

REGULAR MEETING
APALACHICOLA CITY COMMISSION
TUESDAY, MAY 6, 2025 – 6:00PM
FORMER APALACHICOLA MUNICIPAL LIBRARY
74 6TH STREET, APALACHICOLA, FLORIDA 32320

AGENDA

You are welcome to comment on any matter under consideration by the Apalachicola City Commission when recognized to do so by the Mayor. Once recognized please rise to the podium, state your name for the record and adhere to the five-minute time limit for public comment. Comments may also be sent by email to the City Manager or to Commissioners.

I. Call to Order

- Invocation
- Pledge of Allegiance

II. Agenda Adoption

III. PUBLIC HEARING: 2ND Reading Tree Ordinance 2025-02

IV. Public Comment

V. New Business

1. Resolution & Application Submission: DHR Grant for Phase III HCA Project (Middlebrooks Bldg.)
2. Resolution & Application Submission: DHR Grant for Phase IV (Harrison-Raney Bldg.)
3. Margaret Key Library Conceptual Landscape Master Plan Approval
4. AAHS Match Request and Resolution- Raney House
5. Proclamation- Professional Municipal Clerks Week
6. Proclamation- Mayor's Election Proclamation
7. CDBG-DR Hill Lighting Choices
8. 25 17th Street- Karen Dennis

VI. Unfinished Business

1. 2nd Reading & Adoption: Tree Ordinance 2025-02

VII. Mayor and Commissioner Comments

III. City Manager Communications - Report Attached

IX. Finance Director Communications

X. Attorney Communications

XI. Consent Agenda- P&Z 3.10.25 Meeting Minutes

XII. Department Reports – Included in Agenda Packet

Adjournment

Any person who desires to appeal any decision at this meeting will need a record of the proceeding and for this purpose, may need to ensure that a verbatim record of the proceeding is made which includes testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office 48 hours in advance of the meeting.

ORDINANCE NO: 2025-02

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, PROVIDING FOR THE AMENDMENT OF PART II, SUBPART B, CHAPTER 105, ARTICLE II, TREE PROTECTION, SECTIONS 105-21 THROUGH 105-30; CHAPTER 109, ARTICLE II, SITE PLAN REVIEW REGULATIONS SECTIONS 109-46 THROUGH 109-51 AND CREATING CHAPTER 111, ARTICLE I, SITE PLAN REVIEW REGULATIONS SECTION(S) 111-10 THROUGH 111-15; PROVIDING FOR PURPOSE; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

FINDINGS:

WHEREAS, the City of Apalachicola is a Florida Municipality duly incorporated, with all the rights and powers as provided in s. 2(b), Art. VIII of the State Constitution.

WHEREAS the City to provide clarification and additional guidance regarding the protection of trees located within the City. The amendments provide for additional definitions, permitting considerations and enforcement;

WHEREAS, the City of Apalachicola has determined that it is in the public interest to adopt amendments to its Land Development Code pertaining to Tree Protection and Site Plan Review;

WHEREAS, included in this Ordinance is the relocation of the general Site Plan Review Regulations being amended in order to remove them from Chapter 109 and move them to Chapter 111 as indicated for clarity; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA, that:

NOTE: ~~Struck through~~ language is language proposed to be deleted, Underlined language is amended language, and * represents sections that have been skipped and that remain unchanged.**

Chapter 105 ENVIRONMENT

ARTICLE II. TREE PROTECTION

Sec. 105-21. Purpose and intent.

- (a) Trees are recognized to be a valued asset, providing a healthier and more beautiful environment in which to live. Tree preservation enhances the value and marketability of property and thereby promotes the stability of residential neighborhoods, making them more livable and desirable.
- (b) This article establishes protective regulations for tree preservation and a permitting process to ensure good management practices on private and city-owned property, including utility easements for continued healthy and beautiful trees.

Sec. 105-22. Definitions.

Tree. A woody plant having one or more well-defined trunks capable of being maintained with a clear trunk and normally growing to an overall height at maturity of a minimum of 15 feet.

Diameter at breast height. The diameter of a tree trunk as measured four and a half (4 ½) feet above ground level.

Dead. In a state of irrecoverable decline with more than 50 percent of leaves, branches, and limbs not alive.

Drip line. The limiting line established by a series of perpendicular drop points marking the maximum radius of the crown of an existing tree, but not less than ten feet from the trunk, whichever is greater.

PatriarchHeritage tree. A protected native tree (section 105-23) whose trunk is 35 or more inches in diameter at breast height.

Relocate. As used in article II, tree protection regulations and elsewhere in this Code, the digging up of a protected tree by a property owner from a place on the owner's property and the planting of the same tree in another place on the same property or in a public place.

Substantial alteration. The heavy cutting of top branches (topping), cutting of major lower limbs (elevating), or significant trimming of a tree that alters the natural symmetry of the tree. The term does not include customarily accepted practices used by certified arborists for pruning shade trees.

Sec. 105-23. Protected native trees.

The native trees predominately foresting the City of Apalachicola are:

Bald and pond cypress (*Taxodium distichum* and *Taxodium ascendens*),

Eastern and southern redcedar (*Juniperus virginiana* and *Juniperus ~~sollicicola~~silicicola*),

Live oak (*Quercus virginiana*),

Longleaf pine (*Pinus palustris*),

~~Pecan~~ (*Carya illinoensis*),

Sabal (cabbage) palm (*Sabal palmetto*),

~~Slash pine (*Pinus elliotii*),~~

Southern magnolia (*Magnolia grandiflora*), and

~~Sycamore (*Platanus occidentalis*), and~~

~~Water oak (*Quercus nigra*).~~

Individual trees of these species having diameters of four~~eight~~ or more inches at breast height are protected (hereinafter referred to as "protected trees"). Other native trees and all nonnative trees are not protected.

Sec. 105-24. Preservation of patriarch~~heritage~~ trees.

No patriarch~~heritage~~ tree on privately- or city-owned property shall be removed or substantially altered by a private landowner or a department of the city unless:

- (1) Under a declared emergency (section 105-25(1)(c)) or in the case of an imminent hazard (section 105-25(2)), the ~~code enforcement officer~~, city manager, or ~~a designee~~ in ~~their~~the manager's absence the manager's designee (e.g., code enforcement officer), finds for a specific tree that immediate action is required to eliminate a condition endangering public safety or property.
- (2) In a non-emergency or non-imminent hazard situation:
 - a. On private property, ~~the planning and zoning board~~coincident with the planning and zoning board's approval of a proposed development plan that is conditional on a tree permit application being approved, the city manager approves the issuance of a tree permit to a private landowner to remove or substantially alter a tree on a lot because not doing so would make the lot undevelopable for any principal structure (section 105-26(1)(c)).
 - b. On private property when no development is proposed or on city property, the city manager documents in writing his or her reasons for allowing removal or substantial alteration (sections 105-26(1)(c) and 105-26(2)(c)).

Sec. 105-25. Activities exempted from or requiring a tree permit.

- (1) A tree permit is not required for the following exempt activities:
 - a. Unprotected trees—The removal, relocation, or substantial alteration of:
 - Native trees not listed in section 105-23;
 - Native trees listed in section 105-23 that are less than four~~eight~~ inches in diameter at breast height;
 - Cultivated varieties of once native trees developed by selective breeding and sold by plant nurseries;
 - and
 - Nonnative trees, including invasive species.

~~Dead trees when the code enforcement officer inspects the trees and agrees they are dead.~~
 - b. As provided by State law (F.S. § 163.045), the pruning, trimming, or removal of a tree on a residential property if the property owner possesses documentation from an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree poses an unacceptable risk to persons or property. A tree poses an unacceptable risk if removal is the only means of practically mitigating its risk below moderate, as determined by the tree risk assessment procedures outlined in Best Management Practices - Tree Risk Assessment, Second Edition (2017).
 - c. Pruning—Pruning of unprotected trees, and light pruning of protected trees that does not substantially alter the protected trees.

ed. Emergency—The removal or substantial alteration of any significantly-damaged, protected, non-~~patriarch~~heritage tree during or following a natural or man-made disaster (e.g., hurricane, tornado, high wind, flood, or forest fire) when the city commission or manager declares a state of emergency and determines that permitting requirements will hamper private or public work to restore safety and order to the city. ~~Permission~~City permission is required to remove or substantially alter a ~~patriarch~~heritage tree (section 105-24(1)). In the interest of expeditiously addressing damaged heritage trees, the city's oral permission is sufficient, and written permission is not required.

de. Highway and electric utility rights-of-way—The removal or trimming of protected trees by:

The Florida Department of Transportation along roads under its jurisdiction to maintain safe lines of sight at road intersections and alleys and horizontal clearance areas along roadways where errant vehicles leaving the roadway might travel.

The electric utility along power lines necessary for the maintenance of accepted public safety standards and system reliability.

(2) A tree permit is required for the following activities.

Any removal or substantial alteration of a protected tree not exempted in section 105-25(1). Some specific situations requiring a permit include:

Imminent hazard—The removal or substantial alteration of a protected tree when an applicant proposes that immediate action is required due to a condition endangering public safety or property.

Diseased or pest-infested tree—The removal or substantial alteration of a diseased or pest-infested, protected tree when an applicant proposes that doing so will prevent the spread of the disease or pests to healthy trees.

Storm-damaged tree—The removal or substantial alteration of a protected tree damaged by a storm for which the city commission or manager did not declare a state of emergency.

Tree in decline—The removal or substantial alteration of a protected tree that has lost vigor and displays pale green or yellow leaf color, small leaves, poor growth, leaf drop, or dieback of twigs and branches. A tree in decline is not a dead tree.

Sec. 105-26. Permits for removal, relocation, or substantial alteration of protected trees.

Any person wishing to remove or substantially alter a protected tree shall ~~makesubmit an~~ application to the code enforcement officer ~~on a tree application form provided by the officer.~~

A tree permit shall be issued to remove or substantially alter a protected tree only if such action is in compliance with these article II requirements and the section 109-~~5051~~ site plan requirements.

Substantial alteration of a protected tree shall be allowed only under a declared emergency (sections 105-24(1) and 105-25(1)(c)), when a permit is obtained in the case of an imminent hazard (sections 105-24(1) and 105-25(2)), or when a permit is obtained in a non-emergency or non-imminent hazard situation to eliminate limbs that encroach on an adjacent structure.

(1) Private property.

a. If the proposed tree removal or substantial alteration is in conjunction with proposed development the planning and zoning board reviews (e.g., a newly-proposed structure, the expansion of an existing structure where the footprint increases in size, the construction of a driveway or walkway, or other such development that disturbs the land surface), the ~~board~~code enforcement officer shall implement these tree protection requirements at the time ~~it~~the planning and zoning board reviews and decides to approve, conditionally approve, or disapprove the site plan.

- b. If the proposed tree removal or substantial alteration is not in conjunction with proposed development that the planning and zoning board reviews (e.g., tree removal due to tree roots affecting the structural integrity of a building foundation), the code enforcement officer, city manager, or a designee shall implement these tree protection requirements at the time he or she reviews and ~~decides to approve, conditionally approve, makes a decision on the tree removal or disapprove the proposal.~~ substantial alteration application. Only the city manager shall make decisions on patriarch heritage trees (subsection c).
- c. If the proposal is the removal or substantial alteration of a patriarch heritage tree, the code enforcement officer shall provide a copy of the tree application to the tree committee appointed by the city commission. The committee shall review the tree permit application and make a recommendation to the ~~decision maker (the planning and zoning board (subsection a) or the city manager (subsection b)).~~ city manager.

When ~~the board is the decision maker, approval~~ proposed removal or ~~conditional approval to remove or substantially alter~~ substantial alteration of a patriarch heritage tree ~~is in conjunction with a development plan for a~~ a privately-owned lot that is reviewed by the planning and zoning board, the city manager shall allow removal or substantial alteration of the heritage tree ~~only be made~~ when no principal structure could be legally built on the lot taking into consideration the location of the tree and such requirements as setbacks and minimum required size for single-family dwellings. Through the variance process the board of adjustment may consider reducing setbacks or minimum dwelling size if doing so would spare the tree.

~~When the~~ The city manager is the decision maker, the manager's ~~manager's~~ reasons for allowing removal or substantial alteration of a patriarch heritage tree shall be documented in writing.

(2) City property.

- a. A person wanting to remove or substantially alter a protected tree on city property adjacent to private property owned by the person (e.g., to create an entryway to a proposed driveway on private property) shall apply for a tree permit. Cost of the permit and tree removal or substantial alteration shall be borne by the applicant.
- b. A city department wanting to remove or substantially alter a protected tree on city property shall make a request to the code enforcement officer. To document the request, the code enforcement officer shall prepare a tree application for the proposed action. Removal or substantial alteration of the tree shall not occur unless the code enforcement officer, city manager, or one of their designees approves the removal or substantial alteration.
- c. If the proposal is the removal or substantial alteration of a patriarch heritage tree, the code enforcement officer shall provide a copy of the tree application to the city manager and tree committee appointed by the city commission. The committee shall review the tree permit application and make a recommendation. The city manager shall make a decision on the proposal and document in writing the reasons for allowing any removal or substantial alteration.

As a condition of approval, decision makers may require that certain protected trees or native trees listed in section 105-23 that are less than four ~~eight~~ inches in diameter at breast height be relocated from the area of proposed development to an undeveloped location.

Under a tree permit, thinning of healthy protected trees may be justified if selective removal of trees improves the development of remaining trees and allows them to grow faster and in a fuller, characteristic form.

To ensure that a tree permit is not prematurely issued for a proposed development that is never approved, the tree permit and building permit will be issued simultaneously.

Sec. 105-27. Protection of trees during building operations.

Within the drip line radius of a protected tree, the following activities shall not occur during development, redevelopment, or improvement: deposition of debris and fill; storage of gasoline, oil, paint, chemicals, and other toxic materials harmful to trees; and attachment of wire to trees.

Driveways and sidewalks of impervious concrete and asphalt may not be constructed within the drip line of protected trees.

Sec. 105-28. Utility easement trimming.

Electric utility companies and their contractors that perform vegetation maintenance and tree pruning or trimming within electric utility right-of-way corridors shall do so in accordance with the following requirements. As defined in State law (F.S. § 163.3209), "vegetation maintenance and tree pruning or trimming" means "the mowing of vegetation within the right-of-way, removal of trees or brush within the right-of-way, and selective removal of tree branches that extend within the right-of-way."

- (1) All tree management will be limited to what is necessary for the proper maintenance of existing and new utility facilities in order to provide safe and reliable utility service.
- (2) Prior to vegetation maintenance and tree pruning or trimming, the utility shall provide the city manager with a minimum of five business days' advance notice. Such advance notice is not required for vegetation maintenance and tree pruning or trimming required to restore electric service or to avoid an imminent vegetation-caused outage.
- (3) The electric utility shall meet with the city manager, or the manager's designee (e.g., code enforcement officer), to discuss and submit the utility's vegetation maintenance plan, including the utility's trimming specifications and maintenance practices. The plan shall identify any ~~patriarch~~heritage trees that are proposed for trimming and the amount of trimming proposed.
- (4) Vegetation maintenance and tree pruning or trimming conducted by utilities shall conform to American National Standards Institute (ANSI) A300 (Part I)—2008 (R2014) pruning standards and ANSI Z133.1-2000 Pruning, Repairing, Maintaining, and Removing Trees, and Cutting Brush—Safety Requirements.
- (5) Vegetation maintenance and tree pruning or trimming conducted by utilities must be supervised by qualified electric utility personnel or contractors licensed to do business in the City of Apalachicola and trained to conduct vegetation maintenance and tree trimming or pruning consistent with these requirements or by certified arborists certified by the certification program of the International Society of Arboriculture. Trimming of patriarch trees may only be performed by certified arborists.

Sec. 105-29. Reforestation fund.

Fees collected for the lawful removal of protected trees shall be placed in a reforestation fund maintained by the City of Apalachicola. (Fees for the administrative processing of tree permit applications ~~(e.g., \$50.00 per application)~~ and fines for the unlawful removal or substantial alteration of protected trees (section 105-30) shall not be placed in the reforestation fund.) Reforestation fund fees shall be spent to establish, acquire, install, and maintain, and promote a reforestation program on city property, primarily in parks, squares, and along highway and street corridors.

~~Following are-~~ The city, by resolution, is authorized to set and change the ~~reforestation fund fees that shall be collected for removal of protected trees.~~

Diameter at breast height of protected tree removed (inches)	Fee for each tree (\$)
4 to 16	25
Greater than 16 to less than 35	35

35 and larger (patriarch tree)	1,000
--------------------------------	-------

~~For a tree permit applicant not proposing to remove a patriarch tree, the maximum total reforestation fund fee collected for each lot covered by the application shall not exceed \$250.00.~~

~~For a tree permit applicant proposing to remove a patriarch tree, the maximum total fee and any corresponding reforestation fund fee collected for each lot covered for permits applied for in this article, which resolutions are incorporated by the application shall not exceed \$250.00 for the non-patriarch trees plus an additional \$1,000.00 for each patriarch tree. [reference herein.](#)~~

Sec. 105-30. Penalties for violations.

Any person that removes or substantially alters a protected tree before a tree permit is obtained shall be charged a doubled permit application processing fee ~~(e.g., \$100.00)~~ for an after-the-fact permit.

If an after-the-fact tree permit is not issued because the tree removal or substantial alteration is not in accordance with these tree protection regulations, a fine in the amount specified in section ~~III.D.1 of this Code 101-143~~ shall be imposed. Each tree that is illegally removed or substantially altered is a separate offense.

Any person that illegally removes or substantially alters a patriarch tree shall be fined up to \$25,000.00.

Commercial tree care contractors or general contractors are required to be licensed by the city in order for them to conduct business within the city. ~~Commercial tree care contractors or general contractors hired by the City of Apalachicola to complete tree removals or substantial alterations must show proof of commercial general liability insurance in the amount of \$1,000,000.00 per occurrence for bodily injury and property damage with a provision that does not allow cancellation without 30 days written notice to the city.~~ Two or more violations of any provision of these tree protection requirements by any commercial tree care contractor or general contractor may result in revocation of such person's license to do business within the city.

Chapter 109 HISTORIC PRESERVATION

ARTICLE II. HISTORIC AND CULTURAL PRESERVATION REGULATIONS

Sec. ~~111-10109-46~~ 111-11109-46. Purpose and intent.

The public health, safety and welfare require the harmonious, orderly and progressive development of land within the City of Apalachicola. The development of the land is a vital step in the process of community development. Once land has been developed, the correction of defects is costly and difficult. Substantial public responsibility is created by each new development, involving the maintenance of streets and storm water management systems and the provision of additional public services. As the general health, safety and welfare of the community are thereby affected by the development of land, it is in the direct interest of the public that site development be conveyed, designed and carried out in accordance with sound land and water management principles.

