The virus may be acquired upon contact with blood or bodily fluids of an infected animal. Spreading through the air has not been documented in the natural environment. Fruit bats are believed to be a carrier and may spread the virus without being affected. Once human infection occurs, the disease may spread between people, as well. Male survivors may be able to transmit the disease via semen for nearly two months. To make the diagnosis, typically other diseases with similar symptoms such as malaria, cholera and other viral hemorrhagic fevers are first excluded. To confirm the diagnosis, blood samples are tested for viral antibodies, viral RNA, or the virus itself.

Prevention includes decreasing the spread of disease from infected animals to humans. This may be done by checking such animals for infection and killing and properly disposing of the bodies if the disease is discovered. Properly cooking meat and wearing protective clothing when handling meat may also be helpful, as are wearing protective clothing and washing hands when around a person with the disease. Samples of bodily fluids and tissues from people with the disease should be handled with special caution. No specific treatment for the disease is yet available.

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<sup>100</sup> U.S. Centers for Disease Control and Prevention < <http://www.cdc.gov/flu/swineflu/>>.

<sup>101</sup> [http://en.wikipedia.org/wiki/2009\\_flu\\_pandemic](http://en.wikipedia.org/wiki/2009_flu_pandemic).

<sup>102</sup> <http://www.thefamuanonline.com/news/view.php/774999/Health-department-confirms-H1N1-cases-in>.

<sup>103</sup> [http://en.wikipedia.org/wiki/Ebola\\_virus\\_disease](http://en.wikipedia.org/wiki/Ebola_virus_disease).

<sup>104</sup> <http://www.cdc.gov/vhf/ebola/outbreaks/2014-west-africa/index.html>.

The 2014 Ebola outbreak is the largest in history and the first Ebola epidemic the world has ever known—affecting multiple countries in West Africa. A small number of cases in Lagos and Port Harcourt, Nigeria, have been associated with a man from Liberia who traveled to Lagos and died from Ebola, but the virus does not appear to have been widely spread in Nigeria. The case in Senegal is related to a man who traveled there from Guinea.

CDC has issued a Warning, Level 3 travel notice for three countries. U.S. citizens should avoid all nonessential travel to Guinea, Liberia, and Sierra Leone. CDC has issued an Alert, Level 2 travel notice for Nigeria. Travelers to Nigeria should take enhanced precautions to prevent Ebola. CDC has also issued an Alert, Level 2 travel notice for the Democratic Republic of the Congo (DRC). A small number of Ebola cases have been reported in the DRC, though current information indicates that this outbreak is not related to the ongoing Ebola outbreaks in Guinea, Liberia, Nigeria and Sierra Leone.

As of October 2014, at least one confirmed Ebola case has been reported in the United States. Another four U.S. health workers infected with Ebola virus in West Africa were transported to hospitals in the United States. Two of the patients have recovered and been released from the hospital after laboratory testing confirmed that they no longer have Ebola virus in their blood. CDC has advised that there is no public health concern with their release and that they do not pose a risk to household contacts or to the public.

Although the risk of an Ebola outbreak in the United States is very low, CDC is working with other U.S. government agencies, the World Health Organization (WHO), and other domestic and international partners and has activated its Emergency Operations Center to help coordinate technical assistance and control activities with its government, non-profit, profit, and other partners. CDC has also deployed teams of public health experts to West Africa and will continue to send experts to the affected countries.

### *2019 Novel Coronavirus*

As of April 2020, the 2019–20 Novel Coronavirus pandemic is ongoing, caused by the SARS-CoV-2 Novel (new) Coronavirus. It was first identified in Wuhan, the capital of Hubei, China. As of April 17, 2020, more than 2.17 million cases of COVID-19 (the disease caused by the coronavirus) have been reported in 210 countries and territories, resulting in more than 146,000 deaths. More than 554,000 people have recovered, although there may be a possibility of relapse or reinfection. The deaths per diagnosed cases varies significantly between countries.<sup>105</sup> Also as of this date, there are 24,119 total confirmed cases in Florida with 164 confirmed total cases of COVID-19 in Leon County (22 hospitalizations and one fatality reported).<sup>106</sup>

At this time, the Leon County Emergency Medical Services department has initiated their Emergency Infectious Disease Assessment Protocol to do extra screening on callers reporting symptoms associated with the coronavirus.<sup>107</sup> The local Emergency Operations Center has also been activated for use by those agencies and departments involved in pandemic operations.

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<sup>105</sup> [https://en.wikipedia.org/wiki/2019%E2%80%9320\\_coronavirus\\_pandemic](https://en.wikipedia.org/wiki/2019%E2%80%9320_coronavirus_pandemic).

<sup>106</sup> Florida Department of Health, Division of Disease Control and Health Protection, April 15, 2020.

<sup>107</sup> <https://www.wctv.tv/content/news/Leon-County-first-responders-prepare-for-coronavirus-568572951.html>.

### Estimated Impacts, Probability, and Extent

The potential impact of a pandemic on the local population was previously estimated for the 2010 LMS using a Center for Disease Control (CDC) computer model. This model is available online at <http://www.cdc.gov/flu/pandemic-resources/tools/flusurge.htm>. FluSurge 2.0, a program created by the CDC, was utilized by local government staff in 2009 to assess the potential impacts of a pandemic influenza outbreak on the local population in Leon County. This program calculates the likely number of hospital admissions and death based on local healthcare facilities and equipment and the age of the local population. Young children and older adults (65 years and older) are considered particularly vulnerable groups of the population.

FluSurge 2.0 was used to model and analyze several Leon County scenarios with varying attack rates or exposure levels. A 15 percent attack rate was used to create a low-impact scenario and a 25 percent attack rate was used to create a medium-impact or moderate scenario. Lastly, a high-impact or severe scenario was created using a 35 percent attack rate, which is similar to conditions experienced during the deadly 1918 influenza pandemic. Because no new hospitals have been constructed in the last decade, it is anticipated that these scenarios and the data supporting them are still valid.

### *Leon County Pandemic Influenza Vulnerability Analysis*

Based on analysis of current population and local healthcare facilities, FluSurge 2.0 was used in 2009 to generate a pandemic influenza scenario in Leon County.

Based on the results of this analysis, a pandemic modeled on conditions during the 1918 influenza pandemic lasting six to eight weeks with a 35 percent impact rate would result in 1,140 hospitalizations and 210 deaths in Leon County. The results of this analysis for the 35 percent impact rate (similar to the 1918 influenza pandemic) only are displayed the following table below for Leon County, the incorporated area, and the unincorporated area only.

Table 44: Leon County Pandemic Influenza Impact, 2009 (Assumes 35% of Population Affected for a Duration of 6 -8 Weeks).

Pandemic Influenza Impact / Weeks		1	2	3	4	5	6	7	8
<b>Hospital Admission</b>	Weekly admissions	137	194	239	239	194	137		
	Peak admissions/day			37	<b>37</b>				
<b>Hospital Capacity</b>	# of influenza patients in hospital	101	143	176	182	161	127		
	% of hospital capacity needed	11%	16%	20%	<b>20%</b>	18%	14%		
<b>ICU Capacity</b>	# of influenza patients in ICU	21	38	49	53	51	42		
	% of ICU capacity needed	20%	38%	48%	<b>52%</b>	50%	41%		
<b>Ventilator Capacity</b>	# of influenza patients on ventilators	10	19	25	26	26	21		
	% usage of ventilator	12%	23%	30%	<b>32%</b>	31%	25%		
<b>Deaths</b>	# of deaths from influenza			25	36	44	44	36	25
	# of influenza deaths in hospital			18	25	31	31	25	18

### City of Tallahassee Pandemic Influenza Vulnerability Scenario

Based on the results of this analysis, a pandemic modeled on conditions during the 1918 influenza pandemic lasting six to eight weeks with a 35 percent impact rate would result in 723 hospitalizations and 131 deaths in the City of Tallahassee. The results of this analysis for the City of Tallahassee are displayed in the tables and figures below.

Table 45: City of Tallahassee\_Pandemic Influenza Impact, 2009 (Assumes 35% of Population Affected for a Duration of 6 -8 Weeks).

Pandemic Influenza Impact / Weeks		1	2	3	4	5	6	7	8
<b>Hospital Admission</b>	Weekly admissions	87	123	152	152	123	87		
	Peak admissions/day			24	<b>24</b>				
<b>Hospital Capacity</b>	# of influenza patients in hospital	64	90	112	116	102	81		
	% of hospital capacity needed	9%	13%	16%	<b>17%</b>	15%	12%		
<b>ICU Capacity</b>	# of influenza patients in ICU	13	24	31	33	33	27		
	% of ICU capacity needed	16%	30%	38%	<b>41%</b>	40%	32%		
<b>Ventilator Capacity</b>	# of influenza patients on ventilators	7	12	16	17	16	13		
	% usage of ventilator	13%	24%	31%	<b>33%</b>	33%	27%		
<b>Deaths</b>	# of deaths from influenza			16	22	28	28	22	16
	# of influenza deaths in hospital			11	16	19	19	16	11

### Unincorporated Areas of Leon County Pandemic Influenza Vulnerability Scenario

Based on the results of this analysis, a pandemic modeled on conditions during the 1918 influenza pandemic lasting six to eight weeks with a 35 percent impact rate would result in 417 hospitalizations and 78 deaths in the unincorporated areas of Leon County as indicated in the following table.

Table 46: Unincorporated Areas of Leon County Pandemic Influenza Impact, 2009 (Assumes 35% of Population Affected for a Duration of 6 -8 Weeks).

Pandemic Influenza Impact / Weeks		1	2	3	4	5	6	7	8
<b>Hospital Admission</b>	Weekly admissions	50	71	88	88	71	50		
	Peak admissions/day			14	<b>14</b>				
<b>Hospital Capacity</b>	# of influenza patients in hospital	37	52	64	67	59	47		
	% of hospital capacity needed	18%	25%	31%	<b>33%</b>	29%	23%		
<b>ICU Capacity</b>	# of influenza patients in ICU	8	14	18	19	19	15		
	% of ICU capacity needed	38%	70%	90%	<b>97%</b>	94%	76%		
<b>Ventilator Capacity</b>	# of influenza patients on ventilators	4	7	9	10	9	8		
	% usage of ventilator	11%	21%	27%	<b>29%</b>	29%	23%		
<b>Deaths</b>	# of deaths from influenza			9	13	16	16	13	9
	# of influenza deaths in hospital			7	9	11	11	9	7

Based on the data presented above and the historical record, the probability based on the historical record of a global disease outbreak or pandemic affecting Leon County and the City of Tallahassee is **occasional**. However, when a novel virus such as the 2019 Novel Coronavirus reaches Leon County and

the City of Tallahassee, all citizens can be potentially affected. At this time, the probability of this virus affecting citizens is highly likely if no mitigation measures are put into place. However, there are a number of such measures already implemented, including social distancing, state and local stay-in-place measures, requirements to wear masks in certain public places, and other mitigation actions.

### Vulnerability Summary

Based on the information presented above, Leon County residents are considered vulnerable to a pandemic influenza outbreak, as are the rest of Florida and the United States in general. Special needs and homeless populations have an increased vulnerability to this pandemic. Special needs individuals in group homes cannot easily social distance, and homeless people cannot be easily tested unless they are staying at a shelter and show symptoms that would warrant a test. Asymptomatic and symptomatic individuals who are homeless and not living or staying in a shelter can easily infect other individuals, which spreads viruses further. Crowded shelters are very vulnerable to virus infections due to a lack of social distancing and potential hygiene issues.

A discussion of vulnerability should include global climate change—with its anticipated warming and associated sea level rise—as a driver of changing ambient environmental conditions that could create conditions under which mosquito-borne diseases such as Meningitis, and Chikungunya and Zika could be brought into parts of the U.S. where tropical conditions are found, including Florida. The risk that these viruses could be imported to new areas by infected travelers only adds to this potential increased vulnerability.

Although the vulnerability to COVID-19 is high at this time, Leon County has several significant medical facilities that are equipped to provide testing and other health services, as well as the Leon County Health Department and the Florida State University and Florida Agricultural and Mechanical University student health clinics. Tallahassee Memorial Hospital and Capital Regional Medical Center are currently organized to treat COVID-19 cases, as well as several other hospitals in the North Florida region.

### Risk Assessment

Although flu season occurs annually, an influenza pandemic has historically been considered at this time to be a **low** risk for Leon County residents. However, the 2019 Novel Coronavirus pandemic and the COVID-19 disease it creates in humans has affected every county in Florida. Therefore, for a pandemic like the 2019 Novel Coronavirus, Leon County is already affected.

The other pandemic that is currently of concern to many citizens is Ebola, but it is considered a **low** risk at present for Leon County residents. CDC has activated its Emergency Operations Center (EOC) to help coordinate technical assistance and control activities with partners. CDC has deployed several teams of public health experts to the West Africa region and plans to send additional public health experts to the affected countries to expand current response activities.

In late September 2014, the first case of Ebola in the United States was confirmed as the result of an ill traveler having arrived in the U.S. CDC has existing protocols in place to protect against further spread of disease. These protocols include having airline crews notify CDC of ill travelers on a plane before arrival, evaluation of ill travelers, and isolation and transport to a medical facility if needed. CDC, along



with Customs & Border Patrol, has also provided guidance to airlines for managing ill passengers and crew and for disinfecting aircraft. In addition, CDC has issued a Health Alert Notice reminding U.S. healthcare workers about the importance of taking steps to prevent the spread of this virus, how to test and isolate patients with suspected cases, and how to protect themselves from infection. The Leon County Health Department, the local hospitals, clinics, and other health facilities will utilize these guidelines and protocols as necessary if an outbreak of Ebola occurs locally.

The Centers for Disease Control and Prevention offers information to states and local governments to assist in planning for an influenza pandemic such as the 2019 Novel Coronavirus at

<https://www.cdc.gov/flu/pandemic-resources/planning-preparedness/state-local-government-planning.html>.

## **2.17 Technological and Societal Hazards**

As part of the 2020 LMS update, technological and societal hazards in the previously adopted plan were reviewed and reordered. Those that were selected by the Steering Committee include:

- 1) Public Infrastructure Failures
  - (a) Telecommunications
  - (b) Cybersecurity
  - (c) Electricity, Water, and Sewer
  - (d) Dams
- 2) Hazardous Materials (Storage and Transportation)
- 3) Transportation Incidents
  - (a) Roadways
  - (b) Railways
  - (c) Aviation
- 4) Terrorism
  - (a) Violent Acts
  - (b) Biohazards
  - (c) Cyber Attacks

Although the purpose of the LMS is to address community vulnerability to natural hazards, plans for addressing local vulnerability to societal and technological hazards are developed, maintained, and updated by other local agencies and departments. For example, the City of Tallahassee Utilities maintains plans to address power and gas loss during hazard events, regardless of their cause. The Leon County Comprehensive Emergency Management Plan addresses the period immediately following any significant emergencies, which include natural, technological, and societal hazards.

Although there are other planning and procedural documents that address all or a portion of the technological and societal hazards listed here, updated hazard profiles for the above hazards are included here.

## 2.18 Public infrastructure Failures

Public infrastructure is the skeleton, sinews, and nerves of an urban area. Public infrastructure includes basic services such as roads, bridges, and highways; electric and natural gas generation, transmission, and distribution systems; freshwater distribution and wastewater collection and treatment systems; waste collection, recycling, and disposal systems; and fire, police, and communication systems.

Based on experiences gained in hazardous events like hurricanes, Leon County and the City of Tallahassee have learned which systems are vulnerable to particular hazards, and how to generally mitigate these hazards. Examples include staging generators at major road intersections and critical facilities, trimming trees around power lines, prepositioning utility trucks, lowering water levels of major reservoirs and stormwater detention ponds, and arranging schedules of government staff and volunteers. Other measures include the permanent installation of generators, rebuilding and upgrading building components such as windows and roofs, and

The failure of public infrastructure from hazards can occur suddenly or slowly, depending on the event and its effects, and it can affect different populations in different areas. Loss of electricity is perhaps the most significant cause of public infrastructure failure, followed by flooding. The loss of electricity locally is usually cause from trees falling onto transmission and distribution powerlines. The loss of electricity can also cause traffic lights at intersections to fail, as well as wastewater collection facilities.

Critical facilities can include public infrastructure elements. They include one or more of the following:

- Hospitals, nursing homes, medical service facilities, convalescent and assisted living facilities
- Police stations, fire stations, storage of critical records
- Publicly-owned dams
- Electric generating stations and transmission and distribution lines and other relative facilities
- Government buildings and law enforcement offices
- Evacuation shelters and emergency operation centers that are needed for flood response activities before, during, or after a flood
- Public and private utility (water and wastewater) facilities that are vital to maintaining or restoring normal services to flooded areas before, during, and after a flood
- Telecommunications facilities, including radio, cellular, and/or television transmission towers
- Schools and universities
- Landfills, and
- Structures or facilities that produce, use, or store highly volatile, flammable, explosive, toxic and/or water-reactive materials.

The explosive growth of the use of computers and the use of the Internet to connect them together has increased the ability to manage complex systems such as traffic management, water and sewer and energy management and distribution, emergency management systems, fire and police responses, and other types of infrastructure. These computerized systems and their physical connections through fiber optic or other types of cables have become another aspect of infrastructure itself. At the same time, the potential of these computerized systems to be hacked by amateurs and professions intent on harassment, extortion, or worse has grown. Cybersecurity is a growing need in an ever-increasingly connected world.

When critical facilities that comprise elements of public infrastructure are affected by hazards, this can create life safety issues for our community. Those public infrastructure elements most vulnerable to hazards are discussed below.

### General Description and Location

#### *Telecommunications*

Telecommunication is the transmission of signs, signals, messages, words, writings, images and sounds or information of any nature by wire, radio, optical or other electromagnetic systems.<sup>108</sup>

A telecommunications network is a collection of transmitters, receivers, and communications channels that send messages to one another.<sup>109</sup> Telecommunication technologies may primarily be divided into wired and wireless methods. The former includes fiber optic cables, telephone wires, cable wiring (for both TV and internet), and the later can include microwave transmissions, satellite transmissions, and cell phone data and voice service via cell towers. Examples of all of these forms of wired and wireless communication can be found various locations in Leon County and the City of Tallahassee. Examples of local economic activities, industries, infrastructure systems, and other organizations include:

- Financial systems
- Utilities and industrial equipment
- Aviation
- Consumer devices
- Corporations
- Automobiles
- Government
- Medical systems
- Energy sector

As the “Internet of things” increases its reach, these activities and the computers and telecommunications systems we increasingly rely on become more critical to our economy, and possibly more vulnerable to failures from natural and other hazards.

#### *Cybersecurity*

Computer security, cybersecurity, or information technology security (IT security) is the protection of computer systems from the theft of or damage to their hardware, software, or electronic data, as well as from the disruption or misdirection of the services they provide.<sup>110</sup>

The field is becoming more important due to increased reliance on computer systems, the Internet and wireless network standards such as Bluetooth and Wi-Fi, and due to the growth of "smart" devices, including smartphones, televisions, and the various devices that constitute the "Internet of things."

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<sup>108</sup> [https://en.wikipedia.org/wiki/Telecommunication#Wireless\\_telecommunication](https://en.wikipedia.org/wiki/Telecommunication#Wireless_telecommunication).

<sup>109</sup> Ibid.

<sup>110</sup> [https://en.wikipedia.org/wiki/Computer\\_security](https://en.wikipedia.org/wiki/Computer_security).

Owing to its complexity, both in terms of politics and technology, cybersecurity is also one of the major challenges in the contemporary world.<sup>111</sup>

Cybersecurity is a rapidly increasing necessity in Leon County and the City of Tallahassee. Many local institutions have been experiencing security issues for years because of vulnerabilities to online and other forms of attacks on computer systems through email and the internet. A vulnerability is a weakness in design, implementation, operation or internal control. Vulnerabilities are often hunted or exploited with the aid of automated tools or manually using customized scripts. To secure a computer system, it is important to understand the kinds of threats that exist. These are typically classified into one of the categories below:<sup>112</sup>

- Backdoor (bypassing of authentication or security protocols)
- Denial-of-service attack
- Direct-access attacks
- Eavesdropping (between computer servers)
- Multi-vector, polymorphic attacks
- Phishing (deceiving users)
- Privilege escalation
- Social engineering (fraud)
- Spoofing (masquerading)
- Tampering

Systems vulnerable to attack from one or more of these threats include:

- Financial systems
- Utilities and industrial equipment (telecommunications, power grid, nuclear power plants, valve in water and gas networks, etc.)
- Aviation
- Consumer devices (Desktop computers, laptops, smartphones, tablet computers, smart watches, and other mobile devices such as activity trackers)
- Large corporations
- Automobiles
- Government and military computer systems
- Local and regional government infrastructure such as traffic light controls, police and intelligence agency communications, personnel records, student records, and financial systems
- Medical systems
- Energy sector

While both the City of Tallahassee, Leon County, local universities and colleges, hospitals, state agencies, and larger corporations have all instituted comprehensive cybersecurity programs, hackers, criminals, and others who are employed by adversarial governments and other institutions are

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<sup>111</sup> Ibid.

<sup>112</sup> Ibid.

constantly looking for vulnerabilities and opportunities to damage or disable computer systems and the infrastructure they increasingly control. As more computer-controlled infrastructure comes online (such as autonomous vehicles), the threat may increase with time.

### *Electricity, Water, and Sewer Failures*

The City of Tallahassee owns and operates its own utilities, including electric, potable water, natural gas, and wastewater treatment (sewer) systems. There are also areas within the unincorporated area of the county where other utility providers have franchises, including Talquin Electric Cooperative and Duke Energy. However, the major of centralized utilities are provided by the City.

The failure of these utilizes can vary depending on the hazard, event, vulnerability, and other factors. The recent experiences in hurricanes Hermine and Michael indicated that gas and water utilities did not fail during these events, but wastewater and electric infrastructure are vulnerable and co-dependent (i.e., sewer lift stations won't work without reliable electricity). Many so-called high performance septic tanks can also be affected by the lack of electricity following a storm or other energy failure because the pumps these systems use are powered by electricity.

Although a full description of the electric system (generating facilities, transmission, and distribution grids) and wastewater treatment systems is not available for this plan due to security protocols, the failure of these systems, as well as the computer systems they rely on, can be quite significant.

### *Energy Failures*

The City of Tallahassee provides the majority of energy resources to the citizens, businesses, and other establishments in the urban area of Leon County, including the City. The City's Utility department provides electricity and natural gas, in addition to potable water, wastewater treatment, and waste management. The City operates three power generating plants:

1. Arvah B. Hopkins Power Generation Station
2. C.H. Corn (Hydroelectric) Power Generation Station
3. Sam O. Purdom Power Generation Station

The City purchases natural gas that is delivered via specialized pipelines that provides natural gas from other areas of the state or from other states. The main source of gas is delivered via pipelines owned by the Florida Gas Transmission Company. These pipelines also provide natural gas to the Talquin Electric Cooperative, Inc.

The other major energy provider within Leon County is the Talquin Electric Cooperative (TEC), Inc., a Domestic Non-Profit Corporation in the State of Florida. TEC provides electricity and potable water, in addition to wastewater treatment, to rural and selected suburban areas of Leon County. TEC purchases electricity from the Seminole Electric Cooperative. Seminole's primary resources include the Seminole Generating Station (SGS) in northeast Florida and the Richard J. Midulla Generating Station (MGS) in south central Florida. Seminole also receives power from renewable energy facilities, including waste-to-energy, landfill gas-to-energy, and a biomass facility.

### *Dam Failures*

A dam is defined as an artificial barrier with the ability to impound water, wastewater, or any liquid-borne material, for the purpose of storage or control of water. A dam failure is a catastrophic type of failure, characterized by the sudden, rapid, and uncontrolled release of impounded water or the likelihood of such an uncontrolled release.

Dam failures are usually a secondary effect of massive rainfall and flooding, and occur when too much water enters the spillway system. This will occur with little or no warning. Severe thunderstorms and heavy rainfall are contributory factors. Additionally, poor engineering or poor maintenance may also cause dam failures. According to the Federal Emergency Management Agency, dam failure can be attributed to one or more of the following reasons:

- overtopping caused by floods that exceed the capacity of the dam;
- deliberate acts of sabotage;
- structural failure of materials used in dam construction;
- movement and/or failure of the foundation supporting the dam;
- settlement and cracking of concrete or embankment dams;
- piping and internal erosion of soil in embankment dams; and
- inadequate maintenance and upkeep.

The largest earthen dam facility in Leon County is the Corn Hydroelectric Generating facility, which was previously owned and operated by the City of Tallahassee's Electric Utility. Additionally, there are several smaller earthen dams throughout the City and the County. Information on these earthen dams is maintained by the Northwest Florida Water Management District (NFWFMD), which reported 79 earthen dams in a 2009 inventory of dams in Leon County. There have been no new dams constructed since that time. The Tallahassee – Leon County Geographic Information Systems department maintains a combined list of 170 dams and water impoundment structures.

The C.H. Corn Hydroelectric Power Plant is located at the Talquin Dam (sometimes also known as the Jackson Bluff Dam) at the south end of Lake Talquin. This artificial lake is located on the Ochlockonee River in the far western part of Leon County. The waters of Lake Talquin come from the Ochlockonee River, the Little River, and local stormwater runoff. The drainage basin of the lake is approximately 1,720 square miles in size and includes portions of South Georgia. There are no dams or other flow control devices upstream of the Corn facility.

Downstream, the flood stage is 22 feet at the Bloxham gauge station. The Ochlockonee River downstream of the facility is the boundary between Leon and Liberty Counties. The east side of the river is Leon County, and the west side of the river is Liberty County.

The facility was originally constructed in the late 1920s by what is now known as Progress Energy Florida (PEF), formally known as Florida Power Corporation. PEF surrendered the license for the facility and transferred ownership of the facility to the state in the 1970s. The state operated this facility in order to maintain the lake as a recreational facility until 1981, when the City leased the facility. The City re-licensed it through the Federal Energy Regulatory Commission (FERC) for hydroelectric operation and refurbished the facility. It was previously rated for 11 megawatts (MW) of electrical generation capacity. The plant provided less than one percent of the city's power, providing an average

of 18,000 megawatt-hours of power per year depending on rainfall in river basin extending into South Georgia. The Corn facility consists of the following components:

- **Powerhouse:** Consists of three generating units with a total rating of 11 MW. The generating units were operated when there is sufficient water available.
- **Concrete Spillway:** The concrete spillway is approximately 196 feet long and equipped with seven (7) floodgates and one (1) smaller trash gate. The floodgates are utilized during periods where the water flow was previously insufficient to operate the generating units and during periods of high flow when the flows exceeded the generating unit flow capacity.
- **Earthen Dam:** The main earthen dam is a 3,600-foot long earthen dam, with a crest elevation of 77.0 feet. At the northern end of the earthen dam, there is an emergency spillway, crest elevation of 72.3 feet, equipped with a fuse plug, crest elevation 74.3 feet. In order to protect the main portion of the earthen dam, the fuse plug is designed to erode away if water passes over the fuse plug. If this were to occur, there would be an uncontrolled release of water from the lake, similar to what occurred in the 1950's when a portion of the dam failed.

The City developed an emergency action plan (EAP) designed to address the failure of the dam. The EAP also addresses normal high-water event responses and provides for the communication routines in the event of a failure of the dam. In addition, the manager of the dam is supposed to coordinate with emergency management personnel from potentially impacted counties (Leon, Liberty, Gadsden, Wakulla and Franklin) during any high-water events to ensure that they are aware of the operations.

The City leased the dam and site of the power plant from the State of Florida under a 30-year lease with two (2) 10-year renewal options. In 2019, the City surrendered its operational license to operate the power plant, and "mothballed" the generating station and its facilities in place. The Florida Department of Environmental Protection (DEP) assumed control of the dam and reservoir for the state. The generating turbines would be closed and locked and water releases from Lake Talquin through the dam will be maintained by DEP.<sup>113</sup>

### *Leon County Earthen Dams*

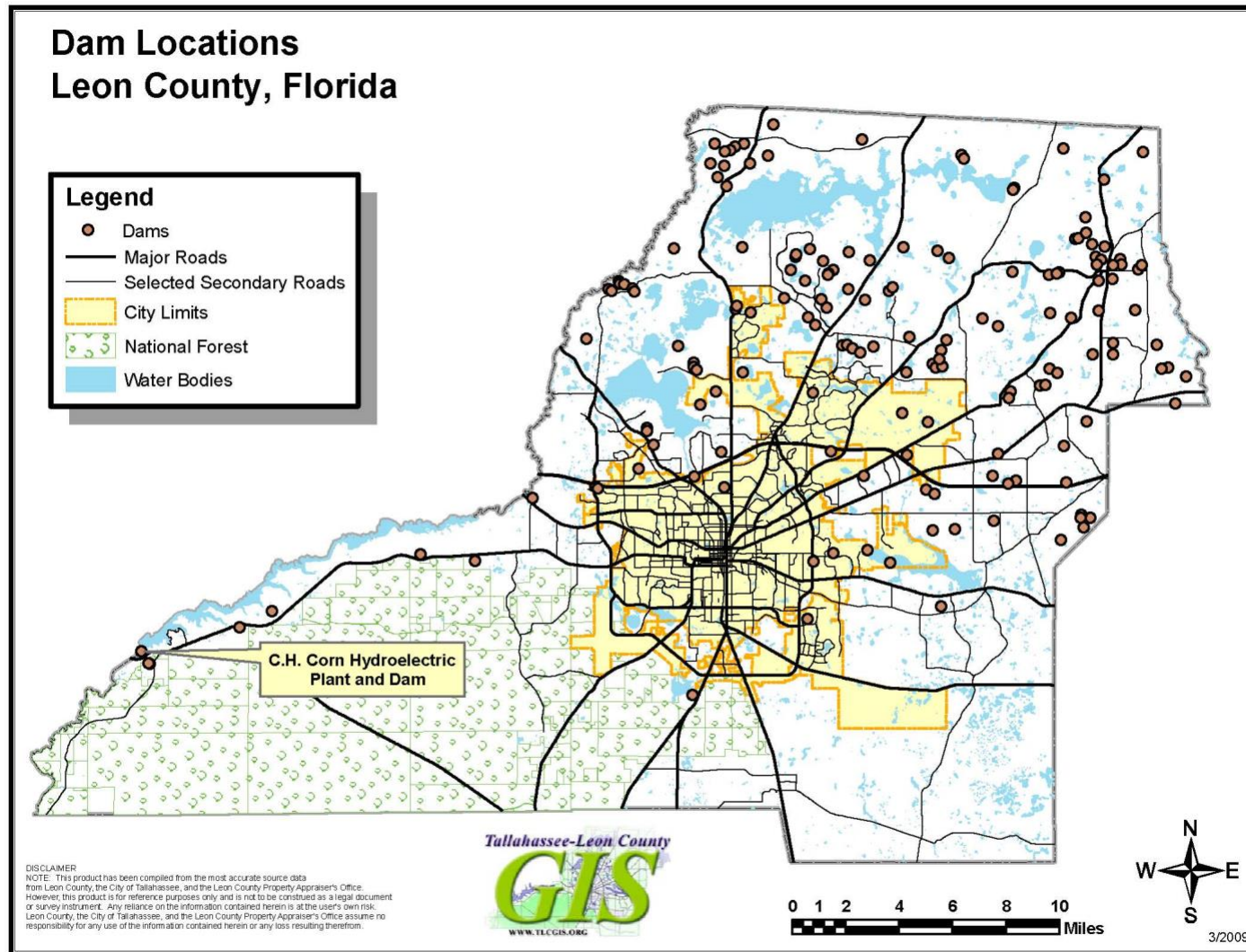
Earthen dams are the primary (but not only) type of dam facility within Leon County. Florida state law defines an earthen dam as "...a barrier to the flow of liquids which is constructed of naturally occurring soil and which is a component of a clay settling area."<sup>114</sup> In addition to the Corn Hydroelectric Power Plant, there are a significant number of earthen dams located throughout Leon County. According to the Northwest Florida Water Management District (NFWFMD), there are 79 earthen dams in Leon County. Generally, an earthen dam refers to any artificial or natural barrier that impounds waters of the state. Most earthen dams in Leon County are constructed for water retention serving agricultural functions. These dams are exempt from the NFWFMD's permitting system.

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<sup>113</sup> <https://www.politico.com/states/florida/story/2017/07/20/tallahassee-to-shut-down-one-of-two-hydroelectric-plants-in-florida-113512>.

<sup>114</sup> Florida Statute, Chapter 62-672, Minimum Requirements for Earthen Dams; 62-672.200

Figure 35: Dam Locations, Leon County, Florida, 2014.<sup>115</sup>



<sup>115</sup> TLCGIS.



Table 47: Leon County Dams as of 2014.<sup>116</sup>

Dam Name	River	Height (ft.)	Storage (acre-ft.)	Year Completed	Hazard
MONKEY BUSINESS POND DAM	TR-LAKE IAMONIA	15	183	1958	L
UPPER DIANA LAKE DAM	TR-LAKE IAMONIA	27	624	1958	L
LOWER DIANA LAKE DAM	TR-LAKE IAMONIA	12	540	1973	L
PETTY GULF LAKE DAM	TR-LAKE IAMONIA	25	233	1972	L
PINEHILL LAKE DAM	TR-LAKE IAMONIA	12	150	1958	L
LAKE JEAN DAM	UNNAMED STREAM	14	214	1951	H
LOWER HUGGLE POND DAM	TAYLOR-HAMMOCK STREAM	23	417	1948	L
UPPER HUGGLE PON	TAYLOR-HAMMOCK STREA	20	426	1955	L
JACKSON BLUFF	OCHLOCKONEE	60	150000	1928	H
IRELAND DAM	TR-FOSHALEE SLOUGH	20	106	1958	L
EMMA LEE POND DM	TR-GOPHER BRANCH	22	51	1956	L
ALBERTA LAKE DAM	GOPHER STREAM	16	227	1946	L
LAKE LOUISE DAM	TR-PANTHER CREEK	12	115	1940	L
SHOMONIE LAKE DA	CARMINE BRANCH	16	227	1958	L
LAKE HERITAGE DAM	LAKE LAFAYETTE-OFFSTREAM	14	97	1952	L
DOUGLAS DAM	TR-ROBERTS POND	12	59	1962	L
PINEY"Z"LAKE DAM	ST MARKS RIVER	18	1129	1970	L
ALFORD POND DAM	TR-ST MARKS RIVER VA	8	80	1955	L
GULLY DAM	TR-OCHOCKNEE	18	65	1970	L
ROBERTS POND DAM	ROBERTS POND	15	50	1959	L
LANGLEY DAM	ALFORD ARM	17	340	1959	L
EDGE DAM	LAKE MICCOSUKEE	20	59	1950	L

### Historical Occurrences

#### *Telecommunications & Cybersecurity*

Data for telecommunications & cybersecurity failures are not easily obtainable. Many of these types of disruptions are not publicized for various reasons, including organizations not wanting to publicly state that their computer hardware and/or software systems are vulnerable to particular attacks. However, on April 5, 2019, the Tallahassee Democrat reported that “Almost half a million dollars was diverted

<sup>116</sup> National Dam Inventory (2009) and Tallahassee – Leon County Geographic Information Systems (2014). It is assumed that this list is still valid for 2019.

out of the city of Tallahassee's employee payroll Wednesday after a suspected foreign cyber-attack of its human resources management application. Hackers attempt every day to breach the city's security, officials say, but this week's operation netted about \$498,000."<sup>117</sup> A month earlier, a Dropbox link was sent out from the email account of a City official. The phishing email, which originated externally, contained a virus. Emails with executable attachments can shut down whole computer systems if they spread malware or other programs. According to computer network administrators, these kinds of attacks are increasingly common, and have been so for at least a decade or more.

### *Electricity, Water, and Sewer Failures*

Data for electricity, water, and sewer failures and disruptions are not easily obtainable. Nevertheless, based on local experience, most energy disruptions and failures are usually weather-related, affect relatively small areas, and are usually quickly resolved. These small disruptions occur from a variety of impacts to the electric system, including storm impacts (e.g., trees, flooding, wind), overloads in areas where development has approached the capacity of existing facilities, or from trees or branches falling on power lines, animals such as squirrels, or even automobiles or truck accidents involving utility poles. Given Tallahassee's extensive tree canopy, it is not uncommon for disruptions to occur from trees falling over, or branches falling onto electrical line. The City and Talquin Electric Cooperative both have ongoing programs to trim tree canopies away from power lines.

Larger failures and/or disruptions can and often do occur with major weather events, including severe thunderstorms and tropical cyclones, including tropical storms and hurricanes. One of the most severe events in recent memory was Hurricane Kate in 1985. This hurricane downed power poles and lines throughout Tallahassee and the surrounding area. About 90 percent of the population of Tallahassee at that time, or about 80,000 people, lost power for up to a week. Along the coast from Panama City to Apalachicola, the storm left about 30,000 homes and businesses without electricity.<sup>118</sup> Based on the reliance of the City and TEC on overhead lines in older developed areas, it is anticipated that electrical energy failures or disruptions can be expected within major weather events.

Major electric outages were also associated with hurricanes Hermine in 2016 and Michael in 2018. Following Hurricane Hermine, approximately 75,000 electric utility customers in the Tallahassee area experienced electric outages, and many were without power for a week. Following Hurricane Michael, nearly 97 percent (>114,000) of all homes and businesses in the City of Tallahassee was without electric power for at least a few days.<sup>119</sup> Talquin Electric and Duke Energy also experienced significant outages during these events, although data on exactly how many is not available. The damage to these systems was varied and including wind and tree damage to various parts of the transmission and distribution systems.

There are no data indicating that the power plants themselves that provide electric energy to the City of Tallahassee and Leon County are subject to disruptions. These are physically secure facilities that can use several fuels (e.g., natural gas and fuel oil), and there are backup generators at each facility.

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<sup>117</sup> <https://www.tallahassee.com/story/news/2019/04/05/almost-500-k-swiped-city-tallahassee-payroll-hack/3379242002/>.

<sup>118</sup> [http://en.wikipedia.org/wiki/Hurricane\\_Kate\\_%281985%29](http://en.wikipedia.org/wiki/Hurricane_Kate_%281985%29).

<sup>119</sup> <https://www.tallahassee.com/story/news/2018/10/11/long-winding-road-power-restoration-begins/1599734002/>.

The C.H. Corn (Hydroelectric) Power Generation Station is powered by water flowing over a dam, and unless there is a severe drought or catastrophic flood, it is expected that this facility is relatively immune to failure or disruption.

There are also no data suggesting that the provision of natural gas to residents, businesses, and other consumers of this energy source are subject to failures or disruptions. The City does not shut down the provision of gas as a rule during tropical cyclones and other storm events, and most of the gas infrastructure in place is buried underground under streets and dedicated gas pipeline corridors.

In order to minimize disruptions of the City's potable water, wastewater treatment, and traffic management systems by hurricanes and tropical storms, City staff deploy portable generators at critical potable water wells and pumps, sewer lift stations, and traffic lights in ensure that these systems remain functional.

### *Dam Failures*

The only recorded occurrence of a dam failure in Leon County has been at the Jackson Bluff Dam. A breach of this facility occurred in 1957 while it was being operated by PEF. There are no other records indicating a failure of the dams listed above since that time.<sup>120</sup>

More recently, there have been two high water events that resulted in downstream flooding from the release of floodwaters. These events occurred during Tropical Storm Fay in 2008 and the heavy rain events in March and early April of 2009. These are not considered failures, but releases to avoid a potential failure event. No such additional events have occurred since 2009.

### Estimated Impacts, Probability, and Extent

#### *Telecommunications*

The City of Tallahassee and Leon County are vulnerable to telecommunications failures associated with hurricanes and tropical storms. Other hazards may affect portions of these systems (e.g., a tornado or lightning takes out a cell phone or microwave transmitting tower), but these would be relatively sporadic events.

As experienced by residents of Mexico Beach and Panama City and its nearby towns such as Lynn Haven, Hurricane Michael damaged or destroyed a number of cell phone and other communication towers, as well as power and telephone lines, and thus citizens could not obtain information, request services, or maintain contact with their friends, families, employers, and others. The probability of such events has been discussed in that part of this plan describing hurricanes and tropical storms. The extent of such impacts would be consistent with the degree of impacts by these events but may vary depending on the local impacts of such storms. Subsequently, the probability of a telecommunications failure based on the historical record locally is **occasional**.

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<sup>120</sup> Association of State Dam Safety Officials, <http://www.damsafety.org/news/?p=412f29c8-3fd8-4529-b5c9-8d47364c1f3e>.

### *Cybersecurity*

Thanks to the increased use of antiviral software, security designs, architecture, and measures, vulnerability management, hardware protection, and end user training and enhanced digital hygiene, many organizations are less vulnerable than they were previously to traditional online and email attacks. However, there are many examples of ongoing vulnerabilities being exploited, including unauthorized releases of data, phishing, digital extortion, and other breaches. These activities are continuing and, in many ways, growing. Voting machines and databases are increasingly vulnerable to disruptions and hacking, and privacy laws and practices are continuing to evolve, often as a result of these breaches and unauthorized releases. This is an area that is quite complex, difficult to quantify, and subject to rapid change as the use of computerized technologies continues to evolve as well. Nevertheless, the probability of a cyberattack on the institutions described above in Leon County is **highly likely**.

### *Electricity, Water, and Sewer Failures*

If generators are prepositioned in advance of significant weather events such as hurricanes and tropical storms, water wells and distribution networks and wastewater collection and treatment systems are relatively impervious to significant damages from these events. (The exception would be those systems or components located in area vulnerable to flooding.) Natural gas storage and distribution systems are also relatively invulnerable from damage due to the fact that most of the elements of these systems are underground. However, those elements of the electric transmission and distribution systems in Leon County and the City of Tallahassee that are not buried underground are vulnerable to damage from weather events. Sustained high winds and heavy rains can bring down large branches and trees onto elements of the electric system which can deny electricity to thousands of customers for periods of a week or more.

As previously indicated, most small electric power failures or disruptions are resolved relatively quickly, and so are considered nuisance events rather than life-threatening. They can affect a few houses, hundreds of houses, or even whole parts of town. However, larger events are relatively rare. Of course, the lack of traffic lights can be life-threatening if drivers fail to stop and yield, but local police and sheriff's deputies can be assigned to provide traffic control if necessary.

Larger, longer events can present significant impacts to citizens, including residents and visitors, if facilities are not prepared (e.g., do not have backup generators) or if shopping, education, and/or employment centers do not have energy resources to operate with. The lack of electricity can render buildings uninhabitable if exterior temperatures are high, create conditions under which mold and mildew can flourish, and can spoil food. It can also bring cable and internet systems down, which can restrict the flow of information and emergency services to and from citizens and others.

Avoiding or mitigating the impacts of losing electricity is why certain critical institutions such as hospitals, emergency operations centers, nursing homes, and other facilities often install industrial generators. Other options may include battery banks, solar panels, and even windmills. Many individual homes have gasoline-powered electrical generators, and it is common for them to be provided to consumers before and after tropical cyclone events.

The probability based on the historical record of energy failures or disruptions affecting portions of Leon County and/or the City of Tallahassee is **occasional**. The probability and extent of electrical outages are strongly correlated to storm hazards, because storms often result in partial or larger outages.

### *Dam Failures*

The hazard potential varies for individual earthen dams, and generally depends upon the volume of water supported by the dam along with the proximity to homes or other vulnerable structures downstream of the waterbody created by the dam. Because many dams are not subject to permitting and regular inspection, the data record is not sufficient to assess the hazard potential of many earthen dams. Nevertheless, dam safety in Florida is a shared responsibility among Florida's five water management districts, the Florida Department of Environmental Protection (DEP), the United States Army Corps of Engineers, local governments and private dam owners. These efforts are coordinated under the Florida Dam Safety Program.

In Northwest Florida, including Leon County, permits for the construction, alteration, repairs or abandonment of most dams are issued through the Environmental Resource Permitting Program, which is administered jointly between the District and DEP.

Owners of existing dams that needs to be repaired or who plan to build a new dam may need a permit to authorize the work. An individual Environmental Resource permit is required for the construction, alteration, repair, or abandonment of dams. There are additional safety and design criteria when the dam exceeds a height of 10 feet or impounds more than 50 acre-feet of water. This can apply to dams that create recreational ponds or lakes, as well as stormwater treatment facilities.

As of 2009, the National Dam Inventory listed far fewer structures in Leon County, but did include estimates of height, storage capacity, and drainage areas for listed dams. According to the Inventory, two farm pond dams were identified as high hazard potential, as indicated in Table 2.38. (The National Dam Inventory does not list dams by county at present due to security concerns.) These two dams include the Lake Jean Dam and the Jackson Bluff Dam. However, the Jackson Bluff Dam was evaluated approximately 13 years ago, and the existing fuse plug and emergency spillways were replaced, with a remote dike at the same crest level as the main embankment. Project construction commenced in September 2010, and was completed in August 2011.

The Florida Dam Safety Program also listed in a 2014 review the Killearn Lakes Dam as a "High Hazard Potential Dam." This is a small dam in a residential area for a shallow lake that receives stormwater runoff from the surrounding area, and no additional information has been found to date concerning this dam.

### *Jackson Bluff Dam*

Floods typically evaluated in dam engineering include frequency-based storms (e.g. 1-year through 500-year flood) and the Probable Maximum Flood (PMF), which is developed based upon the Probable Maximum Precipitation (PMP). The PMP is the greatest depth (amount) of precipitation, for a given storm duration, that is theoretically possible for a particular area and geographic location. The PMF is

the flood that may be expected from the most severe combination of critical meteorological and hydrologic conditions that are reasonably possible in a particular drainage area.

Dams are designed or required to safely pass what is typically termed the Spillway Design Flood (SDF) or Inflow Design Flood (IDF), which typically ranges from the 100-year flood to the PMF. The selection of a SDF or IDF is usually based on the hazard category of the dam and the potential for loss of life or property damage that would result from a dam failure during a given flood.

There are three different potential flooding cases for the Corn Hydroelectric Generating facility (Jackson Bluff Dam). Two of the three are related to a failure of the dam and one is from high water events. These three types of events are:

1. **Sunny Day Breach:** Failure of the dam during a non-rain event.
2. **Rain Event Dam Breach:** Failure of the dam during a rain event.
3. **High Water Event:** Flooding downstream related to heavy rainfall and inflows.

The original IDF study for the Jackson Bluff was conducted in 1983 and determined the IDF is equivalent to one-half of the PMF.

The area downstream of the Talquin Dam is lightly populated and much of the area east of the Ochlockonee River is within the Apalachicola National Forest. Downstream from Jackson Bluff Dam, the Ochlockonee River travels through four counties before entering into the Gulf of Mexico. A camping area, a mobile home park, and a road with 45 homes are about a half-mile downstream from the dam. These residential developments are on relatively low ground.

A USGS real-time water level monitoring gauge (BLXF1) on the Ochlockonee River near Bloxham (SR 20) is the closest gauge upstream to the area downstream of the dam that is vulnerable to flooding. The following flood stage elevations have been established for this location:

Figure 36: USGS Flood Stage Elevations on the Ochlockonee River near Bloxham (SR 20).

**BLXF1 Flood Categories (in feet)<sup>121</sup>**

Major Flood Stage:	30
Moderate Flood Stage:	24
Flood Stage:	22
Action Stage:	16

According to the Leon County Property Appraiser's database, as of 2014 there are at least 63 property parcels within the County adjacent to Crooked Road. Of these 63 parcels, 43 parcels have at least one

<sup>121</sup>

<http://water.weather.gov/ahps2/river.php?wfo=tae&wfoid=18673&riverid=204345&pt%5B%5D=144211&pt%5B%5D=145549&pt%5B%5D=142249&pt%5B%5D=145546&pt%5B%5D=144493&pt%5B%5D=145993&allpoints=150692%2C144211%2C145549%2C142249%2C145546%2C144493%2C146946%2C151031%2C145993%2C146947&data%5B%5D=hydrograph>.

residential structure onsite, and 20 parcels are vacant. The City's Electric Utility division maintains a notification list of Crooked Road residents, including their names, address and multiple contact phone numbers, as part of the Emergency Management Plan for the Power Plant.

The Franklin County CEMP states that "In the event of dam failure [of the Jackson Bluff and Jim Woodruff dams on the Ochlockonee River], the corresponding flooding would be similar to that of heavy rainfall." Nevertheless, in the event of a breach of the dam, the main impact will occur on Crooked Road, a residential area downstream of the facility on the Leon County side of the river. The USGS gauge record indicates that a flow slightly above the five-year flood would cause the river stage at a residential area half a mile downstream to rise to the flood stage, and some houses in this area would be flooded. The five-year flood is equivalent to only 12% of the total project capacity. Therefore, a catastrophic dam failure would exceed the five-year flood, and would affect this residential area. The maximum flood level, depending on the level of water behind the dam, could exceed 30' and be as high as 35'. This flood would be temporary only as the floodwaters would quickly move downstream.

Overall, the probability based on the historical record of a dam failure event affecting Leon County and the City of Tallahassee is **unlikely**.

### Vulnerability Summary

#### *Telecommunications*

The City of Tallahassee and Leon County are vulnerable to telecommunications failures associated with hurricanes and tropical storms. Other hazards may affect portions of these systems (e.g., a tornado or lightning takes out a cell phone or microwave transmitting tower), but these would be relatively sporadic events. However, as experienced by residents of Mexico Beach and Panama City and its nearby towns such as Lynn Haven, Hurricane Michael damaged or destroyed a number of cell phone and other communication towers, as well as power and telephone lines, and thus citizens could not obtain information, request services, or maintain contact with their friends, families, employers, and others. The telecommunications systems serving Leon County and the City of Tallahassee are as vulnerable to hurricanes and tropical storms as those in Mexico Beach and Panama City were before Hurricane Michael.

#### *Cybersecurity*

The degree of vulnerability of a computer system, including its software, data, hardware, and other elements, to cyberattacks is dependent upon existing safeguards, improvements, and business practices, among other variables. The City of Tallahassee and Leon County, based on recent events and like many other institutions, are vulnerable to cyberattacks under certain circumstances. Whether these attacks succeed or not depends on the defenses present, the sophistication of the attack, and the response of staff to phishing emails and other methods of attack.

### *Electricity, Water, and Sewer Failures*

As previously described, mitigation measures employed by utility providers in Leon County have reduced the vulnerability of water, wastewater, and natural gas systems. However, the City of Tallahassee and Leon County are vulnerable to electrical outages given the vulnerability of this area to thunderstorms and tropical cyclones, and because of the extensive tree canopy present in and around the urban area.

### *Dam Failures*

Due to downstream residents, the Power Plant is classified as a high hazard facility by the Federal Energy Regulatory Commission. Under the terms of the Power Plant's FERC license, the City of Tallahassee's Electric Utility division is required to have an independent safety inspection performed on the facility every five years by an approved dam safety inspector. In addition, FERC itself conducts an annual operational inspection. The City has conducted routine monitoring of the earthen dam to ensure that there are no indications of any structural integrity issues. (It is assumed at this point that once the City is allowed by FERC to give up its obligation to operate the dam and power plant, and if DEP takes over the operation of the dam and power plant, DEP will also take over safety inspections and monitoring to ensure the integrity of the dam.) According to Electric Utility division staff, the Crooked Road area is the only downstream residential community vulnerable in the event of a dam failure at this facility. This includes 63 parcels, of which 43 parcels have at least one residential structure onsite. The remaining 20 parcels are vacant.

The frequency of failure for earthen dams in Leon County is currently unknown. Life spans for earthen dams have generally exceeded fifty years. Further, most local dams are small and located in rural areas, and the downstream impacts of their failure would be relatively minimal, except perhaps during severe flooding events, in which case dam failure would exacerbate these situations. Based on these data, Leon County has limited vulnerability to dam failure.

### Risk Assessment

#### *Energy Failures*

Based on the above data and analysis, the risk for electric public infrastructure failures or disruptions is considered **medium**.

#### *Dam Failures*

Based on the historical data, the low number of dams deemed hazardous (i.e., one farm pond), and the relatively stringent safety inspection requirements for the C.H. Corn Hydroelectric Power Plant and the Talquin Dam, the probability of a dam failure to residents, structures, infrastructure, and any critical facilities is considered to be a **low** risk.



## 2.19 Hazardous Materials

### General Description and Location

There are many potentially hazardous industrial substances used in manufacturing and other industrial and commercial activities. The use, storage, transport, or improper disposal of these substances and/or their byproducts or wastes can present a threat to public health. Although these materials vary in how and to what level they may pose a threat to public health and safety, airborne substances and materials with low combustible temperatures and high toxicity are of particular concern.

Hazardous materials generally fall into two categories: (1) raw and refined hazardous substances, and (2) hazardous wastes. Hazardous materials are identified and regulated by federal law, which is primarily administered by the U.S. Environmental Protection Agency (EPA). Other agencies involved in the regulation of hazardous materials include the U.S. Occupational Safety and Health Administration (OSHA), the U.S. Department of Transportation (DOT), and the U.S. Nuclear Regulatory Commission (NRC). Each has its own definition of a "hazardous material."

The Resource Conservation and Recovery Act (RCRA) is the public law that creates the framework for the proper management of hazardous and non-hazardous solid waste. RCRA gives EPA the authority to control hazardous waste from "cradle-to-grave." This includes the generation, transportation, treatment, storage and disposal of hazardous waste. To achieve this, EPA has developed regulations, guidance and policies intended to ensure the safe management and cleanup of solid and hazardous waste, and programs that encourage source reduction and beneficial reuse.

Hazardous materials and wastes regulated by the EPA under RCRA include hazardous wastes, which are regulated by type and quantity, and Extremely Hazardous Substances, which are often stored at fixed facilities. The federal Occupational Safety and Health Administration requires Material Safety Data Sheets for more than 500,000 of these substances, and that these sheets must be posted where these substances are used or stored. Many of these substances are utilized throughout Leon County.

### *Hazardous Wastes*

Hazardous waste has properties that make it dangerous or potentially harmful to human health or the environment. Hazardous wastes (HW) are wastes identified in federal code (40 CFR 261 Subpart D) as hazardous by the U.S. Environmental Protection Agency, or they are wastes characterized (40 CFR 261 Subpart C) as hazardous by exhibiting one of four characteristics: ignitability (i.e., an oxidizer or flash point < 140°), corrosivity (i.e., pH < 2 or > 12.5), reactivity, or toxicity.

Hazardous waste generators are classified into three categories:

1. *Very Small Quantity Generators (VSQGs)*: VSQGs generate less than 220 pounds of hazardous waste per month and less than 2.2 pounds of acute hazardous waste (such as some pesticides, toxins or arsenic and cyanide compounds) per month.
2. *Small Quantity Generators (SQGs)* - SQGs generate 220 to 2,200 pounds of hazardous waste per month, and
3. *Large Quantity Generators (LQGs)* - LQGs generate 2,200 pounds or more of hazardous waste per month or 2.2 pounds or more of acute hazardous waste per month.

These generators produce a variety of wastes, and the number of active facilities (waste generators) and pounds or kilograms of waste produced varies constantly.

The disposal of hazardous wastes has been a concern of federal, state, and local governments for some time now. The improper disposal of hazardous wastes, or exposure to hazardous wastes through spills, improper storage, or other means, is also of great concern. Transportation of these materials also presents a risk to the community, whether they are transported on public roads via truck or tanker, or on fixed railroad lines that run through Leon County and the City of Tallahassee.

The hazardous waste program, under RCRA Subtitle C, establishes a system for controlling hazardous waste from the time it is generated until its ultimate disposal—in effect, from “cradle to grave.” In any given State, EPA or the State hazardous waste regulatory agency enforces hazardous waste laws. EPA encourages States to assume primary responsibility for implementing a hazardous waste program through State adoption, authorization, and implementation of the regulations. The RCRA hazardous waste program regulates commercial businesses as well as federal, State, and local government facilities that generate, transport, treat, store, or dispose of hazardous waste.

State and Federal Agencies are required to provide biennial reports to the EPA which includes information on the generation, management and final disposition of hazardous waste regulated by the Resource Conservation and Recovery Act.

DEP has developed rules, regulations, and programs that address various forms of hazardous waste. These materials include electronic wastes; universal wastes such as batteries, pesticides, mercury-containing equipment and lamps, and pharmaceutical wastes generated by various types of medical facilities; and used oil and mercury. Transporters and transfer facilities and all other handlers are also regulated.

These regulations and programs specifically require that hazardous wastes must be identified, recycled, treated to reduce their hazard to humans and the environment, properly stored, or properly disposed at a licensed HW facility. HW cannot be disposed on or in the ground, or in local landfills, septic tanks, or injection wells. Also, regardless of quantity, the generator of HW is ultimately responsible for the waste from “cradle to grave” and can be held liable for improper management of HW even though it may have been sent to a HW management facility using a licensed transporter.

### *Extremely Hazardous Substances*

Currently, the U.S. Environmental Protection Agency classifies 366 Extremely Hazardous Substances (EHS). EHSs are chemicals with acutely toxic properties that pose the most significant threat to public health. Facilities using EHSs above threshold planning quantities are required to report to the Florida Division of Emergency Management under the federal Emergency Planning and Community Right to Know Act of 1986 (EPCRA).

The federal Emergency Planning and Community Right-To-Know Act of 1986 created and imposed planning and preparedness requirements upon Local Emergency Planning Committees (LEPCs) for emergencies involving the release of hazardous materials.

In response to this federal mandate, the *District II Local Emergency Planning Committee Hazardous Materials Emergency Plan* was prepared by the Apalachee Regional Planning Council Information and

released to the public on June 2014. This Plan addresses hazardous materials and the facilities where these materials are stored or handled within Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Leon, Liberty and Wakulla Counties. It also provides detailed operating procedures for first response public safety agencies charged with the responsibility of protecting the public's health and safety from the discharge or release of extremely toxic chemicals. The areas addressed by this Plan include:

- Organizations and responsibilities
- Notification and activation
- Communication
- Public information and education
- Emergency facilities and equipment
- Accident assessment
- Exposure control for emergency workers
- Protection actions
- Medical and public health support
- Recovery and re-entry exercises, and
- Training.

#### *Tallahassee/Leon County Aquifer Protection Program*

The type of disposal method, active facilities, and quantities of wastes disposed are tracked on an annual basis in Leon County through the Tallahassee/Leon County Aquifer Protection Program.

The Aquifer Protection Program was developed by local government in response to concerns about protecting the quality of drinking water provided to the citizens of the City of Tallahassee and Leon County. The purpose of this program is to regulate the use, handling, storage, and disposal of regulated substances and hazardous wastes at the local level, as well as provide pollution prevention strategies, assistance, and assessments in compliance with Federal, State and Local regulations. This program is implemented through Chapter X, Article 10 of the Leon County Aquifer/Wellhead Protection Ordinance, which is administered by the City of Tallahassee's Aquifer Protection Program staff.

Program activities include the review of new construction and development, inspection of industrial/commercial facilities, educating facility operators, consultants, and the public of the best management practices to prevent contaminated discharges into the Aquifer. Aquifer Protection staff provide environmental information to decision makers, and the program has established cooperative partnerships with local, state and regional agencies in order to establish and further environmental stewardship to protect the groundwater resources in Leon County.

Generally, about half of the facilities where hazard materials are stored and/or utilized are within the City of Tallahassee. Most of these facilities are associated with water production wells and wastewater treatment plants. Chlorine is the most common chemical, followed by sulfuric acid.

Chlorine is a greenish-yellow gas used to purify water, bleach wood pulp, and make other chemicals. For shipping purposes it is classified as a poisonous gas. It is normally shipped as a liquid, readily vaporizes to a gas, and is toxic by inhalation. A concentration of 1,000 parts per million (PPM) may be fatal after a few deep breaths. As little as 50 PPM may be dangerous after short exposure. Chlorine

also reacts violently with many common chemicals and poses a firefighting hazard in that it may combine with water or steam to produce dangerous hydrochloric acid.

Sulfuric acid is a colorless, oily liquid used in the manufacture of fertilizers and other chemicals. In liquid form it is corrosive to metals and organic tissue. Sulfuric acid emits highly toxic fumes when heated and inhalation may lead to severe lung damage. It reacts violently with water.

### *Hazardous Materials Commodity Flow Study<sup>122</sup>*

The Apalachee Regional Planning Council (ARPC) serves as staff to the Local Emergency Planning Committee (LEPC), which includes Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Leon, Liberty and Wakulla counties. The Apalachee LEPC is responsible for implementing the federal Emergency Planning and Community Right-to-Know Act (EPCRA) through hazardous materials planning, training, exercises and public outreach activities. In compliance with EPCRA, the LEPC:

- Collects required hazmat facility reports for public access
- Coordinates hazardous materials training classes and exercises
- Provides community outreach on EPCRA and Shelter-in-Place
- Provides technical assistance to facilities reporting under EPCRA

The LEPC also annually updates the regional hazardous materials emergency plan, which identifies facilities that use, produce and/or store hazardous substances within the jurisdiction of the ARPC.

In February of 2016, the LEPC began a transportation flow study of the hazardous materials shipped through the nine-county district. Survey data collection occurred over a six-month period. Although the original Hazardous Materials Emergency Preparedness (HMEP) scope of work for the project called only for a highway placard survey, the Apalachee LEPC included an analysis of CSX Transportation rail data.

For the highway placard survey, data was collected and analyzed from nearly 800 vehicles carrying hazardous materials on Interstate 10, US 98 and US-90 (east-west routes), and US-19, US-319, US 27 and US-231 (north-south routes). During the data collection, it was observed that Interstate 10 is the major road corridor of hazardous materials transport within the Apalachee District, including Leon County. Although hazardous materials are transported on almost all major roads within the District, the bulk of the hazardous materials were observed on Interstate 10. However, the majority of the gasoline and diesel fuel was observed coming into the District on US 27, assumedly from Bainbridge, Georgia. US 27 is one of the major federal highways that traverses Leon County and the City of Tallahassee.

### Historical Occurrences

#### *Hazardous Wastes*

Leon County collects household hazardous wastes on a regular basis and processes these wastes at the Leon County Hazardous Waste Center at 7550 Apalachee Parkway. The Waste Center is a one-stop

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<sup>122</sup>2016 Apalachee Local Emergency Planning Committee Hazardous Materials Commodity Flow Study.

location for household hazardous waste and electronics disposal. Its services are free for all Leon County households. In FY 18-19, the center processed 461.1 tons of potentially hazardous material from 17,655 residents, of which 250.7 tons (53.3%) were recycled or reused.<sup>123</sup>

The Florida Department of Environmental Protection is the lead state agency in Florida that provides biennial reports to the EPA about the generation, management and final disposition of hazardous waste regulated by RCRA. The following table indicates hazardous wastes reported by the City of Tallahassee's Aquifer Protection program, which serves all of Leon County.

Table 48: Hazardous Waste Summary Reported by the City of Tallahassee from 1/1/14 through 11/14/19.<sup>124</sup>

Site RCRA <sup>125</sup> Status	No. of Sites	No. of Sites w/ Wastes	Average Pounds Waste/ Site/Year	Total Pounds Waste/ Year	Number w/RCRA Waste	% Sites w/RCRA Waste	Average Pounds RCRA Waste/Site/ Year	Total Pounds RCRA Waste/Year
Large Quantity Generator	12	12	481,356	5,776,266	11	91.67%	328,778	3,616,557
Small Quantity Generator	52	50	39,802	1,990,103	49	94.23%	6,770	331,717
Cond Exempt Small Quantity Generator	500	494	13,009	6,426,351	493	98.6%	484	238,716
NOT A HAZARDOUS WASTE GENERATOR	1,057	620	116,326	72,122,415	127	12.02%	0	16
<b>Totals</b>	<b>1621</b>	<b>1,176</b>	<b>73,397</b>	<b>86,315,135</b>	<b>680</b>	<b>41.92%</b>	<b>6,157</b>	<b>4,187,006</b>

As of 2019, Leon County had 12 Large Quantity Generators (LQGs) of hazardous waste. An LQG is defined as a facility producing greater than 2,205 pounds of waste in any one month. These facilities are required to undergo annual inspection. Between 2014 and 2019, LQGs in Leon County produced approximately 2,888 tons of waste. The two most common types of waste by amount during this period were concentrated non-halogenated solvents and contaminated debris.

<sup>123</sup> <http://cms.leoncountyfl.gov/Home/Departments/Office-of-Resource-Stewardship/Solid-Waste/Hazardous-Waste-Center>.

<sup>124</sup> [https://fldep.dep.state.fl.us/chaz\\_sqg/filter.asp](https://fldep.dep.state.fl.us/chaz_sqg/filter.asp).

<sup>125</sup> The Resource Conservation and Recovery Act (RCRA) is the federal law that creates the framework for the proper management of hazardous and non-hazardous solid waste. The law describes the waste management program mandated by Congress that gave EPA authority to develop the RCRA program. The term RCRA is often used interchangeably to refer to the law, regulations and EPA policy and guidance.

### *Transportation of Hazardous Materials*

As previously noted, transportation related incidents are a major cause of the release of hazardous material. The county is crossed by several major highways and a freight rail line that provide access for the shipment of hazardous substances. In addition, Tallahassee's international airport presents another opportunity for a transportation-related disaster involving hazardous material.

Hazardous material spills are reported to the State Emergency Response Commission at the Florida Division of Emergency Management and recorded in the Hazardous Materials Information System (HMIS) database. For the purpose of this report, data were provided by the Apalachee Regional Planning Council for Leon County from 2015 through mid-2019. There were 77 reported releases of hazardous materials in this time period. Seventeen (17) of these were located at fixed facilities (e.g., industrial, commercial, residential, or development sites), and the remaining 60 releases are transportation-related. Except for seven (7) of the 77 releases, all other releases were composed of various petrochemicals, the majority of them diesel fuel, followed by gasoline and hydraulic oil. The non-petrochemical releases included mercury, sodium hydroxide, transformer/mineral oil, sodium azide, latex paint, hydrogen sulfide, and ethylene.

### *Hazardous Materials Commodity Flow Study<sup>126</sup>*

According to the results of the updated 2016 Hazardous Materials Commodity Flow Study, the majority (75.1%) of the hazardous materials being transported throughout the District are Flammable Liquids (Non-Polar/Water-Immiscible). This category includes petroleum products such as gasoline, gasohol and motor spirits. The second most abundant category, far behind that of the top grossing category is Gases - Flammable (Including Refrigerated Liquids). This category also includes petroleum products, such as propane, LPG and hydrogen. Overall, petroleum-based hazardous materials account for the overwhelming majority of surveyed hazardous materials placards within the region traveling on the highway. In addition, it may be important to note that some of the Flammable Liquids (Polar/Water-Miscible) category may include petroleum products such as resin solution. Beyond petroleum products, the survey revealed nineteen other general hazard categories as found in the 2012 ERG ranging from 2.7% to less than 1% of the total number of surveyed trucks. These survey results show the wide diversity of hazardous materials traveling through the ARPC district.

### *Railroads<sup>127</sup>*

Three active railroads operate in the Apalachee Regional Planning Council's district. The only railroad operating through Leon County is CSXT. CSXT is a division of CSX Corporation and it runs through Jackson, Gadsden, Leon, and Jefferson counties in the ARPC district.

A hazardous materials density study was performed by CSX Transportation to identify the hazardous materials most frequently transported through the District. The study, the results summarized in the ARPC's Flow Study, excludes intermodal shipments (trailer or container on flat cars). Molten sulfur,

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<sup>126</sup>2016 Apalachee Local Emergency Planning Committee Hazardous Materials Commodity Flow Study.

<sup>127</sup> Ibid.

environmentally hazardous substances, sodium hydroxide solution, liquefied petroleum gases and ammonium nitrate were the five most frequently shipped hazardous materials commodities in 2015 by rail by CSX Transportation. The top four commodities have stayed the same since the last study in 2007. The fifth most common commodity, ammonium nitrate, was previously refrigerated liquid carbon dioxide.

A comparison of the Highway Placard Survey and the CSX Density Study reveals that both Flammable Liquids (Non-Polar/Water-Immiscible), Substances – Toxic and/or Corrosive (Non-Combustible), and Substances (Low to Moderate Hazard) are listed in the ‘Top 5’ hazard materials being transported within the ARPC district, including Leon County.

Overall, according to the Flow Study, molten sulfur, environmentally hazardous substances, sodium hydroxide solution, liquefied petroleum gases and ammonium nitrate were the five most frequently shipped hazardous materials commodities in 2015 by rail by CSX Transportation. The top four commodities have stayed the same since the last study in 2007. The fifth most common commodity, ammonium nitrate, was previously refrigerated liquid carbon dioxide.

### *Extremely Hazardous Substances*

As part of the aforementioned *District II Local Emergency Planning Committee Hazardous Materials Emergency Plan*, the Apalachee Regional Planning Council maintains a detailed descriptions and locations of facilities that handle and/or store Extremely Hazardous Substances (EHSs). These data include the name, location, ownership, and contact person for each facility, as well as the facility’s vulnerable zone (VZ), vulnerable population, evacuation routes, type and amount of EHS, and other known critical facilities within the VZ.<sup>128</sup> This information and other related data used for the Hazards Analyses that are part of this Plan, is organized with a CAMEOfm<sup>129</sup> database that is maintained by the Apalachee Regional Planning Council. This database is updated annually and is available to emergency responders upon request. The Hazards Analyses conducted as part of the *Hazardous Materials Emergency Plan* are also located at the Apalachee Regional Planning Council. This information is not included in this document for reasons of brevity and security.

### Estimated Impacts, Probability, and Extent

The 2009 Hazardous Materials Commodity Flow Study and the 2007 CSX Hazardous Materials Commodity Summary indicates that both flammable gases (including refrigerated gases in liquid state) and toxic and/or corrosive (non-combustible) substances are the most common materials associated with the transportation of hazardous materials.

Overall, petroleum-based hazardous materials account for 49% of surveyed hazardous materials placards within the region. Beyond petroleum products, the survey also revealed nineteen other general hazard categories as found in the 2008 ERG ranging from 5% to less than 1% of the total

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<sup>128</sup> The VZ is the geographical area that is at risk of exposure to concentrations of an airborne EHS at levels dangerous to life or health in the event of a chemical release.

<sup>129</sup> CAMEOfm is a database application intended to track of information (such as chemical inventories and contact information for facilities in a community) to assist in emergency response and planning.

number of surveyed trucks. These survey results show the wide diversity of hazardous materials traveling through the District II region.

The majority of local incidents involving spills of hazardous materials include petroleum-based substances, such as gasoline, diesel, oil or hydraulic fluid spills. Transportation related incidents accounted for more than 41 percent of known sources and included automobile accidents in which small amounts of gas or oil were released.

The above data suggests that hazardous material spills frequently involve the transportation of these substances, and that responders are most likely to find themselves addressing a petroleum spill incident along county roadways.

### *Hazardous Materials Response*

The Tallahassee Fire Department (TFD) is the only Regional Hazardous Materials Response Team between Jacksonville and Panama City. While the North Florida and Apalachee regions are sparsely populated, several major transportation routes used to move hazardous materials run through these areas. If two traffic accidents involving hazardous materials were to occur in disparate locations, the resources of the TFD could easily be stretched beyond their capacity to effectively respond. The TFD regularly reassesses their capacity to serve as a Regional Hazardous Materials Response Team. These assessments help determine the equipment, personnel and training needs that are essential for TFD to continue to adequately serve the hazardous material response needs of the region.

### *Hazardous Materials Response Issues*

As of 2019, four hazard materials response teams serve all of north Florida. These teams are based in Okaloosa County, Panama City, Tallahassee, and Jacksonville. Several high-profile incidents which required teams to travel up to 75 miles have served to highlight the challenge of responding to the hazardous material response needs of rural areas.

The probability based on the historical record of release of hazardous materials affecting portions of Leon County and/or the City of Tallahassee is **highly likely**.

### Vulnerability Summary

Portions of Leon County and the City of Tallahassee are vulnerable to accidental releases of hazardous materials being stored or transported. These portions tend to be clustered around facilities or industrial areas where these materials are stored, or along major transportation corridors where they are regularly transported.

Vulnerability to hazardous materials releases (including wastes), whether onsite or in route, is not particularly easy to determine due to the materials and amount released, location, weather, and other variables. Nevertheless, in order to try to determine the vulnerability of Leon County to potential hazardous material incidents, it is necessary to determine the “vulnerable zone” or area of each facility using or storing extremely hazardous substances.



A hazards analysis for each of these facilities is updated annually by the Apalachee Regional Planning Council that provides worst-case estimates of populations at risk from a hazardous materials release. The Local Emergency Planning Committee and the county emergency management agency maintain these data, and they can provide detailed information to responders and other agencies regarding vulnerability areas which can be determined in real time using the specific chemical, amount of release, wind direction and wind speed.<sup>130</sup>

Although, due to the specificity of each hazardous material release, it is not possible to determine a comprehensive vulnerable zone or population exposure for Leon County. Nevertheless, Leon County and the City of Tallahassee are highly vulnerable to exposure to hazardous materials, largely because of the quantities transported through the county by truck and rail. These incidents can occur at either fixed facilities or from the transportation of hazardous material through the County and City. Railroad transportation of commodities that are hazardous is a concern because of the fact that railroad corridors in Tallahassee traverse residential neighborhoods, downtown Tallahassee, and along environmentally sensitive areas such as Lake Lafayette.

Nationwide, there are more transportation accidents involving hazardous materials and wastes than those that occur at fixed facilities. These transportation accidents can occur on roadways, railways, waterways, in the air, and within pipelines. In addition, the numbers of large and small quantity generators are significant, and they are correlated with the ranges of services and manufacturing in county's economy. These generators are registered with the FDEP and have control plans in place in accordance with permit procedures, and the City is equipped to address spills and accidental releases. However, the number of generators and the quantity and types of materials handled may be expected to increase proportionately with population and general economic growth.

The fixed facility study reports no history of accidents and a low probability of release for all facilities, with the exception of potential valve leakage at roughly half the sites. Nevertheless, if the vulnerability zones were combined for all critical facilities, they would encompass large areas of the county. A worst-case scenario release of hazardous gases on a windy day would expose one or more critical facilities within the City of Tallahassee and/or the unincorporated area of Leon County to this hazard. Critical facilities vulnerable to exposure included hospitals, public schools, universities, group homes, and day care centers.

### Risk Assessment

Based on the 2009 Hazardous Materials Commodity Flow Study and 2007 CSX Hazardous Materials Commodity Summary and the historical record of releases of these materials, there is a **medium** risk to residents of Leon County and/or the City of Tallahassee from the accidental release of hazardous materials.

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<sup>130</sup> Statewide Regional Evacuation Studies Program, Volume 1-2 Apalachee, Apalachee Regional Planning Council, 2012.

## 2.20 Transportation Incidents

### General Description and Location

Transportation incidents can be classified into three general categories:

1. Roadways
2. Railways
3. Aviation

The transportation of hazardous materials on roadways and rail have been addressed under the previous section of this document describing Hazardous materials. The focus in this section is on aviation incidents.

### *Aviation*

An aviation accident is defined by the Convention on International Civil Aviation Annex as an occurrence associated with the operation of an aircraft, which takes place between the time any person boards the aircraft with the intention of flight until all such persons have disembarked, where a person is fatally or seriously injured, the aircraft sustains damage or structural failure or the aircraft is missing or is completely inaccessible. If the accident includes damage to the aircraft such that it must be written off, or in which the plane is destroyed. it is further defined as a hull loss accident.<sup>131</sup> There is one existing public and two private airports and two heliports in Leon County. These include:

1. Tallahassee Regional Airport (TLH)
2. Angel's Field Airport (FL52)
3. Black Creek Pass Airport (FA25)
4. Tallahassee Memorial Hospital Heliport (FD18)
5. Capital Regional Medical Center

Another private airport previously known as the Tallahassee Commercial Airport is currently closed. In 2013, the FAA Airport/Facility Directory data described Tallahassee Commercial Airport as having a single 3,249' asphalt Runway 16/34 "in poor condition", with "surface cracking." The field was said to have 10 based aircraft, and as of 2010 was said to conduct an average of 50 takeoffs or landings per week.

There are also several private landing strips, including one on Ayavalla Plantation and another on Ring Oak Plantation.

### Historical Occurrences

United States civil aviation incidents are investigated by the National Transportation Safety Board (NTSB). NTSB officials piece together evidence from the crash site to determine likely cause, or causes. The NTSB also investigates overseas incidents involving US-registered aircraft, in collaboration with local

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<sup>131</sup> [http://en.wikipedia.org/wiki/Aviation\\_accidents\\_and\\_incidents](http://en.wikipedia.org/wiki/Aviation_accidents_and_incidents).

investigative authorities, especially when there is significant loss of American lives, or when the involved aircraft is American-built. The NTSB is an independent federal agency.

The Office of Accident Investigation and Prevention is the principal organization within the Federal Aviation Administration (FAA) with respect to aircraft accident investigation and all activities related to the National Transportation Safety Board (NTSB). The FAA keeps a database of aviation incidents and accidents. This database was queried for incidents and accidents in Leon County, Florida.

This database has a record of 47 aviation incidents and accidents since March 11, 1982 through October 8, 2013. Within this time period, there were 14 fatalities and nine “serious injuries.”

### Estimated Impacts, Probability, and Extent

The estimated impacts of aircraft incidents and accidents vary widely. A single incident involving a single, small, private plane on a wide, paved runway with no injuries can be relatively inexpensive to the public, or even negligible if it occurs on a private runway. However, a major incident involving a commercial flight, particularly if it occurs outside of an established airport, can be a genuine catastrophe. Although the latter has not occurred in Leon County, such incidents have occurred in other parts of the U.S. The impacts, probability, and extent of such an incident are difficult to estimate, given the many variables involved. Worldwide, aircraft incidents have generally declined over the last decade. The total number of fatalities worldwide from aviation incidents and accidents in 2013 was 173, which is the smallest number of fatalities since 2000, even though the total number of departures in 2013 was with 32.1 million as high as never before. This corresponds to 5.39 fatalities per one million departures in 2013.<sup>132</sup>

A simple calculation indicates that there have been approximately 1.5 aircraft incidents or accidents per year in Leon County for the period 1982-2013. The probability of an incident based on this average would be three incidents within a two-year period, which would also qualify as **likely** as defined under Section 2.2.1 Risk.

This probability may increase as the total number of flights from Tallahassee Regional Airport increases based on City efforts to attract additional vendors and flights to and from this facility. Other impacts could arise from the continued and even expanded use of Life Flight aircraft and facilities, and perhaps even from expanded civilian aviation activities if a major manufacturer of aircraft or aircraft parts located here, or if a major shipper was to locate a hub here.

### Vulnerability Summary

Certainly, the City of Tallahassee and Leon County are vulnerable to some degree to aviation incidents and accidents. Such incidents and accidents have and will likely continue to occur, given the continued growth of the city and region and its continuing status as the capital of a highly populated state. Based on the number of flights per day of a variety of aircraft, it is simply a matter of time that an incident or accident will occur again. However, because the vast majority of recorded incidents have resulted in

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<sup>132</sup> [http://en.wikipedia.org/wiki/Aviation\\_safety](http://en.wikipedia.org/wiki/Aviation_safety).

relatively few fatalities and injuries, the actual vulnerability of most citizens and visitors to the impacts of an aviation incident or accident is quite low.

### Risk Assessment

Based on the above data and analysis, the risk for aviation incidents is considered **low**.

## **2.21 Terrorism**

### General Description and Location

Under the federal Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources, and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs, and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping.<sup>133</sup>

In analyzing the vulnerability of the community to domestic terrorism, it is important to separate criminal activities from terrorist activities. Generally speaking, terrorist activities involve the use or threat of terror to achieve an objective, often a political objective. Criminal activities, on the other hand, are illegal activities that are not primarily based on the use or threat of terror to achieve their objectives. A better representation of this distinction might be the use of indiscriminate use of explosives to highlight a cause, versus the use of explosives to open a safe as part of a burglary. While this distinction may be not be important to persons responding to these incidents (such as fire fighters at an explosion), it is important to consider when developing policies and programs dealing for with terrorist activities.

Given the City of Tallahassee's status as the state capital of Florida, the third largest state by population in the U.S., terrorism can occur in and around the urban area of the city.

There are three categories of terrorism that Leon County and the City of Tallahassee are concerned about: violent acts, biohazards, and cyberattacks.

### Historical Occurrences

There has been only one instance of a domestic terrorist attack in Leon County. In 1999, an individual detonated two pipe bombs in restrooms of the Florida Agricultural and Mechanical University (FAMU) campus. No one was injured in this incident.

Since 9/11, however, there has been an increased emphasis on the potential for domestic terrorist incidents. For the same reasons that Tallahassee is a potential target for civil unrest, it is also a target

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<sup>133</sup> Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

for domestic terrorism. Due especially to the large state government influence (and to a much lesser extent, federal government influence), the possibility of a terrorist incident is a distinct possibility.

The FAMU incident aside, Leon County does not have a history of terrorist activities, and the broad, long-term terrorist threat is difficult to accurately assess. Instead, it is more likely that terrorist activities in Leon County and the City of Tallahassee will be in response to individual incidents. Examples of individual incidents might include a high interest or controversial court case being held at the Federal Courthouse, a copycat bomber at FAMU, or a response to state legislative actions.

There are no recorded incidents of deliberate biohazard attacks. There are recorded incidents of cyberattacks, although none of these can be classified as a terrorist attack per se.

### Estimated Impacts, Probability, and Extent

There are several local high-capacity community centers and government buildings that could be potential targets for terrorist attacks. The two largest structures are Doak Campbell Stadium at Florida State University, which has a seating capacity of approximately 83,000 persons, and the Tallahassee-Leon County Civic Center, which has a seating capacity of approximately 13,000 persons.

In recognition of the potential threat posed by terrorist attacks, the Leon County Division of Emergency Management developed a Terrorism Response Plan which was integrated into the Leon County CEMP in 2007. The Terrorism Response Plan is a consequence management plan for preparing for, responding to, and recovering from a terrorist-initiated incident, particularly one involving weapons of mass destruction.

The probability based on the historical record of a terrorism event affecting Leon County and/or the City of Tallahassee is **occasional** as defined under Section 2.2.1 Risk.

### Vulnerability Summary

Leon County and the City of Tallahassee are considered vulnerable to a terrorist attack. Terrorist attacks are most likely to occur in the City of Tallahassee as opposed to the unincorporated areas of Leon County. However, in the event of a biological or chemical attack on a target in the City of Tallahassee, residents in the unincorporated areas of Leon County have the potential to be affected.

### Risk Assessment

Based on the historical data, residents of Leon County and the City of Tallahassee are considered to be at **low** risk for terrorist attacks.

## 2.22 Critical Facilities

Critical facilities are defined as providers of goods or services that are vital to local response functions in the event of a disaster. Critical facilities also play a vital recovery role during the aftermath of natural or manmade disasters. The following table summarizes the types and number of high priority critical facilities within Leon County. There is a total of 772 critical facilities identified within Leon County, 97 of which are hazardous material sites.

Table 49. Leon County Critical Facilities by Type and Jurisdiction, 2020.<sup>134</sup>

Critical Facility Type	Total Number of Sites	City of Tallahassee	Unincorporated Leon County
CHILD CARE FACILITY	167	135	32
COMMUNICATIONS TOWERS	163	93	70
CORRECTIONS	4	4	0
ELECTRIC GENERATION	41	22	19
EMERGENCY OPERATIONS CENTER	5	5	0
FIRE STATIONS	22	11	11
GOVERNMENT CENTER	3	3	0
HAZARDOUS MATERIALS SITES	276	186	90
HEALTHCARE FACILITY	74	63	11
HIGHER EDUCATION FACILITIES	5	5	0
HOSPITAL	7	7	0
HURRICANE SHELTER	14	9	5
HOMELESS SHELTERS AND OTHER RESIDENTIAL FACILITIES	7	6	1
LAW ENFORCEMENT	11	11	0
MILITARY	4	4	0
PUBLIC WATER SUPPLY (WELLS)	56	28	28
SCHOOLS (K-12)	59	47	12
SEWAGE TREATMENT FACILITY	5	1	4
SOLID WASTE FACILITY	6	0	6
<b>Total Number of Critical Facilities</b>	<b>929</b>	<b>640</b>	<b>289</b>

FEMA encourages but does not require the mapping of critical facilities. Given this guidance and the security implications of mapping existing and new critical facilities, the Tallahassee - Leon County LMS instead presents in tabular form only the types and numbers of existing high priority critical facilities located in Leon County. Specific locations and descriptions of critical facilities can be obtained from Tallahassee – Leon County Geographic Information Systems by qualified personnel.

### Critical Facilities in Hazard Areas

In addition to an assessment of the numbers and types of high priority critical facilities located with the jurisdictions of Leon County, an analysis was conducted to determine the number of critical facilities located in identified flood and storm surge hazard areas. The following table lists the number of high

<sup>134</sup> Tallahassee – Leon County GIS.

priority critical facilities in Leon County located within hazard areas considered vulnerable to storm surge from hurricanes.

Table 50: Leon County Critical Facilities Located in Storm Surge Hazard Areas, 2019.<sup>135</sup>

Facility Type	Storm Surge Zones		
	Category 3	Category 4	Category 5
CHILD CARE FACILITY	1	3	6
COMMUNICATION TOWER	1	3	6
FIRE STATIONS	0	0	1
ELECTRIC GENERATION	0	0	2
HAZARDOUS MATERIALS SITE	0	1	5
PUBLIC WATER SUPPLY (WELL)	0	0	2
SOLID WASTE FACILITY	0	1	3
<b>Total</b>	2	8	24

The following table describes the type and number of Leon County Critical Facilities located within the FEMA 100-year flood zone.

Table 51: Leon County Critical Facilities Located within FEMA 100- and 500-year Flood Zones, 2019.<sup>136</sup>

Facility Type	Number of Facilities	500-Yr Flood	Total Number of Facilities
CHILD CARE FACILITY	1	0	1
COMMUNICATION TOWER	7	0	7
ELECTRIC GENERATION	2	0	2
HAZARDOUS MATERIALS SITE	12	5	17
HEALTHCARE FACILITY	0	1	1
PUBLIC WATER SUPPLY (WELL)	1	0	1
SCHOOL (K-12)	1	0	1
<b>Total</b>	24	6	30

<sup>135</sup> Ibid..

<sup>136</sup> Ibid.

The critical facilities that would stay open during a disaster would include the following:

- Emergency Operations Center
- City of Tallahassee Fire Stations
- City of Tallahassee Police Department
- Leon County Sheriff's Department
- Red Cross
- Talquin Electric Cooperation Emergency Management Operations Center
- All Designated Hurricane Shelters
- Tallahassee Memorial Hospital and Capital Regional Medical Center
- Thomas P. Smith Water Reclamation Facility
- City Utilities Department (facilities)
- Talquin Electric Cooperative (facilities)
- City of Tallahassee Fleet Division
- Cell and Microwave Transmission/Communication Towers
- City of Tallahassee Call Center

## 2.23 Risk Summary

Residents of Leon County are at varying levels of risk to a variety of natural and technological hazards. High-risk events involve hurricanes, tropical storms, and flooding. The county's inland location provides a buffer against the worst storm impacts, but it does not offer complete protection from potentially dangerous and damaging high winds and floods.

Hazus modeling indicates that Category 3, 4 or 5 storms can produce multi-billion-dollar damages from winds and flooding, particularly to residential structures. For more vulnerable structures, such as mobile homes, significant damages appear even under tropical storm conditions. In a tropical storm or hurricane, the higher elevated, northern portion of the county, including Tallahassee, will bear the brunt of the high winds. High winds not only affect structures, but also trees, which are abundant in the Tallahassee urban area. Trees can be hazardous to people, structures, vehicles, and other possessions and infrastructure, including electrical and telephone lines and internet and video cable.

Flooding is not limited to tropical storm or hurricanes. Flooding can occur from smaller weather events. Although these events tend to produce localized flooding, some areas are more vulnerable to others to this flooding due to historical, non-regulated development, or the steady increase of impervious surfaces in smaller watersheds that can "stage up" quickly. Various areas of the county are susceptible to flooding from the heavy rains that are typical during the summer, particularly the southeast areas of the county. Overall, flooding is the most common hazard facing Leon County and affects more residents on average than any other event. Hazards classified by risk level include:

- High risk hazards: hurricanes and tropical storms, and flooding.
- Medium risk hazards: severe storms (thunderstorms, tornados, lightning), drought, energy failures, and hazardous materials.
- Low risk hazards: storm surges, extreme temperatures, wildfires, sinkholes, invasive plants and animals, diseases, epidemics and pandemics, dam failure, transportation incidents, and terrorism.



## **Chapter 3 – Mitigation Strategy**

This section discusses the overall mitigation strategy, including goals and objectives, existing policies, programs, and resources, and programs and initiatives intended to address the hazards previously described.

### **3.1 Hazard Mitigation Goals and Objectives**

The LMS Steering Committee has developed six hazard mitigation goals with supporting objectives. The list was developed from a review of County and City comprehensive plans, land development regulations, and the CEMP to determine those elements of the plans and regulations with mitigation implications.

As part of the 2020 update of the LMS, the LMS Committee reviewed the adopted Hazard Mitigation Goals and Objectives to reflect the latest local government and other stakeholder priorities. Several changes were made to both enhance clarity and internal consistency, protect and mitigate critical facilities, strengthen the role of land acquisition, land use regulation, and building codes and inspections in development, and to increase intergovernmental coordination, among other changes. These revised goals and objectives include:

#### **1. Goal: Protect human health, safety and welfare.**

##### **Objectives:**

- 1.1 Identify and assess hazards that may affect the entire county and serve as the primary hazard analysis for other response, recovery, and resilience plans.
- 1.2 Protect critical facilities through mitigation of existing facilities and minimize the construction of new critical facilities in hazardous or other high-risk areas.
- 1.3 Support programs to address repetitively damaged and vulnerable residential structures in or near hazardous or other high-risk areas.
- 1.3 Acquire properties subject to repetitive losses and restrict new development in hazardous or other high-risk areas.
- 1.4 Regulate non-conforming land uses particularly in hazardous or other high-risk areas.
- 1.6 Restrict and remove where feasible chemical storage facilities and other potentially hazardous land uses from hazardous or other high-risk areas.
- 1.7 Incorporate hazard mitigation objectives and recommendations into the development review process where appropriate.
- 1.8 Adopt land development building codes and inspection procedures that meet or exceed the hazard mitigation-related portions of the Florida Building Code

#### **2. Goal: Strengthen economic activities within the community.**

##### **Objectives:**

- 2.1 Diversify the local economy to protect the community from hazards that may affect a single economic resource.

- 2.2 Support the hardening of vulnerable commercial structures to hazards and the relocation of these structures from hazardous or other high-risk areas.
- 2.3 Coordinate economic development activities with existing and proposed mitigation initiatives.
- 2.4 Limit public expenditures in hazardous or other high-risk areas.

**3. Goal: Enhance regional mitigation efforts.**

Objectives:

- 3.1 Coordinate with and encourage the participation of other local stakeholders, including government agencies, in the local hazard mitigation process.
- 3.2 Coordinate with other government agencies to develop regional mitigation programs and plans.
- 3.3 Coordinate with other government agencies to develop regional hazard mapping procedures and processes.

**4. Goal: Protect community, environmental, recreational, and historic resources.**

Objectives:

- 4.1 Remove and/or relocate damaged and vulnerable infrastructure, particularly within hazardous or other high-risk areas.
- 4.2 Regulate land use, floodplains, non-point source stormwater run-off, and the design and location of sanitary sewer and septic tanks in hazardous or other high-risk areas.
- 4.3 Encourage the removal of septic tanks from hazardous or other high-risk areas.
- 4.4 Enhance the protective features of the natural ecosystem by preserving critical natural spaces and investing in green infrastructure wherever practical.
- 4.5 Incentivize development projects that exceed conservation and preservation requirements while providing connectivity to other natural areas.

**5. Goal: Promote the community's ability to respond to a disaster in a timely manner.**

Objectives:

- 5.1 Continue to participate in the National Flood Insurance Program (NFIP) and Community Rating System (CRS) and pursue additional initiatives whenever feasible.
- 5.2 Continue to coordinate with the NFIP to update and revise Flood Insurance Rate Maps where necessary.
- 5.3 Encourage public awareness of hazards and hazardous or other high-risk areas in the community.
- 5.4 Preserve the ability to safely shelter in place or evacuate hazardous or other high-risk areas.
- 5.5 Maintain plans, policies, and procedures for pre- and post-storm development.
- 5.6 Continue eligibility for federal mitigation grant funding, including both pre- and post-disaster grants, from the Federal Emergency Management Agency (FEMA)

- 5.7 Identify damaged structures in Special Flood Hazard Areas (SFHAs) and other hazardous or other high-risk areas for substantial damage determination.
- 5.8 Partner across agencies to provide disaster preparedness training, business continuity planning, and coordinated response activities.

### **3.2 Existing Policies, Programs, and Resources**

This section is intended to summarize all existing authorities, policies, programs, and resources available to accomplish hazard mitigation within Leon County.

#### Authorities

The Leon County Department of Emergency Management and the Sheriff's Office are responsible for maintaining and updating plans and procedures necessary to be prepared for, respond to and recover from disaster situations. These plans include the Leon County Comprehensive Emergency Management Plan, the Leon County Local Mitigation Strategy and various county Continuity of Operations Plans. The Leon County Division of Emergency Management maintains an Emergency Operations Center and has a staff of seven to carry out its mission. The City of Tallahassee formed a Division of Emergency Management in 2008. The Division of Emergency Management has a full-time Emergency Coordinator who works with city agencies on emergency preparedness, response and recovery activities.

#### Existing Policies

##### *Tallahassee – Leon County Comprehensive Plan*

The Tallahassee – Leon County Comprehensive Plan is a joint policy plan that directs long range growth and development in both Tallahassee and Leon County. The Comprehensive Plan is comprised of multiple Elements, each addressing certain aspects of the community. Each Element is made up of aspirational goals, measurable objectives, and strategic policies. Goals are the long-term ends to which programs and activities are ultimately directed. Objectives are specific, measurable, intermediate ends that are achievable and mark progress towards goals. Policies are programs and activities conducted to achieve identified objectives and goals.

The Future Land Use Element and Map establish goals, objectives, and policies governing land use in the City of Tallahassee and Leon County. This element is based on the population projections of the community, as well as natural resource considerations and the distribution of infrastructure. Land uses are allocated on the Tallahassee-Leon County Future Land Use Map based on these assumptions and the community's commitment to concentrate urban development in a compact form within the Urban Service Area (USA). This pattern of development is intended to minimize urban sprawl and focus growth where infrastructure currently exists. In addition to emphasis within the USA, the element includes incentives to direct growth to underutilized areas such as the Southern Strategy and Central Core areas, which are delineated in figures of the element. These strategies are linked to how well the USA boundary is maintained. The city and the county have historically placed a high priority on limiting

expansions to the USA. By holding the line, developers are guided into focusing higher densities and intensities on lands within the USA.