The purpose and intent of this chapter is to assure that new development within Apalachicola will not adversely affect the public's natural or financial resources, especially Apalachicola Bay or its tributaries.

Sec. ~~111-11109-47~~ 111-11109-47. Applicability.

This chapter establishes procedures and standards for the preparation, review and approval of plans to carry out development.

Sec. ~~111-12109-48~~ 111-12109-48. Procedures for site plan application, review and decision.

(1) *Pre-application conference.*

- a. It is recommended that the applicant meet with the city planner, building department and building official to discuss the proposed development prior to submitting a formal application. The purpose of this conference is to familiarize the applicant with minimum design guidelines and to minimize any potential adverse impacts of the proposed development on the city's natural or financial resources.

(2) *Application.*

- a. An approved site plan is required prior to the issuance of a building permit. It shall be considered unlawful for any person to construct, erect or alter a building or structure or to develop, change or improve land for which a site plan is required except in accordance with an approved site plan. Enforcement shall occur pursuant to Chapter III of this Code for failure to obtain a permit or for failure to follow a permit.
- b. The site plan shall be prepared in accordance with requirements contained in this section. For a plan to be placed on the agenda of the next planning and zoning board meeting, the plan must be received by the building department and considered complete no less than 30 days prior to the planning and zoning board meeting.
- c. The applicant shall submit four copies of all parts of the site plan. Electronic copies of site plans and building plans may also be submitted if available.

(3) *Review.*

- a. The city planner and building department shall review the site plan to determine whether all required information is included in the application. If any required information is missing, the building department shall inform the applicant of any information require to complete the application.
- b. All site plans for architectural compatibility shall be reviewed by the planning and zoning board sitting as the architectural review board.

(4) *Decision.*

- a. Based upon the information contained in the site plan application, the planning and zoning board shall approve, approve subject to stated conditions, or deny the site plan. Any person aggrieved by the decision of the planning and zoning commission may, in accordance with Chapter III, file a written appeal within the city commission.

(5) *Construction.*

- a. Upon site plan approval and issuance of a building permit, the development shall be built in accordance with the approved site plan and site regulations. Deviation from the approved site plan shall require the submission of an application for a revised site plan.

Sec. ~~111-13 109-49~~ 111-13 109-49. Fees.

Application fees for site plan review, as adopted from time to time by the city commission, must be paid by the applicant at the time of application.

Sec. ~~111-14109-50~~ 111-14109-50. Time limit on approval.

Following approval of the site plan, the applicant shall have one year, unless to commence construction on the site. Notwithstanding the above time frame, site plans for multifamily development and new non-residential development shall be effective for two years. Any site where development has not commenced shall cause the site

plan to be re-evaluated by the appropriate bodies and any newly adopted regulations shall be imposed at the discretion of the city.

Sec. ~~111-15~~ 109-51. Site plan requirements.

- (1) Site plans or any portion thereof involving engineering shall be certified, sealed, and prepared by and/or under the direct supervision of a professional engineer, qualified by training and experience into the specific technical field involved and registered or licensed to practice that profession.
- (2) Site plans shall contain documents and maps indicating:
 - a. General information:
 - i. Name of project.
 - ii. Intended use of site.
 - iii. Legal description of the property, size of parcel in acres or square feet and the linear dimensions of the property.
 - iv. Name, address and telephone number of the owner or owners of record.
 - v. Name, address and telephone number of the owner's designated agent or attorney.
 - vi. Names, addresses, signatures and registrations of the professionals preparing the plan.
 - b. Maps:
 - i. Vicinity map, showing relationship of proposed development to the surrounding streets, wetlands and surface water bodies at a scale of not less than one inch equals 2,000 feet.
 - ii. Site plan map with date and north arrow at a scale not smaller than one inch equals 50 feet.
 - iii. Elevation survey and topography at one foot contour intervals, existing and proposed.
 - iv. Building restriction lines (i.e., highway setback lines, easements, covenants, rights-of-way, and building setback lines, existing and proposed).
 - v. Location of existing and proposed building and structure footprints.
 - vi. Location, elevation, and dimensions and materials of existing and proposed drive areas, or other paving.
 - vii. Location of existing and proposed fences by type of material (e.g., wood or metal), type of design (open or closed) and height.
 - viii. Location of existing and proposed walls by type of material (e.g., brick or masonry).
 - ix. Location of each proposed, off-street parking space (regular and handicapped) and how they will be identified on site with paint or curb stops, including a diagram showing traffic circulation on site and access and egress to adjacent street.
 - x. Location of proposed, designated loading and unloading zones.
 - xi. Location of temporary and permanent structures and features proposed in the stormwater management plan.
 - xii. Species and size (inches diameter breast height) of existing protected trees and which of these trees are proposed to be removed, relocated, or substantially altered.
 - c. Proposed buildings and structures:

-
- i. Number of stories.
 - ii. Square footage grosses each floor.
 - iii. Building height.
 - iv. Multi-family dwellings.
 - (i) Number and square footage of dwelling units and density (dwelling units per acre).
 - (ii) Calculation of off-street parking spaces required by supplementary parking section showing the number of dwelling units and spaces.
 - v. Commercial. Calculation of off-street parking spaces required by Chapter IV Zoning District supplementary parking section showing:
 - (i) Projected number of employees on peak shift.
 - (ii) If an eating and/or drinking establishment, seats and occupancy load and number of tables for service and number of stools at service counter.
 - (iii) If an office, studio or financial institution, floor space
 - (iv) If a retail establishment, floor space devoted to merchandising.
 - (v) If a child care center, floor space.
- d. Lot coverage allowed by the zone and calculations showing proposed lot coverage. Materials used to cover surface drive areas, walkways, patios and other areas counting as lot coverage.
- e. New multi-parcel (e.g., subdivision), commercial, and multi-family developments:
- i. Existing infrastructure (on-site, adjacent to site, and across or opposite any public right-of-way.)
 - Surface drive areas and median/curb cuts to access driveways.
 - Sidewalks, streets, alleys, and easements (note widths and type).
 - Size and location of nearest water mains, valves, and fire hydrants.
 - Sanitary sewer systems (size and invert elevations).
 - Power, telephone and cable lines.
 - ii. Proposed streets, sidewalks, and surface drive areas:
 - If required, engineering plans and specifications including elevation and dimensions for streets, sidewalks, and surface drive areas (driveways, parking areas and storage areas).
 - Cross section of proposed street improvements
 - Fire lanes.
 - Locations of proposed surface drive areas, curb or median cut(s) to access driveways.
 - Internal traffic circulation plan, including directional arrows and signs to direct traffic flow.
 - Location of traffic-control signs and signalization devices.
 - Locations of sidewalks.
 - Coordination of walkways and driveway and their elevations with facilities in adjacent developments, including the elevation of the crown of the most adjacent road to ensure that lot filling and hardened surfaces are not elevated higher than local streets.
 - Proposed streets and alleys.
-

-
- When applicable, the location of service roads and access roads extended onto the site.
- iii. Proposed water and sewer facilities:
- Water. Size, material, and location of water mains, valves and fire hydrants. Engineering plans and specifications are required prior to the issuance of a building permit.
 - Sanitary sewer systems. Size, material, and location of lines. Engineering plans and specifications, with submittal of a profile where required, are required prior to the issuance of a building permit.
 - Any commitments, such as contributions to offset public facilities impacts.
 - Projected water usage in gallons per day, projected solid waste, projected number of school age children.
- f. Solid waste handling facilities. The location of the dumpster and access for refuse service collection, including dumpster pad screening, fencing and landscaping shall be identified.
- g. Dredge and fill. If any dredging or filling is intended in the development, a copy of the complete environmental resource permit application proposed for the Northwest Florida Water Management District shall be provided.
- h. Stormwater management plan requirements general:
- i. Sufficient information for the city to evaluate the environmental characteristics of the affected areas, the potential and predicted impacts of the proposed activity on wetlands and surface water, and the effectiveness and acceptability of those measures proposed for reducing adverse impacts.
 - ii. If a State stormwater permit is required, the following shall be a part of the stormwater plan submitted to the city.
 - iii. The design contained in any ten-two (10/2) self-certified general permit).
 - iv. A design that treats run off from the 25 year-24-hour duration storm event and ensures that post development runoff rates, volumes and pollutant loads do not exceed pre-development conditions:

The design contained in a complete application proposed to a State agency for:

- A general permit or;
- An environmental resource permits.

For proposed development not requiring a State stormwater permit, a plan to control surface water runoff including:

- Temporary sediment control barriers and vegetative cover;
- Permanent best management practices.

Sec. ~~109-24~~ 109-52. [Historic Apalachicola Design Guidelines.]

The historic design guidelines of the city, adopted by Ordinance No. 2013-03 on Aug. 6, 2013, are incorporated herein by reference as if fully set out at length, and a copy is on file and available for inspection in the offices of the city and a copy is on file and available for inspection in the offices of the city and may be accessed at the city's website, <https://www.cityofapalachicola.com/>.

ARTICLE I H. ~~IN GENERAL~~ SITE PLAN REVIEW REGULATIONS

Sec. 111-1 through 111-9 *.....*

Insert new Sec. 111-10 through 111-15 from Chapter 109 as amended above.

First Reading on: 4/8/2025

Second Reading and Adoption on: 5/6/2025

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/2025**

SUBJECT: Resolution to Support City's DHR Grant Application for Phase III HCA

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 1
Department: Grants
Contact: Bree Robinson
Presenter: Cindy Clark

BRIEF SUMMARY: The Historic Harrison Raney Building (HCA) is currently functioning as a museum and meeting space for the City. Access to the 2nd floor is limited to interior stairs that are not ADA compatible.

Request authorization to apply for a phase III grant of \$300,000 to complete needed ADA access to the 2nd floor in the form of an exterior elevator. DHR grants require that the City is to provide a combined 25% match of cash and inkind services. For a \$300,000 grant, that amounts to \$75,000. Only \$18,750 of that match is required to be cash. It is the expectation that if funded, the City could apply for a TDC museum grant of up to \$25,000 to help offset the construction costs provided the project is complete in the fiscal year in which the TDC grant is sought.

DHR requires match confirmation and in the past, the City has met that requirement with a resolution of support. A resolution of support for this project has been prepared and proposed for your approval.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Motion to adopt Resolution of Support for the City's application to Department of State Division of Historical Resources Special Grant Category application of \$300,000 with required match.

FUNDING SOURCE: DOS DHR funding. Match source: general budget initially, reimbursable with TDC museum grant.

ATTACHMENTS: Resolution 2025-03

STAFF'S COMMENTS AND RECOMMENDATIONS: Approval to adopt Resolution of support.

Resolution 2025-03
Match Support Apalachicola Board of City Commissioners

WHEREAS, the Harrison-Raney building (HCA) is a valuable City-owned historic resource in the City of Apalachicola;

WHEREAS, the Harrison-Raney building is listed as an important historic resource on the State Master Site File (FR00339);

WHEREAS, the Harrison-Raney building is in need of structural repair beyond the financial assistance currently available through existing grant funds;

WHEREAS, the City of Apalachicola approved during a commission meeting on May 6th, 2025, a request to support submitting an application for \$300,000 in Special Category funding from the Florida Department of Historic Resources which requires \$75,000 in required cash and in-kind match;

WHEREAS, the City of Apalachicola is a REDI Community and is eligible for a reduced cash match amount of \$18,750 which is currently available for this project in the City budget;

NOW, THEREFORE, BE IT RESOLVED BY THE APALACHICOLA CITY COMMISSION, that the board supports the grant application to the Florida Department of State, Historic Preservation Grants Program for repair of the Harrison-Raney building and certifies that the required match is available.

This resolution adopted by the Apalachicola City Commission this 6th^h day of May 2025.

BY: _____
Brenda Ash, Mayor
City of Apalachicola

ATTEST:

Sheneidra Cummings, Clerk

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/2025**

SUBJECT: Authorization to submit City's DHR Grant Application for Phase IV City Hall

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 2
Department: Grants
Contact: Bree Robinson
Presenter: Cindy Clark

BRIEF SUMMARY: Cost overruns in the phase II structural support grant (\$395,000) from the Florida Department of State Division of Historical Resources (DHR) for the Middlebrooks Repair/Mitigation project will mean that the phase III grant to finish the upstairs (\$340,000) will need to be used to make up the difference.

Request authorization to apply for a final phase IV grant of \$300,000 to complete needed repairs and ADA access to the 2nd floor. For a \$300,000 grant, the City is required to provide a combined 25% match of cash and in-kind services amounting to \$75,000. Only \$18,750 of that match is required to be cash.

DHR requires match confirmation and in the past, the City has met that requirement with a resolution of support. A resolution of support for this project has been prepared and proposed for your approval.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Motion to adopt Resolution of Support for the City's application to Department of State Division of Historical Resources Special Grant Category application of \$300,000 with required match.

FUNDING SOURCE: DOS DHR funding. Match source: general budget.

ATTACHMENTS: Resolution 2025-04

STAFF'S COMMENTS AND RECOMMENDATIONS: Approval to adopt Resolution of support.

RESOLUTION 2025-04
Resolution of Match Support
Apalachicola Board of City Commissioners

WHEREAS, the Middlebrook building (former City Hall location) is a valuable city-owned historic resource in the city of Apalachicola and;

WHEREAS, the Middlebrook building is listed as an important historic resource on the State Master Site File (FR00344), and;

WHEREAS, the Middlebrook building is in need of structural repair beyond the financial assistance currently available through existing grant funds, and;

WHEREAS, the City Commission voted May 6, 2025 to apply for the Special Category funding to complete phase IV structural repair with understanding of the required match, and;

WHEREAS, the City of Apalachicola support the request for \$300,000 in Special Category funding from the Florida Department of State Division of Historical Resources which requires \$75,000 in combined cash and inkind match, and;

WHEREAS, the City of Apalachicola certifies that the required cash match is available for this project in the City budget;

NOW, THEREFORE, BE IT RESOLVED by the Apalachicola City Commission, that the board supports the grant application to the Florida Department of State, Division of Historical Resources Special Category for Phase III structural repair of the former City Hall building and certifies the required match is available.

This resolution adopted by the Apalachicola City Commission this 6th day of May 2025.

By: _____
Brenda Ash, Mayor
City of Apalachicola

ATTEST:

Sheneidra Cummings, Clerk

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/25**

SUBJECT: Library Conceptual Landscape Master Plan and Parking Lot Paving

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 3
Department: Library
Contact: Elizabeth Perkins perkinsliz27@gmail.com or 606-235-0201
Presenter: Elizabeth Perkins (PALS) and Sondra Taylor-Furbee (Library Advisory Board)

BRIEF SUMMARY: When the Apalachicola Margaret Key Public Library was built in 2016-17, portions of the proposed parking lot and courtyard were left uncompleted. Last year, PALS, the library's friends group, working with Library Director Lucy Carter, commissioned a landscape master plan to complete this work and create usable outdoor spaces for library events and activities.

RECOMMENDED MOTION AND REQUESTED ACTIONS: We seek formal approval from the City Commission for this conceptual plan and acceptance of County Commissioner Anthony Croom's offer to use his paving budget to complete the parking lot paving portion of the plan.

FUNDING SOURCE:

No city funds are requested. County Commissioner Croom has offered to use his paving budget to complete the parking lot paving of the plan but the county needs formal city approval before they can begin the process. It is the intention of PALS, the library's friends group, to use money held in its construction account to complete the courtyard portion of the plan in the near future.

ATTACHMENTS: A copy of the conceptual master plan, developed by landscape architect Sam Berkheiser and Liz Berkheiser of We Love Land.

STAFF'S COMMENTS AND RECOMMENDATIONS:

AMKPL | PARKING + COURTYARD PLAN
80 12TH STREET, APALACHICOLA FL 32320



WE LOVE
LAND

Sam + Liz ~ (850) 370-0215

AMKPL | PARKING + COURTYARD PLAN

80 12TH STREET, APALACHICOLA FL 32320

Landscape Plan approved by PALS 09/24/2024

TABLE OF CONTENTS

- 3 Project Goals | Sense of Place
- 4 Site Opportunity + Analysis
- 5-6 Conceptual Master Plan
- 7 Site Design Elements
- 8 Preliminary Plant Palette
- 9-10 Proposed Sign Analysis
- 11-12 Sign Style Precedents



AMKPL | PARKING + COURTYARD PLAN
80 12TH STREET, APALACHICOLA FL 32320

PROJECT GOALS

Parking lot layout + striping

Shaded outdoor seating

Shade trees

Community garden/ butterfly garden

Signage at corner of 12th and 98



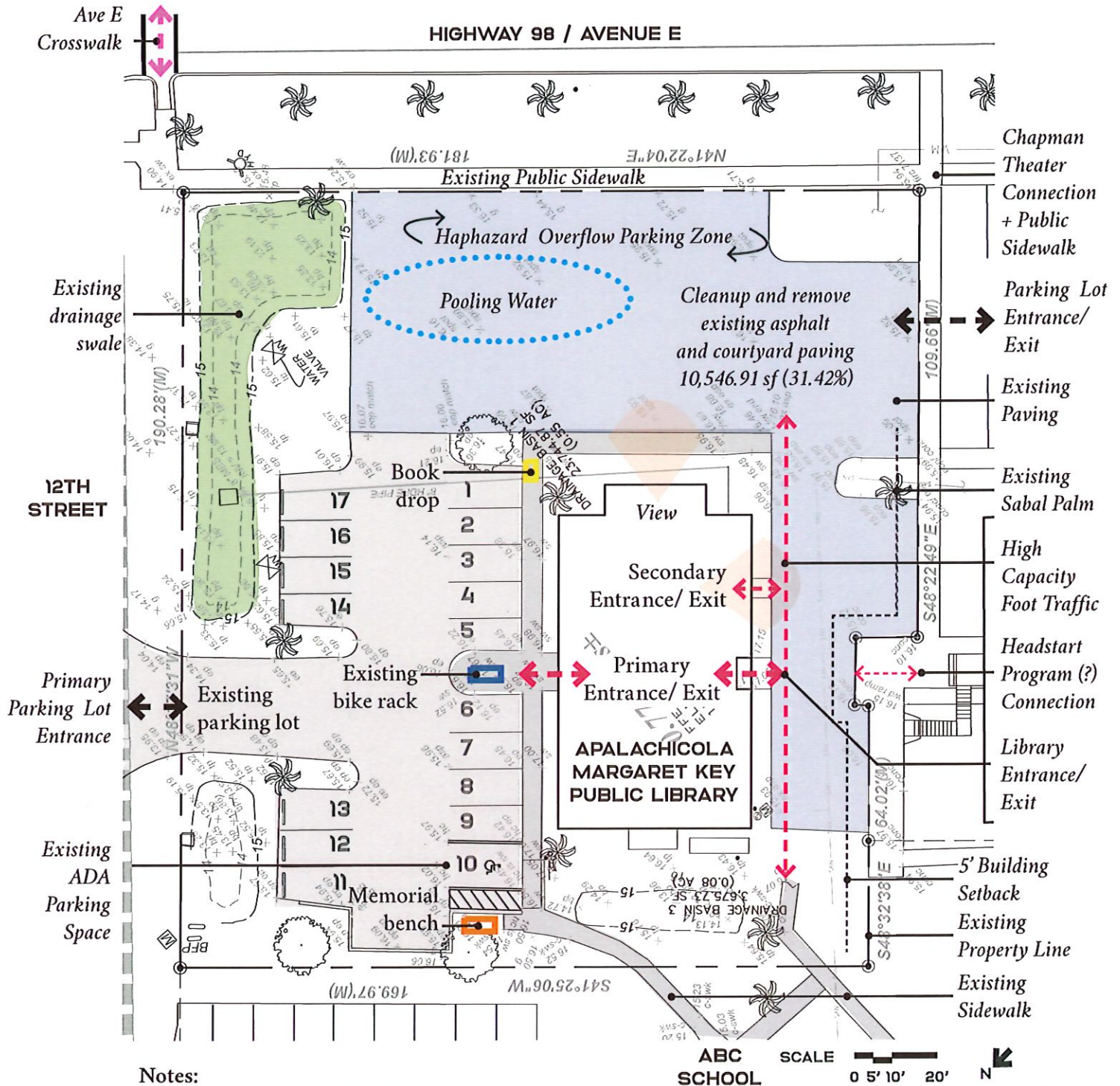
SENSE OF PLACE

A safe, accessible space that promotes community, connection and learning.