There are several goals, objectives, and policies in the Comprehensive Plan that address hazard mitigation. These include the following:

#### *Land Use Element*

##### **Policy 1.2.5: [L]** (EFF. 4/10/09)

1. By 2014, local government shall develop and maintain as part of the local geographic information system database areas of known hazards.
2. By 2014, local government will include requirements in their land development regulations that mitigate and/or prevent future development in areas of known hazards. The land development regulations shall also contain provisions for the mitigation of existing development in areas of known hazards so as to prevent repetitive hazard losses.

##### **Policy 1.4.6: [L]** (EFF. 7/16/90; REV. EFF. 4/10/09)

By 2014, land development regulations will include standards for the regulation of future land use categories, subdivision, signage, and areas subject to seasonal or periodic flooding and areas of known hazards. Regulations concerning areas subject to seasonal or periodic flooding shall be consistent with all applicable state and federal regulations.

##### **Policy 2.1.2: [L]** (EFF. 7/16/90)

Prohibit residential development where physical constraints or hazards exist, or require the density and design to be adjusted accordingly. Such constraints or hazards include but are not limited to flood, storm or slope hazards and unstable soil or geologic conditions.

##### **Policy 5.2.1: [L]** (EFF. 7/16/90; REV. EFF. 4/10/09)

Develop regulations that will apply to the siting of public facilities and buildings. By 2014, local government shall also develop regulations that ensure the siting of critical facilities from within hazard areas and include provisions for the mitigation of existing critical facilities located in hazard areas.

#### *Utilities Element*

#### **HAZARDOUS WASTE**

##### **Goal 2: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Properly manage waste materials that have hazardous characteristics to protect public health and the environment.

##### **Objective 2.1: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Maintain and improve existing hazardous waste materials management programs.

**Policy 2.1.1: [SW]** (REV. EFF. 12/10/91)

The hazardous waste management program shall include:

- a) Identify and require small quantity generators to annually report the amount of hazardous waste generated and its disposal method;
- b) Establishment of a hazardous waste collection center;
- c) Educational programs;
- d) Technical assistance;
- e) Working with the Regional Planning Council in coordinating information and activities related to hazardous waste disposal facilities, collection centers and incineration sites.

**Policy 2.1.2: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Maintain and promote the use of the County's hazardous waste collection programs.

**Policy 2.1.3: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Continue to comply with state laws and programs to annually notify small quantity generators of hazardous wastes of their legal responsibilities; penalties for non-compliance; recycling alternatives; and other waste reduction opportunities.

**Policy 2.1.4: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Consider user fees to help support public education programs for residents and small businesses addressing proper hazardous materials management, recycling and disposal.

**Policy 2.1.5: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Prohibit the burial of non-degradable and potentially hazardous household garbage such as plastics, paint, batteries and tires by individual landowners or businesses in unapproved sites.

**Policy 2.1.6: [SW]** (EFF. 12/24/10)

Provide proper reuse and recycling of used electronic devices. Ensure that final disposition of used electronics is environmentally sound.

**Policy 2.1.7: [SW]** (EFF. 7/16/90; REV. EFF. 12/24/10)

Local government shall continue to identify, assess, and mitigate all public abandoned and active dump sites, underground storage tanks, and publicly-owned brownfield sites where necessary and appropriate.

*Intergovernmental Coordination Element*

**Policy 1.3.5: [I]** (EFF. 4/10/09)

The Tallahassee-Leon County Local Hazard Mitigation Steering Committee shall review and update the adopted Leon County Local Mitigation Strategy as required by state law. The composition of the LMS Committee shall be comprised of a broad representation from governmental and private sector interests to ensure effective disaster mitigation coordination. The LMS Committee shall meet on a regular basis and provide an annual report to the City and County Commissions on the status of

disaster mitigation efforts and recommendations for prioritization of disaster mitigation programs in the annual schedule of Capital Improvements.

## **COORDINATION WITH COLLEGES AND UNIVERSITIES**

### **Objective 1.6: [I] (REV. EFF. 6/26/98; REV. EFF. 4/10/09)**

Florida State University, Florida A & M University, and Tallahassee Community College have all adopted master plans for their growth and development pursuant to applicable State statute and rules. The City of Tallahassee and Leon County will coordinate their land use, transportation, hazard mitigation, and utility planning with these institutions to assure that overall community needs are addressed and conflicts between the Plans are minimized.

### Ordinances

The Comprehensive Plan in turn enables a set of ordinances and other regulations that govern land development, permitting, waste collection and disposal and other aspects of hazard mitigation. These regulations are not included in this document for brevity.

### Other Programs and Plans

#### *Local Mitigation Strategy*

The Leon County Local Mitigation Strategy (LMS) is the accepted plan for how to reduce the risk natural, man-made and technological hazards pose to the community. The essential elements of the LMS include risk assessment, hazard identification and vulnerability analysis, vulnerable properties and estimated losses, hazard mitigation goals and objectives and potential funding sources. These elements of the LMS support the PDRP and the efforts of the community to redevelop after a disaster. As the governing mitigation plan for the City of Tallahassee and Leon County, it is essential that the PDRP and the LMS are consistent in their priorities, policies and procedures.

#### *Comprehensive Emergency Management Plan*

The Leon County Comprehensive Emergency Management Plan (CEMP) establishes uniform policies and procedures to effectively coordinate resources in response to natural, man-made and technological emergencies. It outlines direction and control of emergency situations from the Board of County Commissioners to the Division of Emergency Management. The Recovery Function of the CEMP outlines how the transition from response to recovery is managed and the activities conducted during the recovery phase. The Mitigation Function is a summation of the Leon County Local Mitigation Strategy and includes a brief discussion of concept of operations, pre-disaster mitigation planning and funding opportunities. The CEMP, which is updated on a regular basis in coordination with the LMS, is reviewed in more detail in the Plan Integration section of this plan.

#### *Tallahassee – Leon County Post-Disaster Redevelopment Plan*

The PDRP identifies policies, operational strategies and roles and responsibilities for implementation that will guide decisions that affect long-term recovery and redevelopment of the community after a

disaster. The PDRP emphasizes seizing opportunities for hazard mitigation and community improvement consistent with the goals of the Comprehensive Plan and the initiatives of the LMS. THE PDRP is updated every five years, and includes information on hazards, vulnerability, and risk also found in the LMS.

#### *City of Tallahassee Resiliency Plan*

The Tallahassee Community Resilience Plan is a comprehensive assessment of threats to social, economic, and environmental features and characteristics which influence the community's ability to be resilient and recover from a range of acute shocks and chronic stresses. This document is intended to address underlying chronic stresses that affect our community, such as job, food, and housing insecurity, as well as acute shocks that include flooding, extreme temperatures, and significant storm events, especially as they intensify with our changing climate. This Plan was developed following Hurricane Hermine (2016) based on community input where residents expressed the need to better prepare for hurricanes and other hazards that present an increasing threat to life, property, and the environment.

The Tallahassee Community Resilience Plan includes a comprehensive set of recommendations that includes mitigation measures to address selected threats.

#### *City of Tallahassee Urban Forest Management Plan*

The City of Tallahassee, designated as a Tree City USA, is known for its abundance of trees and iconic canopy roads. At 55 percent, the City boasts one of the highest percentages of tree coverage in the nation. In September 2016, Hurricane Hermine highlighted some of the challenges the City faces related to its tree canopy – one of Tallahassee's most treasured assets. Subsequently, the City Commission voted in March 2017 to develop an Urban Forest Master Plan (UFMP) to help ensure the proper management of the urban tree canopy. Recent damage caused by Hurricane Michael further reinforced the importance of urban forest management as it relates to public safety and resilience.

A UFMP is a long-term plan of action that guides proactive and effective urban forest management that will support the City's efforts to balance the needs for storm hardening, infrastructure and growth, while ensuring that the City's trees contribute to key Commission priorities. Properly managed, the City's uniquely dense tree canopy drives economic development by contributing to a sense of place and making Tallahassee a unique place to live and visit. A healthy urban forest provides ecological and social value to the community, increasing an already high quality of life. Additionally, when properly managed, trees contribute to quality infrastructure and public safety rather than cause unnecessary expense. The latter includes managing the canopy to make the City's electric transmission and distribution system more resilient to the effects of hurricanes, tropical storms, and other severe storms.

#### *Continuity of Operation Plans*

A Continuity of Operation Plan (COOP) identifies essential functions and core responsibilities of the agency. It establishes backup plans and identifies alternate locations for agencies to function from if their facility is impacted during an emergency. If properly implemented, COOPs assure that the essential functions continue without interruption. This is essential in assisting a community to return to

normalcy after a catastrophic disaster. If government agencies are able to maintain a minimum level of service in an organized manner, a community can begin long-term recovery activities sooner. The City of Tallahassee maintains COOPs for the following agencies:

- Fire Rescue
- City Manager
- Police Department
- Planning/Growth Management
- Economic and Community Development
- Facilities Management
- Parks and Recreation
- City Commission

Leon County maintains COOPs for the following agencies:

- Emergency Management
- Sheriff's Office
- Emergency Medical Services
- County Administration
- County Attorney
- Facilities Management
- Growth and Environmental Management
- Health Department
- Management Information Services (IT)
- Property Appraiser
- Public Works
- Tax Collector
- Red Cross

Tallahassee Memorial Hospital, Capital Regional Medical Center, FSU, FAMU, and TCC have also created COOPs.



## Supporting Hazard Mitigation Programs and Resources

1. The Tallahassee – Leon County Public Safety Complex is a multi-purpose facility developed in partnership with the City of Tallahassee and Leon County. This state-of-the-art facility is designed to withstand winds from a Category 3 hurricane or F4 tornado. This facility houses the City of Tallahassee Regional Transportation Management, the Leon County Emergency Operations Center, the Consolidated Dispatch Center, the Leon County Emergency Medical Services, and the Tallahassee Fire Department Administration. Most importantly, the public safety dispatchers for all services work together in the same facility. This ensures that when assistance is needed, the closest and most appropriate Fire, Police, Sheriff or EMS unit will be sent.
2. The Tallahassee Fire Department provides fire protection and Advanced life support first-response emergency medical services to the city of Tallahassee, Florida and Leon County. TFD presently has 16 Fire stations serving approximately 702 square miles (1,820 km<sup>2</sup>) incorporated and unincorporated land in Tallahassee as well as parts of Leon County with over 278,000 residents. As of 2015, the department is staffed by 267 certified firefighters and responds to over 22,000 incidents annually.<sup>137</sup>
3. Leon County Emergency Medical Services (LCEMS) provides emergency medical services all citizens and visitors of Leon County regardless of social economic status. Leon County EMS is part of a comprehensive system operating through a cooperative agreement between the City of Tallahassee and Leon County.<sup>138</sup>
4. The Leon County Department of Public Works maintains all County roads, stormwater facilities, mosquito control, conducts transportation and stormwater planning and permitting, and administers the permitting and inspection of water and sewer system construction and other related activities and programs.
5. The City of Tallahassee's Underground Utilities and Public Infrastructure department operates the City's water, wastewater, stormwater and gas utility systems, as well as public works and transportation infrastructure. Major infrastructure includes a 26 MGD wastewater treatment facility, 102 pump stations, 1,000 miles of sanitary sewers, 493 miles of storm drains, 110 miles of ditches and canals, 1,200 miles of water mains, 650 miles of streets, 8 water towers, and 27 water wells producing 10 billion gallons of finished water annually.
6. The City of Tallahassee's Utilities Department provides a range of utility services. The Company engages in the generation, transmission, and distribution of electric energy to commercial and residential sectors, as well as providing potable water, wastewater treatment (sewer), natural gas, and solid waste pickup services.
7. The Leon County Sheriff's Office provides police patrol, detective service, court protection, coroner service, and county prison operation for the unincorporated area of Leon County. The Tallahassee Police Department provides public safety services for the city of Tallahassee, Florida.
8. The Tallahassee-Leon County Planning Department's mission is to provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land

<sup>137</sup> [https://en.wikipedia.org/wiki/Tallahassee\\_Fire\\_Department](https://en.wikipedia.org/wiki/Tallahassee_Fire_Department).

<sup>138</sup> [https://en.wikipedia.org/wiki/Leon\\_County\\_Emergency\\_Medical\\_Services](https://en.wikipedia.org/wiki/Leon_County_Emergency_Medical_Services).

use, environmental, and transportation planning for the orderly growth of the Tallahassee community. The Department coordinates the LMS, including its five-year updates and adoption by both the City and County commissions.

These comprehensive plans, policies, and programs are intended to help guide residential and non-residential development and redevelopment, provide urban services, protect the natural and built environment, provide security and emergency services, and help mitigate against natural and technological hazards.

At present, a great deal of formal and informal coordination occurs on a daily basis within Leon County, including the LMS committee member organizations, stakeholders, and other institutions and organizations that provide employment, education, transportation, utilities, and many other services. The various plans and programs previously described are constantly being evaluated and updated when necessary and required, including the Comprehensive Plan. This level of intergovernmental coordination is also driven by objectives and policies within the Intergovernmental Coordination Element of the Comprehensive Plan.

In addition to these actions, the Leon County Board of County Commissioners and the City of Tallahassee's City Commission have directed staff to review existing programs, plans, and other capabilities following the two most recent disasters: Hurricanes Hermine in 2016 and Hurricane Michael in 2018. These were comprehensive reviews of the impacts of these disasters upon citizens, infrastructure, and property formalized into "after action" reports that included recommendations and other direction incorporated where appropriate into these existing plans, policies, and programs.

The LMS Steering Committee is an integral part of this continued evaluation and review. As hazard mitigation funds have become available following Hermine and Michael, local government staff and other non-profit organizations have used the LMS process to refine existing hazard mitigation initiatives and develop new programs and projects to address various hazards identified in this plan.

Although these plans, policies, and programs will be continually refined and updated as necessary to accommodate the lessons learned from Hermine and Michael, at this time, there are no proposed changes to the Comprehensive Plan or the accompanying ordinances and regulations addressing hazard mitigation. Any proposed changes will be reviewed by the Planning Department and the two local government growth management departments for consistency with the Comprehensive Plan, reviewed by the Tallahassee – Leon County Planning Commission (which also serves as the Local Planning Agency under existing State statutes), and brought to the Leon County Board of County Commissioners and/or the City of Tallahassee's City Commission for consideration.

### **3.3 Hazard Mitigation Initiatives and Projects**

#### History

As part of developing the original LMS, the LMS Steering Committee ranked and prioritized a set of mitigation initiatives. The purpose of this ranking was to indicate the overall importance of the project to local mitigation efforts by rank ordering those initiatives that support public health and safety, protect people, and protect real property in the most vulnerable areas. As part of this effort, the

Committee developed a list of criteria, performance measures, and number of points that could be assigned to weight these initiatives. Points were provided for initiatives that supported essential or critical public and private services, and previously identified mitigation goals. Bonus points were awarded to those initiatives that provide additional benefits. Based on the final scores, the Committee grouped the initiatives into high, medium or low categories.

For the 2017 update, the list of hazard mitigation initiatives was reviewed by the Steering Committee following Hurricane Hermine to reflect changes in priorities, accomplishments, and outdated initiatives. These changes were largely based on experiences and lessons learned after Hurricane Hermine, which made landfall just east of St. Marks, Florida on September 2, 2016. The Committee decided to keep the existing list of initiatives, but several initiatives were collapsed down into a single initiative to reduce redundancy, and several others were modified to accommodate specific projects proposed by Committee members for Hazard Mitigation Grant Program (HMGP) funding made available to Leon County following Hurricane Hermine. One new initiative was added to the bottom of the list and one completed initiative was removed. This completed initiative was the building of a single, community-wide emergency operations center.

#### Current Hazard Mitigation Initiatives

For the 2020 update to the LMS, the hazard mitigation initiatives and related projects and their relative ranking were re-evaluated by the LMS Committee. The status and priority of the existing mitigation initiatives were discussed in a meeting of the LMS Committee on December 3, 2020. LMS Committee staff presented a revised summary of mitigation initiatives. The revised summary, including project cost estimates, was derived from the annual progress report produced by the City of Tallahassee Stormwater Management Division each year and through discussions with LMS Committee members and other local officials. At this meeting, the Committee kept the priority list intact for the 2020 updated LMS but chose to add a list of projects intended for Hurricane Michael HMGP funding. This list is attached to this plan as Appendix H.

Other changes made to the existing list of mitigation initiatives include status updates and estimated costs (based on the annual progress report) and estimated timeframes; updating hazards addressed by the initiatives, responsible organizations, and potential funding sources.

#### Evaluation and Prioritization of Mitigation Initiatives and Projects

##### *Existing Mitigation Initiatives*

Many of the mitigation initiatives identified by the LMS Steering Committee are non-capital efforts such as policy changes and updates to existing codes and plans. Many of these efforts are ongoing, and there is no explicit starting or ending time or schedule in place. However, a general review of potential costs and benefits was conducted for the proposed mitigation initiatives to fulfill the requirements of Code of Federal Regulations (CFR) §201.6 (c)(3)(ii). The requirements of FEMA's HMGP to mitigate hazards also require a full cost/benefit analysis as part of the grant application.

The general economic evaluation of each mitigation initiative and their related projects was performed by determining the estimated costs, benefits, and available funding sources for each initiative. The estimated cost ranking system serves the purpose of assessing the potential cost of implementing each mitigation initiative. It also provides an indicator of the extent to which benefits may be maximized according to a cost-benefit review of the proposed projects and their associated costs. The categories of the estimated cost ranking system are depicted below:

Low Rank	\$1 - \$50,000
Medium Rank	\$50,001 - \$250,000
High Rank	\$250,001 and up

Estimated costs were previously derived through consultation with LMS Committee staff and other local officials familiar with the initiatives and related programs. Estimated cost rankings for each mitigation initiative and the results of this prioritization procedure are included in Table 50.

The LMS Steering Committee has maintained this list of initiatives from the 2017 LMS, which was modified from the 2015 edition. The prioritization of these initiatives has also been maintained from the 2017 LMS. There are no changes in either the initiatives and/or their prioritization. The current Prioritized Mitigation Initiatives list currently includes 20 initiatives as described in Table 51 below.

#### *Proposed Hurricane Michael Hazard Mitigation Grant Program Projects*

On December 17, 2019, the LMS Committee voted to endorse and prioritize 37 proposed hazard mitigation projects. These projects are intended to compete for Hazard Mitigation Grant Program funding that FEMA has made available following Hurricane Michael. The ranking of these projects was conducted individually by the voting members of the Committee following a previous meeting on December 3, 2019 where the Committee and Working Group members heard presentation on each of the proposed projects. The ranking procedure was to simply rank-order each project by assigning a number from one to 36. This number represented the number of points assigned to each project, with 36 points assigned to the highest-ranking project and then down from there to one point for the lowest-ranking project. The LMS Coordinator then tallied the LMS Committee voting member responses and ranked the projects from highest to lowest. Several projects received identical scores, and these projects were reviewed and rank-ordered according to the Committee's wishes. This list of projects and their scoring and rank are included as Appendix I.

Table 52: Hazard Mitigation Initiatives and Projects

Tallahassee – Leon County Local Mitigation Strategy 2020 Update

Priority	Initiative	Project Name	Estimated Cost & Timeframe	Responsible Organization	Hazard	Potential Funding Sources	Benefits/Costs Review	Background & Status
1	Continue to identify needs for improving the disaster resistance of critical facilities	Improving Disaster Resistance of Critical Facilities	Estimated costs are based on 722 critical sites across all jurisdictions within the County. To mitigate all 722 sites within the jurisdiction the County would require ≥\$750 million which averages \$1,038,781 per site. Not every site would require this amount, but other sites would require more.  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>City of Tallahassee (COT)</li><li>Leon County Emergency Management</li></ul>	<ul style="list-style-type: none"><li>Flooding,</li><li>Hurricanes &amp; Tropical Storms</li><li>Storm Surge</li><li>Public Infrastructure Failure</li><li>Pandemic</li></ul>	<ul style="list-style-type: none"><li>HMGP (Florida Division of Emergency Management (EM))</li><li>Community Development Block Grant (Department of Economic Opportunity (DEO))</li><li>Regional Domestic Security Task Force (RDSTF) (Department of Homeland Security (DHS))</li></ul>	High/High  <u>Discussion:</u> Critical facilities include a mix of small and large installations. Larger facilities such as the EOC, fire stations, sewage treatment facilities, military facilities, the County jail, hospitals, and power generation stations benefit all citizens of Leon County.	<p>Critical facilities provide essential services in the event of an emergency but may be housed in structures that require improvements to weather the impacts of a disaster. Improvements may include, but not be limited to, installing storm shutters, moving utilities underground, and acquiring or retrofitting generators, pumps, and associated appurtenances and/or connections for traffic signals, sewage pump stations, water well pump stations, and emergency shelters.</p> <p><u>Status:</u> The Local Mitigation Strategy Steering Committee continues to work to identify additional security measures to protect critical facilities within the community. The City has installed extra security measures at certain critical facilities throughout the City. The North Florida Regional Domestic Security Task Force is provided funding to address K-12, Universities, Court houses and communications towers, funding is still needed to protect utilities.</p> <p>There is increased emphasis on identifying needs for improving critical facilities and monitoring since Hurricane Hermine on September 2, 2016 and Hurricane Michael October 10, 2018. Several sewage pump stations (#12, #74) have been replaced, some backup generators have been obtained, other electrical lines to critical facilities have been moved underground, a new water well is on line (#32), and redundant force mains have been installed.</p> <p>Additional funding needs have been identified for generators to operate, traffic signals, sewage pump stations, water well pump stations and emergency shelters such as schools, public community centers and libraries. There are approximately 150 key overhead main circuit lines, and these frequently serve medical, public safety and other critical facilities.</p> <p>A local committee outlines certain items to be purchased, and some funding is coordinated through the Regional Domestic Security Task Force (RDSTF). However, available funding for this initiative is decreasing.</p>
2	Increase intergovernmental coordination of stormwater management	Create Project Manager Position	<u>Administrative Services:</u> Hire 1 Project Manager for Mitigation Services: \$66,550 per year AND/OR Contract Services: 1 Mitigation Services Specialist \$145 per hour: (160 hours: \$23,200 per month, \$69,600 per quarter or \$278,400 per year).  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>COT Underground Utilities &amp; Public Infrastructure</li><li>Leon County Public Works</li><li>City and County Commissions</li></ul>	Flooding	Local	High/Medium  <u>Discussion:</u> The design, construction, and operation of stormwater mitigation and other treatment facilities can be very expensive. The hiring of a project manager to increase intergovernmental coordination will generally benefit most residents and property owners within both Leon County and the City of Tallahassee by mitigating flooding and enhancing the environmental quality of existing surface and subsurface water resources.	<p>Stormwater does not follow jurisdictional boundaries. Land use activities in the City can affect drainage characteristics outside municipal boundaries and, to a lesser extent, vice versa. In the past, stormwater management opportunities have been constrained by fiscal concerns and the impacts of significant amounts of pre-code development. These factors necessitate strong intergovernmental coordination for stormwater management efforts to be effective.</p> <p><u>Status:</u> Intergovernmental Stormwater management coordination is currently accomplished through several initiatives including countywide land development ordinance, Blueprint 2000 intergovernmental agency Stormwater improvement projects and Local Mitigation Strategy Steering Committee meetings. In addition, the City and County are currently working with the Northwest Florida Water Management District to improve the accuracy of the Flood Insurance Rate Maps through the Risk Map program, which is funded by FEMA. The City has shared stormwater model data with the Northwest Florida Water Management District (NFWFMD) to assist in the county wide Special Flood Hazard Area remapping effort.</p>
3	Improve the disaster resistance of existing site-built housing stock	Create Project Manager Position	<u>Administrative Services:</u> Hire 1 Project Manager for Housing Services: \$66,550 per year AND/OR Contract Management: 1 Housing Services Specialist \$145 per hour: (160 hours: \$23,200 per month, \$69,600 per quarter or \$278,400 per year).  Estimated Timeframe: 10 Years	<ul style="list-style-type: none"><li>COT Economic &amp; Community Development</li><li>Leon County Housing and Human Services</li><li>Capital Area Red Cross</li></ul>	All	<ul style="list-style-type: none"><li>CDBG Program</li><li>SHIP</li><li>HOME</li><li>HMGP</li><li>FMAP</li><li>Repair and Restoration of Disaster Damaged Historic Properties (FEMA)</li><li>National Flood Mitigation Fund (FEMA)</li><li>Emergency Advance Measures for Flood Prevention (U.S. Army Corp of Engineers (COE))</li></ul>	Medium/Medium  <u>Discussion:</u> Improving the disaster resistance of existing site-built housing stock varies from structure to structure, and the benefits depend on the number and type of improvements. The hiring of a project manager to increase intergovernmental coordination will benefit a limited number of residents and property owners within Leon County and the City of Tallahassee.	<p>Build upon current CDBG, HOME and SHIP programs to improve the disaster resistance of existing site built housing stock, including elevating structures where feasible.</p> <p><u>Status:</u> The Capital Area Chapter of the American Red Cross continues to provide educational programs to low income population on how they can be disaster resistant and be part of the Ready Rating Program. <a href="http://www.readyrating.org/">http://www.readyrating.org/</a></p>
4	Advocate that FEMA modify its policies to accommodate local floodplain management program requirements so as to avoid the frequent necessity for duplicate, and sometimes conflicting, modeling for NFIP purposes	Create Project Manager Position	<u>Administrative Services:</u> Hire 1 Project Manager for Planning Manager: \$66,550 per year (benefited) AND/OR Contract Management: 1 Housing Services Specialist \$125 per hour: (160 hours: \$20,000 per month, \$60,000 per quarter or \$240,00 per year).  Estimated Timeframe: Two Years	<ul style="list-style-type: none"><li>COT Underground Utilities &amp; Public Infrastructure</li><li>Leon County Public Works</li><li>Leon County Development Support and Environmental Management (DSEM)</li></ul>	Flooding	Local	Medium/Medium  <u>Discussion:</u> The hiring of a project manager to increase coordination between FEMA and local floodplain managers regarding modeling and maps will benefit a limited number of residents and property owners within Leon County and the City of Tallahassee.	<p>Tallahassee and Leon County have advanced stormwater regulations and require sophisticated digital modeling. FEMA is slow to review/approve new modeling software or even more current versions of previously approved software. As a result, local communities frequently are faced with having to do advanced modeling for design and local permitting and then duplicate modeling with the FEMA-approved software list for NFIP purposes.</p> <p><u>Status:</u> The City of Tallahassee and Leon County continue to cooperate with the Northwest Florida Water Management District through a Cooperating Technical Partnership with FEMA, which will be instrumental in accomplishing this goal. The City and County attended the Apalachee Bay Saint Mark River Watershed Discovery Meeting for updating the FEMA flood maps for the Saint Marks Basin. The City of Tallahassee has provided a map of areas to be reviewed to FEMA. The City of Tallahassee has worked with stormwater model</p>

Table 52: Hazard Mitigation Initiatives and Projects

Tallahassee – Leon County Local Mitigation Strategy 2020 Update

Priority	Initiative	Project Name	Estimated Cost & Timeframe	Responsible Organization	Hazard	Potential Funding Sources	Benefits/Costs Review	Background & Status
								providers to endorse modeling programs that have been added to the list of FEMA accepted stormwater models.
5	Improve floodplain boundary identification and implementation of the FEMA map amendment process	Create GIS Specialist Position	<u>Administrative Services:</u> Hire 1 GIS Specialist trained in LiDAR or Hi-Resolution mapping: \$56,049 (benefited) AND/OR Contract Management: 1 GIS Specialist \$110 per hour (160 hours: \$17,600: \$52,800 per quarter or \$211,200 per year).  Estimated Timeframe: Two Years	<ul style="list-style-type: none"><li>• COT Growth Management</li><li>• COT Underground Utilities &amp; Public Infrastructure</li><li>• DSEM</li><li>• Leon County Public Works; Tallahassee-Leon MIS/GIS</li></ul>	<ul style="list-style-type: none"><li>• Flooding</li><li>• Storm Surge</li></ul>	<ul style="list-style-type: none"><li>• EMPA Trust Fund (DEM)</li><li>• Small Watershed Program (USDA)</li><li>• Emergency Advance Measures for Flood Prevention (COE)</li><li>• Resource Conservation and Development Program (USDA)</li><li>• Soil and Water Conservation Program (USDA)</li><li>• National Flood Mitigation Fund (FEMA)</li></ul>	Medium/Medium  <u>Discussion:</u> The hiring of a project manager to increase coordination between FEMA and local floodplain managers regarding floodplain boundary identification and implementation of the FEMA map amendment process will benefit selected residents and property owners within Leon County and the City of Tallahassee.	Efforts would focus on correcting inaccuracies in FEMA flood hazard boundaries. These boundaries are used for insurance purposes and frequently increase rates for residents that are clearly not in the floodplain. Other citizens use this information to guide property purchases and find out they are susceptible to flooding despite lying outside the hazard areas of a FIRM. This initiative would require the hiring of sufficient personnel to identify and prepare map amendments and expand the existing floodplain database to include best available information, such as permitting models, for incorporation into a GIS. Besides providing better data that could reduce insurance rates and improve decisions regarding property purchases, this information could guide acquisition efforts.  <u>Status:</u> The City and County are currently working with the Northwest Florida Water Management District to improve the accuracy of the Flood Insurance Rate Maps through the Risk Map program funded by FEMA. Once complete, it is expected that FEMA will issue updates to the FIRM, which will improve the accuracy of the depiction of Special Flood Hazard Areas for the community. The City has provided several stormwater models and highwater elevations to NWFWMMD.
6	Explore methods to eliminate additional development in the 25-year floodplain	Update Existing and/or Create New Ordinance(s)	<u>Land Acquisition Costs:</u> The average parcel in Leon County \$187,400 (Median value of owner-occupied unit).  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>• COT Growth Management</li><li>• DSEM</li><li>• Tallahassee-Leon County Planning</li></ul>	Flooding	Local	Medium/Medium  <u>Discussion:</u> This ongoing initiative utilizes existing staff and programs. This initiative will benefit a limited number of residents and property owners within Leon County and the City of Tallahassee.	This initiative aims at keeping new buildings from the highest risk area of the floodplain, and might include an acquisition effort targeting undeveloped lots.  <u>Status:</u> The City of Tallahassee and Leon County growth management departments continue to consider new ordinance language to accomplish this goal.
7	Create a public education campaign and community program that promotes awareness of vulnerability to hazards in our community and encourage disaster preparation	Support and expansion of ongoing natural and manmade hazard awareness and mitigation public education programs for residents and property owners in Leon County and the City of Tallahassee	\$125,000 for creating a primarily digitally driven campaign with some supplemental public relations to include distribution of material.  Continue to utilize COT Utility billing educational inserts.  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>• COT</li><li>• Leon County Emergency Management</li><li>• Capital Area Red Cross</li></ul>	All Hazards	EMPA Trust Fund (DEM)	<u>High/Medium</u>  <u>Discussion:</u> This initiative will utilize existing staff and programs with the possible addition of PR consultants as necessary. This initiative will benefit all residents and property owners within Leon County and the City of Tallahassee.	<u>Status:</u> Capital Area Chapter of the American Red Cross has developed the “Ready Rating Program.” The program is designed to mitigate the impact of various disasters by educating residential and commercial property owners on personal actions they can take to reduce the effects of a disaster (such as removing dead limbs, putting up shutters / plywood, creating a safe room in your house/business, etc.).  The City, Red Cross and County hosted an annual “Build a Bucket” disaster fair focusing on the community’s vulnerability to various disasters and possible mitigation techniques, including wildfire mitigation actions developed by the Florida Forest Service. The fair could be hosted annually as a stand-alone event and integrated into other community events throughout the year. This strategy would address creating a safe room within the home, general home protection procedures, etc.  Leon County Emergency Management also supports NOAA’s Weather Ready Nation initiative. NOAA’s Weather-Ready Nation initiative is first and foremost to save more lives and livelihoods. By increasing the nation’s weather-readiness, the country will be prepared to protect, mitigate, respond to and recover from weather-related disasters.  As part of the Weather-Ready Nation initiative, NOAA, along with partners, wants to motivate individuals and communities to take actions that will prepare them in the event of a weather disaster and to share their preparedness steps with others. These actions can save lives anywhere - at home, in schools, and in the workplace before tornados, hurricanes, and other extreme types of weather strike.
8	Continue current efforts to remove dead, dying or diseased trees or branches next to roadways and power lines	Tree Removal	<u>Tree Removal Costs:</u> Contract Labor: Leaners: \$108.5 per tree Hangers: \$80.17 per tree  Estimated Timeframe: Ongoing	<ul style="list-style-type: none"><li>• COT Underground Utilities &amp; Public Infrastructure</li><li>• Leon County Public Works</li><li>• COT Electric Utilities</li><li>• Talquin Electric</li></ul>	<ul style="list-style-type: none"><li>• Hurricanes &amp; Tropical Storms, Severe Storms</li><li>• Invasive Plants &amp; Animals</li><li>• Drought</li></ul>	Local	High/High  <u>Discussion:</u> This ongoing program utilizes existing staff and contractors. This program benefits all residents and property owners within Leon County and the City of Tallahassee by providing dependable electric service.	Debris from storm events poses a hazard to overhead power lines and roads.  <u>Status:</u> Existing City Electric utility tree trimming policy is to trim all vegetation back to 6 feet from existing power lines. The entire system is trimmed on an 18-month cycle. Commission approved policy allows neighborhoods with high rates of outages due to vegetation to request additional clearance up to 10 feet from existing power lines. In 2017, the City started an enhanced tree trimming program cutting 12’ above the electric lines. The City has been designated as a “Tree City” USA and “Tree City Growth” USA for 2018. Significant tree clearing has been done before, during and after Hurricane Michael on 10/10/18.
9	City of Tallahassee and Leon County flood-related capital improvement projects	Create Project Manager Position	<u>Administrative Services:</u> Hire 1 Project Manager for Mitigation Services: \$66,550 per year AND/OR Contract Services: 1 Mitigation Services Specialist \$145 per hour: (160 hours: \$23,200 per month, \$69,600 per quarter or \$278,400 per year).  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>• COT Underground Utilities &amp; Public Infrastructure</li><li>• Leon County Public Works</li></ul>	<ul style="list-style-type: none"><li>• Hurricanes &amp; Tropical Storms</li><li>• Flooding</li><li>• Storm Surge</li></ul>	<ul style="list-style-type: none"><li>• CDBG (DEO)</li><li>• HMGP (DEM)</li><li>• Emergency Bank Protection (COE)</li><li>• STP (ISTEA)</li><li>• Sustainable Development Challenge Grants (EPA)</li><li>• National Flood Mitigation Fund (FEMA)</li><li>• Soil and Water Conservation (USDA)</li><li>• Resource Conservation and Development (USDA)</li></ul>	Medium/Medium  <u>Discussion:</u> The hiring of a project manager to increase coordination between City of Tallahassee and Leon County flood-related capital improvement projects will benefit selected residents and property owners within Leon County and the City of Tallahassee.	<u>Status:</u> Numerous stormwater projects have been identified as necessary to provide relief to existing flood problems. A complete list of projects for the City of Tallahassee and Leon County are included in Appendix D.

Table 52: Hazard Mitigation Initiatives and Projects

Tallahassee – Leon County Local Mitigation Strategy 2020 Update

Priority	Initiative	Project Name	Estimated Cost & Timeframe	Responsible Organization	Hazard	Potential Funding Sources	Benefits/Costs Review	Background & Status
						<ul style="list-style-type: none"><li>Small Watershed Program (USDA)</li></ul>		
10	Acquire parcels subject to flooding in the 100-year floodplain	Land Acquisition of Parcels Vulnerable to Flooding in the 100-Year Floodplain	<u>Land Acquisition Costs:</u> The average parcel in Leon County \$187,400 (Median value of owner-occupied unit).  Estimated Timeframe: Ongoing	<ul style="list-style-type: none"><li>City of Tallahassee Underground Utilities &amp; Public Infrastructure</li><li>Leon County Public Works</li><li>Tallahassee - Leon County Planning</li></ul>	<ul style="list-style-type: none"><li>Hurricanes &amp; Tropical Storms</li><li>Flooding</li><li>Storm Surge</li></ul>	<ul style="list-style-type: none"><li>Florida Communities Trust</li><li>HMGP</li></ul>	Medium/Medium  <u>Discussion:</u> This ongoing program utilizes existing staff and contractors as necessary. This initiative benefits selected residents and property owners within Leon County and the City of Tallahassee.	This initiative builds on past City/County floodplain acquisition efforts and would be enhanced by improved information developed through Initiative #5. Acquisitions would target improved parcels with the most vulnerable structures.  <u>Status:</u> The City and County continue to evaluate potential acquisition projects and possible funding sources for property acquisitions within the 100-year floodplain. Many parcels within the 100-year floodplain have been purchased by the City of Tallahassee and Leon County during previous years to provide flood relief to flood prone property owners. Some of these acquisition projects were entirely funded using local dollars. Others were funded through state and federal programs while also making use of local matching funds. Examples of these programs include the Flood Mitigation Assistance Program and the Hazard Mitigation Grant Program, both of which are FEMA programs administered by the Florida Division of Emergency Management. The City of Tallahassee has recently purchased and exchanged floodplain property near Texas Street.
11	Develop and maintain emergency notification systems for all hazards and critical facilities	Emergency Notification System	Per site costs can range from \$25,000 to \$150,000 per year depending on the size of the facility.  Estimated Timeframe: Ongoing	<ul style="list-style-type: none"><li>Leon County, City of Tallahassee, Emergency Management; Law Enforcement, Fire and Health; FSU; FAMU; TCC</li></ul>	All Hazards	<ul style="list-style-type: none"><li>HMGP (DEM)</li><li>National Flood Mitigation Fund (FEMA)</li><li>U.S. Department of Homeland Security</li></ul>	High/Medium  <u>Discussion:</u> Certain hazards affect all citizens of Leon County. Critical facilities include a mix of small and large installations. Larger facilities such as the EOC, fire stations, sewage treatment facilities, military facilities, the County jail, hospitals, and power generation stations benefit all citizens of Leon County.	Emergency notifications and warnings are essential to protecting lives and property. Immediate notification to a specific area is critical during rapidly developing situations such as tornados, hazardous material releases, pandemics, and flash and other flooding events. This system can also be used to inform residents, caregivers, and service providers of issues such as boil water notices, power outages, sewer issues, Amber Alerts and more.  <u>Status:</u> Both the City of Tallahassee and Leon County have developed communications departments that also regularly send out public notifications via press releases, social media, and institutional websites. In addition to these capabilities, there are several warning systems already in place within Leon County and the City of Tallahassee. For instance, the Federal Emergency Management Agency, Federal Communications Commission, and the Wireless Communications Industry launched the Wireless Emergency Alert (WEA) system in 2013. This system sends concise, text-like messages to WEA capable mobile devices. Wireless providers, representing 97% of subscribers, are participating in distributing Wireless Emergency Alerts. Mobile users will not be charged for receiving these text-like alerts and are automatically enrolled to receive them. Wireless Emergency Alerts are a point-to-multipoint system, which means alert messages will be sent to those within a targeted warning area, unlike text messages which are not location aware. Wireless Emergency Alerts distributed by the National Weather Service include: Tornado warnings, Extreme Wind warnings, Flash Flood warnings, and Hurricane warnings. There are several flood-warning networks in place throughout the City and County, including a telephone-based warning system at the Lake Talquin Dam, and the Capital Area Flood Warning Network and the City of Tallahassee’s Rainfall Data Telemetry System. The Capital Area Flood Warning Network and the City of Tallahassee Rainfall Data Telemetry System provide real-time rainfall totals and water levels at key points within the community. Emergency Management Officials can then use this information during major storm events to identify potential areas of flooding.  <u>Leon County</u>  Leon County utilizes the internet website <a href="http://cms.leoncountyfl.gov/ei/">http://cms.leoncountyfl.gov/ei/</a> to post all-hazards emergency public information for use by citizens and the media during emergency events. They also utilize a subscription service (powered by GovDelivery) available at the Leon County website for citizens to sign up for all-hazards emergency notifications, traffic notifications, as well as general Leon County government announcements. Notifications are available via email and SMS.  During an emergency, Leon County Emergency Management staff can broadcast live through an electronic link on WFSU-88.9 FM. This provides full radio coverage throughout Leon County and the surrounding area as a primary resource for emergency and public safety information. From local government’s experiences with Hurricane Hermine, County emergency management staff has recommended that WFSU be designated as a critical facility, that EOC personnel be tasked to report this information, and to review and upgrade if necessary, the existing telecommunications link with WFSU (88.9 FM) located in the Public Safety Complex. An additional recommendation includes considering providing WSFU's video production support to media partners in the Public Safety Complex in order to broadcast briefings and community updates.  <u>City of Tallahassee</u>  The City of Tallahassee’s Water Quality Administration has initiated a remote detection system to determine the status and condition of the potable well facilities. This system achieves the goal of an audible alarm system for our potable water system. The Thomas P. Smith wastewater treatment plant on Springhill Road has a separate monitoring system with audible alarms for all equipment. The SCADA system monitors for potential chemical and gas leaks with audio and visual alarms.  State of Florida/DEP/Florida Park Service staff maintains a list of email and phone numbers for residents downstream of the Corn Hydro Facility (i.e., Lake Talquin Dam). This list enables automatic email and phone distribution of either early warning of flooding due to know events upstream or emergency notification of rapidly developing events. Additionally, an emergency siren exists at the dam for boaters and residents in the



Table 52: Hazard Mitigation Initiatives and Projects

Tallahassee – Leon County Local Mitigation Strategy 2020 Update

Priority	Initiative	Project Name	Estimated Cost & Timeframe	Responsible Organization	Hazard	Potential Funding Sources	Benefits/Costs Review	Background & Status
								<p>immediate downstream area. These systems are tested on a quarterly basis and worked well during Hurricane Hermine and Hurricane Michael.</p> <p>The state point of contact for the Lake Talquin Dam is:</p> <p>Warren Poplin Florida Department of Environmental Protection Division Recreation &amp; Parks/District 1 Bureau Chief Warren.Poplin@FloridaDEP.gov Office: 850-708-6080 Cell: 850-258-2013</p> <p><u>Tallahassee Community College</u></p> <p>Tallahassee Community College (TCC) utilizes an Emergency Notification System called TCC Alert. System components include:</p> <ul style="list-style-type: none"><li>• RAVE emergency reporting software sends messages to classroom phones, personal phones including text messages, E-mails and computer screen pop-ups for all campus computers.</li><li>• Federal Signal Outdoor Siren System / Audible Messages</li><li>• Captiveyes T.V. monitors screen pop-ups located throughout the campus</li></ul> <p><u>Florida State University</u></p> <p>The Florida State University (FSU) Alert emergency notification and warning system (<a href="http://emergency.fsu.edu/services/FSUAlert">http://emergency.fsu.edu/services/FSUAlert</a>) at provides 35+ methods of delivery, single-button activation, and end-user delivery in 5 minutes or less. The university continues to develop and improve the system with expanded coverage, new interoperable communications technologies, and redundancies to ensure operability always under all conditions.</p> <p>FSU recently added capabilities to issue emergency alerts and share response information through a new mobile app called SeminoleSAFE. The FSU ALERT EZ system allows for single-button activation and streamlines warning and notification to 3-5 minutes or less in the most extreme situations.</p> <p>FSU has identified locations on its campus prone to flooding with associated personal injury and property damage. University emergency management staff has proposed to install flood detection equipment in several key locations on its campus and integrate these stations into the FSU ALERT emergency notification and warning system. This Flood Detection and Warning system will require additional funding to implement.</p> <p>A local company, WeatherSTEM, has partnered with Florida State University, Tallahassee Community College, Florida A&amp;M University, Leon County Schools and others to install forty-three weather stations throughout Tallahassee-Leon County. This regional weather MESONET of weather stations allows the public and others the opportunity to enroll in personal notifications of a variety of weather conditions, including lightning. The system provides a Professional Lightning Advisor (PLA) feature which allows people to monitor an ongoing lightning threat and determine when it is safe to resume normal activities. Additional stations and system features are in continual development.</p> <p>FSU previously proposed a regional lightning mapping array (LMA). This regional lightning detection and warning system would provide all public and non-profit entities in the region advanced warning of the potential of a lightning strike, followed by active monitoring capabilities once lightning is occurring. With advanced warning, detection and monitoring capabilities, the goal is to mitigate the risk to life and property from lightning strikes. FSU is exploring various possibilities for support.</p> <p><u>Florida Agricultural and Mechanical University</u></p> <p>The Florida Agricultural and Mechanical University (FAMU) emergency notification system issues warnings through Blackboard Connect, the University's emergency notification system. This web-based system sends instant alerts to all students, faculty and staff cell phones, e-mail, and/or pagers. On the main campus (Tallahassee), when notification is necessary due to an immediate and serious threat to public safety, the campus community will also be alerted through its Emergency Siren System, which delivers an audible tone followed by a voice message to the community notifying them of the immediate threat.</p> <p>Overall, monitoring and communications equipment, especially for state of the art digitally-based systems that protect critical facilities, can often require significant startup and/or maintenance funding commitments.</p>
12	Explore the feasibility of adding a full build-out component to the Leon County Master Stormwater Management Plan	Create Project Manager Position	<u>Administrative Services:</u> Hire 1 Project Manager for Mitigation Services: \$86,578 per year based on the average of 39,244 positions. AND/OR Contract Services: 1 Mitigation Services Specialist \$145 per hour: (160 hours:	<ul style="list-style-type: none"><li>• DSEM</li><li>• Tallahassee-Leon County Planning</li></ul>	<ul style="list-style-type: none"><li>• Flooding,</li><li>• Hurricanes &amp; Tropical Storms</li><li>• Storm Surge</li></ul>	<ul style="list-style-type: none"><li>• EMPA Trust Fund (DCA)</li><li>• Small Watershed Program (USDA)</li><li>• Emergency Advance Measures for Flood Prevention (COE)</li></ul>	Medium/Medium  <u>Discussion:</u> The hiring of a project manager to increase coordination between City of Tallahassee and Leon County stormwater management capital improvement	<u>Status:</u> The master Stormwater management plan does not address stormwater and flooding impacts given future build-out conditions for the entire County. This information could be used to revise existing floodplain regulations so that they reflect projected build-out conditions. Based on information from the Leon County Public Works Department, there are no plans to update the Master Plan at this time due to staffing limitations and current allocation of available resources.



Table 52: Hazard Mitigation Initiatives and Projects

Tallahassee – Leon County Local Mitigation Strategy 2020 Update

Priority	Initiative	Project Name	Estimated Cost & Timeframe	Responsible Organization	Hazard	Potential Funding Sources	Benefits/Costs Review	Background & Status
			\$23,200 per month, \$69,600 per quarter or \$278,400 per year).  Estimated Timeframe: Five Years			<ul style="list-style-type: none"><li>Resource Conservation and Development Program (USDA)</li><li>Soil and Water Conservation Program (USDA)</li><li>National Flood Mitigation Fund (FEMA)</li></ul>	projects and to recommend revisions to existing stormwater management regulations will benefit selected residents and property owners within Leon County and the City of Tallahassee.	
13	City and County acquisition of easement or fee simple property to allow legal access for maintenance of major ditches and canals to reduce flooding	Access Acquisition Program	<u>Construction + Maintenance Costs:</u> Curbs and Gutters: \$29.65 linear foot  Estimated Timeframe: Ongoing	<ul style="list-style-type: none"><li>COT Underground Utilities &amp; Public Infrastructure</li><li>Leon County Public Works</li></ul>	<ul style="list-style-type: none"><li>Flooding</li></ul>	<ul style="list-style-type: none"><li>HMGP (DEM); National Flood Mitigation Fund (FEMA)</li></ul>	Medium/Medium  <u>Discussion:</u> This ongoing program utilizes existing staff and contractors as necessary. This initiative benefits selected residents and property owners within Leon County and the City of Tallahassee.	The program would consist of the acquisition of easements for ditches and the necessary land to access the ditches so normal maintenance can be performed. Currently the City of Tallahassee is responsible for the maintenance of over 23 miles of major ditches, and the County maintains over 28 miles of major ditches. About 15 miles have adequate access easements, are located within an easement or are located on public ROW. Approximately 30 acres are needed to have full public access to maintain the ditches.  <u>Status:</u> The County has no plans to acquire any additional easements or fee simple properties for maintenance access. The City continues to acquire properties and/or easements as needed in conjunction with stormwater management capital improvement projects. The most recent easement was obtained near Golf Terrace Drive.
14	Secure funding source for identified shuttering and hardening needs for windows at Tallahassee Memorial Hospital (TMH)	Windows Replacement Project	Impact Resistant Windows average: \$500 per window plus labor (conservatively: \$80 per window).  Estimated Timeframe: Two years	<ul style="list-style-type: none"><li>COT</li><li>Leon County Emergency Management</li></ul>	<ul style="list-style-type: none"><li>Flooding,</li><li>Hurricanes &amp; Tropical Storms</li><li>Storm Surge</li></ul>	<ul style="list-style-type: none"><li>EMPA Trust Fund (DEM)</li><li>HMGP (DEM)</li><li>CDBG (DEO)</li></ul>	High/Medium  <u>Discussion:</u> TMH is a major regional hospital in Tallahassee. This project benefits all residents within Leon County and the City of Tallahassee.	Tallahassee Memorial Hospital is highly susceptible to wind damage from a tropical storm/hurricane. Currently neither hospital has storm shutters in place. As one of the primary hospitals serving the City of Tallahassee, Leon County and the region, local emergency management personnel should work with TMH to identify shutter options and hardening needs for windows, including costs. In addition, efforts should be undertaken to identify and harden essential support facilities (such as generators) at the hospital.  <u>Status:</u> Once a possible funding source is identified, the committee has discussed applying for window protection at TMH. TMH has developed an application for hazard mitigation and is ready to proceed when funding becomes available. The other Tallahassee community hospital, Capital Regional Medical Center has installed hardened windows.
15	Consider addressing the economic impact of different disaster scenarios, as information becomes available	Economic Analysis of Disaster Scenarios	<u>Administrative Services:</u> Contract Services: Hire at least one 1 Human Services Specialist at \$145 per hour: (160 hours: \$23,200 per month, \$69,600 per quarter or \$278,400 per year). Additional contract support may be required at a lesser hourly rate.  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>TLCGIS</li><li>City &amp; County Offices of Management and Budget</li></ul>	All Hazards	Local	High/Medium  <u>Discussion:</u> The hiring of a Human Services Specialist to analyze the economic impact of different disaster scenarios will benefit all residents and property owners within Leon County and the City of Tallahassee.	<u>Status:</u> The Florida Division of Emergency Management (DEM) has considered developing an economic impact model as part of their disaster modeling. Some data are already available through the TAOS and/or Hazus models.  The City of Tallahassee, Leon County, and the Capital Area Chapter of the American Red Cross have programs in place to assess the impacts of disaster immediately following an event. Damage Assessment Teams are deployed following a disaster on a countywide basis to document disaster-related damages. These data are available to local, state, and federal governments, as well as local non-profits, universities, and other organizations.  Tallahassee - Leon County GIS (TLCGIS) has developed Hazus capabilities and training. This software program has been used to estimate direct economic loss from building damage and indirect losses such as business interruption. These data and their model results are also used in the Tallahassee – Leon County Post-Disaster Redevelopment Plan (PDRP). Updated HAZUS models and data will be utilized for the 2019 update of the PDRP which is in progress now. Additionally, HAZUS can estimate shelter needs based on population and socioeconomic information, as well as other impacts and mitigation needs. The Apalachee Regional Planning Council and FDEM maintain and provide HAZUS information annually to the City and Leon County.
16	Continue to improve and expand regional response capabilities for responding to biohazards, hazardous materials, and terrorism events	Review of Regional Response Capabilities for Hazardous Materials and Terrorism Events	<u>Resources:</u> Hazmat PPE: \$890 per Hazmat Suit Spill Kit: \$2,018 per kit Oxygen tanks: \$2,162 per rig (includes mask) Radiation Detector: \$667 per unit Storage Cabinet: ≥\$900 Drain Cleaning Machine: ≥\$906 Water Jetter: ≥\$3,999  Estimated Timeframe: Ongoing	<ul style="list-style-type: none"><li>COT</li><li>Leon County Emergency Management</li></ul>	<ul style="list-style-type: none"><li>Pandemics</li><li>Hazardous Materials</li><li>Transportation Incidents</li><li>Terrorism</li></ul>	<ul style="list-style-type: none"><li>DEO/FEMA and other federal agency grants</li><li>Chemical Emergency Preparedness and Prevention Grants Program (EPA)</li><li>Disposal of Federal Surplus Property (GSA)</li><li>Hazardous Materials Training Program (FEMA)</li></ul>	High/Medium  <u>Discussion:</u> The improvement and expansion of regional response capabilities benefits all residents and property owners within Leon County and the City of Tallahassee.	The possibility of an incident involving a weapon of mass destruction or a hazardous materials release exists within Leon County. County EM is preparing a response plan and now needs to identify the equipment needed to respond to effectively to an incident. In addition, the City and County need to identify potential funding sources to acquire the highly specialized, and often expensive, equipment.  <u>Status:</u> Tallahassee Fire Department (TPD) has the only hazardous materials response unit in the region (between Alachua and Escambia Counties, and to a lesser extent, Bay County). Currently, TPD will respond to hazardous materials incidents outside of the County. TPD has also created a Regional Hazardous Materials Response Team.  Our community emergency management officials have identified equipment needs and have purchased many of these items with funding from the federal Department of Homeland Security and the Federal Emergency Management Agency. A local committee outlines items to be purchased, and funding is coordinated through the Regional Domestic Security Task Force. However, available funding for this initiative is decreasing.
17	Maintain training programs for emergency responders and continue to identify new training programs as needed.	Development & Maintenance of Emergency Responders Training Programs	<u>Administrative Services:</u> Hire 1 Staff for training and exercising: Average of 1,517 salaries reported \$60,600 per year (benefited) AND/OR Contract Services: Hire at least one 1 Human Services Specialist at \$145 per hour: (160 hours: \$23,200 per month,	<ul style="list-style-type: none"><li>COT</li><li>Leon County Emergency Management</li></ul>	All	<ul style="list-style-type: none"><li>Hazardous Materials Training Program (FEMA)</li><li>Chemical Emergency Preparedness and Prevention Grants Program (EPA)</li></ul>	High/Medium  <u>Discussion:</u> The hiring of a Training Specialist to develop and maintain ER training programs will benefit all residents and property owners	In the event of a natural disaster, hazardous material release, or other catastrophic incident, numerous emergency responders, often with widely different roles, will be required to work as a single, integrated unit. Key to this effort is training. The City and County need to continually identify the different training needs for numerous responders, including, but not limited to dispatchers, initial responders, field responders, and incident commanders. Included as part of this is a continuous training program, involving classroom training, tabletop exercises and field exercises. The effort should also address the development and implement public awareness training programs.

Table 52: Hazard Mitigation Initiatives and Projects

Tallahassee – Leon County Local Mitigation Strategy 2020 Update

Priority	Initiative	Project Name	Estimated Cost & Timeframe	Responsible Organization	Hazard	Potential Funding Sources	Benefits/Costs Review	Background & Status
			\$69,600 per quarter or \$278,400 per year). Additional contract support may be required at a lesser hourly rate. Estimated Timeframe: Five Years				within Leon County and the City of Tallahassee.	<u>Status:</u> The Apalachee Regional Planning Council, Tallahassee, Gainesville, Thomasville, Valdosta and other surrounding communities have worked together on regional responses. In Florida, surrounding communities have agreed to support each other through the Fire Chief's Association and the Regional Domestic Security Tasks Forces. There are seven of these in Florida, and they support each other as needed.
18	Identify populations at risk under different scenarios	Population Analysis of Disaster Scenarios	<u>Administrative Services:</u> Hire 1 Social Services Manager: Average of 9,505 salaries reported \$57,443 per year (benefited). AND/OR Contract Services: Hire at least one 1 Human Services Specialist at \$145 per hour: (160 hours: \$23,200 per month, \$69,600 per quarter or \$278,400 per year). Additional contract support may be required at a lesser hourly rate.	<ul style="list-style-type: none"><li>• TLCGIS</li><li>• COT</li><li>• Leon County Emergency Management</li><li>• Tallahassee - Leon County Planning</li></ul>	All	EMPA Trust Fund (DEM)	High/Medium  <u>Discussion:</u> The hiring of a Social Services Manager to conduct a population analysis of disaster scenarios will benefit all residents and property owners within Leon County and the City of Tallahassee.	<p>The intent of this initiative is to determine the impact on housing, medical, evacuation, shelters, etc., for different populations such as those attending special events, student populations, homeless populations, and the elderly.</p> <p><u>Status:</u> The Tallahassee - Leon County Geographical Information System (TLCGIS) interlocal department has developed Hazus capabilities, including the acquisition of Hazus 4.2 software, data, and staff training. This software program has been used to estimate direct economic loss from building damage and indirect losses such as business interruption. Additionally, Hazus can estimate shelter needs based on population and socioeconomic information. TLCGIS has previously used it to compare known damages from Hurricane Hermine.</p> <p>In addition to the use of digital data and modeling, the Leon County and the City of Tallahassee in 2011-2012 collaboratively developed a Post-Disaster Redevelopment Plan (PDRP) to better prepare the community for long-term recovery and redevelopment after a disaster. This plan complements other planning efforts ongoing in the city and the county, including the Comprehensive Plan, Local Mitigation Strategy (LMS) and Comprehensive Emergency Management Plan (CEMP). The PDRP identifies policies, operational strategies and roles and responsibilities for implementation that will guide decisions that affect long-term recovery and redevelopment of the community after a disaster. The PDRP is required to be updated every five years.</p> <p>Leon County now also requires a Temporary Uses, Construction Staging Areas, and Special Events Permit for events intended to accommodate an attendance of 250 or more persons. The County's Department of Development Support and Environmental Management processes this permit, which is reviewed by the County's Development Services Division, Fire Safety Office, Emergency Medical Services, Sheriff's Office and the Health Department.</p>
19	Encourage the establishment of community-based emergency shelters and increase the disaster resistance of existing community shelters and other non-profit service provider facilities.	Establish Community-based Emergency Shelters	Resources: ≥\$100,000 for a shelter to meet the needs of trailer park.  Estimated Timeframe: Five Years	<ul style="list-style-type: none"><li>• COT</li><li>• Leon County Emergency Management</li></ul>	All	Local	High/Medium  <u>Discussion:</u> The establishment of and increasing the disaster resistance of community-based emergency shelters and other service provider facilities will benefit all residents and property owners within Leon County and the City of Tallahassee.	<p>Subdivisions, mobile home parks, etc. that have storm shelters incorporated into their designs would provide additional sheltering capacity and eliminate the need to evacuate residents. These buildings could double as community centers.</p> <p><u>Status:</u> The City of Tallahassee and Leon County have a total of 15 school campuses and 72 buildings, which meet the Red Cross standards and can be used as emergency shelters. In addition, the City of Tallahassee is now providing transportation to persons who regularly ride StarMetro seeking shelter. Six shelters were employed during Hurricane Michael on October 10, 2018 serving over 1,500 people.</p> <p>Through the successful completion of several structural hardening mitigation projects, Florida State University now maintains an inventory of four buildings with the capability to shelter 3,140 of its own students, faculty, staff and their immediate family members on campus.</p>
20	Identify major land-based transportation corridors and establish safe zones around those corridors based on the exposure pathway for different chemicals	Transportation Corridor Safe Zone Mapping	<u>Administrative Services:</u> Contract Services: 1 Mitigation Services Specialist \$145 per hour: (160 hours: \$23,200 per month, \$69,600 per quarter or \$278,400 per year).  Estimated Timeframe: Two Years	<ul style="list-style-type: none"><li>• COT</li><li>• Leon County Emergency Management</li></ul>	<ul style="list-style-type: none"><li>• Hazardous Materials</li><li>• Transportation Incidents</li></ul>	<ul style="list-style-type: none"><li>• Hazardous Materials training Program (FEMA)</li><li>• Chemical Emergency Preparedness and Prevention Program (EPA)</li></ul>	High/Medium  <u>Discussion:</u> The hiring of a Mitigation Services Specialist to identify and establish safe zones around major land-based transportation corridors will benefit all residents and property owners within Leon County and the City of Tallahassee.	<p>This would also include identification of all structures, facilities and special need populations in the corridors. Provide ready access to this information to hazardous material response personnel, preferably from deployed resources (such as a GIS capability on the hazardous response vehicle).</p> <p><u>Status:</u> The Apalachee Regional Planning Council has developed a commodity transportation study for hazardous materials. In addition, local Emergency Management officials have developed preliminary mapping of safe zones, 1-2 miles along the major routes through the community.</p>

### *Changes in Initiatives since 2015*

The list of initiatives and projects in the 2015 LMS was modified in 2017 following Hurricane Hermine. For the 2017 update, the LMS Committee changed the wording and order of this list to reflect changes in priorities, accomplishments, and outdated initiatives. These changes were largely based on experiences and lessons learned after Hurricane Hermine, which made landfall just east of St. Marks, Florida on September 2, 2016.

All of the initiatives and projects in the 2017 LMS have been brought into this updated edition of the LMS. They have been updated as to their estimated timeframes and costs, benefit/cost review, and status. The order of these initiatives has not changed, and none of them have been eliminated, deleted, or deferred.

### *Hurricane Hermine HMGP Projects*

In April 2017, following the release of Hazard Mitigation Grant Program funds associated with Hurricane Hermine, the LMS Steering Committee endorsed seven proposed projects (see Attachment J) that were associated with several initiatives and projects in the 2017 list. These projects are associated with ongoing initiatives such as improving the disaster resistance of critical facilities. However, even with the completion of these particular projects, these initiatives will continue.

### *Hurricane Michael HMGP Projects*

Attachments H and K indicate proposed hazard mitigation projects intended for Hurricane Michael HMGP funds. These discrete new projects have been determined by the LMS Steering Committee to be consistent with the initiatives in Table 52 and have been included here as a separate project list for clarity.

## **Chapter 4 – Plan Maintenance**

### **4.1 Monitoring, Maintenance and Updating**

The Steering Committee recognizes that to be effective, the *Tallahassee-Leon County Local Mitigation Strategy* must be reviewed and updated on a regular basis. To assist in this process, the LMS Committee has developed the following procedures:

1. The Steering Committee, with the assistance of the LMS Coordinator, will meet annually to review the local mitigation strategy, including evaluating the list of mitigation initiatives in Table 52, to ensure it is current, that the prioritization is still valid, and that it reflects changing conditions within the community. This will provide adequate time to incorporate any needed revisions prior to the next grant cycle. The Steering Committee will meet earlier or on a more frequent basis if needed, such as in a post-disaster environment.
2. The review of the local mitigation strategy will include:
  - a. Deletion of completed projects and/or programs;
  - b. Identification of new mitigation initiatives;
  - c. Evaluation of the impact of recommended changes to city and/or county plans and ordinances identified during the local mitigation process; and
  - d. Evaluation of any changes in the hazard identification and vulnerability assessment.
3. As needed, additional public and private sector interests will also be invited to participate in the review. Changes recommended by the Steering Committee will be forwarded to the Tallahassee-Leon County Planning Department and to Leon County Emergency Management for consideration. The Tallahassee-Leon County Planning Department, as coordinators for the LMS process, will forward recommended revisions to the City and County Commissions for final review and determination of action as directed by the Committee Chair.

Additionally, an annual Status Report will be prepared by the City of Tallahassee's Stormwater Management Division in coordination with Leon County. This report will contain a report on the status of each mitigation initiative, including progress towards the achievement of the initiatives purpose and new developments or programs impacting the implementation of the initiative. The Steering Committee will review these annual reports to monitor the progress in meeting the established goals and objectives, as well as monitoring the implementation of the mitigation initiatives.

The Planning Department will be the lead agency for the required five-year update of the LMS. The LMS Coordinator will start preparations for this update at least 18 months prior to the expiration of the LMS. This will include meeting with the LMS Committee to lay out the process, setting up a Planning Subcommittee composed of knowledgeable members of the Working Group to review the various parts of the plan, holding regular meetings as necessary with this subcommittee, and setting up public meetings for additional stakeholder input. The Coordinator will also put a draft copy of the updated LMS on the Planning Department's website along with a description of the process and write the agenda items for both the Leon County Board of County Commissioners and the Tallahassee City Commission to adopt the updated LMS by resolution at least one month prior to the expiration of the LMS.

## **4.2 Coordination with other Planning Documents and Activities**

The following section details past and future efforts to coordinate the LMS with other local planning mechanisms.

### *Tallahassee-Leon County Comprehensive Plan*

The Comprehensive Plan serves as the planning document that guides development in both the City of Tallahassee and Leon County. In 2007, amendments to the Comprehensive Plan resulted in the addition of new policies and objectives based on mitigation initiatives contained in the LMS and recommendations of the LMS Committee. The Intergovernmental Coordination Element was amended to incorporate policies describing the role and function of the LMS Committee. The Conservation Element was amended to incorporate policies to increase wildfire mitigation efforts, a promoted through the LMS. Policies and objectives in the Land Use Element were amended to incorporate goals and actions prescribed in the LMS Prioritized Mitigation Initiatives List. Lastly, the Glossary was amended to add the terms ‘hazard’ and ‘hazard mitigation’ to the language and terms within the Comprehensive Plan.

If any additional changes related to hazard identification and mitigation are identified by the LMS Committee, they will be transmitted to the Planning Department through the LMS coordinator for consideration. If specific text and/or map changes are recommended or directed by the elected officials of the City of Tallahassee and/or Leon County, the Planning Department will file a text and/or map amendment to the Comprehensive Plan as part of the regular Amendment Cycle (or Out of Cycle if necessary).

### *Leon County Comprehensive Emergency Management Plan*

The LMS Committee and staff will continue to coordinate with the Leon County Sheriff’s Office and the Leon County Emergency Manager to ensure policies, programs, mitigation plan and mitigation actions are consistent between the LMS and the Leon County Comprehensive Emergency Management Plan (CEMP). Any updates to the CEMP will consider and incorporate or reference relevant hazards, proposed mitigation alternatives, and other related information. Planning Department staff are provided FEMA training through the Emergency Manager and help staff the Emergency Operations Center during disaster and training events. This coordination extends to the LMS through the Steering Committee.

### *Tallahassee – Leon County Post-Disaster Redevelopment Plan*

The 2012 Tallahassee - Leon County Post-Disaster Redevelopment Plan (PDRP) was developed as a tool to better prepare the community for long-term recovery and redevelopment after a disaster. The PDRP identifies policies, operational strategies, and roles and responsibilities for implementation that will guide decisions that affect long-term recovery and redevelopment of the community after a disaster. The PDRP emphasizes seizing opportunities for hazard mitigation and community improvement consistent with the goals of the Comprehensive Plan and the initiatives of the LMS. Hazus information developed for the PDRP was incorporated into this LMS update. The PDRP is currently being updated by the Apalachee Regional Planning Council (RPC). The creation and maintenance of the PDRP is a responsibility of the Planning Department. Staff regularly coordinates with the RPC on variety of issues, including the PDRP. This coordination is ongoing.

### *Community Rating System*

The LMS will continue to contribute to the maintenance requirements for the Community Rating System (CRS) for both the City of Tallahassee and Leon County. The City's Water Resources Engineering Division will also continue to produce an annual report on the status of the LMS and the list of prioritized mitigation initiatives. Division staff regularly coordinate on an annual basis with Planning staff, who serve as the LMS Coordinator, on the production of the annual CRS report. They are also participants in the LMS Committee. The CRS annual report is also integrated into the LMS update. If projects are completed or deleted or if new projects are identified, the LMS is modified to reflect these changes.

### *Land Development Code*

As discussed in Section 3.2, floodplain management regulations have long been incorporated into both the City of Tallahassee's and Leon County's land development regulations, based on policies in the Tallahassee – Leon County Comprehensive Plan, and flood mitigation initiatives in the LMS and the CRS. Mitigation initiatives included in the LMS will continue to be considered as part of amending existing ordinances and regulations and in the drafting of new ordinances and regulations for inclusion in the Code.

When necessary, the Planning Department can and does recommend changes to the land development code for both the City of Tallahassee and Leon County. Planning staff regularly meet with the City's Growth Management department and the County's Development Support and Environmental Management (DSEM) department on variety of issues, including hazard identification and mitigation. Planning Department staff also manage the Leon County Water Resources Committee, which is a citizen-appointed focus group that provides input on water resources issues to DSEM.

### *Tallahassee Resiliency Plan*

The Tallahassee Community Resilience Plan is a document intended to address underlying chronic stresses that affect our community, such as job, food, and housing insecurity, as well as acute shocks that include flooding, extreme temperatures, and significant storm events, especially as they intensify with our changing climate. This Plan was developed following Hurricane Hermine (2016) based on community input where residents expressed the need to better prepare for hurricanes and other hazards that present an increasing threat to life, property, and the environment. This document outlines various strategies to develop resiliency which will be developed consistent with the LMS.

Staff from the City of Tallahassee Sustainability & Community Preservation Department serve on the LMS Steering Committee and Working Group. This is a new level of coordination that is ongoing. The creation of the Resiliency Plan was intended to be consistent with the LMS, and the LMS in turn recognizes the Resiliency Plan. The Resiliency Plan has a suite of recommendations that will be presented to various City departments for implementation, including the Comprehensive Plan and the LMS. Staff will be meeting over the next year to coordinate these recommendations at a policy level and will bring recommended changes as appropriate to the LMS Committee for consideration.

### Local Government Capital Improvement Projects

Previously, mitigation initiative #11 included current flood-related capital improvement projects as an important mitigation action for addressing flood-related hazards in the City of Tallahassee. In the 2015 LMS update, prioritized mitigation initiative #9 includes continuing and newly identified flood-related

capital improvement projects as an important mitigation action for addressing flood-related hazards in the City of Tallahassee and Leon County. Capital improvement projects identified by the City of Tallahassee and Leon County will continue to be incorporated into future updates to the LMS.

#### 4.3 Public Participation

The LMS Committee acknowledges that public participation is an important part of the plan maintenance and update processes for the local mitigation strategy. All LMS Committee meetings are publicly noticed by both the City of Tallahassee and Leon County Public Information offices. Implementation of the Strategy via capital projects or grant requests requires City or County commission approval (at minimum as part of the local government budgeting process, or more routinely as a separate action) and therefore is subject to public comment. Implementation of the Strategy via changes in public policy, such as through the local comprehensive plan or ordinance typically undergo several (noticed) public hearings before being considered for adoption. In sum, planning and implementation are subject to significant public review.

Separately from the publicly noticed annual meeting of the Steering Committee (which is required by the bylaws), at least one public meeting will be noticed and held annually to solicit further input on changes to the LMS or its planning procedures. This meeting may be held in conjunction with a commission workshop or with a scheduled agenda item regarding LMS activities before either the City or the County commission.

In addition to public notification for all LMS Committee meetings, making the 2020 LMS document available to the public online allows a broader proportion of the population the opportunity to participate in the LMS planning process. Citizens can contact TLCPD staff via an e-mail link on the webpage or by telephone through the number listed on the webpage with questions, concerns or comments.

A draft copy of the 2020 LMS update was added to the website prior to the public meeting on March 24, 2020 to give the community time to review the draft document and attend the meeting with questions and suggestions for revisions. The final draft was posted online for at least 30 days prior to the adoption of the LMS by the City and County commissions in April 2020. After the updated LMS was approved and adopted by both the City and County Commissions, the adopted version was added to the webpage.

To encourage public participation and increase community knowledge regarding the current LMS update and related planning processes, a copy of the 2020 LMS will also be maintained on the Planning Department's webpage ([www.talgov.com/planning/mitstrat/mitstra.cfm](http://www.talgov.com/planning/mitstrat/mitstra.cfm)).

Lastly, to keep the public updated on the status of mitigation initiatives promoted by the LMS, each year the annual Status Report compiled by the City of Tallahassee's Stormwater Management Division will be added to the Disaster Planning webpage. This report will contain a report on the status of each mitigation initiative, including progress towards the achievement of the initiatives purpose and new developments or programs impacting the implementation of the initiative.

## APPENDIX A:

LMS Adoption Resolutions  
(to be added following adoption)



## APPENDIX B:

### BYLAWS OF THE TALLAHASSEE-LEON COUNTY LOCAL MITIGATION STRATEGY STEERING COMMITTEE

**BYLAWS OF THE  
TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY  
STEERING COMMITTEE**

**1.1 LMS COMMITTEE PREAMBLE**

The Tallahassee-Leon County Local Mitigation Strategy Steering Committee (LMS Committee) has been created in accordance with the Code of Federal Regulations, Title 44 CFR Part 201 and Section 252.46 Florida Statutes. In compliance with these regulations, the following sets forth the Bylaws, Policies and Procedures that shall serve to guide the proper functioning of the LMS Committee. The intent is to provide guidance for the operation of the LMS Committee to ensure the accomplishment of hazard mitigation planning tasks within a cooperative framework among key institutions on a continuing basis.

**1.2 LMS COMMITTEE PURPOSE AND FUNCTION**

- (1) Persons representing the various governmental entities, agencies, and public, private, and non-profit organizations noted herein shall be involved in the hazard mitigation planning process via the establishment of a LMS Committee.
- (2) The purpose of the LMS Committee shall be to ensure the technical sufficiency and completeness of the Local Mitigation Strategy (LMS plan), associated studies, applications for disaster assistance and related funding, and to ensure coordination and consistency with applicable state, local and regional hazard mitigation plans and programs.
- (3) The LMS Committee shall assist Leon County (County) and the City of Tallahassee (City) in carrying out local governments' hazard planning functions through recommendations on various issues.
- (4) To carry out its function as an advisory committee to the County and the City, the LMS Committee shall:
  - (a) Provide review of the Local Mitigation Strategy and its updates and to make recommendations as to its need, feasibility, technical accuracy and consistency with local, state and regional plans, programs, projects and comprehensive plans;
  - (b) Report to the County and City regarding current and future hazard mitigation needs, applicable funding sources, and other planning issues to assist local government with achieving coordination and consistency among local Comprehensive Plan, the Comprehensive Emergency Management Plan, and regional, state, and federal hazard mitigation initiatives;
  - (c) Review information that is input to or produced by the LMS Planning process;
  - (d) Recommend policies, projects, and studies (to be undertaken by applicable staff, departments or organizations) that further the intent or directly implement federal, state or local hazard mitigation goals or objectives;

- (e) Transmit to the County and City and share with other agencies or entities all significant findings and comments on hazard mitigation matters;
- (f) Conduct any other functions assigned to the LMS Committee by the County or the City Commissions.

### **1.3 COMMITTEE MEMBERSHIP**

- (1) The Tallahassee-Leon County LMS Committee shall include representatives from the organizations named below concerned with the impacts of natural and man-made hazards on the health, safety and welfare of the community.
- (2) There is no limit on the number of members who may serve on the LMS Committee. The addition of any new voting organizations to the LMS Committee other than those specified in these bylaws must be approved by the County and the City Commissions.
- (3) The LMS Committee shall include the following voting organizations:
  - a. Leon County Department of Development Support and Environmental Management
  - b. Leon County Department of Public Works
  - c. Leon County Emergency Management
  - d. City of Tallahassee Department of Underground Utilities and Public Infrastructure
  - e. City of Tallahassee Fire Department
  - f. City of Tallahassee Police Department
  - g. Leon County Sheriff's Office
  - h. Tallahassee-Leon County Planning Department
  - i. Tallahassee-Leon County GIS
  - j. Capital Area Chapter, American Red Cross
  - k. Leon County Emergency Medical Services, and
  - l. Blueprint Intergovernmental Agency.

The following organizations shall be represented as ex-officio (non-voting) members on the LMS Committee:

- a. Florida Division of Emergency Management
- b. Tallahassee Memorial Hospital
- c. Capital Regional Medical Center
- d. Florida State University
- e. Florida Agricultural and Mechanical University
- f. Tallahassee Community College
- g. Council of Neighborhood Associations
- h. Tallahassee Area Chamber of Commerce
- i. Apalachee Regional Planning Council
- j. City of Tallahassee Utilities, and
- k. Florida Department of Health in Leon County.

Other non-voting staff may be added pursuant to Section 1.3(2) of these bylaws.

- (4) In the event that the appointed member is unable to attend a LMS Committee meeting, an alternate from that department or agency may serve as their representative at the meeting.
- (5) If a member no longer wishes to serve on the LMS Committee, they shall notify the chairperson and designate a replacement who holds a position within that department or organization that either is professionally more responsible for LMS-related activities or can fairly represent the organization's stakeholder concerns in the LMS process.
- (6) A person cannot be an alternate for more than one LMS Committee member.

#### **1.4 VOTING**

- (1) Each Voting member of the LMS Committee may name via written notice to the chairman one (1) alternate who may vote only in the absence of that member on a one vote per member basis.
- (2) Non-voting members shall sit with the same rights and privileges as other members, except that non-voting members shall not have the right to present motions or second same, or to vote upon any motions of the LMS Committee.

#### **1.5 OFFICERS AND ELECTIONS**

- (1) The officers of the LMS Committee will be the Chairperson and Vice Chairperson. The officers shall be voting members elected by the LMS Committee membership.
- (2) The LMS Committee Chairperson shall preside at all meetings. In the event of the Chairperson's absence or at his/her direction, the Vice Chairperson shall assume the powers of the Chairperson. In the event that neither the Chairperson nor Vice Chairperson can preside at the meeting, the committee members present shall elect one of its members to serve as acting Chairperson for the meeting.
- (3) Officers shall be elected in November of each year, or in the event there is not a meeting in November, the next scheduled meeting. Nominations for officers shall be made at the meeting. Election shall be a majority vote of the LMS Committee voting members present.
- (4) Newly elected officers shall assume their duties at the first meeting of the next calendar year. They shall hold office for one year, or until their successors are elected, and they shall be eligible for re-election.
- (5) In the event that either the Chairperson or Vice Chairperson office becomes vacant, a replacement shall be elected by the committee at the next scheduled LMS Committee meeting and assume duties immediately and hold the position for the remainder of the calendar year.

## **1.6 MEETINGS AND AGENDAS**

- (1) The LMS Committee shall meet not less than annually. Regular LMS Committee meetings shall be held at dates, times, and places as approved by the LMS Committee. Regular meeting dates and times may be changed to accommodate holidays or for other valid reasons.
- (2) There shall be an official agenda for every LMS Committee meeting. The agenda shall be prepared by the designated LMS Coordinator.
- (3) Every attempt shall be made to send agenda packages to LMS Committee members seven (7) days prior to a regular LMS Committee meeting.
- (4) Any LMS Committee member or alternate who is eligible to vote at the LMS Committee meeting may place additional items on the LMS Committee agenda, with the approval of the majority of the voting members or alternates present.

## **1.7 OFFICIAL ACTIONS**

- (1) All official actions of the LMS Committee shall be by motion and open vote.
- (2) All official and formal positions of the LMS Committee, regardless of whether adopted or rejected, shall be recorded in the minutes. Verbatim minutes are not required but minutes shall include an accurate summary of discussions and actions taken.

## **1.8 CONDUCT OF MEETING**

- (1) All LMS Committee meetings shall be conducted under the requirements of the Florida “Government in the Sunshine” law (Chapter 286, F.S.), including applicable notice requirements, and be open to the public and press.
- (2) The public will have the right to speak, enter into discussion or actively participate in any way only with the permission of the chairperson.
- (3) In the absence of rules covered in this document, Roberts Rules of Order shall be followed at all LMS Committee meetings.
- (4) A quorum for LMS Committee meetings shall consist of a minimum of five voting members or alternates including at least one member representing a City-only department and one member representing a County-only department.
- (5) The LMS Committee must comply with Section 122.3143, F.S., “Voting Conflicts,” which requires that a member who has a conflict of interest on any particular matter to declare the conflict of interest before discussion and a vote is taken and shall be excused from voting on that issue.
- (6) The LMS Committee shall operate in compliance with the Standards of Conduct set forth in Section 112.313, F.S.

## **1.9 ADMINISTRATION**

- (1) The Chairperson may call an emergency (non-regular) meeting of the LMS Committee when a circumstance exists which requires immediate action by the LMS Committee. When such a meeting is called, each LMS Committee member shall be notified, stating the date, hour and place of the meeting and the purpose for which it is called, and no other business shall be transacted at that meeting. At least a twenty-four (24) hour advance notice of such emergency meeting shall be given to the public before the time the meeting is held.
- (2) If after reasonable diligence it becomes impossible to give notice of an emergency meeting to each LMS Committee member, the business of the meeting may be carried out if a quorum is present and appropriate public notice has been provided.
- (3) The LMS Coordinator shall be designated by the LMS Committee and shall serve as primary staff of the LMS Committee.
- (4) The LMS Coordinator is responsible for the minutes of all LMS Committee meetings and all notices and agendas for the LMS Committee meetings.
- (5) The LMS Committee shall operate in compliance with Florida's Public Records Law, Chapter 119, F.S.
- (6) The LMS Coordinator shall transmit LMS Committee recommendations to the County, City, or other entity as applicable.

## **1.10 CONDUCT OF MEETING**

- (1) These bylaws may be amended by a two-thirds vote of those voting members or alternates present at a regularly scheduled LMS Committee meeting.
- (2) Amendments to the bylaws shall become effective immediately after the approval by both the County and the City.

## **1.11 EFFECTIVE DATE**

- (1) These bylaws shall become effective immediately upon the approval by both the County and the City.

## APPENDIX C:

LMS Steering Committee  
Agendas & Meeting Minutes  
2015-2020



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **ANNUAL MEETING**

**Tuesday, December 16, 2015  
11:00 p.m. – 12:30 p.m.**

Planning Department Conference Room  
3rd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

### **AGENDA**

1. Introductions
2. New Business
  - (a) Review of December 11, 2014 minutes
  - (b) Election of Committee Officers
  - (c) Update on 2015 State Hazard Mitigation Plan Advisory Team (SHMPAT) meeting (DEM and Planning Staff)
  - (d) Update on Tallahassee – Leon County Local Mitigation Strategy (Planning Staff)
  - (e) Annual LMS Update (DEM and Planning Staff)
  - (f) Open Discussion
3. Adjourn

Committee Coordinator: Steve Hodges, Senior Planner, TLCPD



**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, December 16, 2015**

Planning Department Conference Room  
3rd Floor Renaissance Center

Attendees

Dave Bujak (FSU EM)	John Kraynak (LC DSEM)
Patrick Dooley (COT EU)	Jack Kostrzewa (CRTPA)
Alexander Falcone (FDEM)	GW Lupton (TCC)
Ryan Guffey (DSEM)	Gabriel Menendez (COT PW)
Steve Hodges (TLCPD)	Kevin Peters (LCSO)
David Henry (COT UU)	Angela Sutton (FAMU)
Denise Imbler (ARPC)	Scott Weisman (TLCGIS)

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The meeting began at 11:00 a.m. with a quorum and introductions.

The December 11, 2014 minutes were moved by Ryan Guffey, seconded by Kevin Peters, and approved unanimously.

Kevin nominated the current chairman Gabe Menendez and vice-chairman Scott Weisman as Chair for 2016. Ryan seconded the motion, and it was approved unanimously.

Alexander Falcone from the Florida Division of Emergency Management presented an update on the annual 2015 State Hazard Mitigation Plan Advisory Team (SHMPAT) meeting. Topics covered at this meeting included an ongoing Florida Geological Survey study of sinkhole susceptibility and risk assessment; the status of the Florida Flood Risk Information System program; and ongoing mitigation grant opportunities through FDEM. No actions were taken by the Committee.

Planning staff presented an update on the Tallahassee – Leon County Local Mitigation Strategy, including that it was successfully updated as per federal requirements and was adopted in May 2015 by the Tallahassee City Commission and the Leon County Board of County Commissioners.

As part of the annual LMS update, several additional updates to the LMS were discussed and recommended by the Steering Committee. These included (1) updating Initiative #11 (Evaluate requirements and feasibility for the County's participation in the NFIP Community Rating System) since Leon County now participates in the National Flood Insurance Program; (2) adding of the Apalachee Regional Planning Council, the Leon County Department of Environmental Health, and the City of Tallahassee's Utilities department to the Steering Committee as ex officio (non-voting) members. Staff was directed to bring a set of revised bylaws back to the Steering Committee for consideration at their next meeting.

Dave Bujak of Florida State University (FSU) gave an update to the Committee on several FSU proposed emergency management projects. One of these projects was a hazardous weather

detection and monitoring system that was proposed to be added as an initiative to the list of adopted initiatives in the LMS. The Committee agreed to add it to the list of initiatives in the LMS.

The Committee adjourned at approximately 12:20 p.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **ANNUAL MEETING**

**Tuesday, December 6, 2016  
2:00 p.m. – 4:00 p.m.**

Planning Department Conference Room  
3rd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

### **FINAL AGENDA**

1. Introductions
2. Agenda Modifications
2. New Business
  - (a) Election of New Officers
  - (b) Review of December 16, 2015 minutes
  - (c) Proposed Addition of Leon County Department of Environmental Health, Apalachee Regional Planning Council, and City of Tallahassee Utilities to Steering Committee
  - (d) Hurricane Hermine Disaster Declaration and HGMP Grant Process
    1. Review 2016 LMS Annual Report
    2. Addition or Deletion of LMS Initiatives
    3. Prioritization of LMS Initiatives and Proposed HGMP Grant Applications
3. Open Discussion
4. Adjourn

Committee Coordinator: Steve Hodges, Senior Planner, TLCPD

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, December 6, 2016**

Planning Department Conference Room  
3rd Floor Renaissance Center

Attendees

Buck Dickinson (WheelerEMC)  
Patrick Dooley (COT EU)  
Eric Ettens (COT)  
Ned Fernandez (WheelerEMC)  
Mary Fricke (Arcadis)  
Mark Fuller (COTSW)  
Ryan Guffey (DSEM)  
Steve Hodges (TLCPD)  
Jarod Jarworski (FDEM)  
Kristen Kerr (COT)  
Roger Lamarque (FDEM)  
GW Lupton (TCC)

Robert Mills (LCPW)  
Anna Padilla (LCDESM)  
Kevin Peters (LCSO)  
Robby Powers (COTEM)  
Scott Ross (LCOFS)  
Melissa Schloss (FDEM)  
Todd Schroeder (FFS)  
Sara Thomas (ARPC)  
Scott Weisman (TLCGIS)  
Jason Wheeler (WheelerEMC)  
Robert Wigen (COT)  
Charles Wu (LCPW)

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The meeting began at 2:00 p.m. with a quorum and introductions.

Robby Powers nominated the current chair Scott Weisman as Chair, and Cherie Bryant for vice-chair, for 2017. Ryan Guffey moved the slate; Kevin Peters seconded this motion, and it was approved unanimously.

The December 15, 2015 minutes were moved by Ryan Guffey, seconded by GW Lupton, and approved unanimously.

Planning staff led a discussion of draft changes to the Committee bylaws in order to update them for the Local Mitigation Strategy (LMS). This include a motion by Robby to add the Blueprint Intergovernmental Agency to the Steering Committee as a voting member, and add the City of Tallahassee's Utility Department to the Committee as a non-voting member. Charles Wu seconded this motion, and it was approved unanimously. Following this discussion, Robby offered a motion to approve all other changes offered by staff. Charles seconded the motion, and it was approved unanimously.

Planning staff led a discussion of proposed changes to Table 3.3 in the LMS to reflect updated initiatives and their priorities. A number of motions were approved in this order:

1. Mark Fuller motioned moving Initiative #19 to #1 in priority. Robby seconded the motion, and it was approved unanimously.
2. Robby motioned eliminating Initiative #11 and joining Initiatives #24 and #25 to Initiative #10. Mark seconded the motion, and it was approved unanimously.
3. Keven Peters motioned updating Initiative #16 [now #18] to include updating the Tallahassee – Leon County Post-Disaster Redevelopment Plan. Robby seconded the motion, and it was approved unanimously.
4. Ryan motion

The Committee agreed to meet in early 2017 to review all the proposed changes to the LMS, and to consider any proposed Hazard Mitigation Grant Program projects for Hurricane Hermine disaster declaration funding as it becomes available to the community.

The Committee adjourned at approximately 3:51 p.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on:\_\_\_\_\_



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING NOTICE**

**Wednesday, February 8, 2017  
9:00 a.m. – 11:00 a.m.**

Leon County Development Support  
and Environmental Management  
Conference Room  
2nd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

### **FINAL AGENDA**

1. Introductions
2. Agenda Modifications
3. Old Business
  - (a) Review of December 6, 2016 minutes
  - (b) Review and Adoption of LMS Changes (Bylaws, Initiatives, Other) Discussed at December 6, 2016 LMS Meeting
  - (c) Hurricane Hermine Disaster Declaration and Hazard Mitigation Grant Program (HMGP) Grant Process
    1. Notice Of Funding
    2. Prioritization, Ranking, and Endorsement of Proposed HMGP Grant Applications
4. New Business
5. Open Discussion
6. Adjourn

Committee Coordinator: Steve Hodges, Senior Planner, TLCPD

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Wednesday, February 8, 2017**

Leon County Development Support and Environmental Management  
Conference Room  
2nd Floor Renaissance Center

Attendees

Cherie Bryant (TLCPD)  
Mathieu Cavell (LC PIO)  
Jim Christie (211 Big Bend)  
Patrick Dooley (COT EU)  
Philip Doyle (TMH)  
Eric Etters (COT)  
Ned Fernandez (WheelerEMC)  
Elise Fisher (FDEM)  
Macy Fricke (Arcadis)  
Mark Fuller (COTSW)  
Theresa Heiker (LCPW)  
David Henry (COT UU)  
Steve Hodges (TLCPD)  
Andy Johnson (LC Admin)

Kristen Kerr (COT)  
GW Lupton (TCC)  
Randy Nicklaus (211 Big Bend)  
Nicki Paden (LC Admin)  
Anna Padilla (LCDESM)  
Tony Park (LCPW)  
Kevin Peters (LCSO)  
Robby Powers (COTEM)  
Melissa Schloss (FDEM)  
Todd Schroeder (FFS)  
Scott Weisman (TLCGIS)  
Jason Wheeler (WheelerEMC)  
Robert Wigen (COT)  
Charles Wu (LCPW)

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The meeting began at 9:00 a.m. with a quorum and introductions.

The December 6, 2016 minutes were moved by Kevin Peters, seconded by Robbie Powers, and approved unanimously.

Following a short presentation by Planning staff on changes to the Committee's bylaws (Appendix B) and Table 3.3 (Local Mitigation Strategy Initiatives), Tony Park moved the bylaws, with the addition of the Leon County Sheriff's Office as a voting member of the LMS Steering Committee. This motion was seconded by Robert Wigen, and it was approved unanimously. Robby Powers moved the revised Table 3.3, seconded by Tony, and it was approved unanimously.

Planning staff and Ned Fernandez of Arcadis Design and Consultancy led a discussion of the various federal hazard mitigation grant programs that will be active in 2017, as well as their applicability to the local proposed hazard mitigation projects. They include the Hazard Mitigation Grant Program (HMGP), the Pre-Disaster Mitigation (PDM) Program, the Community Development Block Grant – Disaster Resistance (CDBG-DR) program, and the federal Flood Acquisition Assistance (FAA) program. Given the abundance and complexity of the various grant programs and the amount of effort required to prepare hazard mitigation grant applications for the local proposed hazard mitigation projects, Tony motioned that the Committee delay the ranking of these proposed HMGP

projects. This motion was seconded by David Henry, and it was approved unanimously. Following additional discussion of the project endorsement process, Tony motioned that the Committee endorse all of the local proposed hazard mitigation projects. This motion was seconded by Robby, and it was approved unanimously.

The Committee agreed to a meeting in late March or early to mid-April to rank the proposed local proposed hazard mitigation projects. Staff committed to bring to the Committee one or more ranking methods for the Committee to consider at that meeting.

The Committee adjourned at approximately 10:45 a.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_





**TALLAHASSEE-LEON COUNTY  
LOCAL HAZARD MITIGATION STEERING COMMITTEE**

**MEETING NOTICE**

**Tuesday, April 18, 2017  
2:00 p.m. – 4:00 p.m.**

Leon County Development Support  
and Environmental Management  
Conference Room  
2nd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

**FINAL AGENDA**

1. Introductions
2. Agenda Modifications
3. Old Business
  - (a) Review of February 8, 2017 minutes
  - (b) Hurricane Hermine Disaster Declaration and Hazard Mitigation Grant Program (HMGP) Opportunities
    1. Notice Of Funding
    2. Ranking and Prioritization of Proposed HMGP Grant Applications
4. New Business
5. Open Discussion
6. Adjourn

Committee Coordinator: Steve Hodges, Senior Planner, TLCPD

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, April 18, 2017**

Leon County Development Support  
and Environmental Management  
Conference Room  
2nd Floor Renaissance Center

Attendees

Chad Abrams (LCEMS)  
Tim Barden (LCOMB)  
Jeremy Branch (WheelerEMC)  
Cherie Bryant (TLCPD)  
Eryn Calabro (LCOMB)  
Jim Christie (211 Big Bend)  
Patrick Dooley (COTEU)  
Ned Fernandez (Arcadis)  
Mark Fuller (COTSW)  
Chief Jerome Gaines (TFD)  
Blas Gomez (COTUUPI)  
Charles Hargraves (Blueprint IA)  
David Henry (COTUU)

Steve Hodges (TLCPD)  
Denise Imbler (ARPC)  
Andy Johnson (LCAdmin)  
Kristen Kerr (COT)  
Brian Moody (COTUUPI)  
Dana Morgan (COT)  
Randy Nicklaus (211 Big Bend)  
Anna Padilla (LCDESM)  
Tony Park (LCPW)  
Kevin Peters (LCSO)  
Major Lawrence Revell (TPD)  
Todd Schroeder (FFS)  
Sara Thomas (ARPC)  
Scott Weisman (TLCGIS)

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The meeting began at 9:00 a.m. with a quorum and introductions. There were no agenda modifications.

The February 8, 2017 minutes were moved by Cherie Bryant, seconded by Tony Park, and approved unanimously.

Following the endorsement by the Committee on February 8, 2017 of all of the local proposed hazard mitigation projects for Hurricane Hermine Hazard Mitigation Grant Program (HMGP) funding, Planning staff recommended that the HMGP project applications be ranked based on an ordinal ranking system developed by City of Tallahassee staff. Following discussion of this method, the Committee agreed to utilize this method and to first hear a brief summary of each HMGP project application given by the applicant. Following these summaries, the Steering Committee voting members provided their vote on each project as outline in the ranking system. The final results were as follows:

<b>Funding Priority</b>	<b>Project Name or Description</b>	<b>Applicant</b>
1	Improving Operational Reliability of Water Supply Well #18	City of Tallahassee
2	Providing Redundant Electrical Circuits to the Main Pump Station #PS 149	City of Tallahassee
3	Permanent Generators at Branch Libraries and Community Centers	Leon County
4	Emergency Back-up Power Generator	2-1-1 Big Bend, Inc.
5	4908 Crooked Road Property Acquisition	Leon County Development Support and Environmental Management
6	12386 Waterfront Drive Structure Elevation	Leon County Development Support and Environmental Management
7	Tallahassee Memorial Hospital Generators	Tallahassee Memorial Hospital

Chief Jerome Gaines motioned that the Committee adopt the ranking of these proposed HMGP projects. This motion was seconded by Major Lawrence Revell, and it was approved unanimously. Staff was directed to include this ranking process within the next update of the Local Mitigation Strategy.