SITE OPPORTUNITY + ANALYSIS

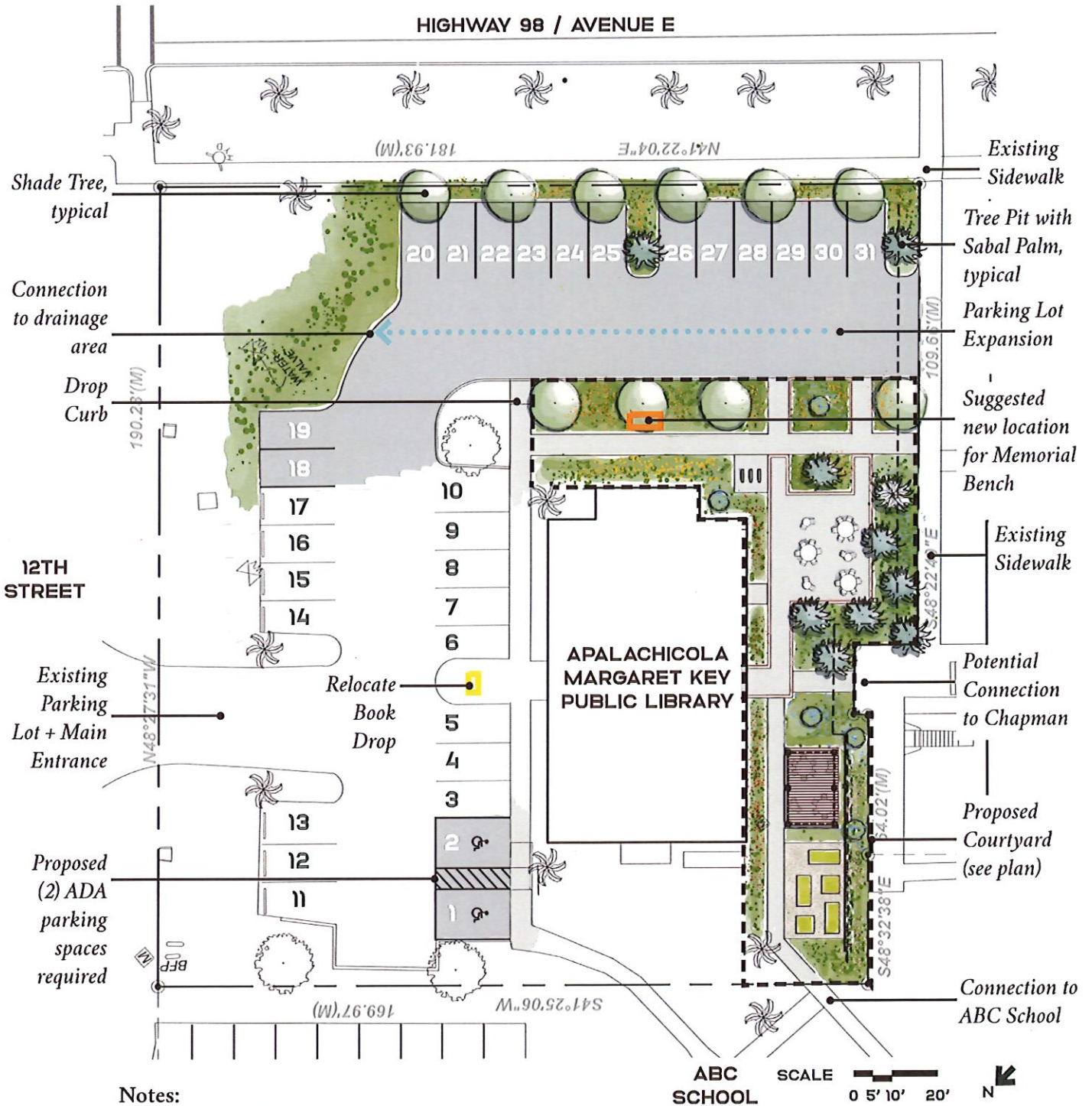
Existing Parking Lot



Notes:
 Total Property Area 33,565.31 sf
 Existing Impervious Lot Coverage = 68.05% (22,839.91 sf)
 -An additional ADA parking space will be required
 -We recommend relocating the bike rack

CONCEPTUAL MASTER PLAN

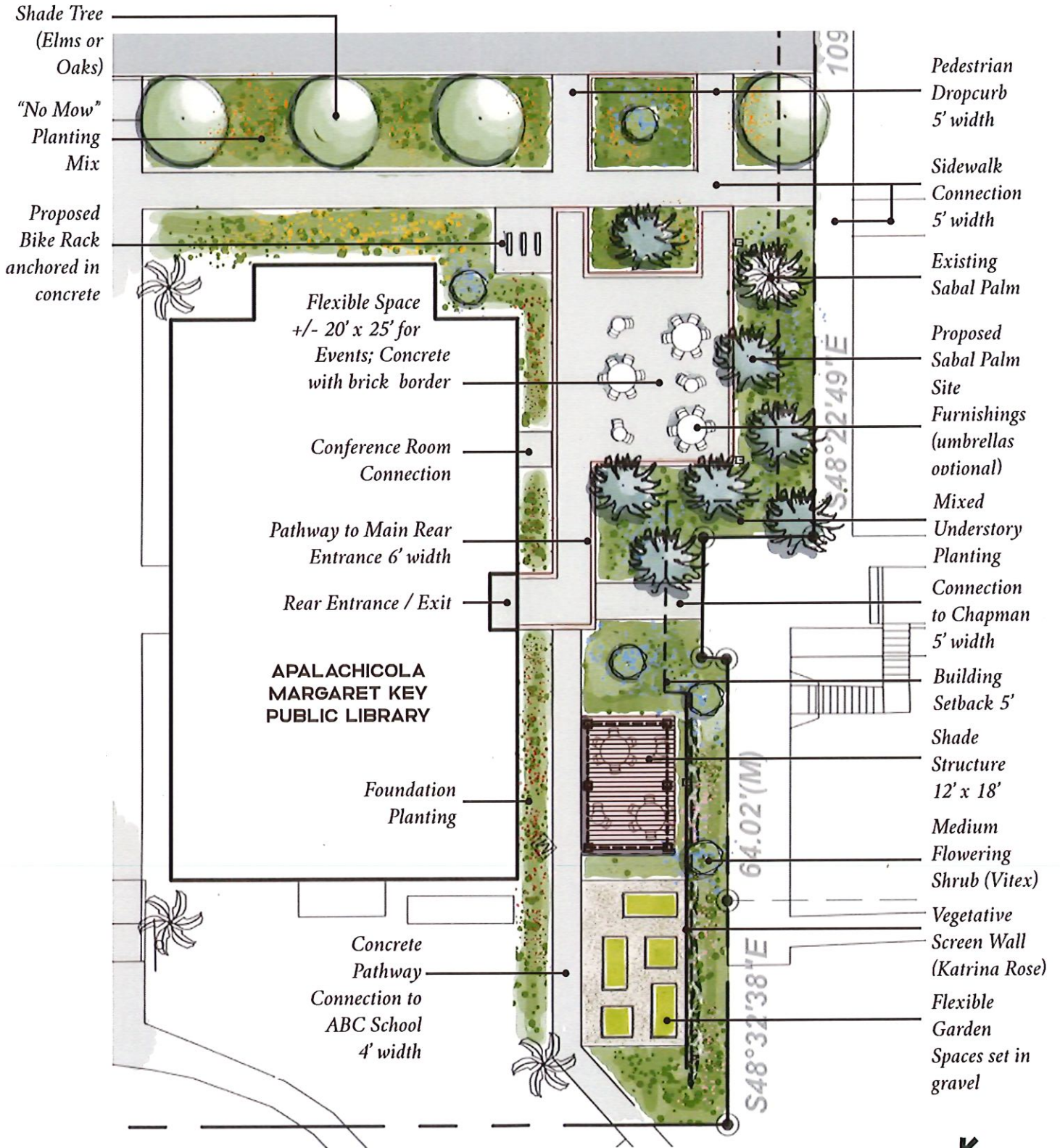
Proposed Parking Lot Expansion



Notes:
 Total Property Area 33,565.31 sf
 Proposed Total Impervious Lot Coverage = 59.60% (20,005.19 sf)
 Proposed Parking Lot = 17.18% (5,764.97 sf)
 Proposed Courtyard = 5.89% (1,977.20 sf)

CONCEPTUAL MASTER PLAN

Proposed Courtyard



SITE DESIGN ELEMENTS

Hardscape + Garden



Hardscape Options



Concrete with Brick Edge



Limestone



Unit Pavers



Site-wide Stabilized Gravel Option
(PERVIOUS)

Garden Boxes:



Modern - Charcoal Finish by Vego 42" x 83"

Gravel (in garden)



Limerock (locally sourced)
+ Landscape Fabric

PRECEDENT IMAGERY

Preliminary Plant Palette



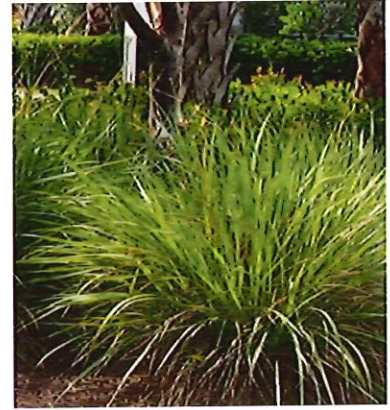
**Native Plant Species*



*Sabal Palm**



*Wax Myrtle**



*Dwarf Fakahatchee**



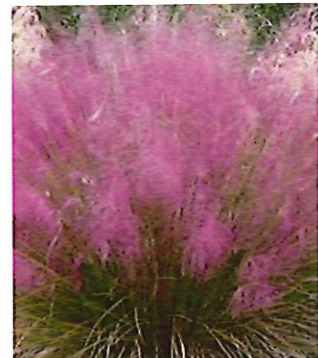
Vitex



*Saw Palmetto**



Little John Bottlebrush



*Muhly Grass**



Katrina Rose



Dwarf Pink Oleander



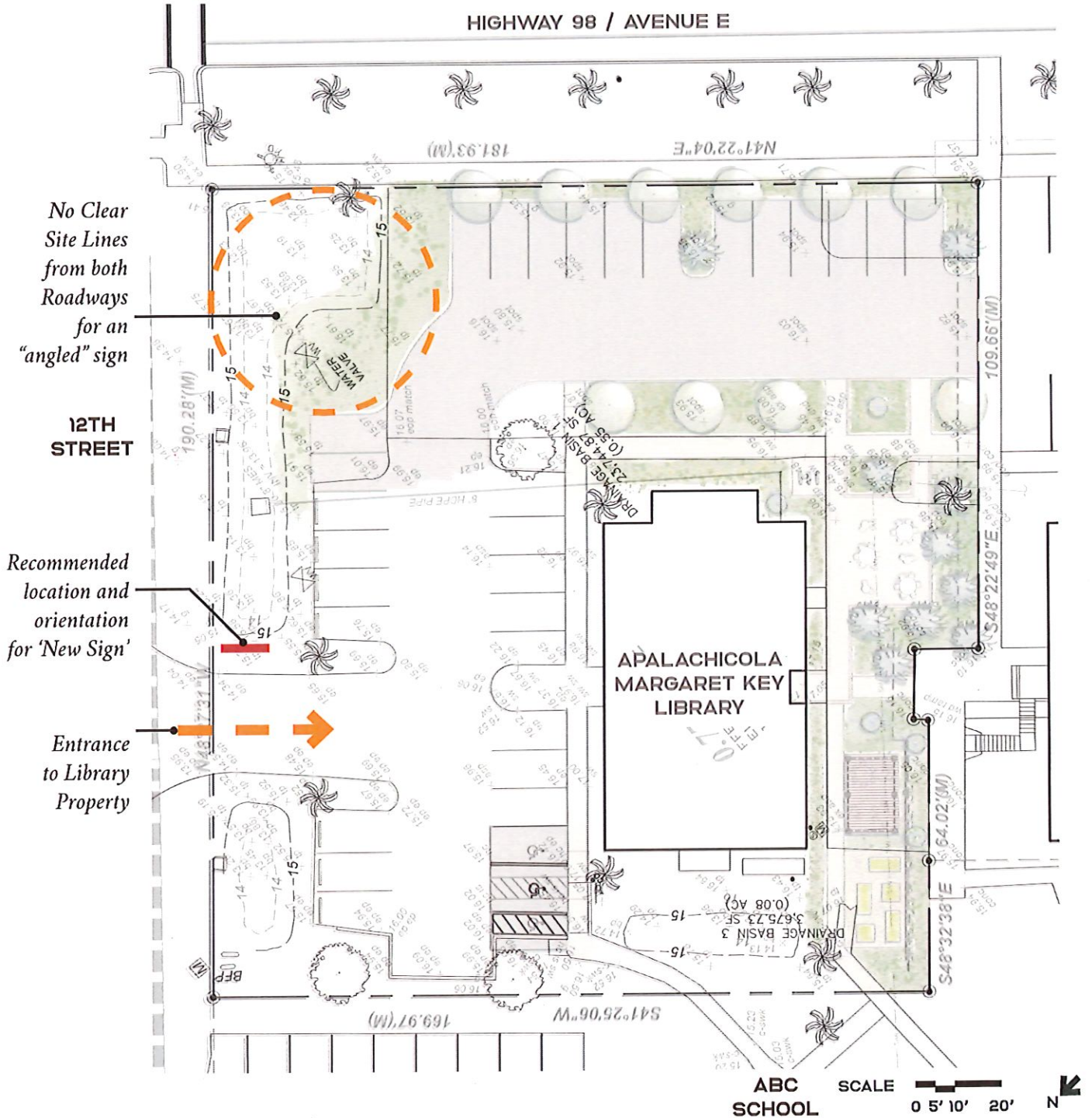
Blueberry varieties

PROPOSED SIGN ANALYSIS

Sign Location Recommendations



Standard DOT Library signage at 12th St and Hwy 98 exists in both directions



Notes:

City of Apalachicola Code: Chapter 113; Article IV; Sec. 113-83; Zoning R-1:

-12 square feet of signage is allowed with a maximum height of 8' (1 sign allowed)

-Signage placement needs to remain on library property and out of City and DOT right-of-ways

PROPOSED SIGN ANALYSIS

Existing Conditions + Views



*Approximate
Property Line
Location*



- Many signs and utilities obstruct a clear view for sign placement at the corner of 12th Street and Hwy 98
- Standart DOT library signage exists on Hwy 98 pointing towards 12th Street Vehicular Library Entrance



- Recommended signage location directs drivers where to turn to get into parking lot

Notes:

City of Apalachicola Code: Chapter 113; Article IV; Sec. 113-83; Zoning R-1:

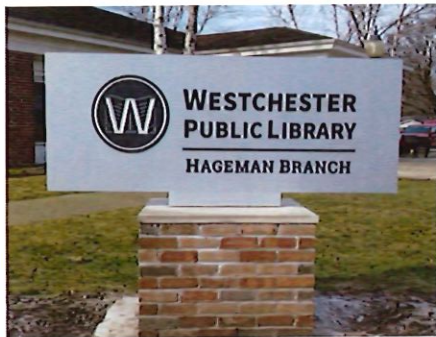
- 12 square feet of signage is allowed with a maximum height of 8' (1 sign allowed)
- Signage placement needs to remain on library property and out of City and DOT right-of-ways

SIGN STYLE PRECEDENTS

Stylistic Options for Review



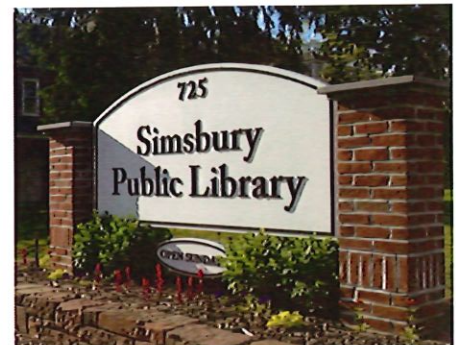
Please discuss and choose sign elements that you envision at the corner of 12th Street and Avenue E. *We've included an asterix next to elements we think should be considered in the overall sign design. We will work to incorporate your requested styles/ elements into an overall sign design of your choice. Please see below for possibilities....