The Committee adjourned at approximately 3:45 a.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_



**TALLAHASSEE-LEON COUNTY  
LOCAL HAZARD MITIGATION STEERING COMMITTEE**

**MEETING NOTICE**

**Thursday, December 7, 2017  
10:00 a.m. – 11:00 a.m.**

Leon County Development Support  
and Environmental Management  
Conference Room  
2nd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

**FINAL AGENDA**

1. Introductions
2. Agenda Modifications
3. Review of April 18, 2017 minutes
4. Election of Officers for 2018
3. Old Business
  - (a) Status of Hurricane Hermine Disaster Hazard Mitigation Grant Program (HMGP) Grant Applications
4. Introduction and Presentation by Abena Ojetayo, City of Tallahassee Chief Resilience Officer
5. New Business
6. Open Discussion
7. Adjourn

Committee Coordinator: Steve Hodges, Senior Planner, TLC PD

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, December 7, 2017**

Leon County Development Support  
and Environmental Management  
Conference Room  
2nd Floor Renaissance Center

Attendees

Chad Abrams (LCEMS)	Abena Ojetayo (COTEM)
Tim Barden (LCOMB)	Anna Padilla (LCDESM)
Cherie Bryant (TLCPD)	Tony Park (LCPW)
Buck Dickinson (Wheeler EMC)	Kevin Peters (LCSO)
Mark Fuller (COTSW)	Scott Ross (LC OFS)
Stephen Hodges (TLCPD)	Sara Thomas (ARPC)
Nicole King (Red Cross)	Scott Weisman (TLCGIS)
G.W. Lupton (TCC)	

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The meeting began at 10:00 a.m. with a quorum and introductions. There were no agenda modifications.

The Tuesday, April 18, 2017 minutes were moved by Tony Park, seconded by Kevin Peters, and approved unanimously.

The Committee selected its officers for 2018, following its bylaw requirements. Tony motioned a slate including Chad Abrams for Chair and Cherie Bryant for Vice-Chair. Kevin seconded this motion, and it was approved unanimously.

Planning staff updated the Committee on the status of the local proposed hazard mitigation projects for Hurricane Hermine Hazard Mitigation Grant Program (HMGP) funding. There were no actions taken by the Committee on this item.

Abena Ojetayo, the City of Tallahassee's Chief Resiliency Officer, was introduced by Planning staff. Abena then made a presentation on the City's Resiliency planning process and deliverables. There were no actions taken by the Committee on this item.

The Committee adjourned at approximately 12 p.m.

Approved:

Attest:

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Chairman

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Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Thursday, October 18, 2018  
10:00 a.m. – 12:00 a.m.**

Planning Department Conference Room  
3rd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

1. Introductions
2. Agenda Modifications
3. Review of December 7, 2018 minutes
4. Election of Officers for 2019
3. Old Business:
  - (a) Status of Hurricane Hermine Disaster Hazard Mitigation Grant Program (HMGP) Grant Applications
  - (b) Update on the City of Tallahassee's Resilience Planning Project (Abena Ojetayo, City of Tallahassee Chief Resilience Officer)
4. New Business:
  - (a) 2018 Flood Mitigation Assistance Grant Program Notice of Funding Opportunity
  - (b) Required Five-Year Update of LMS
  - (c) Hurricane Michael (<https://www.fema.gov/disaster/4399>)
5. Open Discussion
6. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, TLCPD

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, October 18, 2018**

Planning Department Conference Room  
3rd Floor, Renaissance Center  
435 Macomb Street  
Tallahassee, Florida

Attendees

Chad Abrams (LC EMS)	Anna Padilla (LC DESM)
Tim Barden (LC OMB)	Kevin Peters (LCSO)
Eryn Calabro (LC OMB)	Lawrence Rubin (FSU Facilities)
Patrick Dooley (COT Electric)	Todd Schroeder (FFS)
Mark Fuller (COTSW)	Curtis Summerhoff (FSU EM)
Ryan Guffey (LC DSEM)	Sara Thomas (COT EM)
David Henry (COT UUPI)	Scott Weisman (TLCGIS)
Stephen Hodges (TLCPD)	Robert Wigen (COT RM)
Andy Johnson (LC)	Charles Wu (LC PW)
Dana Morgan (COT EM)	
Abena Ojetayo (COT CRO)	
Nicki Paden (LC)	

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The meeting began at 10:00 a.m. with a quorum and introductions. There were no agenda modifications.

The December 7, 2017 minutes were moved with correction by Kevin Peters, seconded by Scott Weisman, and approved unanimously.

The Committee selected officers for 2019, following its bylaw requirements. Kevin Peters nominated Charles Wu for Chair, and Stephen Hodges nominated Abena Ojetayo for Vice-Chair. Kevin Peters motioned this slate, Stephen seconded it, and the motion was unanimously carried.

Planning staff updated the Committee on the status of the previously submitted Hazard Mitigation Grant Program (HMGP) applications submitted by the City of Tallahassee, Leon County, and 2-1-1 Big Bend, Inc. There were no actions taken by the Committee on this item.

Planning staff made a quick presentation of the status of the No actions were taken by the Committee.

Abena Ojetayo made a presentation of the City's resiliency planning project. This included a discussion of the integration of this resiliency plan into the Local Mitigation Strategy, and letting the committee know about an upcoming City of Tallahassee Resiliency Summit on October 29, 2018.

Planning staff discussed the upcoming 2018 Flood Mitigation Assistance Grant Program Notice of Funding Opportunity and encouraged Committee members to consider submitting a grant proposal for this funding. No actions were taken by the Committee.

Planning staff briefly discussed the upcoming five-year update of the Local Mitigation Strategy. No actions were taken by the Committee.

Kevin Peters discussed at length the ongoing local government activities related to Hurricane Michael and its effects on Leon County and the City of Tallahassee. The Federal Emergency Management Administration (FEMA) made a Major Disaster Declaration (DR-4399) for Hurricane Hermine on October 11, 2018. Designated Counties (Individual Assistance) include Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Taylor, Wakulla, and Washington. No actions were taken by the Committee.

The Committee adjourned at approximately 11:25 p.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_





## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Thursday, January 10, 2019  
8:00 a.m. – 9:00 a.m.**

Conference Room 4F 4th  
Floor, City Hall  
300 S. Adams Street  
Tallahassee, Florida 32301

1. Introductions
2. Agenda Modifications
3. Review of October 18, 2018 minutes
3. Old Business:
  - (a) Status of Hurricane Hermine Disaster Hazard Mitigation Grant Program (HMGP) Grant Applications (Planning)
  - (b) Status of Required Five-Year Update of LMS (Planning)
4. New Business:
  - (a) Status of Hurricane Michael HMGP Program (Jason Pettus)
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Thursday, January 10, 2019**

Conference Room 4F  
4th Floor, City Hall  
300 S. Adams St.  
Tallahassee, Florida

Attendees

Chad Abrams (LC EMS)  
Zach Annett (ARPC)  
Tim Barden (LC OMB)  
Cherie Bryant (TLCPD)  
Elise Fisher (ARPC)  
Jeanie Green (COT Code Enforc.)  
Theresa Heiker (LC PW)  
SirTeria Henderson (COT Code Enforc.)  
David Henry (COT UUPI)  
Stephen Hodges (TLCPD)  
Helen Ash Ible (COT Grants Mgmt)  
Andy Johnson (LC Admin.)

Alex Mackin (LC EM)  
James Maduro, Jr. (COT GMO)  
Abena Ojetayo (COT Resilience)  
Anna Padilla (LC DESM)  
James Payne (COT Code Enforc.)  
Jason Pettus (Wheeler EMC)  
Todd Schroeder (FFS)  
Max Stout (COT Resource Mgmt.)  
Curtis Summerhoff (FSU EM)  
Scott Weisman (TLCGIS)

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The meeting began at 8:00 a.m. with a quorum and introductions. There were no agenda modifications.

The October 18, 2018 minutes were moved with corrections by Abena Ojetayo, seconded by Cherie Bryant, and approved unanimously.

Jason Pettus gave a status update for the anticipated Hurricane Michael Hazard Mitigation Grant Program (HMGP) funding for Leon County and the State of Florida. The Federal Emergency Management Administration (FEMA) made a Major Disaster Declaration (DR-4399) for Hurricane Hermine on October 11, 2018. Designated Counties (Individual Assistance) include Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Taylor, Wakulla, and Washington. Public Assistance reimbursements are still being calculated (which will affect the HMGP funding available to each affected county). Jason also described his work to estimate costs for the current initiatives in the Local Mitigation Strategy. There were no actions taken by the Committee on this item.

Planning staff updated the Committee on the status of the previously submitted Hazard Mitigation Grant Program (HMGP) applications submitted by the City of Tallahassee, Leon County, and 2-1-1 Big Bend, Inc. There were no actions taken by the Committee on this item.

Helen Ash Ible of the City's Grants Management office described a new software application that tracks grant opportunities and the materials necessary to submit grant applications. There were no actions taken by the Committee on this item.

Planning staff discussed the status of the upcoming five-year update of the Local Mitigation Strategy. There were no actions taken by the Committee on this item.

The Committee adjourned at approximately 10:00 a.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on:\_\_\_\_\_



**TALLAHASSEE-LEON COUNTY  
LOCAL HAZARD MITIGATION STEERING COMMITTEE**

**MEETING AGENDA**

**Monday, August 12, 2019  
9:30 a.m. – 11:00 a.m.**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N Macomb Street  
Tallahassee, Florida 32301

1. Introductions
2. Agenda Modifications
3. Review of January 10, 2019 minutes
3. Old Business:
  - (a) Status of Required Five-Year LMS Update (Planning)
4. New Business:
  - (a) Hurricane Michael Notice of Funding Availability (TBD)
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Monday, August 12, 2019**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N. Macomb St.  
Tallahassee, Florida

Attendees

Chad Abrams (LC EMS)	Abena Ojetayo (COT Resilience)
Tim Barden (LC OMB)	Anna Padilla (LC DESM)
Cherie Bryant (TLCPD)	Kevin Peters (LC EM)
Jim Christie (Big Bend 211)	Ben Pingree (PLACE)
Mark Fuller COT UUPI)	Max Stout (COT Res. Mgmt.)
David Henry (COT UUPI)	Curtis Summerhoff (FSU EM)
Stephen Hodges (TLCPD)	Sara Thomas (COT EM & Fire)
Adan Jacobs (COT Resilience)	Scott Weisman (TLCGIS)
Andy Johnson (LC Admin.)	James Wenyon (LC EM)
RaSarah Johnson (Talquin EC)	Robert Wigen (COT Res. Mgmt.)
Alex Mackin (LC EM)	Katelyn White (FSU EM)
James Maduro, Jr. (COT GMO)	Wanda Whitehead (COT OGM)
	Charles Wu (LC PW)

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The meeting began at 9:30 a.m. with a quorum and introductions. There were no agenda modifications.

The January 10, 2019 minutes were moved with edits by Charles Wu, seconded by Abena Ojetayo, and approved unanimously.

Planning staff gave a status update for the anticipated Hurricane Michael Hazard Mitigation Grant Program (HMGP) funding for Leon County and the other affected counties in Florida. The Federal Emergency Management Administration (FEMA) made a Major Disaster Declaration (DR-4399) for Hurricane Hermine on October 11, 2018. Designated Counties (Individual Assistance) include Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Taylor, Wakulla, and Washington. Public Assistance reimbursements are still being calculated (which will affect the HMGP funding available to each affected county). Staff stated that the Notice of Funding Availability for DR-4399 would be available soon according to state Division of Emergency Management staff. There were no actions taken by the Committee on this item.

Planning staff discussed the status of the upcoming five-year update of the Local Mitigation Strategy, as well as steps taken to date and the efforts to coordinate the DR-4399 projects with the update. There were no actions taken by the Committee on this item.

The Committee adjourned at approximately 11:00 a.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on:\_\_\_\_\_



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Tuesday, December 3, 2019  
2:00 p.m. – 4:30 p.m.**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N Macomb Street  
Tallahassee, Florida 32301

1. Introductions
2. Agenda Modifications
3. Review of August 12, 2019 minutes
3. Old Business:
  - (a) Hurricane Michael Notice of Funding Availability (Planning) – Project Review & Ranking
  - (b) Status of Required Five-Year LMS Update (Planning)
4. New Business:
  - (a) Election of Officers for 2020
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, December 3, 2019**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N. Macomb St.  
Tallahassee, Florida

Attendees

Chad Abrams (LCEMS)  
Mike Alfano (TLCPD)  
Tim Barden (LCOMB)  
Benjamin Benedict (LCSO)  
Cherie Bryant (TLCPD)  
Travis Carden (COT Fleet)  
Ken Cureton (LCPW)  
Tatiana Daguillard (Blueprint)  
Aran Dhanarajan (BBHC)  
Patrick Dooley (COT Electric & Gas)  
Mark Fuller (COTUUPI)  
Blas Gomez (COTUUPI)  
Theresa Heiker (LCPW)  
David Henry (COTUUPI)  
Stephen Hodges (TLCPD)  
Adam Jacobs (COT Resilience)  
Andy Johnson (LC Admin.)  
RaSarah Johnson (Talquin EC)  
Richard Jones (TFD)  
Justin Kinsley (LCPW)  
Shington Lamy (LC Admin)  
Chris Muehlemann (LCPW)  
Danielle Nesbeth (COT Electric & Gas)

Todd Notley (TFD)  
Abena Ojetayo (COT Resilience)  
Anna Padilla (LC DESM)  
Brent Pell (LCPW)  
Kevin Peters (LCESM)  
Jason Pettus (Wheeler EMC)  
Ben Pingree (PLACE)  
Lawrence Revell (TPD)  
Scott Ross (LCOMB)  
Annya Shalun (Blueprint)  
Jeff Shepard (COT Fleet)  
Eugene Sherman (TFD)  
Stacy Slavichak (FSU Facilities)  
Max Stout (COT Res. Mgmt.)  
Elizabeth Swiman (FSU Facilities)  
Sara Thomas (COTEM & Fire)  
Marie Vandenberg (BBHC)  
Scott Weisman (TLCGIS)  
Carol Weber (BBHC)  
Robert Wigen (COT Res. Mgmt.)  
Katelyn White (FSUEM)  
Gary Williams (TPD)  
Charles Wu (LC PW)

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The meeting began at 2:00 p.m. with a quorum and introductions. There were no agenda modifications.

The August 12, 2019 minutes were moved by Anna Padilla, seconded by Chad Abrams, and approved unanimously.

Planning staff presented information regarding Hurricane Michael Hazard Mitigation Grant Program (HMGP) funding for Leon County and the other affected counties in Florida. The Federal Emergency Management Administration (FEMA) made a Major Disaster Declaration (DR-4399) for



Hurricane Hermine on October 11, 2018. Designated Counties include Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Taylor, Wakulla, and Washington. At this time, the Notice of Funding Availability has been released, which includes available HMGP grant funds by county.

Based on previous direction from the Committee, Planning staff asked all applicants to prepare a short presentation, including estimated costs, for each project the Committee would be asked to consider. The Committee heard the presentations and asked questions of the applicants following their individual presentations. After the presentations were heard, the Committee discussed several methods to rank 36 potentially eligible projects. The methods discussed included the ranking method previously used for Hurricane Hermine HMGP funds, and a method proposed by staff. Following this discuss, Ben Pingree motioned that the voting members of the Committee individually score each project on their own with a unique number of points from 1-36 (36 being the highest ranked project) and return their scores to Planning staff by the close of business on Friday, December 6, 2019 for tabulation and ranking. As part of the discussion prompted by the motion, Ben suggested that the criteria for ranking these projects include the anticipated impact of the project, potential reduction of risk to life and property, the estimated cost, the proposed ranking of multiple projects submitted by a single applicant (as proposed by the applicant), and other information presented by the applicants. Chad Abrams seconded the motion, and it passed unanimously. Staff was then directed to schedule another meeting of the LMS Committee on December 17, 2019 so that they can review and ratify this preliminary ranking of the proposed projects, and then endorse all or some of these projects.

Planning staff discussed the status of the ongoing five-year update of the Local Mitigation Strategy, as well as steps taken to date and the efforts to coordinate the DR-4399 projects with the update. Staff asked the Committee for direction to submit a draft copy of the LMS to the state Division of Emergency Management.

The Committee was asked by staff to nominate a new LMS Committee Chair and Vice -Chair for 2020 as required by the LMS bylaws. Ben motioned that Brett Pell and Abena Ojetayo be nominated as Chair and Vice-Chair respectively. David Henry seconded the motion. Following discussion, the motion was passed by the Committee with Brett Pell voting against it.

RaSarah Johnson asked the Committee to consider adding Talquin Electric Cooperative to the Committee. The Committee discussed this proposal, and then asked staff to put this on the agenda for December 17<sup>th</sup>. The Committee adjourned at approximately 4:30 p.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Tuesday, December 17, 2019  
1:00 p.m. – 3:00 p.m.**

DSEM Conference Room 2nd  
Floor, Renaissance Center 435  
N Macomb Street  
Tallahassee, Florida 32301

1. Introductions
2. Agenda Modifications
3. Review of December 3, 2019 minutes
3. Old Business:
  - (a) Hurricane Michael Notice of Funding Availability (TBD)
4. New Business:
  - (a) Consideration of New Committee Members
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department

**TALLAHASSEE-LEON COUNTY  
LOCAL MITIGATION STRATEGY COMMITTEE**

**Meeting Minutes  
Tuesday, December 17, 2019**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N. Macomb St.  
Tallahassee, Florida

Attendees

Chad Abrams (LCEMS)	RaSarah Johnson (Talquin EC)
Mike Alfano (TLCPD)	Danielle Nesbeth (COT Electric & Gas)
Beg Baldwin (Refuge House)	Abena Ojetayo (COT Resilience)
Tim Barden (LCOMB)	Anna Padilla (LC DESM)
Benjamin Benedict (LCSO)	Brent Pell (LCPW)
Holly Bernardo (CESC)	Kevin Peters (LCESM)
Brian Bradshaw (FDEM)	Jason Pettus (Wheeler EMC)
Cherie Bryant (TLCPD)	Ben Pingree (PLACE)
Tatiana Daguiard (Blueprint)	Lawrence Revell (TPD)
Gena Dozier (CCYS)	Eugene Sherman (TFD)
Mark Fuller (COTUUPI)	Sylvia Smith (BBHC)
Blas Gomez (COTUUPI)	Max Stout (COT Res. Mgmt.)
David Henry (COTUUPI)	Sara Thomas (COTEM & Fire)
Stephen Hodges (TLCPD)	Sharon Tyler (Red Cross)
Spencer Ingram (Miracle Hill)	Robert Wigen (COT Res. Mgmt.)
Andy Johnson (LC Admin.)	Charles Wu (LC PW)

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The meeting began at 1:00 p.m. with a quorum and introductions. There were no agenda modifications.

The December 3, 2019 minutes were moved by Chad Abrams, seconded by Abena Ojetayo, and approved unanimously.

Planning staff summarized information regarding Hurricane Michael Hazard Mitigation Grant Program (HMGP) funding for Leon County and the other affected counties in Florida. The Federal Emergency Management Administration (FEMA) made a Major Disaster Declaration (DR-4399) for Hurricane Hermine on October 11, 2018. Designated Counties include Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Taylor, Wakulla, and Washington. At this time, the Notice of Funding Availability has been released, which includes available HMGP grant funds listed by the designated counties.

Spencer Ingram, representing the Miracle Hill Nursing and Rehabilitation Center in Tallahassee, asked the Committee to consider adding a request for HMGP grant funds to acquire a permanent

power generator to the list of projects the Committee is considering for endorsement and prioritization. The Committee asked questions of Mr. Ingram and discussed this proposed project.

The Committee then discussed the proposed list of projects and their proposed prioritization. The voting Steering Committee members, based on direction given to Planning staff from the December 3, 2019 meeting, had been previously requested to prioritize the list of proposed projects using criteria including the anticipated impact of the project, potential reduction of risk to life and property, the estimated cost, the proposed ranking of multiple projects submitted by a single applicant (as proposed by the applicant), and other information presented by the applicants. Staff then compiled these individual scores into a master spreadsheet which was distributed to the Committee at this meeting. These included estimated costs that were described by staff as “not to exceed” cost figures.

The Committee members then discussed this list of projects at length. Following this discussion, Ben Pingree motioned that the Committee endorse the proposed Miracle Hill project and add it to the bottom of the existing list of proposed HMGP projects and endorse and accept the ranked projects as presented by staff. Andy Johnson seconded the motion, and it passed unanimously.

Following this motion, it was noted by the Committee that six projects were noted to have similar scores. (There were three pairs that had similar scores.) The Committee agreed to rank order these similarly-scored projects. This modified rank ordering was motioned by Andy Johnson, seconded by Benjamin Benedict, and it passed unanimously. Staff then committed to provide an endorsement letter for all HMGP applicants based on the endorsement and ranking of all the projects presented.

Planning staff then discussed the status of the ongoing five-year update of the Local Mitigation Strategy, as well as steps taken to date and the efforts to coordinate the DR-4399 projects with the update. As part of this discussion, staff proposed the addition of several local organizations to the Steering Committee, including Talquin Electric Cooperative to the Committee. Ben Pingree asked staff to research similar communities in Florida to analyze the composition of these other steering committees and to provide that information to the Committee and Ben for consideration.

The Committee adjourned at approximately 2:45 p.m.

Approved:

Attest:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Stephen M. Hodges, Committee Staff

Minutes approved on: \_\_\_\_\_



**TALLAHASSEE-LEON COUNTY  
LOCAL HAZARD MITIGATION STEERING COMMITTEE**

**MEETING AGENDA**

**Thursday, February 20, 2020  
10:00 p.m. – 12:00 p.m.**

Gathering Room  
Leon County Division of Facilities Management  
1907 South Monroe Street  
Tallahassee, FL 32301

1. Introductions
2. Agenda Modifications
3. Review of December 17, 2019 minutes
3. Old Business:
  - (a) Priority List of Proposed Hurricane Michael HMGP Projects
  - (b) Status of Five-Year LMS Update (Planning)
4. New Business:
  - (a) TBA
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department

## APPENDIX D:

### Local Government Stormwater Management Capital Improvement Projects

Leon County Stormwater Management Capital Improvement Projects, FY2015-2019.<sup>1</sup>

<b>FY 2015 - 2019 Capital Projects</b>	<b>Cost (\$)</b>	<b>Current Status</b>
Autumn Woods Drainage Improvements	1,030,000	Design/Permitting
Baum Road Drainage Improvements	230,000	Planning
Gum Road Target Planning Area	5,348,474	Planning
Killearn Acres Flood Mitigation	752,361	Planning
Killearn Lakes Plantation Stormwater	2,194,408	Planning and construction
Lake Henrietta Renovation	390,000	Planning
Lake Heritage Outfall	900,000	Construction
Langley Circle	300,000	Planning
Lexington Pond/Fords Arm South	4,822,953	Planning
Longwood Outfall Retrofit	223,578	Planning
Maylor & Taylor Roads	320,000	Planning
Raymond Tucker Road/Golden Pheasant	1,910,000	Permitting
Robinson Road Flood Improvements	350,000	Design
Southbrook/Otter Creek/Chadwick Way	125,000	Construction
Stormwater Structure Inventory & Mapping	757,514	Survey
<b>Total</b>	<b>\$19,654,288</b>	
<b>1991 Stormwater Master Plan</b>		
Fred George - North Creek Wetland Restoration	303,000	Planning
<b>1994 Stormwater Master Plan</b>		
Baum Road at Capitola Road	640,000	Planning
Benjamin Chaires Road	245,000	Planning
Buck Lake Road (east of Baum Road)	160,000	Planning
Buck Lake Road (Baum to Benjamin Chaires)	500,000	Planning
Chaires Crossroad	7,900,000	Planning
Crump Road Drainage Improvements	975,000	Planning
Jefferson Road	1,300,000	Planning
Moccasin Gap Road	115,000	Planning
N. Miccosukee Road	723,000	Planning
Veterans Memorial @ US 90	1,300,000	Planning
Wadesboro Road	180,000	Planning
<b>Total</b>	<b>\$14,038,000</b>	
<b>2009 Stormwater Master Plan</b>		
Alford Arm @ CSX Railroad	2,820,000	Planning
Clydesdale	800,000	Planning
Earls Slough	260,000	Planning
Franklin Oaks/Moore Woods/etc. (west of Wakulla Springs)	7,800,000	Planning
Imaginary Road	130,000	Planning
Liberty Ridge Wild Cherry/etc. (east of Wakulla Springs)	12,690,000	Planning
Louvenia Court	1,000,000	Planning

<sup>1</sup> Leon County Public Works, 2019.

<b>FY 2015 - 2019 Capital Projects</b>	<b>Cost (\$)</b>	<b>Current Status</b>
Sir Richard Road	200,000	Planning
Surrey Farms subdivision	180,000	Planning
Tung Grove Road	1,500,000	Planning
<b>Total</b>	<b>\$27,380,000</b>	
<b>Other</b>		
2012 Killearn Lakes Plantation Stormwater Plan	9,000,000	Planning



City of Tallahassee/Leon County Local Mitigation Strategy  
Hazard Mitigation Procedures Initiatives  
2018 Progress Report - Attachment

**Table 1: City of Tallahassee Drainage Improvement Projects**

The City has identified the following 16 drainage improvement projects in its current Capital Improvement Program (FY2018-2022). The estimated cost of these projects totals \$94,739,630.

Project	Cost (\$)	Prior Year	Current Status
Downtown Stormwater Master Plan	850,000	Analysis	Analysis
Frenchtown Stormwater Master Plan <sup>(1)</sup>	12,145,400	(see note 1 below)	(see note 1 below)
Inglewood Stormwater Improvements	1,485,300	Construction	Construction
Lower Central Drainage Ditch <sup>(2)</sup>	12,450,050	Design/ Construction	Design/ Construction
Madison-Gaines St. Stormwater Outfall	7,250,000	Construction	Complete
Maclay Boulevard Stormwater Facility <sup>(2)</sup>	13,800,000	Design/ Construction	Design/ Construction
McCord Pond Drainage Ditch Improvements Project	5,500,000	n/a	Preliminary Engineering
Medium Stormwater System Imprv. <sup>(3)</sup>	12,000,000	New	(see note 3 below)
Meginnis Arm LOMR	225,000	FEMA Review	Complete
Northeast Ditch Tributary 2 Flood Study	120,000	FEMA Review	FEMA Review
Pensacola Street Stormwater Outfall <sup>(2)</sup>	1,200,000	n/a	Design
Rainfall and Stream Gauging	2,251,861	Data gathering	Data gathering
Royal Oaks Creek	5,650,000	Design	Design/ Construction
Small Projects Initiative (see below)	750,000	See Table 2 below	See Table 2 below
Stormwater Infrastructure Inventory and Mapping	3,360,000	Data gathering	Data gathering
South City – Country Club Creek & East Ditch LOMR	3,300,000	Preliminary Design	Final Design
<b>Total</b>	<b>82,337,611</b>		

Notes:

1. The Frenchtown Stormwater Project has been segmented into multiple phases. Nine phases have been constructed while other phases are in various stages of implementation.
2. These projects have been segmented into multiple Phases in various stages of implementation.
3. The Medium Stormwater System Improvement Project funds the construction of multiple small to medium sized projects, some of which are listed under the Small Projects Initiative (SPI) project list (Table 2).

City of Tallahassee/Leon County Local Mitigation Strategy  
Hazard Mitigation Procedures Initiatives  
2018 Progress Report - Attachment

**Table 2: City of Tallahassee Drainage Improvement Projects -  
Small Projects Initiative – Current & Planned Projects**

Project	Prior Year Activity	Status
3244 Shannon Lakes	Completed	N/A
903 Beard Street	Completed	N/A
Limerick Drive Outfall	Shelved	N/A
1423 Devils Dip	Under Construction	Completed
1829 Ivan drive	Completed	N/A
3033 Shamrock South	Design	Under Construction
Gwen Street	Study	Study
Limerick Drive (near 2220 Limerick Drive)	Construction	Completed
Tory Sound	Construction	Completed
Arkansas Street	Design	Design
Lee Avenue	Shelved	N/A
Short Street	Design	Construction
Sauls Street	Completed	N/A
Glendale Drainage Improvements	Design	Design
1125 Seminole Drive	Shelved	N/A
Longstreet/Pickett Court	Shelved	N/A
Breckenridge on Park	Study	Design
Atchena Nene Drainage Improvements	Study	Design
Adams Street and College Avenue Drainage Improvements	Completed	N/A
2494 Elfinwing Lane & 3753 Swallowtail Trace	Study	Design
Brandon Hill Drive Drainage Improvements	Study	Study
University Park Drainage Improvements	Completed	N/A
Rosemary Terrace Flood Relief	Study	Study
Olson Road Stormwater Outfall Improvements	Design	Design
806 Ridge Road	Design	Completed
1121 and 1123 Clay Street	Design	Design

City of Tallahassee/Leon County Local Mitigation Strategy  
Hazard Mitigation Procedures Initiatives  
2018 Progress Report - Attachment

Project	Prior Year Activity	Status
Fermanagh Drive Curb Inlet Modifications	Study	Study
Chestwood Avenue	Study	Study
Pinewood Drive – Delta Office Park Stormwater Outfall	Study	Design
1528 and 1526 Blountstown Street	Future	Complete
Pine View / Pine Forest Drainage Improvements	Future	Study
227 Palmer Avenue East	Future	Future
2216 Tallahassee Drive	Future	Study
2280 & 2328 Sandpiper St	Future	Future
1930 E Indian Head Drive	Future	Future
1514 Chowkeebbin Nene	Future	Future
3713 Sulton Court, 548 Maclay Road	Future	Future
2027 Holmes St, 2016 Warwick St	Future	Future
1312 Pepper Drive Land Acquisition		Complete
1327 Linda Ann Drive		Design
3701 Aksarben Street		Study

Note: All “Small Projects Initiative” projects that are listed as “On Hold” have been recommended for construction and are awaiting implementation. SPI projects listed as “Future” are planned in the SPI program and are planned to be implemented in the order listed.  
SPI projects listed as “Integrated” are included as a component or part of a major capital improvement project.

## APPENDIX E:

### 2019 Annual CRS Report



Water Resources Engineering | 300 S. Adams St., Box-35 | Tallahassee | Florida | 32301 | 850.891.6155

**MEMORANDUM**

**TO:** Reese Goad, City Manager  
City of Tallahassee

**THROUGH:** Wayne Tedder, AICP Assistant City Manager  
City of Tallahassee

**THROUGH:** Jennifer E.C. Porter P.E. CPM, Interim General Manager  
Underground Utilities & Public Infrastructure

**FROM:** John Buss, Assistant General Manager  
Underground Utilities & Public Infrastructure

**DATE:** April 25, 2019

**SUBJECT:** FEMA COMMUNITY RATING SYSTEM  
Local Mitigation Strategy Progress Report

Attached is a progress report on the City of Tallahassee/Leon County Local Mitigation Strategy Initiative. This report was prepared by the Water Resources Engineering Division to meet requirements of the Community Rating System (CRS) annual recertification. Because of the City participation in the CRS program, Tallahassee floodplain property owners receive up to 20% discount on their flood insurance premiums.

The report contains a review of each item in the Local Mitigation Strategy Initiatives including statements discussing how much has been accomplished to date as well as discussion of why any objectives have not been reached. To meet the annual recertification requirements, please forward this memorandum with the report to the City Commission. The attached report will be released to the media and made available to the public. No action is required by the Commission. This is for informational purposes only.

JMB/mf  
Attachments



**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
<b>(1) Continue to identify needs for improving the disaster resistance of critical facilities.</b>	<p>Critical facilities provide essential services in the event of an emergency but may be housed in structures that require improvements to weather the impacts of a disaster. Improvements may include, but not be limited to, installing storm shutters, moving utilities underground, and acquiring or retrofitting generators, pumps, and associated appurtenances and/or connections for traffic signals, sewage pump stations, water well pump stations, and emergency shelters.</p> <p>Status: The Local Mitigation Strategy Steering Committee continues to work to identify additional security measures to protect critical facilities within the community. The City has installed extra security measures at certain critical facilities throughout the City. The North Florida Regional Domestic Security Task Force is provided funding to address K-12, Universities, Court houses and communications towers, funding is still needed to protect utilities.</p> <p>There is increased emphasis on identifying needs for improving critical facilities and monitoring since Hurricane Hermine on September 2, 2016 and Hurricane Michael October 10, 2018. Several sewage pump stations (#12, #74) have been replaced, some backup generators have been obtained, other electrical lines to critical facilities have been moved underground, a new water well is on line (#32), and redundant force mains have been installed.</p> <p>Additional funding needs have been identified for generators to operate, traffic signals, sewage pump stations, water well pump stations and emergency shelters such as schools, public community centers and libraries. There are approximately 150 key overhead main circuit lines, and these frequently serve medical, public safety and other critical facilities.</p> <p>A local committee outlines certain items to be purchased, and some funding is coordinated through the Regional Domestic Security Task Force (RDSTF). However, available funding for this initiative is decreasing.</p>	Flooding, Hurricanes & Tropical Storms, Storm Surge/ Tsunami, Energy Failures/ Disruptions	High/Continuing	City of Tallahassee and Leon County Emergency Management	City of Tallahassee & Leon County	HMGP (Florida Division of Emergency Management (EM)); Community Development Block Grant (Department of Economic Opportunity (DEO)); Regional Domestic Security Task Force (RDSTF) (Department of Homeland Security (DHS))

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
<b>(2) Increase intergovernmental coordination in the area of stormwater management.</b>	<p>Stormwater does not follow jurisdictional boundaries. Land use activities in the City can affect drainage characteristics outside municipal boundaries and, to a lesser extent, vice versa. In the past, stormwater management opportunities have been constrained by fiscal concerns and the impacts of significant amounts of pre-code development. These factors necessitate strong intergovernmental coordination for stormwater management efforts to be effective.</p> <p><u>Status:</u> Intergovernmental Stormwater management coordination is currently accomplished through several initiatives including countywide land development ordinance, Blueprint 2000 intergovernmental agency Stormwater improvement projects and Local Mitigation Strategy Steering Committee meetings. In addition, the City and County are currently working with the Northwest Florida Water Management District to improve the accuracy of the Flood Insurance Rate Maps through the Risk Map program, which is funded by FEMA. The City has shared stormwater model data with the North West Florida Water Management District (NWFWM) to assist in the county wide Special Flood Hazard Area remapping effort.</p>	Flooding	Low/ Continuing	City Underground Utilities & Public Infrastructure and County Public Works; City and County Commissions	City of Tallahassee & Leon County	Local
<b>(3) Improve the disaster resistance of existing site built housing stock.</b>	<p>Build upon current CDBG, HOME and SHIP programs to improve the disaster resistance of existing site built housing stock, including elevating structures where feasible.</p> <p><u>Status:</u> The Capital Area Chapter of the American Red Cross continues to provide educational programs to low income population on how they can be disaster resistant and be part of the Ready Rating Program. <a href="http://www.readyrating.org/">http://www.readyrating.org/</a></p>	All	High/ Continuing	Tallahassee Economic & Community Development, Leon County Housing and Human Services; Capital Area Red Cross	City of Tallahassee & Leon County	CDBG Program, SHIP, HOME, HMGP, and FMAP; Repair and Restoration of Disaster Damaged Historic Properties (FEMA); National Flood Mitigation Fund (FEMA); Emergency Advance Measures for Flood Prevention (U.S. COE )

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
<b>(4) Advocate that FEMA modify its policies to accommodate local floodplain management program requirements to avoid the frequent necessity for duplicate, and sometimes conflicting, modeling for NFIP purposes.</b>	<p>Tallahassee and Leon County have advanced stormwater regulations and require sophisticated digital modeling. FEMA is slow to review/approve new modeling software or even more current versions of previously approved software. As a result, local communities frequently are faced with having to do advanced modeling for design and local permitting and then duplicate modeling with the FEMA-approved software list for NFIP purposes.</p> <p><u>Status:</u> The City of Tallahassee and Leon County continue to cooperate with the Northwest Florida Water Management District through a Cooperating Technical Partnership with FEMA, which will be instrumental in accomplishing this goal. The City and County attended the Apalachee Bay Saint Mark River Watershed Discovery Meeting for updating the FEMA flood maps for the Saint Marks Basin. The City of Tallahassee has provided a map of areas to be reviewed to FEMA. The City of Tallahassee has worked with stormwater model providers to endorse modeling programs that have been added to the list of FEMA accepted stormwater models.</p>	Flooding	Low/ Continuing	City of Tallahassee Underground Utilities & Public Infrastructure and Leon County Public Works; Leon County Development Support and Environmental Management (DSEM)	City of Tallahassee & Leon County	Local



**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
<b>(5) Improve floodplain boundary identification and implementation of the FEMA map amendment process.</b>	<p>Efforts would focus on correcting inaccuracies in FEMA flood hazard boundaries. These boundaries are used for insurance purposes and frequently increase rates for residents that are clearly not in the floodplain. Other citizens use this information to guide property purchases and find out they are susceptible to flooding despite lying outside the hazard areas of a FIRM. This initiative would require the hiring of sufficient personnel to identify and prepare map amendments and expand the existing floodplain database to include best available information, such as permitting models, for incorporation into a GIS. Besides providing better data that could reduce insurance rates and improve decisions regarding property purchases, this information could guide acquisition efforts.</p> <p><u>Status:</u> The City and County are currently working with the Northwest Florida Water Management District (NWFWM) to improve the accuracy of the Flood Insurance Rate Maps through the Risk Map program, which is funded by FEMA. Once complete, it is expected that FEMA will issue updates to the FIRM, which will improve the accuracy of the depiction of Special Flood Hazard Areas for the community. The City has provided several stormwater models and high-water elevations to NWFWM.</p>	Flooding, Storm Surge/ Tsunami	Medium/ Continuing	City of Tallahassee Growth Management and Underground Utilities & Public Infrastructure, DSEM, Leon County Public Works; Tallahassee-Leon MIS/GIS	City of Tallahassee & Leon County	EMPA Trust Fund (DEM); Small Watershed Program (USDA); Emergency Advance Measures for Flood Prevention (Army Corps); Resource Conservation and Development Program (USDA); Soil and Water Conservation Program (USDA); National Flood Mitigation Fund (FEMA)
<b>(6) Explore methods to eliminate additional development in the 25-year floodplain.</b>	<p>This initiative aims at keeping new buildings from the highest risk area of the floodplain, and might include an acquisition effort targeting undeveloped lots.</p> <p><u>Status:</u> The City of Tallahassee, Growth Management Department continues to consider new ordinance language to accomplish this goal.</p>	Flooding	High/ Continuing	City of Tallahassee Growth Management and DSEM, Tallahassee-Leon County Planning	City of Tallahassee & Leon County	Local

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
<b>(7) Create a public education campaign and community program that promotes awareness of vulnerability to hazards in our community and encourage disaster preparation.</b>	<p><u>Status:</u> : Capital Area Chapter of the American Red Cross has developed the “Ready Rating Program.” The program is designed to mitigate the impact of various disasters by educating residential and commercial property owners on personal actions they can take to reduce the effects of a disaster (such as removing dead limbs, putting up shutters / plywood, creating a safe room in your house/business, etc.).</p> <p>The City, Red Cross and County hosted an annual “Build a Bucket” disaster fair focusing on the community’s vulnerability to various disasters and possible mitigation techniques, including wildfire mitigation actions developed by the Florida Forest Service. The fair could be hosted annually as a stand-alone event and integrated into other community events throughout the year. This strategy would address creating a safe room within the home, general home protection procedures, etc.</p> <p>Leon County Emergency Management also supports NOAA’s Weather Ready Nation initiative. NOAA’s Weather-Ready Nation initiative is first and foremost to save more lives and livelihoods. By increasing the nation’s weather-readiness, the country will be prepared to protect, mitigate, respond to and recover from weather-related disasters.</p> <p>As part of the Weather-Ready Nation initiative, NOAA, along with partners, wants to motivate individuals and communities to take actions that will prepare them in the event of a weather disaster and to share their preparedness steps with others. These actions can save lives anywhere - at home, in schools, and in the workplace before tornados, hurricanes, and other extreme types of weather strike.</p>	All Hazards	Low/ Continuing (for Repetitive Flood Loss Property Owners, Owners of Property in Floodplain, and Utility billing educational inserts)	City of Tallahassee and Leon County Emergency Management; Capital Area Red Cross	City of Tallahassee & Leon County	EMPA Trust Fund (DEM)
<b>(8) Continue current efforts to remove dead, dying or diseased trees or branches next to roadways and power lines.</b>	<p>Debris from storm events poses a hazard to overhead power lines and roads.</p> <p><u>Status:</u> Existing City Electric utility tree trimming policy is to trim all vegetation back to 6 feet from existing power lines an 18-month cycle. Commission approved policy allows neighborhoods with high rates of outages due to vegetation to request additional clearance up to 10 feet from existing power lines. In 2017, the City started an enhanced tree trimming program cutting 12’ above the electric lines. The City has been designated as a “Tree City”</p>	Hurricanes & Tropical Storms, Tornados, Thunderstorms, Exotic Pest Infestations, Drought	High/Continuing	City of Tallahassee Underground Utilities & Public Infrastructure and Leon County Public Works, City Electric Utilities and Talquin Electric	City of Tallahassee & Leon County	Local

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	USA and "Tree City Growth" USA for 2018. Significant tree clearing has been done before, during and after Hurricane Michael 10/10/18.					
<b>(9) City of Tallahassee and Leon County flood-related capital improvement projects.</b>	<u>Status:</u> Numerous stormwater projects have been identified as necessary to provide relief to existing flood problems. A complete list of projects for the City of Tallahassee are included in Table-1 & Table-2 attached.	Flooding/ Tsunami	High/Continuing	City of Tallahassee Underground Utilities & Public Infrastructure and Leon County Public Works	City of Tallahassee & Leon County	CDBG (DEO); HMGP (DEM); Emergency Bank Protection (Army Corps); STP (ISTEA); Sustainable Development Challenge Grants (EPA); National Flood Mitigation Fund (FEMA); Soil and Water Conservation (USDA); Resource Conservation and Development (USDA); Small Watershed Program (USDA)
<b>(10) Acquire parcels subject to flooding in the 100-year floodplain.</b>	<p>This initiative builds on past City/County floodplain acquisition efforts and would be enhanced by improved information developed through Initiative #5. Acquisitions would target improved parcels with the most vulnerable structures.</p> <p><u>Status:</u> The City and County continue to evaluate potential acquisition projects and possible funding sources for property acquisitions within the 100-year floodplain. Many parcels within the 100-year floodplain have been purchased by the City of Tallahassee and Leon County during previous years to provide flood relief to flood prone property owners. Some of these acquisition projects were entirely funded using local dollars. Others were funded through state and federal programs while also making use of local matching funds. Examples of these programs include the Flood Mitigation Assistance Program and the Hazard Mitigation Grant Program, both of which are FEMA programs administered by the Florida Division of Emergency Management. The City of Tallahassee has</p>	Flooding, Hurricanes & Tropical Storms, Storm Surge/ Tsunami	High/Continuing	City of Tallahassee Underground Utilities & Public Infrastructure; Leon County Public Works; Tallahassee - Leon County Planning	City of Tallahassee & Leon County	Florida Communities Trust; HMGP

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	recently purchased and exchanged floodplain property near Texas Street.					
<b>(11) Develop and maintain emergency notification systems for all hazards and critical facilities.</b>	<p>Emergency notifications and warnings are essential to protecting lives and property. Immediate notification to a specific area is critical during rapidly developing situations such as tornados, hazardous material releases, and flash and other flooding events. This system can also be used to inform residents of utilities issues such as boil water notices, power outages, sewer issues, Amber Alerts and more.</p> <p><u>Status:</u></p> <p>Both the City of Tallahassee and Leon County have developed communications departments that also regularly send out public notifications via press releases, social media, and institutional websites. In addition to these capabilities, there are several warning systems already in place within Leon County and the City of Tallahassee. For instance, the Federal Emergency Management Agency, Federal Communications Commission, and the Wireless Communications Industry launched the Wireless Emergency Alert (WEA) system in 2013. This system sends concise, text-like messages to WEA capable mobile devices. Wireless providers, representing 97% of subscribers, are participating in distributing Wireless Emergency Alerts. Mobile users will not be charged for receiving these text-like alerts and are automatically enrolled to receive them. Wireless Emergency Alerts are a point-to-multipoint system, which means alert messages will be sent to those within a targeted warning area, unlike text messages which are not location aware. Wireless Emergency Alerts distributed by the National Weather Service include: Tornado Warning, Extreme Wind Warning, Flash Flood Warning, and Hurricane Warning. There are several flood-warning networks in place throughout the City and County, including a telephone-based warning system at the Lake Talquin Dam, and the Capital Area Flood Warning Network and the City of Tallahassee's Rainfall Data Telemetry System. The Capital Area Flood Warning Network and the City of Tallahassee Rainfall Data Telemetry System provide</p>	All Hazards	Medium/Continuing	Leon County, City of Tallahassee, Emergency Management; Law Enforcement, Fire and Health; FSU; FAMU; TCC	City of Tallahassee & Leon County	HMGP (DEM); National Flood Mitigation Fund (FEMA) U.S. Department of Homeland Security

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	<p>real-time rainfall totals and water levels at key points within the community. Emergency Management Officials can then use this information during major storm events to identify potential areas of flooding.</p> <p><i>Leon County</i></p> <p>Leon County utilizes the internet website <a href="http://cms.leoncountyfl.gov/ei/">http://cms.leoncountyfl.gov/ei/</a> to post all-hazards emergency public information for use by citizens and the media during emergency events. They also utilize a subscription service (powered by GovDelivery) available at the Leon County website for citizens to sign up for all-hazards emergency notifications, traffic notifications, as well as general Leon County government announcements. Notifications are available via email and SMS.</p> <p>During an emergency, Leon County Emergency Management staff can broadcast live through an electronic link on WFSU-88.9 FM. This provides full radio coverage throughout Leon County and the surrounding area as a primary resource for emergency and public safety information. From local government's experiences with Hurricane Hermine, County emergency management staff has recommended that WFSU be designated as a critical facility, that EOC personnel be tasked to report this information, and to review and upgrade if necessary the existing telecommunications link with WFSU (88.9 FM) located in the Public Safety Complex. An additional recommendation includes considering providing WFSU's video production support (satellite uplink, etc.) to media partners in the Public Safety Complex in order to broadcast briefings and community updates.</p> <p><i>City of Tallahassee</i></p> <p>The City of Tallahassee's Water Quality Administration has initiated a remote detection system to determine the status and condition of the potable well facilities. This system achieves the goal of an audible alarm system for our potable water system. The Thomas P. Smith wastewater treatment plant on Springhill Road has a separate monitoring system with audible alarms for all equipment. The SCADA system monitors for potential chemical and gas leaks with audio and visual alarms.</p>					

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	<p>COT Electric Utility staff maintains a list of email and phone numbers for residents downstream of the Corn Hydro Facility (i.e., Lake Talquin Dam). This list enables automatic email and phone distribution of either early warning of flooding due to know events upstream or emergency notification of rapidly developing events. Additionally, an emergency siren exists at the dam for boaters and residents in the immediate downstream area. These systems are tested on a quarterly basis and worked well during Hurricane Hermine and Hurricane Michael.</p> <p><i>Tallahassee Community College</i></p> <p>Tallahassee Community College (TCC) utilizes an Emergency Notification System called TCC Alert. System components include:</p> <ul style="list-style-type: none"> <li>• RAVE emergency reporting software sends messages to classroom phones, personal phones including text messages, E-mails and computer screen pop-ups for all campus computers.</li> <li>• Federal Signal Outdoor Siren System / Audible Messages</li> <li>• Captiveyes T.V. monitors screen pop-ups located throughout the campus</li> </ul> <p><i>Florida State University</i></p> <p>The Florida State University (FSU) Alert emergency notification and warning system (<a href="http://emergency.fsu.edu/services/FSUAlert">http://emergency.fsu.edu/services/FSUAlert</a>) at provides 35+ methods of delivery, single-button activation, and end-user delivery in 5 minutes or less. The university continues to develop and improve the system with expanded coverage, new interoperable communications technologies, and redundancies to ensure operability at all times under all conditions.</p> <p>FSU recently added capabilities to issue emergency alerts and share response information through a new mobile app called SeminoleSAFE. The FSU ALERT EZ system allows for single-button activation and streamlines warning and notification to 3-5 minutes or less in the most extreme situations.</p> <p>FSU has identified locations on its campus prone to flooding with associated personal injury and property</p>					

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	<p>damage. University emergency management staff has proposed to install flood detection equipment in several key locations on its campus and integrate these stations into the FSU ALERT emergency notification and warning system. This Flood Detection and Warning system will require additional funding to implement.</p> <p>FSU has proposed a regional lightning mapping array (LMA). This regional lightning detection and warning system would provide all public and non-profit entities in the region advanced warning of the potential of a lightning strike, followed by active monitoring capabilities once lightning is occurring. With advanced warning, detection and monitoring capabilities, the goal is to mitigate the risk to life and property from lightning strikes. FSU is exploring various possibilities for support.</p> <p>A local company, WeatherSTEM, has partnered with Florida State University, Tallahassee Community College, Florida A&amp;M University, Leon County Schools and others to install forty-three weather stations throughout Tallahassee-Leon County. This regional weather MESONET of weather stations allows the general public and others the opportunity to enroll in personal notifications of a variety of weather conditions, including lightning. The system provides a Professional Lightning Advisor (PLA) feature which allows people to monitor an ongoing lightning threat and determine when it is safe to resume normal activities. Additional stations and system features are in continual development.</p> <p><i>Florida Agricultural and Mechanical University</i></p> <p>The Florida Agricultural and Mechanical University (FAMU) emergency notification system issues warnings through Blackboard Connect, the University's emergency notification system. This web-based system sends instant alerts to all students, faculty and staff cell phones, e-mail, and/or pagers. On the main campus (Tallahassee), when notification is necessary due to an immediate and serious threat to public safety, the campus community will also be alerted through its Emergency Siren System, which delivers an audible tone followed by a voice message to the community notifying them of the immediate threat.</p> <p>Overall, monitoring and communications equipment, especially for state of the art digitally-based systems that</p>					

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	protect critical facilities, can often require significant startup and/or maintenance funding commitments.					
<b>(12) Explore the feasibility of adding a full build-out component to the Leon County Master Stormwater Management Plan</b>	<b>Status:</b> The master Stormwater management plan does not take into account Stormwater and flooding impacts given future build-out conditions for the entire County. This information could be used to revise existing floodplain regulations so that they reflect projected build-out conditions. Based on information from the Leon County Public Works Department, there are no plans to update the Master Plan at this time due to staffing limitations and current allocation of available resources.	Flooding, Hurricanes & Tropical Storms, Storm Surge/ Tsunami	Medium/Continuing	DSEM, Tallahassee-Leon County Planning	Leon County	EMPA Trust Fund (DCA); Small Watershed Program (USDA); Emergency Advance Measures for Flood Prevention (Army Corps); Resource Conservation and Development Program (USDA); Soil and Water Conservation Program (USDA); National Flood Mitigation Fund (FEMA)
<b>(13) City and County are to implement a program to acquire easement or fee simple land allowing access to maintain the major ditches/canals to reduce flooding.</b>	The program would consist of the acquisition of easements for ditches and the necessary land to access the ditches so normal maintenance can be performed. Currently the City of Tallahassee is responsible for the maintenance of over 23 miles of major ditches, and the County maintains over 28 miles of major ditches. About 15 miles have adequate access easements, are located within an easement or are located on public ROW. Approximately 30 acres are needed to have full public access to maintain the ditches.  <b>Status:</b> The County has no plans to acquire any additional easements or fee simple properties for maintenance access. The City continues to acquire properties and/or easements as needed in conjunction with stormwater management capital improvement projects. The most recent easement was obtained near Golf Terrace Drive.	Flooding	High/Continuing	City of Tallahassee Underground Utilities & Public Infrastructure; Leon County Public Works	City of Tallahassee & Leon County	HMGP (DEM); National Flood Mitigation Fund (FEMA)



**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

<b>Initiative</b>	<b>Summary/Status as of April 2019</b>	<b>Hazards</b>	<b>2015 Estimated Costs &amp; Timeframe</b>	<b>Responsible Agencies</b>	<b>Jurisdiction</b>	<b>Potential Funding Sources</b>
<b>(14) Secure funding source for identified shuttering and hardening needs for windows at Tallahassee Memorial Hospital (TMH).</b>	<p>Tallahassee Memorial Hospital is highly susceptible to wind damage from a tropical storm/hurricane. Currently neither hospital has storm shutters in place. As one of the primary hospitals serving the City of Tallahassee, Leon County and the region, local emergency management personnel should work with TMH to identify shutter options and hardening needs for windows, including costs. In addition, efforts should be undertaken to identify and harden essential support facilities (such as generators) at the hospital.</p> <p><u>Status:</u> Once a possible funding source is identified, the committee has discussed applying for window protection at TMH. TMH has developed an application for hazard mitigation and is ready to proceed when funding becomes available. The other Tallahassee community hospital, Capital Regional Medical Center has installed hardened windows.</p>	Flooding, Hurricanes & Tropical Storms, Storm Surge/ Tsunami	High/Continuing	City of Tallahassee and Leon County Emergency Management	City of Tallahassee & Leon County	EMPA Trust Fund (DEM); HMGP (DEM); CDBG (DEO)
<b>(15) Consider addressing the economic impact of different disaster scenarios, as information becomes available.</b>	<p><u>Status:</u> The Florida Division of Emergency Management (FDEM) has considered developing an economic impact model as part of their disaster modeling. Some data are already available through the TAOS and/or Hazus models.</p> <p>The City of Tallahassee, Leon County, and the Capital Area Chapter of the American Red Cross have programs in place to assess the impacts of disaster immediately following an event. Damage Assessment Teams are deployed following a disaster on a countywide basis to document disaster-related damages. This data is available to local, state, and federal governments, as well as local non-profits, universities, and other organizations.</p> <p>Tallahassee - Leon County GIS (TLCGIS) has developed HAZUS capabilities and training. This software program has been used to estimate direct economic loss from building damage and indirect losses such as business interruption. These data and their model result are also used in the previous Tallahassee – Leon County Post-Disaster Redevelopment Plan (PDRP). Updated HAZUS model and data will be utilized for the 2019 update of the PDRP which is in progress now. Additionally, HAZUS can estimate shelter needs based on population and socioeconomic information, as well as other impacts and mitigation needs. The Apalachee Regional Planning Council and</p>	All Hazards	Low/Continuing	TLCGIS, City & County Offices of Management and Budget	City of Tallahassee & Leon County	Local

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	FDEM maintain and provide HAZUS information annually to the City and Leon County.					
<b>(16) Continue to improve and expand regional response capabilities for responding to hazardous materials and terrorism events.</b>	<p>The possibility of an incident involving a weapon of mass destruction or a hazardous materials release exists within Leon County. County EM is preparing a response plan and now needs to identify the equipment needed to respond to effectively to an incident. In addition, the City and County need to identify potential funding sources to acquire the highly specialized, and often expensive, equipment.</p> <p><u>Status:</u> Tallahassee Fire Department (TFD) has the only hazardous materials response unit in the region (between Alachua and Escambia Counties, and to a lesser extent, Bay County). Currently, TFD will respond to hazardous materials incidents outside of the County. TFD has also created a Regional Hazardous Materials Response Team.</p> <p>Our community emergency management officials have identified equipment needs and have purchased many of these items with funding from the federal Department of Homeland Security and the Federal Emergency Management Agency. A local committee outlines items to be purchased, and funding is coordinated through the Regional Domestic Security Task Force. However, available funding for this initiative is decreasing.</p>	Hazardous Materials Storage and Transportation, Terrorism, Aviation Incidents	Medium/Continuing	City of Tallahassee and Leon County Emergency Management	City of Tallahassee & Leon County	DEO/FEMA and other federal agency grants Chemical Emergency Preparedness and Prevention Grants Program (EPA); Disposal of Federal Surplus Property (GSA); Hazardous Materials Training Program (FEMA)
<b>(17) Maintain training programs for emergency responders, and continue to identify new training programs as needed.</b>	<p>In the event of a natural disaster, hazardous material release, or other catastrophic incident, numerous emergency responders, often with widely different roles, will be required to work as a single, integrated unit. Key to this effort is training. The City and County need to continually identify the different training needs for numerous responders, including, but not limited to dispatchers, initial responders, field responders, and incident commanders. Included as part of this is a continuous training program, involving classroom training, tabletop exercises and field exercises. The effort should also address the development and implement public awareness training programs.</p> <p><u>Status:</u> The Apalachee Regional Planning Council, Tallahassee, Gainesville, Thomasville, Valdosta and other surrounding communities have worked together on regional responses. In Florida, surrounding communities</p>	All	Low/Continuing	City of Tallahassee and Leon County Emergency Management	City of Tallahassee & Leon County	Hazardous Materials Training Program (FEMA); Chemical Emergency Preparedness and Prevention Grants Program (EPA)

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

<b>Initiative</b>	<b>Summary/Status as of April 2019</b>	<b>Hazards</b>	<b>2015 Estimated Costs &amp; Timeframe</b>	<b>Responsible Agencies</b>	<b>Jurisdiction</b>	<b>Potential Funding Sources</b>
	have agreed to support each other through the Fire Chief's Association and the Regional Domestic Security Tasks Forces. There are seven of these in Florida, and they support each other as needed.					

## Tallahassee – Leon County Local Mitigation Strategy 2019 Update

<p><b>(18) Identify populations at risk under different scenarios.</b></p>	<p>Determine the impact on housing, medical, evacuation, shelters, etc., for different populations such as those attending special events, student populations, and the elderly.</p> <p><u>Status:</u> Leon County has developed HAZUS capabilities and training. This software program has been used to estimate direct economic loss from building damage and indirect losses such as business interruption. Additionally, HAZUS can estimate shelter needs based on population and socioeconomic information. Leon County Geographical Information system (GIS) department has received HAZUS 4.2 and will use it to compare known damages from Hurricane Hermine. It will also be integrated into the 2020 LMS update.</p> <p>The Local Mitigation Strategy Steering Committee regularly meets to discuss these issues. Additional coordination has also taken place using the digital information available through the community's Geographic Information System. In addition, the Florida Department of Health and the Florida Division of Emergency Management also considers this topic for hazardous materials.</p> <p>In addition, the Leon County and the City of Tallahassee in 2011-2012 collaboratively developed a Post-Disaster Redevelopment Plan (PDRP) to better prepare the community for long-term recovery and redevelopment after a disaster. This plan complements other planning efforts ongoing in the city and the county, including the Comprehensive Plan, Local Mitigation Strategy (LMS) and Comprehensive Emergency Management Plan (CEMP). The PDRP identifies policies, operational strategies and roles and responsibilities for implementation that will guide decisions that affect long-term recovery and redevelopment of the community after a disaster. The PDRP is required to be updated every five years. It is being updated at this time.</p> <p>Leon County now also requires a Temporary Uses, Construction Staging Areas and Special Events Permit for events intended to accommodate an attendance of 250 or more persons. The County's Department of Development Support and Environmental Management processes this permit, which is reviewed by the County's Development Services Division, Fire Safety Office, Emergency Medical Services, Sheriff's Office and the Health Department.</p>	All	Low/Continuing	TLCGIS, City of Tallahassee and Leon County Emergency Management, and City of Tallahassee - Leon County Planning	City of Tallahassee& Leon County	EMPA Trust Fund (DEM)
<p><b>(19) Encourage the establishment of community-based emergency shelters.</b></p>	<p>Subdivisions, mobile home parks, etc. that have storm shelters incorporated into their designs would provide additional sheltering capacity and eliminate the need to evacuate residents. These buildings could double as community centers.</p>	All	Low/ Continuing	City of Tallahassee and Leon County Emergency Management	City of Tallahassee& Leon County	Local

**Table 3.3. Prioritized Mitigation Initiatives with Potential Funding Sources, 2019**

Initiative	Summary/Status as of April 2019	Hazards	2015 Estimated Costs & Timeframe	Responsible Agencies	Jurisdiction	Potential Funding Sources
	<p><u>Status:</u> The City of Tallahassee and Leon County have a total of 15 school campuses and 72 buildings, which meet the Red Cross standards and can be used as emergency shelters. In addition, the City of Tallahassee is now providing transportation to persons who regularly ride StarMetro seeking shelter. Six shelters were employed during Hurricane Michael on October 10, 2018 serving over 1,500 people.</p> <p>Through the successful completion of several structural hardening mitigation projects, Florida State University now maintains an inventory of four buildings with the capability to shelter 3,140 of its own students, faculty, staff and their immediate family members on campus, without burdening the community shelter system.</p>					
<b>(20) Identify major land-based transportation corridors and establish safe zones around those corridors based on the exposure pathway for different chemicals.</b>	<p>This would also include identification of all structures, facilities and special need populations in the corridors. Provide ready access to this information to hazardous material response personnel, preferably from deployed resources (such as a GIS capability on the hazardous response vehicle).</p> <p><u>Status:</u> The Apalachee Regional Planning Council has developed a commodity transportation study for hazardous materials. In addition, local Emergency Management officials have developed preliminary mapping of safe zones, 1-2 miles along the major routes through the community.</p>	Hazardous Materials Storage and Transportation	Low/Continuing	City of Tallahassee and Leon County Emergency Management	City of Tallahassee & Leon County	Hazardous Materials training Program (FEMA); Chemical Emergency Preparedness and Prevention Program (EPA)

City of Tallahassee/Leon County Local Mitigation Strategy  
Hazard Mitigation Procedures Initiatives  
2018 Progress Report - Attachment

**Table 1: City of Tallahassee Drainage Improvement Projects**

The City has identified the following 16 drainage improvement projects in its current Capital Improvement Program (FY2018-2022). The estimated cost of these projects totals \$94,739,630.

Project	Cost (\$)	Prior Year	Current Status
Downtown Stormwater Master Plan	850,000	Analysis	Analysis
Frenchtown Stormwater Master Plan <sup>(1)</sup>	12,145,400	(see note 1 below)	(see note 1 below)
Inglewood Stormwater Improvements	1,485,300	Construction	Construction
Lower Central Drainage Ditch <sup>(2)</sup>	12,450,050	Design/ Construction	Design/ Construction
Madison-Gaines St. Stormwater Outfall	7,250,000	Construction	Complete
Maclay Boulevard Stormwater Facility <sup>(2)</sup>	13,800,000	Design/ Construction	Design/ Construction
McCord Pond Drainage Ditch Improvements Project	5,500,000	n/a	Preliminary Engineering
Medium Stormwater System Imprv. <sup>(3)</sup>	12,000,000	New	(see note 3 below)
Meginnis Arm LOMR	225,000	FEMA Review	Complete
Northeast Ditch Tributary 2 Flood Study	120,000	FEMA Review	FEMA Review
Pensacola Street Stormwater Outfall <sup>(2)</sup>	1,200,000	n/a	Design
Rainfall and Stream Gauging	2,251,861	Data gathering	Data gathering
Royal Oaks Creek	5,650,000	Design	Design/ Construction
Small Projects Initiative (see below)	750,000	See Table 2 below	See Table 2 below
Stormwater Infrastructure Inventory and Mapping	3,360,000	Data gathering	Data gathering
South City – Country Club Creek & East Ditch LOMR	3,300,000	Preliminary Design	Final Design
<b>Total</b>	<b>82,337,611</b>		

Notes:

1. The Frenchtown Stormwater Project has been segmented into multiple phases. Nine phases have been constructed while other phases are in various stages of implementation.
2. These projects have been segmented into multiple Phases in various stages of implementation.
3. The Medium Stormwater System Improvement Project funds the construction of multiple small to medium sized projects, some of which are listed under the Small Projects Initiative (SPI) project list (Table 2).

City of Tallahassee/Leon County Local Mitigation Strategy  
Hazard Mitigation Procedures Initiatives  
2018 Progress Report - Attachment

**Table 2: City of Tallahassee Drainage Improvement Projects -  
Small Projects Initiative – Current & Planned Projects**

<b>Project</b>	<b>Prior Year Activity</b>	<b>Status</b>
3244 Shannon Lakes	Completed	N/A
903 Beard Street	Completed	N/A
Limerick Drive Outfall	Shelved	N/A
1423 Devils Dip	Under Construction	Completed
1829 Ivan drive	Completed	N/A
3033 Shamrock South	Design	Under Construction
Gwen Street	Study	Study
Limerick Drive (near 2220 Limerick Drive)	Construction	Completed
Tory Sound	Construction	Completed
Arkansas Street	Design	Design
Lee Avenue	Shelved	N/A
Short Street	Design	Construction
Sauls Street	Completed	N/A
Glendale Drainage Improvements	Design	Design
1125 Seminole Drive	Shelved	N/A
Longstreet/Pickett Court	Shelved	N/A
Breckenridge on Park	Study	Design
Atchena Nene Drainage Improvements	Study	Design
Adams Street and College Avenue Drainage Improvements	Completed	N/A
2494 Elfinwing Lane & 3753 Swallowtail Trace	Study	Design
Brandon Hill Drive Drainage Improvements	Study	Study
University Park Drainage Improvements	Completed	N/A
Rosemary Terrace Flood Relief	Study	Study
Olson Road Stormwater Outfall Improvements	Design	Design
806 Ridge Road	Design	Completed
1121 and 1123 Clay Street	Design	Design

City of Tallahassee/Leon County Local Mitigation Strategy  
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Project	Prior Year Activity	Status
Fermanagh Drive Curb Inlet Modifications	Study	Study
Chestwood Avenue	Study	Study
Pinewood Drive – Delta Office Park Stormwater Outfall	Study	Design
1528 and 1526 Blountstown Street	Future	Complete
Pine View / Pine Forest Drainage Improvements	Future	Study
227 Palmer Avenue East	Future	Future
2216 Tallahassee Drive	Future	Study
2280 & 2328 Sandpiper St	Future	Future
1930 E Indian Head Drive	Future	Future
1514 Chowkeebbin Nene	Future	Future
3713 Sulton Court, 548 Maclay Road	Future	Future
2027 Holmes St, 2016 Warwick St	Future	Future
1312 Pepper Drive Land Acquisition		Complete
1327 Linda Ann Drive		Design
3701 Aksarben Street		Study

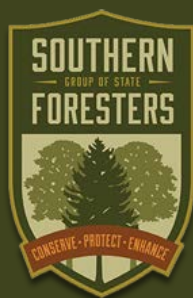
Note: All “Small Projects Initiative” projects that are listed as “On Hold” have been recommended for construction and are awaiting implementation. SPI projects listed as “Future” are planned in the SPI program and are planned to be implemented in the order listed.  
SPI projects listed as “Integrated” are included as a component or part of a major capital improvement project.



## APPENDIX F:

### Southern Wildfire Risk Assessment Summary Report for Leon County (2020)

# Southern WILDFIRE RISK ASSESSMENT SUMMARY REPORT



***leon***





Report was generated using  
[www.southernwildfirerisk.com](http://www.southernwildfirerisk.com)

Report version: 4.0

Report generated: 1/28/2020

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## **Disclaimer**

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Users should also note that property boundaries included in any product do not represent an on-the-ground survey suitable for legal, engineering, or surveying purposes. They represent only the approximate relative locations.

# Introduction

Welcome to the Southern Wildfire Risk Assessment Summary Report.

This tool allows users of the Professional Viewer application of the Southern Wildfire Risk Assessment (SWRA) web Portal (SouthWRAP) to define a specific project area and summarize wildfire related information for this area. A detailed risk summary report is generated using a set of predefined map products developed by the Southern Wildfire Risk Assessment project which have been summarized explicitly for the user defined project area. The report is generated in MS WORD format.

The report has been designed so that information from the report can easily be copied and pasted into other specific plans, reports, or documents depending on user needs. Examples include, but are not limited to, Community Wildfire Protection Plans, Local Fire Plans, Fuels Mitigation Plans, Hazard Mitigation Plans, Homeowner Association Risk Assessments, and Forest Management or Stewardship Plans. Formats and standards for these types of reports vary from state to state across the South, and accordingly SouthWRAP provides the SWRA information in a generic risk report format to facilitate use in any type of external document. The SouthWRAP Risk Summary Report also stands alone as a viable depiction of current wildfire risk conditions for the user defined project area.

SouthWRAP provides a consistent, comparable set of scientific results to be used as a foundation for wildfire mitigation and prevention planning in the South.

Results of the assessment can be used to help prioritize areas in the state where mitigation treatments, community interaction and education, or tactical analyses might be necessary to reduce risk from wildfires.



The SouthWRAP products included in this report are designed to provide the information needed to support the following key priorities:

- Identify areas that are most prone to wildfire
- Identify areas that may require additional tactical planning, specifically related to mitigation projects and Community Wildfire Protection Planning
- Provide the information necessary to justify resource, budget and funding requests
- Allow agencies to work together to better define priorities and improve emergency response, particularly across jurisdictional boundaries
- Define wildland communities and identify the risk to those communities
- Increase communication and outreach with local residents and the public to create awareness and address community priorities and needs
- Plan for response and suppression resource needs
- Plan and prioritize hazardous fuel treatment programs

To learn more about the SWRA project or to create a custom summary report, go to [www.southernwildfirerisk.com](http://www.southernwildfirerisk.com).



## Products

Each product in this report is accompanied by a general description, table, chart and/or map. A list of available SouthWRAP products in this report is provided in the following table.

SouthWRAP Product	Description
<b>Wildland Urban Interface (WUI)</b>	Depicts where humans and their structures meet or intermix with wildland fuel
<b>WUI Risk Index</b>	Represents a rating of the potential impact of a wildfire on people and their homes
<b>Community Protection Zones</b>	Represents those areas designated as primary and secondary priorities for community protection planning
<b>Burn Probability</b>	Probability of an area burning given current landscape conditions, percentile weather, historical ignition patterns and historical fire prevention and suppression efforts
<b>Characteristic Rate of Spread</b>	Represents the speed with which a fire moves in a horizontal direction across the landscape
<b>Characteristic Flame Length</b>	Represents the distance between the tip and base of the flame
<b>Characteristic Fire Intensity Scale</b>	Quantifies the potential fire intensity for an area by orders of magnitude
<b>Fire Type - Extreme</b>	Represents the potential fire type (surface or canopy) under extreme percentile weather conditions
<b>Surface Fuels</b>	Contains the parameters needed to compute surface fire behavior characteristics
<b>Dozer Operability Rating</b>	Level of difficulty to operate a dozer in an area based on limitations associated with slope and vegetation type

# Wildland Urban Interface

## Description

The South is one of the fastest growing regions in the nation, with an estimated population growth of 1.5 million people per year. The South also consistently has the highest number of wildfires per year. Population growth is pushing housing developments further into natural and forested areas where most of these wildfires occur. This situation puts many lives and communities at risk each year.



In particular, the expansion of residential development from urban centers out into rural landscapes, increases the potential for wildland fire threat to public safety and the potential for damage to forest resources and dependent industries. This increase in population across the region will impact counties and communities that are located within the Wildland Urban Interface (WUI).

The WUI is described as the area where structures and other human improvements meet and intermingle with undeveloped wildland or vegetative fuels. Population growth within the WUI substantially increases the risk from wildfire.

For the **leon** project area, it is estimated that **272,877** people or **94.1 % percent** of the total project area population (**289,861**) live within the WUI.



**The Wildland Urban Interface (WUI) layer reflects housing density depicting where humans and their structures meet or intermix with wildland fuels.**

WUI housing density is categorized based on the standard Federal Register and U.S. Forest Service SILVIS data set categories, long considered a de facto standard for depicting WUI. However, in the SWRA WUI data the number of housing density categories is extended to provide a better gradation of housing distribution to meet specific requirements for fire protection planning activities. While units of the actual data set are in *houses per sq. km.*, the data is presented as the *number of houses per acre* to aid with interpretation and use by fire planners in the South.

In the past, conventional wildland urban interface data sets, such as USFS SILVIS, have been used to reflect these concerns. However, USFS SILVIS and other existing data sources do not provide the level of detail for defining population living in the wildland as needed by Southern state WUI specialists and local fire protection agencies.

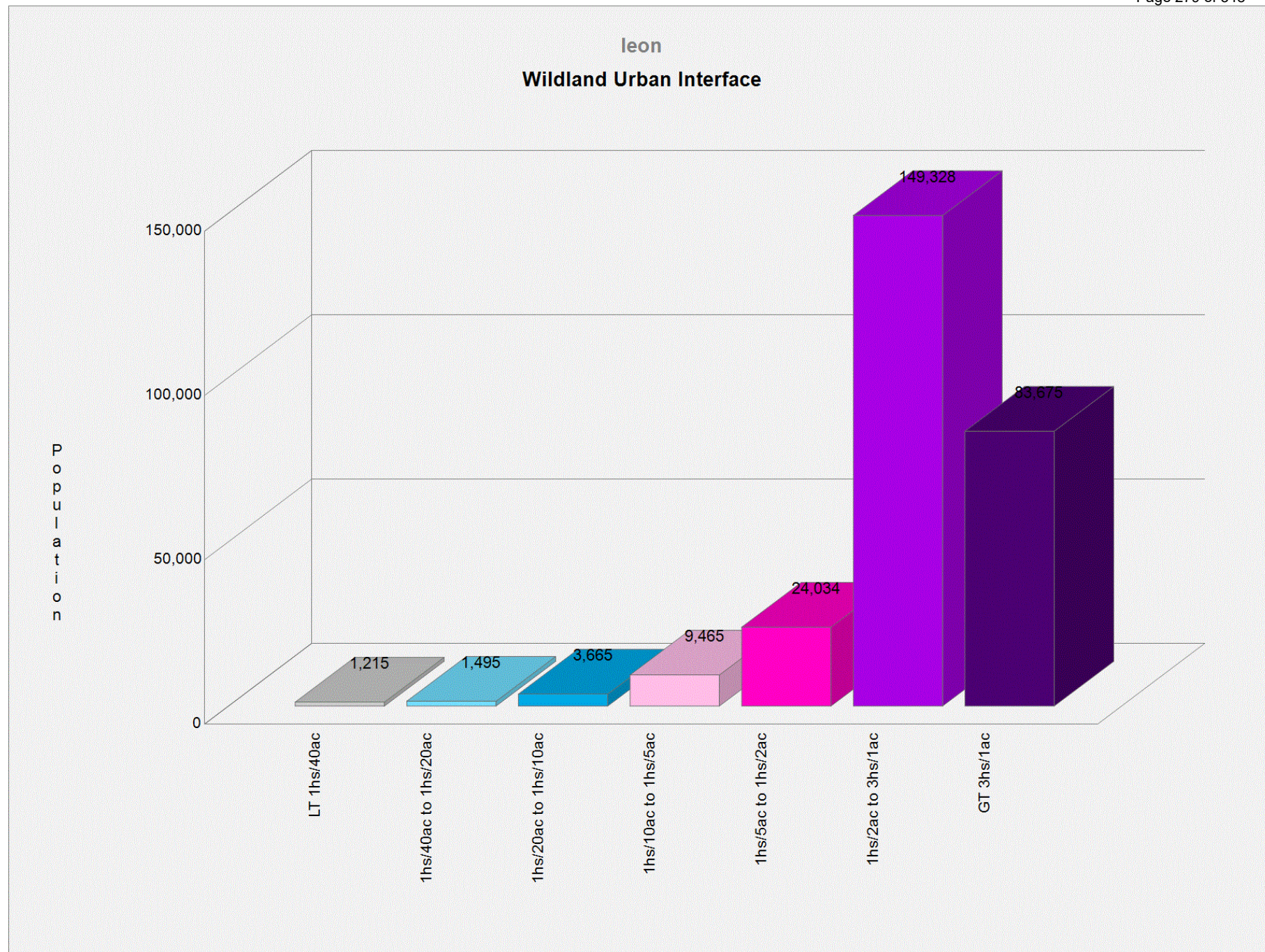
The new SWRA WUI 2012 dataset is derived using advanced modeling techniques based on the SWRA Where People Live (housing density) dataset and 2012 LandScan population count data available from the Department of Homeland Security, HSIP Freedom Data Set. WUI is simply a subset of the Where People Live dataset. The primary difference between the WPL and WUI is that populated areas surrounded by sufficient non-burnable areas (i.e. interior urban areas) are removed from the Where People Live data set, as these areas are not expected to be directly impacted by a wildfire. Simply put, the SWRA WUI is the SWRA WPL data with the urban core areas removed.

Data is modeled at a 30-meter cell resolution, which is consistent with other SWRA layers. The following table shows the total population for each WUI area within the project area.

**WUI – Population and Acres**

	Housing Density	WUI Population	Percent of WUI Population	WUI Acres	Percent of WUI Acres
	LT 1hs/40ac	1,215	0.4 %	62,647	25.4 %
	1hs/40ac to 1hs/20ac	1,495	0.5 %	25,228	10.2 %
	1hs/20ac to 1hs/10ac	3,665	1.3 %	29,206	11.8 %
	1hs/10ac to 1hs/5ac	9,465	3.5 %	33,054	13.4 %
	1hs/5ac to 1hs/2ac	24,034	8.8 %	38,035	15.4 %
	1hs/2ac to 3hs/1ac	149,328	54.7 %	51,741	21.0 %
	GT 3hs/1ac	83,675	30.7 %	6,963	2.8 %
	<b>Total</b>	<b>272,877</b>	<b>100.0 %</b>	<b>246,874</b>	<b>100.0 %</b>











# WUI Risk Index

## Description

**The Wildland Urban Interface (WUI) Risk Index layer is a rating of the potential impact of a wildfire on people and their homes.** The key input, WUI, reflects housing density (houses per acre) consistent with Federal Register National standards. The location of people living in the Wildland Urban Interface and rural areas is key information for defining potential wildfire impacts to people and homes.

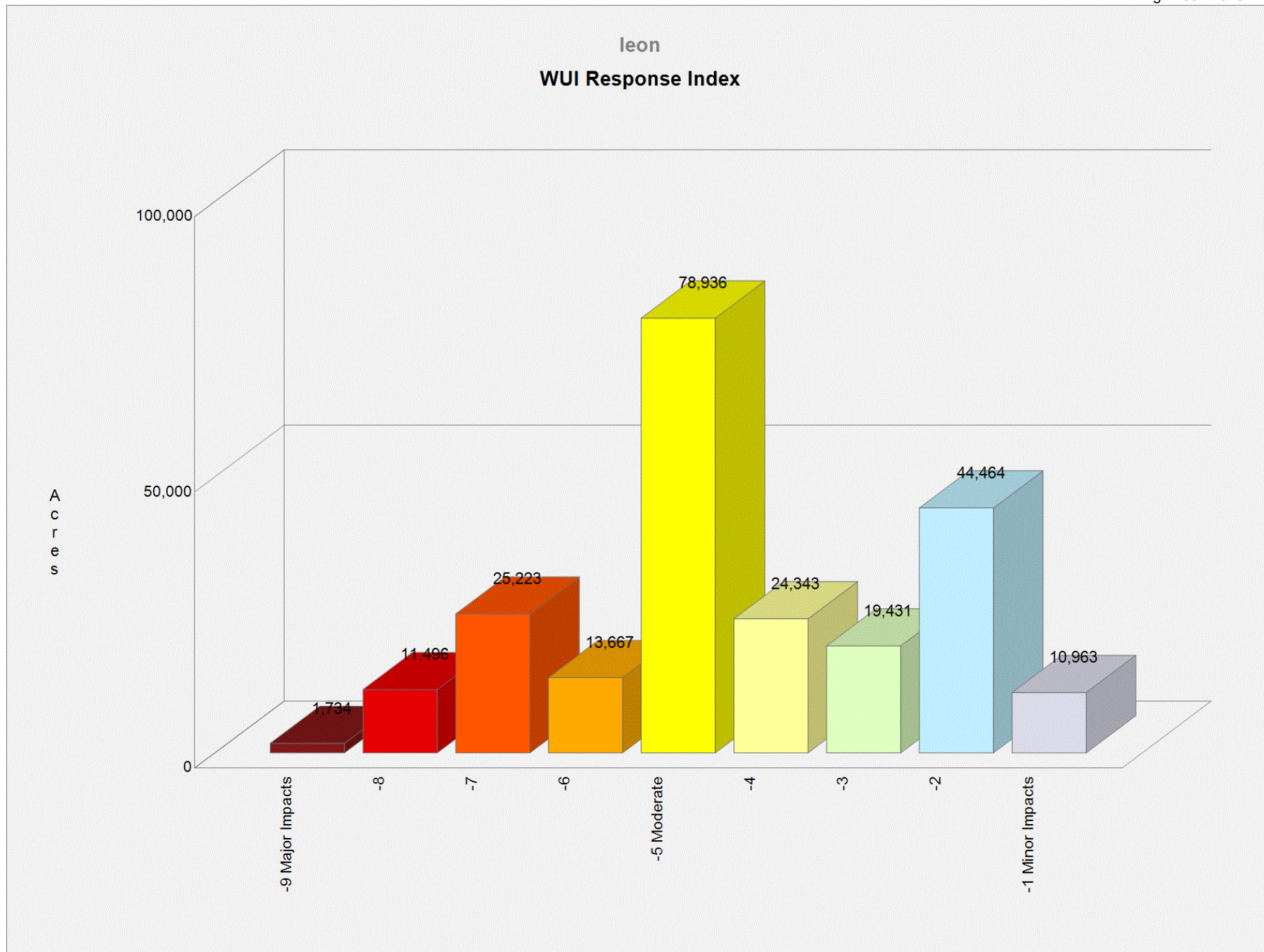
The WUI Risk Rating is derived using a Response Function modeling approach. Response functions are a method of assigning a net change in the value to a *resource* or *asset* based on susceptibility to fire at different intensity levels, such as flame length. The range of values is from -1 to -9, with -1 representing the least negative impact and -9 representing the most negative impact. For example, areas with high housing density and high flame lengths are rated -9 while areas with low housing density and low flame lengths are rated -1.

To calculate the WUI Risk Rating, the WUI housing density data was combined with Flame Length data and response functions were defined to represent potential impacts. The response functions were defined by a team of experts based on values defined by the SWRA Update Project technical team. By combining flame length with the WUI housing density data, you can determine where the greatest potential impact to homes and people is likely to occur.

Fire intensity data is modeled to incorporate penetration into urban fringe areas so that outputs better reflect real world conditions for fire spread and impact in fringe urban interface areas. With this enhancement, houses in urban areas adjacent to wildland fuels are incorporated into the WUI risk modeling. All areas in the South have the WUI Risk Index calculated consistently, which allows for comparison and ordination of areas across the entire region. Data is modeled at a 30-meter cell resolution, which is consistent with other SWRA layers.

	Class	Acres	Percent
	-9 Major Impacts	1,734	0.8 %
	-8	11,496	5.0 %
	-7	25,223	11.0 %
	-6	13,667	5.9 %
	-5 Moderate	78,936	34.3 %
	-4	24,343	10.6 %
	-3	19,431	8.4 %
	-2	44,464	19.3 %
	-1 Minor Impacts	10,963	4.8 %
	<b>Total</b>	<b>230,257</b>	<b>100.0 %</b>









# Community Protection Zones

## Description

**Community Protection Zones (CPZ) represent those areas considered highest priority for mitigation planning activities.** CPZs are based on an analysis of the Where People Live housing density data and surrounding fire behavior potential. Rate of Spread data is used to determine the areas of concern around populated areas that are within a 2-hour fire spread distance. This is referred to as the Secondary CPZ.

General consensus among fire planners is that for fuel mitigation treatments to be effective in reducing wildfire hazard, they must be conducted within a close distance of a community. In the South, the WUI housing density has been used to reflect populated areas in place of community boundaries (Primary CPZ). This ensures that CPZs reflect where people are living in the wildland, not jurisdictional boundaries.

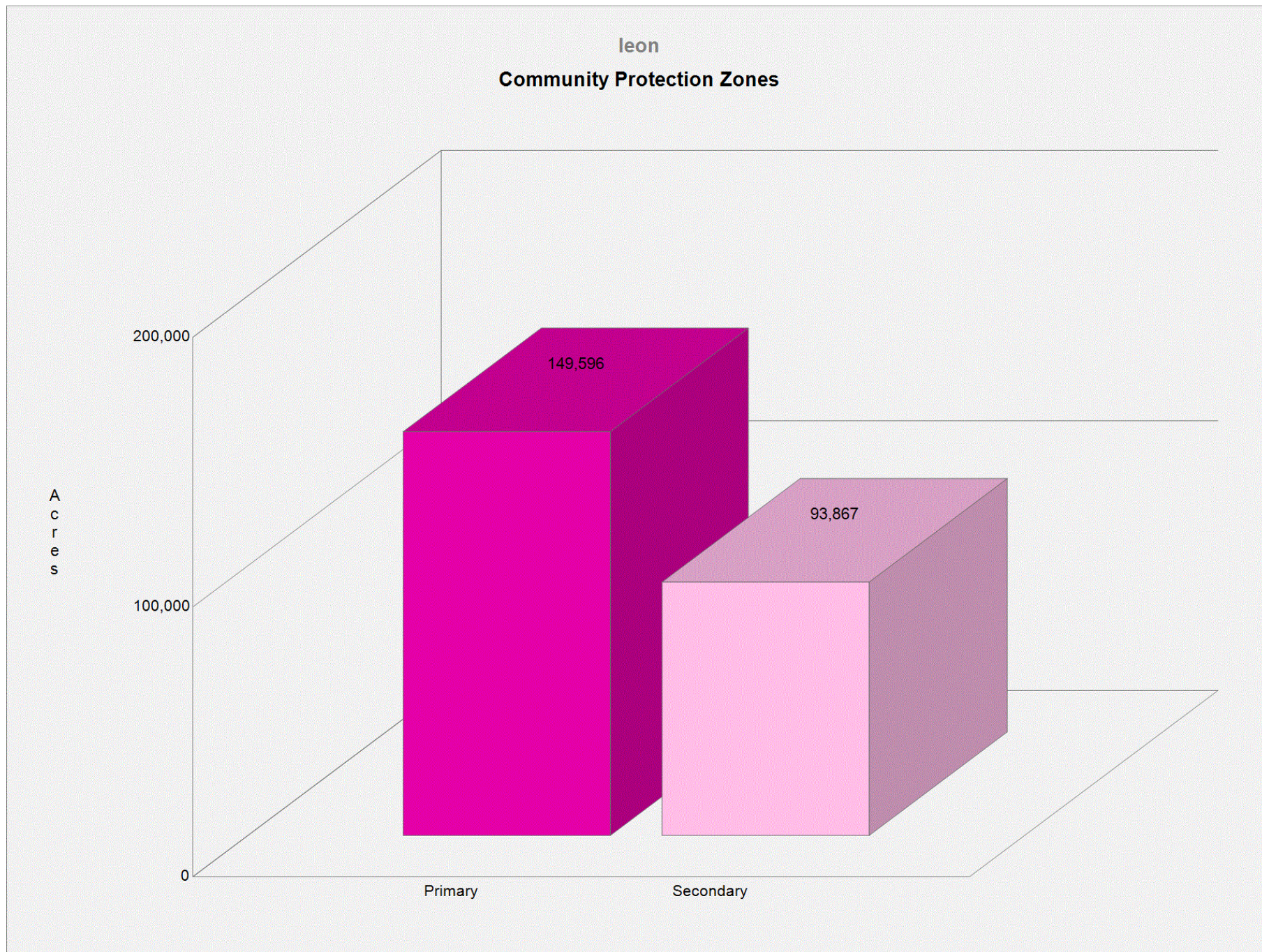
Secondary CPZs represent a variable width buffer around populated areas that are within a 2-hour fire spread distance. Accordingly, CPZs will extend farther in areas where rates of spread are greater and less in areas where minimal rate of spread potential exists. Secondary CPZ boundaries inherently incorporate fire behavior conditions.

Primary CPZs reflect areas with a predefined housing density, such as greater than 1 house per 20 acres. Secondary CPZs are the areas around Primary CPZs within a 2 hour fire spread distance.

All areas in the South have the CPZs calculated consistently, which allows for comparison and ordination of areas across the entire region. Data is modeled at a 30-meter cell resolution, which is consistent with other SWRA layers.

	Class	Acres	Percent
	Primary	149,596	61.4 %
	Secondary	93,867	38.6 %
	<b>Total</b>	<b>243,463</b>	<b>100.0 %</b>









# Burn Probability

## Description

**The Burn Probability (BP) layer depicts the probability of an area burning given current landscape conditions, percentile weather, historical ignition patterns and historical fire prevention and suppression efforts.**

Describe in more detail, it is the tendency of any given pixel to burn, given the static landscape conditions depicted by the LANDFIRE Refresh 2008 dataset (as resampled by FPA), contemporary weather and ignition patterns, as well as contemporary fire management policies (entailing considerable fire prevention and suppression efforts).

The BP data does not, and is not intended to, depict fire-return intervals of any vintage, nor do they indicate likely fire footprints or routes of travel. Nothing about the expected shape or size of any actual fire incident can be interpreted from the burn probabilities. Instead, the BP data, in conjunction with the Fire Program Analysts FIL layers, are intended to support an actuarial approach to quantitative wildfire risk analysis (e.g., see Thompson et al. 2011).

Values in the Burn Probability (BP) data layer indicate, for each pixel, the number of times that cell was burned by an FSim-modeled fire, divided by the total number of annual weather scenarios simulated. Burn probability raster data was generated using the large fire simulator - FSim - developed for use in the Fire Program Analysis (FPA) project. FSim uses historical weather data and current landcover data for discrete geographical areas (Fire Planning Units - FPU) and simulates fires in these FPU. Using these simulated fires, an overall burn probability and marginal burn probabilities at four fire intensities (flame lengths) are returned by FSim for each 270m pixel in the FPU.

The fire growth simulations, when run repeatedly with different ignition locations and weather streams, generate burn probabilities and fire behavior distributions at each landscape location (i.e., cell or pixel). Results are objectively evaluated through comparison with historical fire patterns and statistics, including the mean annual burn probability and fire size distribution, for each FPU. This evaluation is part of the FSim calibration process for each FPU, whereby simulation inputs are adjusted until the slopes of the historical and modeled fire size distributions are similar and the modeled average burn probability falls within an acceptable range of the historical reference value (i.e., the 95% confidence interval for the mean).

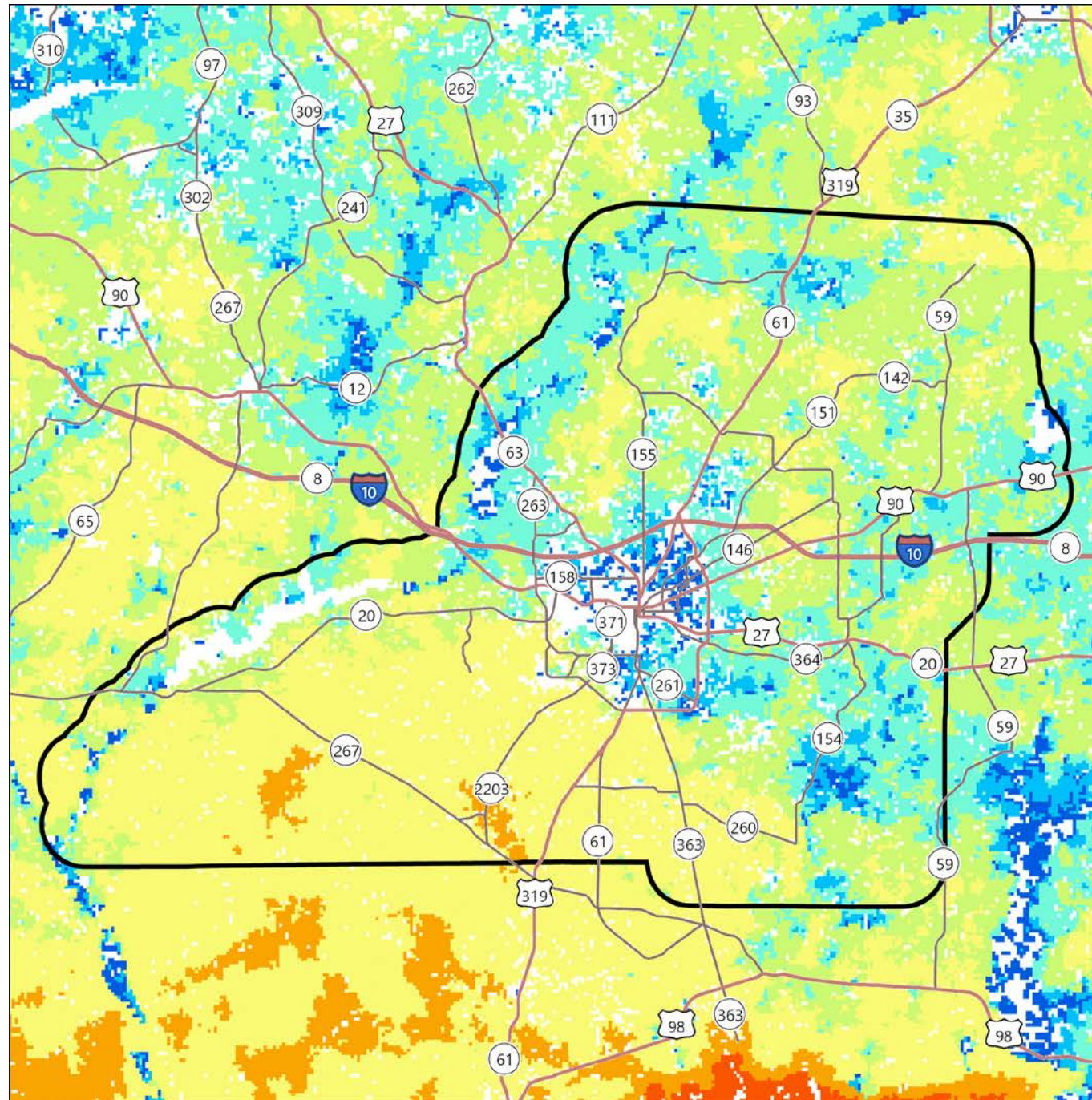
Please refer to the metadata available for this dataset for a detailed description of the data processing methods, assumptions and references that pertain to the development of this data. This information is available from the USFS Missoula Fire Sciences Laboratory.

Please refer to the web site link in the report References to obtain more detailed descriptions of FPA and the related data products such as Burn Probability.

Burn Probability replaces the Wildland Fire Susceptibility Index (WFSI) layer developed in the original SWRA project completed in 2005.

	Class	Acres	Percent
	1	12,502	2.3 %
	2	24,463	4.4 %
	3	118,892	21.5 %
	4	189,777	34.3 %
	5	202,279	36.5 %
	6	5,764	1.0 %
	7	0	0.0 %
	8	0	0.0 %
	9	0	0.0 %
	10	0	0.0 %
	<b>Total</b>	<b>553,677</b>	<b>100.0 %</b>

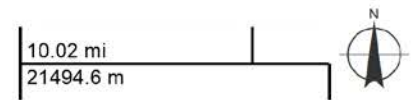




leon

### Burn Probability

- 1 (Lowest Probability)
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10 (Highest Probability)



Southern Wildfire Risk Assessment  
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# Fire Behavior

## Description

**Fire behavior is the manner in which a fire reacts to the following environmental influences:**

1. **Fuels**
2. **Weather**
3. **Topography**



Fire behavior characteristics are attributes of wildland fire that pertain to its spread, intensity, and growth. Fire behavior characteristics utilized in the Southern Wildfire Risk Assessment (SWRA) include fire type, rate of spread, flame length and fire intensity scale. These metrics are used to determine the potential fire behavior under different weather scenarios. Areas that exhibit moderate to high fire behavior potential can be identified for mitigation treatments, especially if these areas are in close proximity to homes, business, or other assets.

### Fuels

The SWRA includes composition and characteristics for both surface fuels and canopy fuels. Significant increases in fire behavior will be captured if the fire has the potential to transition from a surface fire to a canopy fire.

Fuel datasets required to compute both surface and canopy fire potential include:

- **Surface Fuels**, generally referred to as fire behavior fuel models, provide the input parameters needed to compute surface fire behavior.
- **Canopy Cover** is the horizontal percentage of the ground surface that is covered by tree crowns. It is used to compute wind reduction factors and shading.
- **Canopy Ceiling Height/Stand Height** is the height above the ground of the highest canopy layer where the density of the crown mass within the layer is high enough to support vertical movement of a fire. A good estimate of canopy ceiling height would be the average height of the dominant and co-dominant trees in a stand. It is used for computing wind reduction to midflame height and spotting distances from torching trees (Fire Program Solutions, L.L.C, 2005).
- **Canopy Base Height** is the lowest height above the ground above which there is sufficient canopy fuel to propagate fire vertically (Scott & Reinhardt, 2001). Canopy base height is a property of a plot, stand, or group of trees, not of an individual tree. For fire modeling, canopy base height is an effective value that incorporates ladder fuel, such as tall shrubs and small trees. Canopy base height is used to determine if a surface fire will transition to a canopy fire.
- **Canopy Bulk Density** is the mass of available canopy fuel per unit canopy volume (Scott & Reinhardt, 2001). Canopy bulk density is a bulk property of a stand, plot, or group of trees, not of an individual tree. Canopy bulk density is used to predict whether an active crown fire is possible.

## **Weather**

Environmental weather parameters needed to compute fire behavior characteristics include 1-hour, 10-hour, and 100-hour timelag fuel moistures, herbaceous fuel moisture, woody fuel moisture, and the 20-foot 10 minute average wind speed. To collect this information, weather influence zones were established across the region. A weather influence zone is an area where for analysis purposes the weather on any given day is considered uniform. Within each weather influence zone, historical daily weather is gathered to compile a weather dataset from which four percentile weather categories are created. The percentile weather categories are intended to represent low, moderate, high, and extreme fire weather days. Fire behavior outputs are computed for each percentile weather category to determine fire potential under different weather scenarios.

The four percentile weather categories include:

- Low Weather Percentile (0 – 15%)
- Moderate Weather Percentile (16 – 90%)
- High Weather Percentile (91 – 97%)
- Extreme Weather Percentile (98 – 100%)

## **Topography**

Topography datasets required to compute fire behavior characteristics are elevation, slope and aspect.

### **FIRE BEHAVIOR CHARACTERISTICS**

Fire behavior characteristics provided in this report include:

- **Characteristic Rate of Spread**
- **Characteristic Flame Length**
- **Characteristic Fire Intensity Scale**
- **Fire Type - Extreme**

# Characteristic Rate of Spread

## Description

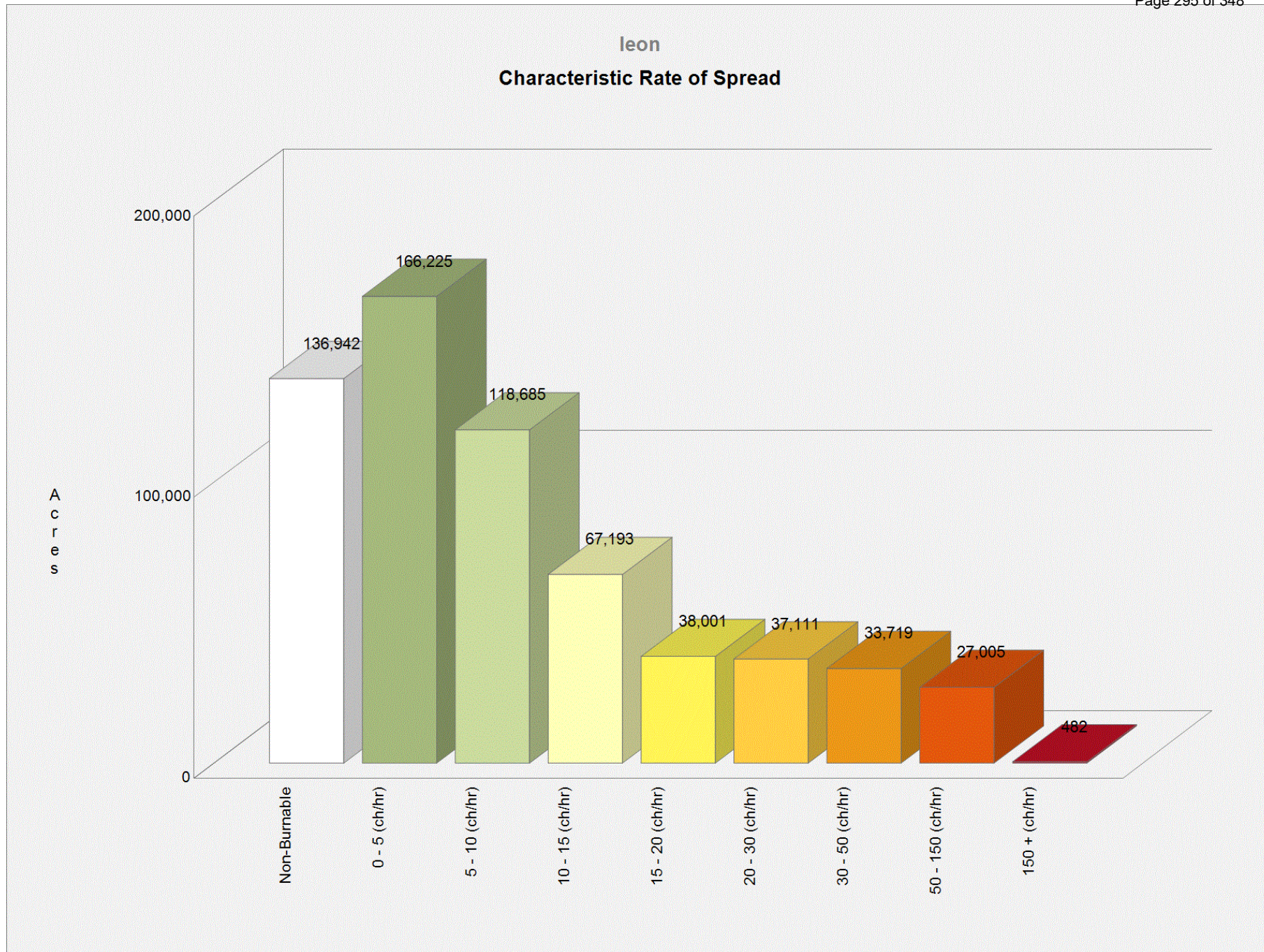
**Characteristic Rate of Spread is the typical or representative rate of spread of a potential fire based on a weighted average of four percentile weather categories.** Rate of spread is the speed with which a fire moves in a horizontal direction across the landscape, usually expressed in chains per hour (ch/hr) or feet per minute (ft/min). For purposes of the Southern Wildfire Risk Assessment, this measurement represents the maximum rate of spread of the fire front. Rate of Spread is the metric used to derive the Community Protection Zones.

Rate of spread is a fire behavior output, which is influenced by three environmental factors - fuels, weather, and topography. Weather is by far the most dynamic variable as it changes frequently. To account for this variability, four percentile weather categories were created from historical weather observations to represent low, moderate, high, and extreme weather days for each weather influence zone in the South. A weather influence zone is an area where, for analysis purposes, the weather on any given day is considered uniform.

For all Southern states, except Florida and Texas, this dataset was derived from updated fuels and canopy data as part of the 2010 SWRA Update Project recently completed in May 2014. For Texas, the 2010 Texas risk update data is portrayed. For Florida, the 2010 Florida risk assessment update data is shown.

Rate of Spread		Acres	Percent
	Non-Burnable	136,942	21.9 %
	0 - 5 (ch/hr)	166,225	26.6 %
	5 - 10 (ch/hr)	118,685	19.0 %
	10 - 15 (ch/hr)	67,193	10.7 %
	15 - 20 (ch/hr)	38,001	6.1 %
	20 - 30 (ch/hr)	37,111	5.9 %
	30 - 50 (ch/hr)	33,719	5.4 %
	50 - 150 (ch/hr)	27,005	4.3 %
	150 + (ch/hr)	482	0.1 %
<b>Total</b>		<b>625,363</b>	<b>100.0 %</b>









# Characteristic Flame Length

## Description

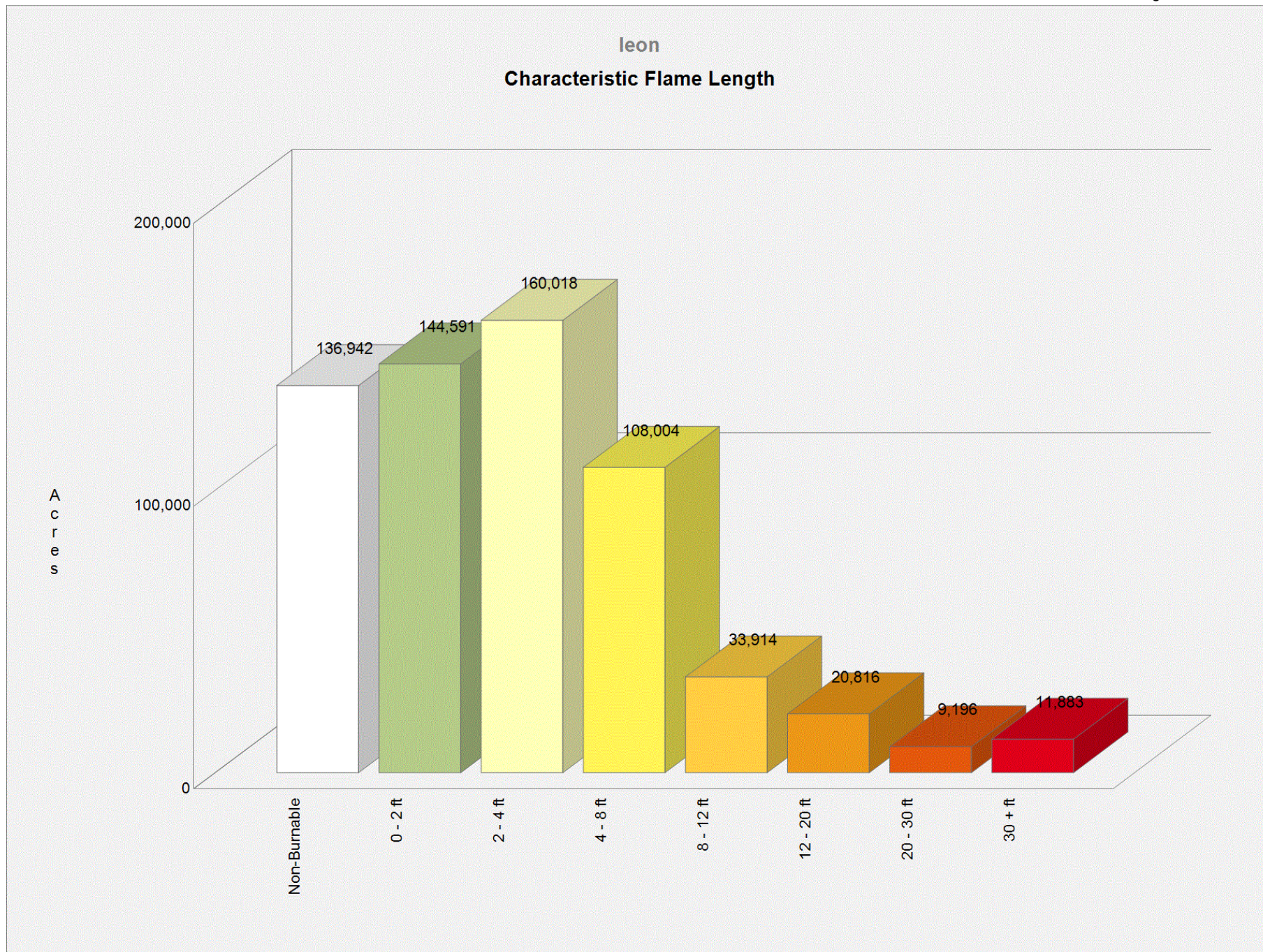
**Characteristic Flame Length is the typical or representative flame length of a potential fire based on a weighted average of four percentile weather categories.** Flame Length is defined as the distance between the flame tip and the midpoint of the flame depth at the base of the flame, which is generally the ground surface. It is an indicator of fire intensity and is often used to estimate how much heat the fire is generating. Flame length is typically measured in feet (ft). Flame length is the measure of fire intensity used to generate the response index outputs for the SWRA.

Flame length is a fire behavior output, which is influenced by three environmental factors - fuels, weather, and topography. Weather is by far the most dynamic variable as it changes frequently. To account for this variability, four percentile weather categories were created from historical weather observations to represent low, moderate, high, and extreme weather days for each weather influence zone in the South. A weather influence zone is an area where, for analysis purposes, the weather on any given day is considered uniform.

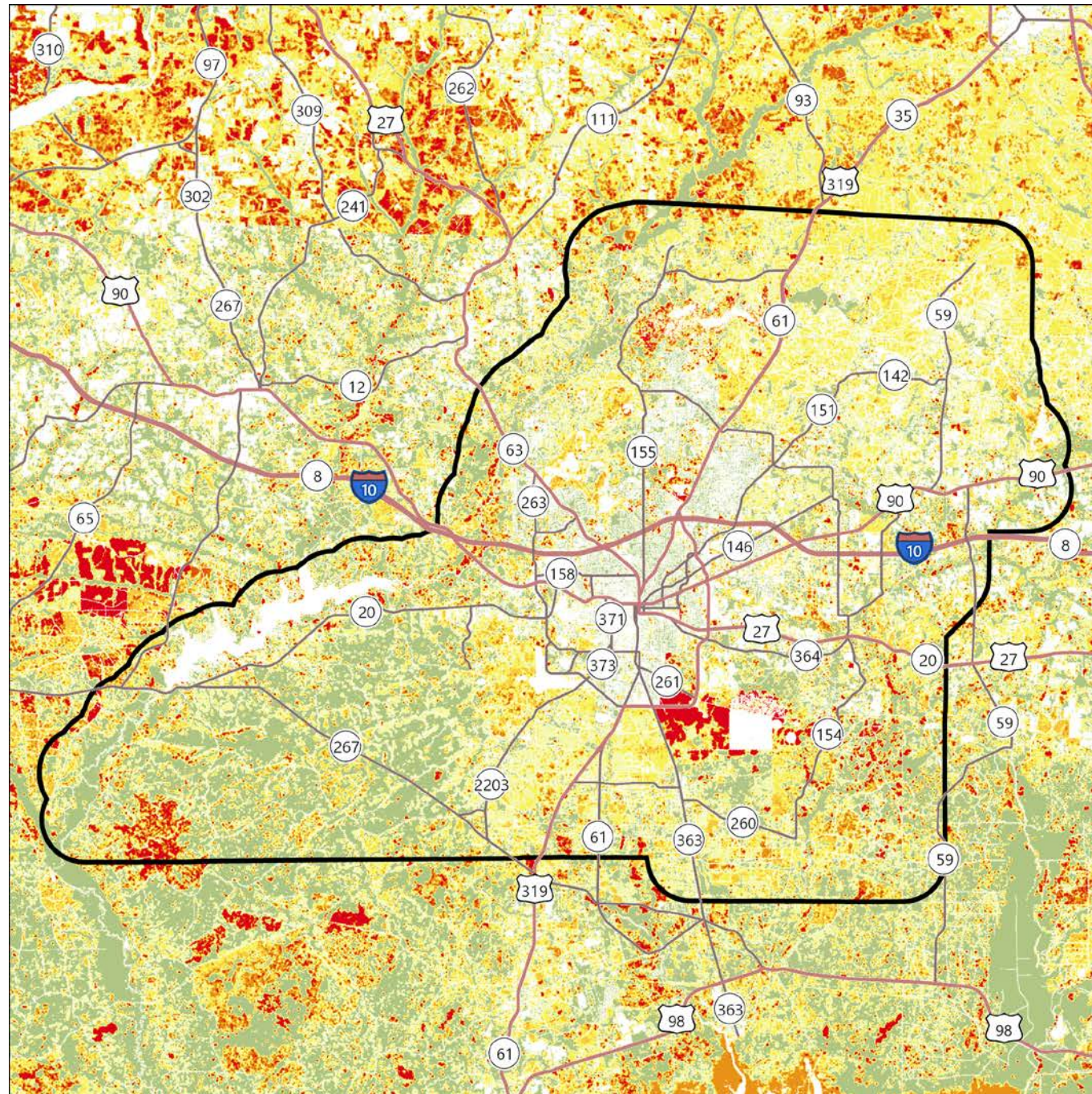
For all Southern states, except Florida and Texas, this dataset was derived from updated fuels and canopy data as part of the 2010 SWRA Update Project recently completed in May 2014. For Texas, the 2010 Texas risk update data is portrayed. For Florida, the 2010 Florida risk assessment update data is shown.

Flame Length		Acres	Percent
	Non-Burnable	136,942	21.9 %
	0 - 2 ft	144,591	23.1 %
	2 - 4 ft	160,018	25.6 %
	4 - 8 ft	108,004	17.3 %
	8 - 12 ft	33,914	5.4 %
	12 - 20 ft	20,816	3.3 %
	20 - 30 ft	9,196	1.5 %
	30 + ft	11,883	1.9 %
Total		625,364	100.0 %





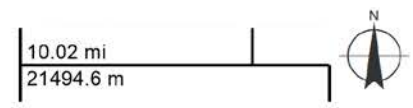




leon

### Flame Length

- 0 - 2 ft.
- 2 - 4 ft.
- 4 - 8 ft.
- 8 - 12 ft.
- 12 - 20 ft.
- 20 - 30 ft.
- 30+ ft.



Southern Wildfire Risk Assessment  
<https://southernwildfirerisk.com/>



# Characteristic Fire Intensity Scale

## Description

**Characteristic Fire Intensity Scale (FIS) specifically identifies areas where significant fuel hazards and associated dangerous fire behavior potential exist based on a weighted average of four percentile weather categories.** Similar to the Richter scale for earthquakes, FIS provides a standard scale to measure potential wildfire intensity. FIS consist of 5 classes where the order of magnitude between classes is ten-fold. The minimum class, Class 1, represents very low wildfire intensities and the maximum class, Class 5, represents very high wildfire intensities. Refer to descriptions below.

- **Class 1, Very Low:**  
Very small, discontinuous flames, usually less than 1 foot in length; very low rate of spread; no spotting. Fires are typically easy to suppress by firefighters with basic training and non-specialized equipment.
- **Class 2, Low:**  
Small flames, usually less than two feet long; small amount of very short range spotting possible. Fires are easy to suppress by trained firefighters with protective equipment and specialized tools.
- **Class 3, Moderate:**  
Flames up to 8 feet in length; short-range spotting is possible. Trained firefighters will find these fires difficult to suppress without support from aircraft or engines, but dozer and plows are generally effective. Increasing potential for harm or damage to life and property.

- **Class 4, High:**  
Large Flames, up to 30 feet in length; short-range spotting common; medium range spotting possible. Direct attack by trained firefighters, engines, and dozers is generally ineffective, indirect attack may be effective. Significant potential for harm or damage to life and property.
- **Class 5, Very High:**  
Very large flames up to 150 feet in length; profuse short-range spotting, frequent long-range spotting; strong fire-induced winds. Indirect attack marginally effective at the head of the fire. Great potential for harm or damage to life and property.

For all Southern states, except Texas, this dataset was derived from updated fuels and canopy data as part of the 2010 SWRA Update Project recently completed in May 2014. For Texas, the 2010 Texas risk update data is portrayed.

To aid in viewing on the map, FIS is presented in 1/2 class increments. Please consult the SouthWRAP User Manual for a more detailed description of the FIS class descriptions.

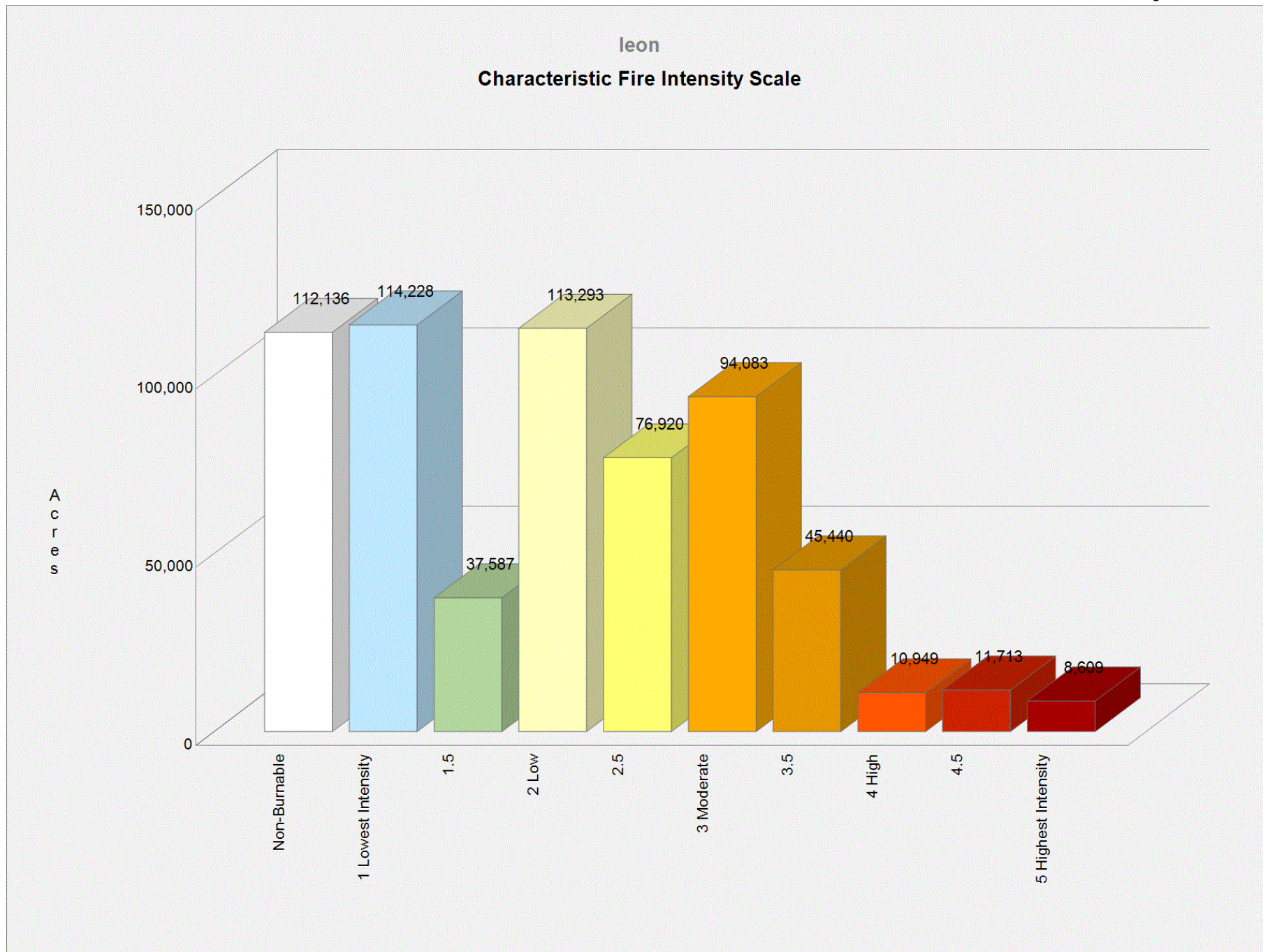
Since all areas in the South have fire intensity scale calculated consistently, it allows for comparison and ordination of areas across the entire region.

Fire intensity scale is a fire behavior output, which is influenced by three environmental factors - fuels, weather, and topography. Weather is by far the most dynamic variable as it changes frequently. To account for this variability, four percentile weather categories were created from historical weather observations to represent low, moderate, high, and extreme weather days for each weather influence zone in the South. A weather influence zone is an area where, for analysis purposes, the weather on any given day is considered uniform.

The fire intensity scale map is derived at a 30-meter resolution. This scale of data was chosen to be consistent with the accuracy of the primary surface fuels dataset used in the assessment. While not appropriate for site specific analysis, it is appropriate for regional, county or local planning efforts.

Class		Acres	Percent
	Non-Burnable	112,136	17.9 %
1	Lowest Intensity	114,228	18.3 %
1.5		37,587	6.0 %
2	Low	113,293	18.1 %
2.5		76,920	12.3 %
3	Moderate	94,083	15.1 %
3.5		45,440	7.3 %
4	High	10,949	1.8 %
4.5		11,713	1.9 %
5	Highest Intensity	8,609	1.4 %
Total		624,958	100.0 %









## Fire Type – Extreme

### Description

There are two primary fire types – surface fire and canopy fire. Canopy fire can be further subdivided into passive canopy fire and active canopy fire. A short description of each of these is provided below.

#### Surface Fire

A fire that spreads through surface fuel without consuming any overlying canopy fuel. Surface fuels include grass, timber litter, shrub/brush, slash and other dead or live vegetation within about 6 feet of the ground.



#### Passive Canopy Fire

A type of crown fire in which the crowns of individual trees or small groups of trees burn, but solid flaming in the canopy cannot be maintained except for short periods (Scott & Reinhardt, 2001).



#### Active Canopy Fire

A crown fire in which the entire fuel complex (canopy) is involved in flame, but the crowning phase remains dependent on heat released from surface fuel for continued spread (Scott & Reinhardt, 2001).



**Fire Type – Extreme represents the potential fire type under the extreme percentile weather category.** The extreme percentile weather category represents the average weather based on the top three percent fire weather days in the analysis period. It is not intended to represent a worst case scenario weather event. Accordingly, the potential fire type is based on fuel conditions, extreme percentile weather, and topography.

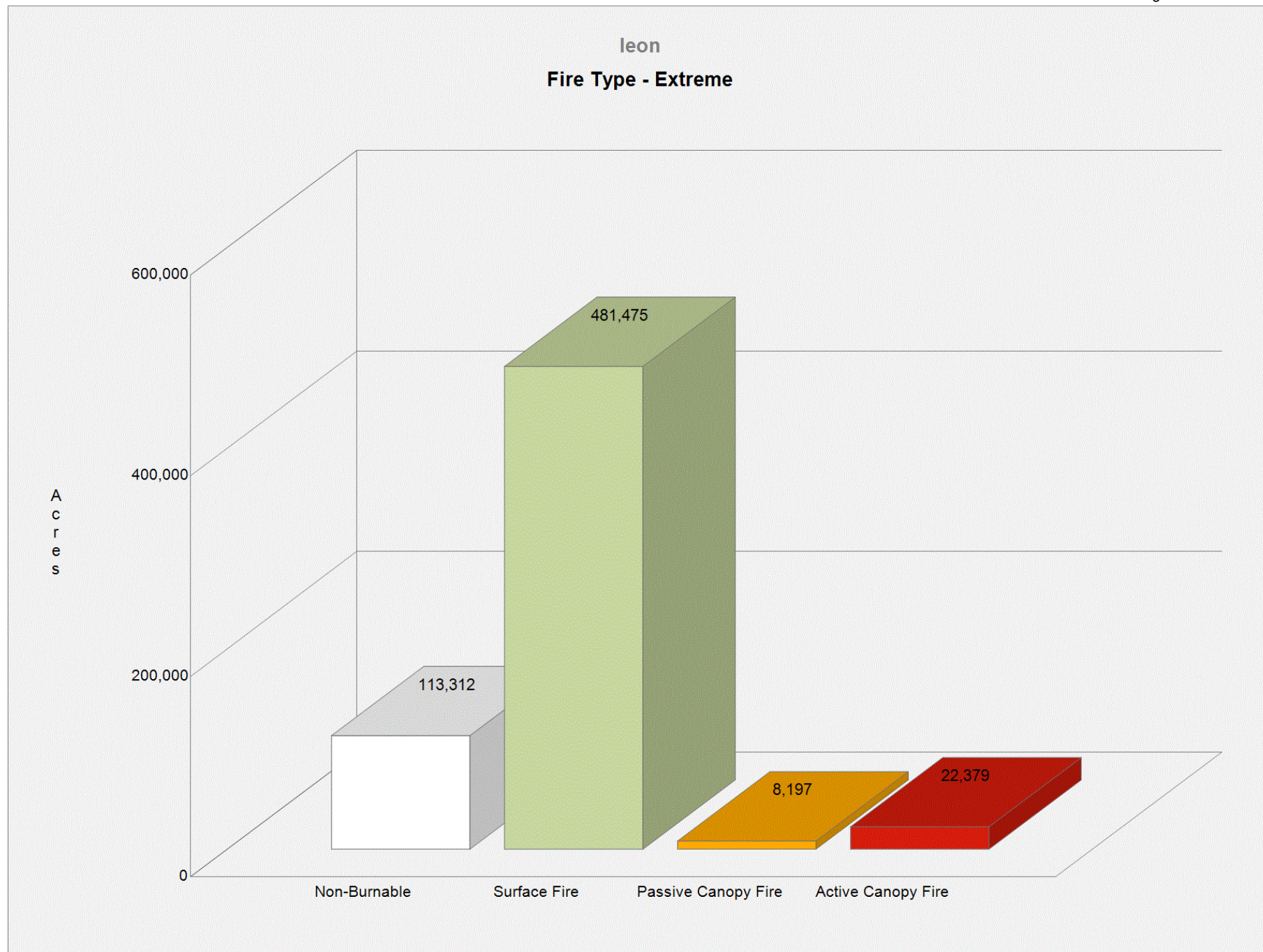
Canopy fires are very dangerous, destructive and difficult to control due to their increased fire intensity. From a planning perspective, it is important to identify where these conditions are likely to occur on the landscape so that special preparedness measure can be taken if necessary. The Fire Type – Extreme layer shows the footprint of where these areas are most likely to occur. However, it is important to note that canopy fires are not restricted to these areas. Under the right conditions, it can occur in other canopied areas.

For all Southern states, except Florida and Texas, this dataset was derived from updated fuels and canopy data as part of the 2010 SWRA Update Project recently completed in May 2014. For Texas, the 2010 Texas risk update data is portrayed. For Florida, the 2010 Florida risk assessment update data is shown.

The fire type - extreme map is derived at a 30-meter resolution. This scale of data was chosen to be consistent with the accuracy of the primary surface fuels dataset used in the assessment. While not appropriate for site specific analysis, it is appropriate for regional, county or local planning efforts.

	Fire Type	Acres	Percent
	Non-Burnable	113,312	18.1 %
	Surface Fire	481,475	77.0 %
	Passive Canopy	8,197	1.3 %
	Active Canopy	22,379	3.6 %
	<b>Total</b>	<b>625,363</b>	<b>100.0 %</b>











# Surface Fuels

## Description

**Surface fuels, or fire behavior fuel models as they are technically referred to, contain the parameters needed by the Rothermel (1972) surface fire spread model to compute surface fire behavior characteristics, such as rate of spread, flame length, fireline intensity, and other fire behavior metrics.** As the name might suggest, surface fuels only account for the surface fire potential. Canopy fire potential is computed through a separate but linked process. The Southern Wildfire Risk Assessment accounts for both surface and canopy fire potential in the fire behavior outputs.

Surface fuels are typically categorized into one of four primary fuel types based on the primary carrier of the surface fire: 1) grass, 2) shrub/brush, 3) timber litter and 4) slash. There are two standard fire behavior fuel model sets published for use. The Fire Behavior Prediction System 1982 Fuel Model Set (Anderson, 1982) contains 13 fuel models and the Fire Behavior Prediction System 2005 Fuel Model Set (Scott & Burgan 2005) contains 40 fuel models.

The SWRA Surface Fuels have been updated to use the FBPS 2005 40 fuel model set from the LANDFIRE 2010 products, supplemented with additional enhancements obtained through calibration workshops with the Southern states. Florida uses FBPS 1982 fuel models derived based on spectral classification of Landsat Thematic Mapper (TM) satellite imagery derived as part of the Florida Forest Service fuels mapping and risk assessment projects. Texas fuels represent 2010 updates conducted as part of a statewide fuels and canopy mapping effort.

For the remaining 11 Southern states, the recently completed SWRA Update project produced a new surface fuels dataset based on 2010 LANDFIRE products. A detailed fuels calibration process was undertaken that involved collaboration with Southern state fuels and fire behavior specialists supported by federal partner involvement. Workshops were held to review the LANDFIRE fuels product and calibrate the data by modifying specific fuels classes to better reflect local knowledge and input. A key component of this calibration task involved using image processing techniques to better delineate conifer areas, and in particular pine areas (plantations and natural stands). The fuels layer represents 2010 conditions.

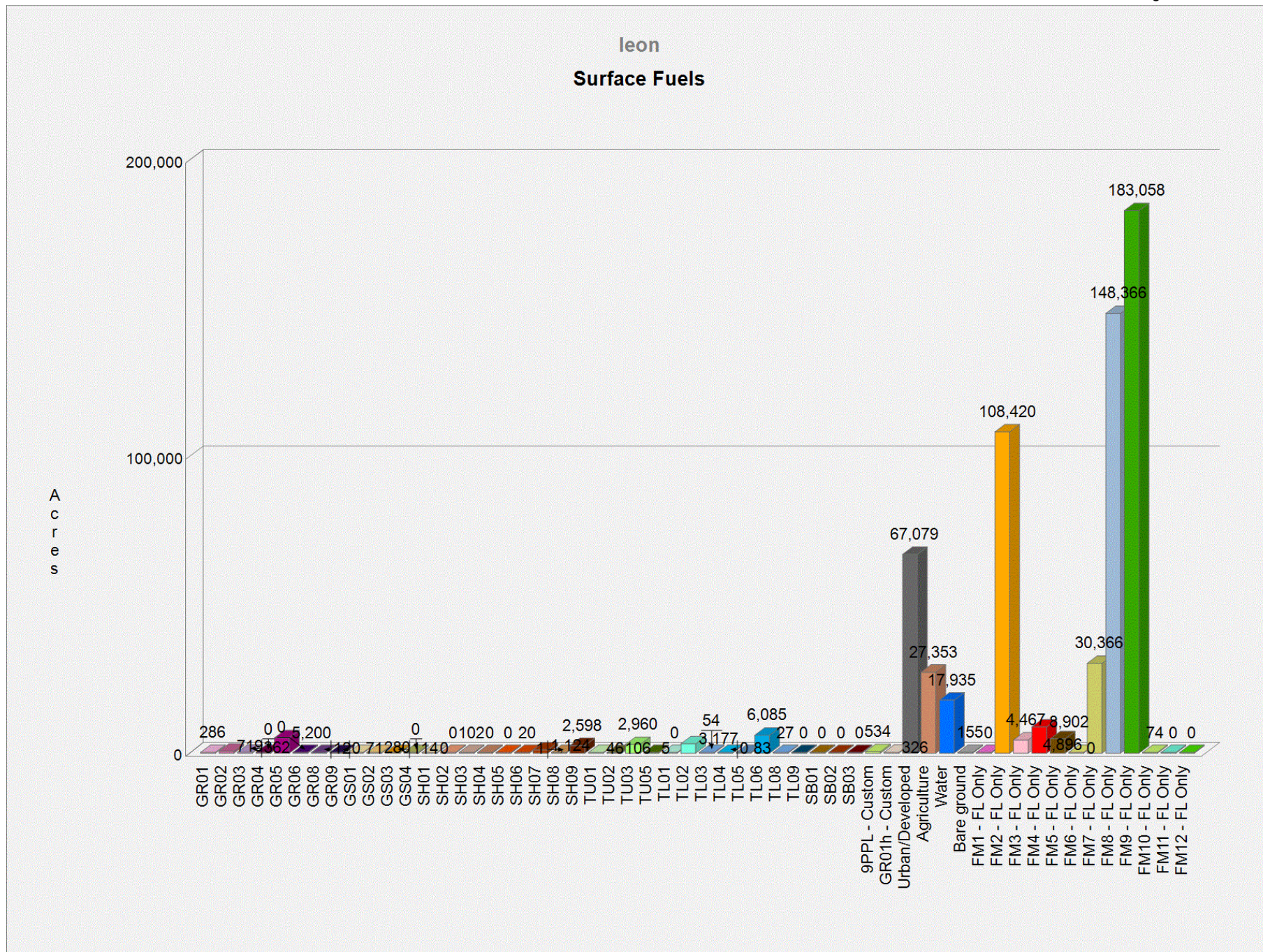
Surface Fuel	FBPS Fuel Model Set	Description	Acres	Percent
<b>Grass Fuels Type Models</b> (nearly pure grass and/or forb type)				
	GR01	2005	Grass is short, patchy, and possibly heavily grazed. Spread rate moderate; flame length low.	286 0.0 %
	GR02	2005	Moderately coarse continuous grass, average depth about 1 foot. Spread rate high; flame length moderate.	719 0.1 %
	GR03	2005	Very coarse grass, average depth about 2 feet. Spread rate high; flame length moderate.	362 0.1 %
	GR04	2005	Moderately coarse continuous grass, average depth about 2 feet. Spread rate very high; flame length high.	0 0.0 %
	GR05	2005	Dense, coarse grass, average depth about 1 to 2 feet. Spread rate very high; flame length high.	5,200 0.8 %
	GR06	2005	Dryland grass about 1 to 2 feet tall. Spread rate very high; flame length very high.	0 0.0 %
	GR08	2005	Heavy, coarse, continuous grass 3 to 5 feet tall. Spread rate very high; flame length very high.	12 0.0 %
	GR09	2005	Very heavy, coarse, continuous grass 5 to 8 feet tall. Spread rate extreme; flame length extreme.	0 0.0 %
<b>Grass-Shrub Fuels Type Models</b> (mixture of grass and shrub, up to 50 percent shrub coverage)				
	GS01	2005	Shrubs are about 1 foot high, low grass load. Spread rate moderate; flame length low.	71 0.0 %
	GS02	2005	Shrubs are 1 to 3 feet high, moderate grass load. Spread rate high; flame length moderate.	280 0.0 %
	GS03	2005	Moderate grass/shrub load, average grass/shrub depth less than 2 feet. Spread rate high; flame length moderate.	114 0.0 %
	GS04	2005	Heavy grass/shrub load, depth greater than 2 feet. Spread rate high; flame length very high.	0 0.0 %
<b>Shrub Fuel Type Models</b> (Shrubs cover at least 50 percent of the site, grass sparse to nonexistent)				
	SH01	2005	Low shrub fuel load, fuelbed depth about 1 foot; some grass may be present. Spread rate very low; flame length very low.	0 0.0 %
	SH02	2005	Moderate fuel load (higher than SH01), depth about 1 foot, no grass fuel present. Spread rate low; flame length low.	0 0.0 %
	SH03	2005	Moderate shrub load, possibly with pine overstory or herbaceous fuel, fuel bed depth 2 to 3 feet. Spread rate low; flame length low.	102 0.0 %
	SH04	2005	Low to moderate shrub and litter load, possibly with pine overstory, fuel bed depth about 3 feet. Spread rate high; flame length moderate.	0 0.0 %

Surface Fuel	FBPS Fuel Model Set	Description	Acres	Percent
SH05	2005	Heavy shrub load, depth 4 to 6 feet. Spread rate very high; flame length very high.	0	0.0 %
SH06	2005	Dense shrubs, little or no herb fuel, depth about 2 feet. Spread rate high; flame length high.	20	0.0 %
SH07	2005	Very heavy shrub load, depth 4 to 6 feet. Spread rate lower than SH05, but flame length similar. Spread rate high; flame length very high.	1,124	0.2 %
SH08	2005	Dense shrubs, little or no herb fuel, depth about 3 feet. Spread rates high; flame length high.	1	0.0 %
SH09	2005	Dense, finely branched shrubs with significant fine dead fuel, about 4 to 6 feet tall; some herbaceous fuel may be present. Spread rate high, flame length very high.	2,598	0.4 %
<b>Timber-Understory Fuel Type Models</b> (Grass or shrubs mixed with litter from forest canopy)				
TU01	2005	Fuelbed is low load of grass and/or shrub with litter. Spread rate low; flame length low.	46	0.0 %
TU02	2005	Fuelbed is moderate litter load with shrub component. Spread rate moderate; flame length low.	106	0.0 %
TU03	2005	Fuelbed is moderate litter load with grass and shrub components. Spread rate high; flame length moderate.	2,960	0.5 %
TU05	2005	Fuelbed is high load conifer litter with shrub understory. Spread rate moderate; flame length moderate.	5	0.0 %
<b>Timber Litter Fuel Type Models</b> (dead and down woody fuel litter beneath a forest canopy)				
TL01	2005	Light to moderate load, fuels 1 to 2 inches deep. Spread rate very low; flame length very low.	0	0.0 %
TL02	2005	Low load, compact. Spread rate very low; flame length very low.	3,177	0.5 %
TL03	2005	Moderate load conifer litter. Spread rate very low; flame length low.	54	0.0 %
TL04	2005	Moderate load, includes small diameter downed logs. Spread rate low; flame length low.	0	0.0 %
TL05	2005	High load conifer litter; light slash or mortality fuel. Spread rate low; flame length low.	83	0.0 %
TL06	2005	Moderate load, less compact. Spread rate moderate; flame length low.	6,085	1.0 %
TL08	2005	Moderate load and compactness may include small amount of herbaceous load. Spread rate moderate; flame length low.	27	0.0 %

Surface Fuel	FBPS Fuel Model Set	Description	Acres	Percent
TL09	2005	Very high load broadleaf litter; heavy needle-drape in otherwise sparse shrub layer. Spread rate moderate; flame length moderate.	0	0.0 %
<b>Slash-Blowdown Fuel Type Models</b> (activity fuel/slash or debris from wind damage)				
SB01	2005	Low load activity fuel. Spread rate moderate; flame length low.	0	0.0 %
SB02	2005	Moderate load activity or low load blowdown. Spread rate moderate; flame length moderate.	0	0.0 %
SB03	2005	High load activity fuel or moderate load blowdown. Spread rate high; flame length high.	0	0.0 %
<b>Custom Fuel Type Models (all states except Florida)</b>				
9PPL	Custom	Long-needle (pine litter, plantations) with a high load	534	0.1 %
GR01h	Custom	Pasture and hayland	326	0.1 %
<b>Non-burnable Fuel Type Models</b> (insufficient wildland fuel to carry a wildland fire under any condition)				
NB01	2005	Urban or suburban development; insufficient wildland fuel to carry wildland fire. Includes roads.	67,079	10.7 %
NB03	2005	Agricultural field, maintained in nonburnable condition.	27,353	4.4 %
NB08	2005	Open water	17,935	2.9 %
NB09	2005	Bare ground	155	0.0 %
<b>1982 Fire Behavior Prediction System – ONLY USED FOR FLORIDA ASSESSMENT</b>				
FM 1	1982	Short grass	0	0.0 %
FM 2	1982	Timber grass and understory	108,420	17.3 %
FM 3	1982	Tall grass	4,467	0.7 %
FM 4	1982	Chaparral	8,902	1.4 %

Surface Fuel	FBPS Fuel Model Set	Description	Acres	Percent
FM 5	1982	Brush	4,896	0.8 %
FM 6	1982	Dormant brush	0	0.0 %
FM 7	1982	Southern rough	30,366	4.9 %
FM 8	1982	Compact timber litter	148,366	23.7 %
FM 9	1982	Hardwood litter	183,058	29.3 %
FM 10	1982	Timber (understory)	74	0.0 %
FM 11	1982	Light logging slash	0	0.0 %
FM 12	1982	Medium logging slash	0	0.0 %
			<b>625,363</b>	<b>100.0 %</b>









## Dozer Operability Rating

### Description

The Dozer Operability Rating (DOR) expresses how difficult it is to operate a dozer in an area based on limitations associated with slope and vegetation/fuel type. Using the fireline production rates published in the NWCG Fireline Handbook 3 (PMS 410-1) as a guide, operability values were assigned to a matrix based on 6 slope classes and 10 vegetation/fuels classes. The possible values range from 1 to 9, with 1 representing no limitations and 9 being inoperable.

	Class	Acres	Percent
	1 (No Expected Limitations)	28,174	4.7 %
	2 (Slight)	118,901	19.7 %
	3 (Slight to Moderate)	104,968	17.3 %
	4 (Moderate)	78,676	13.0 %
	5 (Moderate to Significant)	150,608	24.9 %
	6 (Significant)	209	0.0 %
	7 (Significant to Severe)	0	0.0 %
	8 (Severe)	123,475	20.4 %
	9 (Inoperable)	0	0.0 %
	<b>Total</b>	<b>605,011</b>	<b>100.0 %</b>







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More information about the Oak Ridge National Laboratory LandScan data is available from [http://web.ornl.gov/sci/landscan/landscan\\_documentation.shtml](http://web.ornl.gov/sci/landscan/landscan_documentation.shtml)

More information about the U.S. Forest Service SILVIS data is available from [http://silvis.forest.wisc.edu/maps/wui\\_main](http://silvis.forest.wisc.edu/maps/wui_main)



## SOUTHERN GROUP OF STATE FORESTERS WILDFIRE RISK ASSESSMENT PORTAL

# APPENDIX G:

## PUBLIC MEETING NOTICES



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Thursday, January 10, 2019**

**8:00 a.m. – 9:00 a.m.**

**Conference Room 4F  
4th Floor, City Hall  
300 S. Adams Street  
Tallahassee, Florida 32301**

1. Introductions
2. Agenda Modifications
3. Review of October 18, 2018 minutes
3. Old Business:
  - (a) Status of Hurricane Hermine Disaster Hazard Mitigation Grant Program (HMGP) Grant Applications (Planning)
  - (b) Status of Required Five-Year Update of LMS (Planning)
4. New Business:
  - (a) Status of Hurricane Michael HMGP Program (Jason Pettus)
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Monday, August 12, 2019  
9:30 a.m. – 11:00 a.m.**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N Macomb Street  
Tallahassee, Florida 32301

1. Introductions
2. Agenda Modifications
3. Review of January 10, 2019 minutes
3. Old Business:
  - (a) Status of Required Five-Year LMS Update (Planning)
4. New Business:
  - (a) Hurricane Michael Notice of Funding Availability (TBD)
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department



## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Tuesday, December 3, 2019  
2:00 p.m. – 4:30 p.m.**

DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N Macomb Street  
Tallahassee, Florida 32301

1. Introductions
2. Agenda Modifications
3. Review of August 12, 2019 minutes
3. Old Business:
  - (a) Hurricane Michael Notice of Funding Availability (Planning) – Project Review & Ranking
  - (b) Status of Required Five-Year LMS Update (Planning)
4. New Business:
  - (a) Election of Officers for 2020
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department





## **TALLAHASSEE-LEON COUNTY LOCAL HAZARD MITIGATION STEERING COMMITTEE**

### **MEETING AGENDA**

**Tuesday, December 17, 2019  
1:00 p.m. – 3:00 p.m.**

**DSEM Conference Room  
2nd Floor, Renaissance Center  
435 N Macomb Street  
Tallahassee, Florida 32301**

1. Introductions
2. Agenda Modifications
3. Review of December 3, 2019 minutes
3. Old Business:
  - (a) Hurricane Michael Notice of Funding Availability (TBD)
4. New Business:
  - (a) Consideration of New Committee Members
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department



**TALLAHASSEE-LEON COUNTY  
LOCAL HAZARD MITIGATION STEERING COMMITTEE**

**MEETING AGENDA**

**Thursday, February 20, 2020  
10:00 p.m. – 12:00 p.m.**

**Gathering Room  
Leon County Division of Facilities Management  
1907 South Monroe Street  
Tallahassee, FL 32301**

1. Introductions
2. Agenda Modifications
3. Review of December 17, 2019 minutes
3. Old Business:
  - (a) Priority List of Proposed Hurricane Michael HMGP Projects
  - (b) Status of Five-Year LMS Update (Planning)
4. New Business:
  - (a) TBA
5. Adjourn

Committee Coordinator: Stephen Hodges, Senior Planner, Tallahassee – Leon County Planning Department



### COVID-19 Local Impacts

Information updates and changes to City services (/publicsafety/covid-19.aspx)

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The Tallahassee-Leon County Local Mitigation Strategy (LMS) is a countywide comprehensive hazard mitigation plan intended to make our community safer and more resistant to natural and other types of hazards.

This LMS identifies and analyzes hazards faced by the community, and proposes a series of mitigation initiatives, including objectives, programs, or specific projects that are intended to reduce potential impacts. This plan also ensures the community's eligibility for federal and state assistance.

The LMS reduces exposure to hazards and minimized their potential effects (including the costs associated with these hazards) by:

- Identifying potential hazards, such as hurricanes, tornadoes, floods, fires, and hazardous materials releases;
- Determining where the community is most vulnerable to these hazards;
- Assessing the critical facilities and other structures that are most vulnerable to hazards, including potential damages and costs;
- Prioritizing list of mitigation projects to take advantage of available funding;
- Identifying funding sources for mitigation projects; and
- Advocating hazard awareness and education for the community.

The LMS is prepared and updated annually as necessary with guidance from a steering committee composed of selected local, state, and regional government agencies, local colleges and universities, the Red Cross, the business community, and neighborhood representatives.

### **2018 LMS Update**

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Below is a progress report on the City of Tallahassee/Leon County Local Mitigation Strategy Initiative. This report was prepared by the Water Resources Engineering Division to meet requirements of the Community

Rating System (CRS) annual recertification. Because of the City participation in the CRS program, Tallahassee floodplain property owners receive up to 20% discount on their flood insurance premiums.

The report contains a review of each item in the Local Mitigation Strategy Initiatives including statements discussing how much has been accomplished to date as well as discussion of why any objectives have not been reached. To meet the annual recertification requirements, please forward this memorandum with the report to the City Commission. The attached report will be released to the media and made available to the public. No action is required by the Commission. This is for informational purposes only.

[2018 Tallahassee – Leon County Local Mitigation Strategy\\_\(/Uploads/Public/Documents/place/lms2018.pdf\)](#)

### **Five-Year LMS Update**

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The Federal Emergency Management Agency requires that local governments update their LMS at least every five years. The Planning Department has been updating the adopted LMS in 2019-2020 by working with a planning subcommittee composed of local and state government staff, along with representatives of several non-profit organizations within the community. The Steering Committee has also met several times to discuss these proposed changes, as well as develop projects intended for hazard mitigation grant funding made available to counties affected by Hurricane Michael.

A draft of the LMS has been submitted to the State of Florida's Division of Emergency Management (DEM) for review. (DEM has authority under FEMA to review LMS plans for consistency with federal regulations.) A copy of this draft plan is linked below.

[Draft 2020 LMS Update \(/Uploads/Public/Documents/place/lms2020.pdf\)](#)

The public is encouraged to review this document and submit comments by mid-April as appropriate to the LMS Coordinator:

**Stephen M. Hodges, AICP**

Senior Planner, Comprehensive Planning & Urban Design

Tallahassee-Leon County Planning Department

Renaissance Center

435 N Macomb St., Tallahassee, FL 32310

850-891-6400 • [stephen.hodges@talgov.com](mailto:stephen.hodges@talgov.com) (<mailto:stephen.hodges@talgov.com>)

The Planning Department has scheduled a public meeting on March 24, 2020 from 5-7 p.m. to solicit input on the draft LMS prior to submitting this plan to the Tallahassee City Commission and the Leon County Board of County Commissioners for adoption on April 22, 2020 and April 28, 2020 respectively. This meeting was intended to be held at the Renaissance Center in Frenchtown. However, given the Coronavirus local and state emergency declarations, access to this building is not possible at this time or to any other public meeting spaces. Therefore, this meeting will have to be virtual (online). Details are being worked out presently.

There will also be additional opportunities for the public to provide comments as part of the adoption meetings with the Commissions. Please contact staff for details.

## **CONTACT INFO**

Tallahassee-Leon County Planning Department  
435 North Macomb Street  
Tallahassee FL 32301  
850-891-6400

Maps and Directions ([https://www.google.com/maps/place/435 North  
Macomb Street+Tallahassee+FL+32301](https://www.google.com/maps/place/435+North+Macomb+Street+Tallahassee+FL+32301))  
Contact Us (<mailto:planning@talgov.com>)

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**DISCLAIMER**

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# APPENDIX I:

Proposed Hazard Mitigation Projects  
for Hurricane Michael  
Hazard Mitigation Grant Program Funding

Priority Ranking	Project Name	Implementing Agency or Organization	Jurisdiction	Hazards Mitigated	Potential Funding Sources	Estimated Total Cost	Amount Requested (75% of Total)	Cumulative Amount Requests	25% Match	New, Deferred, Completed, or Deleted	Initiative(s) Project is Consistent With
1	Rural Fire Station Hardening (Stations #11 & #14)	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$886,000	\$664,500	\$664,500	\$221,500	New	#1
2	Fleet Facility Resilience	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$580,000	\$435,000	\$1,099,500	\$145,000	New	#1
3	Leon County Detention Facility Wind Entry Point Mitigation Project	Leon County Sheriff's Office	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,779,716	\$1,334,787	\$2,434,287	\$444,929	New	#1
4	Gemini Building Hardening	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$200,000	\$150,000	\$2,584,287	\$50,000	New	#1
5	Install Permanent Generators at Four Well Sites and Four Sewer Pump Lift Stations	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$517,000	\$387,750	\$2,972,037	\$129,250	New	#1
6	Power Redundancy at Pump Stations 167 and 141	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$464,000	\$348,000	\$3,320,037	\$116,000	New	#1
7	Electric Undergrounding for Pump Stations 74 and 22	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$530,000	\$397,500	\$3,717,537	\$132,500	New	#1
8	Jack McClean Park Resilience Hub	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$500,000	\$375,000	\$4,092,537	\$125,000	New	#1
9	Gemini Building Power Redundancy	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,400,000	\$1,050,000	\$5,142,537	\$350,000	New	#1
10	Raymond Tucker Road/Golden Pheasant/Windwood Hill Drainage Improvements	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$3,500,000	\$2,625,000	\$7,767,537	\$875,000	New	#9
11	Power Redundancy at Pump Stations 73, 99, & 118	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$696,000	\$522,000	\$8,289,537	\$174,000	New	#1
12	Leon County Detention Facility Roof Wind Mitigation Project	Leon County Sheriff's Office	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$8,070,930	\$6,053,198	\$14,342,735	\$2,017,733	New	#1
13	Baum Road Drainage Improvements	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$758,500	\$568,875	\$14,911,610	\$189,625	New	#9
14	Maylor Road Accessibility Enhancement and Flood Mitigation	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$3,220,000	\$2,415,000	\$17,326,610	\$805,000	New	#9
15	Utility Operations Center Resiliency	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$3,000,000	\$2,250,000	\$19,576,610	\$750,000	New	#1
16	Recovery Center Generators and Wind Mitigation Studies	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$957,100	\$717,825	\$20,294,435	\$239,275	New	#1



17	HOPE: New metal roof	BBHC	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$45,000	\$33,750	\$20,328,185	\$11,250	New	#1
18	Home Front: Purchase and installation of a generator to provide power to 52 residences as well as installation, permitting, and engineering	BBHC	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$299,000	\$224,250	\$20,552,435	\$74,750	New	#1
19	Balkin: Purchase and installation of a generator to include all 17 residences as well as installation, permitting, and engineering	BBHC	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$128,800	\$96,600	\$20,649,035	\$32,200	New	#1
20	Generator for Shelter	Capital City Youth Services	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$110,000	\$82,500	\$20,731,535	\$27,500	New	#1
21	Generator for Shelter	Refuge House	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$94,320	\$70,740	\$20,802,275	\$23,580	New	#1
22	Roof Replacement – Public Works Building	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$415,000	\$311,250	\$21,113,525	\$103,750	New	#1
23	Administration Building Wind Hazard Mitigation Project	Leon County Sheriff's Office	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,183,617	\$887,713	\$22,001,237	\$295,904	New	#1
24	Roof Replacement – Courthouse Main	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$500,000	\$375,000	\$22,376,237	\$125,000	New	#1
25	Installation of Safety Glass at the Kearney Center	CESC Health Services	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$23,408	\$17,556	\$22,393,793	\$5,852	New	#1
26	Upgrading Overhead Wire to Tree Wire	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$3,726,400	\$2,794,800	\$25,188,593	\$931,600	New	#1
27	Transmission Line Back feed	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,743,240	\$1,307,430	\$26,496,023	\$435,810	New	#1
28	Lake Henrietta Sediment Removal	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$1,440,000	\$1,080,000	\$27,576,023	\$360,000	New	#9
29	Westgate: Nine (9) house generators	CESC Health Services	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$915,000	\$686,250	\$28,262,273	\$228,750	New	#1
30	Roof Replacement – Orange Ave. Health Department	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$250,000	\$187,500	\$28,449,773	\$62,500	New	#1
31	Electrical Undergrounding in Medical Corridor	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$17,000,000	\$12,750,000	\$41,199,773	\$4,250,000	New	#1
32	Roof Replacement – Fort Braden Community Center	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$50,000	\$37,500	\$41,237,273	\$12,500	New	#1
33	Service Wire Overhead to Underground Conversions (25%)	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$6,930,250	\$5,197,688	\$46,434,961	\$1,732,563	New	#1

<b>34</b>	Roof Replacement – Main Library	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$400,000	\$300,000	\$46,734,961	\$100,000	New	#1
<b>35</b>	Pump Station 12 Replacement	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding, Extreme Temperatures	HMGP	\$7,000,000	\$5,250,000	\$51,984,961	\$1,750,000	New	#1
<b>36</b>	GIS 3D Modeling	Leon County	Leon County & City of Tallahassee	All	HMGP	\$80,000	\$60,000	\$52,044,961	\$20,000	New	#5, #15
<b>37</b>	Miracle Hill Permanent Generator	Miracle Hill	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$500,000	\$375,000	\$52,419,961	\$125,000	New	#1
<b>38</b>	Rural Fire Station Hardening (Stations #10, #12, & #13)	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,481,500	\$1,111,125	\$53,156,086	\$370,375	New	#1
	<b>TOTAL</b>					<b>\$71,374,781</b>	<b>\$53,531,086</b>		<b>\$17,843,695</b>		

## APPENDIX I:

### Hurricane Michael HMGP Mitigation Projects Summary Ranking

Project Name	Organization	Estimated Total Cost	Amount Requested (75% of Total)	Cumulative Amount Requests	25% Match	Total Scores	Rank
Rural Fire Station Hardening	City of Tallahassee	\$650,000	\$487,500	\$487,500	\$162,500	404	1
Fleet Facility Hardening	City of Tallahassee	\$580,000	\$435,000	\$922,500	\$145,000	374	2
Leon County Detention Facility Wind Entry Point Mitigation Project	Leon County Sheriff's Office	\$1,571,911	\$1,178,933	\$2,101,433	\$392,978	370	3
Gemini Building Hardening	City of Tallahassee	\$200,000	\$150,000	\$2,251,433	\$50,000	335	4
Install Permanent Generators at Four Well Sites and Four Sewer Pump Lift Stations	Talquin Electric Cooperative	\$517,000	\$387,750	\$2,639,183	\$129,250	311	5
Power Redundancy at Pump Stations 167 and 141	City of Tallahassee	\$464,000	\$348,000	\$2,987,183	\$116,000	304	6
Electric Undergrounding for Pump Stations 74 and 22	City of Tallahassee	\$530,000	\$397,500	\$3,384,683	\$132,500	303	7
Jack McClean Park Resilience Hub	City of Tallahassee	\$350,000	\$262,500	\$3,647,183	\$87,500	294	8
Gemini Building Power Redundancy	City of Tallahassee	\$1,400,000	\$1,050,000	\$4,697,183	\$350,000	290	9
Raymond Tucker Road/Golden Pheasant/Windwood Hill Drainage Improvements	Leon County	\$3,500,000	\$2,625,000	\$7,322,183	\$875,000	275	10
Power Redundancy at Pump Stations 73, 118 & 158	City of Tallahassee	\$696,000	\$522,000	\$7,844,183	\$174,000	264	11
Leon County Detention Facility Roof Wind Mitigation Project	Leon County Sheriff's Office	\$8,070,930	\$6,053,197	\$13,897,380	\$2,017,733	260	12
Baum Road Drainage Improvements	Leon County	\$758,500	\$568,875	\$14,466,255	\$189,625	255	13
Maylor Road Accessibility Enhancement and Flood Mitigation	Leon County	\$3,220,000	\$2,415,000	\$16,881,255	\$805,000	247	14
Utility Operations Center Resiliency	City of Tallahassee	\$3,000,000	\$2,250,000	\$19,131,255	\$750,000	224	15
Recovery Center Generators and Wind Mitigation Studies	Leon County	\$957,100	\$717,825	\$19,849,080	\$239,275	224	16
HOPE: Fund new roof	BBHC	\$20,000	\$15,000	\$19,864,080	\$5,000	203	17
Home Front: Purchase and installation of a generator	BBHC	\$10,000	\$7,500	\$19,871,580	\$2,500	201	18
Balkin: Purchase and installation of a generator	BBHC	\$10,000	\$7,500	\$19,879,080	\$2,500	197	19
Generator for Shelter	Capital City Youth Services	\$75,000	\$56,250	\$19,935,330	\$18,750	188	20
Generator for Shelter	Refuge House	\$94,320	\$70,740	\$20,006,070	\$23,580	187	21
Roof Replacement – Public Works Building	Leon County	\$415,000	\$311,250	\$20,317,320	\$103,750	187	22
Administration Building Wind Hazard Mitigation Project	Leon County Sheriff's Office	\$1,183,617	\$887,713	\$21,205,033	\$295,904	185	23
Roof Replacement – Courthouse Main	Leon County	\$500,000	\$375,000	\$21,580,033	\$125,000	182	24
The Dwellings: House generator	CESC Health Services	\$10,000	\$7,500	\$21,587,533	\$2,500	178	25
Upgrading Overhead Wire to Tree Wire	Talquin Electric Cooperative	\$3,726,400	\$2,794,800	\$24,382,333	\$931,600	176	26
Transmission Line Back feed	Talquin Electric Cooperative	\$1,743,240	\$1,307,430	\$25,689,763	\$435,810	174	27
Lake Henrietta Sediment Removal	Leon County	\$1,440,000	\$1,080,000	\$26,769,763	\$360,000	169	28
Westgate: Nine (9) house generators	CESC Health Services	\$90,000	\$67,500	\$26,837,263	\$22,500	168	29
Roof Replacement – Orange Ave. Health Department	Leon County	\$250,000	\$187,500	\$27,024,763	\$62,500	152	30
Roof Replacement – Fort Braden Community Center	Leon County	\$50,000	\$37,500	\$39,812,263	\$12,500	132	32
Electrical Undergrounding in Medical Corridor	City of Tallahassee	\$17,000,000	\$12,750,000	\$39,774,763	\$4,250,000	132	31
Service Wire Overhead to Underground Conversions (25%)	Talquin Electric Cooperative	\$6,930,250	\$5,197,688	\$45,009,951	\$1,732,563	131	33
Roof Replacement – Main Library	Leon County	\$400,000	\$300,000	\$45,309,951	\$100,000	128	34
Pump Station 12 Replacement	City of Tallahassee	\$7,000,000	\$5,250,000	\$50,559,951	\$1,750,000	113	35
GIS 3D Modeling	Leon County	\$80,000	\$60,000	\$50,619,951	\$20,000	65	36
Miracle Hill Permanent Generator	Miracle Hill	\$500,000	\$375,000	\$50,994,951	\$125,000	n/a	37
<b>TOTAL</b>		<b>\$67,993,268</b>	<b>\$50,994,951</b>		<b>\$16,998,318</b>		

## APPENDIX J:

### 2017 HMGP Proposed Projects Endorsement Letter



## TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT



28 April 2017

Mr. Miles Anderson, State Hazard Mitigation Officer  
Florida Division of Emergency Management  
2555 Shumard Oaks Boulevard  
Tallahassee, Florida 32399-2100

Re: Hazard Mitigation Grant Program (HMGP) applications for 4280-DRFL, Hurricane Hermine

Dear Mr. Anderson,

The City of Tallahassee/Leon County Local Mitigation Strategy (LMS) Steering Committee on February 8, 2017 unanimously endorsed, and then prioritized on April 18, 2017, the following projects for HMGP funding from 4280-DRFL, Hurricane Hermine. These projects align with our LMS goals and objectives as noted, and with the State's mitigation goals and objectives (in accordance with the Code of Federal Regulations 44§ 201.6).

The projects identified below also conform to the mitigation initiatives listed in our LMS. These initiatives include various broad programs and more narrowly defined projects intended to address and mitigate hazards identified in the LMS. Some of these programs and projects are narrowly focused, whereas others are more general in nature. All of the proposed local projects that will be submitted for funding were reviewed by the Steering Committee and found to be consistent with the hazard mitigation initiatives as previously established by the Committee in the LMS.

The City of Tallahassee/Leon County LMS group presents the projects below in the order in which they are to be considered for funding:

FEMA-4280-DR-FL

Funding Priority	Project Name or Description	Applicant	Goal/Objective Consistency/Implementation	LMS Initiative No.	Estimated Federal Share
1	Improving Operational Reliability of Water Supply Well #18	City of Tallahassee	Goal 1 Objective 1.2	1	\$150,000
2	Providing Redundant Electrical Circuits to the Main Pump Station #PS 149	City of Tallahassee	Goal 1 Objective 1.2	1	\$558,750
3	Permanent Generators at Branch Libraries and Community Centers	Leon County	Goal 1 Objective 1.2	1	\$669,000
4	Emergency Back-up Power Generator	2-1-1 Big Bend, Inc.	Goal 1 Objective 1.2	1	\$40,729.69
5	4908 Crooked Road Property Acquisition	Leon County Development Support and Environmental Management	Goal 1 Objectives 1.1, 1.3 & 1.8	1	\$95,856.60
6	12386 Waterfront Drive Structure Elevation	Leon County Development Support and Environmental Management	Goal 1 Objective 1.1	3	\$66,352.35
7	Tallahassee Memorial Hospital Generators	Tallahassee Memorial Hospital	Goal 1 Objective 1.2	1	\$461,662.50

For further information or inquiry, please contact Stephen Hodges at 850.891.6408 or at [stephen.hodges@talgov.com](mailto:stephen.hodges@talgov.com).

Sincerely,



Scott Weisman  
LMS Chair

cc: Cherie Bryant  
LMS Vice-Chair

SW/smh



TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT



February 21, 2020

Mr. Miles Anderson, State Hazard Mitigation Officer  
Florida Division of Emergency Management  
2555 Shumard Oaks Boulevard  
Tallahassee, Florida 32399-2100

Re: Hazard Mitigation Grant Program (HMGP) applications for Hurricane Michael (DR-4399)

Dear Mr. Anderson,

The City of Tallahassee/Leon County Local Mitigation Strategy (LMS) Steering Committee on February 20, 2020 unanimously endorsed a series of hazard mitigation projects proposed for DR-4399 (Hurricane Michael) HMGP funding. These projects have been deemed consistent with our LMS goals and objectives and with the State's mitigation goals and objectives in accordance with the Code of Federal Regulations 44§ 201.6. Attachment #1 indicates the proposed HMGP projects listed in the order in which they are to be considered for funding.

For further information or inquiry concerning the Committee, please contact Stephen Hodges at 850.891.6408 or at [stephen.hodges@talgov.com](mailto:stephen.hodges@talgov.com). Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brent Pell".

Brent Pell  
LMS Chair

Attachment:  
As Stated

cc: Abena Ojetayo  
LMS Vice-Chair

SW/smh



Priority Ranking	Project Name	Implementing Agency or Organization	Jurisdiction	Hazards Mitigated	Potential Funding Sources	Estimated Total Cost	Amount Requested (75% of Total)	Cumulative Amount Requests	25% Match	New, Deferred, Completed, or Deleted	Initiative(s) Project is Consistent With
1	Rural Fire Station Hardening (Stations #11 & #14)	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$886,000	\$664,500	\$664,500	\$221,500	New	#1
2	Fleet Facility Resilience	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$580,000	\$435,000	\$1,099,500	\$145,000	New	#1
3	Leon County Detention Facility Wind Entry Point Mitigation Project	Leon County Sheriff's Office	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,779,716	\$1,334,787	\$2,434,287	\$444,929	New	#1
4	Gemini Building Hardening	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$200,000	\$150,000	\$2,584,287	\$50,000	New	#1
5	Install Permanent Generators at Four Well Sites and Four Sewer Pump Lift Stations	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$517,000	\$387,750	\$2,972,037	\$129,250	New	#1
6	Power Redundancy at Pump Stations 167 and 141	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$464,000	\$348,000	\$3,320,037	\$116,000	New	#1
7	Electric Undergrounding for Pump Stations 74 and 22	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$530,000	\$397,500	\$3,717,537	\$132,500	New	#1
8	Jack McClean Park Resilience Hub	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$500,000	\$375,000	\$4,092,537	\$125,000	New	#1
9	Gemini Building Power Redundancy	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,400,000	\$1,050,000	\$5,142,537	\$350,000	New	#1
10	Raymond Tucker Road/Golden Pheasant/Windwood Hill Drainage Improvements	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$3,500,000	\$2,625,000	\$7,767,537	\$875,000	New	#9
11	Power Redundancy at Pump Stations 73, 99, & 118	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$696,000	\$522,000	\$8,289,537	\$174,000	New	#1
12	Leon County Detention Facility Roof Wind Mitigation Project	Leon County Sheriff's Office	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$8,070,930	\$6,053,198	\$14,342,735	\$2,017,733	New	#1
13	Baum Road Drainage Improvements	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$758,500	\$568,875	\$14,911,610	\$189,625	New	#9
14	Maylor Road Accessibility Enhancement and Flood Mitigation	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$3,220,000	\$2,415,000	\$17,326,610	\$805,000	New	#9
15	Utility Operations Center Resiliency	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$3,000,000	\$2,250,000	\$19,576,610	\$750,000	New	#1
16	Recovery Center Generators and Wind Mitigation Studies	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$957,100	\$717,825	\$20,294,435	\$239,275	New	#1

17	HOPE: New metal roof	BBHC	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$45,000	\$33,750	\$20,328,185	\$11,250	New	#1
18	Home Front: Purchase and installation of a generator to provide power to 52 residences as well as installation, permitting, and engineering	BBHC	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$299,000	\$224,250	\$20,552,435	\$74,750	New	#1
19	Balkin: Purchase and installation of a generator to include all 17 residences as well as installation, permitting, and engineering	BBHC	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$128,800	\$96,600	\$20,649,035	\$32,200	New	#1
20	Generator for Shelter	Capital City Youth Services	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$110,000	\$82,500	\$20,731,535	\$27,500	New	#1
21	Generator for Shelter	Refuge House	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$94,320	\$70,740	\$20,802,275	\$23,580	New	#1
22	Roof Replacement – Public Works Building	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$415,000	\$311,250	\$21,113,525	\$103,750	New	#1
23	Administration Building Wind Hazard Mitigation Project	Leon County Sheriff's Office	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,183,617	\$887,713	\$22,001,237	\$295,904	New	#1
24	Roof Replacement – Courthouse Main	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$500,000	\$375,000	\$22,376,237	\$125,000	New	#1
25	Installation of Safety Glass at the Kearney Center	CESC Health Services	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$23,408	\$17,556	\$22,393,793	\$5,852	New	#1
26	Upgrading Overhead Wire to Tree Wire	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$3,726,400	\$2,794,800	\$25,188,593	\$931,600	New	#1
27	Transmission Line Back feed	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,743,240	\$1,307,430	\$26,496,023	\$435,810	New	#1
28	Lake Henrietta Sediment Removal	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding	HMGP	\$1,440,000	\$1,080,000	\$27,576,023	\$360,000	New	#9
29	Westgate: Nine (9) house generators	CESC Health Services	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$915,000	\$686,250	\$28,262,273	\$228,750	New	#1
30	Roof Replacement – Orange Ave. Health Department	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$250,000	\$187,500	\$28,449,773	\$62,500	New	#1
31	Electrical Undergrounding in Medical Corridor	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$17,000,000	\$12,750,000	\$41,199,773	\$4,250,000	New	#1
32	Roof Replacement – Fort Braden Community Center	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$50,000	\$37,500	\$41,237,273	\$12,500	New	#1
33	Service Wire Overhead to Underground Conversions (25%)	Talquin Electric Cooperative	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$6,930,250	\$5,197,688	\$46,434,961	\$1,732,563	New	#1

<b>34</b>	Roof Replacement – Main Library	Leon County	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$400,000	\$300,000	\$46,734,961	\$100,000	New	#1
<b>35</b>	Pump Station 12 Replacement	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Flooding, Extreme Temperatures	HMGP	\$7,000,000	\$5,250,000	\$51,984,961	\$1,750,000	New	#1
<b>36</b>	GIS 3D Modeling	Leon County	Leon County & City of Tallahassee	All	HMGP	\$80,000	\$60,000	\$52,044,961	\$20,000	New	#5, #15
<b>37</b>	Miracle Hill Permanent Generator	Miracle Hill	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$500,000	\$375,000	\$52,419,961	\$125,000	New	#1
<b>38</b>	Rural Fire Station Hardening (Stations #10, #12, & #13)	City of Tallahassee	Leon County & City of Tallahassee	Hurricanes and Tropical Storms, Severe Storms, Extreme Temperatures	HMGP	\$1,481,500	\$1,111,125	\$53,156,086	\$370,375	New	#1
	<b>TOTAL</b>					<b>\$71,374,781</b>	<b>\$53,531,086</b>		<b>\$17,843,695</b>		

## APPENDIX L:

### Glossary of Natural Hazard and Mitigation Terms

## Glossary of Natural Hazard and Mitigation Terms

The following terms are used in the field of hazard mitigation, or describe community facilities, federal programs, processes, or elements of a hazard mitigation or community recovery program.

*Aquifer Recharge Areas:* Areas contributing to or providing volumes of water, which make a contribution to the storage or regional flow of an aquifer.

*Base Flood Elevation (BFE):* The highest elevation, expressed in feet above sea level, of the level of flood waters occurring in the regulatory base flood (i.e. 100-year flood event).

*Building Codes:* Regulations adopted by local government that establish standards for construction, modification, and repair of buildings and other structures.

*Coastal High Hazard Area (CHA):* Evacuation zone for a Category 1 hurricane as established in the Tampa Bay Regional Planning Council's Hurricane Evacuation Study.

*Community Development Block Grants (CDBG):* The objective of the CDBG program is to facilitate the development of viable urban communities by providing decent housing and a suitable living environment, while expanding economic opportunities primarily for persons of low and moderate incomes. Funds must be used so as to give maximum feasible priority to activities which will carry out one of the three broad national objectives of: benefit to low and moderate income families; or aid in the prevention or elimination of slums or blight; or activities designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community.

*Community Rating System (CRS):* An initiative of the Federal Insurance Administration to encourage increased efforts in the reduction of flood losses, facilitate accurate insurance ratings and promote the awareness of flood insurance.

*Comprehensive Emergency Management Plan (CEMP):* Required by Florida Statutes and addresses the four inter-related phases of emergency management: preparedness, response, recovery and mitigation.

*Critical Facilities:* A structure from which essential services and functions for victim survival, continuation of public safety actions, and/or disaster recovery are performed or provided. These may include one or more of the following: Hospitals, nursing homes, medical service facilities, convalescent and assisted living facilities; police stations, fire stations, storage of critical records; government buildings and law enforcement offices; evacuation shelters and emergency operation centers that are needed for flood response activities before, during, or after a flood; and public and private utility (water and wastewater) facilities that are vital to maintaining or restoring normal services to flooded areas before, during, and after a flood; radio/cellular/TV towers; schools and universities; landfills; and structures or facilities that produce, use, or store highly volatile, flammable, explosive, toxic and/or water-reactive materials. The term includes facilities that are assigned Risk Category III and Risk Category IV pursuant to the Florida Building Code, Building.

*Cultural Facilities:* Establishments such as museums or art galleries of an historic, educational or cultural interest that are not operated commercially.

## Glossary of Natural Hazard and Mitigation Terms

*Development:* The carrying out of any building activity or mining operation, the making of any material change in the use or appearance of any structure or land, or the dividing of land into three or more parcels.

*Disaster:* Any natural, technological, or civil emergency that causes damage of sufficient severity and magnitude to result in a request for a declaration of a state of emergency or disaster by a community or state to the President of the United States. Disasters are identified by the severity of resulting damage, as follows:

- Minor Disaster: A disaster that is likely to be within the response capabilities of local government and to result in only a minimal need for State or Federal assistance.
- Major Disaster: A disaster that will likely exceed local capabilities and require a broad range of State and Federal assistance.
- Catastrophic Disaster: A disaster that will require massive state and federal assistance, including immediate military involvement.

*Drainage:* Surface water runoff or the removal of surface water or groundwater from land by drains, grading or other means.

*Emergency Management, Preparedness and Assistance (EMPA) Trust Fund Grant Program:* Competitive grant for the state or regional agencies, local governments and private non-profit organizations for the implementation of projects that will further state and local emergency management objectives.

*Evacuation Routes:* Routes designated by Pasco County Office of Emergency Management and the Tampa Bay Regional Planning Council for the movement of persons to safety in the event of a hurricane.

*Floodplain Management Plan:* The operation of a program containing corrective and preventive measures for reducing flood damage including, but not limited to, flood control projects, floodplain land use regulations, flood proofing of buildings and emergency preparedness plans.

*Flood-prone Areas:* Areas inundated during a 100-year event or areas identified by the National Flood Insurance Program as an "A Zone" on Flood Insurance Rate Maps or Flood Hazard Boundary Maps.

*Goal:* Long-term end toward which programs or activities are ultimately directed.

*Habitat:* The particular natural community or communities that typically support a population of a particular plant or animal species.

*Hazardous Material:* Any substance or material in a quantity or form which may be harmful to humans, animals, crops, water systems, or other elements of the environment if accidentally released. Hazardous materials include: explosives, gases (compressed, liquefied, or dissolved), flammable and combustible liquids, flammable solids or substances, oxidizing substances, poisonous and infectious substances, radioactive materials and corrosives.

*Hazard Mitigation Grant Program (HMGP):* The program operates under the authority of Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act. Section 404 provides to eligible applicants 75/25 (75% federal/25% local) matching funds to implement

## Glossary of Natural Hazard and Mitigation Terms

immediate and long-term hazard mitigation measures. Up 15% of the combined Public Assistance (PA) and Individual Assistance (IA) funding distributed during any single disaster is available to fund hazard mitigation projects. Section 406 is site-specific mitigation that is written if authorized by the federal/state/local officials and is in accordance with any applicable rules and regulations.

*Historic Resources:* All areas, districts or sites containing properties listed on the Florida Master Site File, the National Register of Historic Places, or designated by a local government as historically, architecturally, or archaeologically significant.

*Hurricane Shelter:* A structure which meets the shelter selection guidelines, designated by local officials to be pre-identified for sheltering residents during a hurricane.

*Infrastructure:* Man-made structures which serve the common needs of the population, such as: sewage disposal systems, potable water systems, potable water wells serving a system, solid waste disposal sites or retention areas, stormwater systems, utilities, piers, docks, wharves, breakwaters, bulkheads, seawalls, bulwarks, revetments, causeways, marinas, navigation channels, bridges and roadways.

*Local Mitigation Strategy (LMS):* Plan developed to minimize negative impacts (potential loss of life or property damage) from a natural, man-made or technological disaster.

*Long-Term Temporary Housing:* Tents, mobile homes, suitable rental housing, or other readily fabricated dwellings set-up for residents to live in until they are able to return to their own homes or find new homes. Utilization of this type of housing can last up to six months or longer.

*Mitigate:* To offset or reduce negative impacts through measures such as, but not limited to:

- Not taking action or parts of certain action.
- Limiting the degree or magnitude of the action.
- Repairing, rehabilitating, or restoring the affected resources.
- Preserving and maintaining operations over time during the life of the action, and
- Replacing or providing substitute resources or environment.

*Mobile Home:* A structure, transportable in one or more sections, twelve (12) body feet or more in width, and over forty (40) feet in length, which is built upon an integral chassis and designed to be used as a dwelling unit with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained herein. If fabricated after June 15, 1976, each section shall bear a HUD label certifying that it was built in compliance with Federal Manufacturing Home Construction and Safety Standards 42 USC 5401 and 24 CR 3282 and 3283.

*Mobile Home Park:* A mobile home development consisting of a parcel of land under single ownership which has been, or is proposed to be, planned and improved for the placement of mobile homes for non-transient use.

*Mobile Home Space:* A plot of land for placement one mobile home within a mobile home park.

## Glossary of Natural Hazard and Mitigation Terms

*National Flood Insurance Program (NFIP):* A federal program, which authorizes the sale of federally subsidized flood insurance in communities that agree to adopt and implement flood mitigation strategies and regulations.

*Non-Special Flood Hazard Area (NSFHA):* Moderate-to-low risk areas where the risk of being flooded is reduced but not completely removed. These areas submit over 20% of NFIP claims and receive one-third of disaster assistance for flooding. Flood insurance isn't federally required in moderate-to-low areas, but it is recommended for all property owners and renters. They are shown on FIRMs as zones labeled with the letters B, C or X (or a shaded X).

*Objective:* A specific, measurable, intermediate end that is achievable and marks progress toward a goal.

*Open Space:* Undeveloped lands suitable for passive recreation or conservation uses.

*Post-Disaster Recovery:* Long-term activity designed to return life to normal or improved levels following a disaster.

*Project Impact:* FEMA initiative that challenges communities to take actions that protect families, businesses and property by reducing the effects of natural disasters.

*Public Facilities:* Systems or facilities falling into categories such as transportation, sewer, solid waste, drainage, potable water, educational, parks and recreation, and public health.

*Recreational Vehicle:* Vehicle type unit primarily designed as temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle.

*Recreational Vehicle (RV) Park:* Place set aside and offered by a person, for either direct or indirect remuneration of the owner, leaser, or operator of such place, for the parking, accommodation, or rental of five or more recreational vehicles or tents; and the group camping and similar recreational facilities.

*Retrofit:* Corrective measures taken on an existing structure to minimize damage caused by water, wind and fire.

*Runoff:* The part of the rainfall that travels to surface streams and water bodies via surface or subsurface routes.

*Special Flood Hazard Area (SFHA):* High-risk areas where there is at least a 1 in 4 chance of flooding during a 30-year mortgage. All home and business owners in these areas with mortgages from federally regulated or insured lenders are required to buy flood insurance. These areas are shown on the FIRMs as zones labeled with the letters A or V.

*Storm Surge:* The abnormal rise in water level caused by the wind and pressure forces of a hurricane or tropical storm. Storm surge produces most of the flood damage and drowning associated with storms that make landfall or that closely approach the coastline.

*Stormwater:* Flow of water resulting from a rainfall event.

*Subdivision:* The division of land, lot, tract or parcel into two or more lots, parcels, plats or sites, or other divisions of land for the purpose of sale, lease, offer, or (immediate or future)



## Glossary of Natural Hazard and Mitigation Terms

development. The term also includes the division of residential, commercial, industrial, agricultural, or other land by means such as deed, metes and bounds description, lease, map or plat.

*Undetermined-Risk Areas:* No flood-hazard analysis has been conducted in these areas, but a flood risk still exists. Flood insurance rates reflect the uncertainty of the flood risk. These areas are labeled with the letter D on the FIRMs.

*Wetlands:* Areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soils.

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #13**

# Leon County Board of County Commissioners

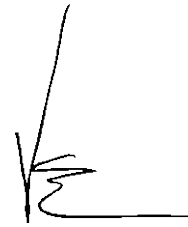
## Agenda Item #13

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Coronavirus Aid, Relief, and Economic Security Act Funding



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Chad Abrams, Chief, Emergency Medical Services
<b>Lead Staff/ Project Team:</b>	Timothy Carlson, EMS Financial Compliance Manager

### **Statement of Issue:**

This item seeks Board approval to accept Coronavirus Aid, Relief, and Economic Security (CARES) Act Provider Relief Funding for Leon County Emergency Medical Services in the amount of \$193,075.

### **Fiscal Impact:**

This item has a fiscal impact. The additional funding received would be used to prevent, prepare for, and respond to the coronavirus pandemic in Leon County.

### **Staff Recommendation:**

Option #1: Approve the Resolution and Budget Amendment (Attachment #1) accepting the Coronavirus Aid, Relief, and Economic Security (CARES) Act Provider Relief Funding for Leon County Emergency Medical Services in the amount of \$193,075 and authorize the County Administrator to execute any required documentation.

## **Report and Discussion**

### **Background:**

On March 27, 2020 the Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law. The CARES Act provides \$100 billion in relief funds to health care providers on the front lines of the coronavirus response. The funding is designated to support health care related expenses or lost revenue attributable to COVID-19 and to ensure Americans can get testing and treatment for COVID-19.

As a health care provider that receives fee-for-service Medicare reimbursements, Leon County Emergency Medical Services (EMS) is eligible to receive CARES funding.

### **Analysis:**

The amount of funding is based on the provider's share of the total fee-for-service Medicare reimbursements in 2019 and EMS will receive \$193,075 in funding. These are direct payments from the federal government, not loans, and will not need to be repaid.

As a condition of receiving these funds, the County must agree to not seek collection of out of pocket payments for COVID-19 related treatment services, otherwise known as balance billing. EMS staff will work with our billing vendor to ensure a good faith effort in complying with this condition.

Additional terms include but are not limited to: certifying that funds are only used to prevent, prepare for, and respond to the coronavirus pandemic; submit required reporting to the Department of Health and Human Services to ensure compliance; and maintain appropriate records and cost documentation as required under the Code of Federal Regulations (Attachment #2).

Disbursement of CARES Act funds to providers is currently underway. Within 30 days of receiving the payment, providers must sign an attestation on the U.S. Department of Health and Human Services web portal confirming receipt of the funds and agreeing to the terms and conditions of the payment.

### **Options:**

1. Approve the Resolution and Budget Amendment (Attachment #1) accepting the Coronavirus Aid, Relief, and Economic Security (CARES) Act Provider Relief Funding for Leon County Emergency Medical Services (EMS) in the amount of \$193,075 and authorize the County Administrator to execute any required documentation.
2. Do not approve acceptance of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Provider Relief Funding in the amount of approximately \$193,075.
3. Board direction.

### **Recommendation:**

Option #1

Attachments:

1. Resolution and Budget Amendment
2. Health and Human Services Relief Fund Payment Terms and Conditions

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2019/2020; 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 28<sup>th</sup> day of April, 2020.

LEON COUNTY, FLORIDA

BY: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTEST:  
Gwendolyn Marshall, Clerk of the Court and Comptroller  
Leon County, Florida

BY: \_\_\_\_\_

Approved as to Form:  
Leon County Attorney's Office

BY: \_\_\_\_\_  
Chasity H. O'Steen, Esq.  
County Attorney

## FISCAL YEAR 2019/2020 BUDGET AMENDMENT REQUEST

No: BAB20016  
Date: 4/16/2020

Agenda Item No: \_\_\_\_\_  
Agenda Item Date: 4/28/2020

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>				
125	000	331109	000	CARES Act Funding - HHS	-	193,075	193,075
<b>Subtotal:</b>						193,075	

#### 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>				
125	961063	55200	526	EMS COVID-19 Response	-	193,075	193,075
<b>Subtotal:</b>						193,075	

### Purpose of Request

This budget amendment appropriates \$193,075 from the Coronavirus Aid, Relief and Economic Security Act (CARES Act) that would be used to prevent, prepare for, and respond to the coronavirus pandemic in Leon County for FY 2020 from the Department Health and Human Services.

Group/Program Director

Budget Manager

Scott Ross, Director, Office of Financial Stewardship

Approved By: Resolution ☒

Motion ☐

Administrator ☐

### Relief Fund Payment Terms and Conditions

- The Payment means the funds received from the Public Health and Social Services Emergency Fund (“Relief Fund”). The Recipient means the healthcare provider, whether an individual or an entity, receiving the Payment.
- The Recipient certifies that it billed Medicare in 2019; provides or provided after January 31, 2020 diagnoses, testing, or care for individuals with possible or actual cases of COVID-19; is not currently terminated from participation in Medicare; is not currently excluded from participation in Medicare, Medicaid, and other Federal health care programs; and does not currently have Medicare billing privileges revoked.
- The Recipient certifies that the Payment will only be used to prevent, prepare for, and respond to coronavirus, and shall reimburse the Recipient only for health care related expenses or lost revenues that are attributable to coronavirus.
- The Recipient certifies that it will not use the Payment to reimburse expenses or losses that have been reimbursed from other sources or that other sources are obligated to reimburse.
- The Recipient shall submit reports as the Secretary determines are needed to ensure compliance with conditions that are imposed on this Payment, and such reports shall be in such form, with such content, as specified by the Secretary in future program instructions directed to all Recipients.
- Not later than 10 days after the end of each calendar quarter, any Recipient that is an entity receiving more than \$150,000 total in funds under the Coronavirus Aid, Relief, and Economics Security Act (P.L. 116-136), the Coronavirus Preparedness and Response Supplemental Appropriations Act (P.L. 116-123), the Families First Coronavirus Response Act (P.L. 116-127), or any other Act primarily making appropriations for the coronavirus response and related activities, shall submit to the Secretary and the Pandemic Response Accountability Committee a report. This report shall contain: the total amount of funds received from HHS under one of the foregoing enumerated Acts; the amount of funds received that were expended or obligated for reach project or activity; a detailed list of all projects or activities for which large covered funds were expended or obligated, including: the name and description of the project or activity, and the estimated number of jobs created or retained by the project or activity, where applicable; and detailed information on any level of sub-contracts or subgrants awarded by the covered recipient or its subcontractors or subgrantees, to include the data elements required to comply with the Federal Funding Accountability and Transparency Act of 2006 allowing aggregate reporting on awards below \$50,000 or to individuals, as prescribed by the Director of the Office of Management and Budget.
- The Recipient shall maintain appropriate records and cost documentation including, as applicable, documentation required by 45 CFR § 75.302 – Financial management and 45 CFR § 75.361 through 75.365 – Record Retention and Access, and other information required by future program instructions to substantiate the reimbursement of costs under



this award. The Recipient shall promptly submit copies of such records and cost documentation upon the request of the Secretary, and Recipient agrees to fully cooperate in all audits the Secretary, Inspector General, or Pandemic Response Accountability Committee conducts to ensure compliance with these Terms and Conditions.

- The Secretary has concluded that the COVID-19 public health emergency has caused many healthcare providers to have capacity constraints. As a result, patients that would ordinarily be able to choose to receive all care from in-network healthcare providers may no longer be able to receive such care in-network. Accordingly, for all care for a possible or actual case of COVID-19, Recipient certifies that it will not seek to collect from the patient out-of-pocket expenses in an amount greater than what the patient would have otherwise been required to pay if the care had been provided by an in-network Recipient.

The following statutory provisions also apply:

### **General Provisions in FY 2020 Consolidated Appropriation**

**SEC. 202. Executive Pay.** None of the funds appropriated in this title shall be used to pay the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.

**SEC. 210. Funding Prohibition for Gun Control Advocacy.** None of the funds made available in this title may be used, in whole or in part, to advocate or promote gun control.

### **SEC. 503. Lobbying**

(a) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local

legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

#### **SEC. 506. Prohibits Use of Federal Funds for Abortions.**

(a) None of the funds appropriated in this Act, and none of the funds in any trust fund to which funds are appropriated in this Act, shall be expended for any abortion.

(b) None of the funds appropriated in this Act, and none of the funds in any trust fund to which funds are appropriated in this Act, shall be expended for health benefits coverage that includes coverage of abortion.

(c) The term “health benefits coverage” means the package of services covered by a managed care provider or organization pursuant to a contract or other arrangement.

#### **SEC. 507 Limitations on Abortion Funding Prohibition**

(a) The limitations established in the preceding section shall not apply to an abortion—

(1) if the pregnancy is the result of an act of rape or incest; or

(2) in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed.

(b) Nothing in the preceding section shall be construed as prohibiting the expenditure by a State, locality, entity, or private person of State, local, or private funds (other than a State’s or locality’s contribution of Medicaid matching funds).

(c) Nothing in the preceding section shall be construed as restricting the ability of any managed care provider from offering abortion coverage or the ability of a State or locality to contract separately with such a provider for such coverage with State funds (other than a State’s or locality’s contribution of Medicaid matching funds).

(d)(1) None of the funds made available in this Act may be made available to a Federal agency or program, or to a State or local government, if such agency, program, or government subjects

any institutional or individual health care entity to discrimination on the basis that the health care entity does not provide, pay for, provide coverage of, or refer for abortions.

(2) In this subsection, the term “health care entity” includes an individual physician or other health care professional, a hospital, a provider-sponsored organization, a health maintenance organization, a health insurance plan, or any other kind of health care facility, organization, or plan.

#### Prohibits Use of Funds for Embryo Research

### **SEC. 508. Prohibits Use of Funds for Embryo Research**

(a) None of the funds made available in this Act may be used for—

(1) the creation of a human embryo or embryos for research purposes; or

(2) research in which a human embryo or embryos are destroyed, discarded, or knowingly subjected to risk of injury or death greater than that allowed for research on fetuses in utero under 45 CFR 46.204(b) and section 498(b) of the Public Health Service Act (42 U.S.C. 289g(b)).

(b) For purposes of this section, the term “human embryo or embryos” includes any organism, not protected as a human subject under 45 CFR 46 as of the date of the enactment of this Act, that is derived by fertilization, parthenogenesis, cloning, or any other means from one or more human gametes or human diploid cells.

### **SEC. 509. Prohibits Promotion of Legalization of Controlled Substances**

(a) None of the funds made available in this Act may be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established by section 202 of the Controlled Substances Act except for normal and recognized executive-congressional communications.

(b) The limitation in subsection (a) shall not apply when there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance or that federally sponsored clinical trials are being conducted to determine therapeutic advantage.

### **SEC. 515. (b) Prohibits Asking Candidates for Federal Scientific Advisory Committees Their Political Affiliations; Prohibits Distribution of Intentionally False Information**

(b) None of the funds made available in this Act may be used to disseminate information that is deliberately false or misleading.

### **SEC. 520. Pornography.**

(a) None of the funds made available in this Act may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.

(b) Nothing in subsection (a) shall limit the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

**SEC. 521. Prohibits Funding ACORN or Its Affiliates or Subsidiaries.** None of the funds made available under this or any other Act, or any prior Appropriations Act, may be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, allied organizations, or successors.