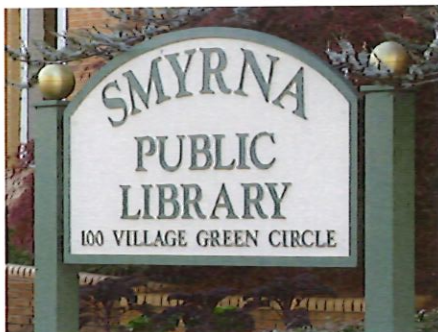
- Sign elements:
- Single brick pier*
 - Metal crafted sign, mounted



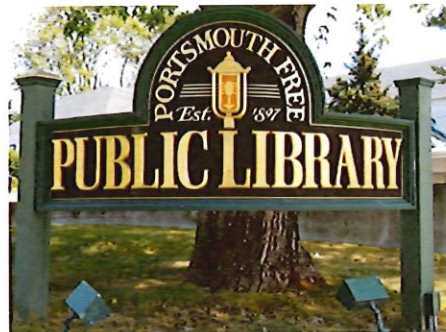
- Sign elements:
- Granite piers flanking sign
 - Wood carved, painted sign
 - Information board, mounted underneath*



- Sign elements:
- Brick piers flanking sign
 - Applique lettering (black)
 - Simple curved wood shape sign



- Sign elements:
- Wood piers flanking sign
 - Carved wood sign, curved, simple with address



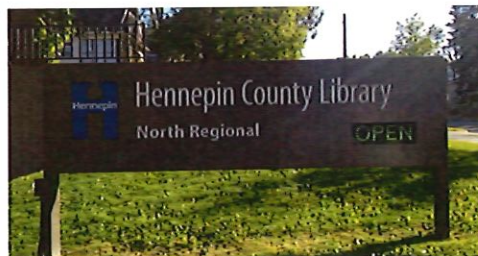
- Sign elements:
- Wood piers flanking sign
 - Carved wood sign, ornate
 - Uplighting*



- Sign elements:
- Wood piers flanking sign
 - Carved wood sign
 - Added slogan*



- Sign elements:
- Wood piers flanking sign
 - Carved wood sign, round
 - Includes art*



- Sign elements:
- Metal fabricated (long lasting)



- Sign elements:
- Metal fabricated (long lasting)

SIGN STYLE PRECEDENTS

Stylistic Options for Review

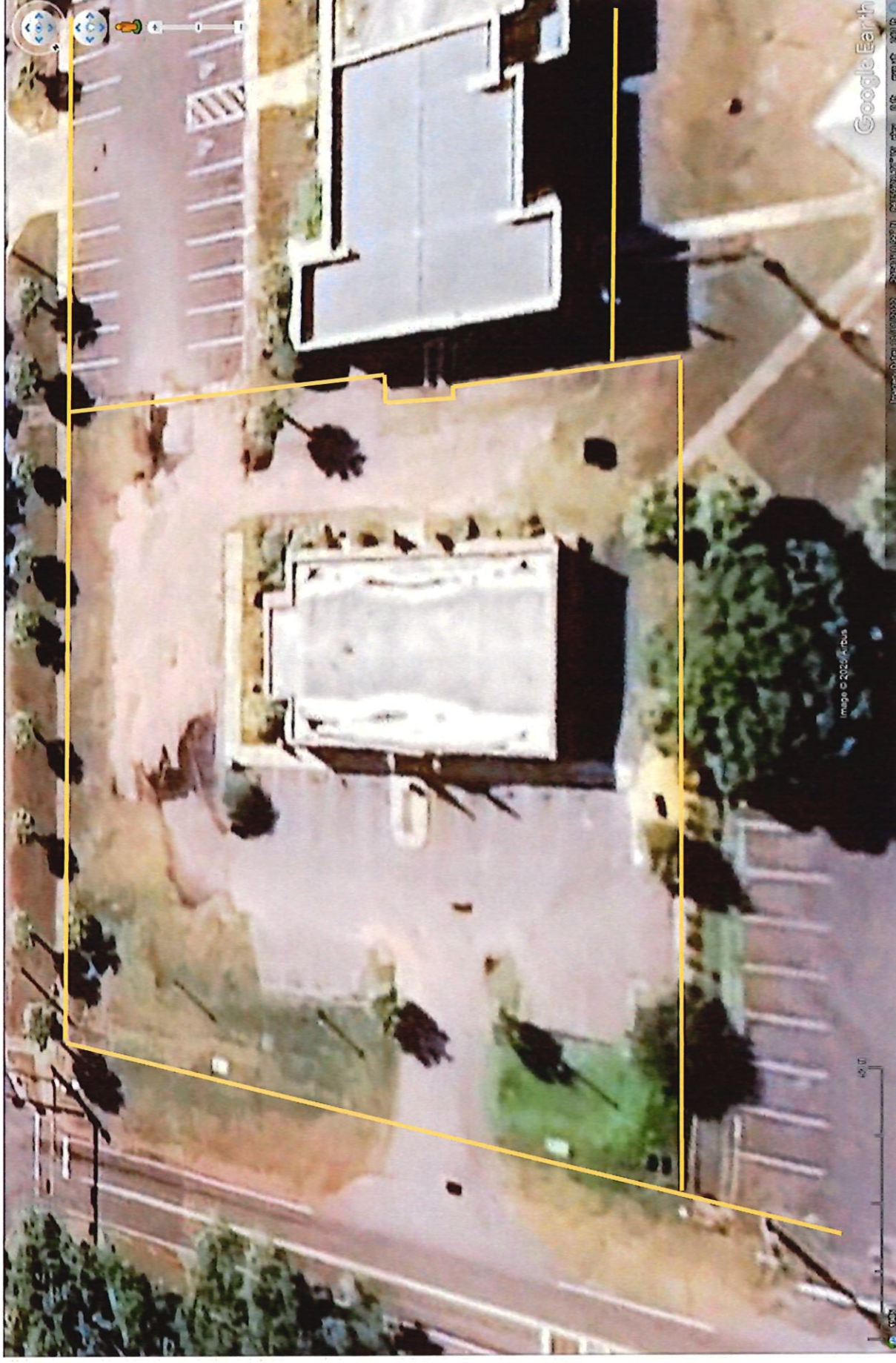


*Please discuss and choose sign elements that you envision at the corner of 12th Street and Avenue E. *We've included an asterisk next to elements we think should be considered in the overall sign design. We will work to incorporate your requested styles/ elements into an overall sign design of your choice. Please see below for possibilities....*



Sign elements:

- Wood carved, painted sign
- Information board, mounted underneath*
- Logo
- Slogan



Library Approximate Property Lines

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/2025

SUBJECT: AAHS Match Request – Raney House

AGENDA INFORMATION:

Agenda Location: New Business

Item Number: 4

Department:

Contact: Ken Essex, President, Apalachicola Area Historical Society

Presenter: Ken Essex, President, Apalachicola Area Historical Society

BRIEF SUMMARY:

The City of Apalachicola owns the property at 128 Market Street (i.e. Raney House Museum). Apalachicola Area Historical Society (AAHS) is applying for Phase II of a Special Categories Grant with the State of Florida for the continued historical restoration of Raney House Museum. The AAHS is requesting support from the community, organizations, and businesses in Apalachicola and Franklin county for this ongoing restoration project that began with Phase I initiated in 2021. As with all historic houses structural aspects of the house must be maintained to ensure long term preservation of this city owned property. The Raney House, a 187-year-old structure, is an essential part of the community and downtown Apalachicola's early history and architecture. Raney House Museum has garnered a long list of distinctions including placement on the National Register of Historic Places, being affiliated with numerous residents, including state senators, representatives, and judges.

Request for a Resolution of the City Council Members of the City of Apalachicola, FL, authorizing the City Manager to Approve the Expenditure of \$60,000 to be used as matching funds for a State of Florida Department of State, Division of Historic Resources special category grant for restoration repairs for Raney House Museum operated by the Apalachicola Area Historic Society.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Approve a resolution authorizing the expenditure of \$60,000 to be used as matching funds for a State of Florida Department of State, Division of Historic Resources special category grant for restoration repairs for Raney House Museum, a city owned property.

FUNDING SOURCE: DOS

ATTACHMENTS: Resolution 2025-05

STAFF'S COMMENTS AND RECOMMENDATIONS:

RESOLUTION NO.: 2025-05

A RESOLUTION OF THE CITY COUNCIL MEMBERS OF THE CITY OF APALACHICOLA, FLORIDA, AUTHORIZING CITY MANAGER TO APPROVE THE EXPENDITURE OF MATCHING FUNDS IN THE AMOUNT OF \$60,000 FOR THE DIVISION OF HISTORICAL RESOURCES GRANT APPLIED FOR IMPROVEMENTS AND REPAIRS TO THE RANEY HOUSE.

WHEREAS, The City of Apalachicola, Florida has requested the State of Florida Department of State, Division of Historical Resources for financial assistance for the repairs to the Raney House, a city owned property.

WHEREAS, In 2021 the Apalachicola Area Historical Society, which operates the Raney House Museum, was approved to receive \$327,500 (including a 25% match) through a Florida Department of State, Division of Historical Resources, Special Categories Grant. The city portion of the match was \$40,000.

WHEREAS, The current grant total request is \$280,000, with a required 25% match.

WHEREAS, the State of Florida Department of State requires that a resolution be passed by the City Council Members approving the payment of the \$60,000 matching funds.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF APALACHICOLA COUNCIL MEMBERS, OF FLORIDA THAT:

1. The City Manager of the City of Apalachicola, Florida is directed to authorize a \$60,000 expenditure as part of the match for the Division of Historical Resources Grant.

DULY PASSED AND ADOPTED by the City Council Members of City of Apalachicola, Florida, on this _____ day of _____, 2025.

**CITY COUNCIL MEMBERS
CITY OF APALACHICOLA, FLORIDA**

Brenda Ash, Mayor

ATTEST:

Sheneidra Cummings, City Clerk

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/2025**

SUBJECT: Professional Municipal Clerk Week Proclamation

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 5
Department: Admin
Presenter: Mayor Ash

BRIEF SUMMARY: In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed proclamations officially declaring Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government. City Clerk Cummings received correspondence from Florida Associations of City Clerks (FACC) requesting the City acknowledge Municipal Clerk Week 2025.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Motion to recognize Municipal Clerk Week being May 4th-May 10th, 2025.

FUNDING SOURCE: N/A

ATTACHMENTS: Letter of Request and Professional Municipal Clerks Week Proclamation

STAFF'S COMMENTS AND RECOMMENDATIONS: Approve and acknowledge the 1st full week of May every year as Professional Municipal Clerks Week.

April 24, 2025

City of Apalachicola Mayor and Commissioners,

Municipal Clerks Week recognizes the vital and appreciated services performed by Municipal and Deputy Clerks in serving the changing needs of their communities.

Municipal Clerks Week was initiated in 1969 by IIMC and is endorsed by all of its members throughout the United States, Canada, and 15 other countries.

In 1984 and in 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed proclamations officially declaring Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government.

Did you know? One of local government's oldest positions is the Municipal Clerk.

Municipal and Deputy Clerks' main function is to serve as the council's foundation.

Municipal Clerks are dedicated, high-level professionals who often serve on the senior management team.

This year, Municipal Clerks Week is celebrating its 56th anniversary. Join the IIMC and FACC in honoring Municipal and Deputy Clerks for continually striving to improve the administration of their duties, and dedication to serving our communities.

Proclamation

56th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

May 4 - 10, 2025

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Brenda Ash, Mayor of Apalachicola, do recognize the week of May 4 through 10, 2025, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Sheneidra Cummings and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this _____ day of _____, 2025

Mayor _____

Attest: _____

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/2025**

SUBJECT: Mayor's Election Proclamation

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 6
Department: Admin
Presenter: Mayor Ash

BRIEF SUMMARY: Supervisor of Elections submitted the 2025 Mayor Election Proclamation for approval.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Motion to approve Mayor's Election Proclamation from Supervisor of Elections Office

FUNDING SOURCE: N/A

ATTACHMENTS: Mayor's Election Proclamation

STAFF'S COMMENTS AND RECOMMENDATIONS: Approve.

**CITY OF APALACHICOLA
MAYOR'S ELECTION PROCLAMATION**

I, the undersigned, Brenda Ash, Mayor of the City of Apalachicola, by authority of law and pursuant to City Ordinance No. 91-4, do hereby proclaim that on Tuesday, September 02, 2025 an election will be held to fill the offices as follows: City Commissioner Seat 3 for a term of three years, and City Commissioner Seat 4 for a term of three years, and a Run-Off Election, if necessary, will be held on date determined by Franklin County Supervisor of Elections.

Candidates wishing to qualify may do so at the City Office from 12 Noon Monday, June 23, 2025 until 12 Noon Friday, June 27, 2025. City Office is located at 192 Coach Wagoner Boulevard, and regular office hours are from 8:00 AM to 5:00 PM, Monday – Friday. Each Candidate must pay to the City Clerk at the time of qualifying a qualifying fee of 4.5% of the first year's salary, must be a resident of the City of Apalachicola, and must also be a qualified voter of the State of Florida, County of Franklin, and the City of Apalachicola.

All persons not previously registered to vote may register to vote anytime from now up to 4:30 PM on Monday, August 4, 2025 for the General Election, book closing will be announced for the Run-Off Election, if deemed necessary, at the Office of the Franklin County Supervisor of Elections located at 34 Forbes Street, Suite 1, Apalachicola, Florida, hours 8:30 AM to 4:30 PM, Monday – Friday.

The polling place will be at the Holy Family Center located 203 7th Street in the City of Apalachicola and will be open at 7:00 AM and close at 7:00 PM. Vote-by-mail ballots may be obtained by contacting the Office of the Franklin County Supervisor of Elections at place and time noted previously. Only qualified electors will be permitted to vote. Early voting will be conducted from August 23, 2025 to August 30, 2025 at the Supervisor of Elections Office 34 Forbes Street, Suite 1, Apalachicola, Florida from 8:30 AM to 4:30 PM.

All residents of the City of Apalachicola not currently registered to vote are urged to register and take part in this election.

Brenda Ash, Mayor
City of Apalachicola, Florida

ATTEST:

Sheneidra Cummings, City Clerk
City of Apalachicola, Florida

**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/25**

SUBJECT: CDBG-DR Hill Lighting Choices

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 7
Department: Grants
Contact: Bree Robinson
Presenter: Bree Robinson

BRIEF SUMMARY:

The City Commission requested different dark-sky compliant lighting options for the Hill sidewalk and lighting project – once a decision has been made the plan set for this project will be complete and ready to bid.

The project engineers have been in contact with a few lighting distributors to put together some ‘dark-sky’ compliant fixture options for your consideration (distributor & contractor markups are already included in the cost estimates below):

1. Hadco-UX1-LED-Post-Top - \$3,645.00 per unit
2. Lumec-MetroScape-LED-Post-Top - \$3,645.00 per unit
3. Lumca-COSMO-LED-Post-Top - \$2,700.00 per unit
4. E350-LED-Post-Top - \$3,799.55 per unit
5. ML660-LED-Post-Top - \$3,136.00 per unit
6. SL660-LED-Post-Top - \$2,989.85 per unit

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Motion to approve lighting option _____ for the CDBG-DR Hill Sidewalk & Lighting plan set.

FUNDING SOURCE:

CDBG-DR

ATTACHMENTS:

Lighting Visuals

STAFF’S COMMENTS AND RECOMMENDATIONS:

HADCO

Urban

Post top

UX1 LED Post top

#1 - \$3,645.00



The Hadco LED post top UX1 luminaire offers a simple modern take on the traditional lantern, providing style and elegance to downtown areas, commercial developments, parks and residential communities.

Project: _____
 Location: _____
 Cat.No: _____
 Type: _____
 Lamps: _____ Qty: _____
 Notes: _____

Ordering guide

Example: UX1-32-G3-C-A-1-2-730-A-3-N-N-N-SP1

Series	LED count	Gen	Lens	Finish	Fastener	Optics
UX1		G3				
UX1	32 ^{1,3} 32 LEDs 48 48 LEDs 64 64 LEDs	G3 Gen 3	C Clear Flat Glass F Frosted Flat Glass	A Black B White G Verde H Bronze J Green I Gray	1 Hex Head 2 Allen Head	2 Type 2 2H Type 2 w/HSS 3 Type 3 3H Type 3 w/HSS 3W Type 3 Wide 3WH Type 3 Wide w/HSS 4 Type 4 5 Type 5
Color Temp	Voltage	Drive Current	Photo Control	Future-Proof Control Receptacle	Integral Control Options ²	Surge Protect
730 ⁴ Warm 3000K 740 Neutral 4000K	A 120-277 B ^{2,3} 347-480	3 350mA 5 530mA 7 700mA 1 ¹ 1050mA	E 120 VAC button eye H 208/240/277 VAC button eye R 3-Pin Twist Lock Receptacle N None	N None R7 7-Pin Receptacle	Dynadimmer DA 4 Hrs, 25% reduction DB 4 Hrs, 50% reduction DC 4 Hrs, 75% reduction DD 6 Hrs, 25% reduction DE 6 Hrs, 50% reduction DF 6 Hrs, 75% reduction DG 8 Hrs, 25% reduction DH 8 Hrs, 50% reduction DJ 8 Hrs, 75% reduction DL DALI SRD ² Sensor ready driver, standard configuration SRD1 ² Sensor ready driver, alternate configuration N None	SP1 10kV/10kA Surge Protector SP2 20kV/10kA Surge Protector

- The 1050mA (1) current is only compatible for 32 LEDs (32) configurations.
- Configurations with 347-480VAC (B) voltage are not compatible with optional dimming or optional programming.
- Configurations with 32 LEDs (32) at 350mA (3) and 530mA (5) currents are not compatible with 347-480 VAC (B) voltage.
- Only 3000K CCT and warmer/below are IDA International DarkSky Approved.