### **SEC. 527. Prohibits Federal Funding for Needle Exchange Except in Limited**

**Circumstances.** Notwithstanding any other provision of this Act, no funds appropriated in this Act shall be used to purchase sterile needles or syringes for the hypodermic injection of any illegal drug: *Provided*, That such limitation does not apply to the use of funds for elements of a program other than making such purchases if the relevant State or local health department, in consultation with the Centers for Disease Control and Prevention, determines that the State or local jurisdiction, as applicable, is experiencing, or is at risk for, a significant increase in hepatitis infections or an HIV outbreak due to injection drug use, and such program is operating in accordance with State and local law.

### **Government-wide General Provisions**

**SEC. 718. Propaganda.** No part of any appropriation contained in this or any other Act shall be used directly or indirectly, including by private contractor, for publicity or propaganda purposes within the United States not heretofore authorized by the Congress.

**SEC. 732. Privacy Act.** None of the funds made available in this Act may be used in contravention of section 552a of title 5, United States Code (popularly known as the Privacy Act), and regulations implementing that section.

### **SEC. 742. Confidentiality Agreements.**

(a) None of the funds appropriated or otherwise made available by this or any other Act may be available for a contract, grant, or cooperative agreement with an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from

lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(b) The limitation in subsection (a) shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

### **SEC. 743. Nondisclosure Agreements**

(a) No funds appropriated in this or any other Act may be used to implement or enforce the agreements in Standard Forms 312 and 4414 of the Government or any other nondisclosure policy, form, or agreement if such policy, form, or agreement does not contain the following provisions: “These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this SEC. 743. (a) No funds appropriated in this or any other Act may be used to implement or enforce the agreements in Standard Forms 312 and 4414 of the Government or any other nondisclosure policy, form, or agreement if such policy, form, or agreement does not contain the following provisions: “These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.”: *Provided*, That notwithstanding the preceding provision of this section, a nondisclosure policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure forms shall also make it clear that they do not bar disclosures to Congress, or

to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

(b) A nondisclosure agreement may continue to be implemented and enforced notwithstanding subsection (a) if it complies with the requirements for such agreement that were in effect when the agreement was entered into.

(c) No funds appropriated in this or any other Act may be used to implement or enforce any agreement entered into during fiscal year 2014 which does not contain substantially similar language to that required in subsection (a).

**SEC. 744. Unpaid Federal Tax Liability.** None of the funds made available by this or any other Act may be used to enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

**SEC. 745. Criminal Felony Limitation.** None of the funds made available by this or any other Act may be used to enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless a Federal agency has considered suspension or debarment of the corporation and has made a determination that this further action is not necessary to protect the interests of the Government.

### **Other Appropriations Provisions**

**42 U.S.C. 289d note** No funds appropriated under this Act or subsequent Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Acts shall be used by the National Institutes of Health, or any other Federal agency, or recipient of Federal funds on any project that entails the capture or procurement of chimpanzees obtained from the wild. For purposes of this section, the term ‘recipient of Federal funds’ includes private citizens, corporations, or other research institutions located outside of the United States that are recipients of Federal funds.

### **Other Statutory Provisions**

### **Trafficking in Persons**

This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104)

#### ***a. Provisions applicable to a recipient that is a private entity.***

1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not
  - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
  - ii. Procure a commercial sex act during the period of time that the award is in effect; or
  - iii. Use forced labor in the performance of the award or subawards under the award.
2. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
  - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
  - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either-
    - A. Associated with performance under this award; or
    - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR part 376.

#### ***b. Provision applicable to a recipient other than a private entity.***

- We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity-
1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
  2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either
    - i. Associated with performance under this award; or
    - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR part 376

#### ***c. Provisions applicable to any recipient.***

1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term
2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
  - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
  - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.

3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.

**d. Definitions.** For purposes of this award term:

1. "Employee" means either:

- i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
- ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

3. "Private entity":

- i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.

ii. Includes:

A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).

B A for-profit organization.

4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102)

**Whistleblower Protections**

You are hereby given notice that the 48 CFR section 3.908, implementing section 828, entitled "Pilot

Program for Enhancement of Contractor Employee Whistleblower protections," of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 (Pub. L. 112-239, enacted January 2,

2013) applies to this award.

**Human Subjects Protections**

If any activities under this project will involve human subjects in any research activities, you must provide satisfactory assurance of compliance with the participant protection requirement of the HHS/OASH Office of Human Research Protection (OHRP) prior to implementation of those research components. This assurance should be submitted to the OHRP in accordance with the appropriate regulations.

**Fraud, Abuse and Waste:**

The HHS Inspector General accepts tips and complaints from all sources about potential fraud, waste, abuse, and mismanagement in Department of Health and Human Services' programs.



Your information will be reviewed promptly by a professional staff member. Due to the high volume of information that they receive, they are unable to reply to submissions. You may reach the OIG through various channels.

Internet: <https://forms.oig.hhs.gov/hotlineoperations/index.aspx>

Phone: 1-800-HHS-TIPS (1-800-447-8477)

Mail: US Department of Health and Human Services

Office of Inspector General

ATTN: OIG HOTLINE OPERATIONS

PO Box 23489

Washington, DC 20026

For additional information visit <https://oig.hhs.gov/fraud/report-fraud/index.asp>

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #14**

# Leon County Board of County Commissioners

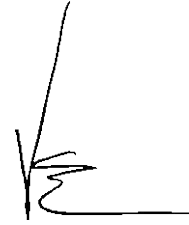
## Agenda Item #14

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Leon County 2021-2023 State Housing Initiatives Partnership Local Housing Assistance Plan



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Shington Lamy, Director, Office of Human Services & Community Partnerships
<b>Lead Staff/ Project Team:</b>	Matthew Wyman, Housing Services Manager

### **Statement of Issue:**

This item seeks Board approval of the proposed Leon County State Housing Initiatives Partnership Local Housing Assistance Plan (SHIP-LHAP) for the 2020-2021, 2021-2022 and 2022-2023 funding years and adoption of the associated Resolution.

### **Fiscal Impact:**

This item has a fiscal impact. Based on the budget approved by State Legislature, the County will be eligible to receive \$1.1 million for the 2021 State Fiscal Year upon adoption of a County SHIP-LHAP in accordance with Section 420.9076, Florida Statutes.

### **Staff Recommendation:**

Option #1: Approve the proposed 2021 – 2023 Leon County State Housing Initiatives Partnership Local Housing Assistance Plan (Attachment #1) and adopt the associated Resolution (Attachment #2).

## **Report and Discussion**

### **Background:**

This item seeks Board approval of the proposed Leon County State Housing Initiatives Partnership Local Housing Assistance Plan (SHIP-LHAP) for the 2020-2021, 2021-2022 and 2022-2023 funding years and adoption of the associated Resolution.

In accordance with Rule 67-37.005 of the Florida Administrative Code, local governments must submit a new SHIP-LHAP every three years prior to May 2 of the year in which the active SHIP-LHAP (2018-2020) will expire. The County's current Local Housing Assistance Plan will expire on June 30, 2020.

The State Housing Initiatives Partnership (SHIP), administered by the Florida Housing Finance Corporation (FHFC), is the primary source of funding for the County's affordable housing programs and services administered by the Division of Housing Services. Local governments that receive SHIP funds are required to maintain a Local Housing Assistance Plan (LHAP) pursuant to Section 420.9076, Florida Statutes. The SHIP-LHAP serves as Board policy that governs the services and activities of affordable housing programs funded by SHIP.

On February 11, 2020, the Board repealed and eliminated policies that were redundant and in conflict with the 2018-2020 SHIP-LHAP. The SHIP-LHAP specifies the eligibility criteria for recipients of County housing programs funded by SHIP (e.g. Home Rehabilitation, Emergency Repair and Disaster Recovery).

In addition to the LHAP, local governments that receive SHIP funds must appoint an Affordable Housing Advisory Committee (AHAC) to review and provide the Board policy recommendations that support affordable housing, including the SHIP-LHAP. On March 10, 2020, the Board approved the AHAC recommendations to be incorporated into the proposed Leon County SHIP-LHAP for FY 2021-2023.

### **Analysis:**

SHIP funds are used to support housing programs and services for eligible applicants (very low, low and moderate income) that reside in unincorporated Leon County. The Leon County SHIP-LHAP establishes the County's affordable housing strategies (i.e. housing programs) that will be implemented with SHIP funds over the next three-year period. The strategies outlined in the proposed SHIP-LHAP for 2020-2021, 2021-2022 and 2022-2023 are as follows:

- Down Payment Assistance
- Home Ownership Development
- Home Rehabilitation
- Home Replacement
- Emergency Housing Repair and Housing Resilience
- Disaster Recovery

- Foreclosure Avoidance
- Rental Development & Rehabilitation
- Housing Rental Assistance

With the exception of Down Payment Assistance and Home Ownership Development, all other strategies are a part of the current 2018-2020 LHAP (Attachment #3) and have been incorporated into the proposed 2021-2023 LHAP. These strategies continue to be effective in addressing housing needs. The current SHIP-LHAP has enabled the County to invest nearly \$1.5 million in assistance to more than 80 residents.

The Down Payment Assistance (DPA) strategy consolidates two strategies in the current LHAP (Purchase Assistance for Existing Units without Repair and Purchase Assistance for Existing Units Needing Repair) to eliminate redundant language and provide consistency in the terms and eligibility requirements. Most of the terms and requirements of the DPA program in the proposed LHAP are approved strategies used in the current LHAP; however, the following terms are new and recommend by the AHAC and FHC:

- A resident's total liquid assets may not exceed Thirty Thousand Dollars (\$30,000) to ensure limited SHIP funds are provided to residents with the highest needs. Liquid assets include all assets that can be accessed without penalty, employer paid retirement, IRAs, or other tax-advantaged accounts that cannot be accessed by an owner without penalty for early withdrawal are excluded from the total liquid assets. However, the asset limitation is suspended during recovery from a declared disaster. This would also be incorporated into the Home Rehabilitation, Home Replacement, Emergency Repair and Disaster Recovery program strategies.
- Homes in a 100-year flood plain are not eligible. Homes in a 100-year flood plain require a significant level of insurance including flood insurance which limits affordability.

Additionally, as recommended by the AHAC, the DPA strategy assists in the purchase of new and existing homes as well as homes purchased from a community land trust (CLT). A CLT is a tool used to promote affordable housing. Under the CLT model the value of the land is separated from the value of the home and is held under a 99-year ground lease. The CLT acquires, manages and retains ownership of the land while the CLT sells the home. Because the land is leased by the CLT and held separately from the home, the price of the home is limited to the value of the structure, which ensures the home remains affordable.

On March 10, 2020, the Board approved an Agreement with Tallahassee Lenders Consortium (TLC) to serve as the CLT. The County will provide properties that are suitable for affordable housing to TLC, to build single-family and multi-family housing that will remain affordable in perpetuity. DPA for existing and new homes range between \$7,500 and \$15,000, based on income. However as recommended by the Florida Housing Coalition (FHC), which provides local governments technical support on administering SHIP funds, under the proposed SHIP-LHAP, very-low and low income residents will be eligible to receive up to \$20,000 in DPA for the

purchase of a CLT home, since potential CLT homeowners may require a higher level of financial assistance to purchase a home.

In another effort to support the success of the CLT, the proposed, new SHIP-LHAP includes the Home Ownership Development strategy to provide up to \$50,000 to for-profit and not-for-profit organizations for the construction of a home, to reduce the sale price to an income-eligible first-time homebuyer. This will allow the CLT to utilize SHIP funds to build homes on properties located in the unincorporated areas that are provided by the County, City, or other partners. The funds could also be used to support other organizations such as Big Bend Habitat for Humanity and Bethel Community Development Corporation.

The AHAC and FHC has also recommended that the following policies and best practices adopted from other local governments' LHAPs, be included in the proposed Leon County 2021-2023 SHIP-LHAP for Home Rehabilitation, Home Replacement, Emergency Repair and Disaster Recovery program strategies:

- The homeowner must obtain and maintain homeowner's insurance.
- Mobile homes assisted with SHIP funds, must be registered as real property and the household must qualify as "Special Needs" in accordance with Section 420.0004, Florida Statutes.
- The combined loan-to-value ratio of the property may not exceed one-hundred twenty percent (120%) of the value of the property, and homes with a reverse mortgage are not eligible. However, these limitations will be suspended during disaster recovery.
- The actual project quote for any type of home rehabilitation may not exceed 90% of the value of the property or the maximum assistance amount for the program.

The proposed Leon County SHIP-LHAP was conditionally approved by the FHFC on March 26, 2020. Upon the Board's approval of the proposed SHIP-LHAP and associated Resolution, the final version will be submitted to FHFC prior to the May 2, 2020 deadline established in Chapter 67-37 of the Florida Administrative Code. Once the complete and final LHAP is submitted to the FHFC, the County will be eligible to continue to receive SHIP funds to support the programs administered by the Division of Housing Services. Based on the budget approved by State Legislature, the County will receive \$1.1 Million for the 2021 State Fiscal Year.

On or before June 1, 2020, staff will advertise the availability of SHIP funds through public notices as required by FHFC. Additionally, funding availability will be promoted on the Division of Housing Services' website and the County's social media platforms. Thirty days following the first advertisement, a 30-day application period will begin. Applications will be reviewed on a first come, first serve basis. Some SHIP funds will be used to serve households on the Housing Services' waitlist. Once the application period ends, a list of eligible applicants will be compiled and prioritized using the criteria set forth in the SHIP-LHAP.

**Options:**

1. Approve the proposed 2021-2023 Leon County State Housing Initiatives Partnership Local Housing Assistance Plan (Attachment #1) and adopt the associated Resolution (Attachment #2).
2. Do not approve the proposed 2021-2023 Leon County State Housing Initiatives Partnership Local Housing Assistance Plan.
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Proposed Leon County SHIP-LHAP for 2021-2023
2. Resolution approving the 2021-2023 Leon County SHIP-LHAP
3. Current Leon County SHIP-LHAP for 2017-2018, 2018-2019, and 2019-2020

**SHIP LHAP Template 2016-001**  
**[eff. Date 9/11/2018]**



<b>LEON COUNTY</b>
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**SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)**

**2020-2021, 2021-2022, 2022-2023**



**SHIP LHAP Template 2016-001**  
**[eff. Date 9/11/2018]**



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**SHIP LHAP Template 2016-001**  
**[eff. Date 9/11/2018]**



**I. Program Details:**

**A. LG(s)**

Name of Local Government	Leon County
Does this LHAP contain an interlocal agreement?	No
If yes, name of other local government(s)	N/A

**B. Purpose of the program:**

- To meet the housing needs of the very low, low and moderate-income households;
- To expand production of and preserve affordable housing; and
- To further the housing element of the local government comprehensive plan specific to affordable housing.

**C. Fiscal years covered by the Plan:** 2020-2021, 2021-2022, 2022-2023

**D. Governance:** The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

**E. Local Housing Partnership:** The SHIP Program encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community-based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services and lead agencies of the local continuums of care.

**F. Leveraging:** The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

**G. Public Input:** Public input was solicited via advertising of public meetings and the Public Hearing for the Affordable Housing Advisory Committee to adopt their Report of Recommendations. Public input was also obtained through meetings with housing providers, social service providers, local lenders, neighborhood associations and Affordable Housing Advisory Committee meetings.

**H. Advertising and Outreach:** SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

**I. Waiting List/Priorities:** A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with 1. the established funding priorities as described in this plan; and 2. the time completed applications were submitted.

When funds are available for a particular program strategy, applicants from the waiting list will be contacted, in priority order, to complete/update their application for SHIP assistance. Applicants will be placed in the queue for assistance once they have provided all required documentation and been deemed SHIP eligible. When an existing waiting list has been exhausted and funds remain unencumbered, the County will advertise the

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availability of funds as instructed in Section 420.9075(4)(b), Fla. Stat.

Waitlists for Home Rehabilitation and Home Replacement will be maintained together. Applicants eligible for assistance due to damage caused by a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor may be prioritized over any existing waitlist.

Priorities: The following priorities for funding described/listed here apply to all strategies unless otherwise stated in an individual strategy in Section II: The County will accept applications during the advertised “Application Period” which will be at least 30 days. Once the application period ends, eligible applications will be categorized based on the most appropriate program strategy to address their needs and prioritized based upon the following ranking priority.

Ranking Priority:

1. Special Needs Households
  - a. Very low
  - b. Low
  - c. Moderate (If Applicable)
2. Essential Services Personnel
  - a. Very low
  - b. Low
  - c. Moderate (If Applicable)
3. Non-Special Needs and Non-ESP
  - a. Very Low
  - b. Low
  - c. Moderate (If Applicable)

If funds are available after applications are categorized and set asides have been met, funds will be expended on a first qualified first served basis.

**J. Discrimination:** In accordance with the provisions of Section 760.20-760.37 Fla. Stat., it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing.

**K. Support Services and Counseling:** Support and counseling services are available from various sources in the community. The County will provide Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling, and Foreclosure Counseling through referral to qualified HUD approved agencies, which includes, but is not limited to, Tallahassee Lenders Consortium.

**L. Purchase Price Limits:** The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

U.S. Treasury Department	X
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Local HFA Numbers	
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- M. Income Limits, Rent Limits and Affordability:** The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at [www.floridahousing.org](http://www.floridahousing.org).

*“Affordable” means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household’s ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.*

- N. Welfare Transition Program:** Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.
- O. Monitoring and First Right of Refusal:** In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer, when required as specified above.

Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible non-profit organizations for purchase at the current market value for continued occupancy by eligible persons.

- P. Administrative Budget:** A line-item budget of proposed Administrative Expenditures is attached as Exhibit A. Leon County finds that the moneys deposited in the local housing assistance trust fund are necessary to administer and implement the local housing assistance plan.

*Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: “A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan.”*

*Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: “The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.”*

The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.

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**Q. Program Administration:** Administration of the local housing assistance plan will be performed by:

Entity	Duties	Admin. Fee Percentage
Local Government	All Strategies Other than Down Payment Assistance	80%
Third Party Entity/Sub-recipient	Down Payment Assistance Program Strategies	20%

**R. First-time Homebuyer Definition:** For any strategies designed for first-time homebuyers, the following definition will apply: *An individual who has had no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. An individual who has only owned a property that was not in compliance with state, local or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.*

**S. Project Delivery Costs:** The County will charge a reasonable project delivery cost that will not exceed three percent (3%) of the contracted SHIP award and will be included in the amount of the recorded mortgage and note.

1. Title Search
2. Recordation Fee
3. The County will utilize a contractor to assess the appropriate level of housing rehabilitation necessary to improve accessibility and enhance independence for participating households having special needs.
4. The County may utilize a contractor to assess home(s) and provide a professional Home Inspection Report to be used to generate a scope of work.
5. To determine post-Home Replacement or post-Home Rehabilitation (when livable square footage is added to the home), the County may:
  - i. contract with a Real Estate Agent/Realtor to provide a Broker Price Opinion and/or
  - ii. contract with a Certified Residential Appraiser to provide an appraisal.

**T. Essential Service Personnel Definition (ESP):** ESP includes teachers and educators, other school district, community college, and university employees, police and fire personnel, health care personnel, skilled building trades personnel and active U.S. Armed Forces Service Members.

**U. Describe efforts to incorporate Green Building and Energy Saving products and processes:**

The County will require participating homeowners to obtain a Home Energy Audit from their electric service provider if they are eligible for Home Rehabilitation and/or whenever a Heating, Ventilation and Cooling unit is being considered for replacement. The findings of the audit will be used to incorporate repairs into a cost-effective scope of work that are intended to increase the energy efficiency of the home and possibly lead to lower heating and cooling costs.

Additionally, the County and/or sponsors will, when economically feasible, employ the following Green Building requirements on Home Rehabilitation, Home Replacement, Emergency Repairs & Disaster Resilience, Homeownership Development or Rental Development:

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1. Low-flow water fixtures in bathrooms—WaterSense labeled products or the following specifications:
  - a. Toilets: 1.4 gallons/flush or less;
  - b. Faucets: 1.5 gallons/minute or less;
  - c. Showerheads: 2.0 gallons/minute or less;
2. Energy Star certified exhaust/ventilation fans in all bathrooms;
3. Energy Star certified water heater minimum efficiency specifications;
4. Energy Star certified lighting and ceiling fans with lighting;
5. Energy Star certified Air Conditioning unit(s) with minimum SEER of 14. Packaged units are allowed in studios and one-bedroom units with a minimum of 11.7 EER;
6. Low or No-VOC paint for all interior walls (Low-VOC means 50 grams per liter or less for flat paint; 150 grams per liter or less for non-flat paint);
7. Energy Star certified refrigerator;
8. Energy Star certified dishwasher, if provided;
9. Energy Star certified washing machine, if provided in units.

**V. Describe efforts to meet the 20% Special Needs set-aside:** The County will continue to obtain referrals from partner social service agencies serving the targeted population to achieve the goal of the special needs set-aside. The goal will be met through Housing Rehabilitation, Home Replacement, Down Payment Assistance, Emergency Housing Repair & Housing Resilience, Homeownership Development, Rental Development, and Rental Assistance program strategies. The County will utilize a contractor to identify ways to improve the accessibility of homes and enhance independence for participating households having special needs through the Home Rehabilitation and Home Replacement program strategies.

**W. Describe efforts to reduce homelessness:**

The County will collaborate with the Big Bend Continuum of Care and other agencies serving the target population to assist in rapid rehousing and to prevent homelessness primarily through the Rental Subsidy program strategy, the Leon County Direct Emergency Assistance Program (DEAP) and the Leon County Veteran Emergency Assistance Program (VEAP). When funding is available, Leon County may use SHIP funds to place this target population in rental or transitional housing for the purpose of providing a stable housing situation pursuant to applicable program strategies herein.

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**Section II. LHAP Strategies:**

<b>A. Down Payment Assistance</b>	Code 1, 2
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a. Summary: Funds will be awarded to First Time Homebuyers for down payment and closing costs for new and existing homes, including homes purchased from a community land trust (CLT).

b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023

c. Income Categories to be served: Very low, low and moderate (Moderate not eligible for purchase in CLT)

d. Maximum award:

Income Category	Existing Homes not Rehabilitated OR not in a CLT	CLT Homes	Newly Constructed or Rehabilitated Homes
Very Low	\$10,000	\$20,000	\$15,000
Low	\$10,000	\$20,000	\$15,000
Moderate	\$7,500	N/A	\$10,000

- Newly constructed homes are defined as homes that have never been occupied; and have obtained a certificate of occupancy within the 12-months preceding the purchase; or was built as a model home.
- Rehabilitated homes are defined as existing homes that receive repairs or rehabilitation needed for safe or sanitary habitation, correction of substantial code violations, the creation of additional living space or other repairs approved by the Leon County Division of Housing Services and are paid by the seller, the buyer or another source. Proof that the repair or rehabilitation was completed within the 12-months preceding purchase must be provided prior to closing unless a first mortgage renovation loan (FHA 203k, Freddie Mac, Fannie Mae or similar lender managed renovation purchase and renovation loan) is used to pay for the rehabilitation. When a first mortgage renovation loan is used, the project must be completed, including proof of payment, and the home must be occupied within six months of closing.

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred subordinate loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 10 years for Fee Simple; 30 years for CLT
4. Forgiveness: If the loan remains in good standing, assistance will be forgiven at the end of the loan term.
5. Repayment: Not required if the loan is in good standing.
6. Default: The loan will be determined to be in default if any of the following occurs:
  - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.) If sold in a CLT, the loan will not be determined to be in default if the sale is approved by the CLT and provision is made for the subsequent income eligible purchaser to assume the loan to ensure homes remain affordable;
  - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead Property Tax Exemption;
  - Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed



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by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

- Homeowner fails to maintain homeowner's insurance.
- Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
  - purpose of preventing foreclosure;
  - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
  - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

f. Recipient Selection Criteria:

- Applications will be ranked for assistance based on a first-qualified, first-ready-to-close basis.
- A recipient must secure a first mortgage by an approved lender.
- A recipient must be able to contribute five hundred dollars (\$500.00) towards the transaction but their total liquid assets (liquid assets include all assets that can be accessed without penalty) may not exceed Thirty Thousand Dollars (\$30,000). However, the asset limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- Homebuyer Education
  - Fee Simple homebuyers must complete an approved homebuyer education class from a HUD certified agency and obtain a certificate of completion.
  - CLT homebuyers must complete a homebuyer education class from a HUD certified agency that contains a community land trust component and/or session with the CLT in addition to a homebuyer education class that requires CLT buyers to demonstrate and attest to a clear understanding of the terms of community land trust homeownership and obtain a certificate of completion.

g. Sponsor Selection Criteria: N/A

h. Additional Information:

- All eligible units must be in unincorporated Leon County.
- Mobile homes are not eligible for this program.
- Households receiving Down Payment assistance must obtain and maintain homeowner's insurance for the duration of the lien period.
- Homes in a 100-year flood plain or properties required by a first mortgage lender to be covered by flood insurance are not eligible for this program.
- Leon County will be placed in second lien position behind the first mortgage for all Down Payment Assistance transactions unless authorization is received from the Leon County Division of Housing Services to be placed in third (3rd) or fourth (4th).



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- Down Payment Assistance can be used on properties previously assisted with SHIP funds that have a Land Use Restriction Agreement (LURA), deed restriction and/or an assumable conveyance agreement with affordability covenants if the maximum subsidy was not provided to the previous homebuyer(s).
- Except for Disaster Recovery, Down Payment Assistance recipients are not eligible to receive additional SHIP assistance until ten (10) years after lien origination. Down Payment Assistance may be provided simultaneously with Home Ownership Development to a recipient eligible for both strategies.

Terms for CLT home purchases: Purchase assistance is assumable by an income-eligible purchaser. The terms of the Note and Mortgage shall allow subsequent purchasers to assume the loan with approval by the CLT. Otherwise, no repayment is required during the term of the loan, provided the loan remains in good standing.

Please see Exhibit F for additional instructions and information for CLT purchases.

<b>B. Home Ownership Development</b>	<b>Code 10</b>
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a.	Summary: SHIP funds will be awarded to for-profit and not-for-profit organizations, including Community Land Trusts (CLT), for land acquisition, infrastructure and development costs, and all other associated fees and permits for the construction of housing units to pay-down the development costs to further reduce the sale price to income eligible First Time Homebuyers.
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b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023

c. Income Categories to be served: Very low, low

d. Maximum award: CLT Homes: \$50,000;  
Non-CLT Homes: \$40,000

One hundred percent (100%) of the County's investment shall be converted to an assumable mortgage with a Land Use Restriction Agreement (LURA), deed restriction, and/or other affordability restrictions or covenants to the benefit of the prospective homebuyer subordinate to the first mortgage to ensure homes remain affordable in perpetuity. A CLT will satisfy this requirement. Please see Additional Terms and Exhibit F for additional instructions and information.

e. Terms:

Sponsor Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage, note and restrictive covenant.
2. Interest Rate: 0%
3. Years in loan term: 1 year
4. Forgiveness: If the loan is in good standing upon sale of the property to an eligible homebuyer with affordability restrictions and/or covenants (homes built on land in a CLT satisfies this requirement) to ensure homes remain affordable in perpetuity, the loan will be considered paid in full, the loan will be reflected in the contract for sale to the benefit of the eligible homebuyer and the County will satisfy the promissory note and release restrictive covenant with the Developer.

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5. Repayment: Not required if the loan is in good standing.
6. Default: The loan will be in default if: the developer fails to construct and sell the assisted unit(s) with affordability restrictions and/or covenants recorded on the property to an eligible homebuyer within six (6) months after the final certificate of occupancy is issued and within the contractual timeframe. The County will recapture the subsidy and/or property within ninety (90) days of maturity of the recorded Mortgage Agreement.

**Recipient Terms:**

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 30 years
4. Forgiveness: If the loan remains in good standing, assistance will be forgiven at the end of the loan term.
5. Repayment: Not required if the loan is in good standing.
6. Default: The loan will be determined to be in default if any of the following occurs:
  - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.). The loan will not be considered in default if the loan to be assumed is reflected in the contract for sale, the loan is assumed by an income-eligible purchaser, and the sale is approved by the County or CLT to ensure homes remain affordable in perpetuity;
  - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead Property Tax Exemption;
  - Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
  - Homeowner fails to maintain homeowner's insurance.
  - Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
    - purpose of preventing foreclosure;
    - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
    - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

**f. Recipient/Tenant Selection Criteria:**

- Applications will be ranked for assistance based on a first-qualified, first-ready-to-close basis.
- Recipients must secure a first mortgage by an approved lender.
- Recipients must contribute five hundred dollars (\$500.00) towards the transaction but their total liquid assets (liquid assets include all assets that can be accessed without penalty) may not exceed Thirty Thousand Dollars (\$30,000). However, the asset limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United

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States or the Florida Governor and to expend SHIP Disaster Recovery funds.

- Homebuyer Education
  - Fee Simple homebuyers must complete an approved homebuyer education class from a HUD certified agency and obtain a certificate of completion.
  - CLT homebuyers must complete an approved homebuyer education class from a HUD certified agency that contains a community land trust component and/or session with the CLT in addition to a homebuyer education class that requires CLT buyers to demonstrate and attest to a clear understanding of the terms of community land trust homeownership and obtain a certificate of completion.

g. Sponsor Selection Criteria: Applications from potential sponsors will be reviewed on an ongoing basis.

Sponsors/developers are required to be awarded construction financing through other local, state, federal, private programs, or show sufficient liquid assets necessary to construct new affordable homes. Funding for each project will be based upon the gap demonstrated by the developer in the project budget. The project gap is the difference between the cost incurred by the developer to construct the unit and the sales price the market will bear to sell the unit to an eligible buyer.

Not-for-profit sponsors used to implement this program must have received a tax-exempt ruling as a non-profit agency from the IRS under Section 501(c) of the Internal Revenue Code. The not-for-profit must have in its mission statement, Articles of incorporation, or bylaws that it is dedicated to the provision of housing and services for eligible households.

For-profit sponsors administering the program must have experience performing housing activities for eligible households.

The criteria to select for-profit or non-profit agencies may include, but is not limited to, the following:

- Consistency of the project with basic goals and objectives of the County;
- The financial strength of the sponsor, including the ability to leverage funds from other sources;
- The ability of the sponsor to complete the project by the deadlines established by the County;
- The capacity of the sponsor;
- The quantity and quality of experience in affordable housing development;
- Proof of site control;
- Agreement to select recipients based on compliance with all eligibility requirements imposed by the program;
- Preference shall be given to 1) Community Land Trusts and 2) not-for-profit entities; and
- Preference for sponsors that employ personnel from the Welfare Transition Program.

h. Additional Information:

- All eligible units must be in unincorporated Leon County.
- Units to be developed shall be site-built; or block structures; or modular homes. Mobile homes are not eligible for this program.
- Homes may not be developed in a 100-year flood plain or on properties that a first mortgage lender would require to be covered by flood insurance.
- Leon County will be placed in second lien position behind the first mortgage for all homebuyer transactions unless authorization is received from the Leon County Division of Housing Services to be placed in third (3rd) or fourth (4th).

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- SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.
- Except for Disaster Recovery, Homeownership Development homebuyers are not eligible to receive additional SHIP assistance until ten (10) years after lien origination. Down Payment Assistance maybe provided simultaneously with Home Ownership Development by a recipient eligible for both strategies if needed.
- If funds are given to an entity that is not a CLT, a Land Use Restriction Agreement (LURA) deed restriction, and/or other affordability restrictions or covenants shall be recorded in the county records ensuring permanent affordability.

Homeownership Development assistance is assumable to an income-eligible purchaser. The terms of the Note and Mortgage shall allow subsequent purchasers to assume the loan with approval by the County or the CLT. The loan to be assumed will be reflected in the contract for sale to the benefit of the eligible subsequent homebuyer and the County will satisfy the existing mortgage & promissory note.

Please see Exhibit F for additional instructions and information for CLT purchases.

<b>C. Home Rehabilitation</b>	Code 3
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- |    |  |
|----|--|
| a. | Summary: SHIP funds will be awarded to owner-occupied households in need of repairs for health, safety, insurability, correct code violations and to prepare for future disasters. This will include structural improvements, accessibility rehabilitation, and water and sewer connections including tap fees. If the county finds that rehabilitation of the home is expected to surpass 50% of the current value of the home, replacement of the home will be considered. |
|----|--|
- Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
  - Income Categories to be served: Very low, low
  - Maximum award: \$50,000 for rehabilitation, which may include \$1,500 for temporary relocation.
  - Terms:
    - Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded mortgage and note.
    - Interest Rate: 0%
    - Years in loan term: Five (5) years: \$0 - \$20,000; Ten (10) years: \$20,001 - \$50,000
    - Forgiveness: If the loan remains in good standing, forgiveness is prorated in the following manner:
      - Five-year loans on a prorated basis of 20% per year
      - Ten-year loans on a prorated basis of 10% per year
    - Repayment: Not required if the loan is in good standing.
    - Default: The loan will be determined to be in default if any of the following occurs:
      - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
      - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead Property Tax Exemption;
      - Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP

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eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

- Homeowner fails to maintain homeowner's insurance and flood insurance, if in a 100-year flood plain or required by a first mortgage lender to be covered by flood insurance.
- Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
  - purpose of preventing foreclosure;
  - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
  - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- A recipient must be the owner occupant of a home in an unincorporated area of Leon County for at least a year prior to application and qualify for Homestead Property Tax Exemption; or if the property has not been owned for at least a year, the needed repair, improvement or modification must be related to a circumstance that could not have reasonably been known prior to purchase of the property.
  - A recipient must be current on all property taxes (including assessments), mortgages, debts, or other security instruments associated with the property that may bring threat of foreclosure, tax lien, default, clouded title or other loss of ownership.
  - Prior to participation, a recipient will be required to make code related improvements that are not repair oriented (i.e. nuisance, trash, environmental or health codes). Such improvements must be made if there is an active code complaint.
  - A recipient may not have total liquid assets (liquid assets include all assets that can be accessed without penalty) that exceed Thirty Thousand Dollars (\$30,000). However, the asset limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
  - Rehabilitation projects of \$20,000 or more will be eligible for relocation assistance.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information:
- Eligible units shall be either site-built or block structures; or modular homes; or mobile homes (built after June 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office and the household must qualify as "Special Needs" in accordance with Section 420.0004 Fla. Stat.
  - Recipients who have homeowner's insurance in place may be required to submit a claim to the insurer and use proceeds for repairs if the needed repairs are related to an event reasonably believed

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to be insurable.

- Homes older than 50 years may not be eligible if determined to be of historical significance.
- Homeowner must obtain and/or maintain homeowner's insurance.
- Homes in a 100-year flood plain or properties required by a first mortgage lender to be covered by flood insurance must have and maintain sufficient flood insurance coverage.
- Combined loan-to-value, including the anticipated SHIP lien, may not exceed one-hundred twenty percent (120%) of the value of the property. However, the loan-to-value limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- Properties with a reverse mortgage are not eligible. However, the reverse mortgage limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- The actual project quote may not exceed ninety percent (90%) of the value of the property or the maximum award.
- SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.
- No contractor may have more than five home replacement/rehabilitation contracts at one time unless the contractor is the sole bidder for a home replacement/rehabilitation project.
- Except for Disaster Recovery, Home Rehabilitation recipients are not eligible to receive additional SHIP assistance until ten (10) years after lien origination or after the lien matures, whichever is less.

<b>D. Home Replacement</b>	Code 4
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a.	Summary: SHIP funds will be awarded for the demolition and replacement of existing owner-occupied single-family homes to homeowners who qualify for Home Rehabilitation if the county finds that rehabilitation of the home surpasses 50% of the current value of the home.
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b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023

c. Income Categories to be served: Very low, low

d. Maximum award: \$135,000 for site built and modular homes, which includes \$1,500 for temporary relocation.

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 20 years
4. Forgiveness: If the loan remains in good standing, forgiveness is prorated at 5% per year
5. Repayment: Not required if the loan is in good standing
6. Default: The loan will be determined to be in default if any of the following occurs:
  - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
  - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead



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Property Tax Exemption;

- Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
- Homeowner fails to maintain homeowner's insurance and flood insurance, if in a 100-year flood plain.
- Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
  - purpose of preventing foreclosure;
  - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
  - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- A recipient must be the owner occupant of a home in an unincorporated area of Leon County for at least a year prior to application and qualify for Homestead Property Tax Exemption; or if the property has not been owned for at least a year, the needed repair, improvement or modification must be related to a circumstance that could not have reasonably been known prior to purchase of the property.
  - A recipient must be current on all property taxes (including assessments), mortgages, debts, or other security instruments associated with the property that may bring threat of foreclosure, tax lien, default, clouded title or other loss of ownership.
  - Prior to participation, a recipient will be required to make code related improvements that are not repair oriented (i.e. nuisance, trash, environmental or health codes). Such improvements must be made if there is an active code complaint.
  - A recipient may not have total liquid assets (liquid assets include all assets that can be accessed without penalty) that exceed Thirty Thousand Dollars (\$30,000). However, the asset limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information:
- Eligible units, including Mobile Homes, shall be replaced with either site-built; or block structures; or modular homes. Mobile homes may be replaced with another mobile home during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.

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- Recipients who have homeowner's insurance in place may be required to submit a claim to the insurer and use proceeds for repairs if the needed repairs are related to an event reasonably believed to be insurable.
- Homes older than 50 years may not be eligible if determined to be of historical significance.
- The property may not be encumbered by an existing mortgage to be eligible for Home Replacement.
- Homeowner must obtain and maintain homeowner's insurance.
- Homes in a 100-year flood plain must obtain and maintain sufficient flood insurance coverage. No part of a replacement home shall be built in a 100-year flood plain.
- The actual project quote may not exceed ninety percent (90%) of the value of the property or the maximum award.
- SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.
- No contractor may have more than five home replacement/rehabilitation contracts at one time unless the contractor is the sole bidder for a home replacement/rehabilitation project.
- Except for Disaster Recovery, Home Replacement recipients are not eligible to receive additional SHIP assistance until ten (10) years after lien origination.

<b>E. Emergency Housing Repair &amp; Housing Resilience</b>	Code 6
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a.	<p>Summary: SHIP Funds will be awarded to owner-occupied households in need of rehabilitation or repair of their home related to a dire situation that needs to be mitigated immediately. Eligible rehabilitation or repairs are:</p> <ul style="list-style-type: none"> <li>• remediation of an immediate health hazard to the occupants;</li> <li>• elimination of a developing threat to the dwelling or infrastructure; or</li> <li>• improving the home's resilience to the impact of a future disaster.</li> </ul> <p>SHIP funds may be awarded to applicants requiring emergency power generator installation if: 1. a member of the household meets the Special Needs set a side criterion; and 2. a written statement from a healthcare provider indicating that electricity is a bona fide medical necessity.</p> <p>When an applicant is assisted with this strategy, they will not be required to be removed from the Home Rehabilitation/Replacement waiting list. However, the amount of funds expended for emergency repairs will be counted towards the maximum award if the applicant receives subsequent assistance.</p>
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- b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- c. Income Categories to be served: Very low, low
- d. Maximum award: \$20,000
- e. Terms:
1. Repayment loan/deferred loan/grant:
    - Funds above \$1,650 will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
    - Funds of \$1,650 or less will be awarded as a grant.
  2. Interest Rate: 0%



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3. Years in loan term: Five (5) years
4. Forgiveness: If the loan remains in good standing, forgiveness is prorated at 20% per year
5. Repayment: Not required if the loan is in good standing
6. Default: The loan will be determined to be in default if any of the following occurs:
  - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
  - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead Property Tax Exemption;
  - Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
  - Homeowner fails to maintain homeowner's insurance and flood insurance, if in a 100-year flood plain or required by a first mortgage lender to be covered by flood insurance.
  - Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
    - purpose of preventing foreclosure;
    - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
    - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- A recipient must be the owner occupant of a home in an unincorporated area of Leon County for at least a year prior to application and qualify for Homestead Property Tax Exemption; or if the property has not been owned for at least a year, the needed repair, improvement or modification must be related to a circumstance that could not have reasonably been known prior to purchase of the property.
  - A recipient must be current on all property taxes (including assessments), mortgages, debts, or other security instruments associated with the property that may bring threat of foreclosure, tax lien, default, clouded title or other loss of ownership.
  - Prior to participation, a recipient will be required to make code related improvements that are not repair oriented (i.e. nuisance, trash, environmental or health codes). Such improvements must be made if there is an active code complaint.
  - A recipient may not have total liquid assets (liquid assets include all assets that can be accessed without penalty) that exceed Thirty Thousand Dollars (\$30,000). However, the asset limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.

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g. Sponsor Selection Criteria: N/A

h. Additional Information:

- Eligible units shall be either site-built or block structures; or modular homes; or mobile homes (built after June 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office and the household must qualify as "Special Needs" in accordance with Section 420.0004 Fla. Stat.
- Recipients who have homeowner's insurance in place may be required to submit a claim to the insurer and use proceeds for repairs if the needed repairs are related to an event reasonably believed to be insurable.
- Homes older than 50 years may not be eligible if determined to be of historical significance.
- Homeowner must obtain and/or maintain homeowner's insurance.
- Homes in a 100-year flood plain or properties required by a first mortgage lender to be covered by flood insurance must have and maintain sufficient flood insurance coverage.
- Combined loan-to-value, including the anticipated SHIP lien, may not exceed one-hundred twenty percent (120%) of the value of the property. However, the loan-to-value limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- Properties with a reverse mortgage are not eligible. However, the reverse mortgage limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- The actual project quote may not exceed ninety percent (90%) of the value of the property or the maximum award.
- SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.
- Other than Disaster Recovery and Home Rehabilitation (if on the existing waitlist), Emergency Housing Repair & Housing Resilience recipients are not eligible to receive additional SHIP assistance until five (5) years after lien origination or entering into a construction contract.

<b>F. Disaster Recovery</b>	Code 5
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a.	<p>Summary: The Disaster Strategy provides assistance to owner-occupied households following a disaster as declared by the President of the United States or Governor of the State of Florida. This strategy will only be implemented in the event of a disaster using any funds that have not yet been encumbered or with additional disaster funds allocated by Florida Housing Finance Corporation. SHIP funds may be used to address the following, prioritized items/repairs:</p> <ol style="list-style-type: none"> <li>1. Immediate threats to health and safety (sewage, damaged windows, roof) in cases where the home is still habitable</li> <li>2. Imminent residual damage to the home (such as damage caused by water intrusion)</li> <li>3. Repairs necessary to make the home habitable and insurable</li> <li>4. Repairs to mitigate dangerous situations (exposed wiring)</li> <li>5. Other assistance, such as relocation assistance, tree and debris removal, insurance deductible reimbursement.</li> </ol>
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b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023

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- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$20,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: Three (3) years
  - 4. Forgiveness: If the loan remains in good standing, forgiveness is prorated at 33% per year
  - 5. Repayment: Not required if the loan is in good standing.
  - 6. Default: The loan will be determined to be in default if any of the following occurs:
    - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
    - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead Property Tax Exemption;
    - Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
    - Homeowner fails to maintain homeowner's insurance and flood insurance, if in a 100-year flood plain or required by a first mortgage lender to be covered by flood insurance.
    - Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
      - purpose of preventing foreclosure;
      - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
      - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

- f. Recipient/Tenant Selection Criteria: Applicants will be awarded assistance on a first-qualified, first-served however, Special Needs households, Very-Low and Low-income categories will be prioritized to meet SHIP requirements. Applicants eligible for Disaster Recovery assistance may be prioritized over any existing waitlist.
  - A recipient must be the owner occupant of a home in an unincorporated area of Leon County for at least a year prior to application and qualify for Homestead Property Tax Exemption; or if the property has not been owned for at least a year, the needed repair, improvement or modification must be related to a circumstance that could not have reasonably been known prior to purchase of the property.
  - A recipient must be current on all property taxes (including assessments), mortgages, debts, or other security instruments associated with the property that may bring threat of foreclosure, tax lien, default, clouded title or other loss of ownership.

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- g. **Sponsor/Sub-recipient Selection Criteria:** Applications from potential sponsors will be reviewed on an ongoing basis. Sponsors may assist in screening applicants, determining what disaster-resistant measures are necessary and assisting applicants with the installation and construction of disaster-resistant mitigations measures. Eligible sponsors may employ the assistance of subcontractors for the installation and/or construction of disaster-resistant mitigation measures. Sponsors used to implement this program must have received a tax-exempt ruling as a non-profit agency from the IRS under Section 501(c) of the Internal Revenue Code. The non-profit agency must have in its mission statement, Articles of Incorporation, or bylaws that it is dedicated to provision of housing and services for eligible households or persons. In reviewing proposals from potential sponsor, the County will consider the following criteria:
- The financial strength of the sponsor;
  - The ability of the sponsor to complete repairs efficiently and meet the deadlines established by the County, SHIP rule or statute;
  - The capacity of the sponsor;
  - The level of experience;
  - Agreement to select recipients based on compliance with all eligibility requirements imposed by the program;
  - Preference for sponsors that employ personnel from the Welfare Transition Program.
- h. **Additional Information:**
- Eligible units shall be either site-built or block structures; or modular homes; or mobile homes (built after June 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office and the household must qualify as "Special Needs" in accordance with Section 420.0004 Fla. Stat.
  - Recipients who have homeowner's insurance in place may be required to submit a claim to the insurer and use proceeds for repairs if the needed repairs are related to an event reasonably believed to be insurable.
  - Homes older than 50 years may not be eligible if determined to be of historical significance.
  - Homeowner must obtain and/or maintain homeowner's insurance.
  - Homes in a 100-year flood plain or properties required by a first mortgage lender to be covered by flood insurance must have and maintain sufficient flood insurance coverage.
  - The actual project quote may not exceed ninety percent (90%) of the value of the property or the maximum award.
  - SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.

<b>G. Foreclosure Avoidance</b>	<b>Code 7</b>
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a.	Summary: SHIP Funds will be awarded to owner-occupant households to bring the existing first mortgage of their primary residences current to avoid foreclosure.
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- b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award: \$7,500

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e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: Ten (10) years
4. Forgiveness: If the loan remains in good standing, assistance will be forgiven at the end of the loan term.
5. Repayment: Not required if the loan is in good standing.
6. Default: The loan will be determined to be in default if any of the following occurs:
  - Homeowner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
  - Homeowner no longer occupies the unit as his/her principal residence or qualifies for Homestead Property Tax Exemption;
  - Homeowner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
  - Homeowner fails to maintain homeowner's insurance and flood insurance, if in a 100-year flood plain or required by a first mortgage lender to be covered by flood insurance.
  - Homeowner refinances the assisted unit. However, refinancing is allowed under the following conditions:
    - purpose of preventing foreclosure;
    - lowering the interest rate that results in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month or to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
    - for payment of outstanding bills with no cash out to the homeowner unless the funds are to finance repairs needed to resolve a threat to the health and safety of the occupants or to prevent further damage to the structure.

If a superior mortgage holder accelerates the loan or forecloses upon the home, the County will attempt to obtain repayment of funds via the legal process if the County determines that adequate funds may be available to justify pursuing repayment.

f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups.

- A recipient must be the owner occupant of a home in an unincorporated area of Leon County for at least a year prior to application and qualify for Homestead Property Tax Exemption; or if the property has not been owned for at least a year, the needed repair, improvement or modification must be related to a circumstance that could not have reasonably been known prior to purchase of the property.
- A recipient may not have a reverse mortgage and must be current on all property taxes (including assessments), or other obligations associated with the property that may bring threat of tax lien, default, clouded title or other loss of ownership.
- Prior to participation, a recipient will be required to make code related improvements that are not repair oriented (i.e. nuisance, trash, environmental or health codes). Such improvements must be made if there is an active code complaint.
- A recipient may not have total liquid assets (liquid assets include all assets that can be accessed

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without penalty) that exceed Thirty Thousand Dollars (\$30,000).

- Applicant(s) must be at least two (2) months, but not more than six (6) months, in arrears in mortgage payments and have received notification in writing from their lender that proceeding to foreclosure is eminent. The maximum arrears for eligibility will be determined by the Lender's willingness to accept program maximum award to solve the client's issue via direct payment, modification, repayment plan, reinstatement, or any other viable solution acceptable to the client and Lender.
- Applicant(s) must have received in writing, from their lender, a denial of default resolution, forbearance, or payment arrangement.
- Applicant(s) must provide proof of sufficient income to maintain all mortgages and property taxes after foreclosure assistance is received. The ability to pay the affordable mortgage after receiving program assistance. Affordable means that monthly mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Section 420.9071 (19), (20) and (28), F.S.
- A hardship letter, as detailed in the Qualification Criteria must demonstrate the nonpayment of the mortgage is due to: sudden loss of income, sudden medical expenses, divorce or separation, death of spouse or joint-property owner, or unforeseen home repair bills.
- If approved to receive assistance, the applicant(s) must demonstrate:
  - Proof of completion in a credit counseling/budgeting course offered by an approved local provider.
  - Proof of residency in the unincorporated area of Leon County.
  - Assistance being sought is for the applicant(s) primary residence.
  - Applicant(s) must demonstrate proof of extraordinary hardship. Assistance will be provided where an extraordinary hardship exists and has been demonstrated through adequate documentation, resulting in the delinquency on the first mortgage. If the applicant(s) has a variable rate mortgage, the applicant(s) must agree and show proof of approval for a modified fixed rate mortgage. Examples of an extraordinary hardship include, but are not limited to:
    - Loss of employment, through no fault of the applicant; however, the applicant has secured new employment.
    - Substantial decrease in the household income, through no fault of the applicant(s).
    - Temporary or permanent disability that reduces income.
    - Changes in the household composition that reduces income.
    - Demonstrated medical hardship.
    - Weather events such as fire, hurricane, or other disaster, resulting in unforeseen home repair bills not covered by the Federal Emergency Management (FEMA).
    - Substantial increase of the mortgage payment due to participation in an adjustable rate mortgage or "ramp up" mortgage.
    - Substantial increase in payment due to escrow shortages.

g. Sponsor Selection Criteria: N/A

h. Additional Information:

- Eligible units shall be either site-built or block structures; modular homes; or mobile homes (built after 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office and the household must qualify as "Special Needs" in accordance with Section 420.0004 Fla. Stat.
- Homeowner must obtain and/or maintain homeowner's insurance.



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- Homes in a 100-year flood plain or properties required by a first mortgage lender to be covered by flood insurance must have and maintain sufficient flood insurance coverage.
- Combined loan-to-value, including the anticipated SHIP lien, may not exceed one-hundred twenty percent (120%) of the value of the property. However, the loan-to-value limitation will be suspended during recovery from a disaster that is declared by an Executive Order of the President of the United States or the Florida Governor and to expend SHIP Disaster Recovery funds.
- Properties with a reverse mortgage are not eligible.
- Except for Disaster Recovery, Foreclosure Avoidance recipients are eligible to receive additional SHIP assistance until ten (10) years after lien origination.

<b>H. Rental Development &amp; Rehabilitation</b>	Code 14, 21
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a. Summary: SHIP Funds will be awarded to developers to that are awarded financing through other programs build new or to rehabilitate affordable rental units (single family detached or multi).

In cases where a development is being proposed that includes at least 30% Special Needs units, the County may provide a larger amount of the overall construction financing.

b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023

c. Income Categories to be served: Very low, low

d. Maximum award:

Single Family Maximum:  
\$20,000 per unit – Non-homeless  
\$30,000 per unit – Special Needs  
\$50,000 per unit – Homeless

Multi Family Maximum:  
\$50,000 per unit  
Up to \$200,000 per multi-unit project maximum  
\$100,000 may be added to the project maximum if  
30% of units are set aside for Special Needs  
households.

e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 30 years.
4. Forgiveness:
  - a. For-profit developers: If the loan remains in good standing, assistance will be forgiven at the end of the loan term.
  - b. Non-profit developers: Loan is forgiven on a prorated basis beginning in year ten until year 30 at 5% annually.
5. Repayment: Not required if the loan is in good standing.
6. Default: The loan will be due and payable before the end of the term only if the units are sold or are no longer occupied by income-eligible households or used to house eligible households or persons who are homeless (if homeless rental development). Units must remain affordable for at least 30 years.

If the property is foreclosed by a superior mortgage holder, the County will make every effort to recapture funds through the legal process if it is determined that adequate funds may be available after satisfaction of all superior liens.

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In the event the sponsor ceases to use the property to house eligible households or persons who are homeless, does not maintain the property to meet minimum housing quality standards, or offers the property for sale prior to the end of the term of the loan, the sponsor must give a right of first refusal to an the Community Land Trust then an eligible not-for-profit, for purchase at the current market value for continued occupancy by eligible persons.

- f. Recipient/Tenant Selection Criteria: Applications from potential tenants will be reviewed for eligibility by the program sponsors and will be ranked for assistance based on a first-qualified, first-served basis with the priorities for eligible households or persons who are homeless (if homeless rental development), Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- g. Sponsor Selection Criteria: Applications from potential sponsors will be reviewed on an ongoing basis if funding is available.

Sponsors/developers are required to be awarded construction financing through other local, state, federal, or private housing programs to construct new affordable rental units. This funding may be used as gap financing required for the project.

Not-for-profit sponsors used to implement this program must have received a tax-exempt ruling as a non-profit agency from the IRS under Section 501(c) of the Internal Revenue Code. The not-for-profit must have in its mission statement, Articles of incorporation, or bylaws that it is dedicated to the provision of housing and services for eligible households or persons who are homeless (if homeless rental development).

For-profit sponsors administering the program must have experience performing housing activities for eligible households or persons who are homeless (if homeless rental development).

The criteria to select for-profit or non-profit agencies may include, but is not limited to, the following:

- Consistency of the project with basic goals and objectives of the County;
- The financial strength of the sponsor, including the ability to leverage funds from other sources;
- The ability of the sponsor to complete the project by the deadlines established by the County;
- The capacity of the sponsor;
- The quantity and quality of experience in affordable housing development;
- Proof of site control;
- Agreement to select tenants based on compliance with all eligibility requirements imposed by the program;
- Preference shall be given to Community Land Trusts and not-for-profit entities; and
- Preference for sponsors that employ personnel from the Welfare Transition Program.

- h. Additional Information: Eligible units shall be either site-built or block structures; modular homes.

The County shall conduct annual monitoring visits or rely on the monitoring reports resulting from monitoring visits conducted as a requirement for other federal, state, or local funding sources to verify that the development is compliant with SHIP affordable housing rules, requirements and the terms herein.

To the maximum extent possible, the County and all contracted agencies shall encourage the incorporation of energy efficiency features, and green building and design techniques into rehabilitation or construction



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projects for sustainability and affordability.

All eligible units must be in unincorporated Leon County. Any homes on the National Registry of Historic Places may not be eligible.

<b>I. Housing Rental Assistance</b>	<b>Code 13,23,26</b>
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| a. | Summary: SHIP funds will be awarded for: (1) first and last month's rent, security and utility deposit assistance; and (2) past due rent and late fees not to exceed six months' rent to prevent eviction and (3) Rent Subsidies paying the monthly rent for up to 12 months. To be eligible for Rent Subsidies, the household receiving assistance must include at least one adult who is a person with special needs as defined in S. 420.0004 or homeless as defined in S. 420.621 and be considered very-low income. |
|----|--|
- b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- c. Income Categories to be served: Very low and Low
- d. Maximum award: \$10,000
- e. Terms:
1. Repayment loan/deferred loan/grant: Funds will be awarded as a grant.
  2. Interest Rate: N/A
  3. Years in loan term: N/A
  4. Forgiveness: N/A
  5. Repayment: N/A
  6. Default: N/A
- f. Recipient/Tenant Selection Criteria: Applicants who are homeless or at risk of homelessness (i.e., seeking eviction prevention) will be referred to the Leon County Housing Division by the local Continuum of Care Coordinated Entry system, and be assisted on a first-qualified, first-served basis. Applicants with one or more special needs household members may apply directly to the Leon County Housing Division or may be referred by a special needs service provider. If applications are received simultaneously, priority will be given to the household with the lowest income.
- g. Sponsor Selection Criteria: Sponsors will be selected to administer the Rental Subsidies program. Criteria for selection of sponsor organization will include:
1. past experience working with the target population;
  2. past experience administering similar rental assistance programs;
  3. financial and human resource capacity to administer the program;
  4. participation in the Continuum of Care Coordinated Entry system; and
  5. such other criteria as may be determined appropriate.
- h. Additional Information:
- All eligible units must be in unincorporated Leon County.
  - A twelve (12) month lease is required.
  - Rent Subsidy is provided to households once in a lifetime. Recipients are eligible to receive additional SHIP assistance one (1) year after assistance is provided.

**SHIP LHAP Template 2016-001**  
**[eff. Date 9/11/2018]**



### **III. LHAP Incentive Strategies**

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

#### **A. Expedited Permitting**

Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects.

The procedures used to implement this strategy are as follows:

Leon County expedites permitting of affordable housing projects by administrative direction, close coordination and team work. Specific processes that have been established include:

- 1) Using pre-permitting review to determine project status, identify and resolve potential legal problems that might preempt permitting, and otherwise expedite affordable housing.
- 2) Obtain assistance and cross-training from Building Inspection with the initial inspection of rehabilitation projects to ensure all code compliance issues are addressed in write-ups and permit applications. This expedites plan review and minimizes changes that delay permitting and project completion.
- 3) The Director of the Office of Human Services & Community Partnerships and the staff are the designated liaisons with the Affordable Housing Program and assists with the resolution of difficult permitting issues.

These processes will promote a reduction in building permitting time for affordable housing projects by 50% from the average of ten (10) days to an average of five (5) days.

#### **B. Ongoing Review Process**

An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption.

The procedures used to implement this strategy:

By administrative direction, all Local Comprehensive Plan and Land Development Regulations (LDR) with the potential to impact the cost of affordable housing are referred to the Leon County Division of Housing Services. Any of these Plan or LDR amendments potentially affecting affordable housing costs can be brought up to a meeting of the Department of Development Support and Environmental Management, the Planning Department, and the Division of Housing Services for modification and transmittal to the Board of County Commissioners or other appropriate review or approval entities.

#### **C. Flexibility in Densities**

The allowance of flexibility in densities for affordable housing.

The procedures used to implement this strategy:

The Land Development Code (LDC) provides incentives for affordable housing regarding the required review level. For example, projects with 50% or more affordable housing units can have their review threshold increased by 50% thereby potentially allowing a

**SHIP LHAP Template 2016-001**  
**[eff. Date 9/11/2018]**



lower review level leading to potentially lower permitting costs. [Section 10-7.402(4)(h) of the LDC]

**D. Modification of Impact Fee Requirements**

The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

The procedures used to implement this strategy:

The County eliminated its transportation impact fee in 1995; therefore, housing developers do not pay any county impact fees. The Public Works Department supports affordable housing by waiving landfill dumping (tipping) fees for disposal of construction debris by the County's affordable housing contractors.

**E. Allowance of Accessory Dwelling Units**

The allowance of affordable accessory residential units in residential zoning districts.

The procedures used to implement this strategy:

The LDC allows accessory dwelling units in conjunction with the following principal structures: single-family detached dwellings; retail establishments; offices; and principal industrial structures. [Section 10-6.803(b) of the LDC]

**F. Inventory of Public Lands Suitable for Affordable Housing**

The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

The procedures used to implement this strategy:

County staff prepares, and makes available to the public, a printable inventory of County-owned lands suitable for affordable housing.

**IV. EXHIBITS:**

- A. Administrative Budget for each fiscal year covered in the Plan.
- B. Timeline for Estimated Encumbrance and Expenditure.
- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.
- D. Signed LHAP Certification.
- E. Signed, dated, witnessed or attested adopting resolution.
- F. Community Land Trust Additional Instructions and Information.

**Exhibit A**

## ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

**Exhibit A (2020)****Leon County**

Fiscal Year: 2020-2021	
Estimated SHIP Funds for Fiscal Year:	\$ 1,194,506.00
Salaries and Benefits	\$ 95,000.00
Office Supplies and Equipment	\$ 15,000.00
Travel Per diem Workshops, etc.	\$ 7,000.00
Advertising	\$ 1,000.00
Other*	\$ -
Total	\$ 118,000.00
Admin %	9.88%
	<b>OK</b>
Fiscal Year 2021-2022	
Estimated SHIP Funds for Fiscal Year:	\$ 1,194,506.00
Salaries and Benefits	\$ 95,000.00
Office Supplies and Equipment	\$ 15,000.00
Travel Per diem Workshops, etc.	\$ 7,000.00
Advertising	\$ 1,000.00
Other*	\$ -
Total	\$ 118,000.00
Admin %	9.88%
	<b>OK</b>
Fiscal Year 2022-2023	
Estimated SHIP Funds for Fiscal Year:	\$ 1,194,506.00
Salaries and Benefits	\$ 95,000.00
Office Supplies and Equipment	\$ 15,000.00
Travel Per diem Workshops, etc.	\$ 7,000.00
Advertising	\$ 1,000.00
Other*	\$ -
Total	\$ 118,000.00
Admin %	9.88%
	<b>OK</b>
<p>*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.</p> <p>Details: No "other" administrative expenditures are expected</p>	

April 28, 2020

**Exhibit B**  
**Timeline for SHIP Expenditures**

Leon County Government affirms that funds allocated for these fiscal years will meet the following deadlines:

<b>Fiscal Year</b>	<b>Encumbered</b>	<b>Expended</b>	<b>1<sup>st</sup> Year AR</b>	<b>2<sup>nd</sup> Year AR</b>	<b>Closeout AR</b>
<b>2020-2021</b>	6/30/2022	6/30/2023	9/15/2021	9/15/2022	9/15/2023
<b>2021-2022</b>	6/30/2023	6/30/2024	9/15/2022	9/15/2023	9/15/2024
<b>2022-2023</b>	6/30/2024	6/30/2025	9/15/2023	9/15/2024	9/15/2025

If funds allocated for these fiscal years is not anticipated to meet any of the deadlines in the table above, Florida Housing Finance Corporation will be notified according to the following chart:

<b>Fiscal Year</b>	<b>Funds Not Encumbered</b>	<b>Funds Not Expended</b>	<b>1<sup>st</sup> Year AR Not Submitted</b>	<b>2<sup>nd</sup> Year AR Not Submitted</b>	<b>Closeout AR Not Submitted</b>
<b>2020-2021</b>	3/30/2022	3/30/2023	6/15/2021	6/15/2022	6/15/2023
<b>2021-2022</b>	3/30/2023	3/30/2024	6/15/2022	6/15/2023	6/15/2024
<b>2022-2023</b>	3/30/2024	3/30/2025	6/15/2023	6/15/2024	6/15/2025

**Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to [robert.dearduff@floridahousing.org](mailto:robert.dearduff@floridahousing.org) and [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) and include:**

1. A statement that “(County) requests an extension to the expenditure deadline for fiscal year \_\_\_\_\_.
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

*Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) when you are ready to “submit” the AR.*

**Other Key Deadlines:**

AHAC reports are due for each local government the same year as the local government’s LHAP being submitted. Local governments receiving the minimum or less allocation are not required to report.

LHAP Exhibit C 2019

FLORIDA HOUSING FINANCE CORPORATION												
HOUSING DELIVERY GOALS CHART												
2020-2021												
Name of Local Government:			Leon County									
Estimated Funds (Anticipated allocation only):			\$ 1,194,506									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1	Down Payment Assistance with Rehabilitation	Yes	1	\$20,000	1	\$20,000	2	\$10,000	\$60,000.00	\$0.00	\$60,000.00	4
2	Down Payment Assistance without Rehabilitation	No	2	\$10,000	2	\$10,000	4	\$7,500	\$0.00	\$70,000.00	\$70,000.00	8
10	Home Ownership Development	Yes	2	\$50,000	2	\$50,000	0	\$0	\$200,000.00	\$0.00	\$200,000.00	4
3	Home Rehabilitation	Yes	3	\$50,000	2	\$50,000	0	\$0	\$250,000.00	\$0.00	\$250,000.00	5
4	Home Replacement	Yes	1	\$130,000	1	\$130,000	0	\$0	\$260,000.00	\$0.00	\$260,000.00	2
6	Emergency Housing Repair & Housing Resilience	Yes	3	\$20,000	2	\$20,000	0	\$0	\$100,000.00	\$0.00	\$100,000.00	5
5	Disaster Recovery	Yes	0	\$20,000	0	\$20,000	0	\$20,000	\$0.00	\$0.00	\$0.00	0
7	Foreclosure Avoidance	No	0	\$7,500	0	\$7,500	0	\$7,500	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		12		10		6		\$870,000.00	\$70,000.00	\$940,000.00	28
Purchase Price Limits:			New	\$ 283,438	Existing	\$ 283,438						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
14,21	Rental Development & Rehabilitation Single Fam	Yes	1	\$50,000	0	\$50,000		\$0	\$50,000.00	\$0.00	\$50,000.00	1
14,21	Rental Development & Rehabilitation Multi Fam	Yes	2	\$50,000	2	\$50,000		\$0	\$200,000.00	\$0.00	\$200,000.00	4
23	Rental Subsidies	No	0	\$10,000	0	\$10,000		\$0	\$0.00	\$0.00	\$0.00	0
26	Rental Subsidies	No	0	\$10,000	0	\$0		\$0	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		3		2		0		\$250,000.00	\$0.00	\$250,000.00	5
	Administration Fees		\$ -		0%		OK					
	Home Ownership Counseling		\$ -									
Total All Funds			\$	1,190,000	OK							

Set-Asides

Percentage Construction/Rehab (75% requirement)		93.8%	OK
Homeownership % (65% requirement)		78.7%	OK
Rental Restriction (25%)		20.9%	OK
Very-Low Income (30% requirement)	\$ 630,000	52.7%	OK
Low Income (30% requirement)	\$ 410,000	34.3%	OK
Moderate Income	\$ 50,000	4.2%	

LHAP Exhibit C 2019

FLORIDA HOUSING FINANCE CORPORATION												
HOUSING DELIVERY GOALS CHART												
2021-2022												
Name of Local Government:			Leon County									
Estimated Funds (Anticipated allocation only):			\$ 1,194,506									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
1	Down Payment Assistance with Rehabilitation	Yes	1	\$20,000	1	\$20,000	2	\$10,000	\$60,000.00	\$0.00	\$60,000.00	4
2	Down Payment Assistance without Rehabilitation	No	2	\$10,000	2	\$10,000	4	\$7,500	\$0.00	\$70,000.00	\$70,000.00	8
10	Home Ownership Development	Yes	2	\$50,000	2	\$50,000	0	\$0	\$200,000.00	\$0.00	\$200,000.00	4
3	Home Rehabilitation	Yes	3	\$50,000	2	\$50,000	0	\$0	\$250,000.00	\$0.00	\$250,000.00	5
4	Home Replacement	Yes	1	\$130,000	1	\$130,000	0	\$0	\$260,000.00	\$0.00	\$260,000.00	2
6	Emergency Housing Repair & Housing Resilience	Yes	3	\$20,000	2	\$20,000	0	\$0	\$100,000.00	\$0.00	\$100,000.00	5
5	Disaster Recovery	Yes	0	\$20,000	0	\$20,000	0	\$20,000	\$0.00	\$0.00	\$0.00	0
7	Foreclosure Avoidance	No	0	\$7,500	0	\$7,500	0	\$7,500	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		12		10		6		\$870,000.00	\$70,000.00	\$940,000.00	28
Purchase Price Limits:			New	\$ 283,438	Existing	\$ 283,438						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
14,21	Rental Development & Rehabilitation Single Fam	Yes	1	\$50,000	0	\$50,000		\$0	\$50,000.00	\$0.00	\$50,000.00	1
14,21	Rental Development & Rehabilitation Multi Fam	Yes	2	\$50,000	2	\$50,000		\$0	\$200,000.00	\$0.00	\$200,000.00	4
23	Rental Subsidies	No	0	\$10,000	0	\$10,000		\$0	\$0.00	\$0.00	\$0.00	0
26	Rental Subsidies	No	0	\$10,000	0	\$0		\$0	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		3		2		0		\$250,000.00	\$0.00	\$250,000.00	5
	Administration Fees		\$ -		0%		OK					
	Home Ownership Counseling		\$ -									
Total All Funds			\$ 1,190,000 OK									

Set-Asides

Percentage Construction/Rehab (75% requirement)		93.8%	OK
Homeownership % (65% requirement)		78.7%	OK
Rental Restriction (25%)		20.9%	OK
Very-Low Income (30% requirement)	\$ 630,000	52.7%	OK
Low Income (30% requirement)	\$ 410,000	34.3%	OK
Moderate Income	\$ 50,000	4.2%	

LHAP Exhibit C 2019

FLORIDA HOUSING FINANCE CORPORATION												
HOUSING DELIVERY GOALS CHART												
2022-2023												
Name of Local Government:			Leon County									
Estimated Funds (Anticipated allocation only):			\$ 1,194,506									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1	Down Payment Assistance with Rehabilitation	Yes	1	\$20,000	1	\$20,000	2	\$10,000	\$60,000.00	\$0.00	\$60,000.00	4
2	Down Payment Assistance without Rehabilitation	No	2	\$10,000	2	\$10,000	4	\$7,500	\$0.00	\$70,000.00	\$70,000.00	8
10	Home Ownership Development	Yes	2	\$50,000	2	\$50,000	0	\$0	\$200,000.00	\$0.00	\$200,000.00	4
3	Home Rehabilitation	Yes	3	\$50,000	2	\$50,000	0	\$0	\$250,000.00	\$0.00	\$250,000.00	5
4	Home Replacement	Yes	1	\$130,000	1	\$130,000	0	\$0	\$260,000.00	\$0.00	\$260,000.00	2
6	Emergency Housing Repair & Housing Resilience	Yes	3	\$20,000	2	\$20,000	0	\$0	\$100,000.00	\$0.00	\$100,000.00	5
5	Disaster Recovery	Yes	0	\$20,000	0	\$20,000	0	\$20,000	\$0.00	\$0.00	\$0.00	0
7	Foreclosure Avoidance	No	0	\$7,500	0	\$7,500	0	\$7,500	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Homeownership		12		10		6		\$870,000.00	\$70,000.00	\$940,000.00	28
Purchase Price Limits:			New	\$ 283,348	Existing	\$ 283,348						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
14,21	Rental Development & Rehabilitation Single Fam	Yes	1	\$50,000	0	\$50,000		\$0	\$50,000.00	\$0.00	\$50,000.00	1
14,21	Rental Development & Rehabilitation Multi Fam	Yes	2	\$50,000	2	\$50,000		\$0	\$200,000.00	\$0.00	\$200,000.00	4
23	Rental Subsidies	No	0	\$10,000	0	\$10,000		\$0	\$0.00	\$0.00	\$0.00	0
26	Rental Subsidies	No	0	\$10,000	0	\$0		\$0	\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	Total Rental		3		2		0		\$250,000.00	\$0.00	\$250,000.00	5
	Administration Fees		\$ -		0%		OK					
	Home Ownership Counseling		\$ -									
Total All Funds			\$ 1,190,000 OK									

Set-Asides

Percentage Construction/Rehab (75% requirement)		93.8%	OK
Homeownership % (65% requirement)		78.7%	OK
Rental Restriction (25%)		20.9%	OK
Very-Low Income (30% requirement)	\$ 630,000	52.7%	OK
Low Income (30% requirement)	\$ 410,000	34.3%	OK
Moderate Income	\$ 50,000	4.2%	



## **CERTIFICATION TO FLORIDA HOUSING FINANCE CORPORATION**

The Board of County Commissioners of Leon County

Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.
- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.

Exhibit D  
67-37.005(1), F.A.C.  
Effective: April 28, 2020

- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) Developers receiving assistance from both SHIP and the Low-Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (15) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Chief Elected Official or designee

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Bryan Desloge, Chairman  
Type Name and Title

\_\_\_\_\_  
Date

**OR**

\_\_\_\_\_  
Attest:  
(Seal)

**LEON COUNTY RESOLUTION NO. 20-**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE COUNTY ADMINISTRATOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR FINAL REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

1 WHEREAS, it is found that 5 percent of the local housing distribution plus 5 percent of program  
2 income is insufficient to adequately pay the necessary costs of administering the local housing  
3 assistance plan. The cost of administering the program may not exceed 10 percent of the local housing  
4 distribution plus 5% of program income deposited into the trust fund, except that small counties, as  
5 defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to  
6 \$350,000 may use up to 10 percent of program income for administrative costs; and

7 WHEREAS, the Department of Human Services and Community Partnerships has prepared a  
8 three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation;  
9 and

10 WHEREAS, the County Commission finds that it is in the best interest of the public for Leon  
11 County Government to submit the Local Housing Assistance Plan for review and approval so as to  
12 qualify for documentary stamp tax funds; and

13 WHEREAS, Rule Chapter 67-37, Florida Administrative Code, requires an approved local  
14 housing assistance plan be adopted by resolution.

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

17  
18 **Section 1. Approve the Local Housing Assistance Plan.**

19  
20 1. The Board of County Commissioners of Leon County hereby approves the Local  
21 Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing  
22 Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2021, 2022  
23 and 2023.

24 2. The County Administrator is hereby designated and authorized to execute any

documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

**Section 2. Effective Date.**

This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this 28<sup>th</sup> day of April 2020.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: \_\_\_\_\_  
Chasity H. O'Steen  
County Attorney

## **EXHIBIT F**

### **Community Land Trust Additional Instructions and Information**

#### **General Standards for Community Land Trusts**

To qualify, homes must be purchased from a County-approved community land trust (CLT). The CLT will execute a 99-year ground lease with the homebuyer. A memorandum of that ground lease is recorded in the public records immediately following the deed. The terms of the ground lease restrict the resale of the property to an income eligible household and provide a right of repurchase to the CLT in the event of default. The CLT must approve the subsequent homebuyer. In the event of a default, the CLT must notify the County whether it intends to exercise its right of repurchase. In the event the CLT is not willing or able to exercise its right of repurchase, it shall transfer its right of repurchase to County, giving County the right, but not the obligation to purchase the property.

The assistance shall be treated as a development cost pay-down to further reduce the sales price to the homebuyer. The assistance amount shall be excluded from the Base Price and Formula Price as defined in the ground lease. The balance of the assistance must be included in the Purchase Option Price as defined in the ground lease to repay the funds to the County in the event of default.

#### **Down Payment Assistance for Homes in a Community Land Trust**

If the maximum subsidy was not provided to the first homebuyer, the County may provide additional assistance to a subsequent buyer to ensure that the property remains affordable, up to the amount of the maximum subsidy allowable at the time of subsequent purchase minus the original subsidy amount provided to the first homebuyer. Any additional SHIP investment will extend the original loan term. At the end of the loan term, the loan will be forgiven, and the lien released. However, the CLT ground lease will remain in effect and the requirements for residency, resale price, and subsequent buyer's income eligibility will continue. The CLT may request satisfaction of a loan and release of the lien during the term of the loan on behalf of a homeowner or seller, and under certain defined circumstances, with approval granted by the County on a case-by-case basis.

#### **Sale of Community Land Trust Homes**

When selling a CLT home, the seller must notify the CLT. The CLT will then enter into a purchase and sale agreement with the seller, that will get assigned to the subsequent homebuyer. The Purchase Option Price for the CLT will be calculated as follows:

Purchase Option Price = Formula Price + Payoff Amount of Deferred Payment Loans

The Formula Price is calculated using a Base Price calculated by subtracting the amount of all SHIP subsidies from the purchase price. For example:

Purchase Price:	\$185,000
MINUS Assistance Provided (maximum):	- <u>\$55,000</u>
EQUALS Base Price (sales price) for first buyer:	<b>\$130,000</b>

Base price is the amount the buyer would need to finance (plus transaction costs) and is used to calculate the Formula Price in the ground lease.

Suppose the Formula (re-sale) Price in the ground lease is calculated by a 1% annual increase to the Base Price, compounded. Suppose the home is sold after 5 years. To calculate the Purchase Option Price (price that will go in the purchase and sale agreement between the CLT and the seller), first calculate the Formula Price:

Formula Price = Base Price x Compound Rate

Calculated as follows:

Year 1 = \$130,100 x 1.01 = \$131,300

Year 2 = \$131,300 x 1.01 = \$132,613

Year 3 = \$131,613 x 1.01 = \$133,939

Year 4 = \$133,939 x 1.01 = \$135,379

Year 5 = \$135,379 x 1.01 = \$136,631

Formula Price = \$136,631

Purchase Option Price = \$136,631 + \$55,000 = \$191,631

The price to the subsequent buyer equals the Purchase Option price minus the total of SHIP subsidies:

Purchase Option Price:	\$191,631
Total Subsidy Assumed:	- <u>\$55,000</u>
Sales price for subsequent buyer:	<b>\$136,631</b> (New Base Price for Formula Price)

The new price should be affordable to the subsequent buyer without additional subsidy.

At the end of the loan term, the value of the Purchase Option Price will be equal to the Formula Price.

**LEON COUNTY RESOLUTION NO. 20-**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE COUNTY ADMINISTRATOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR FINAL REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (2019), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act. The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and



WHEREAS, it is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs; and

WHEREAS, the Department of Human Services and Community Partnerships has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the County Commission finds that it is in the best interest of the public for Leon County Government to submit the Local Housing Assistance Plan for review and approval so as to qualify for documentary stamp tax funds; and

WHEREAS, Rule Chapter 67-37, Florida Administrative Code, requires an approved local housing assistance plan be adopted by resolution.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, that:

**Section 1. Approve the Local Housing Assistance Plan.**

1. The Board of County Commissioners of Leon County hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2021, 2022 and 2023.

2. The County Administrator is hereby designated and authorized to execute any

documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

**Section 2. Effective Date.**

This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this 28<sup>th</sup> day of April 2020.

LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Bryan Desloge, Chairman  
Board of County Commissioners

ATTESTED BY:  
Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:  
Leon County Attorney's Office

By: \_\_\_\_\_  
Chasity H. O'Steen  
County Attorney

*LEON COUNTY, FLORIDA*

**STATE HOUSING INITIATIVE PARTNERSHIP (SHIP)  
LOCAL HOUSING ASSISTANCE PLAN (LHAP)**

**2017-2018, 2018-2019 and 2019-2020**

*As Revised by the Leon County Board of County Commissioners on September 24, 2019*

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A. Administrative Budget for each fiscal year covered in the Plan B. Timeline for Estimated Encumbrance and Expenditure C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan D. Signed LHAP Certification E. Signed, dated, witnessed or attested adopting resolution F. Ordinance: No changes – N/A G. Interlocal Agreement: N/A	

## SECTION I. PROGRAM DETAILS:

- A. Name of the participating local government: Leon County  
Is there an Interlocal Agreement: Yes \_\_\_\_\_ No: X
- B. Purpose of the program:
1. To meet the housing needs of the extremely low, very low, low and moderate income households;
  2. To expand production of and preserve affordable housing; and
  3. To further the housing element of the local government comprehensive plan specific to affordable housing.
- C. Fiscal years covered by the Plan: 2017-2018, 2018-2019 and 2019-2020
- D. Governance: The State Housing Initiatives Partnership (SHIP) Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.
- E. Local Housing Partnership: The SHIP Program encourages building active partnerships between government, lenders, builders and developers, real estate professionals, advocates for low-income persons and community groups.
- F. Leveraging: The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation (FHFC) programs and to provide local match to obtain federal housing grants or programs.
- G. Public Input: Public input was solicited through face to face meetings with housing providers, social service providers, local lenders, neighborhood associations, and convening Leon County's citizen Affordable Housing Advisory Committee. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability, when applicable.
- H. Advertising and Outreach: SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.
- I. Waiting List/Priorities: A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status annually. Applicants will be maintained in an order that is consistent with the time applications were submitted as well as any established funding priorities as described in this plan.

The following priorities for funding described/listed here apply to all strategies except Disaster Mitigation:

The County will accept applications during the advertised “Application Period” which will be 30 days. From the end of the application period, applicants will have 30 days to submit all required documentation in order to be deemed eligible. Applications will be placed in order of receipt and separated based on strategy applied for. When funds are available for a particular strategy, the applicants from the waiting list will be contacted to complete/update the application for SHIP assistance. Applicants will be placed in the queue for assistance once they have provided all required documentation and been deemed SHIP eligible.

Once there is a list of eligible applicants, they will be ranked giving first priority to households qualifying as Special Needs households. These applicants will further be ranked with priority given to very-low income, then low, then moderate. The second priority will be to serve Essential Services Personnel (ESP). These applicants will further be ranked with priority given to very-low income, then low, then moderate. After serving enough Special Needs households to meet set-asides and any qualified ESP for the funding year, all applicants deemed eligible will be considered equally with priority given to very-low, then low, then moderate income groups.

#### Ranking Priority:

1. Special Needs Households
    - a. Very low
    - b. Low
    - c. Moderate
  2. Essential Services Personnel
    - a. Very low
    - b. Low
    - c. Moderate
  3. After Special Needs Set-asides and ESP goals are met
    - a. Very Low
    - b. Low
    - c. Moderate
- J. Discrimination: In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, handicap, or familial status in the award application process for eligible housing.
- K. Support Services and Counseling: Support services are available from various sources. The County will provide Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling, and Foreclosure Counseling through qualified HUD approved agencies.
- L. Purchase Price Limits: The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

X U.S. Treasury Department  
 \_\_\_\_\_ Local HFA Numbers

- M. Income Limits, Rent Limits and Affordability: The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at [www.floridahousing.org](http://www.floridahousing.org).

*“Affordable” means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household’s ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.*

- N. Welfare Transition Program: Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.
- O. Monitoring and First Right of Refusal: In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance, whichever is longer unless as specified above.

Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

- P. Administrative Budget: A line-item budget of proposed Administrative Expenditures is attached as Exhibit A. Leon County finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan.

**Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states:** *“A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan.”*  
**Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code,**

**further states:** “The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.”

The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.

- Q. Program Administration: Administration of the local housing assistance plan will be wholly performed and maintained by Leon County.
- R. Project Delivery Costs: In addition to the administrative costs listed above, the County will charge a reasonable project delivery cost to cover inspections performed by non-county employees for rehabilitation projects. In most cases, the fee will not exceed three percent (3%) of the contracted SHIP award and will be included in the amount of the recorded mortgage and note.
  - 1. Title Search
  - 2. Recordation Fee
  - 3. The County will utilize a contractor to assess the appropriate level of housing rehabilitation necessary to improve accessibility and enhance independence for participating households having special needs.
- S. Essential Service Personnel Definition: For the purpose of SHIP funding, the County considers the following groups as Essential Services to our county: First Responders, Educators in K-12, Nurses, Active Military, National Guard stationed in the county and skilled building trades.
- T. Describe efforts to incorporate Green Building and Energy Saving products and processes:
 

The County will, when economically feasible, employ the following Green Building requirements on rehabilitation and emergency repairs:

  - 1. Low or No-VOC paint for all interior walls (Low-VOC means 50 grams per liter or less for flat paint; 150 grams per liter or less for non-flat paint);
  - 2. Low-flow water fixtures in bathrooms—WaterSense labeled products or the following specifications:
    - a. Toilets: 1.6 gallons/flush or less,
    - b. Faucets: 1.5 gallons/minute or less,
    - c. Showerheads: 2.2 gallons/minute or less;
  - 3. Energy Star qualified refrigerator;
  - 4. Energy Star qualified dishwasher, if provided;
  - 5. Energy Star qualified washing machine, if provided in units;
  - 6. Energy Star qualified exhaust fans in all bathrooms; and
  - 7. Air conditioning: Minimum SEER of 14. Packaged units are allowed in studios and one bedroom units with a minimum of 11.7 EER.
- U. Describe efforts to meet the 20% Special Needs set-aside: The County will partner with social service agencies serving the designated special needs population to achieve the goal of the special needs set-aside. The goal will be met through owner occupied housing rehabilitation and housing replacement, down payment assistance, emergency repair, and



rental assistance strategies.

- V. Describe efforts to reduce homelessness: The County will work with agencies serving the homeless populations primarily through Leon County's Housing Rental Strategy (Strategy H) to place these individuals or families in rental or transitional housing for the purpose of providing a stable housing situation for twelve (12) months.

## SECTION II. HOUSING STRATEGIES:

A. <i>Purchase Assistance for Existing Units Without Repair</i>	Code 2
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- a. Summary of Strategy: SHIP funds will be awarded for down payment and closing costs associated with the purchase of a home that does not require repair.

Prospective homebuyers must qualify as a First Time Homebuyer under the HUD definition: *An individual who has had no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. An individual who has only owned a property that was not in compliance with state, local or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.*

- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020

- c. Income Categories to be served: Very low, Low, and Moderate

- d. Maximum award:
- |           |          |
|-----------|----------|
| Very Low: | \$10,000 |
| Low:      | \$10,000 |
| Moderate: | \$7,500  |

- e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as deferred loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 10 years
4. Forgiveness: Loan will be forgiven if recipient maintains ownership and primary residence through the term of the loan.
5. Repayment: Not required if this loan is in good standing.
6. Default: The loan will be determined to be in default if any of the following occurs:
  - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);

- (2) Home owner no longer occupies the unit as his/her principal residence;
  - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
  - (4) Home owner refinances the assisted unit. However, refinancing is allowed for the following conditions:
    - i. purpose of preventing foreclosure;
    - ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
    - iii. to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
    - iv. for payment of outstanding bills with no cash out to homeowner.
  - (5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.
- f. Recipient Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Applicants must complete a homebuyer education program with a HUD-approved counseling agency before closing. Applicants must secure a first mortgage by an approved lender and must be able to contribute five hundred dollars (\$500.00) towards the down payment or closing costs. At that point, funds are reserved for the applicant for no more than 90 days. Leon County will be placed in second place behind the first mortgage for all Down Payment Assistance transactions unless authorization is received from the Leon County Division of Housing Services to be placed in third (3rd) or fourth (4th).

Mobile homes are not eligible for this program.

All eligible units must be in unincorporated Leon County. Applicants are eligible to receive SHIP assistance once every ten (10) years except for those affected by disaster and/or require emergency assistance.

<i>B. Purchase Assistance for Existing Units Needing Repair</i>	<i>Code 1</i>
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- a. Summary of Strategy: SHIP funds will be awarded for down payment and closing costs to purchase the home in need of repair.

Prospective homebuyers must qualify as a First Time Homebuyer under the HUD definition: *An individual who has had no ownership in a principal residence during the 3-year period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. An individual who has only owned a property that was not in compliance with state, local or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.*

- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020

- c. Income Categories to be served: Very low, Low, and Moderate

- d. Maximum award:

Very low: \$15,000, which may include up to \$1,500 for temporary relocation

Low: \$10,000, which may include up to \$1,500 for temporary relocation

Moderate: \$10,000, which may include up to \$1,500 for temporary relocation

- e. Terms:

1. Repayment loan/deferred loan/grant: Funds will be awarded as deferred loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 10 years
4. Forgiveness: Loan will be forgiven if recipient maintains ownership and primary residence through the term of the loan.
5. Repayment: Not required if this loan is in good standing.
6. Default: The loan will be determined to be in default if any of the following occurs:
  - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
  - (2) Home owner no longer occupies the unit as his/her principal residence;
  - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
  - (4) Home owner refinances the assisted unit. However, refinancing is

allowed for the following conditions:

- i. purpose of preventing foreclosure;
- ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
- iii. to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
- iv. for payment of outstanding bills with no cash out to homeowner.

(5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.

- f. Recipient Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I). Applicants must secure an FHA 203K Loan.
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Applicants must complete a homebuyer education program with HUD-approved counseling agency before closing. Applicants must secure a first mortgage by an approved lender and must be able to contribute five hundred dollars (\$500.00) towards the down payment or closing costs. At that point, funds are reserved for the applicant for no more than 90 days. Leon County will be placed in second place behind the first mortgage for all Down Payment Assistance transactions unless authorization is received from the Leon County Division of Housing Services to be placed in third (3rd) or fourth (4th).

Mobile homes are not eligible for this program.

All eligible units must be in unincorporated Leon County. Applicants are eligible to receive SHIP assistance once every ten (10) years except for those affected by disaster and/or require emergency assistance.

<i>C. Home Rehabilitation</i>	<i>Code 3</i>
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- a. Summary of Strategy: SHIP funds will be awarded to owner-occupied households in need of repairs for health, safety, insurability, correct code violations and to prepare for future disasters. This will include structural improvements, accessibility rehabilitation, and water and sewer connections including tap fees.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very low, Low

- d. Maximum award: \$50,000 for rehabilitation, which may include up to \$1,500 for temporary relocation.
- e. Terms:
  1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  2. Interest Rate: 0%
  3. Years in loan term: Five (5) years: \$0 - \$20,000  
Ten (10) years: \$20,001 - \$50,000
  4. Forgiveness: Loans are forgiven in the following manner:
    - (1) Five-year loans on a prorated basis of 20% per year
    - (2) Ten-year loans on a prorated basis of 10% per year
  5. Repayment: Not required if loan is in good standing
  6. Default: The loan will be determined to be in default if any of the following occurs:
    - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
    - (2) Home owner no longer occupies the unit as his/her principal residence;
    - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
    - (4) Home owner refinances the assisted unit. However, refinancing is allowed for the following conditions:
      - i. purpose of preventing foreclosure;
      - ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
      - iii. to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
      - iv. for payment of outstanding bills with no cash out to homeowner.
    - (5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.
- f. Recipient Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Eligible units shall be either site-built or block structures; or modular homes; or mobile homes (built after June 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's

Office.

SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.

No rehabilitation contractor may have more than five home replacement/rehabilitation contracts at one time unless the contractor is the sole bidder for a home replacement/rehabilitation project.

Rehabilitation projects of \$20,000 or more will be eligible for relocation assistance.

All eligible units must be in unincorporated Leon County. Applicants are eligible to receive SHIP assistance once every ten (10) years except for those affected by disaster and/or require emergency assistance.

<i>D. Home Replacement</i>	<i>Code 4</i>
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- a. Summary of Strategy: SHIP funds will be awarded for the removal and replacement of existing owner-occupied single-family homes if the county finds that rehabilitation of the home surpasses 50% of the current value of the home.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very low and Low
- d. Maximum award: \$126,500 for site built and modular homes, which includes up to \$1,500 for temporary relocation.
- e. Terms:
  1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  2. Interest Rate: 0%
  3. Years in loan term: 20 years
  4. Forgiveness: Loan is forgiven on a prorated basis of 5% per year
  5. Repayment: Not required as long as the loan is in good standing.
  6. Default: The loan will be determined to be in default if any of the following occurs:
    - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
    - (2) Home owner no longer occupies the unit as his/her principal residence;
    - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
    - (4) Home owner refinances the assisted unit. However, refinancing is allowed for the following conditions:

- i. purpose of preventing foreclosure;
  - ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
  - iii. to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
  - iv. for payment of outstanding bills with no cash out to homeowner.
- (5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.
- f. Recipient Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Eligible units shall be replaced with either site-built; or block structures; or modular homes.

SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds to cover the cost of repairs described under this strategy.

No rehabilitation contractor may have more than five home replacement, rehabilitation contracts at one time unless the contractor is the sole bidder for a home replacement/rehabilitation project.

All eligible units must be in unincorporated Leon County. Applicants are eligible to receive SHIP assistance once every ten (10) years except for those affected by disaster and/or require emergency assistance.

Households receiving home replacement must obtain and maintain homeowner's insurance for the duration of the lien period.

<i>E. Disaster Recovery</i>	<i>Code 5</i>
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- a. Summary of Strategy: SHIP funds may be awarded to applicants in need of home repairs directly caused by a disaster that is declared by an Executive Order of the President of the United States or Florida Governor.
- Eligible expenses include repairs to damage associated with a disaster, including but not limited to: the purchase of emergency supplies for eligible households, weather proofing of damaged homes, repairs to prevent further damage, tree and debris removal, make housing units habitable, relocation expenses, insurance deductible reimbursements, and post-disaster repairs. Post disaster rehabilitation activity may include repairing structural

damage, roof repair/replacement, as well as retrofitting activities such as waterproofing or elevating a structure to meet requirements of the National Flood Insurance Program. Demolition and reconstruction activities will be conducted using the Home Replacement Program (Code 4).

- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very Low, Low, and Moderate
- d. Maximum award: \$50,000, for rehabilitation and non-home replacement activities, which may include up to \$1,500 for temporary relocation.
- e. Terms:
  1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  2. Interest Rate: 0%
  3. Years in loan term: Five (5) years: \$0 - \$20,000  
 Ten (10) years: \$20,001 - \$50,000
  4. Forgiveness: Loan is forgiven on a prorated basis of:
    - a. 20% per year forgiven for five (5) year term
    - b. 10% per year forgiven for ten (10) year term
  5. Repayment: Not required if the loan is in good standing.
  6. Default: The loan will be determined to be in default if any of the following occurs:
    - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
    - (2) Home owner no longer occupies the unit as his/her principal residence;
    - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
    - (4) Home owner refinance the assisted unit. However, refinancing is allowed for the following conditions:
      - i. purpose of preventing foreclosure;
      - ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
      - iii. to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
      - iv. for payment of outstanding bills with no cash out to homeowner.
    - (5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.



- f. Recipient Selection Criteria: Applicants will be assisted on a first-qualified, first-served basis.
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Eligible units shall be either site-built; or block structures; or modular homes; or mobile homes (built after 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office. SHIP funds may be used alone or in conjunction with other sources of funding to cover the cost of repairs described under this strategy.

All eligible units must be in unincorporated Leon County.

Applicants who have homeowner's insurance in place at the time of the storm event must submit a claim to the insurer and use proceeds for disaster-related home repairs. SHIP funds may be used to pay homeowner deductibles.

<i>F. Emergency Housing Repair &amp; Housing Resilience</i>	<i>Code 6</i>
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- a. Summary of Strategy: SHIP Funds will be awarded to applicants in need of rehabilitation of their home related to a dire situation that needs to be mitigated immediately via a short term and/or permanent repair. This includes: damaged roofing that is leaking, damaged windows causing exposure to the elements, electrical, plumbing or septic problems that could cause damage to the home or to remediate an immediate health hazard to the occupants.

SHIP funds will be awarded to applicants to protect and prepare the home's resilience to the impact of a future disaster. This includes: removal of tree limbs and/or trees that pose a threat to the dwelling or infrastructure, raising of Heating, Ventilation & Cooling equipment, installation of impact resistant windows, garage door straps, or any other activity that could improve the home's resilience to the impact of a future disaster.

SHIP funds may be awarded to applicants requiring emergency power generator installation if: 1. a member of the household meets the Special Needs set a side criterion; and 2. a written statement from a healthcare provider indicating that electricity is a bona fide medical necessity.

SHIP funds may also be awarded to pay insurance deductibles for any repairs covered by the homeowner's policy.

When an applicant is assisted with this strategy, they will not lose their place on the waiting list. However, the amount of funds expended for emergency repairs will be counted towards the maximum award if the applicant receives subsequent assistance.

- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very low and Low

- d. Maximum award: \$20,000
- e. Terms:
  1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  2. Interest Rate: 0%
  3. Years in loan term: Five (5) years
  4. Forgiveness: Loan is forgiven on a prorated basis of 20% per year
  5. Repayment: Not required if the loan is in good standing.
  6. Default: The loan will be determined to be in default if any of the following occurs:
    - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy or foreclosure, etc.);
    - (2) Home owner no longer occupies the unit as his/her principal residence;
    - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
    - (4) Home owner refinance the assisted unit. However, refinancing is allowed for the following conditions:
      - i. purpose of preventing foreclosure;
      - ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
      - iii. to change from an adjustable rate mortgage (ARM) to a fixed rate mortgage;
      - iv. for payment of outstanding bills with no cash out to homeowner.
    - (5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.
- f. Recipient Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups as referenced in Program Details (I).
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Eligible units shall be either site-built or block structures; modular homes; or mobile homes (built after June 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office.

Applicants who have homeowner's insurance in place are required to submit a claim to the insurer and use proceeds for repairs if the needed repairs are related to an event reasonably believed to be insurable.

SHIP funds may be used alone or in conjunction with CDBG and any other Housing funds

to cover the cost of repairs described under this strategy.

All eligible units must be in unincorporated Leon County.

<i>H. Foreclosure Avoidance</i>	<i>Code 7</i>
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- a. Summary of Strategy: SHIP Funds will be awarded to applicants to bring current the existing first mortgage of their primary residences to avoid foreclosure.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very low, Low, and Moderate
- d. Maximum award: \$7,500
- e. Terms:
  1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  2. Interest Rate: 0%
  3. Years in loan term: Five (5) years
  4. Forgiveness: Loan is forgiven on a prorated basis of 20% per year
  5. Repayment: Not required if the loan is in good standing.
  6. Default: The loan will be determined to be in default if any of the following occurs:
    - (1) Home owner sells, transfers or disposes of the assisted unit (by either sale, transfer, bankruptcy, or post assistance foreclosure, etc.);
    - (2) Home owner no longer occupies the unit as his/her principal residence;
    - (3) Home owner dies, or if a married couple, the survivor dies. However, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
    - (4) Home owner refinance the assisted unit. However, refinancing is allowed for the following conditions:
      - i. purpose of preventing foreclosure;
      - ii. lowering the interest rate; the refinancing to lower the interest rate must result in a minimum monthly mortgage payment reduction of at least seventy-five (\$75.00) dollars per month
      - iii. for payment of outstanding bills with no cash out to homeowner.
    - (5) Home owner fails to meet standard property maintenance requirements as dictated by the Leon County Building Official through Code Enforcement Policies currently enforced.

f. Recipient Selection Criteria:

1. Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities for Special Needs, Essential Services Personnel and income groups.
2. Applicant(s) must be at least 2 months in arrears in mortgage payments and have received notification in writing from their lender that proceeding to foreclosure is eminent. The maximum arrears for eligibility will be determined by the Lender's willingness to accept program maximum award to solve the client's issue via direct payment, modification, repayment plan, reinstatement, or any other viable solution acceptable to the client and Lender.
3. Applicant(s) must have received in writing, from their lender, a denial of default resolution, forbearance, or payment arrangement.
4. Applicant(s) must provide proof of sufficient income to maintain all mortgages and property taxes after foreclosure assistance is received.

The ability to pay the affordable mortgage after receiving program assistance. Affordable means that monthly mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071 (19), (20) and (28), F.S.

5. A hardship letter, as detailed in the Qualification Criteria must demonstrate the nonpayment of the mortgage is due to: sudden loss of income, sudden medical expenses, divorce or separation, death of spouse or joint-property owner, or unforeseen home repair bills.
6. If approved to receive assistance, the applicant(s) must demonstrate:
  - (1) Proof of enrollment in a credit counseling/budgeting course offered by an approved local provider.
  - (2) Proof of residency in the unincorporated area of Leon County.
  - (3) Assistance being sought is for the applicant(s) primary residence.
  - (4) Applicant(s) must demonstrate proof of extraordinary hardship. Assistance will be provided where an extraordinary hardship exists and has been demonstrated through adequate documentation, resulting in the delinquency on the first mortgage. If the applicant(s) has a variable rate mortgage, the applicant(s) must agree and show proof of approval for a modified fixed rate mortgage. Examples of an extraordinary hardship include, but are not limited to:
    - a. Loss of employment, through no fault of the applicant; however, the applicant has secured new employment.

- b. Substantial decrease in the household income, through no fault of the applicant(s).
  - c. Temporary or permanent disability that reduces income.
  - d. Changes in the household composition that reduces income.
  - e. Demonstrated medical hardship.
  - f. Weather events such as fire, hurricane, or other disaster, resulting in unforeseen home repair bills not covered by the Federal Emergency Management (FEMA).
  - g. Substantial increase of the mortgage payment due to participation in an adjustable rate mortgage or "ramp up" mortgage.
  - h. Substantial increase in payment due to escrow shortages.
- g. Sponsor/Developer Selection Criteria: N/A
- h. Additional Information: Eligible units shall be either site-built or block structures; modular homes; or mobile homes (built after 1994). Mobile homes assisted with SHIP funds must be registered as real property with the Leon County Tax Collector's Office.

All eligible units must be in unincorporated Leon County. Applicants are eligible to receive SHIP assistance once every ten (10) years except for those affected by disaster and/or require emergency assistance.

<i>I. Housing Rental Assistance</i>	<i>Code 13</i>
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- a. Summary of Strategy: SHIP Funds will be awarded to renter households that are in need of assistance for:
  - 1. Security and utility deposit assistance;
  - 2. Eviction prevention not to exceed 6 months' rent; and/or
  - 3. Rent subsidies for up to 12 months. To be eligible for rent subsidies, the household receiving assistance must include at least one adult who is a person with special needs, as defined in s. 420.0004, Florida Statutes.
- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very low and Low
- d. Maximum award: \$10,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a grant with no

- recapture terms.
  - 2. Interest Rate: N/A
  - 3. Years in loan term: N/A
  - 4. Forgiveness: N/A
  - 5. Repayment: N/A
  - 6. Default: N/A
- f. Recipient Selection Criteria: Applicants who are homeless or at risk of homelessness (i.e., seeking eviction prevention) will be referred to the Leon County Housing Division by the local Continuum of Care Coordinated Entry system, and be assisted on a first-qualified, first-served basis. Applicants with one or more special needs household members may apply directly to the Leon County Housing Division or may be referred by a special needs service provider. If applications are received simultaneously, priority will be given to the household with the lowest income.
- g. Sponsor/Developer Selection Criteria: Sponsors will be selected to administer the Rental Assistance program. Criteria for selection of sponsor organization will include:
- 1. past experience working with the target population;
  - 2. past experience administering similar rental assistance programs;
  - 3. financial and human resource capacity to administer the program;
  - 4. participation in the Continuum of Care Coordinated Entry system; and
  - 5. such other criteria as may be determined appropriate.
- h. Additional Information:  
Applicants are eligible to receive SHIP assistance once every ten (10) years with the exception of those affected by disaster and who require emergency assistance.

All eligible units must be in unincorporated Leon County.

<i>J. Rental Development</i>	<i>Codes: 14,21</i>
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Summary of Strategy: Funds will be awarded to developers to build new or to rehabilitate affordable rental units (single family detached or multi). Developers are required to be awarded construction financing through other local, state, federal, or private housing programs to construct new affordable rental units. This funding may be used as gap financing required for the project.

- b. Fiscal Years Covered: 2017-2018, 2018-2019 and 2019-2020
- c. Income Categories to be served: Very low and Low
- d. Maximum award: \$20,000 per unit – Non-homeless; \$50,000 per unit - Homeless
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  - 2. Interest Rate: 3% of the award will be added to the original principal at inception

3. Years in loan term: No less than fifteen years or coterminous with the first mortgage loan
4. Forgiveness:
  - a. For-profit developers: No forgiveness
  - b. Non-profit developers: Forgiveness.
    - i. Loan is forgiven on a prorated basis beginning in year six until year 15 at 10% annually.
5. Repayment:
  - a. For-profit developers: Repayment after 15 years or a period that is coterminous with the first mortgage loan. The loan may be extended for an additional term based on the following: Populations being served; existing capacity of the organization; history of compliance with the terms of the loan; and other relevant issues such as the availability of the housing and services through other agencies.
  - b. Non-profit developers: N/A
6. Default: The loan will be due and payable before the end of the term only if the units are sold or are no longer occupied by income-eligible households or used to house eligible households or persons who are homeless (if homeless rental development). Units must remain affordable for at least 15 years.

If the property is foreclosed by a superior mortgage holder, the County will make every effort to recapture funds through the legal process if it is determined that adequate funds may be available after satisfaction of all superior liens.

In the event the sponsor ceases to use the property to house eligible households or persons who are homeless, or if the sponsor offers the property for sale prior to the end of the term of the loan, the agency must give a right of first refusal to an eligible nonprofit for purchase at the current market value for continued occupancy by eligible persons.

- f. Tenant Selection Criteria: Applications from potential tenants will be reviewed for eligibility by the program sponsors and will be approved on a first-qualified basis.
- g. Sponsor/Developer Selection Criteria: Applications from potential sponsors will be reviewed on an ongoing basis.

Non-profit sponsors used to implement this program must have received a tax-exempt ruling as a non-profit agency from the IRS under Section 501(c) of the Internal Revenue Code. The non-profit must have in its mission statement, Articles of incorporation, or bylaws that it is dedicated to the provision of housing and services for eligible households or persons who are homeless (if homeless rental development).

For-profit sponsors administering the program must have experience performing housing activities for eligible households or persons who are homeless (if homeless rental development).

The criteria to select for-profit or non-profit agencies may include, but is not limited to,

the following:

- Consistency of the project with basic goals and objectives of the County;
  - The financial strength of the sponsor;
  - The ability of the sponsor to complete the project by the deadlines established by the County;
  - The capacity of the sponsor;
  - The quantity and quality of experience in affordable housing development;
  - Proof of site control;
  - Willingness of the sponsor to contractually commit to comply with SHIP and other County requirements;
  - Agreement to select tenants based on compliance with all eligibility requirements imposed by the program; and
  - Preference for sponsors that employ personnel from the Welfare Transition Program.
- h. Additional Information: Eligible units shall be either site-built or block structures; modular homes.

The County shall conduct annual monitoring visits or rely on the monitoring reports resulting from monitoring visits conducted as a requirement for other federal, state, or local funding sources to verify that the development is in compliance with SHIP affordable housing rules and requirements.

To the maximum extent possible, the County and all contracted agencies shall encourage the incorporation of energy efficiency features, and green building and design techniques into rehabilitation or construction projects for sustainability and affordability.

All eligible units must be in unincorporated Leon County.

### III. LHAP Incentive Strategies

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

#### A. Expedited Permitting

Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects

Provide a description of the procedures used to implement this strategy: Leon County expedites permitting of affordable housing projects by administrative direction, close coordination and team work. Specific processes that have been established include:

- 1) Using pre-permitting review to determine project status, identify and resolve potential legal problems that might preempt permitting, and otherwise expedite affordable housing.
- 2) Obtain assistance and cross-training from Building Inspection with the initial inspection of rehabilitation projects to ensure all code compliance issues are addressed in write-ups and permit applications. This expedites plan review and minimizes changes that delay permitting and project completion.



3) The Director of the Office of Human Services & Community Partnerships and the staff are the designated liaisons with the Affordable Housing Program and assists with the resolution of difficult permitting issues. These processes will promote a reduction in building permitting time for affordable housing projects by 50% from the average of ten (10) days to an average of five (5) days.

**B. Ongoing Review Process**

An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption

Provide a description of the procedures used to implement this strategy: By administrative direction, all Local Comprehensive Plan and Land Development Regulations (LDR) with the potential to impact the cost of affordable housing are referred to the Leon County Division of Housing Services. Any of these Plan or LDR amendments potentially affecting affordable housing costs can be brought up to a meeting of the Department of Development Support and Environmental Management, the Planning Department, and the Division of Housing Services for modification and transmittal to the Board of County Commissioners or other appropriate review or approval entities.

**C. Other Incentive Strategies Adopted:**

**Modification of Impact Fee Requirements**

The County eliminated its transportation impact fee in 1995; therefore, housing developers do not pay any county impact fees. The Public Works Department supports affordable housing by waiving landfill dumping (tipping) fees for disposal of construction debris by the County's affordable housing contractors.

**Modification of Site Plan Requirements (Reduction of Parking Setbacks)**

Site design modifications such as reduced lot size, street layout and design, setback reductions, and decreased parking requirements can be obtained by the developers of affordable housing subdivisions under Articles X and XI of the current Leon County land development code. The Building Plans Review and Inspection Division administratively allows developers to utilize master building permits consistent with the provisions outlined in F.S. 55.794 as a methodology for reducing the cost of home design and minimizing the associated time frames required for building plans review and permit approval.

**Inventory of Public Lands Suitable for Affordable Housing**

When foreclosing on Code Enforcement Board liens, the County considers the use of foreclosed property for affordable housing.

**IV. EXHIBITS:**

- A. Administrative Budget for each fiscal year covered in the Plan.
- B. Timeline for Estimated Encumbrance and Expenditure.

- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.
- D. Signed LHAP Certification.
- E. Signed, dated, witnessed or attested adopting resolution.
- F. Ordinance – No change
- G. Interlocal Agreement – N/A

**Exhibit A**

## ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

**LHAP 2009-001****Exhibit A****Revised: 6/2016**

Leon County

Fiscal Year: 2017-2018		
Estimated Allocation for Calculating:	\$	642,950.00
Salaries and Benefits	\$	17,295.00
Office Supplies and Equipment	\$	4,855.00
Travel Per diem Workshops, etc.	\$	5,000.00
Advertising	\$	2,000.00
Other*	\$	35,000.00
Total	\$	64,150.00
Fiscal Year: 2018-2019		
Estimated Allocation for Calculating:	\$	655,475.00
Salaries and Benefits	\$	40,997.00
Office Supplies and Equipment	\$	1,003.00
Travel Per diem Workshops, etc.	\$	5,000.00
Advertising	\$	3,000.00
Other*	\$	15,000.00
Total	\$	65,000.00
Fiscal Year 2019-2020		
Estimated Allocation for Calculating:	\$	710,020.00
Salaries and Benefits	\$	43,002.00
Office Supplies and Equipment	\$	5,000.00
Travel Per diem Workshops, etc.	\$	5,000.00
Advertising	\$	3,000.00
Other*	\$	15,000.00
Total	\$	71,002.00

\*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document. Details: \$35,000 in Fiscal Year 2017-2018 to develop an automated system for managing the SHIP program. The proposed system will be designed to facilitate processes while streamlining operations. \$15,000 in subsequent fiscal years for system maintenance and enhancements.

**Exhibit B**  
**Timeline for SHIP Expenditures**

**Leon County Government** affirms that funds allocated for these fiscal years will

meet the following deadlines:

Fiscal Year	Encumbered	Expended	1 <sup>st</sup> Year AR	2 <sup>nd</sup> Year AR	Closeout AR
<b>2017-2018</b>	6/30/2019	6/30/2020	9/15/2018	9/15/2019	9/15/2020
<b>2018-2019</b>	6/30/2020	6/30/2021	9/15/2019	9/15/2020	9/15/2021
<b>2019-2020</b>	6/30/2021	6/30/2022	9/15/2020	9/15/2021	9/15/2022

If funds allocated for these fiscal years is not anticipated to meet any of the deadlines in the table above, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Funds Not Encumbered	Funds Not Expended	1 <sup>st</sup> Year AR Not Submitted	2 <sup>nd</sup> Year AR Not Submitted	Closeout AR Not Submitted
<b>2017-2018</b>	3/30/2019	3/30/2020	6/15/2018	6/15/2019	6/15/2020
<b>2018-2019</b>	3/30/2020	3/30/2021	6/15/2019	6/15/2020	6/15/2021
<b>2019-2020</b>	3/30/2021	3/30/2022	6/15/2020	6/15/2021	6/15/2022

**Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to [robert.dearduff@floridahousing.org](mailto:robert.dearduff@floridahousing.org) and [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) and include:**

1. A statement that “(city/county) requests an extension to the expenditure deadline for fiscal year \_\_\_\_\_.”
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

*Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) when you are ready to “submit” the AR.*

**Other Key Deadlines:**

AHAC reports are due for each local government the same year as the local government’s LHAP being submitted. Local governments receiving the minimum or less allocation are not required to report.

Please check applicable box

FLORIDA HOUSING FINANCE CORPORATION											Page 27 of 34 Please check applicable box		
HOUSING DELIVERY GOALS CHART											New Plan:		X
2017-2018											Amendment:		
											Fiscal Yr. Closeout:		2017-2018
Name of Local Government:		Leon County					Allocation:		\$642,950.00				
								A	B	C	D	E	F
	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
7	Foreclosure Avoidance	2	\$7,500	2	\$7,500	0	\$7,500	\$0.00	\$0.00	\$40,000.00	\$40,000.00	6.22%	4
3	Home Rehabilitation	1	\$50,000	2	\$50,000	0	\$50,000	\$0.00	\$97,950.00	\$0.00	\$97,950.00	15.23%	3
5	Disaster Mitigation	0	\$108,000	0	\$108,000	0	\$0	\$55,250.00	\$0.00	\$0.00	\$55,250.00	8.59%	0
4	Home Replacement (Demolition Reconstruction)	6	\$108,000	4	\$108,000	0	\$0	\$300,000.00	\$0.00	\$0.00	\$300,000.00	46.66%	10
1	Purchase Assistance for Exisiting Units Needing Repair	0	\$15,000	0	\$10,000	1	\$7,500	\$0.00	\$7,500.00	\$0.00	\$7,500.00	1.17%	1
2	Purchase Assistance for Exisiting Units w/o Repair	0	\$7,500	1	\$7,500	0	\$7,500	\$7,500.00	\$0.00	\$7,500.00	\$15,000.00	2.33%	1
6	Emergency Housing Repair	9	\$1,650	5	\$1,650	0	\$0	\$0.00	\$11,550.00	\$11,550.00	\$23,100.00	3.59%	14
	Subtotal 1 (Home Ownership)	18		14		1		\$362,750.00	\$117,000.00	\$59,050.00	\$538,800.00	83.80%	33
	RENTAL	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
	STRATEGIES	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
13	Housing Rental Assistance	3	\$10,000	1	\$10,000	0	0	\$0.00	\$0.00	\$40,000.00	\$40,000.00	6.22%	4
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	3		1		0		\$0.00	\$0.00	\$40,000.00	\$40,000.00	6.22%	4
	Administration Fees										\$64,150.00	9.98%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling											0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Adm	21		15		1		\$362,750.00	\$117,000.00	\$99,050.00	\$642,950.00	100.00%	37
	Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									74.62%		
	Maximum Allowable												
	Purchase Price:							New	\$204,000	Existing	\$204,000		
	Allocation Breakdown	Amount		%			Projected Program Income:			Max Amount Program Income For Admin:		\$0.00	
	Very-Low Income	\$310,650.00		48.3%			Projected Recaptured Funds:						
	Low Income	\$253,150.00		39.4%			Distribution:		\$642,950.00				
	Moderate Income	\$15,000.00		2.3%			Total Available Funds:		\$642,950.00				
	TOTAL	\$578,800.00		90.0%									

Please check applicable box

FLORIDA HOUSING FINANCE CORPORATION											HOUSING DELIVERY GOALS CHART 2018-2019			New Plan: <input checked="" type="checkbox"/>	
HOUSING DELIVERY GOALS CHART 2018-2019											Amendment:				
Name of Local Government: <b>Leon County</b>											Estimated Funds: <b>\$655,475.00</b>		Fiscal Yr. Closeout: <b>2018-2019</b>		
		VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	A	B	C	D	E	F		
HOMEOWNERSHIP		VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total		
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units		
7	Foreclosure Avoidance	3	\$7,500	1	\$7,500	0	\$7,500	\$0.00	\$0.00	\$30,000.00	\$30,000.00	4.58%	4		
3	Home Rehabilitation	1	\$50,000	2	\$50,000	0	\$50,000	\$0.00	\$104,025.00	\$0.00	\$104,025.00	15.87%	3		
5	Diaster Mitigation	0	\$75,000	0	\$75,000	0	\$0	\$60,000.00	\$0.00	\$0.00	\$60,000.00	9.15%	0		
4	Home Replacement (Demolition Reconstruction)	6	\$75,000	5	\$75,000	0	\$75,000	\$300,000.00	\$0.00	\$0.00	\$300,000.00	45.77%	11		
1	Purchase Assistance for Existing Units Needing Repair	0	\$15,000	2	\$10,000	0	\$7,500	\$0.00	\$20,000.00	\$0.00	\$20,000.00	3.05%	2		
2	Purchase Assistance for Existing Units w/o Repair	0	\$7,500	2	\$7,500	0	\$7,500	\$20,000.00	\$15,000.00	\$0.00	\$35,000.00	5.34%	2		
6	Emergency Housing Repair	7	\$1,650	6	\$1,650	0	\$0	\$0.00	\$11,550.00	\$9,900.00	\$21,450.00	3.27%	13		
Subtotal 1 (Home Ownership)		17		18		0		\$380,000.00	\$150,575.00	\$39,900.00	\$570,475.00	87.03%	35		
RENTAL		VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total		
STRATEGIES		Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units		
13	Housing Rental Assistance	3	\$10,000	1	\$10,000	0	0	\$0.00	\$0.00	\$20,000.00	\$20,000.00	3.05%	4		
											\$0.00	0.00%	0		
											\$0.00	0.00%	0		
Subtotal 2 (Non-Home Ownership)		3		1		0		\$0.00	\$0.00	\$20,000.00	\$20,000.00	3.05%	4		
Administration Fees											\$65,000.00	9.92%			
Admin. From Program Income												0.00%			
Home Ownership Counseling												0.00%			
GRAND TOTAL															
Add Subtotals 1 & 2, plus all Admin.		20		19		0		\$380,000.00	\$150,575.00	\$59,900.00	\$655,475.00	100.00%	39		
Percentage Construction/Rehab		Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									81%				
Maximum Allowable															
Purchase Price:								New	\$204,000	Existing	\$204,000				
Allocation Breakdown		Amount		%				Projected Program Income:		Max Amount Program Income For Admin		\$0.00			
Very-Low Income		\$280,089.00		42.7%				Projected Recaptured Funds:							
Low Income		\$310,386.00		47.4%				Distribution:		\$655,475.00					
Moderate Income		\$0.00		0.0%				Total Available Funds:		\$655,475.00					
TOTAL		\$590,475.00		90.1%											

FLORIDA HOUSING FINANCE CORPORATION												Please check applicable box	
HOUSING DELIVERY GOALS CHART												New Plan:	x
2019-2020												Amendment:	
												Fiscal Yr. Closeout:	2019-2020
Name of Local Government:		Leon County						Estimated Funds:	\$710,020.00				
								A	B	C	D	E	F
	HOMEOWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
7	Foreclosure Avoidance	3	\$7,500	2	\$7,500	0	\$7,500	\$0.00	\$0.00	\$37,500.00	\$37,500.00	5.28%	5
3	Home Rehabilitation	1	\$50,000	2	\$50,000	0	\$50,000	\$0.00	\$132,550.00	\$0.00	\$132,550.00	18.67%	3
5	Disaster Mitigation	0	\$75,000	0	\$75,000	0	\$0	\$80,000.00	\$0.00	\$0.00	\$80,000.00	11.27%	0
4	Home Replacement (Demolition Reconstruction)	6	\$75,000	5	\$75,000	0	\$75,000	\$300,000.00	\$0.00	\$0.00	\$300,000.00	42.25%	11
1	Purchase Assistance for Existing Units Needing Repair	0	\$15,000	2	\$10,000	0	\$7,500	\$0.00	\$20,000.00	\$0.00	\$20,000.00	2.82%	2
2	Purchase Assistance for Existing Units w/o Repair	0	\$7,500	1	\$7,500	0	\$7,500	\$20,000.00	\$7,500.00	\$0.00	\$27,500.00	3.87%	1
6	Emergency Housing Repair	7	\$1,650	6	\$1,650	0	\$0	\$0.00	\$16,500.00	\$4,950.00	\$21,450.00	3.02%	13
	Subtotal 1 (Home Ownership)	17		18		0		\$400,000.00	\$176,550.00	\$42,450.00	\$619,000.00	87.18%	35
	RENTAL	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
	STRATEGIES	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
13	Housing Rental Assistance	2	\$10,000	2	\$10,000	0	0	\$0.00	\$0.00	\$20,000.00	\$20,000.00	2.82%	4
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	2		2		0		\$0.00	\$0.00	\$20,000.00	\$20,000.00	2.82%	4
	Administration Fees										\$71,020.00	10.00%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling											0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Admin.	19		20		0		\$400,000.00	\$176,550.00	\$62,450.00	\$710,020.00	100.00%	39
	Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.										81%	
	Maximum Allowable												
	Purchase Price:							New	\$204,000	Existing	\$204,000		
	Allocation Breakdown	Amount		%				Projected Program Income:		Max Amount Program Income For Admin		\$0.00	
	Very-Low Income	\$295,506.00		41.6%				Projected Recaptured Funds:					
	Low Income	\$343,494.00		48.4%				Distribution:		\$710,020.00			
	Moderate Income	\$0.00		0.0%				Total Available Funds:		\$710,020.00			
	TOTAL	\$639,000.00		90.0%									

## **CERTIFICATION TO FLORIDA HOUSING FINANCE CORPORATION**

The Board of County Commissioners of Leon County

Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.
- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S.

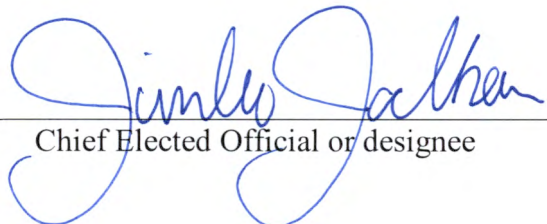


Exhibit D  
67-37.005(1), F.A.C.  
Effective: May 23, 2017

shall be provided to Florida Housing by June 30 of the applicable year.

- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (15) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Chief Elected Official or designee

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Jimbo Jackson, Chairman  
Type Name and Title

9-27-19  
\_\_\_\_\_  
Date

OR

  
\_\_\_\_\_  
Attest:  
(Seal)



APPROVED AS TO FORM  
LEON COUNTY ATTORNEY'S OFFICE  
Leon County, Florida

By: 

RESOLUTION NO. 19-34

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, APPROVING AMENDMENTS TO THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE COUNTY ADMINISTRATOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE AMENDED LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

**WHEREAS**, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

**WHEREAS**, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

**WHEREAS**, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards made pursuant to the Act; The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

**WHEREAS**, on March 12, 2019, the County Commission approved the submittal of the Local Housing Assistance Plan for fiscal years 2018, 2019, and 2020 as well as adopted an associated Resolution; and

**WHEREAS**, the Local Housing Assistance Plan was approved by the Florida Housing Finance Corporation; and

**WHEREAS**, the County Commission finds that it is in the best interest of the public for Leon County Government to submit amendments to the Local Housing Assistance Plan for review and approval so as to qualify for documentary stamp tax funds; and

**WHEREAS**, Rule Chapter 67-37, Florida Administrative Code, requires amendments to an approved local housing assistance plan be adopted by resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA** that:

1. The Board of County Commissioners of Leon County hereby approves the amendments to the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420.9079, Florida Statutes, for fiscal years 2018, 2019 and 2020.

2. The County Administrator is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

3. The Board of County Commissioners of Leon County finds that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. As required by ss. 420.9075,

the Board of County Commissioners of Leon County hereby approves costs of administering the program up to 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund.

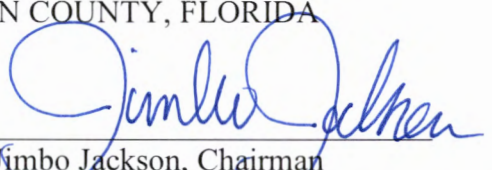
4. This Resolution shall become effective immediately upon its adoption.

**DONE, ADOPTED, AND PASSED** by the Board of County Commissioners of Leon County, Florida, this 24th day of September 2019.



LEON COUNTY, FLORIDA

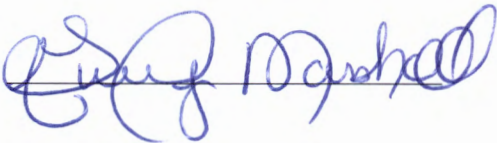
BY:

  
Jimbo Jackson, Chairman  
Board of County Commissioners

ATTEST:

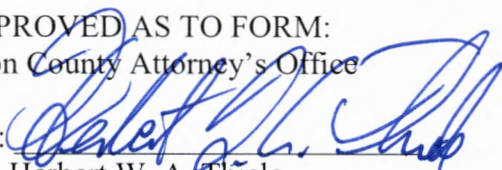
Gwendolyn Marshall, Clerk of the Court  
Leon County, Florida

BY:



APPROVED AS TO FORM:  
Leon County Attorney's Office

BY:

  
Herbert W. A. Thiele  
County Attorney

**Leon County  
Board of County Commissioners  
Notes for Agenda Item #15**

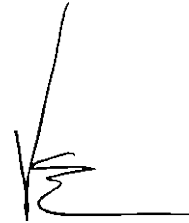
# Leon County Board of County Commissioners

## Agenda Item #15

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator



**Title:** Resolution Authorizing the Housing Finance Authority of Leon County to Issue a Multifamily Housing Revenue Bonds for Magnolia Family Project

<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator
<b>Lead Staff/ Project Team:</b>	Shington Lamy, Director, Office of Human Services and Community Partnership Matthew G. Wyman, Housing Services Manager

### **Statement of Issue:**

As requested by the Housing Finance Authority of Leon County, and pursuant to County and Federal requirements, this item seeks Board approval of a resolution to authorize the Housing Finance Authority of Leon County to issue a \$15 million bond to finance the first phase of the Orange Avenue Apartments redevelopment project also known as the Magnolia Family project. The Magnolia Family project will construct 130 low-income housing units on the current site of the Orange Avenue Apartments owned by the Tallahassee Housing Authority.

### **Fiscal Impact:**

This item has no fiscal impact. The issuance of this bond poses no liability or obligation to the County or the Housing Finance Authority of Leon County and would not impact the County's bond rating.

### **Staff Recommendation:**

Option #1: Approve the Resolution authorizing the Housing Finance Authority of Leon County to issue a \$15,000,000 Multifamily Housing Revenue Bonds for Magnolia Family project (Attachment #1).

## Report and Discussion

### **Background:**

As requested by the Housing Finance Authority of Leon County (HFA), and pursuant to County and Federal requirements, this item seeks Board approval of a resolution to authorize the HFA to issue a \$15 million bond to finance the first phase of the Orange Avenue Apartments redevelopment project also known as the Magnolia Family redevelopment project. The Magnolia Family project will construct 130 new low-income housing units on the current site of the Orange Avenue Apartments owned by the Tallahassee Housing Authority (THA) (Attachment #2).

Section 147(f) of the Internal Revenue Code of 1986 governs the issuance of private activity bonds and requires public approval through the governing Board, prior to the issuance of the bond. Additionally, the County's enabling Resolution which established the HFA requires Board approval before a bond can be issued. On April 10, 2020, the HFA submitted a letter to the Board requesting the adoption of a resolution to approve the issuance of a bond to finance the Magnolia Family project (Attachment #3).

The proposed Magnolia Family/Orange Avenue Apartment project is a multi-family housing redevelopment that advances the following FY2017-FY2021 Strategic Initiative:

- *Implement the Joint County-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (2016-28, rev. 2017)*

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

- *(Q4) - Support and promote access to basic health and welfare services to our community members most in need.*
- *(Q5) - Support strong neighborhoods.*

The Board identified redevelopment of the Orange Avenue Apartments as a high priority. On October 26, 2017, the Tallahassee-Leon County Affordable Housing Workgroup, jointly established by the County and City Commissions made 13 recommendations to enhance the coordination and collaboration of affordable housing in the community. Several of the Workgroup's recommendations supported the redevelopment of the Orange Avenue Apartments, including prioritizing Blueprint 2020 funding for the Orange Avenue Meridian Placemaking Project to support the revitalization of the neighborhoods surrounding the Orange Avenue Apartments and forming a partnership with Purpose Built Communities to help integrate the Orange Avenue Apartments into the broader scope of the placemaking project. On December 11, 2017, the Board adopted the Workgroup's recommendation as a strategic initiative.

At the September 19, 2017 Intergovernmental Agency (IA) meeting, the Board prioritized the Orange Ave Meridian Road Placemaking project as a number one project in the categories of Community Enhancement, Connectivity, and Quality of Life (CCQ). The planned Orange Ave Meridian project features a Star Metro super stop located on County property less than one mile

from the Orange Avenue Apartments. In July 2019, the County constructed a temporary community park which includes picnic tables, a “little free library”, a public portable restroom, a water fountain, bicycle racks, ADA and non-ADA parking spaces, green space and landscaping, and a small stage/platform area for the residents in the community. Additionally, On July 9, 2019, the Board approved the allocation of \$75,000 over a two-year period to the South City Foundation which serves as the Purpose-Built Communities quarterback organization that supports the redevelopment of the Orange Avenue Apartments.

The 29-acre public housing complex is comprised of 200 housing units in 119 buildings that were built between 1971 and 1972. Approximately 5 acres of the 29-acre project are in a designated flood zone. A total of 55 of the 48-year-old housing units are currently located within in the flood zone which has further attributed to the deterioration of the housing units in the area. In December 2016, Columbia Residential was selected by the THA to assist with developing a Master Plan for the Orange Avenue Corridor (South Monroe Street to Blair Stone Road) and a preliminary Site Plan for the redevelopment of the Orange Avenue Apartments.

The Master Plan proposes the redevelopment of the Orange Avenue Apartments into a mixed-income multi-family housing development with 390 units structured as two and three-story housing spaces. This proposed redevelopment plan offers 190 more units than the current development. The plan also incorporates open green spaces, courtyards, and pedestrian pathways that enhance the aesthetics of the development and the quality of life for residents.

On December 12, 2019, the HFA conducted a preliminary review of the Magnolia Family’s bond application (Attachment #4). At that time, the HFA voted to move forward with conducting a public hearing as mandated by federal law. The Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA) requires a public hearing be conducted before the Board considers the issuance of bonds to provide citizens an opportunity to comment on the proposed use of tax-exempt funds for private activity. On February 13, 2020, by its hearing officer, the HFA held the TEFRA hearing to consider the issuance of a Multifamily Housing Revenue Bonds for the Magnolia Family Apartments project; one public comment was made at that time seeking clarification on the location of the project (Attachment #5).

On March 6, 2020 the Florida Housing Finance Corporation (FHFC) preliminarily approved State Apartment Incentive Loan (SAIL) financing for the Magnolia Family project in the amount of \$6.2 million. SAIL provides mortgage loans or loan guarantees to developers of multifamily affordable housing units for very low-income (up to 50% of area median) households. FHFC will make a final decision on June 6, 2020. The HFA bond is contingent upon the FHFC’s final approval of the SAIL financing.

### **Analysis:**

Magnolia Family is the first phase of the project. During this phase, the THA plans to demolish the buildings and relocate all tenants. In addition, 130 housing units will be constructed on the northwest quadrant of the site which is located at the intersection of Orange Avenue and Country Club Drive. The units will include new Energy Star appliances, HVAC, and energy efficient



windows. All 130-housing units in the first phase of the project will be dedicated to households with incomes not greater than 60% of area median income (AMI).

The U.S. Department of Housing and Urban Development (HUD) must approve all elements of the Orange Avenue project, including the plans for the scope of work, project design, demolition, construction financing and tenant relocation. THA is working with a consultant to develop a relocation plan and expects to submit a final plan for approval to HUD no later than the fall of 2020. Columbia Residential, the construction firm selected to develop the master plan for the Orange Avenue Corridor, and the Tallahassee Housing Authority held workshops with Orange Avenue Apartment tenants and other community residents to get their input and ideas on the project design and relocation plans.

#### Project Financing

Should the Board approve a Resolution authorizing the HFA to issue a bond for the Magnolia Family Apartments, neither Leon County nor the HFA would be liable or have any financial obligation for the bonds; in addition, the issuance of the bonds would not have any impact to the County's bond rating. The HFA is acting as a conduit issuer in this process and only Magnolia Family will be legally responsible for payments to the bondholders. No HFA or County assets or other revenues would be at risk.

The total cost of the First Phase of the Magnolia Family Redevelopment project is approximately \$24.8 million dollars. The developers, New Affordable Housing Partners based in Atlanta, Georgia and Tallahassee Housing Economic Corporation, a subsidiary of the THA, have requested that the HFA issue a \$15 million Multifamily Housing Revenue Bonds to provide the primary financing for the project. The remainder of the project funding would be financed with Low-Income Housing Tax Credits (Tax Credits), SAIL and Extremely Low Income (ELI) funds from FHFC, THA, and the City of Tallahassee (City); the City has committed \$1.3 million to the project.

Section 147(f) of the Internal Revenue Code of 1986 governs the issuance of private activity bonds and requires public approval through the governing Board, prior to the issuance of the bond. The County's enabling Resolution which established the HFA as amended, requires Board approval. Should the Board approve the resolution, the HFA will request a \$15 million revenue bond reservation from the State Board of Administration's Division of Bond Finance (State Board of Administration) for the Magnolia Family project. The HFA would have up to three years after the request to issue the bond. The HFA must submit its request to the State Board no later than June 30, 2020, or the bond allocation for the region that includes Leon County is forfeited to other areas of the state.

Once the allocation is secured, the project will undergo four different credit underwriting approvals to ensure that the project is viable. FHFC will conduct a separate evaluation of the proposed Magnolia Family project before the HFA issues the bonds. The HFA will also conduct a credit underwriting process prior to issuing the bonds to ensure the operational and financial feasibility of the proposed project. A preconstruction analysis will also be performed by the HFA that will include site plan and engineering review to assess the reconstruction activities needed on the

property. In addition, the private buyers of the bonds and the tax credit equity investor will each conduct an independent credit underwriting review.

To the extent these stages are ultimately satisfied, further Board action would be required as contemplated by Section 7(e) of Resolution No. 17-02, which provides: “Any bonds to be issued and sold by the Authority as authorized by Chapter 159, Part IV, Florida Statutes, shall first be approved by resolution of the Board both as to the documents and the method of sale by the Authority” (Attachment #6).

The HFA is expected to earn a 0.25% fee at closing (\$37,500) and an annual fee of 0.2% (\$30,000) upon bond closing. Credit underwriting of this project is expected in late 2020 at the earliest would allow the project to commence in the first half of 2021. The THA expects to fund the future phases of the redevelopment of the Orange Avenue Apartments using SAIL and the Low-Income Housing Tax Credits lottery system. The HFA bond is contingent upon the FHFC’s final approval of the SAIL financing and requisite conditions, including HUD approval of the relocation plan, underwriting approval and preconstruction analyses.

**Options:**

1. Approve the Resolution authorizing the issuance of \$15,000,000 Multifamily Housing Revenue Bonds for Magnolia Family (Orange Avenue Apartments) (Attachment #1).
2. Do not approve the Resolution authorizing the issuance of \$15,000,000 Multifamily Housing Revenue Bonds for Magnolia Family (Orange Avenue Apartments).
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Proposed Resolution authorizing the issuance of \$15,000,000 Multifamily Housing Revenue Bonds
2. Location map of the Orange Avenue Apartments
3. April 10, 2020 letter from the Housing Finance Authority of Leon County
4. December 5, 2019 memo from The Hendrickson Company to the HFA Board of Directors
5. Feb 13, 2020 TEFRA Hearing Report
6. Resolution No. R17-02

RESOLUTION NO. 2020-\_\_

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, APPROVING THE ISSUANCE BY THE HOUSING FINANCE AUTHORITY OF LEON COUNTY, FLORIDA OF ITS NOT TO EXCEED \$15,000,000 MULTIFAMILY HOUSING REVENUE BONDS (MAGNOLIA FAMILY) FOR THE BENEFIT OF COUNTRY CLUB MAGNOLIA FAMILY, LP, A FLORIDA LIMITED PARTNERSHIP, OR ITS AFFILIATE, TO PROVIDE FUNDS TO FINANCE A MULTIFAMILY RENTAL HOUSING FACILITY; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, pursuant to Chapter 2, Article III, Division 3, Sections 2-71 et seq., Leon County Code of Laws, as supplemented and amended (the "Ordinance"), the Board of County Commissioners of Leon County, Florida (the "Board") created the Housing Finance Authority of Leon County, Florida (the "Authority") in accordance with Chapter 159, Part IV, Florida Statutes, as amended (the "Act"), to provide for the issuance of and to issue and sell its revenue bonds for the purpose of paying all or any part of the cost of any "qualifying housing development," as defined in the Act; and

WHEREAS, Country Club Magnolia Family, LP, a Florida limited partnership, or one of its affiliates (the "Borrower"), has requested the Authority issue its Multifamily Housing Revenue Bonds (Magnolia Family), in one or more series (the "Bonds"), the proceeds of which would be used to (a) finance the acquisition, construction, and/or equipping of a multifamily rental housing facility for persons of moderate, middle, or lesser income, known as Magnolia Family consisting of approximately 130 residential units located at the intersection of Canton Circle and Country Club Drive, Tallahassee, Florida 32301 (the "Development"); and (b) pay a portion of the costs of issuance of the Bonds; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), requires approval of the issuance of the Bonds by the Board, as the "applicable elected representative" under Section 147(f) of the Code after a public hearing following reasonable public notice.

WHEREAS, the Authority conducted such public hearing on February 13, 2020, notice of which hearing was published on January 28, 2020, on the public website of the Authority in an area used to inform residents about events affecting the residents (a copy of which notice is attached hereto as Exhibit A and incorporated herein), for the purpose of considering the issuance of the Bonds by the Authority, in accordance with the requirements of Section 147(f) of the Code. The public hearing disclosed no reason why the Bonds should not be issued; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THAT:

**SECTION 1. AUTHORITY.** This resolution is adopted pursuant to the Constitution of the State of Florida, Chapter 125, Florida Statutes, the Ordinance, the Act, and other applicable provisions of law.

**SECTION 2. APPROVAL.**

(a) For purposes of Section 147(f) of the Code, the Board hereby approves the issuance of the Bonds in an aggregate principal amount not to exceed \$15,000,000, in one or more series, to finance the Development.

(b) The approval given herein shall not be construed as (i) an endorsement of the creditworthiness of the Borrower or the financial viability of the Development; (ii) a recommendation to any prospective purchaser to purchase the Bonds; (iii) an evaluation of the likelihood of the repayment of the debt service on the Bonds; or (iv) approval of any necessary rezoning applications or approval or acquiescence to the alteration of existing zoning or land use nor approval for any other regulatory permits relating to the Development. Further, this approval shall not be construed to obligate Leon County, Florida (the "County") to incur any liability, pecuniary or otherwise, in connection with either the issuance of the Bonds or the acquisition, construction, and/or equipping of the Development.

**SECTION 3. FINANCING TO BE A LIMITED OBLIGATION.** Neither the Authority, the County, the State of Florida (the "State"), nor any political subdivision thereof shall in any event be liable for the payment of the principal on or the interest of the Bonds or any obligations under the financing documents, except that the Authority shall be liable to pay the debt solely from and through payments of the Borrower as provided by the terms of the financing documents. The Bonds shall never constitute an indebtedness of the Authority, the County, the State, or of any political subdivision thereof, within the meaning of any state constitutional provisions or statutory limitation and shall never constitute or give rise to the pecuniary liability of the Authority, the County, the State, or any political subdivision thereof or a charge against the general credit or taxing power of the Authority, the County, the State, or any political subdivision thereof. The purchaser of the Bonds shall not have the right to compel any exercise of the ad valorem taxing power of the Authority, the County, the State, or of any political subdivision thereof to make payments under the financing documents.

**SECTION 4. PRIVATE ACTIVITY BOND ALLOCATION.** The Authority is hereby authorized to request private activity bond volume allocation for the Development from the regional allocation available to the County.

**SECTION 5. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Leon County, Florida on this \_\_\_\_ day of April 2020.

BOARD OF COUNTY COMMISSIONERS OF  
LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Bryan Desloge, Chairman

ATTESTED BY:

Gwendolyn Marshall, Clerk of Court

By: \_\_\_\_\_

APPROVED AS TO FORM:

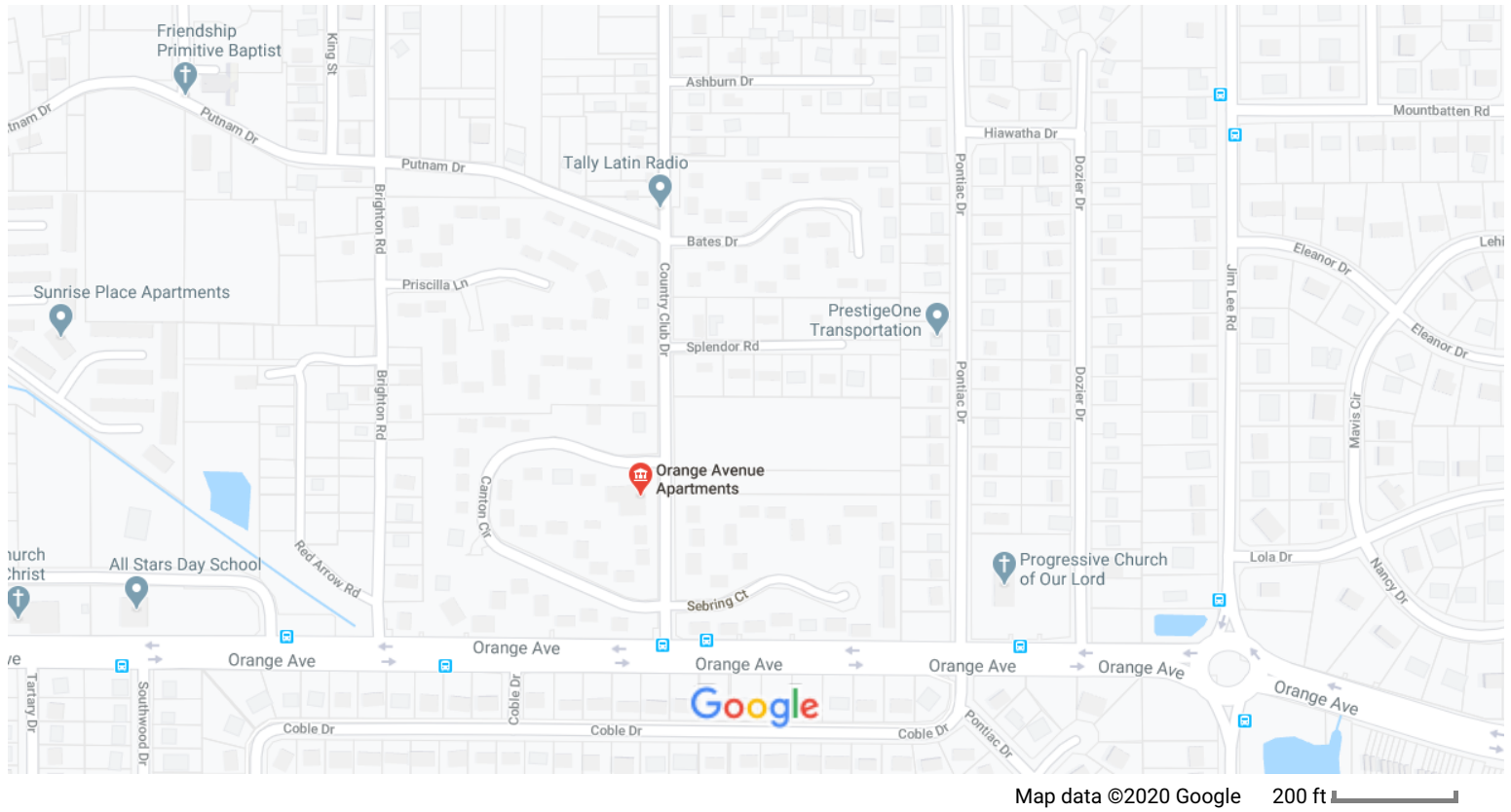
COUNTY ATTORNEY'S OFFICE  
LEON COUNTY, FLORIDA

By: \_\_\_\_\_  
Chasity H. O'Steen, Esq.,  
County Attorney

**EXHIBIT A**

**NOTICE OF PUBLIC HEARING  
AND REPORT OF AUTHORITY AS TO PUBLIC HEARING**

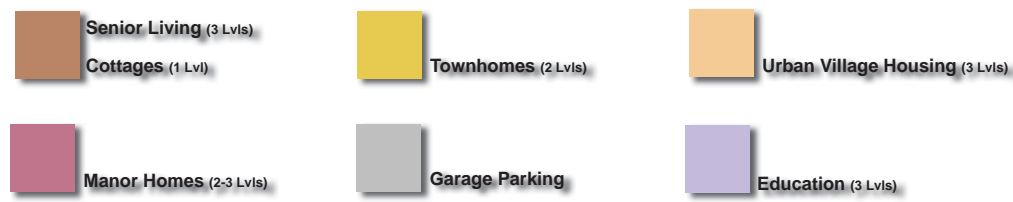
Google Maps orange ave apartments







CONCEPTUAL SITE PLAN



SITE AXON STUDY



SITE AERIAL VIEW STUDY







## Housing Finance Authority of Leon County

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April 10, 2020

Mr. Vincent S. Long  
County Administrator  
201 S. Monroe Street  
Tallahassee, Florida 32301

Re: TEFRA Approval for Magnolia Family Apartments Proposed Bond Issue

Dear Mr. Long:

The Housing Finance Authority of Leon County formally requests that the Leon County Board of County Commissioners adopt a resolution prepared by bond counsel approving the issuance of bonds to finance the acquisition, construction, and equipping of Magnolia Family Apartments ("TEFRA" approval). The TEFRA approval is required as one of the preconditions for the HFA to obtain bond allocation for the financing and to issue the bonds.

An explanation of the process may be helpful:

- The HFA approved a handbook and application for bond financing for rental developments
- Developers may apply for bond financing at any time, on a first-come first-evaluated basis
- The developers of Magnolia Family applied for bond financing, which was analyzed by the HFA's financial advisors and was approved by the HFA Board to enter into the process that may lead to a financing.
- Federal law requires a TEFRA hearing to be held in conjunction with any "private activity" bond issue. A hearing was noticed and held, and no member of the public made comments.
- State law requires TEFRA approval from the governing body of the local jurisdiction in order for the HFA to apply for bond allocation. The state system requires the request to come before June 30 of each year.
- Following TEFRA approval by the BOCC and reservation of bond allocation, the financing will be analyzed by the HFA's independent credit underwriter. The credit underwriter evaluates all aspects of the financing, including adequacy of rehabilitation, reasonableness of costs, and the credit worthiness of the proposed financing.
- In addition to the HFA's credit underwriting, the tax credit equity investor, bond buyer and the Florida Housing Finance Corporation (SAIL loan) will also conduct their own evaluations.
- After receipt of a positive credit underwriting report from the credit underwriter, the HFA will consider final approval of the bond transaction. The HFA may not approve the financing without a positive recommendation from the credit underwriter.
- After approval by the HFA, the equity investor, and the bond buyer, documents are finalized, and bonds may be sold.
- Neither the County or the HFA is liable for payment of the bonds, which are solely payable from development revenues and any other obligations of the developer detailed in the bond documents.



### **Housing Finance Authority of Leon County**

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The construction of Magnolia Family Apartments represents a great opportunity for the County and the HFA to improve an older property, as this is the first phase of the redevelopment of the Orange Avenue public housing complex—all without expending County or HFA funds or taking on any risk of financing.

The HFA's Board and financial and legal team are available to answer any questions. We look forward to your positive action on the proposed TEFRA Resolution for Magnolia Family Apartments.

Sincerely,

A handwritten signature in cursive script that reads "Marnie George".

Marnie George  
Chair  
Housing Finance Authority of Leon County

# THE HENDRICKSON COMPANY

1404 Alban Avenue ☞ Tallahassee, Florida 32301

Telephone: 850-671-5601

[mark@thehendricksoncompany.com](mailto:mark@thehendricksoncompany.com)

To: Housing Finance Authority of Leon County Board of Directors

From: Mark Hendrickson, Administrator

Subject: December 12, 2019 Board Meeting

Date: December 5, 2019

The following is an analysis of the Magnolia Family bond application. Several items used in the analysis were requested after receipt of the application, and this is part of the normal review process. All additional materials were forwarded to Mark Hendrickson to be made part of the permanent public record.

## **I. Magnolia Family Bond Application**

1. The HFA published a NOFA for bond applications for developments that would also seek SAIL funding from FHFC. The NOFA is “open”, meaning applications are on a “first-come first-evaluated” basis.
2. An application with correct fees was received for Magnolia Family, a joint venture between New Affordable Housing Partners (Columbia) and a subsidiary of the Tallahassee Housing Authority. The development is located on part of the current Orange Avenue public housing development.
3. The application meets all HFA criteria and is a “complete application” for FHFC scoring purposes.
4. **Recommendations:**
  - Authorize Chairman to execute form and/or letters necessary for Magnolia Family to apply for SAIL
  - Adopt Inducement Resolution prepared by bond counsel for Magnolia Family

Name	<b>Magnolia Family</b>
Owner Entity*	Country Club Magnolia Family, LP
Developer/Location	New Affordable Housing Partners, LLC Atlanta, Georgia Tallahassee Housing Economic Corporation Tallahassee, Florida
Type	New Construction
Street Address	Canton Circle, 150' SW of the intersection of Canton Circle & Country Club Drive
County Commission District	District 1, Bill Proctor
Units	130
Bedrooms	252
# of Buildings	5 residential building
# of Stories	3
Bond Request	\$15,000,000 \$115,385/unit
TEFRA Approval	TBD
Total Cost	\$24,826,109
Cost Per Unit	\$189,412
Land Cost	\$0—Ground Lease from Tallahassee Housing Authority \$0//unit
Acquisition of Building Cost	NA
Hard Construction Cost	\$16,314,670 \$125,497/unit
General Contractor	TBD
Credit Enhancement	TBD
Set-Aside Period	50 years
Set-Aside Levels	10.0% (13 units) <33% AMI for 15 years, then 60% AMI 90.0% (117 units) <60% AMI

**REPORT OF HEARING OFFICER**

Chairman and Commissioners of the  
Leon County Board of County Commissioners  
Leon County Courthouse  
301 South Monroe Street.  
Tallahassee, Florida 32301

Re: Proposed Issuance of Multifamily Housing Revenue Bonds (Magnolia Family),  
by the Housing Finance Authority of Leon County, Florida in an amount not to  
exceed \$15,000,000

Ladies and Gentlemen:

Pursuant to the authorization by the governing body of the Housing Finance Authority of Leon County, Florida (the "Authority"), I conducted a public hearing on February 13, 2020, at 12:00 p.m. at 918 Railroad Avenue, Tallahassee, Florida 32310, with respect to the contemplated issuance by the Authority of its Multifamily Housing Revenue Bonds (Magnolia Family) in an amount not to exceed \$15,000,000 (the "Bonds").

Due notice of the public hearing was published on January 28, 2020, on the public website of the Authority in an area used to inform residents about events affecting the residents. Proof of such publication is attached hereto.

At the public hearing, one person appeared and asked a question related to the location of the development. The location of the development was clarified by staff of Leon County, Florida. No persons submitted any comments in writing for the consideration of the Authority and the Leon County Board of County Commissioners (the "Board") with respect to the issuance of the Bonds by the Authority or the approval of the Bonds by the Board.

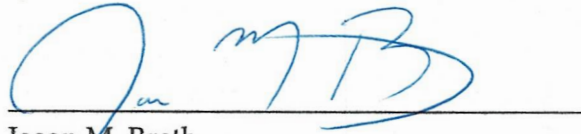
The public hearing was opened at 12:00 p.m. prevailing Eastern Time, and was closed at 12:06 p.m. prevailing Eastern Time on February 13, 2020.

[Remainder of page intentionally left blank]



Respectfully submitted on the 13th day of February, 2020 by the undersigned on behalf of the Authority.

By:

A handwritten signature in blue ink, appearing to read "JMB", is written over a horizontal line.

Name: Jason M. Breth

Title: Bond Counsel

Housing Finance Authority of Leon County, Florida  
Hearing Officer

**CERTIFICATE RELATING TO TEFRA HEARING PUBLICATION**

The undersigned, being the duly appointed, qualified, and acting Web Administrator of Leon County, Florida, certifies that the notice of public hearing attached hereto as Exhibit A was posted on the home page of the public website of the Housing Finance Authority of Leon County, Florida, which is an area intended to be used to inform residents about events affecting the residents, on January 28, 2020, at 2:00 p.m., and remained on the website through the date of the public hearing.

IN WITNESS WHEREOF, I have hereunto set my hand this 27 day of February, 2020.

A handwritten signature in blue ink, appearing to read "Bill Simpson", is written over a horizontal line.

Bill Simpson  
Leon County Web Administrator



NOTICE OF PUBLIC HEARING CONCERNING THE ISSUANCE BY THE HOUSING FINANCE AUTHORITY OF LEON COUNTY, FLORIDA OF NOT EXCEEDING \$15,000,000 OF ITS MULTIFAMILY HOUSING REVENUE BONDS (MAGNOLIA FAMILY).

Notice is hereby given that on February 13, 2020, at 12:00 p.m., the Housing Finance Authority of Leon County, Florida (the "Authority"), will conduct a public hearing at the office of:

The Housing Finance Authority of Leon County, Florida  
Community Room  
918 Railroad Avenue  
Tallahassee, Florida 32310

for the purpose of giving interested persons an opportunity to be heard on the proposed issuance by the Authority of its Multifamily Housing Revenue Bonds (Magnolia Family) (the "Bonds"), in an aggregate principal amount of not exceeding \$15,000,000, in one or more series. The Bonds will be issued to finance a loan (the "Loan") to be made by the Authority to Country Club Magnolia Family, LP, a Florida limited partnership, or some entity wholly owned or controlled by them (the "Borrower"). The proceeds from the Loan will be used by the Borrower to finance the acquisition, construction, and equipping of an 130-unit multifamily rental housing project known as "Magnolia Family" to be rented to persons or families of moderate, middle, or lesser income (the "Development"). The Development is located at the intersection of Canton Circle and Country Club Drive, Tallahassee, Leon County, Florida. The Bonds will mature not later than forty (40) years from their date of issuance and will be payable from the revenues of the Development. The Bonds will not constitute an indebtedness of the Authority, Leon County, Florida, the State of Florida (the "State") or any political subdivision of the State within the meaning of any constitutional or statutory debt limitation or restriction. The Authority has no taxing power.

At such meeting, persons will be given an opportunity to express their views, both orally and through written statements which are submitted to the Authority on or before the public hearing. For further information, contact Mr. Mark Hendrickson, Administrator, Housing Finance Authority of Leon County, Florida, at (850) 671-5601. Should any person decide to appeal any decision made by the Authority, they will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made, which record must include testimony and evidence upon which the appeals may be based.

**In accordance with the Americans with Disabilities Act, persons with disabilities needing special assistance accommodations to participate in this proceeding should contact Mr. Mark Hendrickson, no later than two (2) days prior to the hearing at telephone number (850) 671-5601 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers at (800) 955-8771 (TDD) or (800) 955-8700 (VOICE) for assistance.**

This Notice is published pursuant to the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended, and Treasury Regulations Section 5f.103-2.

HOUSING FINANCE AUTHORITY OF LEON COUNTY, FLORIDA

January 28, 2020

**RESOLUTION NO. R17-02**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, REGARDING THE STRUCTURE, ORGANIZATION, MEMBERSHIP, PROGRAMS AND ACTIVITIES OF THE HOUSING FINANCE AUTHORITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on June 10, 1980, the Board adopted Ordinance No. 80-39, creating the Housing Finance Authority pursuant to Chapter 159, Part IV, Florida Statutes (the Florida Housing Finance Authority Law); and

**WHEREAS**, the provisions pertaining to the Housing Finance Authority are codified at Chapter 2, Article III, Division 3 of the Code of Laws of Leon County, Florida; and

**WHEREAS**, on February 7, 2017, the Board approved an ordinance amending Chapter 2, Article III, Division 3 of the Code of Laws of Leon County, regarding the Housing Finance Authority; and

**WHEREAS**, the ordinance amending Chapter 2, Article III, Division 3 of the Code of Laws of Leon County provides that the Board may, by resolution, provide for the structure, organization, membership, programs or activities of the Housing Finance Authority;

**BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS FOR LEON COUNTY, FLORIDA**, that:

**Section 1. Declaration of need.**

The Board of County Commissioners hereby reasserts and declares the need for a housing finance authority to function to alleviate the shortage of housing and capital for investment in housing in the county.

**Section 2. Membership; terms; compensation; quorum.**

(a) The Housing Finance Authority (the "Authority") shall be composed of seven members appointed by the Board of County Commissioners (the "Board"), one of whom shall be designated chairperson. Not less than a majority of the members shall be knowledgeable in one of the following fields: labor, finance, or commerce.

(b) The terms of the members shall be four years each. Members shall hold office until a successor has been appointed and qualified. Each vacancy shall be filled for the remainder of the unexpired term. A certificate of the appointment or reappointment of any member shall be filed with the clerk of the circuit court, and the certificate shall be conclusive evidence of the due and proper appointment of the member.

(c) A member shall receive no compensation for his or her services, but shall be entitled to necessary expenses, including traveling expenses, incurred in the discharge of duties.

(d) A majority of the members constitutes a quorum, and action may be taken by the Authority upon a vote of a majority of the members present.

**Section 3. Conflicts of interest prohibited; disclosure.**

Members and employees of the Authority shall comply with the conflict of interest prohibitions and disclosure requirements set forth in Section 159.606, Florida Statutes, as amended.

**Section 4. Removal of members; amendment; termination.**

A member of the Authority may be removed by the Board without cause by a three-fifths vote of the Board, or for neglect of duty or misconduct in office by a majority vote of the Board. In addition, the Board may, at its sole discretion, and at any time, alter or change the structure, organization, programs or activities of the Authority, and has the power to terminate the Authority, subject to any limitation on the impairment of contracts entered into by the Authority and subject to the limitations or requirements of the Florida Housing Finance Authority Law.

**Section 5. Powers; authority.**

(a) The powers of the Authority granted by Chapter 159, Part IV, Florida Statutes (the Florida Housing Finance Authority Law), are vested in the members of the Authority in office.

(b) The Authority is authorized to transact business, perform duties, and exercise those public and essential governmental functions set forth in Chapter 159, Part IV, Florida Statutes.

(c) The Authority is authorized to exercise those functions and activities provided by and consistent with Section 159.608, Florida Statutes, which includes the following:

1. To sue and be sued;
2. To have a seal;
3. To make and execute contracts and other instruments necessary or convenient to the exercise of its powers;
4. To make, and from time to time amend and repeal bylaws, rules and regulations;
5. To own real and personal property;
6. To purchase or make commitments to purchase loans;
7. To borrow money through the issuance of bonds;
8. To make loans;
9. To deposit funds into an account with a lending institution; and
10. To invest funds.

**Section 6. Agents and employees; legal counsel; create or assist in creating not-for-profit corporations.**

The Authority may:

(a) Employ such agents and employees, permanent or temporary, as it requires and may determine the qualifications, duties, and compensation of those agents and employees. The Authority may delegate to an agent or employee such powers or duties as the Authority may deem proper.

(b) Employ its own legal counsel.

(c) Create or assist in creating corporations that qualify as not-for-profit corporations under s. 501(c)(3) of the Internal Revenue Code of 1986, as amended, and under the laws of this state, and that are engaged in acquiring, constructing, reconstructing, or rehabilitation qualifying housing developments.

**Section 7. Budgets; Audits; Financial Reporting; Bond Issuance.**

(a) The Authority's budgets, audits, and financial reports shall be prepared, adopted, and reported in compliance with Chapter 189, Florida Statutes (the Uniform Special District Accountability Act).

(b) Prior to and as of the date of this Resolution, the Authority's annual budget, in accordance with Section 189.016(5), Florida Statutes, has been contained within the general budget of the Board, and clearly stated as the budget of the Authority. The Authority's annual budget shall continue to be contained within the Board's budget. Notwithstanding that however, the Board, as provided for in Section 189.016(5), Florida States, hereby gives its concurrence for the Authority, at the Authority's option, to be budgeted separately; provided that such option shall not be available to the Authority until after the end of the Board's Fiscal Year 2016-2017 on September 30, 2017.

(c) The Authority shall provide any budget or financial information requested by the Board at the time and place designated by the Board.

(d) Pursuant to Section 189.016(9), Florida Statutes, as amended, the Authority shall provide its annual financial audit reports in accordance with Section 218.39, Florida Statutes, as amended.

(e) Any bonds to be issued and sold by the Authority as authorized by Chapter 159, Part IV, Florida Statutes, shall first be approved by resolution of the Board both as to the documents and the method of sale by the Authority.

**Section 8. Annual Report to the Board.**

The Authority shall provide an annual written report to the Board of its programs, activities, and accomplishments.

**Section 9. Limitations.**

(a) The Authority shall not finance the acquisition, construction, reconstruction, or rehabilitation of any "qualifying housing development," as defined by Section 159.603, Florida Statutes, for its own profit or as a source of revenue to the state or any local governmental unit, except when it is for the Authority's offices and affordable housing.

(b) The Authority shall have no power to acquire property by eminent domain.

(c) Each "qualifying housing development," as defined by Section 159.603, Florida Statutes, of the Authority shall be subject to the applicable planning, zoning, health, and building laws, ordinances, and regulations.

(d) The Authority shall not exercise any power otherwise prohibited by Chapter 159, Part IV, Florida Statutes.

**Section 10. Effective Date.** This resolution shall have effect upon adoption.

PROPOSED, PRESENTED AND PASSED by the Board of County Commissioners of Leon County, Florida this 7th day of February, 2017.



LEON COUNTY, FLORIDA

By: \_\_\_\_\_

John E. Dailey, Chairman  
Board of County Commissioners

ATTESTED BY:

Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

By: \_\_\_\_\_

APPROVED AS TO FORM:

Leon County Attorney's Office

By: \_\_\_\_\_

Herbert W. A. Thiele, Esq.  
County Attorney

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #16**

# Leon County Board of County Commissioners

## Agenda Item #16

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator  
Chasity H. O'Steen, County Attorney



**Title:** Resolution Approving Documents and Method of Sale for Magnolia Terrace Apartments Bond Issuance by Housing Finance Authority of Leon County

<b>Review and Approval:</b>	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator
<b>Lead Staff/ Project Team:</b>	Shington Lamy, Director, Office of Human Services and Community Partnership Dan Rigo, Assistant County Attorney

### **Statement of Issue:**

As requested by the Housing Finance Authority of Leon County ("HFA"), and pursuant to County requirements, this item seeks adoption of a Resolution approving the documents and method of sale for the HFA's bond issuance associated with the acquisition and rehabilitation of Magnolia Terrace Apartments, a 108 unit affordable housing complex. Upon the Board's adoption of the resolution, the HFA will move forward to close the bond issuance by the end of April.

### **Fiscal Impact:**

This item has no fiscal impact. The issuance of bonds for the acquisition and rehabilitation of the Magnolia Terrace Apartments has no liability or obligation to the County or the HFA. In addition, it will not impact the County's bond rating.

### **Staff Recommendation:**

Option #1: Adopt the Resolution for approval of documents and method of sale for Magnolia Terrace Apartments bond issuance by the Housing Finance Authority (Attachment #1).

## Report and Discussion

### **Background:**

This item seeks approval by Resolution of the documents and the method of sale for the HFA's bond issuance to finance the acquisition and rehabilitation of the Magnolia Terrace Apartments. The Board previously gave its approval for the HFA to issue the \$13 million bond on May 28, 2019 when it adopted Resolution No. R19-09 in accordance with the Federal requirements of Section 147(f) of the Internal Revenue Code of 1986.

Although the Board has previously given its approval for this bond issuance to move forward, the Board's additional approval by Resolution is required pursuant to the HFA's governing documents adopted by the Board in February 2017. Specifically, in Resolution R17-02 at Section 7(e), any bonds issued and sold by the HFA shall first be approved by Resolution *both as to the documents and the method of sale*. At the time of the Board's previous approval, the bond issuance had not progressed to the point where the bond documents were available for the County's review and approval. The bond issuance is now ready to close at the end of April and the County's bond counsel, upon review of the bond documents and method of sale, has given her approval of the proposed Resolution.

This proposed multi-family housing redevelopment project advances the following FY2017-FY2021 Strategic Initiative:

- *Implement the Joint County-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships. (2016-28, rev. 2017)*

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

- *(Q4) - Support and promote access to basic health and welfare services to our community members most in need.*
- *(Q5) - Support strong neighborhoods.*

The Magnolia Terrace Apartments is a 108-unit multifamily complex with 17 buildings constructed in 1971. The complex is located at 509 East Magnolia Drive in the South City neighborhood between South Meridian Street and Dantzler Drive. LIH, a California developer, intends to purchase and rehabilitate the complex for approximately \$20 million. LIH has requested that the HFA issue the \$13 million bond to assist in the financing of the project. The remainder of the cost would be financed with low-income housing tax credits and funding provided by the developer.

### **Analysis:**

The HFA actively pursues opportunities to finance projects that increase or preserve the stock of affordable housing, especially multifamily developments or apartments. According to the Shimberg Center for Housing Studies in the University of Florida, approximately 65% of renters in Leon County are cost burdened; meaning they pay more than 30% federally recommended limit



of their incomes for housing. The Leon County rate of cost burdened renters is approximately 9% higher than the statewide average of 56%.

The HFA's bond issuance seeks to preserve and enhance an affordable multifamily housing development in Leon County. Magnolia Terrace Apartments is a 100% Section 8 project based development. As a result, all of the tenants are very low-income households with earnings 50% or below the area median income. Additionally, the tenants receive Section 8 vouchers which pay for the difference between 30% of their income and the rent cost.

Since its inception, the complex has had multiple owners and experienced years of deterioration. Upon its purchase of the complex, LIH plans to rehabilitate the 108 units to include new cabinets, flooring, energy efficient heating ventilation and air conditioning systems, energy efficient appliances, and energy efficient windows. LIH expects to invest an average of \$45,000 into each unit and has indicated that the tenants will not experience an increase in rent after the rehabilitation is complete. As part of the bond issuance, the U.S. Department of Housing and Urban Development (HUD) would incur any rent increase to ensure that the tenants' rents remain 30% or below their household incomes. This allows direct federal dollars to assist in repayment of the bond issuance through increased rental subsidies. LIH has also indicated that tenants will not be displaced during the rehabilitation of the units. The rehabilitation of the units will be completed in phases and commence with vacant units. A systematic plan will be developed by LIH to relocate tenants from older units and into newly renovated units until the phase process is completed.

Presently, Magnolia Terrace Apartments is tax-exempt from property taxes. The purchase by LIH (a private developer) from the current not-for-profit owner would return the property to the tax roll. Prior to the purchase of the complex by the current owner, the complex in 2014 generated approximately \$56,000 in property taxes (\$25,000 to the County). In addition, neither the County nor the HFA will have any financial liability with the bond issuance. With the HFA acting as a conduit issuer, only LIH will be legally responsible for payments to the bondholders. No assets or other revenue of the HFA or the County would be at risk, and the bond issuance will have no impact on the County's bond rating.

### **Options:**

1. Adopt Resolution for approval of documents and method of sale for Magnolia Terrace Apartments bond issuance by Housing Finance Authority (Attachment #1).
2. Do not adopt Resolution for approval of documents and method of sale for Magnolia Terrace Apartments bond issuance by Housing Finance Authority.
3. Board direction.

### **Recommendation:**

Option #1

#### **Attachment:**

1. Resolution for approval of documents and method of sale for Magnolia Terrace Apartments bond issuance

Attachment #1, the Resolution for approval of documents and method of sale for Magnolia Terrace Apartments bond issuance, has not been attached to this item due to the voluminous nature of the file. However, it may be accessed through the following link:

[http://www2.leoncountyfl.gov/coadmin/agenda/book/200428/Item16\\_Attachment1.pdf](http://www2.leoncountyfl.gov/coadmin/agenda/book/200428/Item16_Attachment1.pdf)

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #17**

# Leon County Board of County Commissioners

## Agenda Item #17

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Voluntary Annexation Proposal from Victor & Mary Roman and Thomas & Dorothy Jones, LTD to Annex Properties Located at 5515 Dansby Place and 5265 Trout Trail

<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support & Environmental Management
<b>Lead Staff/ Project Team:</b>	Ryan Culpepper, Director, Development Services Division Weldon Richardson, Senior Planner, Development Services

### **Statement of Issue:**

Property owners Victor & Mary Roman and Thomas & Dorothy Jones, LTD, are requesting voluntary annexation of properties located at 5515 Dansby Place and 5265 Trout Trail. As required by the Tallahassee-Leon County 2030 Comprehensive Plan, this voluntary annexation item is being brought to the Board for review and comment regarding the proposed annexation.

### **Fiscal Impact:**

This item has a minimal fiscal impact. The Public Works Department finds the proposed annexation of the two parcels will result in a loss of \$125.00 of annual revenue for stormwater non-ad valorem assessments.

### **Staff Recommendation:**

Option # 1: Do not object to the proposed voluntary annexation of properties located at 5515 Dansby Place and 5265 Trout Trail.

## **Report and Discussion**

### **Background:**

As required by the Tallahassee-Leon County 2030 Comprehensive Plan and implemented through the Tallahassee-Leon County Interlocal Agreement, this voluntary annexation item is being brought to the Board for review and comment regarding the proposed annexation. Property owners Victor & Mary Roman and Thomas & Dorothy Jones, LTD, are requesting voluntary annexation of the subject properties into the City of Tallahassee.

According to the Leon County Property Appraiser's database, 5515 Dansby Place (PID #31-01-20-201-000-0) is approximately 3.24 acres and is owned by Victor & Mary Roman. The referenced parcel is currently developed with a 2,908 square foot single-family dwelling unit (built in 1985) and one accessory structure of 2,204 square feet. According to the Leon County Property Appraiser's database, 5265 Trout Trail (PID #31-01-20-007-000-0) is approximately 37.03 acres, is owned by Thomas and Dorothy Jones, LTD, and is currently undeveloped. The subject properties are not located in a recorded or unrecorded subdivision (metes and bounds parcels) and the total acreage of the parcels to be annexed consists of approximately 40.27 acres.

### **Analysis:**

The subject parcels are zoned Single – and Two – Family Residential District (R-3), are designated Urban Residential – 2 (UR-2) on the Future Land Use Map of the Comprehensive Plan (Policy 2.2.24 of the Tallahassee/Leon County Comprehensive Plan) and are located inside the Urban Service Area. A map showing the location of the parcels proposed for annexation is included as Attachment #1.

Annexation by the City of Tallahassee shall be in accordance with the requirements of Chapter 171, Florida Statutes, and Policy 2.1.4 of the Intergovernmental Coordination Element of the Comprehensive Plan, and as set forth in the Interlocal Agreement for Annexation Procedures between Leon County and the City of Tallahassee. Specifically, the Interlocal Agreement provides in part that:

the City Annexation Plan, together with the petition for each annexation be provided by the City to the County Administrator, the Director of Development Support and Environmental Management and the County Attorney at least twenty (20) calendar days prior to the first reading of the Ordinance considering such annexation and at least five (5) calendar days prior to the next regularly scheduled County Commissioners (“Board”) meeting. The Board shall have the opportunity to review, comment and suggest changes regarding the proposed annexation at a Board meeting prior to the adoption of the annexation Ordinance by the City Commission, and any Board comments will be provided to the City Manager at least five (5) calendar days prior to the public hearing on the annexation Ordinance.

The City of Tallahassee has indicated in their proposed Ordinance (No. 20-O-18) that they are committed to providing municipal services to the referenced property. Both the applicant's petition for voluntary annexation as well as the proposed Ordinance are included as Attachment #2. The

proposed Ordinance was introduced to the City Commission on April 8, 2020, and is scheduled to be presented at a Public Hearing by the City Commission on May 13, 2020, for the purposes of finalizing the annexation.

The County and City Administrations have instituted procedures to implement 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 the proposed annexation of parcel (31-01-20-201-000-0) will reduce stormwater assessment revenue by \$85.00 dollars and solid waste revenue by \$40.00 dollars. Annexation of parcel (31-01-20-007-000-0) has no impact on revenues.
3. Development Services: The Division finds that the proposed annexation would not have any impacts to the County's Concurrency Management System.
4. Environmental Services: A karst feature is located at the lowest elevation on the subject property and will require protection. Additionally, runoff from this property will discharge southeasterly through adjacent private properties with a potentially undefined conveyance system. If the owners intend to develop the property, the applicant must provide full retention of the stormwater for all events up to and including the 100-year, 24-hour duration storm if downstream drainage easements cannot be secured. These environmental issues must be addressed by the City of Tallahassee which has similar protection and stormwater requirements as Leon County; therefore, Environmental Services has no objection to this 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 2.1.4 are adequately addressed. These criteria are outlined in a memorandum from the Department of PLACE included as Attachment #3.

Pursuant to the Interlocal Agreement with the City, if the County objects to the annexation, a formal process for mediation is initiated. Results of the mediation are brought to the Board for consideration. If mediation is unsuccessful, the statutory dispute resolution process allows for the City and County to agree to binding arbitration or either party may pursue legal remedies

**Options:**

1. Do not object to the proposed voluntary annexation of properties located at 5515 Dansby Place and 5265 Trout Trail.
2. Object to the proposed voluntary annexation of properties located at 5515 Dansby Place and 5265 Trout Trail.
3. Board direction.

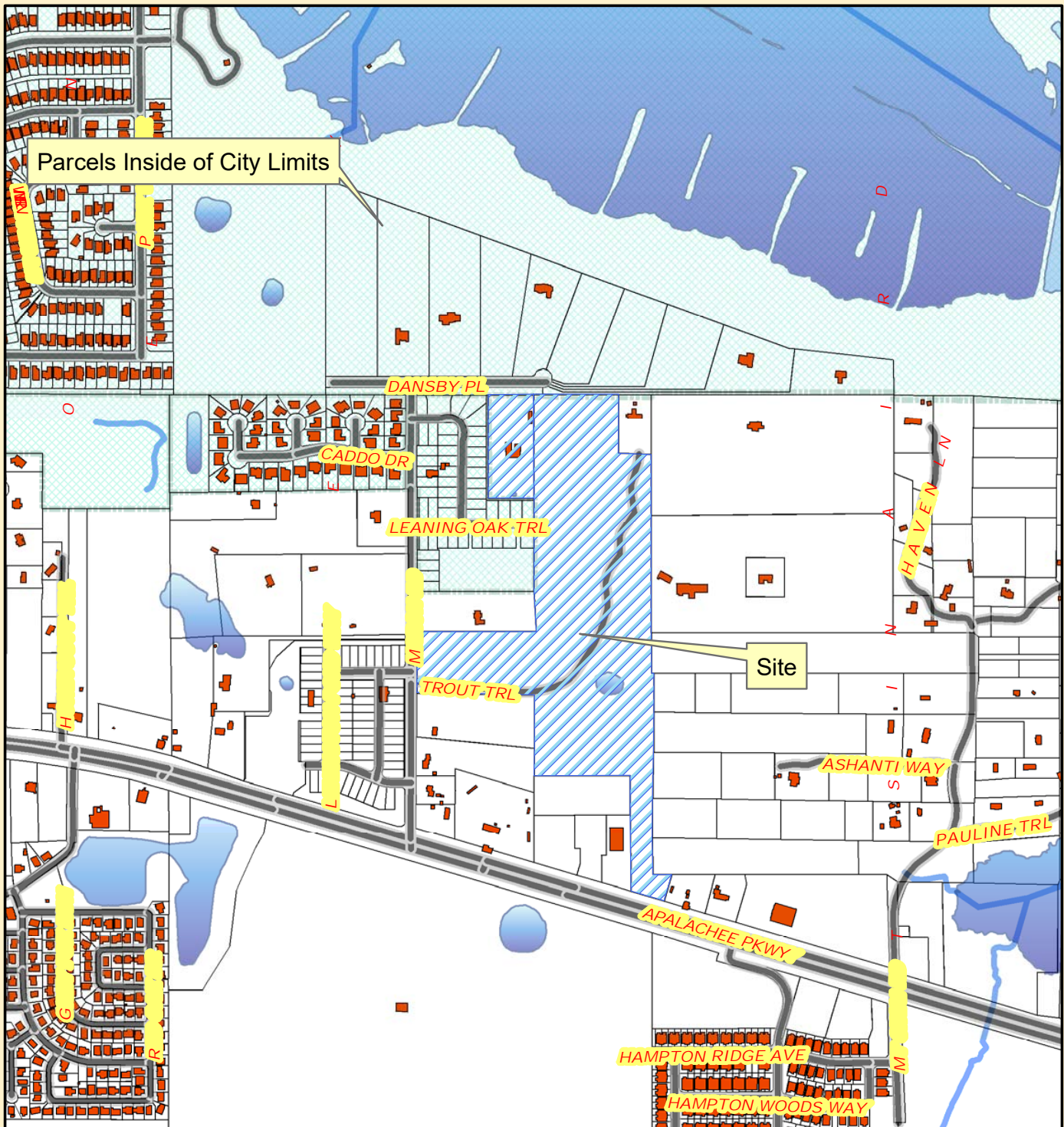
**Recommendation:**

Option # 1

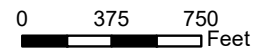
**Attachments:**

1. Location Map
2. Request for Annexation from Victor and Mary Roman, and Thomas & Dorothy Jones, LTD and City of Tallahassee Ordinance (No.20-O-18)
3. Memorandum from the Department of PLACE dated March 20, 2020

## Annexation of Parcel # 31-01-20-007-000-0 and 31-01-20-201-000-0



**Annexation of Parcel  
# 31-01-20-007-000-0 and 31-01-20-201-000-0  
LDV2000122  
Map Produced By Marcus Curtis Specialist I  
3/19/2020**







March 9, 2020

Mr. Ryan Culpepper  
Development Services Director  
Leon County Department of Development Support  
& Environmental Management  
435 North Macomb Street  
Tallahassee, FL 32301

RE: Annexation of Parcel #'s: 31-01-20-007-000-0 and 31-01-20-20-1000-0

Dear Mr. Culpepper:

Attached is the ordinance introduction package for the annexation of two parcels between Dansby Place and Apalachee Parkway: Parcel #'s 31-01-20-007-000-0 and 31-01-20-20-1000-0 for your review and use. You are being provided a copy of the voluntary annexation petitions as required by Policy 2.1.4 of the Intergovernmental Coordination Element of the Comprehensive Plan.

The annexation ordinance is currently scheduled to go to the City Commission for introduction of ordinance on April 8, 2020 and on May 13, 2020 for the final public hearing. Any comments from the Board of County Commissioners must be received by the City Manager prior to the public hearing.

Please contact me at 891-8149 if you have any questions regarding this transmittal.

Sincerely,

Raoul Lavin  
Assistant City Manager

Attachments

Cc: Cassandra K. Jackson, City Attorney  
Louis Norvell, Assistant City Attorney  
Reese Goad, City Manager  
Wayne Tedder, Assistant City Manager

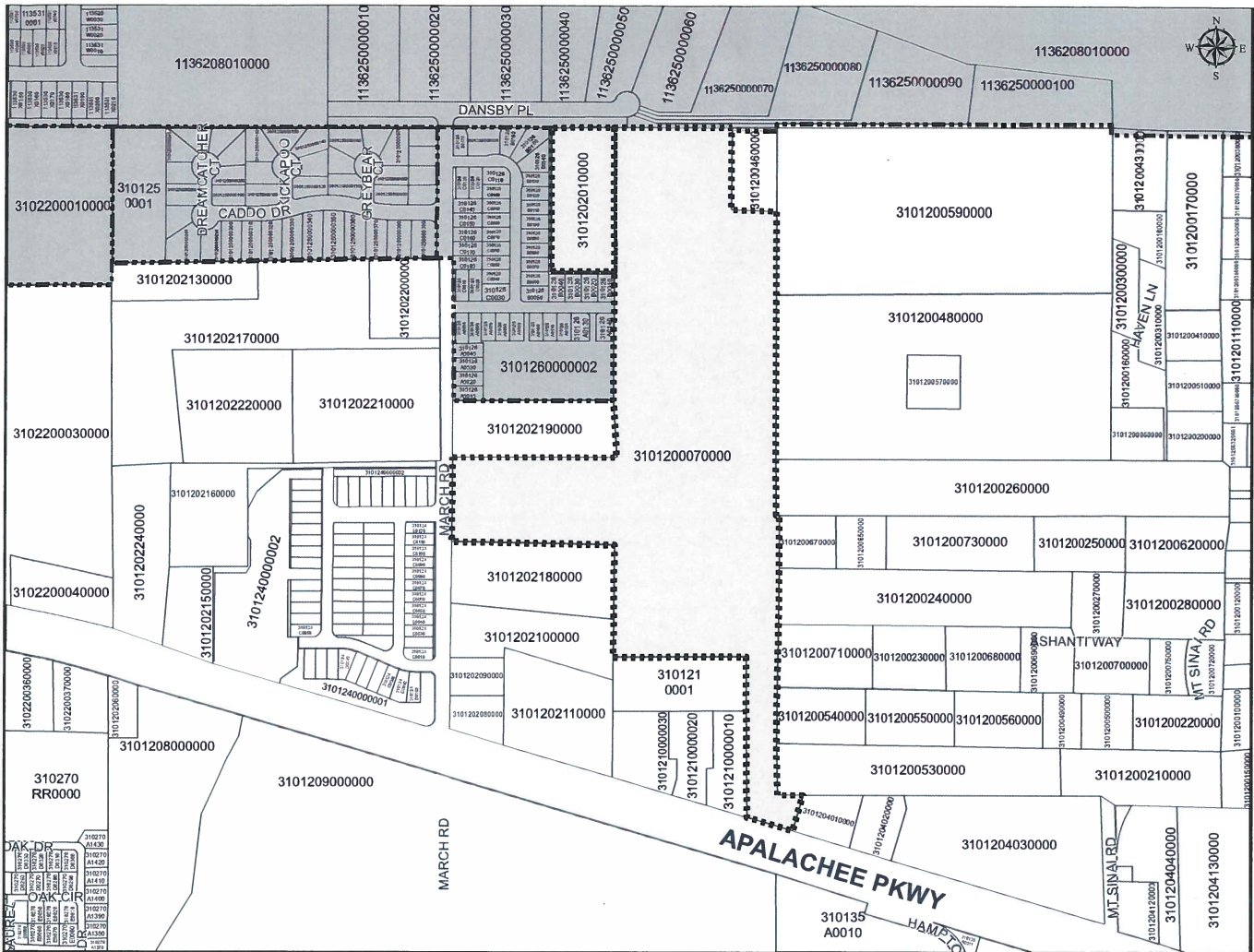
**CITY OF TALLAHASSEE**  
**PETITION FOR VOLUNTARY ANNEXATION**

The following information must be submitted to the Office of Resource Management for consideration to be annexed. You can deliver it in person, send in via U.S. mail or email it to:

**Office of Resource Management**  
**City of Tallahassee, City Hall – 4<sup>th</sup> Floor**  
**Attn: Matt Matherne – 850.891.8458 or [matthew.matherne@talgov.com](mailto:matthew.matherne@talgov.com)**  
**300 South Adams Street**  
**Tallahassee, Florida 32301**

- Voluntary Petition – must include signature(s), date and address(es) of each applicant if there are multiple owners.
- Map indicating the area (shade or cross-hatch) to be annexed.
- Tax Parcel Identification (PID) number for the parcel as recorded with the Leon County Property Appraiser's Office
- A non-PDF version of the recorded legal document text (legal description in metes and bounds) of the property to be annexed.
- The City of Tallahassee does not charge a fee for annexation; however, Leon County does charge \$600 per parcel or in some cases per submittal for annexation.
- If needed, the Office of Resource Management can schedule a pre-application conference with the relevant City and County staff to discuss the project and to provide the applicant with a Leon County contact person for payment of the fee and for contact regarding the County's review.

***For more information on the requirements to be submitted or any further information about the process please call or email Matt Matherne @ 850.891.8458 or [matthew.matherne@talgov.com](mailto:matthew.matherne@talgov.com).***




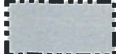
## Ordinance No. 20-O-XX

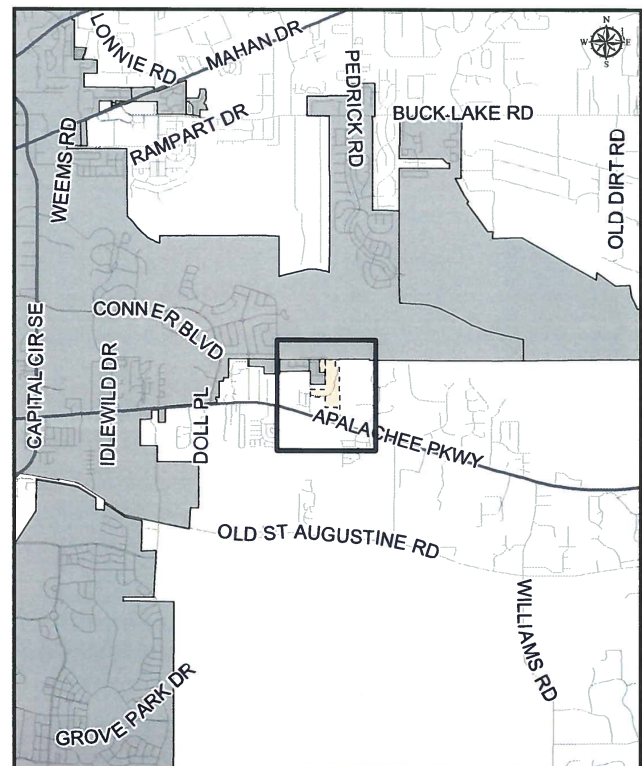
PID 31-01-20-007-0000

31-01-20-201-0000

## PROPOSED ANNEXATION

### LEGEND

-  PROPOSED CITY LIMITS
-  CURRENT CITY LIMITS



To: The City Commission of the City of Tallahassee  
From: Mary Brigid + Victor Roman

Date: 2/28/2020

Re: Parcel ID or Parcel ID's:

~~31-01-20-10000~~ / 31-01-20-20-10000

The undersigned owner(s) of the referenced property,

Mary Brigid and Victor Roman

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 owner 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.





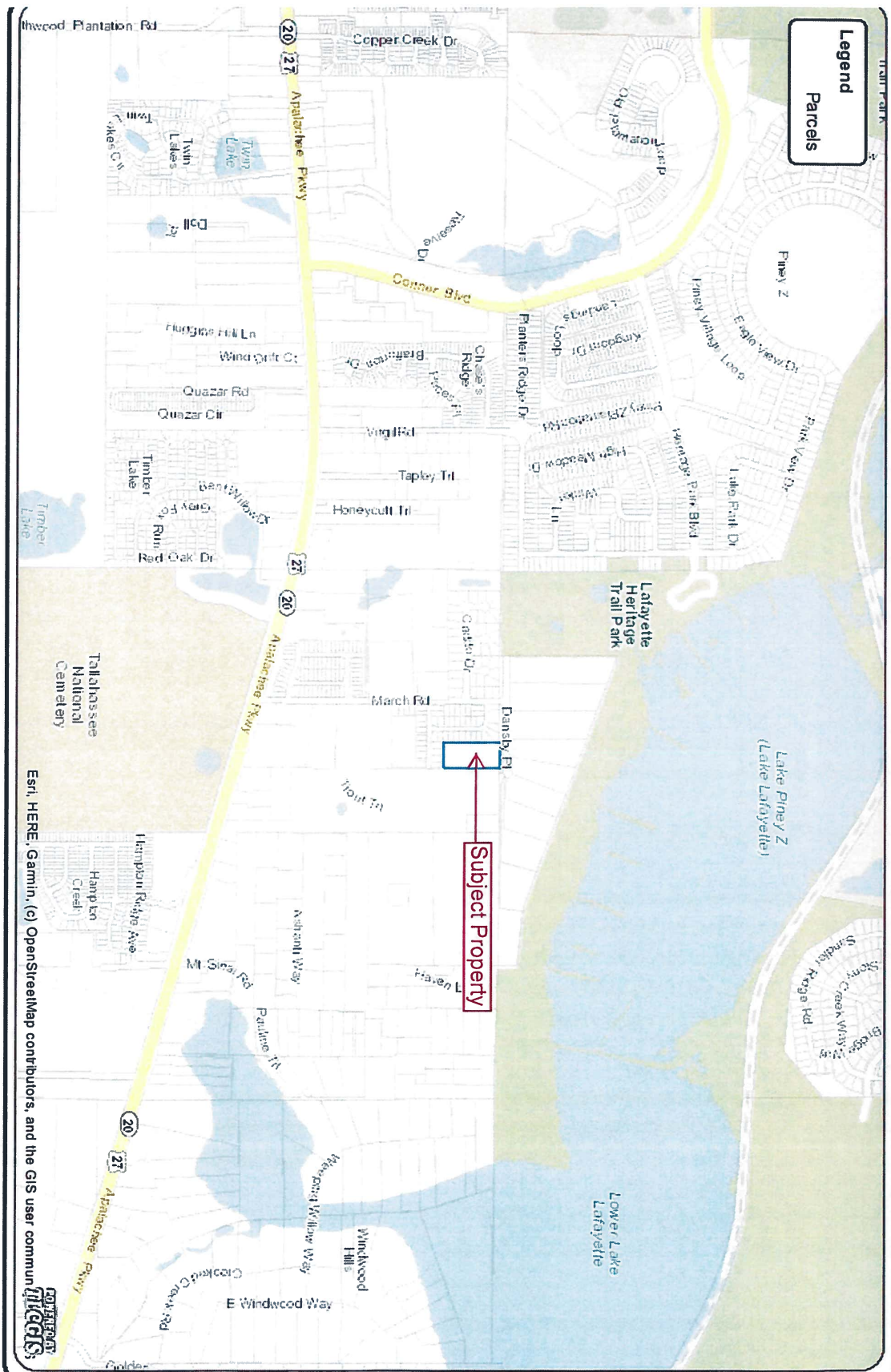
This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information 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.

# Land Information

## DISCLAIMER



Scale:	Tallahassee/Leon County GIS
Not To Scale:	Leon County Information Service
Date Drawn:	301 S. Monroe St, P3 Level
March 2, 2020	Tallahassee, FL 32301
	850/606-5504
	<a href="http://www.tlccgis.org">http://www.tlccgis.org</a>



IN THE CIRCUIT COURT OF THE  
SECOND JUDICIAL CIRCUIT IN AND  
FOR LEON COUNTY, FLORIDA

Case No. 15-CA-2239

AMERIS BANK f/k/a CITIZENS BANK-WAKULLA  
DBA AMERIS,

Plaintiff,

vs.

FEDERAL NATIONAL MORTGAGE ASSOCIATION;  
VICTOR ROMAN; and MARY BRIGID ROMAN,

Defendants.

\_\_\_\_\_ /

**STIPULATED FINAL JUDGMENT**

**THIS CAUSE** was considered before this Court upon the Complaint filed by the Plaintiff, AMERIS BANK f/k/a CITIZENS BANK-WAKULLA DBA AMERIS (hereinafter "Plaintiff"), and the consent of Plaintiff, and Defendants, **FEDERAL NATIONAL MORTGAGE ASSOCIATION** (hereinafter "FNMA"), **VICTOR ROMAN** and **MARY BRIGID ROMAN** (hereinafter "ROMAN") in the above-styled cause. Upon the pleadings filed herein, it is hereby agreed and stipulated as follows:

**WHEREAS**, Plaintiff owns property located at 1051 March Road, Tallahassee, Florida 32311, which consists of approximately 12.48 acres.

**WHEREAS**, ROMAN owns property located at 5515 Dansby Place, Tallahassee, Florida 32311, which consists of approximately 3.24 acres, a legal description of which is described herein.

**WHEREAS**, Unbeknownst to ROMAN, they executed a mortgage dated September 8, 2006 recorded at Official Records Book 3598, Page 891 of the Public Records of Leon County, Florida that improperly encumbers a large portion of Plaintiff's 12.48 acres of property.

**WHEREAS**, Plaintiff filed the above-stylized action in order to correct the legal description and reform the relevant mortgage so that the instrument will express true and actual intentions, the agreements between the parties, and release Plaintiff's property from the improperly described legal description on the referenced mortgage.

WHEREAS, FNMA is the owner of the mortgage dated September 8, 2006 recorded at Official Records Book 3598, Page 891 of the Public Records of Leon County, Florida by virtue of the assignment of mortgage recorded at Official Records Book 4717, Page 2342, of the Public Records of Leon County, Florida.

**IT IS THEREFORE ORDERED AND ADJUDGED** as follows:

1. The Mortgage executed by ROMAN dated September 8, 2006 and recorded at Official Records Book 3598, Page 891, now held by FNMA by virtue of the assignment of mortgage recorded at Official Records Book 4717, Page 2342, of the Public Records of Leon County, Florida shall be reformed to release the property described in said mortgage and shall substitute as collateral and encumber the property described as follows:

**Property Address:** 5515 Dansby Place, Tallahassee, Florida 32311

COMMENCE AT A FOUND CONCRETE MONUMENT (LEON COUNTY) MARKING THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY OF MARCH ROAD AND THE SOUTH BOUNDARY LINE OF DANSBY ESTATES AS RECORDED IN PLAT BOOK 12, PAGE 47 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA AND RUN THENCE S 89°56'32" E, 388.55' TO A FOUND CONCRETE MONUMENT (#7245) AND THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID SOUTH LINE OF DANSBY ESTATES (SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 1) N 89°59'37" E, 249.82' TO A FOUND 3" CAPPED IRON PIPE MARKING THE NORTHWEST CORNER OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 121, PAGE 109 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTH LINE OF DANSBY ESTATES AND RUNNING ALONG THE WEST LINE OF LANDS IN SAID OFFICIAL RECORDS BOOK 121, PAGE 109, S 00°01'18" W, 565.16' TO A FOUND CONCRETE MONUMENT (#7245), AND TO A NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 OF SAID PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE N 89°59'37" W, 249.54' ALONG SAID NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO A FOUND CONCRETE MONUMENT (#7245); THENCE, LEAVING SAID LINE RUN N 00°00'24" W, 565.16', ALONG AN EAST LINE OF SAID PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO THE POINT OF BEGINNING, SAID PARCEL CONTAINING 3.24 ACRES MORE OR LESS.

2. All applicable dates, book and pages of the referenced mortgage and assignment herein shall remain in full force and effect as originally acknowledged. This shall not be construed as a novation.

3. All pending complaints, extensions, potential counterclaims, and/or crossclaims in this stylized action shall be dismissed accordingly.



5515 DANSBY PLACE

PARCEL DESCRIPTION AS WRITTEN BY MERIDIAN SURVEYING AND MAPPING, INC.  
WITH ERRORS IN BOLD RED:

COMMENCE AT A FOUND CONCRETE MONUMENT (LEON COUNTY) MARKING THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY OF MARCH ROAD AND THE SOUTH BOUNDARY LINE OF DANSBY ESTATES AS RECORDED IN PLAT BOOK 12, PAGE 47 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA AND RUN THENCE S 89°56'32" E, 388.55' TO A FOUND CONCRETE MONUMENT (#7245) AND THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID SOUTH LINE OF DANSBY ESTATES (SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 1) N 89°43'41" E, 260.39' TO A FOUND 3/4" PINCHED IRON PIPE MARKING THE NORTHWEST CORNER OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 121, PAGE 109 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTH LINE OF DANSBY ESTATES AND RUNNING ALONG THE WEST LINE OF LANDS IN SAID OFFICIAL RECORDS BOOK 121, PAGE 109, S 01°05'28" W, 566.22' TO A FOUND CONCRETE MONUMENT (#7245), AND TO A NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 OF SAID PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE N 89°59'37" W, 249.54' ALONG SAID NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO A FOUND CONCRETE MONUMENT (#7245); THENCE, LEAVING SAID LINE RUN N 00°00'24" W, 565.16', ALONG AN EAST LINE OF SAID PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO THEE POINT OF BEGINNING, SAID PARCEL CONTAINING 3.31 ACRES MORE OR LESS.

PARCEL DESCRIPTION WITH ERRORS CORRECTED:

COMMENCE AT A FOUND CONCRETE MONUMENT (LEON COUNTY) MARKING THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY OF MARCH ROAD AND THE SOUTH BOUNDARY LINE OF DANSBY ESTATES AS RECORDED IN PLAT BOOK 12, PAGE 47 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA AND RUN THENCE S 89°56'32" E, 388.55' TO A FOUND CONCRETE MONUMENT (#7245) AND THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID SOUTH LINE OF DANSBY ESTATES (SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 1) N 89°43'41" E, 249.82' TO A FOUND 3" CAPPED IRON PIPE MARKING THE NORTHWEST CORNER OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 121, PAGE 109 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTH LINE OF DANSBY ESTATES AND RUNNING ALONG THE WEST LINE OF LANDS IN SAID OFFICIAL RECORDS BOOK 121, PAGE 109, S 00°00'24" W, 565.16' TO A FOUND CONCRETE MONUMENT (#7245), AND TO A NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 OF SAID PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE N 89°59'37" W, 249.54' ALONG SAID NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO A FOUND CONCRETE MONUMENT (#7245); THENCE, LEAVING SAID LINE RUN N 00°00'24" W, 565.16', ALONG AN EAST LINE OF SAID PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO THEE POINT OF BEGINNING, SAID PARCEL CONTAINING 3.24 ACRES MORE OR LESS.

00 01 18



PETITIONER(S):

Signature: Mary Brigid Roman  
Print Name: Mary Brigid Roman & Victor  
Address: 5515 Dansby Place  
Tallahassee, FL 32311  
Phone: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Date: 2/28/2020

State of: Florida  
County of: Leon

Before me, this 28<sup>th</sup> day of February, 2020,

personally, appeared Mary Brigid Roman & Victor Roman 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: FLD# R550-582-44-763-0 (Mary)  
RSD -860-46-086-0 (Victor)

Signature of Notary Public: Mary B. Perrine

Printed name of Notary Public: Mary B. Perrine



matthew.matherne@talgov.com.

To:	The City Commission of the City of Tallahassee
From:	Thomas & Dorothy Jones LTD
	Pamela J. Jones
	General Partner
Date:	
Re:	Parcel ID or Parcel ID's: 31-01-20-007-000-0

The undersigned owner(s) of the referenced property,

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 owner 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:	<u>Pamela J. Stokes</u>
Print Name:	<u>Pamela J. Stokes</u>
Address:	<u>1155 Tapley Trail</u>
	<u>Tallahassee, FL 32311-4113</u>
Phone:	<u>850-877-1976 850-445-0891</u>
Email address:	<u>msspl155@yahoo.com</u>
Date:	<u>11/11/2019</u>

State of:	<u>Florida</u>
County of:	<u>Leon</u>

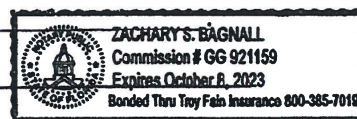
Before me, this 11<sup>th</sup> day of November, 2019,  
personally, appeared Pamela J. Stokes who executed the foregoing  
Petition for Voluntary Annexation, and acknowledged before me that same was executed for  
the purposes therein expressed.

Personally known: \_\_\_\_\_; or

Produced identification: ☒ \_\_\_\_\_

Type of identification produced: Drivers License

Signature of Notary Public: Z. Bagnall  
Printed name of Notary Public: Zachary S. Bagnall



OR BK 3417 PG 1550

## EXHIBIT "A"

36.92 ACRES

Commence at a found axle marking the Northwest corner of Section 1, Township 1 South, Range 1 East, Leon County, Florida and run South 89 degrees 55 minutes 54 seconds East along the North boundary of said Section 1 and along the Southerly boundary of Dansby Estates, a subdivision as per map or plat thereof recorded in Plat Book 12, Page 47 of the Public Records of Leon County, Florida a distance of 1988.62 feet to a found 3 inch iron pipe and cap for the POINT OF BEGINNING said point being the Northeast corner of the property recorded in Official Records Book 1598, Page 1407 of the said Public Records of Leon County, Florida. From said POINT OF BEGINNING run thence North 89 degrees 55 minutes 28 seconds East along the North boundary of said Section 1 and the Southerly boundary of said Dansby Estates a distance of 453.78 feet to a found iron rebar and cap (LS # 4016); thence run South 00 degrees 00 minutes 05 seconds East along the Easterly boundary of that property recorded in Official Records Book 1792, Page 1156 of the said Public Records a distance of 329.99 feet to a found iron rod; thence run North 89 degrees 57 minutes 06 seconds East along the Southerly boundary of that property recorded in said Official Records Book 1792, Page 1156 a distance of 200.07 feet to a found concrete monument (LB # 3293); thence run South 00 degrees 07 minutes 30 seconds West along the Westerly boundary of that property recorded in Official Records Book 1301, Page 981 a distance of 329.55 feet to a concrete monument (LB# 3293); thence run South 00 degrees 36 minutes 49 seconds East along the Westerly boundary of that property recorded in Official Records Book 1032, Page 67 a distance of 660.97 feet to a found concrete monument (X top); thence run South 00 degrees 49 minutes 45 seconds West along those properties recorded in Official Records Book 1751, Page 367, Official Records Book 617, Page 724, Official Records Book 828, Page 316, and Official Records Book 1736, Page 2344 a distance of 776.41 feet to a found one-half inch pipe; thence run South 00 degrees 30 minutes 02 seconds West along that property recorded in Official Records Book 1736, Page 2344, Official Records Book 164, page 44, and Official Records Book 1059, page 2304 a distance of 541.30 feet to a found concrete monument marking the Southeast corner of the Northwest Quarter of said Section 1; thence run South 89 degrees 09 minutes 45 seconds East along the Southerly boundary of that property recorded in official Records Book 1059, Page 2304 a distance of 110.99 feet to a found one-half inch pipe; thence run South 16 degrees 24 minutes 04 seconds West along the Westerly boundary of that property recorded in Official Records Book 240, Page 453 a distance of 151.24 feet to a found one half inch pipe on the Northerly right of way of Apalachee Parkway; thence run North 73 degrees 34 minutes 41 seconds West along the Northerly right of way a distance of 193.93 feet to a found iron rebar and cap (LS# 4016); thence leaving said right of way run North 00 degrees 22 minutes 05 seconds West along the Easterly boundary of that property recorded in Official Records Book 3036, Page 1552 of the said Public Records a distance of 633.29 feet to a found iron rod; thence run South 89 degrees 41 minutes 54 seconds West along the Northerly boundary of that property recorded in said Official Records Book 3036, Page 1552 a distance of

Page 1 of 4

OR BK 3417 PG 1551

525.04 feet to a found one-half inch pipe; thence run North 00 degrees 36 minutes 42 seconds East a distance of 148.22 feet to a found one quarter inch pipe; thence continue North 00 degrees 36 minutes 42 seconds East along the Easterly boundary of that property recorded in Official Records Book 1993, Page 2198 a distance of 287.49 feet to a found iron rebar and cap (LS# 4016); thence run North 86 degrees 18 minutes 26 seconds West along the Northerly boundary of that property recorded in Official Records Book 1993, Page 2198 a distance of 642.59 feet to a point on the Easterly right of way of March Road (60' right of way); thence run North 00 degrees 18 minutes 30 seconds East along said Easterly right of way a distance of 305.23 feet; thence leaving said right of way run North 89 degrees 54 minutes 11 seconds East along the Southerly boundary of that property recorded in Official Records Book 1598, Page 1407 a distance of 637.14 feet to a found one inch iron pipe; thence run North 00 degrees 01 minutes 07 seconds East along the Easterly boundary of that property recorded in Official Records Book 1598, Page 1407 a distance of 1,315.31 feet to the POINT OF BEGINNING, 36.92 acres, more or less.

The above described property being subject to an ingress and egress easement recorded in Official Records Book 1687, Page 1586 of the Public Records of Leon County, Florida.





**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.

Ordinance No. 20-O-18

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA, AMENDING SECTION SIX OF THE CHARTER OF THE CITY OF TALLAHASSEE, TO ANNEX WITHIN THE CORPORATE AREA OF THE CITY OF TALLAHASSEE, FLORIDA, UPON ADOPTION OF SAID ORDINANCE, PROPERTY BEING SITUATED IN LEON COUNTY, FLORIDA, IN ACCORDANCE WITH THE VOLUNTARY ANNEXATION PROVISIONS OF SECTION 171.044, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, there has been filed with the City of Tallahassee, Florida, a petition containing the names and signatures of all of the property owners in the area described hereinafter requesting annexation into the corporate area of the City of Tallahassee, Florida; and,

WHEREAS, it has been determined that the property described hereinafter is reasonably compact and contiguous to the corporate area of the City of Tallahassee, Florida, and it has further been determined that the annexation of said property will not result in the creation of any pocket or enclave; and,

FURTHER WHEREAS, the City of Tallahassee, Florida, is in a position to provide municipal services to the property described herein, and that the City Commission of the City of Tallahassee, Florida, deems it in the best interest of the City to accept said petition and to annex said property.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE, FLORIDA:

Section 1. That the property described below, situated in Leon County, Florida, be and the same is hereby annexed to and made a part of the City of Tallahassee, Florida, pursuant to the voluntary annexation provisions of Section 171.044, Florida Statutes, to wit:

Parcel ID # 31-01-20-20-1000-0 which is more particularly described as:

Property Address: 5515 Dansby Place, Tallahassee, Florida 32311

COMMENCE AT A FOUND CONCRETE MONUMENT (LEON COUNTY) MARKING THE INTERSECTION OF THE EASTERLY RIGHT-OF-WAY OF MARCH ROAD AND THE SOUTH BOUNDARY LINE OF DANSBY ESTATES AS RECORDED IN PLAT BOOK 12, PAGE 47 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA AND RUN THENCE S 89°56'32" E, 388.55' TO A FOUND CONCRETE MONUMENT (#7245) AND THE POINT OF BEGINNING; THENCE CONTINUE ALONG SAID SOUTH LINE OF DANSBY ESTATES (SAID LINE ALSO BEING THE SOUTH LINE OF SAID SECTION 1) N 89°43'41" E, 249.82' TO A FOUND 3" CAPPED IRON PIPE MARKING THE NORTHWEST CORNER OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 121, PAGE 109 OF THE

PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE LEAVING SAID SOUTH LINE OF DANSBY ESTATES AND RUNNING ALONG THE WEST LINE OF LANDS IN SAID OFFICIAL RECORDS BOOK 121, PAGE 109, S 00°00'24" W, 565.16' TO A FOUND CONCRETE MONUMENT (#7245), AND TO A NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 OF SAID PUBLIC RECORDS OF LEON COUNTY, FLORIDA; THENCE N 89°59'37" W, 249.54' ALONG SAID NORTH LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO A FOUND CONCRETE MONUMENT (#7245); THENCE, LEAVING SAID LINE RUN N 00°00'24" W, 565.16', ALONG AN EAST LINE OF SAID PARCEL DESCRIBED IN OFFICIAL RECORDS BOOK 4056, PAGE 1220 TO THE POINT OF BEGINNING, SAID PARCEL CONTAINING 3.24 ACRES MORE OR LESS.

And Parcel ID # 31-01-20-007-000-0 which is more particularly described as:

Commence at a found axle marking the Northwest corner of Section 1, Township 1 South, Range 1 East, Leon County, Florida and run South 89 degrees 55 minutes 54 seconds East along the North boundary of said Section 1 and along the Southerly boundary of Dansby Estates, a subdivision as per map or plat thereof recorded in Plat Book 12, Page 47 of the Public Records of Leon County, Florida a distance of 1988.62 feet to a found 3 inch iron pipe and cap for the POINT OF BEGINNING said point being the Northeast corner of the property recorded in Official Records Book 1598; Page 1407 of the said Public Records of Leon County, Florida. From said POINT OF BEGINNING run thence North 89 degrees 55 minutes 28 seconds East along the North boundary of said Section 1 and the Southerly boundary of said Dansby Estates a distance of 453.78 feet to a found iron rebar and cap (LS # 4016); thence run South 00 degrees 00 minutes 05 seconds East along the Easterly boundary of that property recorded in Official Records Book 1792, Page 1156 of the said Public Records a distance of 329.99 feet to a found Iron rod; thence run North 89 degrees 57 minutes 06 seconds East along the Southerly boundary of that property recorded in said Official Records Book 1792, Page 1156 a distance of 200.07 feet to a found concrete monument (LB # 3293); thence run South 00 degrees 07 minutes 30 seconds West along the Westerly boundary of that property recorded in Official Records Book 1301, Page 981 a distance of 329.55 feet to a concrete monument (LB # 3293); thence run South 00 degrees 36 minutes 49 seconds East along the Westerly boundary of that property recorded In Official Records Book 1032, Page 67 a distance of 660.97 feet to a found concrete monument (X top); thence run South 00 degrees 49 minutes 45 seconds West along those properties recorded in Official Records Book 1751, Page 367, Official Records Book 617, Page 724, Official Records Book 828, Page 316, and Official Records Book 1736, Page 2344 a distance of 776.41 feet to a found one-half inch pipe; thence run South 00 degrees 30 minutes 02 seconds West along that property recorded in Official Records Book 1736, Page 2344, Official Records Book 164, page 44, and Official Records Book 1059, page 2304 a distance of 541.30 feet to a found concrete monument marking the Southeast corner of the Northwest Quarter of said Section I; thence run South 89 degrees 09 minutes 45 seconds East along the Southerly boundary of that property recorded in official Records Book 1059, Page 2304 a distance of 110.99 feet to a found one-half inch pipe; thence run South 16 degrees 24 minutes 04 seconds West along the Westerly boundary of that property recorded in Official Records Book 240, Page 453 a distance of 151.24 feet to a found one half inch pipe on the Northerly right of way of Apalachee Parkway; thence run North 73 degrees 34 minutes 41 seconds West along the Northerly right of way a distance of 193.93 feet to a found iron rebar and cap (LS# 4016); thence leaving said right of way run North 00 degrees 22 minutes 05 seconds West along



the Easterly boundary of that property recorded in Official Records Book 3036, Page 1552 of the said Public-Records a distance of 633.29 feet to a found iron rod; thence run South 89 degrees 41 minutes 54 seconds West along the Northerly boundary of that property recorded in said Official Records Book 3036, Page 1552 a distance of 525.04 feet to a found one-half inch pipe; thence run North 00 degrees 36 minutes 42 seconds East a distance of 148.22 feet to a found one quarter inch pipe; thence continue North 00 degrees 36 minutes 42 seconds East along the Easterly boundary of that property recorded in Official Records Book 1993, Page 2198 a distance of 287.49 feet to a found iron rebar and cap (LS# 4016); thence run North 86 degrees 18 minutes 26 seconds West along the Northerly boundary of that property recorded in Official Records Book 1993, Page 2198 a distance of 642.59 feet to a point on the Easterly right of way of March Road (60' right of way); thence run North 00 degrees 18 minutes 30 seconds East along said Easterly right of way a distance of 305.23 feet; thence leaving said right of way run North 89 degrees 54 minutes 11 seconds East along the Southerly boundary of that property recorded in Official Records Book 1598, Page 1407 a distance of 637.14 feet to a found one inch iron pipe; thence run North 00 degrees 01 minutes 07 seconds East along the Easterly boundary of that property recorded in Official Records Book 1598, Page 1407 a distance of 1,315.31 feet to the POINT OF BEGINNING, 36.92 acres, more or less.

The above described property being subject to an ingress and egress easement recorded in Official Records Book 1687, Page 1586 of the Public Records of Leon County, Florida.

Section 2. That upon ordinance becoming effective, the property owners and any resident on the property described herein shall be entitled to all the rights and privileges and immunities as are from time to time granted to residents and property owners of the City of Tallahassee, Florida, as further provided in Chapter 171, Florida Statutes, and shall further be subject to the responsibilities of residence or ownership as may from time to time be determined by the governing authority of the City of Tallahassee, Florida, and the provisions of said Chapter 171, Florida Statutes.

Section 3. If any section or portion of a section of this ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to impair the validity, force, or effect of any other section or part of this ordinance.

Section 4. That all ordinances or parts of ordinances in conflict herewith be and the same are hereby revoked.

Section 5. That this ordinance shall become effective immediately upon its passage and adoption.

INTRODUCED in the City Commission on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

PASSED by the City Commission on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF TALLAHASSEE

By: \_\_\_\_\_  
John Dailey  
Mayor

ATTEST:

APPROVED AS TO FORM

By: \_\_\_\_\_  
James O. Cooke, IV  
City Treasurer-Clerk

By: \_\_\_\_\_  
Cassandra K. Jackson  
City Attorney



## MEMORANDUM

**TO:** Weldon Richardson, Senior Planner  
Development Services Division  
Department of Development Support & Environmental Management  
Leon County

**THROUGH:** Artie White, Administrator | Comprehensive Planning  
Tallahassee-Leon County Planning Department

**FROM:** Katherine Wegrzyn, Planning Intern

**DATE:** March 20, 2020

**SUBJECT:** Consistency Review: Proposed Voluntary Annexation of properties at 5515 Dansby Place and 5265 Trout Trail

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Staff has reviewed the proposed annexation of properties located on the west side of the Woodland Place residential subdivision and to the south side of the Danby Estates residential subdivision. The owners (Victor & Mary Roman and Thomas & Dorothy Jones LTD respectively) of the following two parcels (tax identification numbers #3101200070000, #3101202010000, approximately 39.6 acres total in size) have applied to be annexed by the City of Tallahassee.

Leon County Property Appraiser records indicate that area surrounding the subject area is currently used for low-density, single-family residential, commercial, and agricultural land uses.

Staff finds the proposal consistent with the Comprehensive Plan, subject to the following provisions of Intergovernmental Coordination Element Policy 2.1.4 [I] being adequately met:

- The annexation shall be implemented in accordance with the requirements of Chapter 171, Florida Statutes, and as set forth in an Interlocal Agreement for Annexation Procedures to be entered into by and between Leon County and the City of Tallahassee as set forth in Policy 2.1.4[I].

The following additional information is related to the subject property:

- The subject area is currently zoned Single and Two Family Residential District (R-3). The area to the east is zoned Single Family Detached Residential (R-1) The area to the north is zoned Planned Unit Development (PUD). The area to the south is zoned Commercial Parkway (CP).
- The maximum allowable density in the R-3 district is 8 units per acre and the minimum gross density is 4 dwelling units per acre.
- The subject parcels have been proposed for residential development. This residential development project will have central potable water, sewer, electric, and gas service provided by the City of Tallahassee.
- Following annexation and depending on the number of proposed dwelling units proposed for development, the subject property may be subject to the City's inclusionary housing ordinance.

**Leon County  
Board of County Commissioners**

**Notes for Agenda Item #18**

# Leon County Board of County Commissioners

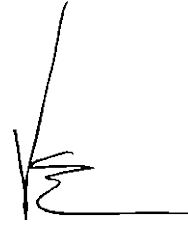
## Agenda Item #18

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Rejection of Bids for Entry Façade Improvements at the Former Cooperative Extension Building



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator Scott Ross, Director, Office of Financial Stewardship
<b>Lead Staff/ Project Team:</b>	Maggie Theriot, Director, Office Resource Stewardship Shelly Kelly, Purchasing Director

### **Statement of Issue:**

This item seeks Board consideration to reject the bid for the new entry façade at 615 Paul Russell (former Cooperative Extension building) due to projected revenue shortfalls resulting from the impacts of COVID-19.

### **Fiscal Impact:**

This item has a fiscal impact. This item has been budgeted and adequate funding to support the \$312,899 low bid is available in the capital improvement budget. However, given the uncertainty in the projected revenue decline the County may experience from COVID-19, this project is recommended for deferment until the June budget workshop when revenue projections and budget balancing options will be presented to the Board.

### **Staff Recommendation:**

Option #1: Reject all bids for the entry façade project at 615 Paul Russell and direct staff to further consider the project as part of the June 2020 Budget Workshop.

## **Report and Discussion**

### **Background:**

This item seeks Board consideration to reject all bid for a new entry façade at 615 Paul Russell as part of an overall renovation to co-locate the County's Human Services & Community Partnerships (HSCP) Department and UF/IFAS Cooperative Extension programs. As explained in the item, the County is projected to experience significant declines in revenue during the current fiscal year. Rejecting this bid provides the County the opportunity to evaluate the entire operating and capital budget as part of the June 16, 2020 Budget Workshop with updated revenue projections.

During the December 11, 2018 Board meeting, the sale of the Tourism building was authorized. This authorization included the relocation of Tourism to the historic Amtrak Building, and in turn the relocation of HSCP out of the Amtrak building to 615 Paul Russell Road, joining Cooperative Extension. This strategy also presents several advantages to enhance service delivery of HSCP. The Southside location is closer and more accessible to the majority of HSCP's clients, has ample parking, and is located along four StarMetro bus routes. Additionally, many of the services provided by HSCP complement the programming provided by the Cooperative Extension and target a similar client base. The Cooperative Extension provides youth and adult nutrition education, financial education and tax preparation assistance, 4-H youth development and summer camp programs, and other services designed to serve families with limited resources.

The scope of the co-location project includes a thorough interior refresh and the enhancement of the exterior entry. The interior will feature all new furniture, color pallet, flooring, lighting and restrooms. The interior scope was phased to reduce the interruption to the existing Cooperative Extension. As existing occupants, UF/IFAS staff were shifted to one-half of the building while their future office suites and teaching kitchen were renovated. Extension staff have now occupied the new space, and renovations are nearing completion for the HSCP portion of the building. A large portion of the work has been self-performed by County staff of Facilities Management, resulting in significant cost savings. By doing so, the existing project budget could provide for additional customer centric features in the design of the entry façade.

### **Analysis:**

With a projected decline in revenues for the current and next fiscal year, it is appropriate for the County to prioritize spending. Since the beginning of the pandemic, Leon County Government continues to prioritize funding and support for the community. The Board has approved budget flexibility for community partners that provide critical services related to health care and human services while not cutting any current year funding for these agencies, and in some cases increasing funding. Specifically, the Board approved payment advances for Bond and Neighborhood clinics to assist with the influx of COVID-19 related patient testing and related supplies. In addition, the County provided CHSP agencies flexibility in spending contracted program funds as needed to support their agencies. Building on this support, the Intergovernmental Agency (IA) also launched a grant program to support non-profits agencies using \$1.0 million of sales tax revenues. In addition to non-profits, the IA also awarded over \$1.2 million to 560 businesses through the COVID-19 Economic Disaster Relief (CEDR) program.

However, with projected significant revenue reductions related to the near freezing of the economy, this situation requires budget discipline and fiscal planning throughout County operations to mitigate the severity of the potential negative financial impact on the County organization and the County's ability to provide essential services. To start addressing the revenue shortfall, early in March, the County Administrator implemented a hiring freeze and froze travel and training budgets. In addition to these actions, programmed capital expenditures are also being scrutinized prior to projects being released for bid and again when the bid is received. Also, at the April 14 Board meeting, staff presented an almost \$2.1 million expenditure reduction plan to address the projected significant declines in tourist development tax revenue collections.

Given the economic and budget uncertainty, capital projects that can be deferred without causing the deterioration to County infrastructure are recommended for delay until additional projections of the COVID-19 fiscal impacts can be determined. The June 16, 2020 Budget workshop will focus on the impacts of the COVID-19 pandemic and related budget reductions necessary for the current fiscal year and steps needed to develop a balanced FY 2021 operating and capital budget. Recommendations regarding the façade improvements and other capital projects will be made as part of the upcoming June 16 Budget Workshop.

While the bids received were within the programmed budget, the facade project is recommended for delay and the bids rejected. Depending on the projected decreases to the County revenues, these funds may be needed to fund other essential services or critical infrastructure needs.

The purpose of the enhanced entry is to compliment the interior renovations, bringing a new sense of space and citizen experience to visitors of the site. This project will provide a dramatically new appeal to the front of the building which doubles as a covered outdoor area for teaching, exhibits, and special events; enhanced ADA accessibility to welcome patrons of varying mobility, and an enhanced flag pole area featuring benches and memorial pavers to honor veterans (Attachment #1).

The Invitation to Bid for the Entry Facade project was advertised locally on February 25, 2020. The project included Additive Alternates in the bid documents to be taken solely at the County's option. The Additive Alternates called for additional stucco over existing block walls; a standalone sign featuring a directory of work areas and upcoming events; automated door opener from ease of ADA access; and benches at the flag pole. Upon further consideration, it was determined that alternates #1 stucco, and #4 benches would be included in the project; County staff rejected the inclusion of the Additive Alternate #2 and #3 as a cost-saving measure. Alternate #2, signage, will be removed from the scope of the project, and County staff will self-perform #3, the automated doors.

A total of 371 vendors were notified through the automated procurement system. A total of 63 bid packages were requested. The County received two bids on April 9, 2020, with the lowest responsive bidder being Council Contracting, Inc in the amount of \$312,899 inclusive of bid Alternates #1 and #4 (Attachment #2). The second lowest responsive bid was from Simpler Built, Inc in the amount of \$338,150 inclusive of Alternates #1 and #4.

The Minority, Women and Small Business Enterprise (MWSBE) Division reviewed MWSBE Participation Plans, submitted by the bidders. The aspirational targets for the bid were 17% MBE and 9% WBE. This RFP was released prior to the April 1, 2020, implementation of the new policy, so the new policy and its aspirational goals do not apply. None of the bidders met the aspirational targets; however, the MWSBE Division determined that both vendors provided a satisfactory Good Faith Effort Form and supporting documentation. Council Contracting, Inc. contacted 22 MWBE firms, to include painting, general contracting, electrical and concrete firms which were either unavailable or non-responsive (Attachment #3). If awarded the bid, the Office of Economic Vitality will work with Council Contracting, Inc. to increase MWBE utilization for these subcontracting opportunities.

**Options:**

1. Reject all bids for the entry façade project at 615 Paul Russell and direct staff to further consider the project as part of the June 2020 Budget Workshop.
2. Approve the bid award to Council Contracting, Inc. in the amount of \$312,899 for the Entry Façade Project and authorize the County Administrator to execute the Agreement in a form approved by the County Attorney.
3. Board direction.

**Recommendation:**

Option #1

**Attachments:**

1. Rendering of façade improvements
2. Bid Tabulation Sheet
3. MWSBE Analysis Sheet





# **LEON COUNTY AG EXTENSION** EXTERIOR IMPROVEMENTS

Architects Lewis + Whitlock





BID TABULATION SHEET  
BC-03-31-20-41

Bid Title: Paul Russell road – Exterior Entryway Project

Opening Date: Tuesday, April 9, 2020 at 2:00 PM

Item/Vendor	Council Contracting	Simpler-Built		
Response Sheet with Manual Signature	✓	✓		
Affidavit Immigration	✓	✓		
Equal Opportunity and Affirmative Action	✓	✓		
MWSBE	✓	✓		
Identical Tie Bid	✓	✓		
Insurance Certification Form	✓	✓		
Contractor's Business Information/Applicable Licenses/Registrations	✓	✓		
Non-Collusion Affidavit	✓	✓		
Certification/Debarment	✓	✓		
Local Vendor Certification	✓	✓		
E-Verify	✓	✓		
Contractor Qualifications	✓	✓		
Base Bid	299,319.00	333,000.00		
Add Alternate 1	7,197.00	3,450.00		
Add Alternate 2	44,004.00	15,940.00		
Add Alternate 3	13,911.00	2,900.00		
Add Alternate 4	6,383.00	1,200.00		
Add Alternate 5	NA	5,150.00		
Bid Bond	✓	✓		

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2020 APR -9 PM 2:01  
PURCHASING DIVISION  
LEON COUNTY

Tabulated By:






## *Inter-Office Memorandum*

Date: April 15, 2020

To: Michael Boland  
Facilities Management

From: Darryl Jones, Deputy Director  
Minority, Women, & Small Business Enterprise (MWSBE) - Office of Economic Vitality

Subject: Bid for Paul Russell Road- Exterior Entryway Project - Bid (BC-03-31-20-41)

The Minority, Women, & Small Business Enterprise (MWSBE) Division reviewed the MWBE Participation Plans of two bid respondents to determine if the 17% MBE and 9% WBE Aspirational Targets for Construction Subcontracting were achieved for the Paul Russell Road- Exterior Entryway project. This RFP's deadline was before April 1, 2020, so the new policy and its aspirational targets do not apply.

The submitted MWBE Participation Plans for each bidder are as follows:

**Council Contracting, Inc.** - did not meet the MBE Aspirational Target; however they exceeded the WBE Aspirational Target for Construction; however a satisfactory Good Faith Effort Form and supporting documentation was provided. 22 MWBE firms were contacted to include painting, general contracting, electrical and concrete firms were either unavailable or non-responsive. *If Council Contracting, Inc., is selected, staff is recommending that Council Contracting, Inc. continue its Good Faith Efforts to increase their MBE participation.* The WBE firm listed below is the firm Council Contracting, Inc. intends to utilize on this project.

<b>Total Bid Amount</b>		<b>\$299,319</b>			
<b>Name of MWBE</b>	<b>Race/Gender</b>	<b>Certifying Agency</b>	<b>Goods &amp; Services</b>	<b>MWBE Dollars</b>	<b>MWBE Utilization Percentage</b>
Jackson Cook	Non-Minority Female	Tallahassee-Leon County OEV	Structural & Misc. Steel	\$28,000	11%
<b>Total MWBE Dollars</b>					\$28,000
<b>Total MWBE Utilization Percentage</b>					11%

**SimplerBuilt, Inc.** - did not meet the MWBE Aspirational Targets for Construction; however a satisfactory Good Faith Effort Form and supporting documentation was provided. Painting, welding and electrical firms were all contacted and were either unavailable or non-responsive. *If SimplerBuilt, Inc., is selected, staff is recommending that SimplerBuilt, Inc. continue its Good Faith Efforts to increase their MWBE participation.* The MBE firm listed below is the firm Council Contracting, Inc. intends to utilize on this project.

<b>Total Bid Amount</b>		<b>\$333,000</b>			
<b>Name of MWBE</b>	<b>Race/Gender</b>	<b>Certifying Agency</b>	<b>Goods &amp; Services</b>	<b>MWBE Dollars</b>	<b>MWBE Utilization Percentage</b>
Concrete Services Unlimited, Inc.	African American Male	Tallahassee Leon County OEV	Concrete	\$31,360	11%
<b>Total MWBE Dollars</b>					<b>\$31,360</b>
<b>Total MWBE Utilization Percentage</b>					<b>11%</b>

**Leon County**  
**Board of County Commissioners**  
**Notes for Agenda Item #19**

# Leon County Board of County Commissioners

## Agenda Item #19

April 28, 2020

**To:** Honorable Chairman and Members of the Board

**From:** Vincent S. Long, County Administrator

**Title:** Full Board Appointments to the Leon County Educational Facilities Authority, the Tallahassee Sports Council, and the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizen Advisory Committee



<b>Review and Approval:</b>	Vincent S. Long, County Administrator
<b>Department/ Division Review:</b>	Alan Rosenzweig, Deputy County Administrator
<b>Lead Staff/ Project Team:</b>	Mary Smach, Agenda Coordinator

### **Statement of Issue:**

This agenda item seeks the full Board's consideration of the appointment of citizens to the Leon County Educational Facilities Authority, the Tallahassee Sports Council, and the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizen Advisory Committee.

### **Fiscal Impact:**

This item has no fiscal impact.

### **Staff Recommendation:**

Option #1: Appoint one citizen to the Leon County Educational Facilities Authority for a five-year term ending July 31, 2025. The eligible applicants are: Curt Bender, Rica Calhoun, Michele Corichi and Andrew Kalel.

Option #2: Appoint two citizens to the Tallahassee Sports Council for three-year terms ending April 30, 2023. The eligible applicants are: John Gladden, Jason Hendrix, Barbara Jackson, Debra Preble and James Billingsley.

*[Should the Board choose to appoint Ms. Preble and/or Mr. Hendrix it would be necessary for the Board to waive the conflicting employment relationship disclosed on Form 4A (Attachments #7 & #9) by a two-thirds affirmative vote.]*

Option #3: Appoint two citizens to the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizens Advisory Committee for a two-year term ending April 30, 2022. The eligible applicants are: Terrance Barber, Ted Parker, Keith Bowers, Andrew Brown, Verlonda Johnson, Roderick Palmer, Crichani Watson and Eduardo Gonzalez Loumiet.

## Report and Discussion

### **Background:**

Pursuant to Policy No. 03-15, “Board-Appointed Citizen Committees”, a General Business item is presented to fill vacancies for full Board appointments of citizens to Authorities, Boards, Committees, and Councils.

### **Analysis:**

#### **Leon County Educational Facilities Authority (EFA)**

Purpose: The purpose of the Authority is to assist institutions for higher education in the construction, financing, and refinancing of projects.

Composition: There are seven members appointed by the full Board, with each member serving a term of five years. All members must be residents of Leon County. At least one must be a trustee, director, officer, or employee of an institution for higher education. Currently, Dennis Bailey serves as the higher education representative. The Authority also includes one County Commissioner to serve as the Board’s liaison to the EFA. Currently, Commissioner Desloge serves as the Board liaison on the EFA.

Vacancies: EFA member Reginald Ellis, whose term was due to expire on July 31, 2020, has resigned. Staff recommends that the applicant filling this vacancy, be appointed for the remainder of the three months left of the unexpired term plus the standard 5-year term. The eligible applicants are listed in Table #1.

*Table #1: Educational Facilities Authority*

<b>Vacancies</b>	<b>Term Expiration</b>	<b>Application Attachment #</b>	<b>Eligible Applicants</b>	<b>Recommended Action</b>
Reginald Ellis <i>Resigned</i>	7/31/2020	1. 2. 3. 4.	Curt Bender Rica Calhoun Michele Corichi Andrew Kalel	Appoint <b>one</b> citizen for a 5-year term ending 7/31/2025.



Title: Full Board Appointments to the Leon County Educational Facilities Authority, the Tallahassee Sports Council, and the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizen Advisory Committee

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### **Tallahassee Sports Council (TSC)**

**Purpose:** The purpose of the TSC is to focus on the economic benefits of visitor-generating events to support sports tourism for the betterment of the Tallahassee-Leon County community.

**Composition:** The TSC is composed of 18 members:

- 12 members are designated by position, including one County Commissioner. Currently, Commissioner Nick Maddox serves on the TSC.
- 6 at-large members are appointed by the full Board. The at-large members are citizens who have demonstrated experience and interest in aspects of sports within Leon County. The terms for the at-large members are for three-year and members may not serve more than three consecutive terms.

**Vacancies:** Two at-large TSC members, John Gladden and Bill Dillon, have terms that expire April 30, 2020. Mr. Gladden is seeking reappointment and is an active member with good attendance (Attachment #5). Mr. Dillon is not seeking reappointment. The eligible applicants are listed in Table #2.

*Table #2. Tallahassee Sports Council*

<b>Vacancies</b>	<b>Term Expiration</b>	<b>Application Attachment #</b>	<b>Eligible Applicants</b>	<b>Recommended Action</b>
John Gladden <i>(served one term, seeking reappointment)</i>	4/30/2020	6.	John Gladden	Appoint <b>two</b> eligible applicants for three-year terms expiring on April 30, 2023.
		7.	Jason Hendrix*	
		8.	Barbara Jackson	
Bill Dillon <i>(not seeking reappointment)</i>	4/30/2020	9.	Debra Preble*	
		10.	James Billingsley	

\* Applicants request a waiver of the conflicting employment relationship as disclosed in Form 4A (Attachments #7 & #9). Should the Board choose to appoint Ms. Preble and/or Mr. Hendrix it would be necessary for the Board to waive the conflicting employment relationships disclosed on Form 4A by a two-thirds affirmative vote.

### **Tallahassee-Leon County Minority, Women, and Small Business Enterprise Citizen Advisory Committee (MWSBE CAC)**

The Board of County Commissioners and the Tallahassee City Commission approved consolidating the County and City Advisory Committees for their respective MWSBE Programs into one single committee for improved efficiency and support, under the Tallahassee-Leon County MWSBE Division of the Office of Economic Vitality and established the joint Tallahassee-Leon County Minority, Women, and Small Business Enterprise Citizen Advisory Committee.

Title: Full Board Appointments to the Leon County Educational Facilities Authority, the Tallahassee Sports Council, and the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizen Advisory Committee

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In addition, on February 25, 2020, the Board approved a new consolidated joint County / City / Blueprint MSWBE Procurement Policy with an effective date of April 1, 2020.

Purpose: The MWSBE CAC monitors the progress of the MWSBE program and is responsible for reviewing and recommending policy alternatives, as well as providing programmatic recommendations relative to certification appeals and Good Faith Efforts.

Composition: The MWSBE CAC has eleven members who are appointed as follows:

- 4 members appointed by the Board of County Commissioners
- 4 members appointed by the City Commission
- 1 member appointed by the Big Bend Minority Chamber of Commerce
- 1 member appointed by the Capital City Chamber of Commerce
- 1 member appointed by the Greater Tallahassee Chamber of Commerce

Of the four Board appointed members, at least one must have expertise in the field of architecture, construction or engineering. Currently, Ted Parker and Christi Hale serve as the members with expertise in construction. Members serve for two-year terms, with no member serving more than three consecutive two-year terms. Terms expire on April 30.

Vacancies: The terms of two Board appointed MWSBE CAC members, Ted Parker and Terrance Barber, expire on April 30, 2020. Mr. Parker and Mr. Barber both seeking reappointment and are active members with very good attendance (Attachment #11). The eligible applicants are listed in Table #3.

Table #3. Tallahassee-Leon County Minority, Women, and Small Business Enterprise Citizen Advisory Committee

Vacancies	Term Expiration	Application Attachment #	Eligible Applicants	Recommended Action
Terrance Barber <i>Served two terms, seeking reappointment</i>	4/30/2020	12.	Terrance Barber	Appoint <b>two</b> eligible applicants for two-year terms expiring on April 30, 2022.
Ted Parker <i>Served two terms, seeking reappointment</i>	4/30/2020	13.	Ted Parker	
		14.	T. Keith Bowers	
		15.	Andrew Brown	
		16.	L. Verlonda Johnson	
		17.	Roderick Palmer	
		18.	Crichani Watson	
		19.	Eduardo Gonzalez Loumiet	

Title: Full Board Appointments to the Leon County Educational Facilities Authority, the Tallahassee Sports Council, and the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizen Advisory Committee

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**Options:**

1. Appoint one citizen to the Leon County Educational Facilities Authority for a five-year term ending July 31, 2025. The eligible applicants are: Curt Bender, Rica Calhoun, Michele Corichi and Andrew Kalel.
2. Appoint two citizens to the Tallahassee Sports Council for three-year terms ending April 30, 2023. The eligible applicants are: John Gladden, Jason Hendrix, Barbara Jackson, Debra Preble, and James Billingsley.

*[Should the Board choose to appoint Ms. Preble and/or Mr. Hendrix it would be necessary for the Board to waive the conflicting employment relationships disclosed on Form 4A (Attachments #7 & #9) by a two-thirds affirmative vote.]*

3. Appoint two citizens to the Tallahassee-Leon County Minority, Women and Small Business Enterprise Citizens Advisory Committee for a two-year term ending April 30, 2022. The eligible applicants are: Terrance Barber, Ted Parker, Keith Bowers, Andrew Brown, Verlonda Johnson, Roderick Palmer, Crichani Watson and Eduardo Gonzalez Loumiet.
4. Board direction.

**Recommendations:**

Options #1, #2 and #3

**Attachments:**

1. Bender application and resume
2. Calhoun application and resume
3. Corichi application and resume
4. Kalel application and resume
5. TSC member attendance
6. Gladden application
7. Hendrix application, resume and Form 4A
8. Jackson application
9. Preble application, resume and Form 4A
10. James Billingsley application
11. MWSBE CAC attendance email
12. Barber application
13. Parker application
14. Bowers application and resume
15. Brown application and resume
16. Johnson application and resume
17. Palmer application and resume
18. Watson application and resume
19. Gonzalez Loumiet application and resume



LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY

Attachment #1  
Page 1 of 4

It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.

<b>Name:</b> Mr. Curt Bender		<b>Date:</b> 4/16/2019 12:44:41 AM	
<b>Home Address:</b>	2315-C Columbia Ct. Tallahassee, FL 32304	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	No
<b>Home Phone:</b>	(407) 467-7278	<b>Do you own property in the Tallahassee City Limits?</b>	No
<b>Email:</b>	curtbender@firmawesome.com	<b>How many years have you lived in Leon County?</b>	4

(EMPLOYMENT INFORMATION)

<b>Employer:</b>	Florida Department of Business and Professional Regulation	<b>Work Address:</b>	2601 Blair Stone Rd. Tallahassee, FL 32304
<b>Occupation:</b>	Attorney		
<b>Work/Other Phone:</b>	(850) 717-1803		

(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	M	<b>Age:</b>	28
<b>District:</b>	District I	<b>Disabled?</b>	No		

(RESUME AND REFERENCES)

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

<b>Name:</b>	Anthony Miller	<b>Name:</b>	Kim Moore
<b>Address:</b>	4050 Esplanade Way #115 Tallahassee, FL 32311	<b>Address:</b>	WD 234 444 Appleyard Dr. Tallahassee, FL 32304
<b>Phone:</b>	(850) 671-5039	<b>Phone:</b>	(850) 201-8760

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

(COMMITTEE QUESTIONNAIRE)

IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities? Yes

Are you currently serving on a County Advisory Committee? No

Posted April 20, 2020

Have you served on any previous Leon County committees? **No**

Are you willing to complete a financial disclosure if applicable? **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups) **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County? **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership? **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)  
**No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority? **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity? **No**

**Members on this Authority must be resident of Leon County.**

**At least one member must be a trustee, director, officer or employee of an institution for higher education in Leon County.**

Are you a trustee, director, officer or employees of an institution for higher education? **Yes**

**Members on this Authority must file a Financial Disclosure Form #1 from the Florida Commission on Ethics, per State Statute 112.3145. Financial Disclosure Information - Ethics**

Are you willing to file a Financial Disclosure Form? **Yes**

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

Signature: *Mr. Curt Bender*

The application was electronically sent: 4/16/2019 12:44:41 AM

## **Curt Bender, Esq.**

curtbender@firmawesome.com | (407) 467-7278 | 2315-C Columbia Ct., Tallahassee, FL 32304

### ***Education\****

**Florida State University College of Law** | Juris Doctor, *Cum Laude*, December 2017 *Tallahassee, FL*  
Dean's List; Business Law Certificate; Book Award for Contract Drafting; Federalist Society; Business Law Scholar – Business Law Section of the Florida Bar; and Pupil at the William H. Stafford American Inn of Court.

**University of North Florida** | Bachelor of Arts in Political Science, April 2013 *Jacksonville, FL*  
Minor in American Sign Language; Leadership Certificate; President, Pre-Law Student Association; and SGA Senator.

### ***Experience***

**Florida Department of Business and Professional Regulation** | October 2018 – present *Tallahassee, FL*  
Assistant General Counsel, department of Drugs, Devices and Cosmetics  
Focus on administrative and regulatory law in healthcare; and manage litigation case load.

**Jim Moran School of Entrepreneurship at FSU** | Business Advisor, February – June 2018 *Tallahassee, FL*  
Advised university entrepreneurship students on business and entrepreneurship matters; created resources for entrepreneurs.

**Business Law Clinic at FSU Law** | Student Advisor, August 2016 – December 2017 *Tallahassee, FL*  
Advised clients from initial meeting to entity formation and continuing services; drafted various agreements from software development to wedding planning contracts; experience in trademark and nonprofit law.

**Office of the Public Defender, Ninth & Fourth Judicial Circuit** *Orlando & Jacksonville, FL*  
Legal Intern, June 2015 – Aug. 2015 and June 2016 – August 2016, respectively  
Interviewed clients; motion practice; prepared for trials; courtroom proceedings; and created a legal motion databank.

**Legal Research Assistant for Professor Mark Spottswood** | June 2015 *Tallahassee, FL*  
Researched the design of fact-finding environments, investigating how the legal and private dispute resolution processes more accurate, more acceptable, and more cost-effective.

**The Honorable Judge Angela M. Cox, Fourth Judicial Circuit (Circuit Criminal)** *Jacksonville, FL*  
Judicial Extern, May 2015 – June 2015  
Advised the Court through memoranda; contributed to opinions and orders; observed courtroom procedures for approximately 20 hours a week; and created relevant summaries of the Florida Law Weekly.

**The Bender Group, LLC** | President & Owner, September 2014 – April 2017 *Orlando, FL*  
TBG owned Berbice Construction, a six-figure hauling company that worked on the I4 Ultimate Project. Since merged.

### ***Community, Speaking, and Instructorship Engagements***

**Tallahassee Startup Week** | Chair of Tallahassee Startup Week 2019, February 2019 - present *Tallahassee, FL*  
Organize the fourth annual TSW, which had over one thousand participants in 2018.

**Junior Achievement Big Bend** | Volunteer, January – February 2019 *Tallahassee, FL*  
Teach entrepreneurialism and entrepreneurial thinking in two Leon County high school classes weekly.

**TCC SPARK! - Tallahassee Community College** | February 2019 – present *Tallahassee & Wakulla, FL*  
Small Business Mentor; and Instructor for Entrepreneurship.

**STEM Veterans USA, Inc.** | COO, Board of Directors, January – September 2017 *Tallahassee, FL*  
STEM Vets connects veterans in STEM with opportunity through internship, employment, research, and networking.

**Entrepreneurship Bootcamp for Veterans with Disabilities (EBV-D)** | June 2017 *Tallahassee, FL*  
Organized and led a pro bono opportunity for FSU business law students to provide business and legal advice to the EBV-D participants hosted by the Jim Moran Global Institute for Entrepreneurship.

**Guest Lecturer**, “Introduction to Entrepreneurship”, TCC Spark, Tallahassee, March 2019

**Speaker**, “Legal Basics for Entrepreneurs”, Wakulla Environmental Institute Oyster Farming Program, January 2019

**Speaker**, “Legal Basics for Entrepreneurs”, Tallahassee Startup Week 2018, November 2018

**Speaker**, “Introduction to the Business Model Canvas – Entrepreneurs’ Forum”, TCC Spark, April 2018

**Instructor**, eight-hour “Entrepreneurs’ Boot Camp” in Wakulla and Gadsden Counties, TCC Spark, April, June 2018

**Panelist**, “Developing Leadership Skills” and “Starting Your Own Business”, Women in Leadership Conference 2018, March 2018

**Guest Lecturer**, “The 21st Century Entrepreneurship”, Jim Moran School of Entrepreneurship, Tallahassee, February 2018

**\*Passed July 2018 bar examination; acceptance to Florida Bar pending. Type at 95 WPM absent error.**

**From:** [Curt Bender](#)  
**To:** [Mary Smach](#)  
**Subject:** Re: Leon County Educational Facilities Authority  
**Date:** Wednesday, February 5, 2020 10:13:49 AM  
**Attachments:** [image001.png](#)

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Dr. Ms. Smach -

Yes, I am still very interested, and my application is still up-to-date.

Thank you in advance for considering me.

Stay Awesome,  
Curt  
(407) 467-7278

On February 5, 2020 at 10:08 AM Mary Smach <SmachM@leoncountyfl.gov> wrote:

Dear Mr. Bender,

We currently have a vacancy on the [Leon County Educational Facilities Authority](#). We have your application on file (attached) and I am checking to see if you are still interested in being considered and if your application is still up-to-date. Please note that the EFA member's term of office is for five years.

Please let me know if you are still interested and if your application is current. If your application is not current, please complete a new [online application](#).

We appreciate your interest in serving our community.

Regards,



Mary Smach  
Agenda Coordinator  
County Administration  
301 S. Monroe St. | Tallahassee, FL 32301  
(850) 606-5311 /work | (850) 606-5301 /fax  
Smachm@leoncountyfl.gov

*People Focused. Performance Driven.*

Please note that under Florida's Public Records laws, most written communications to or from County staff or officials regarding County business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mrs. Rica Calhoun		<b>Date:</b> 2/12/2020 9:51:09 PM	
<b>Home Address:</b>	929 Parkview Drive Tallahassee, FL 32311	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(321) 946-2513	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	rica.calhoun@famu.edu	<b>How many years have you lived in Leon County?</b>	2

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Florida A&M University	<b>Work Address:</b>	1700 Lee Hall Drive Tallahassee, FL 32311
<b>Occupation:</b>	Chief Compliance and Ethics Officer		
<b>Work/Other Phone:</b>	(850) 412-7520		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	F	<b>Age:</b>	
<b>District:</b>	District V	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Richard Givens	<b>Name:</b>	LaTonya Baker
<b>Address:</b>	3017 Southshore Circle, Tallahassee, FL 32312	<b>Address:</b>	1700 Lee Hall Drive, Tallahassee FL 32307
<b>Phone:</b>	(850) 322-6690	<b>Phone:</b>	(850) 524-9914

<b>Resume Uploaded?</b>	Yes
<p>If no resume is available, 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. Please attach your resume, if one is available.</p>	

**(COMMITTEE QUESTIONNAIRE)**



## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

**Members on this Authority must be resident of Leon County.**

**At least one member must be a trustee, director, officer or employee of an institution for higher education in Leon County.**

Are you a trustee, director, officer or employees of an institution for higher education? **Yes**

**Members on this Authority must file a Financial Disclosure Form #1 from the Florida Commission on Ethics, per State Statute 112.3145. Financial Disclosure Information - Ethics**

Are you willing to file a Financial Disclosure Form? **Yes**

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

Signature: *Mrs. Rica Calhoun*

The application was electronically sent: 2/12/2020 9:51:09 PM

## Rica Hudson Calhoun

(321) 946-2513

929 Parkview Drive Tallahassee, FL 32311

[rica.calhoun@gmail.com](mailto:rica.calhoun@gmail.com)

### BAR ADMISSION

Illinois

### EXPERIENCE

#### **Office of Compliance and Ethics, Florida A&M University, Tallahassee, Florida**

##### Chief Compliance and Ethics Officer

March 2018-present

Designed and implemented the compliance and ethics program for the University; provides consultation to the University's Senior Leadership Team and Board of Trustees; coordinates consistency between compliance units across the University community to support a culture of compliance and ethical decision making; responsible for ensuring that compliance risks are identified, prioritized, and managed appropriately; supports a control environment, level of accountability and ethical framework that promotes commitment to the highest standards of ethics, integrity, and lawful conduct; conducts internal monitoring, investigations, and compliance reviews.

#### **Office of the General Counsel, Western Illinois University, Macomb, Illinois**

##### General Counsel

July 2015-February 2018

Provided legal advice to the President and Board of Trustees; supported the University in all legal matters, including litigation, contracts, employment, construction and administrative federal and state complaints of discrimination and harassment (including disability); responsible for management and the allocation of duties within the Office of the General Counsel; coordinated and managed external legal support as needed; served as the Chief Freedom of Information Officer; served as the Ethics Officer for the University.

Provided counsel to a number of university functions to ensure compliance and defend the interests of the university; particularly, the Office of Equal Opportunity and Access and the Student Disability Resource Center in matters regarding accommodation, policy, and external complaints of discrimination and harassment based on disability. Conducted training as needed in conjunction with the Office of Equal Opportunity and Access.

#### **Associate Vice President for Student Services Office (AVPSS), Western Illinois University, Macomb, Illinois**

##### Interim Associate Vice President for Student Services

January 2015-June 2015

Responsible for the assessment of personnel needs for all aspects of recruitment and selection of direct reports and associates of staff in the following areas:

- |   |   |
|---|---|
| a. Director of Student Judicial Programs    | f. Director of Casa Latina                      |
| b. Director of Student Legal Services       | g. Director of Gwendolyn Brooks Cultural Center |
| c. Director of Disability Resource Center   | h. Director of Women's Center                   |
| d. Director of Student Publication Services |   |
| e. Director of Career Development Center    |   |

Responsible for providing leadership and supervision of the performance of routine administrative functions as per various director's job descriptions; served as acting Vice President for Student Services in his absence as requested; facilitated and maintains quality/cooperative working relationships with other divisional areas within the University community. Relevant experience providing counsel and guidance to the Student Disability Resource Center regarding reasonable accommodation and compliance with applicable law and policy.

#### **Office of Equal Opportunity and Access, Western Illinois University, Macomb, Illinois**

##### Assistant Director

June 2011-December 2014

Law and Policy: Ensured compliance with federal nondiscrimination and retaliation laws, including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with

# Rica Hudson Calhoun

(321) 946-2513

929 Parkview Drive Tallahassee, Florida 32311

rica.calhoun@gmail.com

## EXPERIENCE (continued)

Disabilities Act (ADA), the Rehabilitation Act of 1973, and the Age Discrimination in Employment Act (ADEA). Composed the institution's Gender Transition Guidelines. Drafted the institution's Non-Discrimination and Sexual Misconduct policies to replace the existing Anti-Harassment Policy. Created the institution's Affirmative Action Plan and subsequent annual updates regarding women and minorities, veterans, and individuals with disabilities. Utilized data collected from reports to work with administrative departments to focus diversity efforts. Conducted legal research and composes necessary memoranda of law. Composed legal briefs for arbitration related to the institution's collective bargaining agreements. Collaborated extensively with external counsel to resolve state and federal complaints of discrimination and harassment through correspondence, participating in fact finding conferences and mediations. Drafted answers to state and federal agency complaints.

Faculty Recruitment and Training: Developed training presentations regarding harassment, discrimination, affirmative action, and cultural sensitivity which I presented to faculty, students, and staff. Trains search committees in their hiring process to enforce equal opportunity guidelines and employment laws and regulations. Facilitated search committees throughout their search to identify a diverse pool of candidates.

Compliance: Enforced federal and state nondiscrimination laws and university policy by investigating internal employee and student complaints of discrimination. Lead Title IX investigator. Submitted and discussed final reports upon the resolution of the investigation with the appropriate Vice President and the President. Collaborated with all levels of administration, union representation, as well as faculty and students to explain issues regarding federal and state nondiscrimination and equal opportunity laws. Facilitated the accommodation process for employees with disabilities.

Committee Work: Served as Chair of the Affirmative Action Administrative Internship Committee to help provide a more diversified pool of applicants for administrative positions through training and mentorship. Served as a member of the Gender Equity Committee (Title IX and athletics), University Diversity Council, ADA Advisory Committee, and the Interpersonal Violence Prevention Initiative (IVPI).

## EDUCATION

**William & Mary School of Law**, Williamsburg, Virginia

Juris Doctor, May 2011

Honors and Activities: *William and Mary Journal of Women and the Law*  
Public Service Fund  
Student Legal Services  
Law Firm Diversity Pipeline Program (Street Law Initiative) Veterans  
Benefits Clinic  
Domestic Violence Clinic

**Florida State University**, Tallahassee, Florida

Master of Science, International Affairs, December 2006

Honors and Activities: Comprehensive Exam: Passed with Distinction  
Leslie N. Wilson Graduate Research Assistantship

Study Abroad:

Dubrovnik, Croatia  
Presenter at the *Conference on Security and Cooperation in Southeast Europe*-  
"Millennium Challenge Account: The Benefit of Aid to Southeast European  
Countries"

**University of Central Florida**, Orlando, Florida

Bachelor of Arts, Political Science, Psychology minor, *Cum Laude*, May 2005

Charles B. Rangel International Relations Scholar

## **Rica Hudson Calhoun**

(321) 946-2513

929 Parkview Drive Tallahassee, Florida 32311

rica.calhoun@gmail.com

### **COMMUNITY SERVICE**

Big Brothers Big Sisters of Warren and McDonough Counties, Board Member, Macomb, Illinois (2015-2017)  
University Park Townhome Owner's Association, Secretary, Macomb, Illinois (2012-2018)  
Samaritan Well Shelter, Board Member, Treasurer, Macomb, Illinois (2011-2015)  
Housing Authority of McDonough County, Hearing Officer, Macomb, Illinois (2012-2015)

### **PROFESSIONAL MEMBERSHIPS AND CERTIFICATIONS**

National Association of College and University Attorneys  
Illinois Bar Association  
Certified Compliance and Ethics Professional (CCEP)  
Society of Corporate Compliance and Ethics (SCCE)



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyl.gov.**  
**Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Ms. Michele Corichi		<b>Date:</b> 2/8/2020 1:47:44 AM	
<b>Home Address:</b>	1621 Stanley avenue Tallahassee, FL 32310	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(561) 889-2905	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	MicheleLcorichi@gmail.com	<b>How many years have you lived in Leon County?</b>	6

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Farming The Future	<b>Work Address:</b>	2746 Pecan rd Tallahassee, FL 32310
<b>Occupation:</b>	CEO		
<b>Work/Other Phone:</b>	(561) 889-2905		

**(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.

<b>Race:</b>	White	<b>Gender:</b>	F	<b>Age:</b>	
<b>District:</b>	District I	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Ebrahim Randeree	<b>Name:</b>	Kim Moore
<b>Address:</b>	324 Majestic Prince Trail Tallahassee Fl, 32303	<b>Address:</b>	444 Appleyard drive Tallahassee Fl, 32304
<b>Phone:</b>	(716) 207-7251	<b>Phone:</b>	(850) 201-8760

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

**Members on this Authority must be resident of Leon County.**

**At least one member must be a trustee, director, officer or employee of an institution for higher education in Leon County.**

Are you a trustee, director, officer or employees of an institution for higher education? **No**

**Members on this Authority must file a Financial Disclosure Form #1 from the Florida Commission on Ethics, per State Statute 112.3145. Financial Disclosure Information - Ethics**

Are you willing to file a Financial Disclosure Form? **Yes**

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

Signature: *Ms. Michele Corichi*

The application was electronically sent: 2/8/2020 1:47:44 AM

Michele "Madison" Corichi

561-889-2905 ♦ MicheleLCorichi@gmail.com

## **Education**

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G-Star School of Motion Pictures and Broadcasting, Graduated 2012 - High School Diploma  
West Palm Beach, FL 33463

Tallahassee Community College  
Tallahassee, FL 3203

## **Work Experience**

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### **HSW Engineering, INC**

#### Staff Scientist

08/2017 – Present (As Contracted)

Supervisor: Andy Lawn

407-810-2949

### **Tallahassee Community Colleges' Wakulla Environmental Institute**

#### Agricultural Innovation Specialist

06/2019 - Present

### **Farming The Future (FTF Systems LLC)**

Founder ♦ Lead Project Manager ♦ CEO

04/2016 – Present

### **Current and Previous Contracts Operational Under FTF**

- Gadsden County School District: Federal Programs  
S.T.E.M. Program Director ♦ Curriculum Development ♦ December 2017 to Present

Contracted with Public Schools and Florida Department of Juvenile Justice, teaching K-12<sup>th</sup> grade meeting STEM Curriculum goals for the State and Federal Education guidelines: Classroom and Testing

**Stewart Street Elementary School**

**James A. Shanks Middle School**

**Gadsden County High School**

**Carter Paramore Academy**

**Ghazvini Success Academy**

## **Leon County Juvenile Detention Center**

## **Tallahassee Community College**

## **Wakulla Environmental Institute**

Federal Services Contractor K-12<sup>th</sup> Grade Dec.2017 – Present

Federal Programs Afterschool STEM Involvement

STEM Summer school

- **Department of Juvenile Justice; Leon County Juvenile Detention Center**

S.T.E.M. Program Director ♦ Teacher ♦ November 2016 to Present

Installed a terrestrial farm and aquaponics system on facility grounds as part of the installment of the S.T.E.M. program. Every week being responsible for teaching and maintaining them at the Juvenile Detention center, teaching my curriculum while also taking the juveniles to the greenhouse and terrestrial farm for hands on S.T.E.M., Agricultural and Career Education and activities. Juveniles help grow the food that then goes into the detention centers cafeteria.

- **Stewart Street Elementary School**

S.T.E.M. coordinator ♦ Agricultural Science Teacher

May 2018 to Present

Responsible for teaching all 5<sup>th</sup> grade classes for STEM, and agricultural science required for the students to graduate. Writing and developing curriculum, built and maintained a terrestrial farm, greenhouse, and aquaponics system. Used then as a tool to teach agricultural science and S.T.E.M.. Food grown on campus was used to do Farm to Cafeteria throughout the school year.

- **James A. Shanks Middle School**

S.T.E.M. coordinator ♦ Agricultural Science Teacher

June 2018 to Present

Responsible for teaching all 4<sup>th</sup>, 5<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> classes for STEM, and agricultural science required for the students to graduate. Writing and developing curriculum, built and maintained a terrestrial farm, greenhouse, and aquaponics system. Used then as a tool to teach agricultural science and S.T.E.M.. Food grown on campus was used to do Farm to Cafeteria throughout the school year. Remaining produce was sent home to families or used to teach students entrepreneurship via selling produce to faculty.

- **Gadsden County High School**

S.T.E.M. coordinator ♦ Agricultural Science Teacher

November 2017 – January 2018

Responsible for teaching high school classes for STEM, and agricultural science required for the students to graduate. Built aquaponics system and maintained greenhouse. Used then as a tool to teach agricultural science and S.T.E.M.. Food grown was used in the schools culinary program.



- **Tallahassee Community College**  
Instructor ♦ June 2017 – July 2017 ♦ June 2019 – July 2019 ♦ June 2020 – July 2020  
Science and Engineering education with use of applicable engineering projects for engagement and understanding of curriculum. Prepared all lessons and pacing design; specified for each class level.
- **Ghazvini Success Academy and Second Chance School**  
S.T.E.M. coordinator and Garden Program Director ♦ Agricultural Science Teacher  
April 2015 – May 2017  
Responsible for teaching all high school classes for STEM, and agricultural science required for the students to graduate. Writing and developing curriculum, built and maintained a terrestrial farm, greenhouse, and aquaponics system. Used then as a tool to teach agricultural science and S.T.E.M.. Food grown on campus was used to do Farm to Cafeteria throughout the school year. Any remaining produce was donated to A Second Harvest; Feeding America Foundation. This amounted to hundreds of pounds of produce getting donated to those in need.
- **Apalachee Elementary School**  
S.T.E.M. Program Director ♦ Teacher ♦ June 2016 – Present  
Installed terrestrial farm and aquaponic system to use as tools to teach S.T.E.M. Agricultural and Career Education. Teaching the two garden classes every Wednesday fun and engaging S.T.E.M. Activities.

## Urban Organic Farmer

09/2015 – Present

Raising restricted aquaculture species and growing produce with reclaimed fish wastewater in a recirculating system.

## Work Featured:

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- The Talon: Students Volunteer for Aquaponics Education  
April 4<sup>th</sup> 2016, <http://www.tctalon.com/2016/04/18/students-volunteer-for-aquaponics-education/>
- WFSU: Garden to Cafeteria | Making STEM Tasty at the Success Academy  
November 24<sup>th</sup>, 2016, <http://blog.wfsu.org/blog-coastal-health/?p=9958>
- ABC27 WTXL: Teaching Science, Sustainability, and Stewardships: Urban Gardening Program Celebrates Success at Leon County Juvenile Detention Facility March 30<sup>th</sup>. 2017,  
[http://www.wtxl.com/news/teaching-science-sustainability-and-stewardship-urban-gardening-program-celebrates-success/article\\_7a9460de-157c-11e7-9d86-1b3d5bd65ca6.html](http://www.wtxl.com/news/teaching-science-sustainability-and-stewardship-urban-gardening-program-celebrates-success/article_7a9460de-157c-11e7-9d86-1b3d5bd65ca6.html)
- WCTV: Farming The Future, April 10<sup>th</sup> 2017, <http://www.wctv.tv/video?vid=419314484>
- WTXL: Farming The Future Works with Kids at Appalachian Elementary School April 10<sup>th</sup> 2017,  
[http://www.wtxl.com/news/farming-the-future-works-with-students-at-apalachee-elementary/article\\_f16acc0c-208f-11e7-adf2-7fc5575f219f.html](http://www.wtxl.com/news/farming-the-future-works-with-students-at-apalachee-elementary/article_f16acc0c-208f-11e7-adf2-7fc5575f219f.html)
- WFSU: Digging STEM at the Department Of Juvenile Justice. May 4<sup>th</sup> 2017,  
<https://www.wfsu.org/local-routes/segments/digging-stem-department-juvenile-justice-garden-01xe2l/>

- ASC Trade Publication and Magazine: True Aquaponics Introduces Farming The Future INC Pages 32-37, June 2017, [https://s3.amazonaws.com/ASC\\_Magazine/Edition\\_52\\_++2017.pdf](https://s3.amazonaws.com/ASC_Magazine/Edition_52_++2017.pdf)
- WTXL: TCC, Farming The Future to Host Entrepreneurship Forum, August 21<sup>st</sup> 2018  
[https://www.wtxl.com/news/tcc-farming-the-future-to-host-entrepreneur-forum/article\\_46d43e42-a584-11e8-bf5d-2fc1c3b930e4.html](https://www.wtxl.com/news/tcc-farming-the-future-to-host-entrepreneur-forum/article_46d43e42-a584-11e8-bf5d-2fc1c3b930e4.html)
- WCTV: Gadsden County High School opens up new aquaponic greenhouse, March 28<sup>th</sup> 2018  
<https://www.wctv.tv/content/news/Gadsden-Co-High-School-opens-new-aquaponics-greenhouse-478173783.html>
- NPR WFSU: Closed Loop Agriculture Project Teaches Young Detainees, August 18<sup>th</sup> 2017,  
<http://news.wfsu.org/post/closed-loop-agriculture-project-teaches-young-detainees>
- WTXL: Local Middle School takes new approach to science education, January 31<sup>st</sup> 2019  
[https://www.wtxl.com/news/local-middle-school-takes-new-approach-to-science-education/article\\_b788015c-259d-11e9-bc92-43e3cc8a10e0.html](https://www.wtxl.com/news/local-middle-school-takes-new-approach-to-science-education/article_b788015c-259d-11e9-bc92-43e3cc8a10e0.html)
- WTXL: Quincy Students participate in aquaponics farm to cafeteria program, January 9<sup>th</sup> 2020  
<https://www.wtxl.com/news/local-news/quincy-students-participate-in-aquaponics-farm-to-cafeteria-program>
- Tallahassee Magazine: Michele Madison, A Fighter for the Future, November 1<sup>st</sup> 2019  
<https://www.tallahassee-magazine.com/michele-madison-is-a-fighter-for-the-future/>

## Conferences

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Sustainable YOU Conference 2016: March 22<sup>nd</sup> & 23<sup>rd</sup>

Sponsored to attend by Tallahassee Aquaponics

Speaker

4<sup>th</sup> Annual Global Women in STEM Conference 2017: September 10<sup>th</sup> – 12<sup>th</sup>

Sponsored to attend by Electronics Valley

GSMA Mobile World Congress Americas 2017: September 12<sup>th</sup> - 14<sup>th</sup>

Sponsored to attend by Patent Attorney Ann LeFair

American Water Works Association Florida Section; Florida Forests and Drinking Water Forum: October 18<sup>th</sup> - 19<sup>th</sup> 2017

## Proficiencies and Skills

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Construction - commercial and home

Tool Proficiency- commercial and home

Plumbing – commercial and home

Oration – No fear of public speaking

Leadership – Received leadership training in corporate and public sector training courses

Teamwork Capable – Comfortable in teams, good communication and ability to pick up the slack without issues

Individual Work Capable- Comfortable as a solo worker, able to self-organize /self-motivate to complete tasks

Highly Adaptable – Easily copes with fast paced dynamic work environment

Task Prioritization –Able to shift focus from one task to another and back depending on demand

### **Awards: 2016-Present**

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Askew Progressive Leadership award

NAAEE 30 under 30 Environmental Educator

Startup of the Year for Consumer Services for Women in Business

Girl Scouts recognized Woman of Distinction

John E. Hughes entrepreneurial advocacy finalist

Energy Innovator Finalist

NSF Developmental Education Intern

The Muhammad Ali's Humanitarian Award

Trailblazer 2020 Award

### **References**

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Dixie Fosler – Administrator Headquarters  
The Department of Juvenile Justice  
2737 Centerview Dr, Tallahassee FL, 32399  
Email: [Dixie.Fosler@djj.state.fl.us](mailto:Dixie.Fosler@djj.state.fl.us)  
Office:850-717-2515/Cell:352-857-6343

Rose Raynak – Director of Federal Funds  
Gadsden County School District  
35 Martin Luther King Blvd, Quincy FL, 32351  
Email: [Raynakr@gcpsmail.com](mailto:Raynakr@gcpsmail.com)  
Office: 850-627-1576/Cell:850-933-0585

Anthony Jones – Dean of Math and Science Department  
Tallahassee Community College  
444 Appleyard Dr, Tallahassee FL, 32303  
Email: [jonesa@tcc.fl.edu](mailto:jonesa@tcc.fl.edu)  
Office: (850)-201-6200



LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY

Attachment #4  
Page 1 of 4

It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.

<b>Name:</b> Mr. Andrew Stephen Kalel		<b>Date:</b> 6/12/2019 3:18:34 PM	
<b>Home Address:</b>	850 Capital Walk Drive Tallahassee, FL 32303	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(813) 240-7632	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	askalel@outlook.com	<b>How many years have you lived in Leon County?</b>	8

(EMPLOYMENT INFORMATION)

<b>Employer:</b>	Office of Criminal Conflict	<b>Work Address:</b>	227 n bronough st Tallahassee, FL 32303
<b>Occupation:</b>	Public Information		
<b>Work/Other Phone:</b>	(850) 999-4655		

(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.

<b>Race:</b>	White	<b>Gender:</b>	M	<b>Age:</b>	26
<b>District:</b>	District I	<b>Disabled?</b>	No		

(RESUME AND REFERENCES)

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

<b>Name:</b>	Lisa Miller	<b>Name:</b>	Adam Preisser
<b>Address:</b>	449 Collinsford Road, Tallahassee, Florida, 32301	<b>Address:</b>	2420 Castletower Road. Tallahassee, Florida, 32301
<b>Phone:</b>	(850) 528-9229	<b>Phone:</b>	(850) 723-6433

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

(COMMITTEE QUESTIONNAIRE)

IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, you will be obligated to follow any applicable laws regarding government-in-the-sunshine, code of ethics for public officers, and public records disclosure.

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Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* Yes

Are you currently serving on a County Advisory Committee?\* No

Have you served on any previous Leon County committees?\* *No*

Are you willing to complete a financial disclosure if applicable?\* *Yes*

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* *No*

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Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* *No*

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* *No*

*Members on this Authority must be resident of Leon County.*

*At least one member must be a trustee, director, officer or employee of an institution for higher education in Leon County.*

Are you a trustee, director, officer or employees of an institution for higher education? *No*

*Members on this Authority must file a Financial Disclosure Form #1 from the Florida Commission on Ethics, per State Statute 112.3145. Financial Disclosure Information - Ethics*

Are you willing to file a Financial Disclosure Form? *Yes*

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

Signature: *Mr. Andrew Stephen Kael*

The application was electronically sent: 6/12/2019 3:18:34 PM

## **Qualifications**

- Strong verbal and written communication skills with public speaking proficiency
- Experienced in networking and building relationships
- Proven leadership by supporting teams to exceed expectations
- Understanding of government, public policy and the legislative process
- Fully engaged at all times, works independently, assumes responsibility, uses good judgment and reason

## **Experience**

### State of Florida, Offices of Criminal Conflict & Civil Regional Counsel – October 2018 – present

- Legislative Affairs Director
  - Represent the Regional Counsels in front of both houses of the Florida Legislature
  - Maintain open lines of communication with members, and their staff, of the Florida Legislature
  - Work closely with committee staff within the Florida Legislature
  - Work with the Office of Policy & Budget within the Executive Office of the Governor
  - Develops policies and strategies required to clearly convey needs of the agencies
  - Secure funding appropriations that accurately answer the budget requests of the offices

### Gallagher Bassett – October 2017 – October 2018

- Southeast Public Entity Relations
  - Maintain an active presence in the southeast through in person visits & conference attendance
  - Monitor state regulatory affairs that could affect the organization, current and future clients
  - Build relationships with local & state governments in the southeast to bolster business development
  - Develop a positive corporate image to all key stakeholders in government agencies

### Shutts & Bowen LLP-January 2016-October 2017

- Project Manager
  - Manage public policy, research and external affairs projects for national clients
  - Track legislation that would affect firm's clients
  - Work closely with the Governor's Office, state agencies and the state judiciary
  - Represent the firm in client meetings and conferences
  - Liaison with key stakeholders to assist in gubernatorial appointment process

### State of Florida-May 2012-December 2015

- Justice Administrative Commission
- Florida Department of the Lottery
- Florida Department of Law Enforcement

## **Education**

### The Florida State University-B.S. Applied Economics

- Internships in college
  - The Florida Sheriffs Association, Communications
  - Florida House of Representatives, Honorable Robert Schenck District 35
  - Security First Insurance Company Special Investigations Unit (Headquarters: Ormond Beach)

## **Affiliations, licenses and other Certifications**

Certified Public Manager (CPM®)

Risk & Insurance Management Society – National External Affairs Committee

Florida Public Notary

Boy Scouts of America-Eagle Scout

Florida Department of Financial Services 0620 Claims Adjuster-All lines, W178773

**From:** [Andrew Kalel](#)  
**To:** [Mary Smach](#)  
**Subject:** RE: Leon County Educational Facilities Authority  
**Date:** Wednesday, February 5, 2020 10:38:18 AM  
**Attachments:** [B8254B5F04CB48B9B29FD6F022F4321A.png](#)

---

Good morning Mary,

Thanks so much for the email. I am still very interested. I reviewed the application and it is up to date. I will watch my email for direction from you, if I am so fortunate to move forward in the process. Have a great day.

Thank you,

Andrew Kalel  
(813)240-7632

---

**From:** [Mary Smach](#)  
**Sent:** Wednesday, February 5, 2020 10:05 AM  
**To:** [askalel@outlook.com](mailto:askalel@outlook.com)  
**Subject:** Leon County Educational Facilities Authority

Dear Mr. Kalel,

We currently have a vacancy on the [Leon County Educational Facilities Authority](#). We have your application on file (attached) and I am checking to see if you are still interested in being considered and if your application is still up-to-date. Please note that the EFA member's term of office is for five years.

Please let me know if you are still interested and if your application is current. If your application is not current, please complete a new [online application](#).

We appreciate your interest in serving our community.

Regards,



Mary Smach  
Agenda Coordinator  
County Administration  
301 S. Monroe St. | Tallahassee, FL 32301  
(850) 606-5311 /work | (850) 606-5301 /fax  
[Smachm@leoncountyfl.gov](mailto:Smachm@leoncountyfl.gov)

*People Focused. Performance Driven.*

Please note that under Florida's Public Records laws, most written communications to or from County staff or officials regarding County business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.



## Tallahassee Sports Council Attendance

<b>Member Name</b>	<b>5-Nov-19</b>	<b>7-Jan-20</b>	<b>3-Mar-20</b>	<b>5-May-20</b>	<b>7-Jul-20</b>	<b>1-Sep-20</b>	<b>Attendance</b>
Judy Alexander*	Present	Present	Present				100%
Ricky Bell	Present	Present	Absent				67%
Jeb Blackburn**	Present	Present	Absent				67%
Ron Brafford**	Present	Absent	Absent				33%
James Card*	Present	Present	Absent				67%
Robert Carroll	Present	Present	Present				100%
Rob Chaney	Present	Absent	Absent				33%
Mike Collins	Present	Present	Present				100%
Leigh Davis	Absent	Present	Absent				33%
Bill Dillon*	Present	Present	Absent				67%
Ashley Edwards	Present	Present	Absent				67%
Roger Englert	Present	Present	Present				100%
John Gladden*	Present	Present	Present				100%
Bill Hagen**	Present	Absent	Absent				33%
Rocky Hanna	Absent	Present	Absent				33%
Nick Maddox	Absent	Absent	Present				33%
Austin Moser*	Present	Present	Present				100%
Jason Pappas*	Present	Present	Present				100%
Stuart Pearce	Present	Present	Present				100%
James Watson	Present	Present	Present				100%
*At-Large Member							
** Emeritus Member							



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TALLAHASSEE SPORTS COUNCIL**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. john gladden		<b>Date:</b> 2/20/2020 2:43:26 PM	
<b>Home Address:</b>	404 cloverdale dr. tallahassee, FL 32312	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	No
<b>Home Phone:</b>	(850) 508-1897	<b>Do you own property in Leon County?</b>	Yes
		<b>Do you own property in the Tallahassee City Limits?</b>	No
<b>Email:</b>	john.gladden43@yahoo.com	<b>How many years have you lived in Leon County?</b>	45

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	FCA	<b>Work</b>
<b>Occupation:</b>	Sports Ministry	<b>Address:</b>
<b>Work/Other Phone:</b>		

**(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.

<b>Race:</b>	<b>Gender:</b>	<b>Age:</b>
<b>District:</b>	<b>Disabled?</b>	

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Amanda Heidecker	<b>Name:</b>	Judge Charlie Dodson
<b>Address:</b>	315 S. Calhoun St. TLH, FL.	<b>Address:</b>	301 S. Monroe St. TLH, FL.
<b>Phone:</b>	(850) 606-2317	<b>Phone:</b>	(850) 606-4307

<b>Resume Uploaded?</b>	No
<p>If no resume is available, 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. Please attach your resume, if one is available.</p> <p>Current Member of the TSC and renewing for another term.</p>	

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **Yes**

If yes, on what Committee(s) are you a member? **Tallahassee Sports Counsel**

Have you served on any previous Leon County committees?\* **Yes**

If Yes, on what Committee(s) have you served? **TSC**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

**Members on this committee must be a resident of Leon County.**

**The membership criteria for the six at-large members is that they have demonstrated experience and interest in aspects of sports within Leon County.**

Please provide an explanation of your interest and experience in aspects of sports within the County: **Current and previous TSC member...active sports entire life**

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

Signature: **Mr. John Gladden**

The application was electronically sent: **2/20/2020 2:43:26 PM**



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TALLAHASSEE SPORTS COUNCIL**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. Jason Matthew Hendrix		<b>Date:</b> 3/7/2020 10:11:27 AM	
<b>Home Address:</b>	2132 Harriet Drive Tallahassee, FL 32303	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(678) 367-5179	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	jasonmatthendrix@gmail.com	<b>How many years have you lived in Leon County?</b>	5

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Florida Sports Foundation	<b>Work Address:</b>	101 North Monroe Street Suite 1000 Tallahassee, FL 32303
<b>Occupation:</b>	Director of Communications		
<b>Work/Other Phone:</b>	(850) 443-3508		

**(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.

<b>Race:</b> White	<b>Gender:</b> M	<b>Age:</b> 33
<b>District:</b> District II	<b>Disabled?</b> No	

**(RESUME AND REFERENCES)**

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

<b>Name:</b> Rob Chaney	<b>Name:</b> Dr. Jason Pappas
<b>Address:</b> 444 Appleyard Drive   Tallahassee, FL   32304	<b>Address:</b> Stone Building · 1114 W. Call Street · Tallahassee, Florida · 32306
<b>Phone:</b> (850) 567-0966	<b>Phone:</b> (850) 728-9769

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **Yes**

If yes, please explain *The Foundation is located in Tallahassee. We host sporting events as a part of the Sunshine State Games and Florida Senior Games in Tallahassee. We also partner with the Tallahassee Sports Council to co-host/sponsor/grant events that take place in Leon County.*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **Yes**

If yes, please explain. *The Foundation is located in Tallahassee. We host sporting events as a part of the Sunshine State Games and Florida Senior Games in Tallahassee. We also partner with the Tallahassee Sports Council to co-host/sponsor/grant events that take place in Leon County.*

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be a resident of Leon County.

The membership criteria for the six at-large members is that they have demonstrated experience and interest in aspects of sports within Leon County.

Please provide an explanation of your interest and experience in aspects of sports within the County: *Have worked in collegiate, recreational, and professional level sports for 10+ years throughout the United States at all levels of expertise in marketing, communications, media, and development & outreach.*

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

Signature: *Mr. Jason Matthew Hendrix*

The application was electronically sent: 3/7/2020 10:11:27 AM

**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <b>Hendrix, Jason M</b>			OFFICE / POSITION HELD <b>Director of Communications</b>
MAILING ADDRESS <b>2132 Harriet Drive</b>			AGENCY OR ADVISORY BOARD <b>Florida Sports Foundation</b>
CITY <b>Tallahassee</b>	ZIP <b>32303</b>	COUNTY <b>Leon</b>	ADDRESS OF AGENCY <b>101 N. Monroe St, Suite 1000</b>

**HOW TO COMPLETE AND FILE THIS FORM:****Tallahassee, FL 32301**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- **Fill out** Part A or Part B, as applicable.
- **Sign** and date the form on the reverse side.
- **File Part A** with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- **File Part B** with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER****WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) of (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

- The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

☒ The reporting person;

( ) The spouse of the reporting person, whose name is \_\_\_\_\_; or

( ) A child of the reporting person, whose name is \_\_\_\_\_

- The particular transaction or relationship for which this waiver is sought involves [check applicable space]:

☒ Supplying the following realty, goods, and/or services: Grants for events

( ) Regulation of the business entity by the governmental agency served by the advisory board member.

- The following business entity is doing business with or regulated by the governmental agency:

Our Foundation awards/grants to athletic events in Florida.

- The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:

( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ☒ Director; ( ) Owner of in excess of 5% of the assets of capital stock in such business entity; ( ) Employee; ( ) Contractual relationship with the business entity;

( ) Other, please describe:

Note, the only part I have in this is announcing monthly what events are taking place that receive grants each month.

## PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY

### WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

### PLEASE COMPLETE THE FOLLOWING:


1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - ☐ The reporting person;
  - ☐ The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - ☐ A child of the reporting person, whose name is \_\_\_\_\_.
2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:
 

\_\_\_\_\_
3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:
 

\_\_\_\_\_

(NAME OF ENTITY)
(ADDRESS OF ENTITY)
4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:
  - ☐ Officer; ☐ Partner; ☐ Associate; ☐ Sole proprietor; ☐ Stockholder; ☐ Director; ☐ Owner of in excess of 5% of the assets or capital stock in such business entity; ☐ Employee; ☐ Contractual relationship with the business entity;
  - ☐ Other, please describe:

### SIGNATURE

SIGNATURE 	DATE SIGNED 3/9/2020	DATE FILED
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NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

# Jason M. Hendrix

2132 Harriet Drive, Tallahassee, Fla. 32303 - [jasonmatthendrix@gmail.com](mailto:jasonmatthendrix@gmail.com) - (678) 367-5179

<http://www.linkedin.com/in/jasonhendrix1>

<http://twitter.com/JasonMHendrix>

<https://www.behance.net/jasonmatthbd84>

## **Reinhardt University**

No Degree Obtained  
62 Credit Hours Earned  
Aug. 2004 - April 2006

## **Georgia College**

Bachelor's Degree  
Management Info. Systems  
Aug. 2006 - April 2009

## **Florida State University**

Master's Degree  
Sports Management  
Jan. 2010 - April 2011

### ***Director of Communications | Florida Sports Foundation | April 2018 – Present***

As a member of the senior administrative staff, I serve under the bubble of the Department of Economic Opportunity as an affiliate of Enterprise Florida, implementing the media relations and marketing efforts for all sports tourism and development on behalf of the State of Florida. Respond to media inquiries, set up interviews, manage media logistics at events and monitor all media coverage of the FSF to include the Sunshine State Games and Florida Senior Games; this includes event planning, execution, and post-event reporting as well. Maintain the Foundation's database of media contacts and industry partners and identifying gaps in the Foundation's engagement with specific outlets and journalists and seeking to develop new relationships. I look to identify opportunities for press coverage around events and specific publications and working with colleagues to develop targeted media strategies, including drafting press releases and pitching op-eds while also overseeing the design/print of forms of publications and media collateral. I work to prepare monthly reports on ad negotiations and placements, basic inquiry data and creative initiatives as well as activities of the Executive Staff while managing FSF's social media channels its 3 websites, maintenance, & daily interactions with clientele. ***Also formerly held the position of Events Manager from Oct. 2018-July 2019***

### ***Assistant Director of Athletics Communications | DePaul University | July 2017 – May 2018***

Served as the daily media relations contact for DePaul Athletics while also leading the digital and video operations for the athletics department. Oversaw the graduate assistants and student-worker staff. Served as the point of contact for Fox Sports for all video, broadcasting, graphical, or media needs. Operated the official social media channels, including Twitter, Facebook, Instagram, & LinkedIn with a following of 20,000 and community reach of 1.49 million viewers. Served as the Media Coordinator for the 2018 BIG EAST Women's Basketball Tournament at Wintrust Arena. ***Notables: 2017-18 BIG EAST Women's Basketball Champions, 2018 BIG EAST Softball Champions***

### ***Director of Sports Information | Association of Independent Institutions | March 2017 – July 2017***

Served as the direct contact between the media, member institutions, and NAIA National Office in all matters relating to media relations, coverage, and execution of the conference's mission and growth. Supported the growth of the league's digital and social media initiatives by creating engaging web, social, and mobile content. Served as the media coordinator at all conference tournaments, including statistics, game coverage, and media liaison host. ***Note: Georgia Gwinnett College was a member school of this conference.***

### ***Director of Sports Information | Georgia Gwinnett College | February 2016 – July 2017***

Served as the direct contact between the athletics department and media for all six of GGC's nationally ranked sports. Coordinated the development & implementation of a proactive media outreach program to print, radio, TV, and other electronic media outlets. Prepared media releases to communicate with the general public news and information about the college's athletics program and teams. Worked proactively with media to encourage coverage of college athletics events and news. Served as the public relations agent for the Athletics Department in developing positive relations with media representatives from the electronic and print media. Oversaw production of media guides, publications, & game-day materials for all sports; management of the press box at various on-campus sporting events, or assigned coverage of events; and insured that workers were hired and assigned to cover the various game management functions required for each sporting event, such as public address announcer, music, scoreboard, live streaming video, and other functions. Oversaw maintenance of all portions of the athletics website. Served as the head statistician for all home events and some away events. ***Notables: 2016 & 2017 Women's Tennis NAIA National Champions, 2016 & 2017 Men's Tennis NAIA National Champions, NAIA National Publications Contest Coordinator and Judge, Host Sports Information Director for the 2016 & 2017 A.I.I. Baseball and Softball Tournaments, Host Sports Information Director for the 2016 & 2017 NAIA Baseball and Softball Opening Round Sites in Lawrenceville, Ga.***

### ***Director of Sports Information & Athletics Coordinator | Thomas University | Nov. 2014 – Jan. 2016***

Served as the liaison and direct contact between the athletics department and media for Thomas' 13 sports. Coordinated the development and implementation of a proactive media outreach program to print, radio, TV, and other electronic media outlets. Prepared media releases to communicate with the general public news and information about the college's athletics program and teams. Worked proactively with media to encourage coverage of college athletics events and news. Served as the public relations agent for the Athletics Department in developing positive relations with media representatives from the electronic and print media. Oversaw production of media guides, publications, and game-day materials for all sports. Oversaw management of the press box at various on-campus sporting events or assign coverage of this function to another member of the Athletics or Communications departments. Oversaw maintenance of all portions of the athletics website. Head statistician for all home events and some away events. Served as tournament and meet official and head of game day operations.

### ***Teacher, Webmaster, & Coach | Lincoln High School | July 2014 - December 2014***

Instructed students in Networking, Web Design & Multimedia, Digital Design, and Desktop Publishing. Maintained, updated, and supervised the school's website and create and produce multimedia and marketing outreach printables. Guided students in Industry Certifications in Adobe Photoshop, InDesign, Illustrator, Flash, and Dreamweaver. Coached with the Men's & Women's Track and Cross Country Programs. Licensed educator: #1216096



**Teacher, Webmaster, & Coach | Northeast High School | July 2013 - June 2014**

Instructed students in Database and Programming, Web Design & Multimedia, Digital Design, and Web Technologies within the Academy of Information Technology. Maintained, updated, and supervised the school's website and create and produce multimedia and marketing outreach printables. Guided students in Industry Certifications in Adobe Photoshop, InDesign, Illustrator, Flash, and Dreamweaver. Assistant Football Coach and Assistant Men's and Women's Track and Cross Country Coach. Licensed educator: #1216096

**Director of Sports Information & Head Cross Country Coach | WVU Tech | July 2012 - June 2013**

Served as the direct contact and liaison between the athletics department and media for all 13 of WVU Tech's sports. Created press releases, media guides, & game day programs while managing all website content, event management, & travel with teams. Managed student workers, interns, & sports information staff while monitoring classroom production, grades, study hall, & attendance. Head statistician for all home events and some away events. Served as tournament and meet official and head of game day operations. Administrator, facilitator, & head of media relations for the 2012 USCAA National Soccer Championship & 2013 A.I.I. Conference Tournament. USCAA member, NAIA member, CoSIDA, All voting member. Served on the USCAA All-American Selections board and national tournament selection committee. Served as the head men's and women's Cross Country coach.

**Communications Coordinator | Saint Paul's School | Oct. 2011 - June 2012**

Developed and implemented the marketing plan for Saint Paul's School, while enforcing Saint Paul's marketing style guide. Worked with the Advancement Team and Admissions to design & produce all advertisements for Saint Paul's School. Produced all mass mailings, press releases, & school publications, including but not limited to booklets, directories, certificates, etc. as directed, Knightly News weekly newsletter, mass email communications, & Advocate quarterly magazine. Served as the media relations liaison while pitching potential leads to FCIS & NAIS. Maintained current knowledge base of standards & practices in the communications field for independent schools, media, & athletics. Participated in fund-raising & development within the Development department while maintaining a communal presence with potential donors. Worked with Webmaster as needed to maintain website.

**Director's Assistant | Florida State University - OGFA | Aug. 2011 - Oct. 2011**

Served as a point of contact for the Office of Graduate Fellowships and Awards while assisting with daily operations of the office including but not limited to research, updating resources, scheduling and facilitation of events, compiling and reviewing award information and application materials, and designed and implemented student-based workshops and presentations; worked hand-in-hand to develop students' academic portfolios leading to a favorable outcome for grant-in-aid & other academic honors. *Note: This was an OPS position.*

**Digital Media Assistant and SID Intern | Florida State University - Athletics | Feb. 2010 - April 2011**

Generated content for the website through feature writing to accompany video pieces and media relations information; generated statistical data and player information for media guides, player guides, and game-day programming; attended FSU athletic events to assist with media coverage of assigned sports; created and distributed press releases to the media; designed media guides, almanacs, and digital media guides for multiple sports; and photographed and videotaped competitions, games, meets, and other miscellaneous events.