DARKSKY APPROVED
 Reduces light pollution
 Certified by DarkSky.org



UX1 Post top

LED Post top

LED Wattage and Lumen Values for Clear Globes

Ordering Code	Total LEDs	System current (mA)	Average System Watts (W)	Type 2			Type 3			Type 3W			Type 4			Type 5		
				Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)
Clear Globe 3000K																		
32-G3-C-x-730-3	32	350	36	3651	B1-U0-G1	102	3427	B1-U0-G1	95	3341	B1-U0-G1	93	3398	B1-U0-G1	95	3341	B2-U0-G1	93
32-G3-C-x-730-5	32	530	53	5236	B1-U0-G1	99	4915	B1-U0-G1	93	4793	B1-U0-G1	91	4874	B1-U0-G1	92	4792	B3-U0-G1	91
32-G3-C-x-730-7	32	700	71	6604	B1-U0-G1	94	6199	B1-U0-G1	88	6045	B1-U0-G2	86	6147	B1-U0-G2	87	6044	B3-U0-G1	86
32-G3-C-x-730-1	32	1050	108	9107	B2-U0-G2	84	8547	B1-U0-G2	79	8335	B2-U0-G2	77	8476	B1-U0-G2	78	8334	B3-U0-G2	77
48-G3-C-x-730-3	48	350	52	5476	B1-U0-G1	105	5140	B1-U0-G1	99	5013	B1-U0-G1	96	5097	B1-U0-G1	98	5011	B3-U0-G1	96
48-G3-C-x-730-5	48	530	79	7855	B2-U0-G1	99	7372	B1-U0-G2	93	7189	B1-U0-G2	91	7310	B1-U0-G2	93	7188	B3-U0-G2	91
48-G3-C-x-730-7	48	700	106	9907	B2-U0-G2	94	9298	B2-U0-G2	88	9067	B2-U0-G2	86	9220	B2-U0-G2	87	9065	B4-U0-G2	86
64-G3-C-x-730-3	64	350	68	6958	B1-U0-G1	102	6753	B1-U0-G1	99	6795	B1-U0-G2	100	6786	B1-U0-G2	100	6920	B3-U0-G2	102
64-G3-C-x-730-5	64	530	105	9981	B2-U0-G2	95	9685	B2-U0-G2	92	9746	B2-U0-G2	92	9733	B2-U0-G2	92	9926	B4-U0-G2	94
64-G3-C-x-730-7	64	700	138	12589	B2-U0-G2	91	12215	B2-U0-G2	89	12291	B2-U0-G2	89	12275	B2-U0-G2	89	12518	B4-U0-G2	91
Clear Globe 4000K																		
32-G3-C-x-740-3	32	350	36	4102	B1-U0-G1	114	3851	B1-U0-G1	107	3754	B1-U0-G1	105	3818	B1-U0-G1	106	3754	B3-U0-G1	105
32-G3-C-x-740-5	32	530	53	5884	B1-U0-G1	112	5522	B1-U0-G1	105	5385	B1-U0-G2	102	5476	B1-U0-G2	104	5385	B3-U0-G1	102
32-G3-C-x-740-7	32	700	71	7421	B1-U0-G1	105	6965	B1-U0-G2	99	6792	B1-U0-G2	96	6906	B1-U0-G2	98	6791	B3-U0-G2	96
32-G3-C-x-740-1	32	1050	108	10232	B2-U0-G2	95	9604	B2-U0-G2	89	9365	B2-U0-G2	87	9524	B2-U0-G2	88	9364	B4-U0-G2	87
48-G3-C-x-740-3	48	350	52	6153	B1-U0-G1	118	5775	B1-U0-G1	111	5631	B1-U0-G2	108	5726	B1-U0-G2	110	5631	B3-U0-G1	108
48-G3-C-x-740-5	48	530	79	8827	B2-U0-G2	112	8284	B1-U0-G2	105	8077	B2-U0-G2	102	8214	B1-U0-G2	104	8076	B3-U0-G2	102
48-G3-C-x-740-7	48	700	106	11132	B2-U0-G2	105	10447	B2-U0-G2	99	10188	B2-U0-G2	96	10359	B2-U0-G2	98	10185	B4-U0-G2	96
64-G3-C-x-740-3	64	350	68	7819	B2-U0-G1	115	7587	B1-U0-G2	111	7634	B1-U0-G2	112	7624	B1-U0-G2	112	7775	B3-U0-G2	114
64-G3-C-x-740-5	64	530	105	11215	B2-U0-G2	106	10883	B2-U0-G2	103	10950	B2-U0-G2	104	10936	B2-U0-G2	104	11153	B4-U0-G2	106
64-G3-C-x-740-7	64	700	138	14144	B2-U0-G2	103	13725	B2-U0-G2	100	13810	B2-U0-G2	100	13792	B2-U0-G2	100	14065	B4-U0-G2	102

LED Wattage and Lumen Values for Frosted Flat Glass

Ordering Code	Total LEDs	System current (mA)	Average System Watts (W)	Type 2			Type 3			Type 3W			Type 4			Type 5		
				Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)
Clear Globe 3000K																		
32-G3-F-x-730-3	32	350	36	2894	B1-U0-G1	81	2820	B1-U0-G1	79	2691	B1-U0-G1	75	2751	B1-U0-G1	77	2542	B1-U0-G1	71
32-G3-F-x-730-5	32	530	53	4150	B1-U0-G1	79	4045	B1-U0-G1	77	3860	B1-U0-G1	73	3946	B1-U0-G1	75	3646	B2-U0-G1	69
32-G3-F-x-730-7	32	700	71	5235	B2-U0-G1	74	5102	B1-U0-G1	72	4868	B1-U0-G1	69	4977	B1-U0-G1	70	4599	B2-U0-G1	65
32-G3-F-x-730-1	32	1050	108	7219	B2-U0-G2	67	7036	B2-U0-G2	65	6712	B2-U0-G2	62	6863	B2-U0-G1	63	6342	B2-U0-G1	59
48-G3-F-x-730-3	48	350	52	4341	B1-U0-G1	83	4230	B1-U0-G1	81	4036	B1-U0-G1	78	4126	B1-U0-G1	79	3814	B2-U0-G1	73
48-G3-F-x-730-5	48	530	79	6227	B2-U0-G1	79	6068	B2-U0-G1	77	5789	B2-U0-G1	73	5919	B2-U0-G1	75	5470	B2-U0-G1	69
48-G3-F-x-730-7	48	700	106	7852	B2-U0-G2	74	7653	B2-U0-G2	72	7301	B2-U0-G2	69	7465	B2-U0-G2	70	6899	B2-U0-G1	65
64-G3-F-x-730-3	64	350	68	5940	B2-U0-G1	87	5820	B2-U0-G1	85	5702	B2-U0-G1	84	5734	B2-U0-G1	84	5483	B2-U0-G1	81
64-G3-F-x-730-5	64	530	105	8519	B2-U0-G2	81	8348	B2-U0-G2	79	8179	B2-U0-G2	78	8225	B2-U0-G2	78	7864	B3-U0-G1	75
64-G3-F-x-730-7	64	700	138	10745	B2-U0-G2	78	10528	B2-U0-G2	76	10315	B2-U0-G2	75	10372	B2-U0-G2	75	9918	B3-U0-G2	72
Clear Globe 4000K																		
32-G3-F-x-740-3	32	350	36	3251	B1-U0-G1	91	3169	B1-U0-G1	88	3023	B1-U0-G1	84	3091	B1-U0-G1	86	2856	B1-U0-G1	80
32-G3-F-x-740-5	32	530	53	4663	B1-U0-G1	88	4545	B1-U0-G1	86	4336	B1-U0-G1	82	4434	B1-U0-G1	84	4097	B2-U0-G1	78
32-G3-F-x-740-7	32	700	71	5881	B2-U0-G1	83	5733	B2-U0-G1	81	5469	B2-U0-G1	77	5592	B2-U0-G1	79	5168	B2-U0-G1	73
32-G3-F-x-740-1	32	1050	108	8111	B2-U0-G2	75	7904	B2-U0-G2	73	7541	B2-U0-G2	70	7710	B2-U0-G2	71	7126	B2-U0-G1	66
48-G3-F-x-740-3	48	350	52	4877	B1-U0-G1	94	4754	B1-U0-G1	91	4535	B1-U0-G1	87	4637	B1-U0-G1	89	4285	B2-U0-G1	82
48-G3-F-x-740-5	48	530	79	6995	B2-U0-G2	89	6819	B2-U0-G1	86	6505	B2-U0-G2	82	6651	B2-U0-G1	84	6146	B2-U0-G1	78
48-G3-F-x-740-7	48	700	106	8823	B2-U0-G2	83	8599	B2-U0-G2	81	8203	B2-U0-G2	77	8388	B2-U0-G2	79	7751	B3-U0-G1	73
64-G3-F-x-740-3	64	350	68	6674	B2-U0-G1	98	6539	B2-U0-G1	96	6407	B2-U0-G1	94	6443	B2-U0-G1	95	6161	B2-U0-G1	90
64-G3-F-x-740-5	64	530	105	9573	B2-U0-G2	91	9380	B2-U0-G2	89	9190	B2-U0-G2	87	9241	B2-U0-G2	88	8837	B3-U0-G2	84
64-G3-F-x-740-7	64	700	138	12073	B3-U0-G2	88	11830	B2-U0-G2	86	11590	B2-U0-G2	84	11655	B2-U0-G2	85	11144	B3-U0-G2	81

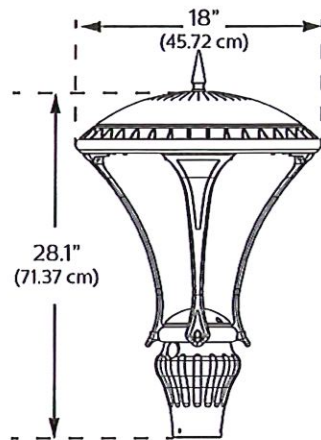
Values from photometric tests performed in accordance with IESNA LM-79 and are representative of the configurations shown. Actual performance may vary due to installation and environmental variables, LED and driver tolerances, and field measurement considerations. It is highly recommended to confirm performance with a photometric layout.

Note: Some data may be scaled based on tests of similar (but not identical) luminaires. Contact factory for configurations not shown.

UX1 Post top

LED Post top

Dimensions



EPA - 0.45 sq. ft.

Weight - 25 lbs

Specifications

Housing

Containing no mercury or other hazardous chemicals, the UX1 is fully recyclable. The housing is constructed of low copper die-cast aluminum and a tool less decorative finial holds down the spun aluminum roof. Concealed aluminum wire way inside of the cage leg is protected from water with a high temperature silicone rubber grommet.

Roof: designed to allow natural run off of water, dirt and debris. Stainless steel screen keeps large insects out and allows for natural water run off.

Fitter/Pod: Two captive screws hold down the pod cover. Option for hex head or set screws in the pod. The pod accepts a 3" pole. The OD of pod is 3.5". Concealed aluminum wire way inside of the cage leg is protected from water with a high temperature silicone rubber grommet.

Light Engine

LED line composed of 5 main components: Heat Sink, Lens, LED lamp, Optical System, and Driver. Electrical components are RoHS compliant.

LED Module

Composed of high-performance white LEDs. Color temperature as per ANSI/NEMA bin - Neutral White, 4000 Kelvin nominal (3985K +/- 275K or 3710K to 4260K) or Warm White, 3000 Kelvin nominal (3045K +/- 175K or 2870K to 3220K), CRI 70 Min. 75 Typical.

Heat sink

Made of cast aluminum optimizing the LEDs efficiency and life. Product does not use any cooling device with moving parts (only passive cooling device).

Optical system

Type 2, 3, 3W, 4 and Type 5 composed of high performance optical grade PMMA acrylic refractor lenses to achieve desired distribution optimized to get maximum spacing, target lumens and a superior lighting uniformity. Optical system is rated IP66. Performance shall be tested per LM 63, LM 79 and TM 15 (IESNA) certifying its photometric performance. Street side indicated.

Lens Options

Option available for clear or frosted tempered flat glass lens (C = Clear or F = Frosted).

Driver

Driver comes standard with 0-10V dimming capability. High power factor of 95%. Electronic driver, operating range 50/60 Hz. Auto adjusting universal voltage input from 120 to 277 VAC rated for both application line to line or line to neutral, Class I, THD of 20% max. Certified in compliance to UL1012 cULus requirement (dry and damp location). Assembled on a removable cast plate with Tyco quick disconnect plug resisting to 221°F (105°C). The current supplying the LEDs will be reduced by the driver if the driver experiences internal overheating as a protection to the LEDs and the electrical components. Output is protected from short circuits, voltage overload and current overload. Automatic recovery after correction. Standard built in driver surge protection of 2.5kV (min). Due to the inrush current that occurs with electronic drivers, recommend using a time-delay or slow blow fuse to avoid unwanted fuse blowing (false tripping) that can occur with normal or fast acting fuses.

Dimming Options

DA: 4 Hrs 25% Reduction
DB: 4 Hrs 50% Reduction
DC: 4 Hrs 75% Reduction
DD: 6 Hrs 25% Reduction
DE: 6 Hrs 50% Reduction
DF: 6 Hrs 75% Reduction
DG: 8 Hrs 25% Reduction
DH: 8 Hrs 50% Reduction
DJ: 8 Hrs 75% Reduction
DL: DALI Pre-set driver compatible with the DALI logarithmic control system
* Contact factory for DALI options.

Surge Protection

Surge protector tested in accordance with ANSI/IEEE C62.45 per ANSI/IEEE C62.41.2 Scenario I Category C High Exposure 10kV/10kA waveforms for Line Ground, Line Neutral and Neutral Ground, and in accordance with U.S. DOE (Department of Energy) MSSSLC (Municipal Solid State Street Lighting Consortium) model specification for LED roadway luminaires electrical immunity requirements for High Test Level 10kV / 10kA. Optional SP2: 20kV / 10kA surge protection device that provides extra protection beyond the SP1 10kV/10kA level.

Luminaire Useful Life

Refer to IES files for energy consumption and delivered lumens for each option. Based on ISTMT in situ thermal testing in accordance with UL1598 and UL8750, using LM-80 data from LED manufacturers and engineering prediction methods, the luminaire useful life is expected to reach 100,000+ hours with >L70 lumen maintenance @25C. Luminaire useful life accounts for LED lumen maintenance and all of these additional factors including: LED color shift, LED life, driver life, PCB substrate, solder joints, on/off cycles, burning hours and corrosion. Lifetime statements do not include the use of controls, including networked controllers.

UX1 Post top

LED Post top

Specifications (cont'd)

Hardware

All non-ferrous fasteners prevent corrosion and ensure longer life.

Wiring

18 AWG wire, 6" (152mm) minimum exceeding from luminaire.

Options



HS
House
side shield

SP2 20kV/20kA Integral surge protector (optional)

Finish

Color in accordance with the AAMA 2603 standard. Application of polyester powder coat paint (4 mils/100 microns) with ± 1 mils / 24 microns of tolerance. The Thermosetting resins provides a discoloration resistant finish in accordance with the ASTM D2244 standard, as well as luster retention in keeping with the ASTM D523 standard and humidity proof in accordance with the ASTM D2247 standard. The surface treatment achieves a minimum of 2000 hours for salt spray resistant finish in accordance with testing performed and per ASTM B117 standard.

LED products manufacturing standard

The electronic components sensitive to electrostatic discharge (ESD) such as light emitting diodes (LEDs) are assembled in compliance with IEC61340 5 1 and ANSI/ESD S20.20 standards so as to eliminate ESD events that could decrease the useful life of the product.

Quality control

The manufacturer must provide a written confirmation of its ISO 9001 2008 and ISO 14001 2004 International Quality Standards Certification.

Vibration Resistance

Meets the ANSI C136.31 2010, American national Standard for Roadway Luminaire Vibration specifications for Normal Applications.

Certifications and Compliance

cETLus Listed for Canada and U.S. to the UL1598 and UL8750 standards, suitable for Wet Locations. The quality systems of the facility where manufactured have been registered by UL to the ISO 9001 series standards. LM80 & LM79 tested. CCTs 3000K and warmer are Dark Sky Approved.

IP Rating

The LED optics chamber is IP66 rated.

Warranty

5-year limited warranty. Options available for extended warranties – contact factory. See signify.com/warranties for details and restrictions.

Buy American Act of 1933 (BAA):

This product is manufactured in one of our US factories and, as of the date of this document, this product was considered a commercially available off-the-shelf (COTS) item meeting the requirements of the BAA.

This BAA designation hereunder does not address (i) the applicability of, or availability of a waiver under, the Trade Agreements Act, or (ii) the "Buy America" domestic content requirements imposed on states, localities, and other non-federal entities as a condition of receiving funds administered by the Department of Transportation or other federal agencies. Prior to ordering, please visit www.signify.com/baa to view a current list of BAA-compliant products to confirm this product's current compliance.

LED Performance

Predicted lumen depreciation data				
Ambient Temperature (°C)	Driver mA	Calculated L70 hours	L70 per TM-21	Lumen Maintenance % @ 60,000 hours
25°C	up to 700 mA	>100,000	>60,000	>92%
25°C	1050 mA	>100,000	>60,000	>89%

Predicted performance derived from LED manufacturer's data and engineering design estimates, based on IESNA LM-80 methodology. Actual experience may vary due to field application conditions. L70 is the predicted time when LED performance depreciates to 70% of initial lumen output. Calculated per IESNA TM21-11. Published L70 hours limited to 6 times actual LED test hours.

#2 - \$3,645.00



Lumec MetroScape LED post top luminaire features flexible, robust energy-saving solutions for heritage-styled urban architectural lighting. Crowned with an ornamental hood, the post top model comes with a flat lens to highlight the thinness of the LEDs. The luminaire provides attractive lighting at night, adding appeal to the surroundings and promoting safe use of the environment. Includes Service Tag, innovative way to provide assistance throughout the life of the product.

Project: _____
 Location: _____
 Cat.No: _____
 Type: _____
 Qty: _____
 Notes: _____

Ordering guide

Example: MPTC-42W32LED4K-G3-LE3-120-CDMGM25-PH8-BKTX

Series	LED module	CCT	Gen.	Optical system	Voltage	Driver	Options				Mounting	Poles/ Brackets	Finish
							Receptacle	Control	Luminaire	Decorative			
MPTR ¹	35W32LED ²	3K	G3	LE2	UNV	DMG	RC ²	HS	SP2	FN2	Consult the Signify web site for details and the complete line of Mountings	Consult the Signify web site for details and the complete line of Poles	BE2TX
MPTRCR	55W32LED ²	3000K	Gen3	Type II (ASYM)	120-277V	0-10V	Receptacle for twist-lock photocell or shorting cap, 3-pin	House Side Shield	20kV / 10kA Surge protector	Decorative finial			BE6TX
MPTRRC	72W32LED	4K		flat lens	347	SRD ¹		PH8	TN3	FN3			BE8TX
MPTRCC	97W32LED ²	4000K		LE3	347V	Sensor ready driver, standard configuration	RCD7 ⁷	Twist-Lock Photoelectric Cell	Filter to fit over a 3" (76mm) O.D. by 4" (102mm) long tenon	Decorative finial			BG2TX
MetroScape LED post top luminaire	55W48LED			Type III (ASYM)	480	SRD1 ¹	Receptacle for twist-lock photocell or shorting cap, 7-pins	PH9	TN3.5	FN4			BKTX
	80W48LED			flat lens	480V	Sensor ready driver, alternate configuration		Shorting cap	Filter to fit over a 3 1/2" (89mm) O.D. by 4" (102mm) long tenon	Decorative finial			BRTX
	108W48LED			LE3				PHXL ²		FN5			GN4TX
	140W48LED ²			Type III (ASYM) wide flat lens				Twist-lock Photoelectric Cell extended life, UNV (120-277VAC)		Decorative finial			GN6TX
	70W64LED			LE4				RCD ⁴		FN6			GN8TX
	110W64LED			Type IV (ASYM) flat lens				5-Pin receptacle for dimming photoelectric cell		Decorative finial			GNTX
	90W80LED			LE5				RCD ^{7A}		FN7			GR
	135W80LED			Type V (SYM) flat lens				7-Pin receptacle for photoelectric cell		Decorative finial			GY3TX
								TN3 ⁵		FN8			NP
								Filter to fit over a 3" (76 mm) O.D. by 4" (102 mm) long tenon		Decorative finial	RD2TX		
								TN3.5 ⁵		FN9	RD4TX		
								Filter to fit over a 3 1/2" (89 mm) O.D. by 4" (102 mm) long tenon		Decorative finial	TG		
										FN10	TS		
										Decorative finial	WHTX		
										FN11	(consult pg 4 for codes)		

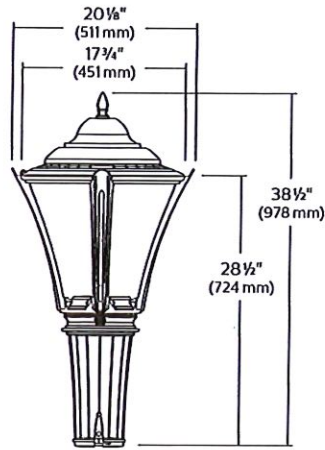
- DMG 0-10V driver come standard.
- Not available with 347V and 480V.
- The 347V and 480V are not available.
- Use of photoelectric cell or shorting caps required to ensure proper illumination.
- Failure to properly select the "BAC" suffix could result in you receiving product that is not BAA compliant product with no recourse for an RMA or refund. This BAC designation hereunder does not address (i) the applicability of, or availability of a waiver under, the Trade Agreements Act, or (ii) the "Buy America" domestic content requirements imposed on states, localities, and other non-federal entities as a condition of receiving funds administered by the Department of Transportation or other federal agencies.



MPTR MetroScape LED Post Top

Urban Luminaire

Dimensions



EPA: 1.97 sq ft
Weight: 31.1 lbs (14.1 kg)

Series code logic:

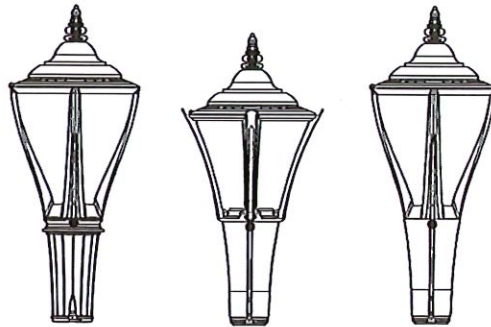


Motion Response* (must be ordered as a separate item)

Example: ACC-120-MR4PGI-BKTX

Series	Voltage	Motion Response module	Finish
ACC			
ACC Accessory	120 120 V 277 277 V	MR4PG1 Single grey MR4PG2 Double grey MR4PW1 Single white MR4PW2 Double white	Consult Lumec's Color Chart for complete specifications.

*OVR option is required for Motion Response Accessory



MPTRCR-C

MPTRRC-C

MPTRCC-C

LED Wattage and Lumen Values for 3000K & 4000K fixtures with No Shield

Ordering Code:	Total LEDs	System current (mA)	Ave. System Watts (W)	LE2			LE3			LE3W			LE4			LE5		
				Lumen Output	Efficacy (LPW)	BUG Rating	Lumen Output	Efficacy (LPW)	BUG Rating	Lumen Output	Efficacy (LPW)	BUG Rating	Lumen Output	Efficacy (LPW)	BUG Rating	Lumen Output	Efficacy (LPW)	BUG Rating
No Shield MPTR 3000K																		
35W32LED3K-G3-x	32	350	36	3920	109	B1-U0-G1	3948	110	B1-U0-G1	3982	111	B1-U0-G1	3963	110	B1-U0-G1	4038	112	B3-U0-G1
55W32LED3K-G3-x	32	530	54	5623	104	B1-U0-G1	5662	105	B1-U0-G1	5711	106	B1-U0-G2	5684	105	B1-U0-G2	5792	107	B3-U0-G1
72W32LED3K-G3-x	32	700	68	7092	104	B1-U0-G1	7142	105	B1-U0-G2	7203	106	B1-U0-G2	7170	105	B1-U0-G2	7305	107	B3-U0-G2
97W32LED3K-G3-x	32	1050	101	9779	97	B2-U0-G2	9847	97	B2-U0-G2	9932	98	B2-U0-G2	9886	98	B2-U0-G2	10073	100	B4-U0-G2
55W48LED3K-G3-x	48	350	53	5964	113	B1-U0-G1	6006	113	B1-U0-G1	6058	114	B1-U0-G2	6030	114	B1-U0-G2	6144	116	B3-U0-G1
80W48LED3K-G3-x	48	530	79	8556	108	B2-U0-G2	8616	109	B2-U0-G2	8691	110	B2-U0-G2	8650	109	B2-U0-G2	8814	112	B3-U0-G2
108W48LED3K-G3-x	48	700	102	10789	106	B2-U0-G2	10865	107	B2-U0-G2	10959	107	B2-U0-G2	10908	107	B2-U0-G2	11114	109	B4-U0-G2
140W48LED3K-G3-x	48	1050	152	14879	98	B2-U0-G2	14983	99	B2-U0-G2	15113	99	B2-U0-G3	15042	99	B2-U0-G2	15326	101	B4-U0-G2
70W64LED3K-G3-x	64	350	71	7972	112	B2-U0-G1	8028	113	B1-U0-G2	8097	114	B2-U0-G2	8060	114	B1-U0-G2	8212	116	B3-U0-G2
110W64LED3K-G3-x	64	530	102	11435	112	B2-U0-G2	11515	113	B2-U0-G2	11615	114	B2-U0-G2	11560	113	B2-U0-G2	11779	115	B4-U0-G2
90W80LED3K-G3-x	80	350	88	9842	112	B2-U0-G2	9911	113	B2-U0-G2	9997	114	B2-U0-G2	9950	113	B2-U0-G2	10138	115	B4-U0-G2
135W80LED3K-G3-x	80	530	132	14118	107	B2-U0-G2	14217	108	B2-U0-G2	14340	109	B2-U0-G2	14273	108	B2-U0-G2	14543	110	B4-U0-G2
No Shield MPTR 4000K																		
35W32LED4K-G3-x	32	350	36	4116	114	B1-U0-G1	4145	115	B1-U0-G1	4181	116	B1-U0-G1	4161	116	B1-U0-G1	4240	118	B3-U0-G1
55W32LED4K-G3-x	32	530	54	5904	109	B1-U0-G1	5945	110	B1-U0-G1	5997	111	B1-U0-G2	5968	111	B1-U0-G2	6082	113	B3-U0-G1
72W32LED4K-G3-x	32	700	68	7447	110	B1-U0-G1	7499	110	B1-U0-G2	7563	111	B1-U0-G2	7529	111	B1-U0-G2	7670	113	B3-U0-G2
97W32LED4K-G3-x	32	1050	101	10268	102	B2-U0-G2	10339	102	B2-U0-G2	10429	103	B2-U0-G2	10380	103	B2-U0-G2	10577	105	B4-U0-G2
55W48LED4K-G3-x	48	350	53	6262	118	B1-U0-G1	6306	119	B1-U0-G1	6361	120	B1-U0-G2	6332	119	B1-U0-G2	6451	122	B3-U0-G1
80W48LED4K-G3-x	48	530	79	8984	114	B2-U0-G2	9047	115	B2-U0-G2	9126	116	B2-U0-G2	9083	115	B2-U0-G2	9255	117	B3-U0-G2
108W48LED4K-G3-x	48	700	102	11328	111	B2-U0-G2	11408	112	B2-U0-G2	11507	113	B2-U0-G2	11453	112	B2-U0-G2	11670	114	B4-U0-G2
140W48LED4K-G3-x	48	1050	152	15623	103	B2-U0-G2	15732	104	B2-U0-G2	15869	104	B2-U0-G3	15794	104	B2-U0-G3	16092	106	B4-U0-G2
70W64LED4K-G3-x	64	350	71	8371	118	B2-U0-G2	8429	119	B1-U0-G2	8502	120	B2-U0-G2	8463	119	B1-U0-G2	8623	121	B3-U0-G2
110W64LED4K-G3-x	64	530	102	12007	118	B2-U0-G2	12091	119	B2-U0-G2	12196	120	B2-U0-G2	12138	119	B2-U0-G2	12368	121	B4-U0-G2
90W80LED4K-G3-x	80	350	88	10334	117	B2-U0-G2	10407	118	B2-U0-G2	10497	119	B2-U0-G2	10448	119	B2-U0-G2	10645	121	B4-U0-G2
135W80LED4K-G3-x	80	530	132	14824	112	B2-U0-G2	14928	113	B2-U0-G2	15057	114	B2-U0-G3	14987	114	B2-U0-G2	15270	116	B4-U0-G2

Actual performance may vary due to installation variables including optics, mounting/ceiling height, dirt depreciation, light loss factor, etc.; highly recommended to confirm performance with a layout - contact Applications at signify.com/outdoorluminaire.

Note: Some data may be scaled based on tests of similar. But not identical luminaires.

MPTR MetroScape LED Post Top

Urban Luminaire

Specifications

Cage

In a round shape with 4 arms and a built-in mechanical ring, this cage is a one piece die cast A360 Aluminum alloy 0.100 (2.5mm) minimum thickness, mechanically assembled to the fitter. Choice of Contemporary (C) and Retro (R) style cages. See Series code logic.

Fitter

Made of die cast A360.1 Aluminum alloy 0.100 (2.5mm) minimum thickness, the fitter is complete with a watertight access door giving access to the driver rated IP66, and a terminal block that accepts (#2 max.) wires from the primary circuit. Comes with an easy self adjusting system with two (2) set screws 3/8 16 UNC for ease of maintenance and installation. Fits on a 4" (102mm) outside diameter by 4" (102mm) long tenon. Choice of Contemporary (C) and Retro (R) style fitters. See Series code logic.

Finial

Decorative cast 356 aluminum, mechanically assembled.

Hood

Made of die cast A360.1 Aluminum alloy 0.1 (2.5mm) minimum thickness, mechanically assembled to the cast aluminum heat sink.

Access-Mechanism

A die cast A360.1 Aluminum alloy 0.1 (2.5mm) minimum thickness technical ring with latch and hinge.

Light Engine

LEDgine is composed of 4 main components: LED lamp / Optical System / Heat Sink / Driver. Electrical components are RoHS compliant.

LEx Lens

Flat Lens: Made of soda lime clear tempered glass, mechanically assembled and sealed onto the ring of the access mechanism.

LED Module

Composed of high-performance white LEDs. Color temperature as per ANSI/NEMA bin Neutral White, 4000 Kelvin nominal (3985K +/- 275K or 3710K to 4260K) or Warm white, 3000 Kelvin nominal (3045K +/- 175K or 2870K to 3220K), CRI 70 Min. 75 Typical.

Optical System

Composed of high performance optical polymer refractor lenses to achieve desired distribution optimized to get maximum spacing, target lumens and a superior lighting uniformity. System is rated IP66. Performance shall be tested per LM 63, LM 79 and TM 15 (IESNA) certifying its photometric performance. Street side indicated. Dark Sky compliant with 0% uplight and UO per IESNA TM 15.

Heat Sink

Made of cast aluminum optimizing the LEDs efficiency and life. Product does not use any cooling device with moving parts (only passive cooling device).

Driver

High power factor of 95%. Electronic driver, operating range 50/60 Hz. Auto adjusting universal voltage input from 120 to 277 and 347 to 480 VAC rated for both application line to line or line to neutral, Class I, THD of 20% max. Maximum ambient operating temperature from 40°F (40°C) to 130°F (55°C). Certified in compliance to UL1310 cULus requirement. Dry and damp location. Assembled on a unitized removable tray with Tyco quick disconnect plug resisting to 221°F (105°C). Dimmable driver 0-10V. The current supplying the LEDs will be reduced by the driver if the driver experiences internal overheating as a protection to the LEDs and the electrical components. Output is protected from short circuits, voltage overload and current overload. Automatic recovery after correction. Standard built in driver surge protection of 2.5kV (min).

Surge Protector

Surge protector tested in accordance with ANSI/IEEE C62.45 per ANSI/IEEE C62.41.2 Scenario I Category C High Exposure 10kV/10kA waveforms for Line Ground, Line Neutral and Neutral Ground, and in accordance with U.S. DOE (Department of Energy) MSSLC (Municipal Solid State Street Lighting Consortium) model specification for LED roadway luminaires electrical immunity requirements for High Test Level 10kV / 10kA. Optional SP2 20kV / 10kA surge protection device that provides extra protection beyond the SP1 10kV/10kA level.

Driver options

DMG: Dimmable driver 0-10V.

OTL: Pre-set driver to signal end of life of the LED module(s) for better fixture management.

SRD: Sensor Ready Driver including SR communication (used for dimming and other functionalities), 24V auxiliary supply and a logical signal input (LSI) connected to the top NEMA twist lock receptacle.

SRD1: Sensor Ready Driver including SR communication (used for dimming and other functionalities) but with 24V auxiliary supply and a logical signal input (LSI) not connected to the top NEMA twist lock.

Luminaire options



FN2 Decorative finial



FN3 Decorative finial



FN4 Decorative finial



FN8 Decorative finial



FN9 Decorative finial



FN10 Decorative finial



FN11 Decorative finial



HS
House slide shield



PH8 (allows a 90° rotation)
Photoelectric cell, twist-lock type complete with receptacle and decorative polycarbonate (grey) cap with a plastic lens.



PH9
Shorting cap, twist-lock type complete with receptacle.



PHXL (allows a 90° rotation)
Extended life Photoelectric cell, twist-lock type complete with receptacle and decorative polycarbonate (grey) cap with a plastic lens.



RCD
Receptacle 5-pins allowing dimming, can be used with a twist-lock Starsense, shorting cap or a photoelectric cell.



RCD7
Receptacle 7-pins.



TN3
Fitter to fit over a 3" (76 mm) O.D. by 4" (102 mm) tenon.



TN3.5
Fitter to fit over a 3-1/2" (89 mm) O.D. by 4" (102 mm) tenon.

MPTR MetroScape LED Post Top

Urban Luminaire

Specifications (continued)

Finish

The Thermosetting powder coating provided meets the color requirements of the AAMA 2604 specification as measured per ASTM D2244. The Thermosetting product is applied at a dry film of 2.5 to 4.0 mils (64-102 microns) on textured finishes, resulting in a durable long lasting finish.

Textured Finishes:

BE2TX: Midnight Blue
 BE6TX: Ocean Blue
 BE8TX: Royal Blue
 BG2TX: Sandstone
 BKTX: Black
 BRTX: Bronze
 GN4TX: Blue Green
 GN6TX: Forest Green
 GN8TX: Dark Forest Green
 GNTX: Green
 GY3TX: Medium Grey
 RD2TX: Burgundy
 RD4TX: Scarlet
 WHTX: White

Other Finishes:

GR: Gray Sandtex
 NP: Natural Alum.
 TG: Hammer-tone Gold
 TS: Hammer-tone Silver

LED manufacturing standard

The electronic components sensitive to electrostatic discharge (ESD) such as light emitting diodes (LEDs) are assembled in compliance with IEC61340 5 1 and ANSI/ESD S20.20 standards so as to eliminate ESD events that could decrease the useful life of the product.

Vibration Resistance

Meets the ANSI C136.31-2018, American National Standard for Roadway Luminaire Vibration specifications for Bridge/overpass applications. (Tested for 3G over 100,000 cycles by independent lab)

Quality Control

Manufactured to ISO 9001 2015 and ISO 14001 2015 International Quality Standards Certification.

Vibration Resistance

Meets the ANSI C136.31, American National Standard for Roadway Luminaire Vibration specifications for Bridge/overpass applications. (Tested for 3G over 100 000 cycles by an independent lab).

Service Tag

Each individual luminaire is uniquely identifiable, thanks to the Service tag application. With a simple scan of a QR code, placed inside the luminaire, you gain instant access to the luminaire configuration, making installation and maintenance operations faster and easier, no matter what stage of the luminaire's lifetime. Just download the APP and register your product right away.

For more details visit: signify.com/servicetag

Certifications and Compliance

cULus Listed for Canada and USA.
 MetroScape is on the DesignLights.

LED Performance

Predicted lumen depreciation data ¹					
Ordering Code	Ambient Temperature (°C)	Driver mA	Calculated L ₇₀ hours ^{1,2}	L ₇₀ per TM-21 ^{2,3}	Lumen Maintenance % @ 60,000 hours
MPTR-135W80LED4K	25°C	530 mA	>100,000	>60,000	94.01%
MPTR-140W48LED4K	25°C	1050 mA	>100,000	>60,000	96.78%

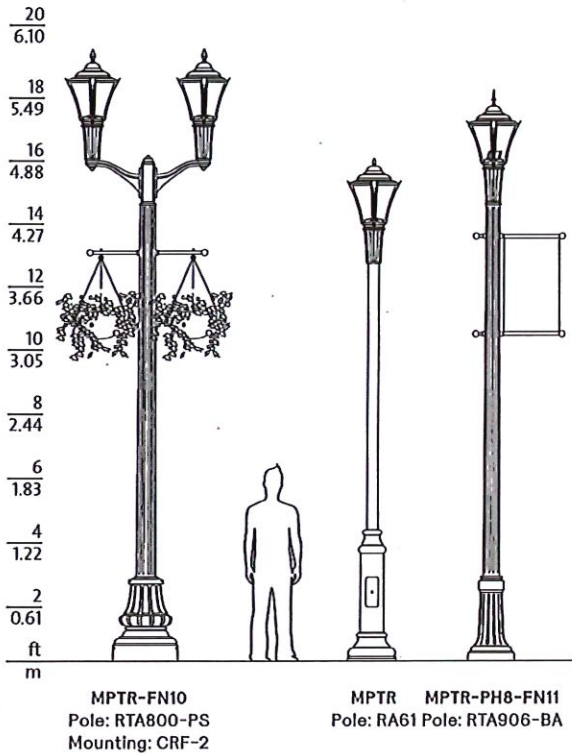
1. Predicted performance derived from LED manufacturer's data and engineering design estimates, based on IESNA LM-80 methodology. Actual experience may vary due to field application conditions.
 2. L₇₀ is the predicted time when LED performance depreciates to 70% of initial lumen output.
 3. Calculated per IESNA TM21-11. Published L₇₀ hours limited to 6 times actual LED test hours.

MPTR MetroScape LED Post Top

Urban Luminaire

Specifications (continued)

Poles



Consult signify.com/outdoorluminaires for details and the complete line of Signify poles and brackets.



© 2024 Signify Holding. All rights reserved. The information provided herein is subject to change, without notice. Signify does not give any representation or warranty as to the accuracy or completeness of the information included herein and shall not be liable for any action in reliance thereon. The information presented in this document is not intended as any commercial offer and does not form part of any quotation or contract, unless otherwise agreed by Signify.

Signify North America Corporation
 400 Crossing Blvd, Suite 600
 Bridgewater, NJ 08807
 Telephone: 800-555-0050

Signify Canada Ltd.
 281 Hillmount Road,
 Markham, ON, Canada L6C 2S3
 Telephone: 800-668-9008

All trademarks are owned by Signify Holding or their respective owners.