**Team Leader and Unit Marketing Assistant | Chick-fil-A | Jan. 2005 - July 2011**

Assisted in front-end sales and food preparation while demonstrating second mile customer service. Maintained 165 cars per hour mark in drive through during lunch and dinner rush. Designed and implemented marketing tools and programs during outreaches on the local college campuses (GA Tech, Georgia State, and Florida State). Planned and facilitated Family Nights and themed nights. Implemented street and business marketing in the greater-Atlanta and Tallahassee areas.

**More prior work experiences and my career path progression before employment with Chick-fil-A is outlined on my LinkedIn resume page and can also be submitted in writing upon request.**

**Awards and Honors**

- Tallahassee Network of Young Professionals: 20 Under 40 – Golden A.C.E. Award Recipient
- Florida State University: 2019 Notable Nole
- Georgia College: 2018 Young Alumni of the Year
- CoSIDA 30 Under 30 Recipient (2016)
- CoSIDA: Fred Stabley Sr. Writing Contest Winner – Season Preview/Review winner (2015)
- CoSIDA: Best Media Guide Cover Design – Men's Soccer winner (2016)
- CoSIDA: Best Media Guide Cover Design – Women's Soccer winner (2016)
- CoSIDA: Best Media Guide Cover Design – Women's Basketball winner (2016)
- NAIA: Dr. W. Jack Bell Writing – Season Preview/Review Winner (2017)
- NAIA: Walter McAlexander Award – Spring Sports Brochure winner (2017)
- NAIA: Video Season/Game Highlights Award winner (2017)

**Committees/Organizations/Boards**

- Access Tallahassee Member
- Florida State University: Alumni Council – College of Education
- Georgia College: Young Alumni Board
- CoSIDA Member
- CoSIDA: New Media Committee member
- CoSIDA: Goodwill and Wellness Committee member
- NAIA-SIDA: Convention Programming Committee

**Certifications and Skills**

- Adobe Certified Professional: InDesign, Photoshop, Flash, Dreamweaver, & Illustrator

**References**

Available upon request.



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TALLAHASSEE SPORTS COUNCIL**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Dr. Barbara A. Jackson		<b>Date:</b> 1/23/2020 11:07:36 PM	
<b>Home Address:</b>	2754 Corrie Adrian Lane TALLAHASSEE, FL 32303	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(850) 766-5592	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	jusjae11@yahoo.com	<b>How many years have you lived in Leon County?</b>	33

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Gadsden District Schools	<b>Work Address:</b>	35 Martin Luther king Jr. Blvd Quincy, FL 32303
<b>Occupation:</b>	Teacher		
<b>Work/Other Phone:</b>	(850) 627-7557		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	F	<b>Age:</b>	59
<b>District:</b>	District IV	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Stacy Baker	<b>Name:</b>	Rosa Hudgins
<b>Address:</b>	2750 Old St. Augustine Road Apt. N139	<b>Address:</b>	Havana, Fl
<b>Phone:</b>	(850) 443-6410	<b>Phone:</b>	(850) 875-8737

**Resume Uploaded?** No

If no resume is available, 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. Please attach your resume, if one is available.

I have a PhD in Educational Leadership, and I coach basketball and track. I have either played sports in high school or coached it. I also played one year of softball at FAMU, and was a videographer for several years for women basketball also at Famu.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be a resident of Leon County.

The membership criteria for the six at-large members is that they have demonstrated experience and interest in aspects of sports within Leon County.

Please provide an explanation of your interest and experience in aspects of sports within the County: ***I have worked for Tallahassee Parks and Recreation for over 30 years, and I coached basketball at Nims Middle School***

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

Signature: *Dr. Barbara A. Jackson*

The application was electronically sent: 1/23/2020 11:07:36 PM

Attachment #9  
Page 1 of 9

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

Name: WENDY GRAHAM Telephone: 3522226912  
Address: 4427 SW 84 WAY, GAINESVILLE FL

Name: Telephone:  
Address:

**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](http://www.leoncountyfl.gov/bcc/committees/training.asp)**

1) Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?  
Yes

2.) Are you willing to complete a financial disclosure form Yes

3.) Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups) Yes  
If yes, please explain.

4.) Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County? No  
If yes, please explain.

5.) Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority? Yes  
(If yes, prior to or at the time of submission of any bid for county business, a disclosure form must be filed. )

6.) Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)  
No  
If yes, please explain.

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

Signature: debra preble

This application was electronically sent: 9/13/2018 11:15:48AM

**From:** Debra Preble <debpreble@gmail.com>  
**To:** Mary Smach <SmachM@leoncountyfl.gov>  
**Date:** 4/4/2018 3:21 PM  
**Subject:** Re: Applications received

Ms. Smach,

I have lived in Leon County for 29 years. My children grew up here and participated in a wide range of sports from soccer to swimming lessons at various local parks. We were and continue to be avid users of the county's parks and trail systems. I have personal experience with both master planning and designing park facilities both at the local government and state level..

On Wed, Apr 4, 2018 at 1:19 PM, Mary Smach <SmachM@leoncountyfl.gov> wrote:

> Hi Debra Preble,  
>  
> Thank you for your interest in serving on an advisory committee. Citizen  
> participation is important in developing Leon County's programs and  
> policies, and in providing quality public services to the community.  
>  
> We received your applications for the Canopy Road Citizens Committee and  
> the Tallahassee Sports Council. We currently have a vacancy on the  
> Council and I will forward your application to the appropriate personnel.  
> We will keep your application on file for a period of two years.  
>  
> The Tallahassee Sports Council's six at-large members shall have  
> demonstrated experience and interest in aspects of sports within Leon  
> County. Would you please provide a brief description of your interest  
> and experience in aspects of sports within Leon County via return email?  
>  
> In addition, please feel free to send me your resume if you would like to  
> include it with your application for consideration by the Board of County  
> Commissioners  
>  
> Thank you,  
>  
>  
> Mary Smach  
> Agenda Coordinator  
> Leon County Administration  
> 301 S. Monroe St. Suite 502  
> Tallahassee, FL 32301  
> 850-606-5311  
>  
> [www.leoncountyfl.gov](http://www.leoncountyfl.gov)  
>  
> "People Focused. Performance Driven"  
>  
> Thank you for your email. Please note that under Florida's Public  
> Records laws, most written communications to or from county staff or  
> officials regarding county business are public records available to the  
> public and media upon request. Your e-mail communications may therefore be  
> subject to public disclosure.>

**FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST**

LAST NAME - FIRST NAME - MIDDLE INITIAL <u>Preble Debra J</u>		OFFICE / POSITION HELD <u>Member</u>	
MAILING ADDRESS <u>6631 Pisgah Church Road</u>		AGENCY OR ADVISORY BOARD <u>Planning Commission</u>	
CITY <u>Tallahassee</u>	ZIP <u>32309</u>	COUNTY <u>Leon</u>	ADDRESS OF AGENCY <u>-</u>

**HOW TO COMPLETE AND FILE THIS FORM:**

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- **Fill out** Part A or Part B, as applicable.
- **Sign** and date the form on the reverse side.
- **File Part A** with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- **File Part B** with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

**PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER****WHO MUST COMPLETE THIS PART:**

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; *and* (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

**PLEASE COMPLETE THE FOLLOWING:**

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - ☒ The reporting person;
  - ☐ The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - ☐ A child of the reporting person, whose name is \_\_\_\_\_.
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
  - ☒ Supplying the following realty, goods, and/or services: Engineering and Planning Services
  - ☐ Regulation of the business entity by the governmental agency served by the advisory board member.
3. The following business entity is doing business with or regulated by the governmental agency:
 

Kimley-Horn
4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
  - ☐ Officer; ☐ Partner; ☐ Associate; ☐ Sole proprietor; ☐ Stockholder; ☐ Director; ☐ Owner of in excess of 5% of the assets of capital stock in such business entity; ☒ Employee; ☐ Contractual relationship with the business entity;
  - ☐ Other, please describe:



## PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY

### WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.


### PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
  - ( ) The reporting person;
  - ( ) The spouse of the reporting person, whose name is \_\_\_\_\_; or
  - ( ) A child of the reporting person, whose name is \_\_\_\_\_.
2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:
 

\_\_\_\_\_
3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:
 

(NAME OF ENTITY)	(ADDRESS OF ENTITY)
------------------	---------------------
4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:
  - ( ) Officer; ( ) Partner; ( ) Associate; ( ) Sole proprietor; ( ) Stockholder; ( ) Director; ( ) Owner of in excess of 5% of the assets or capital stock in such business entity; ( ) Employee; ( ) Contractual relationship with the business entity;
  - ( ) Other, please describe:

### SIGNATURE

SIGNATURE	DATE SIGNED	DATE FILED
	11/5/2018	11/5/2018

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.





## Debra Preble PE

### Senior Project Manager

Debby Preble has over 35 years of experience in civil and environmental engineering. For 10 years, she worked at the FDEP as an Environmental Administrator and as a Bureau Chief. She has extensive experience in dealing with grant funded projects, including those projects funded by Northwest Florida Water Management District (NFWFMD). Debby has served as Project Manager for numerous projects involving resource restoration, land development, recreational facilities, water and wastewater planning, design, permitting, and site work. Her experience also includes 3 years at the Bureau of Design and Construction as the Design Section Manager, where she oversaw the campground projects at Henderson Beach, Stephen Foster, and Navarre Beach.

#### EXPERIENCE HIGHLIGHTS:

35 years of experience

Previously served as a FDEP Environmental Administrator and as a Bureau Chief

Attended the Accessible Trails workshop put on by Greenways and Trail, where she became familiar with USDA and USFS guidelines for trail design

#### EDUCATION:

Bachelor of Science,  
Environmental Engineering  
University of Florida

National Executive Development  
School for Park Professionals, 2001

Accessible Trails Workshop (UTAP),  
2010

Developers Forum on Trails and  
Greenways, 2008

#### REGISTRATIONS/

#### CERTIFICATIONS:

Professional Engineer: FL (36152);

## RELEVANT EXPERIENCE

**Devil's Hole and Cotton Landing and Washington Counties, FL** This project included the development and restoration of Devils Hole for that required the restoration of the existing banks of the creeks and the design of entrance points to the creek and spring. The concept plans were developed, designing, while the final construction plans are in the works. Project Role: Contract Manager, Project Cost: \$200K.

**Little River Springs, Suwannee County, Florida** Little River Springs Park includes a 150 foot spring run with a 1200 foot long cave system. The park includes paved parking, two overlooks and walking trails. Along the western side of the spring run rock and filter fabric is used to stabilize the shore line. The Board of County Commissioners has identified a need to make certain improvements to the area. These improvements will include stabilizing approximately 100 feet of the shoreline along the western side of the spring run to prevent sediment from entering the Suwannee River. Also along the northeast side of the Spring, east of a concrete sidewalk, vegetative stabilization shall be placed to prevent sediment from washing over the sidewalk into the spring.

**Project Role: Project Manager, Project Cost: \$200K.**

**Wacissa Springs Restoration Jefferson County, FL** The project includes removing vegetation, silt and debris, and protecting the spring bank by defining access points, and stabilizing the shoreline in the vicinity of the spring head and run. **Project Role: Project Manager, Project Cost: \$125K.**

**Charles Springs, Suwannee County, FL** This project was to restore and protect Charles Spring. This project includes removal of a failing retaining wall and stairs and stabilizing the area at the toe of the wall. We constructed a stormwater

facility; swim access and sheet pile retaining wall and provided sediment, turbidity and erosion control. **Project Role: Project Manager, Project Cost: \$200K.**

**Econfina Springs Complex, Northwest Florida Water Management District, Bay and Washington Counties, FL.** Project Manager. This project included the development and restoration of Pitt, Sylvan, and Williford springs. Project included spring and streambank restoration, trails, restrooms, picnic facilities, tube launch, canoe dock, parking, and entrance road. Concept plans were developed, conducting public meeting, designing, permitting, and construction phase services were provided.

**Werner Boyce Salt Springs State Park, Pasco County, FL.** Project Manager. Mrs. Preble was originally involved in this project during the planning stages while she worked at the Florida Park Service. She continued her work as a consultant for the subsequent phases. Werner Boyce Salt Springs State Park is the first state park in Pasco County, Florida. Project included entrance road, restroom facilities, utilities, trails, boardwalks, and wetland mitigation. Planning, design, permitting, and construction phase services were provided. Construction was completed using a construction management firm.

**Hope Community Playscape, Tallahassee, FL.** Project Permitting. The Hope Community is the Big Bend Coalition's homeless shelter for families. The project included a new natural playground combining play equipment with national elements for a creative and dynamic place for the children and families. This project was completed while employed with a previous firm.

**The Babcock Ranch Preserve (BRP), Charlotte and Lee Counties, FL.** The Babcock Ranch Preserve (BRP) is a 73,239 acre publicly owned conservation area located in southern Charlotte and northern Lee Counties. The preserve was acquired by the State of Florida and Lee County in July 2006, under the State's Florida Forever and Lee County's 20/20 environmental land conservation programs in order to conserve and protect a working landscape with its unique natural resources and cultural heritage. During a prior association Mrs. Preble was involved in the Recreation Master Plan creation. Mrs. Preble's role included evaluating public input during the planning process.

**Stephen Foster Folk Culture Center, White Springs, FL.** Design Section Manager. This project included the layout and design of a 45 site campground near the Suwannee River. The sites included electricity and water. All campsites are ADA accessible. The project also included two ADA accessible bathhouses. Also included was a dump station and sewer connection to the City of White Springs.

**Henderson Beach State Park Campground, Destin, FL.** Design Section Manager. This project included the layout and design of 60 campsites that are

located in the secondary dune system. Mrs. Preble worked at the Florida Park Service and was responsible for the design, permitting, and construction of this campground. Each site includes water and electric hookups. The project included an access road, a bathhouse, and a separate beach access board walk. The layout was done in a way as to minimize environmental impacts and preserve as many trees as possible to maximize the number of shaded campsites. Also included in this project was the physical removal of the abandoned portions of HWY 98 that went through Henderson Beach.

**Water Street Park Recreation Trails Jefferson County, FL**

The Water Street Park Project includes a trail system and associated amenities described as follows: A trailhead with parking facilities for bicycles, automobiles, and ADA Accessible Parking; four trail segments (2 natural surface trails and 2 elevated boardwalks) connect in an oval loop system connecting back to trailhead; kiosks and signage throughout the trail system; exercise stations; and a water station. **Project Role: Project Manager, Project Cost: \$500K.**

**Walton County Beach Access Improvements, Walton County, Florida** This project will improve beach access at four locations in Walton County. The project includes: restroom improvements, new picnic shelters, new fishing pier, new beach dune crossover, utilities, parking, and other park amenities. The structural components of this project are the picnic shelters, beach dune crossover, and fishing pier. **Project Role: Project Manager, Project Cost: \$275K.**

**Wakulla Environmental Institute** Tallahassee Community College (TCC) purchased 158 acres in Wakulla County with the intention of creating the Wakulla Environmental Institute (WEI) on the property. The WEI will lead economic development efforts in North Florida while focusing on the environment. The WEI will combine education with conservation and recreation. The WEI will offer eight new environmentally focused degree and certificate programs. The property was rezoned agricultural. Prior to closing on the property, TCC intended to secure the appropriate Large Scale Comprehensive Plan Amendment (CPA) and Planned Unit Development (PUD) approvals. TCC desires to close prior to April 1, 2012. Preble-Rish provided professional consulting services to the Client in an effort to assist with obtaining the approvals mentioned above. Subsequently, Mrs. Preble provided professional engineering and survey services to design and permit the entrance road and infrastructure. Project plans and permitting are complete. Bidding for construction is scheduled for January 2015. The project included an entrance road, multi-use path, water main, lift station, force main, electric and fiber optic leads. . **Project Role: Project Manager. Project Role: Project Manager, Project Cost: \$3M.**

**From:** [Preble, Debra](#)  
**To:** [Mary Smach](#)  
**Subject:** FW: Tallahassee Sports Council  
**Date:** Thursday, December 26, 2019 9:33:02 AM  
**Attachments:** [image001.png](#)  
[Preble appl. res & Form 4A.pdf](#)

---

It is essentially accurate. Now I am 61-almost 62 and I have now lived in Leon County for 30 years.

Debra Preble, P.E. | Senior Project Manager  
**Kimley-Horn** | 2615 Centennial Boulevard, Suite 102, Tallahassee, FL 32308  
Direct: 850 553 3503 | Main: 850 553 3500 | Mobile: 850 443 0067 | [www.kimley-horn.com](http://www.kimley-horn.com)

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**From:** Debra Preble <debpreble@gmail.com>  
**Sent:** Thursday, December 26, 2019 9:27 AM  
**To:** Preble, Debra <Debra.Preble@kimley-horn.com>  
**Subject:** Fwd: Tallahassee Sports Council

Debby Preble

Begin forwarded message:

**From:** Mary Smach <[SmachM@leoncountyfl.gov](mailto:SmachM@leoncountyfl.gov)>  
**Date:** December 24, 2019 at 1:11:15 PM EST  
**To:** "[debpreble@gmail.com](mailto:debpreble@gmail.com)" <[debpreble@gmail.com](mailto:debpreble@gmail.com)>  
**Subject:** Tallahassee Sports Council

Dear Debra Preble,  
There are several upcoming vacancies on the [Tallahassee Sports Council](#). We have your application on file (attached) and were wondering if you were still interested in being considered for appointment to this committee. If so, please let me know.  
In addition if the information on that attached application is not current, please complete a new online application on our website at: <http://www2.leoncountyfl.gov/Committees/Applicants/Application> If the application is current, please confirm.  
Thank you for your interest in serving your community.  
Regards,



Mary Smach  
Agenda Coordinator  
County Administration  
301 S. Monroe St. | Tallahassee, FL 32301  
(850) 606-5311 /work | (850) 606-5301 /fax  
[Smachm@leoncountyfl.gov](mailto:Smachm@leoncountyfl.gov)

*People Focused. Performance Driven.*

Please note that under Florida's Public Records laws, most written communications to or from County staff or officials regarding County business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TALLAHASSEE SPORTS COUNCIL**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyl.gov.**  
**Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. JAMES BILLINGSLEY		<b>Date:</b> 4/5/2020 11:56:51 PM	
<b>Home Address:</b>	3627 Oakhurst Lane Tallahassee, FL 32309	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	No
		<b>Do you own property in Leon County?</b>	No
<b>Home Phone:</b>	(850) 631-1900	<b>Do you own property in the Tallahassee City Limits?</b>	No
<b>Email:</b>	jnthem@yahoo.com	<b>How many years have you lived in Leon County?</b>	44

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Florida Department of Agriculture	<b>Work</b>
<b>Occupation:</b>	Regulatory Specialist	<b>Address:</b>
<b>Work/Other Phone:</b>	(850) 245-5465	

**(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.

<b>Race:</b>	White	<b>Gender:</b>	M	<b>Age:</b>	44
<b>District:</b>	District II	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Tina Obrien	<b>Name:</b>	
<b>Address:</b>	4030 Shumard Oaks Blvd. Tallahassee, FL 32311	<b>Address:</b>	
<b>Phone:</b>	(850) 363-7469	<b>Phone:</b>	

**Resume Uploaded?** No

If no resume is available, 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. Please attach your resume, if one is available.

As an 8th Generation Resident, I've got a vested interest in the recreational and professional events held locally. I've worked for DCF, DACS, The Florida House and Senate. As a former business owner and manager I understand the economic side of our community. From 2012-2015 I served one 3 year term in an Appointed role to the Canopy Roads Citizen's Committee. Since 2017 I've coached youth football with I9 Sports. My family and I frequently play golf, tennis, basketball and other sports through out the year. I've got an A.A. and A.S.A.S from TCC while currently working on a Sports Recreation Management degree.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **Yes**

If Yes, on what Committee(s) have you served? **Canopy Roads**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be a resident of Leon County.

The membership criteria for the six at-large members is that they have demonstrated experience and interest in aspects of sports within Leon County.

Please provide an explanation of your interest and experience in aspects of sports within the County: **Very involved in athletics. Basketball, golf, football, tennis etc... I currently coach youth football and am pursuing a Sports Recreation Management degree.**

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

Signature: **Mr. JAMES BILLINGSLEY**

The application was electronically sent: **4/5/2020 11:56:51 PM**

**From:** [Darryl Jones](#)  
**To:** [Mary Smach](#)  
**Cc:** [Shanea Wilks](#)  
**Subject:** Re: Joint MWSBE Citizen Advisory Committee  
**Date:** Friday, February 28, 2020 4:16:38 PM  
**Attachments:** [image001.png](#)

---

Neither has ever missed a meeting.

Darryl Jones

Sent from my iPhone

On Feb 28, 2020, at 3:30 PM, Mary Smach <[SmachM@leoncountyfl.gov](mailto:SmachM@leoncountyfl.gov)> wrote:

Would you please provide the MSWBE CAC attendance records for Mr. Parker & Mr. Barber for the last year?

They have both submitted applications for reappointment. We also have 6 new applications for consideration by the Board.

Thank you,

<[image001.png](#)>  
Mary Smach  
Agenda Coordinator  
County Administration  
301 S. Monroe St. | Tallahassee, FL 32301  
(850) 606-5311 /work | (850) 606-5301 /fax  
[Smachm@leoncountyfl.gov](mailto:Smachm@leoncountyfl.gov)

*People Focused. Performance Driven.*

Please note that under Florida's Public Records laws, most written communications to or from County staff or officials regarding County business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN  
ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. Terrance L Barber		<b>Date:</b> 2/27/2020 8:41:58 AM	
<b>Home Address:</b>	2596 Eddie Rd Tallahassee, FL 32308	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(850) 339-6191	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	terrancelbarber@gmail.com	<b>How many years have you lived in Leon County?</b>	39

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Working Class Wednesday	<b>Work</b>
<b>Occupation:</b>	owner	<b>Address:</b>
<b>Work/Other Phone:</b>		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	M	<b>Age:</b>	39
<b>District:</b>		<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Sean Pittman	<b>Name:</b>	darryl jones
<b>Address:</b>	1028 E.Park Tallahassee Fl	<b>Address:</b>	
<b>Phone:</b>	(772) 215-1100	<b>Phone:</b>	

**Resume Uploaded?** No

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**



## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **Yes**

If Yes, on what Committee(s) have you served?

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be resident of Leon County.

Members must have experience in the membership eligibility listed below. Please indicate your area of expertise.

- ☐ Architecture
- ☐ Construction
- ☐ Engineering
- ☒ Community Member at-large

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

Signature: *Mr. Terrance L Barber*

The application was electronically sent: 2/27/2020 8:41:58 AM



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN  
ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. Thaddeus A. Parker		<b>Date:</b> 2/24/2020 3:15:31 PM	
<b>Home Address:</b>	8171 Elysian Way Tallahassee, FL 32311	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	No
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(850) 519-4413	<b>Do you own property in the Tallahassee City Limits?</b>	No
<b>Email:</b>	ted.parker@ajaxbuilding.com	<b>How many years have you lived in Leon County?</b>	18

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Ajax Building Company	<b>Work Address:</b>	1080 Commerce Boulevard Midway, FL 32311
<b>Occupation:</b>	Construction		
<b>Work/Other Phone:</b>	(850) 224-9571		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	M	<b>Age:</b>	67
<b>District:</b>	District V	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Jay Smith	<b>Name:</b>	Kendall Jones
<b>Address:</b>	1080 Commerce Boulevard Midway, FL 32343	<b>Address:</b>	2400 Wahnish Way Suite 102 Tallahassee, FL 32307
<b>Phone:</b>	(850) 251-0837	<b>Phone:</b>	(850) 599-8042

**Resume Uploaded?** No

If no resume is available, 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. Please attach your resume, if one is available.

3 yrs with the OEV WMSBE Advisory Committees

3 yrs on the County WMBE Advisory Committees

15 yrs a Directory of Outreach and Vendor Diversity with the Ajax Building Company

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **Yes**

If yes, on what Committee(s) are you a member? **OEV City / County WMSBE Advisory**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **No**

**Your application will only be considered for those committees/boards/authorities that do not require members to complete the Financial Disclosure Form 1.**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **Yes**

If yes, please explain. **I am presently on the WMSBE Advisory Board**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

**Members on this committee must be resident of Leon County.**

**Members must have experience in the membership eligibility listed below. Please indicate your area of expertise.**

☐ Architecture

☒ Construction

Please explain: **30 yrs in the Construction Business**

☐ Engineering

☐ Community Member at-large

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

Signature: *Mr. Thaddeus A. Parker*

The application was electronically sent: 2/24/2020 3:15:31 PM



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN  
ADVISORY COMMITTEE**

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

<b>Name:</b> Mr. Thomas Keith Bowers		<b>Date:</b> 2/24/2020 5:19:27 PM	
<b>Home Address:</b>	1548 Marion Ave Tallahassee, FL 32303	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(850) 294-8503	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	keithbowers@comcast.net	<b>How many years have you lived in Leon County?</b>	24

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Florida A&M University	<b>Work Address:</b>	625 E. Tennessee Street Suite 200 Tallahassee, FL 32303
<b>Occupation:</b>	Director - Small Business Development Center		
<b>Work/Other Phone:</b>	(850) 561-2392		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	M	<b>Age:</b>	52
<b>District:</b>	District V	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Sammie Dixon	<b>Name:</b>	Thornton Williams
<b>Address:</b>	1897 Capital Circle NE Tallahassee FL	<b>Address:</b>	800 N. Calhoun Street, Suite 1B Tallahassee, FL 32303
<b>Phone:</b>	(850) 544-2309	<b>Phone:</b>	(850) 294-3999

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

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Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be resident of Leon County.

Members must have experience in the membership eligibility listed below. Please indicate your area of expertise.

☐ Architecture

☒ Construction

Please explain: *I have managed affordable housing projects in Tallahassee and in the Florida Panhandle and provided consulting services to contractors across the state of Florida in my capacity at the Florida Housing Finance Corporation.*

☐ Engineering

☐ Community Member at-large

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

Signature: *Mr. Thomas Keith Bowers*

The application was electronically sent: 2/24/2020 5:19:27 PM

## T. KEITH BOWERS

1548 Marion Ave.  
Tallahassee, Florida 32303  
E-mail: keith.bowers@famu.edu

Proven management strategist with cross-functional expertise in financial analysis, accounting, budgeting, marketing, community re-development and consulting and new business development. More than 20 years of experience in the financial industry, combining strong analytical skills, business acumen, and managerial knowledge to contribute to the organization's strategic objectives.

### EDUCATION

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BACHELORS OF SCIENCE, ECONOMICS  
*Florida A & M University, College of Arts & Sciences*

AUGUST/85 - DECEMBER/89  
Tallahassee, Florida

### PROFESSIONAL EXPERIENCE

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REGIONAL DIRECTOR  
*The Small Business Development Center / Florida A&M University*

AUGUST/10 – PRESENT

- Manages the provision of counseling, training, technical assistance and support services to small businesses and entrepreneurs in Leon, Wakulla, Gadsden, Jefferson, Madison, Franklin, Taylor and Liberty counties.
- Responsible for the management of the Small Business Development Center and the Florida Department of Transportation Construction Management Development and Bond Guaranty Program.
- Responsible for the maintenance and management of an annual budget in excess of \$600k. Oversight includes preparation of the budget based on annual allocations, monitoring expenditures to ensure budgetary compliance measures.
- Coordinates activities, goals and objectives with the executive leadership at the School of Business and Industry to determine the allocation of resources within the center, including the coordination of efforts among SBDC staff, faculty and graduate students.
- Manages the marketing and public relations efforts conducted at the SBDC including the establishment of the marketing budget, marketing strategy and the implementation of the overall marketing plan.
- The Regional Director and the staff administer the CMDP-BGP to provide training and on-the -job instructional programs designed to raise the level of professionalism, proficiency and competitiveness of small socially disadvantaged business enterprises (S/DBEs).
- Manages the overall administration and coordination of classroom training, on the job instruction and technical assistance to program participants. This includes reviewing, approving and initiating contracts with organizations interested in subcontracting with the CMDP-BGP as area Site Coordinators. Responsibilities also include evaluating the proficiency level of the S/DBEs' to access their specific needs. Additional responsibilities entail the development; maintenance and implementation of the CMDP curriculum ensure accuracy, relevance and applicability.
- Directs staff to coordinate activities among all training sites to ensure consistency and common instructions are provided throughout the state. Additional responsibilities include the research and development of a distance-learning program that will facilitate training to CMDP participants fifty (50) miles or more from designated training sites. The Regional Director is also directs staff in monitoring and tracking the development of S/DBEs as they progress through classroom training.
- Manages the marketing and public relations efforts conducted in the CMDP-BGP. The Regional Director oversees the development of outreach, promotion, and public relations activities used to market and promote the services, incentives and benefits of the CMDP-BGP.
- Oversees the administration of the BGP. Specific responsibilities include: the coordination and processing of bond guarantee applications submitted to the surety and FDOT; the reviewing of all bond guarantee applications for accuracy and supporting documentation; identifying and referral of S/DBEs to appropriate institutions concerning credit and finance restructuring and other financial problems and the overall program monitoring and evaluation; coordinate and conduct bonding program seminars aimed at assisting DBEs in mastery of the bonding proves, preparing bond application for submission to sureties and establishing formal relationships with banks and other lending institutions.

PRESIDENT/CEO/CONSULTANT  
*The Bowers Group*

DECEMBER/03 – AUGUST/10  
Tallahassee, Florida

- Established The Bowers Group, LLC to provide in depth high quality financial consulting to corporate entities, community-based organizations, faith-based organizations and governmental sectors.
- Consulting services include but are not limited to Project Management, Affordable Housing Development, Financial Literacy Cash Flow Analysis, Feasibility Studies, Strategic Financial Planning, Management Assessments, Risk Assessments and Budget Preparation and Review.
- Specializing in developing and integrating private sector business practices into community based organizations and governmental entities to ensure the financial viability.
- Clients include; Housing Tallahassee, Bethel Missionary Baptist Church – Tallahassee, Florida, Bay Equity Investment Corporation (Community Development Corporation) – Panama City, Florida, Housing Tallahassee, LLC – Tallahassee, Florida, MAD DADS of Florida - Ocala, Florida – Circle CDC – Pensacola, Florida, Fort Lauderdale CDC- Fort Lauderdale, Florida, Macedonia Missionary Baptist Church- Panama City, Florida, SEED CDC- Monticello, Florida, Royal American Management- Panama City, Florida, The Harris Company- Panama City, Florida, Gadsden County School District- Quincy.

CAPTAIN, ADJUTANT GENERAL, JOINT DETENTION OPERATIONS GROUP  
*United States Army Reserves*

MAY/02 – DECEMBER/02  
Guantanamo Bay, Cuba

- Served as the primary personnel operations advisor to the Commander of the Joint Detention Operations Group deployed to Guantanamo Bay, Cuba in support of the “War on Terrorism”.
- Responsible for maintaining 100% accountability of over 1,000 service members under the command of the Operations Group.
- Developed measures to automate and streamline accountability reporting of classified intelligence on the demographics, medical issues, and activities of over 600 personnel detained as suspected terrorist.
- Routinely prepared and presented briefings to representative of the United States Southern Command Center and the United States Pentagon detailing personnel strength requirements and recommendations of personnel support required to sustain operations.
- Served as the Operations Group liaison to the International Committee of Red Cross to ensure adherence to the Geneva Convention and explore opportunities to improve living conditions of the detainee population.
- Prepared numerous responses to high profile and complex Congressional Inquiries and complaints lodged through the Inspector General by service members under the command of the Operations Group.
- Prepared, processed and coordinated over 1,000 awards and citations to service members under the command of the Operations Group.
- Assisted in the logistical coordination of the initial repatriation missions to return suspected terrorist to their countries of origin.
- Received the Joint Service Commendation Medal and the Army Commendation Medal for exceptional meritorious service while deployed in support of “Operation Enduring Freedom” and the “War on Terrorism”.

SINGLE FAMILY ADMINISTRATOR  
*Florida Housing Finance Corporation*

JANUARY/99– MAY/02  
Tallahassee, Florida

- Structured and managed Single Family Mortgage Revenue Bond Programs with an average annual portfolio in excess of \$180 million.
- Coordinated training and marketing activities among a network of more than 60 lenders and builders throughout Florida that served as conduits for the Single Family Mortgage Revenue Bond Program.
- Managed down payment and purchase assistance programs with a \$15 million annual budget.
- Administered the HUD HOME Homeownership Program, which provided over \$8 million in direct loans to developers of affordable housing.
- Reviewed credit and financial analysis for proposed housing developments and provided recommendations to Senior Management and the Board of Directors.
- Obtained a HUD Homeownership Counseling Grant for two consecutive funding cycles.
- Directed HUD sponsored counseling and outreach programs implemented in 8 major Florida cities.

SINGLE FAMILY PLANNING MANAGER  
*Florida Housing Finance Corporation*

APRIL/98 – JANUARY/99  
Tallahassee, Florida



- Coordinated training activities and consulted with lenders, realtors and potential homebuyers.
- Analyzed and monitored the effectiveness of the delivery systems of the Single Family Mortgage Revenue Bond Program.
- Managed purchase assistance programs used in conjunction with the Single Family Mortgage Revenue Bond Programs.
- Coordinated all ancillary activities relating to Single Family Home Ownership.

CAPTAIN, COMMANDER, US ARMY POSTAL OPERATIONS  
*United States Army Reserves*

FEBRUARY/97 – OCTOBER/97  
Tuzla, Bosnia

- Commanded the 55<sup>th</sup> Postal Company, deployed in support of NATO's Operation Joint Guard.
- Supervised six Army Post Offices comprised of over sixty soldiers located throughout former Yugoslavia, Hungary and Croatia.
- Responsible for providing postal support to over 7,000 soldiers.
- Maintained an accurate account of over \$7 million in postal transactions and \$6 million in mission essential equipment.
- Formulated and implemented logistical operations for a 24-hour, seven-day a week concern.
- Responsible for the management and professional development of six Junior Officers and twenty Senior Non Commission Officers.
- Routinely briefed General Officers on the status of the postal operations.

COMMUNITY RE-INVESTMENT ACT OFFICER  
*Peoples First Community Bank*

NOVEMBER/91 – FEBRUARY/97  
Panama City, Florida

- Directed Community Re-investment activities for an institution comprising twenty branch officers, with an asset base of more than \$600 million, earned an "Outstanding" CRA rating from the Office of Thrift Supervision.
- Responsible for the institution's overall compliance with the Community Re-investment Act and the Fair Housing Act.
- Trained staff and Senior Management on regulatory compliance issues.
- Developed and implemented the institution's Affordable Housing Program.
- Originated a portfolio of more than \$5 million in Affordable Housing mortgages.
- Directed the Federal Small Business lending Department creating an \$18 million portfolio.



Attachment #15  
Page 1 of 7

**LEON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**CITIZEN COMMITTEE APPLICATION**  
**TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN**  
**ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.**  
**Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. Andrew Brown		<b>Date:</b> 6/17/2019 4:21:08 PM	
<b>Home Address:</b>	4044 Ailanthus Ct Tallahassee, FL 32305	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(850) 228-2610	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	drewamb@hotmail.com	<b>How many years have you lived in Leon County?</b>	9

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Cvo holdings	<b>Work Address:</b>	101 North 1st Avenue, #2200
<b>Occupation:</b>	Software developer		
<b>Work/Other Phone:</b>	(850) 228-2610		Phoenix, AZ 32305

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	M	<b>Age:</b>	49
<b>District:</b>	District I	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Chelsya Leroy	<b>Name:</b>	Katrina Brown
<b>Address:</b>	1211 McCaskill Ave Tallahassee Fl. 32310	<b>Address:</b>	
<b>Phone:</b>	(850) 443-2915	<b>Phone:</b>	(850) 559-6472

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

**IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP**

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Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee?\* *No*

Have you served on any previous Leon County committees?\* *No*

Are you willing to complete a financial disclosure if applicable?\* *Yes*

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* *No*

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\*  
*No*

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* *No*

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* *No*

Members on this committee must be resident of Leon County.

Please indicate your area of expertise.


- ☐ Architecture
- ☐ Construction
- ☐ Engineering
- ☒ Community Member at-large

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

Signature: *Mr. Andrew Brown*

The application was electronically sent: 6/17/2019 4:21:08 PM

# ANDREW BROWN

andrew.brown5@outlook.com [LinkedIn Profile](#)

## OBJECTIVE

Seeking a Software Management position with a progressive company where I can use my experience and knowledge application architecture, object-oriented development, application design patterns, database administration, team leadership and financial planning to enhance corporate profitability



## EDUCATION

**B.S. Business Administration | Capella University, Minneapolis, MN**

06/2015 – 08/10/2018

Specialization is in Management and leadership

**Supervisor Development Training | School**

12/6/2004 – 12/10/2004

It's okay to brag about your GPA, awards, and honors. Feel free to summarize your coursework too.

**Business Computer Programming | Lively Technical Institute**

03/1999 – 01/2000

It's okay to brag about your GPA, awards, and honors. Feel free to summarize your coursework too.



## EXPERIENCE

**ENGINEER II, SOFTWARE ENGINEERING | CVO Holdings LLC**

09/2011 – PRESENT

Develop applications; analyze data, and deployment for Web Applications. Define and analyze requirements, design, code, and implement core elements in the company's product line. Perform object-oriented Web application development; integrate Web applications utilizing Java, jQuery and integrating with Oracle and SQL server databases utilizing stored procedures, create unit test scripts for full code coverage. Performed phone technical support for Commercial Vehicle Operations (CVO) products to resolve technical issues. Served as development team lead for a team of 6 developers and also served as Software architect responsible for integrating new changes into existing code base while minimizing coding bugs.

## **HEAD COACH | North Florida Tigers**

**06/2017 – PRESENT**

Responsibilities include but are not limited to recruiting players and coaches; coordinate the development and promotion of the football program; working with community programs to build a team presents; organizing and participating in fundraising events; ensuring proper facilities for practice and games; developing a budget and managing team finances to make sure that the team is operating as efficiently as possible; purchasing equipment, uniforms and fan apparel; coordinating with vendors for sales at games; keeping records for team and player statistics; and keeping team administration and owners apprised of the team status on an ongoing basis. With the current recruits we anticipate having a great year.

## **HEAD COACH | 2016 Tallahassee Wolves Inc.**

**06/2013 – 11/2016**

Responsibilities include but are not limited to recruiting players and coaches; coordinate the development and promotion of the football program; working with community programs to build a team presents; organizing and participating in fundraising events; ensuring proper facilities for practice and games; developing a budget and managing team finances to make sure that the team is operating as efficiently as possible; purchasing equipment, uniforms and fan apparel; coordinating with vendors for sales at games; keeping records for team and player statistics; and keeping team administration and owners apprised of the team status on an ongoing basis. With the current recruits we anticipate having a great year.

## **OFFENSIVE COORDINATOR & RUNNING BACKS COACH | Tallahassee Knights Inc.**

**06/2012 – 04/2013**

Develop applications; analyze data, and deployment for Web Applications. Define and analyze requirements, design, code, and implement core elements in the company's product line. Perform object-oriented Web application development; integrate Web applications utilizing Java, jQuery and integrating with Oracle and SQL server databases utilizing stored procedures, create unit test scripts for full code coverage. Performed phone technical support for Commercial Vehicle Operations (CVO) products to resolve technical issues. Served as development team lead for a team of 6 developers and also served as Software architect responsible for integrating new changes into existing code base while minimizing coding bugs.

## **OFFENSIVE COORDINATOR & RUNNING BACKS COACH | Tallahassee Jewels Inc.**

**11/2011 – 06/2012**

Develop applications; analyze data, and deployment for Web Applications. Define and analyze requirements, design, code, and implement core elements in the company's product line. Perform object-oriented Web application development; integrate Web applications utilizing Java, jQuery and integrating with Oracle and SQL server databases utilizing stored procedures, create unit test scripts for full code coverage. Performed phone technical support for Commercial Vehicle Operations (CVO) products to resolve technical issues. Served as development team lead for a team of 6 developers and also served as Software architect responsible for integrating new changes into existing code base while minimizing coding bugs.

### **DESIGN TEAM LEAD | Bank of American Corp**

07/2011 – 09/2011

Delivering timely and cost-effective solutions for the Lines of Business (LOB) by translating system/business requirements into technical infrastructure designs. Creating solutions for the Internet and Intranet, creating conceptual architecture diagrams and cost estimates by pooling knowledge of software architecture, configuration, communication linkages and differing platforms. Leading a team of subject matter experts across the country to help in the creation of solutions that are scalable, cost effective and on time.

### **SYSTEM DEVELOPMENT PRINCIPLE | Xerox Corporation**

05/2011 – 07/ 2011

Delivering timely and cost-effective solutions for the Lines of Business (LOB) by translating system/business requirements into technical infrastructure designs. Creating solutions for the Internet and Intranet, creating conceptual architecture diagrams and cost estimates by pooling knowledge of software architecture, configuration, communication linkages and differing platforms. Leading a team of subject matter experts across the country to help in the creation of solutions that are scalable, cost effective and on time.

### **System Programmer III | Dept. of Children and Families**

02/2011 – 05/2011

Develop applications; analyze data, and deployment for Web Applications. Define and analyze requirements, design, code, and implement core elements in the company's product line. Perform object-oriented Web application development; integrate Web applications utilizing C#, jQuery and integrating with SQL server database utilizing stored procedures, create unit test scripts for full code coverage. Performed phone technical support for Airport Parking products to resolve numerous technical issues. Served as development team lead for a team of 6 developers and also served as Software architect responsible for integrating new changes into existing code base will minimizing bugs.

### **Application Developer | LearnSomething Inc**

02/2010 – 10/2010

Develop applications; analyze data, and deployment for Web Applications. Define and analyze requirements, design, code, and implement core elements in the company's product line. Perform object-oriented Web application development; integrate Web applications utilizing C#, jQuery, Ajax Telerik controls and integrating with Sql server database utilizing O/R mapper LLBLGen, create unit test scripts for full code coverage. Performed phone technical support for learning management system to resolve numerous technical issues.

## Systems Project Administrator | Department of Highway Safety and Motor Vehicles

08/2000 – 02/2010

Develop applications; analyze data, plan infrastructure and deployment for Web Applications. Experience with the full software life cycle process, meeting with customers to gathering requirements and facilitate meetings. Managed a team of 13 application developers who perform object-oriented Web application development utilizing MVC and Java Server Faces and Java Server Pages, integrate Web sites with Oracle database utilizing PL/SQL Stored procedures and JDBC code, and code new programs. Perform object-oriented Web application development, integrate Web sites with database servers, and code new programs. Developed and implemented WebSphere Application server farms, Tomcat application servers, and Sun One Web Server to run developed applications. Creating adhoc reports using Sql, PL/SQL and T-Sql. Performed phone technical support for various applications (GoRenew, DAVID, and Driver School). Functioned as the Software Architect on the GoRenew (motor vehicle and Driver's license credentialing system) project, working with the accounting group on the shopping cart application to make sure that all money collected is current and accurate for reporting into FLAIR, and making design decisions on the pros/cons of the architecture of the application and resolving technical and software issues. Making sure that the application is up and available 24X7. Coding web services for the online driver schools update, the motor vehicle and driver's license check customer queries.



### SKILLS

- Visual Studio 2015/2017
- C#.Net
- ASP.Net
- Microsoft SQL server 2012/2017
- Oracle 10/11/12
- Microsoft Windows 10
- Toad for SQL server
- VMware server
- JavaScript
- jQuery
- T-SQL
- Java
- Unix Administration
- Word Press
- Employee evaluation
- Player scouting
- NCAA Compliance
- Windows Server 2013
- Teaching
- LLBLGen,
- Telerik Controls,
- JavaScript,
- Systems operations manager
- GIT
- Team Foundation Server
- PL/SQL
- Ajax
- JBOSS
- Seam
- Hibernate
- HTML, CSS
- Hyper-V
- Dolibarr
- Management
- CRM
- Player Recruiting
- Training IT Professionals
- Coaching

**From:** [Andrew Brown](#)  
**To:** [Mary Smach](#)  
**Subject:** Re: TLC MWSBE Citizen Advisory Committee  
**Date:** Monday, January 6, 2020 11:14:04 AM  
**Attachments:** [image001.png](#)

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All of my information is the same and I am definitely interested in serving on the committee.

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**From:** Mary Smach <SmachM@leoncountyfl.gov>  
**Sent:** Tuesday, December 24, 2019 11:38 AM  
**To:** drewamb@hotmail.com <drewamb@hotmail.com>  
**Subject:** TLC MWSBE Citizen Advisory Committee

Dear Andrew Brown,

There are several upcoming vacancies on the Tallahassee-Leon County Minority, Women & Small Business Enterprise Citizen Advisory Committee. We have your application on file (attached) and were wondering if you were still interested in being considered for appointment to this committee. If so, please let me know.

In addition if the information on that attached application is not current, please complete a new online application on our website at: <http://www2.leoncountyfl.gov/Committees/Applicants/Application> If the application is current, please confirm.

Thank you for your interest in serving your community.

Regards,



Mary Smach  
Agenda Coordinator  
County Administration  
301 S. Monroe St. | Tallahassee, FL 32301  
(850) 606-5311 /work | (850) 606-5301 /fax  
Smachm@leoncountyfl.gov

*People Focused. Performance Driven.*

Please note that under Florida's Public Records laws, most written communications to or from County staff or officials regarding County business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.





**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN  
ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at [smachm@leoncountyl.gov](mailto:smachm@leoncountyl.gov). Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mrs. LaShawn Verlonda (preferred) Johnson		<b>Date:</b> 12/31/2019 8:14:59 PM	
<b>Home Address:</b>	1101 High Meadow Drive Tallahassee, FL 32311	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	Yes
<b>Home Phone:</b>	(850) 212-2403	<b>Do you own property in the Tallahassee City Limits?</b>	Yes
<b>Email:</b>	Verlonda@wherk.co	<b>How many years have you lived in Leon County?</b>	37

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	whERk	<b>Work Address:</b>	PO Box 180583 Tallahassee, FL 32311
<b>Occupation:</b>	Co-Founder		
<b>Work/Other Phone:</b>	(850) 212-2403		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	F	<b>Age:</b>	37
<b>District:</b>	District I	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Lashawn Gordon	<b>Name:</b>	Tiffany Hamilton
<b>Address:</b>	2477 Tim Gamble Place	<b>Address:</b>	3710 Austin Davis Ave
<b>Phone:</b>	(850) 296-8330	<b>Phone:</b>	(850) 210-5821

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be resident of Leon County.

Please indicate your area of expertise.

☐ Architecture

☒ Construction

Please explain: \*

☐ Engineering

☒ Community Member at-large

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

Signature: *Mrs. LaShawn Verlonda (preferred) Johnson*

The application was electronically sent: 12/31/2019 8:14:59 PM

\*My husband is contractor and owns a roofing company, which he also does other residential and commercial construction projects. I have experience on the project and office management side of the business as well as communicating with the customer and/or insurance company to expedite the project, marketing of the company, walk thru of the projects, coordinating and scheduling inspections, scheduling subcontractors, etc.

# LASHAWN V JOHNSON

Tallahassee, FL 32311 | 850.212.2403 | Lashawn\_thms@yahoo.com

## Professional Summary

Motivated business professional, resourceful, forward thinking, creative problem-solver and over 10 years of entrepreneurial experience. Versed in training, educating, motivating and supporting staff members, strategic business planning and team development with cultivating strengths. Focused on motivating staff and working with diverse personality types to drive improvements.

## Skills

- Quality Management
- Marketing and sales strategy
- Microsoft Office
- Medical Coding
- Account reconciliation
- Project management
- Contract Negotiations
- Public and Media Relations
- Event Management

## Work History

### Co-Founder

Aug 2018 - Current

wHERk, LLC

Tallahassee, FL

- Operating a temporary pop up coworking space
- Actively focusing on crowdfunding efforts to open Tallahassee's first and only female-focused coworking space
- Female entrepreneurial Mastermind Group leader
- Building and consulting a community of women entrepreneurs and aspiring entrepreneurs
- Aiding in small business startup, connecting of community resources, relationship building and personal and professional development of female entrepreneurs

### Office Manager

Jan 2016 - Current

Preeminence Contracting and Construction

Tallahassee, FL

- Follow up with all web leads to schedule appointments
- Send all estimates and contracts, invoices as needed, receipt all payments and create quarterly QTD Profit Loss statements
- Perform all administrative and office duties as needed
- Reconcile all company accounts, including credit cards, employee expenses and commissions
- Complete bi-weekly payroll for company employees, including calculating taxes, vacation and sick time
- Develop and adhere to standard operating procedures for all staff
- Direct day-to-day operational aspects of project and scope and monitored progress of construction activities
- Design social media campaign

### Owner and Lead Event Coordinator

Blissfully Yours Weddings Décor and Rentals

- Producer of Tallahassee's first Wedding Tour
- Created and designed room layouts to present client with mock-ups for review and selection
- Planned and organized social and community events from beginning to end
- Marketed business services and events through website, social media, radio, tv, word of mouth and other mediums as needed
- Provided clients with vendor and venue recommendations, attended vendor meetings as client representative
- Met with vendors to go over contract and duties
- Coordinated all appointments and visits with vendors
- Setup and breakdown events
- Maintained blogging and all social media
- Arranged for event staffing as necessary
- Created and maintained budgets
- Monitored event market conditions to set accurate product pricing and take advantage of emerging trends
- Managed day-to-day business operations, including accounting, finance, HR, marketing and public relations
- Ensured smooth training execution by coordinating seminar functions, including site selection, scheduling, marketing, reservations, materials, event management and follow-up

### Branding and Marketing Director/Realtor

Nov 2014 - Apr 2018  
Tallahassee, FL

Ekk & Hamilton Realty

- Monitored real estate data and made adjustments to marketing campaigns, resulting in increased sales
- Created, reviewed, maintained and published all marketing materials
- Created marketing plan and marketing budget for company and individual agents
- Oversaw all communications as it relates to public relations and promotional activities that support the brand and marketing strategy
- Established business partnerships within community
- Projected upcoming years revenue in order to create marketing and operational budgets
- Planned and executed events and marketing programs, producing qualified leads
- Identified appropriate marketing channels and target customers for campaigns
- Wrote engaging and successful marketing, advertising and website copy
- Assisted buyers with finding ideal homes by assessing needs, requirements and budgets
- Built and established new business opportunities and managed more than 100 existing clients
- Performed home evaluations and developed competitive market analysis for individual homes

### PPS Coordinator

May 2012 - Oct 2014  
Tallahassee, FL

HealthSouth Rehabilitation Hospital

- Assumed responsibility for compliance with Federal, State and Local rules as it relates to IRF-PAI under Quality Management
- Ensured the presence of supporting documentation in medical chart
- Provided staff initial and ongoing education serving as Hospital FIM educator
- Worked closely with Medical Records and Business Office
- Coordinated length of stay and reimbursement

- Developed processes and procedures for reversing negative trends related to Quarterly Annual Hospital Outcomes
- Performed daily audit on hospital outcomes by department, case mix group, diagnosis, gender, age and discharge disposition
- Provided input and direction as it relates to patient stay and progression during weekly Team Conference meetings with Case Managers, Therapists and Physicians
- Performed chart audits for complete, accurate and timely therapy and nursing documentation and trends for future teaching

### Outpatient Medical Coder

Feb 2012 - Dec 2013

HealthSouth Rehabilitation Hospital

Tallahassee, FL

- Assembled and analyze and abstracted patient charts after discharge to appropriately code diagnoses
- Coordinated with physicians to complete and dictate open charts
- Managed delinquent and incomplete medical records
- Assigned admission, discharge and medical service groups
- Served as chair of patient satisfaction committee
- Performed concurrent and retrospective coding audits

### Education

#### MBA: Business Administration

08/2013

Florida Agricultural And Mechanical University

Tallahassee, FL

#### Bachelor of Science: Health Information Management

08/2008

Florida Agricultural And Mechanical University

Tallahassee, FL



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN  
ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyl.gov.**  
**Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Mr. Roderick Gerald Palmer		<b>Date:</b> 12/18/2019 6:01:24 PM	
<b>Home Address:</b>	3258 Robinhood Road Tallahassee, FL 32312	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	No
<b>Home Phone:</b>	(850) 345-3010	<b>Do you own property in the Tallahassee City Limits?</b>	No
<b>Email:</b>	famualpha3@gmail.com	<b>How many years have you lived in Leon County?</b>	4

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	Project HOPE	<b>Work</b>
<b>Occupation:</b>	Community Liaison	<b>Address:</b>
<b>Work/Other Phone:</b>	(850) 345-3010	

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	M	<b>Age:</b>	52
<b>District:</b>	District III	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Thad Fortune	<b>Name:</b>	Octavius Jackson
<b>Address:</b>	Tallahassee, FL	<b>Address:</b>	Quincy, FL
<b>Phone:</b>	(850) 322-3909	<b>Phone:</b>	(850) 228-0337

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

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Are you willing to complete a financial disclosure if applicable?\* **Yes**

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Members on this committee must be resident of Leon County.

Please indicate your area of expertise.

- ☐ Architecture
- ☐ Construction
- ☐ Engineering
- ☒ Community Member at-large

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

Signature: *Mr. Roderick Gerald Palmer*

The application was electronically sent: 12/18/2019 6:01:24 PM

## Roderick G. Palmer

Post Office Box 1005  
Quincy, Florida 32353

Home Phone 850-665-0698  
Mobile Phone: 850.345.3010  
Work Phone: 850.408.2210

Email Addressees  
gerald1967@outlook.com  
famualpha3@gmail.com

### OBJECTIVE

I want to be a positive role model, and obtain a challenging leadership role in the community. Also, I want to use and enhance my management and technical-computer skills that I have secured throughout my educational, work and life experiences.

### QUALIFICATIONS

I have experience and skills in the business, science, training, case management, project management and educational arenas. I am a hard worker that is not afraid of responsibility. I can be a leader, but I also know how to follow. I believe in the concept of a team, and working towards the objectives of the team. I will become an asset to any organization.

### EDUCATION

High School Honors Diploma, James A. Shanks High School, 1985  
BS Chemistry Education, Florida A & M University, 1993  
Masters of Management and Public Administration, University of Phoenix, 2010.

DESIRED SALARY \$45,000 -60,000 Negotiable

### WORK HISTORY

- **Project HOPE (Apalachee Center/FEMA/State of FL) – Community Liaison – January 2019 – Present**  
In response to Hurricane Michael, I work with FEMA and the State of Florida to provide disaster recovering and grief counseling services to residents in Gadsden, Liberty and Franklin Counties. I work with all age groups as an advocate, providing referrals and helping them with their unmet needs. I provide some case management services and help identify each groups unmet needs. I attend meetings with stakeholders, conduct educational and resource forums and facilitate outreach and door-knocking activities throughout the 3-county effected areas.
- **Florida Department of Management Services – Division of Retirement – Oct. 2016- Aug. 2018**  
I work as a Customer Service Representative III – I provide accurate information to the retirement population in the State of Florida. Information regarding pension benefit calculations, insurance deductions and employee years of service are provided confidentially to this population.



- **Florida Dept. of Management Services – Office of Supplier Diversity - Dec. 2012- Oct. 2016**
  - a. I worked as a ***Certification Officer***, Class Government Analyst I. I helped organize the six (6) regional MBE MatchMaker events in the State of Florida. As a trainer, facilitator and panel presenter, I helped small vendors become MBE Certified. As a trainer and panel presenter vendors were introduced to the best practices within their industry. I helped vendor with participating in the economic development programs with various municipalities and communities. An emphasis was put on introducing new technological trends and networking.
  - b. I was promoted to the position of ***Compliance and Reporting Coordinator***. In the OSD Department - State Purchasing Division, I monitored contracts, spending trends and utilization reports for all state agencies. In addition, I monitored the effectiveness of the OSD MBE Certification Program. I provided instructional and technical assistance to agencies in submitting statutory required information. In addition, I advocated for Minority Business owners and provided technical assistance and training to help them obtain positive relationships with agencies, universities and business stakeholders within the State of Florida. I routinely analyzed reports, prepared statistical data for the ODS Annual Report. Finally, I investigated complaints of fraudulent activity pertaining to the MBE Certification Process.
- **Westat Field Services – ID # W153-3665 – Research Field Interviewer – March 2012 – Dec. 2012**

I worked with a multi-state team on the National Health and Alcohol Study initiated by the United States Public Health Department. Various issues surrounding health and alcohol were vetted. Biometric saliva samples will be taken for clinical study. The information obtained will help policy makers develop policy and funding will be proposed in the Decatur and Seminole Counties.
- **University of Chicago – NORC ID # 044509 - Research Field Interviewer – Nov. 2011 – April. 2012.**

I worked with a multi-state team on the National Study of Early Care and Education. We documented that nation's utilization and availability of early care and education, and to deepen the understanding of families' needs and preferences. Helped identify unmet needs, coordinated the provider's offerings and relayed the constraints to the participants.
- **THE MINT, Financial Analyst / Training Coordinator 1992- Present ( Entrepreneurship )**

As a planner and financial analyst, I examined the available information about the company and market sector. In-house accounts, strategy and management implementation plan were my main duties. Secondary duties included contacting creditors and negotiating a modified repayment plan for consumers in our program. I facilitated the education counseling related to money management and budget preparation. Entering data into database and formulating budget plans for departments. I also manage the website for the company as the Web Master and several other organizations and businesses.
- **US Census Bureau 2010 – Gadsden County Q & A Rep. /Enumerator – Feb. 2010- June 2010**

I was the US Census Bureau main contact for Gadsden County and traveled to the different municipalities. I assisted all residents in preparing the documentation for the 2010 US Census. As an enumerator, I was responsible for completing quality assurance re-interviews with selected respondents.

- **Florida A& M University Health Adviser for Project CHOICE – Phase II Nov 2009 – Jan. 2010**  
I helped facilitate clinical survey, and other diagnostic testing for participants in Phase I. I entered information on HRS reports for data entry and reporting to the IRB. ( Grant- Time Limited)
- **University of Michigan – ID# 43786401 – Research Field Interviewer - Feb. 2008 – Aug 2008.**  
I worked within a team comprised of 17 people, on the Health and Retirement Study, in the states of Florida and Georgia. We surveyed participants from 65-90 years old (elderly population) for the Social Security Administration. Our group was one of 35 nationally. We were trained in Detroit, Michigan. The survey phases commence every two years. The next phase begins in 2010.
- **Florida A& M University ( FAMU ) Health Adviser for Project CHOICE 2004- 2008**  
I worked with a group of 10 people who surveyed 2500 random households throughout Gadsden County. A survey was administered focusing on various health disparities that are prevalent in the county. Emphasis was placed on drug addiction and possible treatment for drug users. I had the opportunity to be the lead facilitator and trainer for several community groups in the county. I was the liaison with community members and trained volunteers from local colleges and community members.
- **Lighthouse of the Big Bend - Rehabilitation Teacher / IL Specialist Sept 2003- August 2009**  
I provided case management services for elderly clients who are visually impaired and/or totally blind. I developed and implemented a training plan to help them reach a higher level of independent living. I also worked with other agencies and coalitions in providing information referral services. I was the Gadsden, Hamilton, Suwanee and Lafayette County Coordinator for this organization. I also developed, implemented and presented presentations for various health and social service organizations in my coverage area.
- **Gadsden Correctional Institution, Adult Basic Education Teacher - 2001 to 2003**  
I worked with a group of 20-28 female inmates, instructing them in the core principles of the Mathematics, English, Science, and Social Studies disciplines. Also, I instructed them in basic computer literacy and IT techniques. I was designated as the Lead Teacher for Science/Math Instruction and helped the students prepare for the TABE Test.
- **Gadsden County School District, Teacher 1992,1993-94,1998-01**  
In 1992, I worked in the Gadsden County School District, substituting in various schools and grade levels. In 1993, I secured a full time teaching position as a Science Teacher. **I was employed as the Chemistry, Physics Instructor and Science Dept. Chairperson at James A. Shanks High School in 1998.** I was responsible for the development of the school's laboratory activities, instructional design and program development.

- **Florida State Upward Bound, Teacher- Tutor - Shanks High 1993- 1994**

I was responsible for teaching Math, Computer & Science skills to 55 students, ranging in grade levels from 10th -12th. The main focus was on Pre-Algebra, Earth Science & Biology. This was a pilot program at James A. Shanks High School.

## COMPUTER SKILLS

Competent on an Intermediate/Advanced Level in Microsoft Word, Outlook, Excel, PowerPoint, Access, Publisher SharePoint, and One Note. I am also familiar with Photoshop, Visio, Front Page, Adobe Photo PageMaker, Adobe Captivate and 16 years' experience in other computer applications and website design experience. 13 years of bookkeeping ( Peachtree and QuickBooks Pro ) A RockHurst Institute of Continuing Education Certificate, 2001 [Microsoft Access Level II]

## LICENSES & CERTIFICATES

- Received initial certification in Chemistry Education - 1991, Passed Certification Test in Middle Grades Science - 1994. Received two (2) year temporary Certificates in 1993-1995. \*\* I held a 5 Year Teaching Certificate, with emphasis in Middle Grades Science - 5-9 Grade Level with the Florida Department of Education,
- National Institute of Health (NIH) Certification as a Health Screener
- Florida Notary -GG19030 – Expires 08-08-2026

## References

1. Thad Fortune - Supervisor – Office of Supplier Diversity – 850.322.3909
2. Patricia Hall – Certification Coordinator/ Co-worker – 850.933.8736
3. Angela Burgess– Supervisor – Project CHOICE – 850.363.1034
4. Hitomi Izuwa – Program Supervisor – Project HOPE – 850.694.1087



**LEON COUNTY BOARD OF COUNTY COMMISSIONERS  
CITIZEN COMMITTEE APPLICATION  
TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN  
ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-5300 or by e-mail at smachm@leoncountyfl.gov.  
Applications will be discarded if no appointment is made after two years.**

<b>Name:</b> Ms. Crichani Watson		<b>Date:</b> 11/18/2019 3:30:21 AM	
<b>Home Address:</b>	2525 West Tennessee Street 1409A Tallahassee, FL 32304	<b>Do you live in Leon County?</b>	Yes
		<b>Do you live within the City limits?</b>	Yes
		<b>Do you own property in Leon County?</b>	No
<b>Home Phone:</b>	(561) 460-7490	<b>Do you own property in the Tallahassee City Limits?</b>	No
<b>Email:</b>	crichanni.watson@gmail.com	<b>How many years have you lived in Leon County?</b>	3

**(EMPLOYMENT INFORMATION)**

<b>Employer:</b>	U.S. Department of State	<b>Work</b>
<b>Occupation:</b>	Content Creator	<b>Address:</b>
<b>Work/Other Phone:</b>		

**(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.

<b>Race:</b>	Black or African American	<b>Gender:</b>	F	<b>Age:</b>	21
<b>District:</b>	District I	<b>Disabled?</b>	No		

**(RESUME AND REFERENCES)**

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

<b>Name:</b>	Steve Royster	<b>Name:</b>	Shereada Harrell
<b>Address:</b>	U.S. Department of State	<b>Address:</b>	
<b>Phone:</b>	(202) 736-4766	<b>Phone:</b>	(850) 599-3400

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

## IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?\* **Yes**

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?\* **No**

Have you served on any previous Leon County committees?\* **No**

Are you willing to complete a financial disclosure if applicable?\* **Yes**

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?\* **No**

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?\* **No**

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)\* **No**

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?\* **No**

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?\* **No**

Members on this committee must be resident of Leon County.

Please indicate your area of expertise.

- ☐ Architecture
- ☐ Construction
- ☐ Engineering
- ☒ Community Member at-large

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

Signature: *Ms. Crichani Watson*

The application was electronically sent: 11/18/2019 3:30:21 AM

## Crichanni Watson

2525 West Tennessee Street #1409  
Tallahassee, Florida 32301  
(561)460-7490 | crichanni1.watson@famu.edu

### EDUCATION

#### Florida Agricultural and Mechanical University(FAMU)

School of Journalism & Graphic Communication

Bachelor of Science in Public Relations

Tallahassee, Florida

December 2020

### PROFESSIONAL EXPERIENCE

#### U.S. Department of State- Western Hemisphere Affairs Bureau

*Social Media Content Creator*

Tallahassee, Florida

August 2019-Present

- Generate stories for public diplomacy initiative, Year of the Caribbean
- Post social media content on the official Department of State social media and webpages
- Highlight U.S. policy in the Caribbean and amplify U.S. Caribbean successes in strategic messaging campaigns

#### Congressman Phil Roe (TN-01)

*Congressional Intern*

Washington D.C.

June 2019-August 2019

- Assist constituents by addressing concerns and opinions on current federal issues
- Create monthly newsletter for over 25,000 constituents in the first district of Tennessee
- Record information presented at briefings then translate it into comprehensive memos for staff members

#### Leon County- Office of Economic Vitality/Blueprint Intergovernmental Agency

*Marketing & Communications Assistant*

Tallahassee, Florida

March 2019-June 2019

- Assisted with presentations and e-marketing campaigns
- Provided support with the Agency's web and social media presence and activities
- Created original, style-specific content for use in press releases, media advisories, social media, newsletters, and websites

#### FAMU Career and Professional Development Center

*Employer Connections Student Specialist*

Tallahassee, Florida

January 2018-April 2019

- Discussed career plans with applicants, assessing their skills and interests, and recommending suitable careers
- Contacted faculty from colleges and professional organizations to arrange workshops and information sessions
- Worked with chairs of departments, faculty and directors to develop and promote internship opportunities to the student body

#### Riddle & Bloom

*Amazon Prime Student Ambassador*

Tallahassee, Florida

June 2018-April 2019

- Identified creative ways to integrate Prime Student into student life on campus
- Educated and encourage students on campus to utilize the benefits of Amazon Prime
- Utilized personal social media profiles to promote Prime Student through my own voice while adhering guidelines

#### The Sanders Law Firm: Sanders, Sanders, Block, Woycik, Viener & Grossman, P.C.

*Legal Intern*

Mineola, New York

May 2018-June 2018

- Organized conference calls, meetings, appointments and other calendar items
- Assisted with communication between attorneys and clients in order to facilitate and expedite case settlements
- Performed administrative support tasks such as proofreading, transcribing handwritten information and creating spreadsheets

### LEADERSHIP & DEVELOPMENT

#### S.I.S.T.U.H.S

*Member*

Tallahassee, Florida

March 2019-Present

- Develop local leadership to respond to the community's needs, particularly those of African-American women
- Provide opportunities to educate ourselves as well as the community on political issues that affect the well-being African-American women

#### FAMU Presidential Ambassadors

*Ambassador*

Tallahassee, Florida

November 2017- Present

- Assist offices under the President of the University, not limited to recruitment, scholarships, student and alumni affairs.
- Actively engage, recruit, and mentor potential students who are to be identified by the Vice President of Student Affairs

### COMMUNITY INVOLVEMENT

#### The Big Event Tallahassee

*FAMU Recruitment Coordinator*

Tallahassee, Florida

April 2018-March 2019

- Gathered volunteers to participate in one of the largest, one-day, student-ran service projects in the nation
- Paired volunteers from Florida State University, Florida A&M University and Tallahassee Community College with volunteer sights all over the city of Tallahassee



Attachment #19  
Page 1 of 13

**LEON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**CITIZEN COMMITTEE APPLICATION**  
**TLC MINORITY, WOMEN, & SMALL BUSINESS ENTERPRISE CITIZEN**  
**ADVISORY COMMITTEE**

**It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Mary Smach by telephone at 606-6300 or by e-mail at smachm@leoncountyfl.gov.**  
**Applications will be discarded if no appointment is made after two years.**

**Name:** Eduardo Luis Gonzalez Loumiet

**Date:** 1/15/2019 2:14:17 PM

**Home Address:** 1934 Willow Run Drive  
Suite #3-343  
Tallahassee, FL 32311

**Do you live in Leon County?** Yes

**Do you live within the City limits?** No

**Do you own property in Leon County?** Yes

**Is it located within the City limits?** No

**Home Phone:** (850) 570-8248

**Email:** eddie@ruvos.com

**(EMPLOYMENT INFORMATION)**

**Employer:** Ruvos

**Work Address:** 1400 Village Square Blvd

**Occupation:** CEO

**Address:** TALLAHASSEE, FL 32311

**Work/Other Phone:**

**(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:** Hispanic or Latino

**Gender:** M

**Age:** 38

**District:** District II

**Disabled?** No

**(RESUME AND REFERENCES)**

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

**Name:** Frans de Wet

**Name:** Carter McMillan

**Address:** 1400 Village Square Blvd  
Tallahassee, FL 32312

**Address:**

**Phone:** (850) 445-7696

**Phone:** (904) 755-5046

**Resume Uploaded?** Yes

If no resume is available, 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. Please attach your resume, if one is available.

**(COMMITTEE QUESTIONNAIRE)**

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Attachment #19

Page 2 of 13

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Please indicate your area of expertise.

- ☐ Architecture
- ☐ Construction
- ☒ Engineering
- ☒ Community Member at-large

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

Signature: *Eduardo Luis Gonzalez Loumiet*

The application was electronically sent: 1/15/2019 2:14:17 PM



# Eduardo Gonzalez Loumiet MBA, PMP, CPHIMS

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(850) 570-8248 | Tallahassee, Florida

[EGonzalezLoumiet@gmail.com](mailto:EGonzalezLoumiet@gmail.com) | [www.GetToKnowEduardo.com](http://www.GetToKnowEduardo.com) | Skype: eduardo.gonzalez.loumiet

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## SENIOR TECHNOLOGY EXECUTIVE

Talented, self-starter, value-driven professional offering more than 15 years of experience in corporate leadership, business strategy, innovation and project management. Successful experience in enterprise data integration and continuity of operations. Verifiable track record in increasing performance through dynamic leadership, strategic planning, process design and technology innovation. Adept at meeting stringent deadlines on a consistent basis. Equally adept in capitalizing on interpersonal and technology skills to create unique blend of innovative solutions and products while pushing creative envelope. Thrive on opportunities to drive people, processes and technology. Outstanding presentation skills and extensive project leadership experience.

Offer international experience; have routinely traveled to remote locations throughout the world to work with business leadership and project management teams. International projects include Antigua, Vietnam, Panama, Venezuela, Canada, and Ecuador. Possess passion for emerging high-tech business solutions. Additional professional strengths and areas of expertise include:

- |                                |                              |   |
|--------------------------------|------------------------------|---|
| • Program / Project Management | • Entrepreneurial Leadership | • Brand Management                        |
| • Social Media                 | • Public Relations           | • Event Leadership                        |
| • Public Speaker               | • Influential Presentations  | • Budget Preparation                      |
| • Market Research & Analysis   | • Strategic Planning         | • Strategic Partnerships                  |
| • Vendor Management            | • Account Management         | • Emerging Technologies                   |
| • HIPAA / HITECH               | • Cloud Computing            | • Business Continuity / Disaster Recovery |
- 

## PROFESSIONAL EXPERIENCE

### CEO & CHIEF PROJECT OFFICER – Ruvos (formerly known as UberOps)

Tallahassee, Florida | July 2008 - Present

Responsible for all of the company's worldwide sales and operations. Leading the continued development of the company's strategic growth, including partnership and supplier relationships, ensuring flexibility in response to an increasingly demanding marketplace. Created and maintained relationships with the CDC, APHL, HHS, ONC, CSTE, NAPHSIS and health departments across the nation. Provided fiscal, strategic and operational leadership to ownership of the company. [Interview on roles and responsibilities at UberOps](#).

- ◆ Managed the creation and maintenance of the company Business Plan and creation of innovative corporate growth strategy.
  - ◆ Led implementation of effective social networking and branding strategy.
  - ◆ Led analysis of financial statements, employee costs analysis, sales and activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement.
  - ◆ Managed the successful litigation and settlement of Uber Operations v. Uber Technologies.
-

- ◆ Managing rebranding from Uber Operations to Ruvos.
- ◆ Project Manager and/or Advisor on several high-profile healthcare IT projects. **(Projects listed below)**

## **Projects through Ruvos:**

**Client:** Association of Public Health Laboratories

**Role:** AIMS Platform Team Leader

**Location:** Tallahassee, Florida

**Dates:** July 2008 - Present

### **Summary:**

Project Manager for the CDC and Association of Public Health Laboratories sponsored Route-not-Read (RnR) laboratory information exchange hub project (now known as the [AIMS Platform](#)).

- ◆ Managing the AIMS Platform developers and team members (over 20 team members).
- ◆ Leading collaboration between the AIMS Platform and laboratory exchange trading partners: 200+ trading partners including 50 Public Health Laboratories/Agencies, Quest, PAML, USAF, US Navy, hospitals and vendors across the US.
- ◆ Attended and presented at the CDC's Public Health Information Network Conference on multiple occasions. See below for specific speaking engagements.
- ◆ Managing the enrollment of trading partners for secure message transport of Meaningful Use data (ELR, Syndromic Surveillance, Immunizations)
- ◆ Managed migration of servers to Amazon Web Services (AWS) cloud.
- ◆ Use cases that are part of AIMS include: ELR, PHLIP, LIMS/LRN, Zika, ELIMS, NMI, PHIZ, ECR, Rabies ELR, VPD, STEVE.

**Client:** Texas Department of State Health Services

**Role:** Project Manager

**Location:** Austin, Texas

**Dates:** August 2008 – Present

### **Summary:**

Project Manager for the CDC sponsored Pandemic Influenza (H1/N1) Grant with the Texas Department of State Health Services, Florida Department of Health, Commonwealth of Virginia and Mexico.

- ◆ Led the collaboration between Texas, Florida, Virginia, Mexico and their respective Laboratory Information Management System teams.
- ◆ Led the design and creation of the integration layer architecture for the Texas Department of State Health Services.
- ◆ Managed the data integration team efforts using Mirth, Rhapsody, PHIN-MS, Starlims, and LabWare.
- ◆ Led the H1N1 project for surge capacity information exchange between Florida and Texas for the Public Health Laboratory Interoperability Project (PHLIP).
- ◆ Advisor to the Texas Health Services Gateway (HSG) leadership team.

**Client:** Florida Department of Health

**Role:** Project Lead

**Location:** Tallahassee, Florida

**Dates:** July 2008 – Present

**Summary:**

Project leader and Advisor for the award-winning Florida Department of Health - Data Integration Team, responsible for all data movement and message translations within the agency in addition to other state and federal organizations. Provide operational and project leadership to improve efficiencies, create positive results and client satisfaction.

- ◆ Team lead for the Newborn Screening ELO and ELR electronic interface project.
- ◆ Team lead for Nationwide Health Information Network (NwHIN) and DIRECT connectivity pilot project.
- ◆ Team lead for the Public Health Laboratory Interoperability Project (PHLIP).
- ◆ Managed PHIN-MS Route-not-Read Hub implementation for ELR and Syndromic Surveillance.
- ◆ Led the successful completion of Office of Trauma Secure FTP Pilot throughout Florida.
- ◆ Supported the Department's HealthVision's (Lawson) Cloverleaf migration from Solaris to Linux.
- ◆ Supported the strategy for the Florida Health Information Network (FHIN/FHIE) grant submission process.
- ◆ Liaison to Program Management Office.
- ◆ Project Manager for the State Health Information Exchange Cooperative Agreement and Epidemiology & Lab Capacity Grant (ELC) focusing on Meaningful Use (MU) and HL7 2.5.1.
- ◆ Liaison to Laboratory Technology Infrastructure Assistance Team for Public Health (LTIAPH).
- ◆ Led information exchange project with AlertHealth, Southeastern National Tuberculosis Center, Florida State University, DACCO, and BayCare (eClinical Works)
- ◆ Project Manager for the Electronic Test Order and Result (ETOR) Salmonella project with the CDC.
- ◆ Project Manager for the Public Health Information Exchange (PHIX) CDC open source implementation.

**Client:** Hillsborough County Health & Social Services

**Role:** Enterprise Architect

**Location:** Hillsborough County, Florida

**Dates:** September 2010 – July 2012

**Summary:**

Enterprise Architect for the Hillsborough County Health and Social Services eligibility system selection process

- ◆ Negotiated and closed the contract between Uber Operations and the Hillsborough County Health and Social Services.
- ◆ Reviewed and edited draft specifications and Request for Proposal (RFP).
- ◆ Reviewed community action case management eligibility system functions and operations through discussions with HSS and IT staff.
- ◆ Reviewed related documents regarding data capture, edits, database items, systems requirements, and processes, forms and defined reports.
- ◆ Planned data migration and data conversion plans.

**Client:** TPJ Systems, Inc.  
**Role:** Project Manager  
**Location:** Tallahassee, Florida  
**Dates:** September 2009 – November 2010

**Summary:**

Project Manager for the Phoebe Ministries laboratory interface and hospital integration project.

- ◆ Managed all facets of the project using PMP standards.
- ◆ Worked with Health Network Labs and OnBase on planning the integration with Phoebe's Mirth integration broker.
- ◆ Managed the interface development between the hospital, document management, laboratory and radiology vendor, MobilexUSA.
- ◆ Managed the Mirth 2.0 upgrade.
- ◆ Organized and led weekly meetings with team from across the United States.

**FOUNDER – GONZALEZ LOUMIET GROUP**

Tallahassee, Florida | January 2011 - 2016

Started a consulting company focused on business advisory, technology advisory, and public relations. Provide customized services to small and medium-sized companies and nonprofits. Clients/Projects listed below:

- |  |                         |
|--|-------------------------|
| ◆ Business Continuity Management Professionals | ◆ Sea Island Trading    |
| ◆ SimpleEMR                                    | ◆ Marchena Translations |
| ◆ Trans Caribbean Marketing                    | ◆ ePhinity              |
| ◆ DRsmart                                      | ◆ AeroClinica           |
| ◆ Florida Hispanic Association                 | ◆ #TeamTCB              |

**Affiliated Professor – EMORY UNIVERSITY ROLLINS SCHOOL OF PUBLIC HEALTH**

Atlanta, Georgia | May 2018 - Present

[Professor for the Executive Masters in Public Health program](#). Teaching Public Health Technology Systems and Architectures including:

- ◆ Project Management
- ◆ Cloud Computing
- ◆ Data Integration
- ◆ Cybersecurity
- ◆ Meaningful Use
- ◆ Business Continuity/Disaster Recovery

## **Adjunct Professor - FLORIDA A&M UNIVERSITY**

Tallahassee, Florida | August 2014 - Present

Adjunct Professor for Division of Allied Health Services Graduate Program. Teaching Health Information Technology, Healthcare Quality Management and Healthcare Strategy with focus on:

- ◆ Project Management
- ◆ Healthcare Administration
- ◆ Cloud Computing
- ◆ Data Integration
- ◆ Cybersecurity
- ◆ Meaningful Use
- ◆ System Design
- ◆ System Analysis

## **PROGRAM / PROJECT MANAGER – STANFORD FINANCIAL GROUP**

Antigua, West Indies | May 2002 - July 2008

Based at Stanford International Bank, headquartered in Antigua, West Indies. Served as Program/Project Manager for multi-million-dollar projects overseas including Antigua, Panama, Venezuela and Canada. Also served as the Disaster Coordinator and created and implemented a revolutionary Business Continuity/Disaster Recovery Plan.

- ◆ Managed analysis and comparison of more than 80 core banking applications, including iFlex, Jack Henry, and SAP.
- ◆ Led negotiations to purchase TEMENOS banking application and managed its successful migration and implementation.
- ◆ Managed Datapro Banking System implementations.
- ◆ Successfully managed credit card processor implementation of Credomatic and Procesa Online Credit Card Statement Systems.
- ◆ Served as Project Manager for SWIFT Net 2 upgrade and health check.
- ◆ Played key role in Odyssey-Triple A wealth management system implementation.
- ◆ Played critical role in the opening of 4 branches in Panama City, Panama for Stanford Bank.
- ◆ Introduced and led successful implementation of FrontRange's HEAT - customer service application.
- ◆ Served as a Committee Member for Stanford Financial Group's worldwide deployment of ORACLE.
- ◆ Introduced and managed the implementation of MS SharePoint at Stanford International Bank.
- ◆ Led MS Project Server implementation.

## **INVESTMENT BANKING CONSULTANT – FLEETBOSTON FINANCIAL**

Miami, FL | Summer 2001

Member of the Internet Strategy Department focused on the merger of Fleet Financial and Bank Boston, specifically the core banking system.

- ◆ Played key role in consolidation of e-banking systems and deployment in Latin America.
- ◆ Wrote computer program in Spanish, English, and Portuguese to create marketing materials for the company's mutual fund products.

- ◆ Organized two day-long training sessions on offshore products and retirement strategy.
- ◆ Exhibited tireless energy, positive attitude and constant willingness to learn and contribute.

## **PROFESSIONAL DEVELOPMENT**

**UNIVERSITY OF MIAMI**, Coral Gables, FL – Executive MBA | 2007

**LOYOLA UNIVERSITY**, New Orleans, LA –BBA in Finance & Computer Information Systems | 2003

**TULANE UNIVERSITY**, New Orleans, LA – Portuguese | 1999-2002

**FLORIDA CONSORTIUM FOR LATIN AMERICAN STUDIES**, Rio de Janeiro, Brazil - Portuguese | 2000

- ◆ Amazon Web Services (AWS) Faculty Ambassador | 2019
- ◆ Amazon Web Services (AWS) Certified Cloud Practitioner | 2018
- ◆ Certified Project Management Professional (PMP), PMI ID: #1259313 since 2009 | In Good Standing until March 2021
- ◆ Certified Professional in Healthcare Information and Management Systems (CPHIMS) since 2012 | In Good Standing until March 2021
- ◆ Amazon Web Services (AWS) Total Cost and Cloud Computing Accreditation | 2015
- ◆ Amazon Web Services (AWS) Big Data on AWS Badge | 2015
- ◆ Amazon Web Services (AWS) Technical Accreditation | 2014
- ◆ Rhapsody Certification | May 2014
- ◆ Amazon Web Services (AWS) Business Accreditation | 2013
- ◆ HIPAA / HITECH Compliance Training | 2011
- ◆ FEMA IS-520 - Introduction to Continuity of Operations Planning for Pandemic Influenzas | 2011
- ◆ FEMA IS-100.HCb - Introduction to the Incident Command System (ICS 100) for Healthcare/Hospitals | 2011
- ◆ CDC / AMIA Meaningful Use Training | 2011
- ◆ Orion Rhapsody Training Level 1 | 2010
- ◆ Cloverleaf Certification Training Level I | 2009
- ◆ Center for Disease Control and Prevention, PHIN-MS Training | 2008
- ◆ FEMA Introduction of Incident Command System – ICS 100 | 2008
- ◆ FEMA National Incident Management System – IS 700 | 2008

## **HONORS, AWARDS & MENTIONS**

- ◆ Board Member of the Year - Early Learning Coalition | 2019
- ◆ Recognized as a top “20 under 40” young professionals in Tallahassee | 2019
- ◆ Florida Technology Council - Community Leader Award | 2018
- ◆ [“Breaking Through the Clouds: A Lab Guide to Cloud Computing”](#) White Paper | 2017
- ◆ Dandi Serial Entrepreneur Award | 2014

- ◆ [Interviewed](#) by WFSU / NPR on Startup Quest in North Florida | 2014
- ◆ Professional Services Award, Tally Latin Awards | 2014
- ◆ Certification of Appreciation, Florida Department of Health | 2013
- ◆ [Named to #HIT100 List \(#14\)](#) | 2013
- ◆ [Hispanic Executive Magazine](#) | April 2013
- ◆ LATISM - Best Latino Tech Entrepreneur | 2012
- ◆ [Named to #HIT100 List \(#58\)](#) | 2012
- ◆ [“Rising Star” under 40 by 850 Business Magazine](#) | 2012
- ◆ Named contributor for National eHealth Collaborative white paper
  - ◆ *Title: Health Information Exchange Roadmap: The Landscape and a Path Forward*
- ◆ Finalist, LATISM Latino2 Tech Awards
  - ◆ *Best Latino Innovator 2011*
  - ◆ *Best Latino in Technology (People’s Choice)*
- ◆ Interviewed by ABC27, WCTV for Florida Business & Entrepreneurship Summit | 2011
- ◆ Profiled and published on WiredLatinos.com | 2011
- ◆ Certificate of Appreciation, Tallahassee Hispanic Health Care Conference | 2010
- ◆ Outstanding Volunteer, Tallahassee Latino Professional Association | 2010
- ◆ Member Spotlight in the Tallahassee Latino Professional Association Blog | 2010
- ◆ Profiled in “Latino Rebranded” Blog | 2009
- ◆ Certificate of Appreciation, Federal Bureau of Prisons | 2009
- ◆ Profiled in “Being Latino” Blog | 2009
- ◆ Latinos in Information Sciences and Technology Association - D.C. Forum, Tech Achievers Award | 2009
- ◆ Profiled in the Loyola University New Orleans Magazine | 2009
- ◆ Certificate of Appreciation, Oregon Department of Human Services | 2008
- ◆ University of Miami - Recognized Student of the Year | 2007
- ◆ George F. Hixson Lifetime Award from Kiwanis International | 1998

## SPEAKING ENGAGEMENTS

- ◆ Florida Trend and Office of Economic Vitality | October 2019
  - ◆ *Topic: Doing business in government tech*
- ◆ NAPHSIS - Systems and Interoperability Conference | October 2019
  - ◆ *Topic: Future of Data Management*
- ◆ Florida State University | October 2019
  - ◆ *Topic: Careers in Health Informatics Workshop*
- ◆ Domi Station | October 2019
  - ◆ *Topic: [Personal Readiness and Team Development for Entrepreneurs](#)*
- ◆ TalTech Alliance | August 2019
  - ◆ *Topic: Professional Development in the Tech Sector*
- ◆ [Public Health Informatics Conference \(PHI\)](#) | August 2018
  - ◆ *Topic: Enterprise Data Integration, Past, Present, Future*
  - ◆ *Topic: AIMS Community Town Hall*

- ◆ [APHL Annual Meeting](#) | June 2018
  - ◆ Topic: *Adventures in ETOR*
  - ◆ Topic: *AIMS Town Hall*
- ◆ NPR | April 2018
  - ◆ Topic: [Public Health and Information Technology](#)
- ◆ Startup Capital Podcast | December 2017
  - ◆ Topic: [Local Tech, Global Impact](#)
- ◆ APHL Annual Meeting | June 2017
  - ◆ Topic: [AIMS Platform](#)
  - ◆ [Blog Post](#)
- ◆ Google Startup Grind Interview | March 2017
  - ◆ Topic: [Entrepreneurship](#)
- ◆ Vietnamese Ministry of Health | March 2016 in Vietnam
  - ◆ Topic: *Data Standards and Exchange*
- ◆ International Conference on Emerging Infectious Diseases (ICEID) | August 2016
  - ◆ Topic: *New data systems/platforms for surveillance*
- ◆ CDC Public Health Informatics Conference | 2016
  - ◆ [AIMS Overview](#)
- ◆ APHL Annual Meeting | June 2015
  - ◆ Topic: [Cloud Computing in Public Health](#)
- ◆ APHL Newborn Screening HIT Workgroup
  - ◆ Topic: [Hearing Testing and Data Integration](#)
- ◆ TalTech Alliance Expo | March 2015
  - ◆ Topic: *The New Healthcare Cloud: Security and Privacy Basics*
- ◆ TalTech Alliance | February 2015
  - ◆ Topic: *Cybersecurity and Information Assurance*
- ◆ Public Health Informatics Conference | April 2014
  - ◆ Topic: *PHIN and Emergency Preparedness*
  - ◆ Topic: *Newborn Screening ELO / ELR*
- ◆ Healthcare IT Live Episode #22 | May 2, 2013
  - ◆ Topic: [Healthcare IT – Data Integration and Information Exchange](#)
- ◆ Secrets Behind Success Seminar – FAMU | April 18, 2010
  - ◆ *Panel*
- ◆ Latinos In Social Media (LATISM) 2012 Conference | October 2012
  - ◆ Topic: *Connecting Healthcare through Technology and Innovation*
- ◆ HIMSS Latino Community | August 2012
  - ◆ Topic: *Public Health Lab Interoperability Project (PHLIP)*
- ◆ Infinity Healthcare Conference | April 2012
  - ◆ *Health IT Panel*
  - ◆ Topic: *Open Source and Health IT*
- ◆ Florida State University | April 2012
  - ◆ Topic: *Health Information Technology*



- ◆ Delta Sigma Pi Business Fraternity, Florida State University | April 2012
  - ◆ *Topic: Entrepreneurship Panel*
- ◆ Disaster Recovery Journal Conference | March 2012
  - ◆ *Topic: Pandemics and Technology*
- ◆ Delta Sigma Pi Business Fraternity, Florida State University | December 2011
  - ◆ *Topic: Prepare for the Real World!*
- ◆ National ELR Taskforce | October 2011
  - Topic: Laboratory Information Exchange*
- ◆ Florida 2011 Business & Entrepreneurship Summit | April 2011
  - Event Chairman*
  - Moderator: Small Business Panel*
- ◆ ABC27 Tallahassee, Interview on business and entrepreneurship | April 2011
- ◆ Florida Hispanic Health Conference | November 2010
  - Member of the Planning Committee*
  - Topic: Moderating Health IT Panel*
- ◆ CDC Electronic Lab Surveillance Messaging Workgroup
  - Topic: Route-not-Read Project and Electronic Lab Reporting| October 2010*
- ◆ CDC InfoLinks Presentation | July 2010
  - Topic: Pandemic Influenza Grant between Texas, Florida and the CDC*
- ◆ Latinos in Information Sciences and Technology Association D.C. Forum | June 2010
  - Member of the Planning Committee*
  - Topic: Moderating HIMSS Health IT Workshop.*
- ◆ Florida Business and Entrepreneurship Forum | May 2010
  - Member of the Planning Committee*
  - Topic: Moderating "Local Entrepreneurs Panel"*
- ◆ Latinos in Information Sciences and Technology Association D.C. Forum | 2009
  - Topic: Health Care IT. Moderated panel with Jim Borland from the Social Security Administration.*
- ◆ Latinos in Information Sciences and Technology Association New York Gala | 2009
  - Topic: Health Care IT and Latinos. On panel with Vish Sankaran from the Office of the National Coordinator (ONC) of Health IT*
- ◆ CDC Public Health Information Network Conference | 2009
  - Topic: [PHIN-MS Route-not-Read Hub Health Information Exchange](#)*
- ◆ Federal State Penitentiary, Tallahassee, Florida | 2009
  - Topic: A New Portrait of America*

## AFFILIATIONS

- ◆ Florida Advisory Council on Small and Minority Business Development | 2016 - Present
- ◆ Council Member, Business Partnership Advisory Council (BPAC), CareerSource Capital Region | 2015
- ◆ Founding Board Member, Florida Technology Council | 2015 - Present

- ◆ Member, Council of State and Territorial State Epidemiologists
- ◆ Florida A&M University HIIM Advisory Committee | 2014 - Present
- ◆ Florida A&M University CIS External Advisory Board | 2015 - Present
- ◆ Mentor, 3 Day StartUp – FSU | 2014
- ◆ Founder, AeroClinica | 2014
- ◆ Board Member, Early Learning Coalition of the Big Bend Region | 2013 - Present
- ◆ Advisory Committee Member, Florida State University STEM Program | 2013
- ◆ Member and Contributor, National eHealth Collaborative | 2012
- ◆ National Coalition Member, Ready.Gov National Preparedness Coalition | 2011
- ◆ Board of Advisors, EncuentrosMED | 2011
- ◆ External Relations Co-Chair, HIMSS Latino Community | 2011
- ◆ Co-Founder, Fuse Tank | 2010
- ◆ Co-Founder, Business Continuity Management Professionals (BCMPros) | 2011
- ◆ Member, National Health IT Collaborative for the Underserved (NHIT) | 2010
- ◆ Board of Stewards, Open Health Tools | 2010
- ◆ Board of Advisors, National Latino Alliance on Health Information Technology | 2009-Present
- ◆ Florida President & Member of Board of Directors, Latinos in Information Sciences and Technology Association (LISTA) | 2009 - Present
- ◆ Past President, University of Miami - Alumni Tallahassee Club | 2008 - 2010
- ◆ Board Advisor, Florida Hispanic Professional Association | 2010
- ◆ Member, Loyola University, New Orleans, Alumni Association | 2002 - Present
- ◆ Member, Delta Sigma Pi, Professional Business Fraternity | 1998-Present
- ◆ Member, Belen Jesuit Preparatory, Alumni Association | 1998 - Present
- ◆ Volunteered in 30-day long Missionary Trip to the Dominican Republic | 1998 & 2001.

## LANGUAGES

English, Spanish & Portuguese

**From:** [Eddie Gonzalez Loumiet](#)  
**To:** [Mary Smach](#)  
**Subject:** Fwd: TLC MWSBE Citizen Advisory Committee  
**Date:** Thursday, December 26, 2019 11:51:14 AM  
**Attachments:** [image001.png](#)  
[Gonzalez Loumiet Application.pdf](#)  
[EduardoGonzalezLoumiet\\_CV\\_2019v2 \(4\).pdf](#)

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Mary,

The application is current. Also, please see attached supporting documentation. Please also feel free to visit my personal and company web sites.

**Personal:** [www.GetToKnowEduardo.com](http://www.GetToKnowEduardo.com)

**Company:** [www.ruvos.com](http://www.ruvos.com)

Looking forward to making a difference.

Eddie

**Eduardo Gonzalez Loumiet**, MBA, PMP, CPHIMS

CEO & Chief Project Officer | **Ruvos**

[eddie@ruvos.com](mailto:eddie@ruvos.com) | [www.ruvos.com](http://www.ruvos.com) | c: 1-850-570-8248

[www.GetToKnowEduardo.com](http://www.GetToKnowEduardo.com)

----- Forwarded message -----

From: **Mary Smach** <[SmachM@leoncountyfl.gov](mailto:SmachM@leoncountyfl.gov)>

Date: Tue, Dec 24, 2019 at 11:41 AM

Subject: TLC MWSBE Citizen Advisory Committee

To: [eddie@ruvos.com](mailto:eddie@ruvos.com) <[eddie@ruvos.com](mailto:eddie@ruvos.com)>

Dear Eduardo Gonzalez Loumiet,

There are several upcoming vacancies on the [Tallahassee-Leon County Minority, Women & Small Business Enterprise Citizen Advisory Committee](#). We have your application on file (attached) and were wondering if you were still interested in being considered for appointment to this committee. If so, please let me know.

In addition if the information on that attached application is not current, please complete a new online application on our website at: <http://www2.leoncountyfl.gov/Committees/Applicants/Application> If the application is current, please confirm.

Thank you for your interest in serving your community.

Regards,



Mary Smach

Agenda Coordinator  
County Administration  
301 S. Monroe St. | Tallahassee, FL 32301  
(850) 606-5311 /work | (850) 606-5301 /fax  
[Smachm@leoncountyfl.gov](mailto:Smachm@leoncountyfl.gov)

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