#3 - \$2,700.00

Lumca



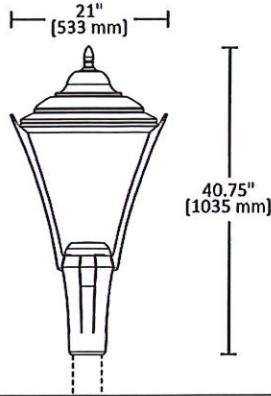
PR8475 / PR8275

COSMO
FAMILY

2022 Silver
GRANDS PRIX
DU DESIGN

COSMO

FAMILY



PR8475



PR8275

Distributions

Type I
L1

Type II
L2

Type III
L3



Type III
L3FL

Type IV
L4

Type V
L5S



CCT

3000K 4000K

CRI

C70
C80

Characteristics



Sources

Type I-II-III-V

530mA	700mA
18LED05 30W	18LED07 40W
36LED05 60W	36LED07 80W
54LED05 90W	54LED07 120W
72LED05 120W	72LED07 160W
90LED05 150W	90LED07 190W

Type IV

530mA	700mA
12LED05 20W	12LED07 27W
24LED05 40W	24LED07 54W
36LED05 60W	36LED07 80W
48LED05 80W	48LED07 107W
60LED05 100W	60LED07 134W
72LED05 120W	72LED07 160W

PR8475 (3G certified)

- Up to 190W
- Up to 20 000 lumens
- Weight: 40lb - 18.1kg
- EPA: 1.45ft²

Description

A sleek new line of LED lights that blend harmoniously in any contemporary urban design. A touch of muted luxury that goes a long way.

Construction

- Aluminum A380 (Injection molding)
- Minimum wall thickness of 0.125" [3mm]
- Stainless steel hardware
- To slip fit over a 4" [102mm] outside diameter pole or tenon

Optical system

- Tempered glass lens 0.1875" [5mm], clear or optional frosted lens (ITC)
- Aluminum heat sink dissipator
- High intensity white light emitting diodes (LED)
- IP66

Driver

- Constant current, -40°C [-40°F] à 80°C [176°F], PF 0,99, 0-10V, 120 to 277V / 347 - 480V.
- Option PRG: Programmable Driver (Consult factory for scenario options)

Voltage

120 - 208 - 240 - 277 - 347 - 480

Finish

- PlafORIZATION (All metallic parts are pretreated using an environmentally friendly organic phosphating technology)
- Polyester powder coating
- Minimum thickness of 100 microns
- Meet ASTM B117 standard practice for salt spray test
- Meet ASTM D2247 testing water resistance of coatings in 100% relative humidity

Available options

- RCD-DOF Internal DimOnOff light control system C/W antenna (software not included)
- HSS House side shield (Internal)
- SGP Surge protector 10kV or 20kV
- MS-24X Motion sensor (PR8275 only)
- PRG Programmable driver
- BTP Button type photocell
- TRP7 7 pins twist lock photocell receptacle (ANSI C136.41) C/W shorting cap
- TRP 7 pins twist lock photocell receptacle (ANSI C136.41) C/W photocell
- PER Twist lock photocell receptacle (ANSI C136.41)

ACCENT RING FOR AP54 POLES ONLY



Black
(RA-B)



Silver
(RA-S)



Red
(RA-R)



Orange
(RA-O)

BASE COVER

Available for $\varnothing 4''$ (AP04) and $\varnothing 5''$ (AP54) poles



Base cover

Product code:
WB24-4



Base cover

Product code:
WB24-54
(available with AP54 only)





Date _____

City _____

Project name _____

Type _____

Qty. _____

-  [Color chart](#)
-  [IES files](#)
-  [Photometric chart](#)
-  [Options datasheet](#)

COSMO

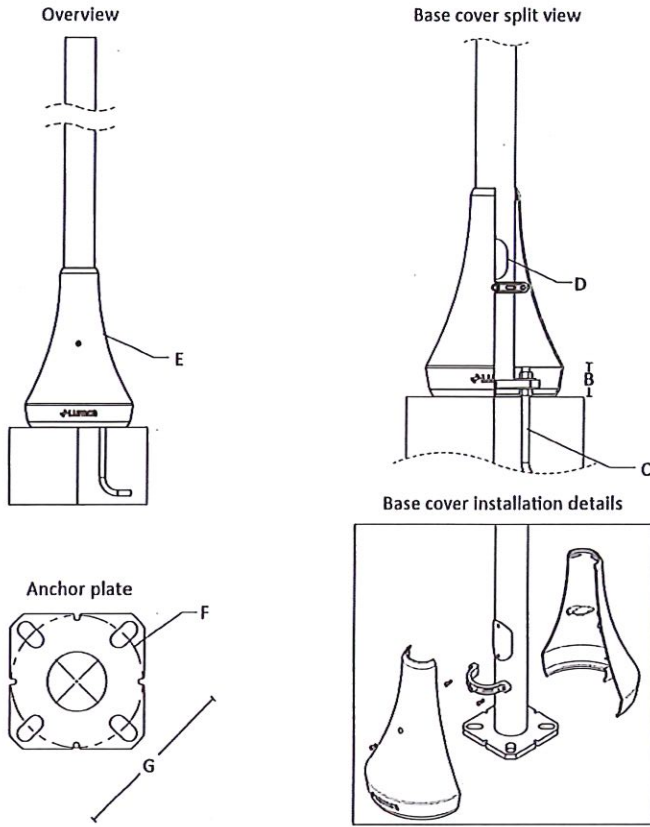
Product code	Source	Voltage	Distribution	CCT	Options	Lens option	Color
PR8475	Type I-II-III-V	120	L1	30K	*See options below*	ITC Acid Etch Glass	*see color chart*
PR8275	18LED05 30W	208	L2B	30KC80			
	36LED05 60W	240	L3	40K			
	54LED05 90W	277	L3FL	40KC80			
	72LED05 120W	347	L4				
	90LED05 150W	480	L5				
	18LED07 40W						
	36LED07 80W						
	54LED07 120W						
	72LED07 160W						
	90LED07 190W						
	Type IV						
	12LED05 20W						
	24LED05 40W						
	36LED05 60W						
	48LED05 80W						
	60LED05 100W						
	72LED05 120W						
	12LED07 27W						
	24LED07 54W						
	36LED07 80W						
	48LED07 107W						
	60LED07 134W						
	72LED07 160W						

Code example: PR8475 36LED07 80W 120 L3 40KC80 SG

Communication node	House side shield	Surge protector	Motion sensor	Programmable driver	Photocell
RCD-DOF DIMONOFF + ANTENNA	HSS	SGP-10 (120-277V) SGP-20 (120-277V) SGP-10HV (347-480V) SGP-20HV (347-480V)	MS-24L MS-24M MS-24H	PRG	TRP7 TRP PER BTP

- RCD-DOF Internal DimOnOff light control system C/W antenna (software not included)
- HSS House side shield (internal, field installable)
- SGP Surge protector 10kV or 20kV
- MS-24X Motion sensor (PR8276 only) with Low, Medium and High range lens
- PRG Programmable driver (consult factory for scenario options)
- BTP Button type photocell
- TRP7 7 pins twist lock photocell receptacle (ANSI C136.41) C/W shorting cap
- TRP 7 pins twist lock photocell receptacle (ANSI C136.41) C/W photocell
- PER Twist lock photocell receptacle (ANSI C136.41)

TECHNICAL INFORMATIONS AP04



POLE INFORMATION

- A. Ø4" [102mm] OD extruded aluminium tube welded inside and outside the perimeter of the tube on an extruded aluminium anchor plate.
- B. Recommended anchor bolts projection: 3" [76mm] maximum
- C. To be installed with 4 anchor bolts 8 nuts and 8 washers.
- D. Sealed aluminum access door mechanically fixed to the pole.
- E. Two-piece decorative cast aluminum base cover mechanically secured with stainless steel screws c/w retaining lip sliding underneath the anchor plate.
- F. Bolt circle Ø8" [203mm] to 10" [254mm]
- G. Anchor plate overall dimension: 11.75" [298mm]



Pole options datasheet

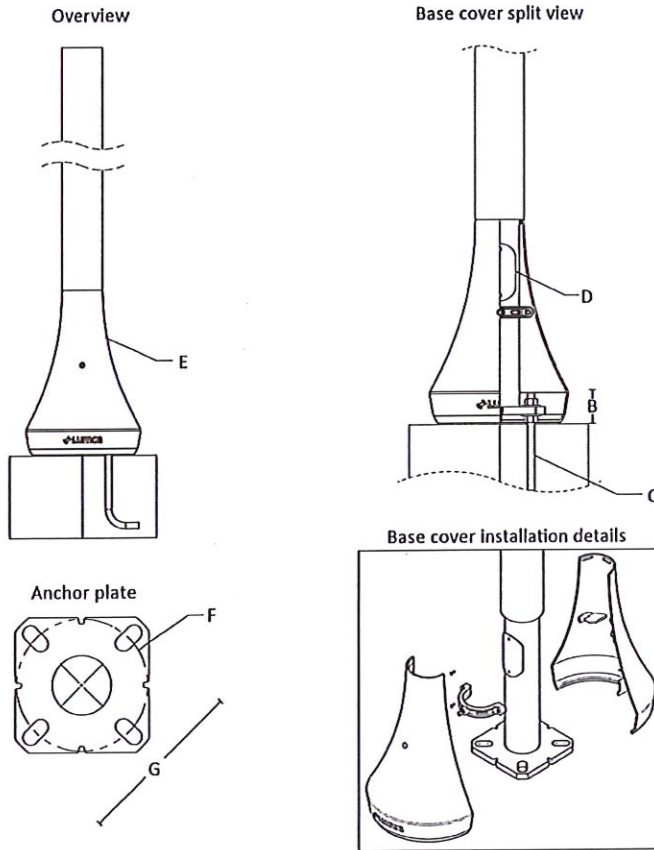
ORDERING INFORMATIONS

Pole	Nominal Height	Options	Base cover	Color	Anchor Bolts
AP04	---	---	---	---	---
AP04	10' to 18'	GFR4-ICR GFR4-ICP GFR4-ICA <small>*See on website for more options*</small>	WB24-4	*See color chart*	Supplied by LUMCA Supplied by others Existing

POLE EPA

Catalog Number	Nominal Height		Wall Thickness		Weight		MAX EPA (ft2)* as per CSA-S6-14										Bolt Circle	
	(ft)	(m)	(in)	(mm)	(lbs)	(Kg)	70 MPH	80 MPH	90 MPH	100 MPH	110 MPH	120 MPH	130 MPH	140 MPH	150 MPH	(in)	(mm)	
AP04-10	10	3.1	.188	4.8	30	13.5	13.3	9.6	8.2	6.0	6.0	--	--	--	--	9	229	
AP04-11	11	3.3	.188	4.8	32	14.5	11.7	8.4	7.1	5.1	5.1	--	--	--	--	9	229	
AP04-12	12	3.7	.188	4.8	35	15.8	10.2	7.1	6.0	4.1	4.1	--	--	--	--	9	229	
AP04-13	13	4.0	.188	4.8	37	16.9	9.1	6.2	5.2	3.4	3.4	--	--	--	--	9	229	
AP04-14	14	4.3	.188	4.8	40	18.0	7.9	5.2	4.3	2.7	2.7	--	--	--	--	9	229	
AP04-15	15	4.6	.188	4.8	42	19.2	7.0	4.5	3.6	2.1	2.1	--	--	--	--	9	229	
AP04-16	16	4.9	.188	4.8	45	20.4	6.0	3.7	2.8	1.4	1.4	--	--	--	--	9	229	
AP04-17	17	5.2	.188	4.8	47	21.5	5.2	3.0	2.2	0.9	0.9	--	--	--	--	9	229	
AP04-18	18	5.5	.188	4.8	50	22.6	4.4	2.4	1.6	0.4	0.4	--	--	--	--	9	229	
AP04-10HD	10	3.1	.23	5.8	56	25	22.1	18.5	18.5	16.0	13.0	10.8	9.1	7.8	6.8	9	229	
AP04-11HD	11	3.3	.23	5.8	62	28	17.8	14.9	14.9	13.9	11.2	9.3	7.8	6.7	5.8	9	229	
AP04-12HD	12	3.7	.23	5.8	67	30	14.6	12.1	12.1	12.1	9.8	8.0	6.7	5.7	5.0	9	229	
AP04-13HD	13	4.0	.23	5.8	73	33	12.0	9.9	9.9	9.9	8.5	6.9	5.8	4.9	4.2	9	229	
AP04-14HD	14	4.3	.23	5.8	78	36	9.9	8.1	8.1	8.1	7.4	5.9	5.0	4.2	3.6	9	229	
AP04-15HD	15	4.6	.23	5.8	84	38	8.2	6.6	6.6	6.6	6.4	5.1	4.2	3.5	3.0	9	229	
AP04-16HD	16	4.9	.23	5.8	90	41	6.8	5.4	5.4	5.4	5.4	4.3	3.5	2.9	2.5	9	229	
AP04-17HD	17	5.2	.23	5.8	95	43	5.6	4.3	4.3	4.3	4.3	3.5	2.9	2.4	2.0	9	229	
AP04-18HD	18	5.5	.23	5.8	101	46	4.5	3.4	3.4	3.4	3.4	2.8	2.3	1.8	1.5	9	229	
AP04-19HD	19	5.8	.23	5.8	106	48	3.5	2.6	2.6	2.6	2.6	2.2	1.7	1.3	1.1	9	229	
AP04-20HD	20	6.1	.23	5.8	112	51	2.7	1.9	1.9	1.9	1.9	1.6	1.2	0.9	0.7	9	229	

TECHNICAL INFORMATIONS AP54



POLE INFORMATION

- A. $\varnothing 5"$ [127mm] extruded aluminum tube, mounted on an $\varnothing 3.5"$ SCH40 extruded aluminum tube welded on the inside and outside of the tube on an aluminum anchor plate.
- B. Recommended anchor bolts projection: 3" [76mm] maximum
- C. To be installed with 4 anchor bolts 8 nuts and 8 washers.
- D. Sealed aluminum access door mechanically fixed to the base.
- E. Two-piece decorative cast aluminium base cover mechanically secured with stainless steel screws c/w retaining lip sliding underneath the anchor plate.
- F. Bolt circle $\varnothing 8"$ [203mm] to 10" [254mm]
- G. Anchor plate overall dimension: 11.75" [298mm]



Pole options datasheet

ORDERING INFORMATIONS

Pole	Nominal Height	Options	Accent ring	Base cover	Color	Anchor Bolts
AP54	---	---	---	---	---	---
AP54	10' to 20'	GFR5-ICR GFR5-ICP GFR5-ICA	RA-B RA-S RA-R RA-O	WB24-54	*See color chart*	Supplied by LUMCA Supplied by others Existing

POLE EPA

Catalog Number	Nominal Height		Wall Thickness		Weight		MAX EPA (ft2)* as per CSA-S6-14											Bolt circle	
	(ft)	(m)	(In)	(mm)	(lbs)	(Kg)	70 MPH	80 MPH	90 MPH	100 MPH	110 MPH	120 MPH	130 MPH	140 MPH	150 MPH	160 MPH	170 MPH	(In)	(mm)
AP54-10	10	3.1	.23	5.8	56	25	22.1	18.5	18.5	16.3	13.3	11.0	9.4	8.0	7.0	6.1	5.3	9	229
AP54-11	11	3.3	.23	5.8	62	28	17.8	14.8	14.9	14.2	11.5	9.5	8.0	6.9	5.9	5.2	4.5	9	229
AP54-12	12	3.7	.23	5.8	67	30	14.6	12.1	12.1	12.1	9.9	8.1	6.9	5.9	5.1	4.4	3.8	9	229
AP54-13	13	4	.23	5.8	73	33	12.0	9.9	9.9	9.9	8.6	7.0	5.9	5.0	4.3	3.7	3.2	9	229
AP54-14	14	4.3	.23	5.8	78	36	9.9	8.1	8.1	8.1	7.5	6.0	5.1	4.3	3.7	3.1	2.7	9	229
AP54-16	16	4.9	.23	5.8	90	41	6.8	5.4	5.4	5.4	5.4	4.4	3.6	3.0	2.5	2.2	1.8	9	229
AP54-18	18	5.5	.23	5.8	101	46	4.5	3.4	3.4	3.4	3.4	3.0	2.4	1.9	1.6	1.3	1.1	9	229
AP54-20	20	6.1	.23	5.8	112	51	2.7	1.9	1.9	1.9	1.9	1.8	1.4	1.0	0.8	0.6	0.4	9	229

18

16

14

12

10

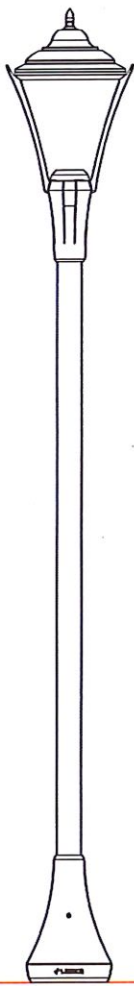
8

6

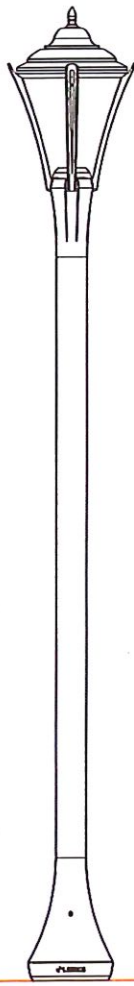
4

2

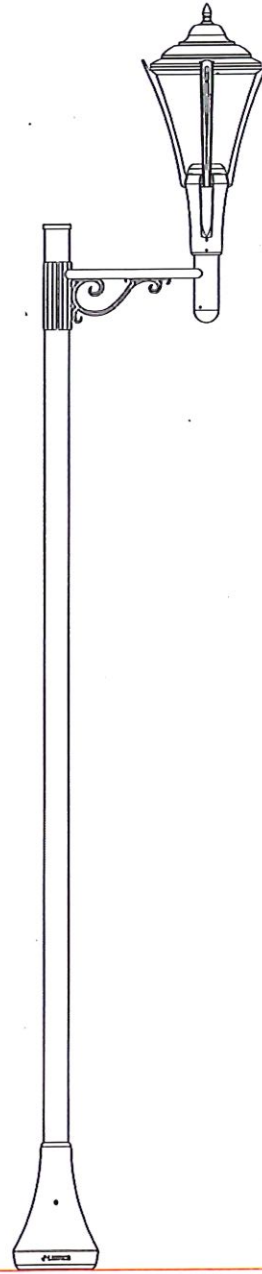
0



Luminaire: PR8275
Pole: AP04-10
Base cover: W824-4

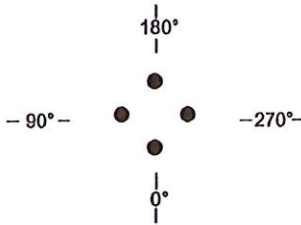


Luminaire: PR8475
Pole: AP54-10
Base cover: W824-54



Luminaire: PR8475
Mounting arm: M11A CF53-4
Pole: AP04-14
Base cover: W824-4

#4 - \$3,799.55



(4) 3/4" X 18" Anchor Bolts, 7" Bolt Circle, Diamond pattern

Access Door Orientation: 0°
Street Side Orientation: 180°

555 Lawrence Avenue | Roselle, IL 60172 | p 847.588.3400 | www.sternberglighting.com

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY

POST TOP FIXTURE: E350LED

This medium scale contemporary fixture includes a permanent mold cast aluminum roof, filter and (4) sweeping support legs. The unit is provided with a flat acrylic lens allowing for an open body. The top mounted driver mounting plate shall be cast aluminum and provide tool-less removal from the housing. The luminaire shall be UL listed in US and Canada.

Model: E350LED, Standard Filter (-SF)

POST TOP LIGHT SOURCE: -16L30T3-MDL018-FL

Array: 16L (16 LEDs, 42W for MD_010, 59W for MD_014, 77W for MD_018)
Color Temp: (16L)
Distribution: 3000K (30)
Driver: Type 3 (T3)
Lens: Multi-Volt Dimmable Low-Range Driver, 120-277V, 180mA (MDL018)
Flat Acrylic Lens (FL)

POLE: 3816T54-188

The 15" diameter cast 356 aluminum alloy base and aluminum shaft shall be a one-piece construction. The pole shall be U.L. or E.T.L. listed in U.S. and Canada. All pole heights to have a tolerance of ± 2"

Model: 3800 Leesburg (38)
Height: 16 Ft (16)
Shaft Type: Smooth Tapered 5-4 Inch, 6063-T6 Aluminum Alloy (T54)
Gauge: 0.188" (.188)

FINISH: BKT

Assembly shall be powder coated to Black Textured finish. Prior to coating, the assembly shall be chemically cleaned and etched in a 5-stage washing system which includes alkaline cleaning, rinsing, phosphoric etching, reverse osmosis water rinsing, and non-chrome sealing to ensure corrosion resistance.

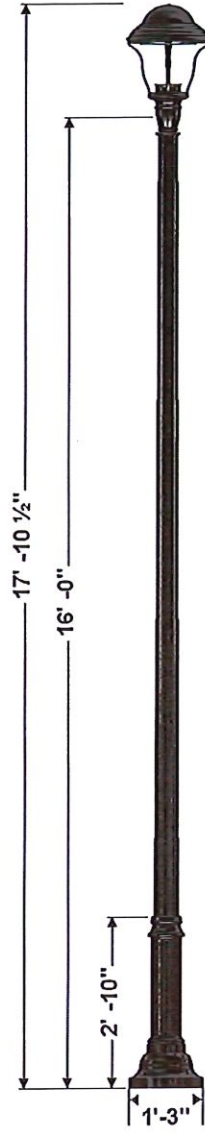
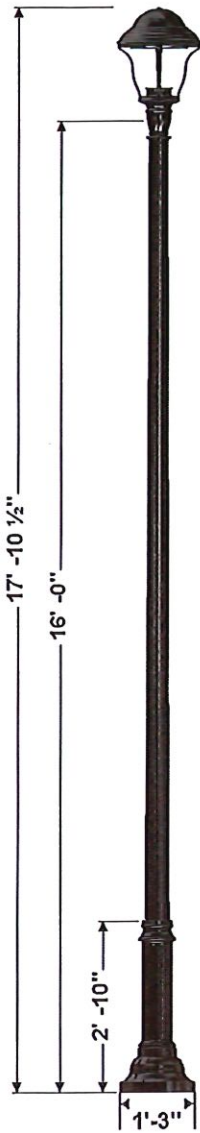
Wind Load Evaluation

This assembly, as configured, MEETS AASHTO requirements for wind loading

Wind Speed: 140 mph
Gust Factor: 1.14

Catalog Number: PT-E350LED-SF-16L30T3-MDL018-FL / 3816T54-188 / BKT

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY



Catalog Number: PT-E350LED-SF-16L30T3-MDL018-FL / 3816T54-.188 / BKT

#5 - \$3,160.00



555 Lawrence Avenue | Roselle, IL 60172 | p 847.588.3400 | www.sternberglighting.com

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY

PT FIXTURE: PT

The medium scale Millenia® ML660 post top luminaire is a breakthrough in modern area lighting technology. Its new world urban design transcends traditional lighting convention by seamlessly interweaving form and function to yet another level. Our convective AAD "Advanced Air-flow Dynamics" maximizes heat sink expulsion to deliver unsurpassed thermal management for long-life LED performance and energy efficiency. Available with a myriad of options, the Millenia is perfect for commercial, institutional, and municipal markets. The cast aluminum slipfilter slips a 3" OD x 3" tall tenon. The luminaire shall be listed in US and Canada..

PT FIXTURE OPTIONS: -SV1--

Lens: Diffuse Acrylic Lens (SV1)
Control: None (-)
Receptacle:

POLE: SL900T416-.188

SL900 Base - 4" Dia. Pole

Model: SL900
Shaft Type: Smooth Tapered 4-3 Inch, 6063-T6 Aluminum Alloy (T4)
Height: 16 Ft (16)
Gauge: 0.188" (.188)

FINISH: /BKT

Assembly shall be powder coated to Black Textured finish. Prior to coating, the assembly shall be chemically cleaned and etched in a 5-stage washing system which includes alkaline cleaning, rinsing, phosphoric etching, reverse osmosis water rinsing, and non-chrome sealing to ensure corrosion resistance.

Catalog Number: PT-ML660-16L30T3-MDL018-SV1- / SL900T416-.188 / BKT

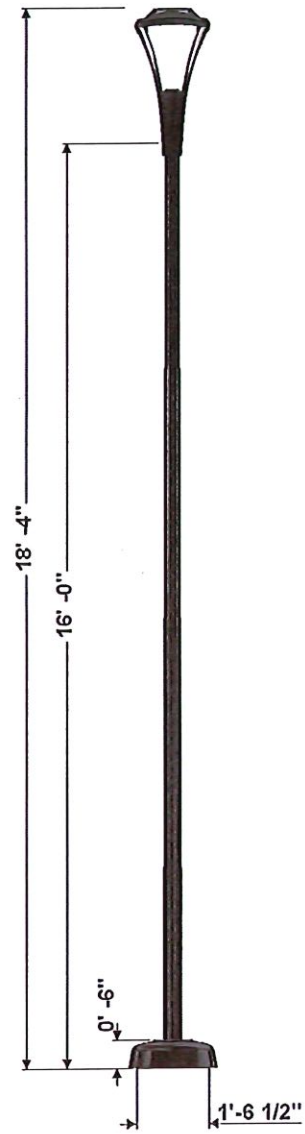
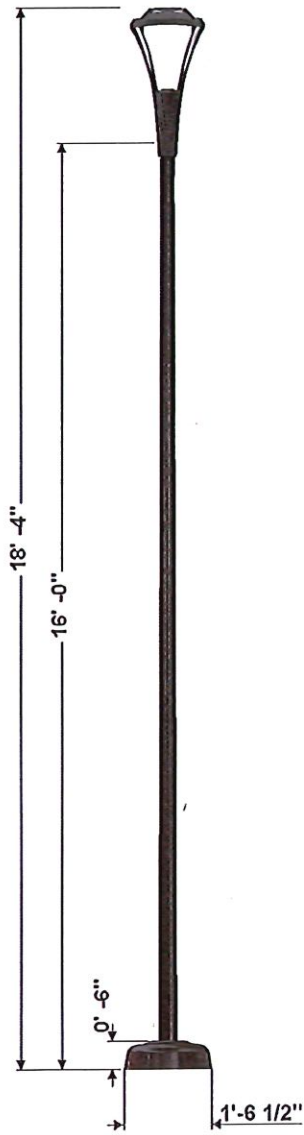
(4) 1/2" x 18" Anchor Bolts, 7.5" Bolt Circle, Diamond pattern

Access Door Orientation: 0°
Street Side Orientation: 180°

Job Name: Customer Signature: Drawing #56771

Job Location: Date: 2025/04/10 1 of 2

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY



Catalog Number: PT-ML660-16L30T3-MDL018-SV1- / SL900T416-188 / BKT

Job Name:

Customer Signature:

Drawing #56771

Job Location:

Date: 2025/04/10

2 of 2

#6 - \$2,989.85



555 Lawrence Avenue | Roselle, IL 60172 | p 847.588.3400 | www.sternberglighting.com

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY

PT FIXTURE: PT

The medium scale Solana SL660 post-top Luminaire's modern geometric design complements a diverse assortment of contemporary architectural settings. Its urbanesque yoke design offers not only aesthetic beauty, durability, and optical efficiency, but takes street, area, and medium mount lighting to another level. The Solana SL660 is well suited for all roadway, site, and pedestrian environments. Our convective AAD "Advanced Air-flow Dynamics" maximizes heat sink expulsion to deliver unsurpassed thermal management for long-life LED performance and energy efficiency. The cast aluminum slipfilter slips a 3" OD x 3" tall tenon. The luminaire shall be UL listed in US and Canada.

PT FIXTURE OPTIONS: -SV1

Lens: Flat Diffuse Acrylic Lens (SV1)

POLE: SL900T416-.188

SL900 Base - 4" Dia. Pole

Model: SL900
Shaft Type: Smooth Tapered 4-3 Inch, 6063-T6 Aluminum Alloy (T4)
Height: 16 Ft (16)
Gauge: 0.188" (.188)

FINISH: /BKT

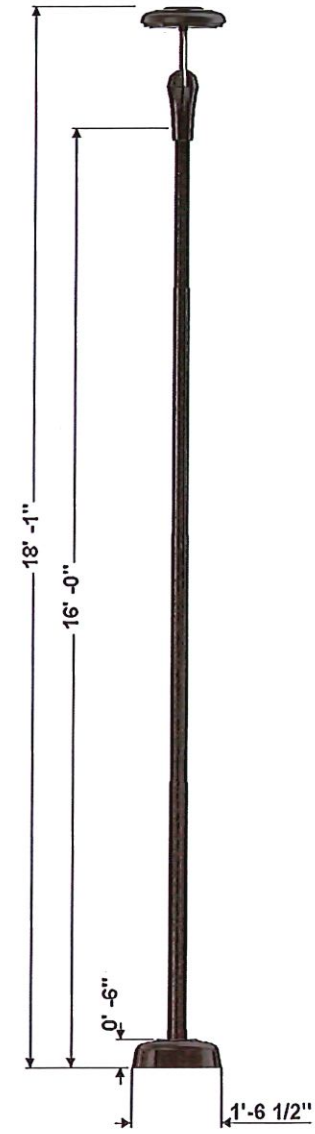
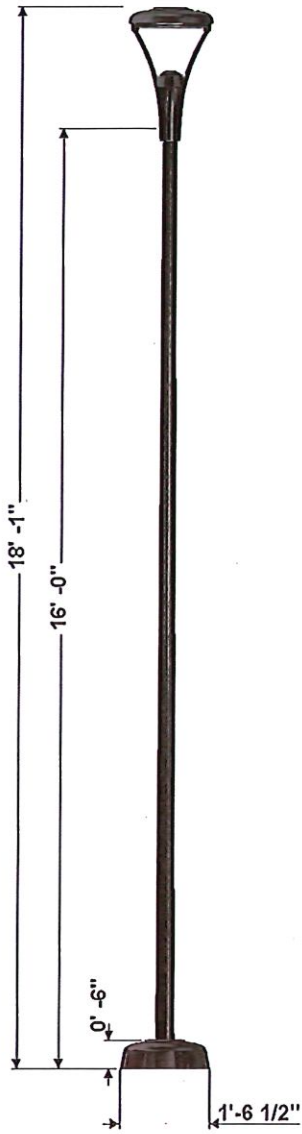
Assembly shall be powder coated to Black Textured finish. Prior to coating, the assembly shall be chemically cleaned and etched in a 5-stage washing system which includes alkaline cleaning, rinsing, phosphoric etching, reverse osmosis water rinsing, and non-chrome sealing to ensure corrosion resistance.

(4) 1/2" x 18" Anchor Bolts, 7.5" Bolt Circle,
Diamond pattern

Access Door Orientation: 0°
Street Side Orientation: 180°

Catalog Number: PT-SL660-24L30T3-MDL014-SV1 / SL900T416-.188 / BKT

CONCEPTUAL ASSEMBLY DRAWING, SUBJECT TO ENGINEERING VERIFICATION BY THE FACTORY



Catalog Number: PT-SL660-24L30T3-MDL014-SV1 / SL900T416-.188 / BKT

Job Name:

Customer Signature:

Drawing #56772

Job Location:

Date:

2025/04/10

2 of 2

APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: May 6th, 2025

SUBJECT: Avenue B runs through homeowner's property at 25 17th Street, Apalachicola, FL 32320

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: 8
Department: Planning & Zoning
Presenter: Karen Cox Dennis

BRIEF SUMMARY: My husband Carl and I have lived in Apalachicola for 30 years. For the last 20 years, we have been living at 25 17th Street, Apalachicola, 32320. When we purchased the property we were made aware that AVENUE B runs through the middle of our property, and that it was officially "abandoned". Previous mayors, Howell, Johnson and Begos, deemed it "abandoned" and all three came on site. Rhonda Skipper and Terry Tipton are also well aware and we have had the square footage reduction in taxes for 20 years. We understand that this is the tax payers land. We have the paperwork and figures for maintenance of the property for 20 years. We have been generous stewards to this land and would and happy to pay the higher tax rate, which will give city more money and clear up this ancient conundrum.

Please find below, the survey and site plan on our property, to be clear, where the road to "no where," goes through the middle of our yard. We would like to not have our land divided by city property.
Thank you for your consideration.

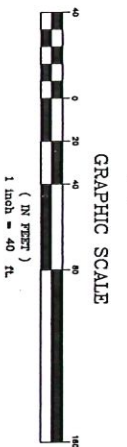
RECOMMENDED MOTION AND REQUESTED ACTIONS: Requestor is seeking official "abandonment" of part of Ave B that runs through her property and to purchase said parcel for \$1.

FUNDING SOURCE: N/A

ATTACHMENTS: 1) Site plan ;and 2) Boundary Survey

STAFF'S COMMENTS AND RECOMMENDATIONS:

PLAT OF BOUNDARY SURVEY CERTIFIED TO:
 CARL DENNIS and KAREN DENNIS,
 APALACHICOLA STATE BANK,
 DODD TITLE CO., INC.,
 STEWART TITLE GUARANTY CO.

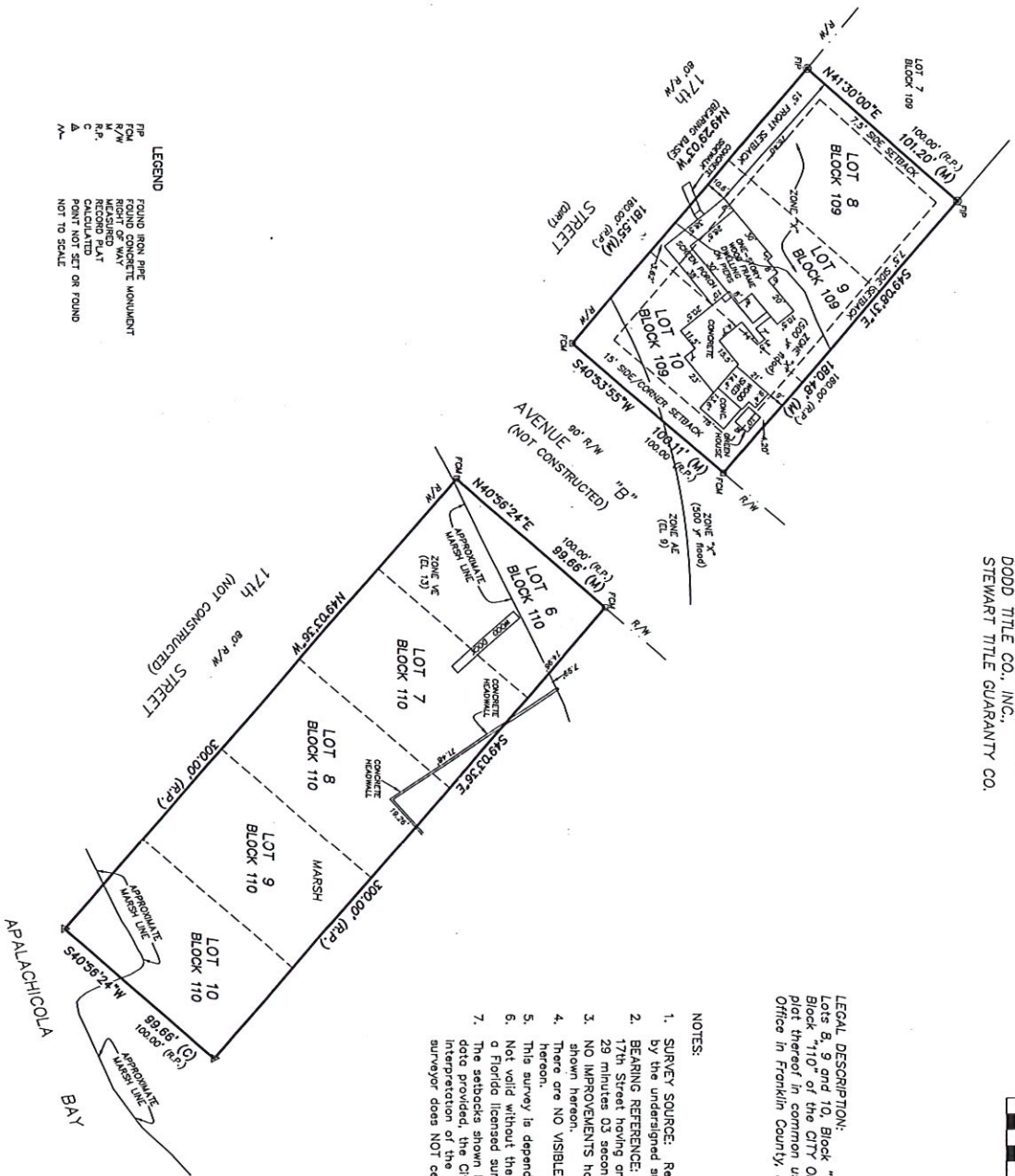


LEGAL DESCRIPTION:
 Lots 8, 9 and 10, Block "109" and Lots 6, 7, 8, 9, and 10, Block "110" of the CITY OF APALACHICOLA, as per map or plat plat thereof in common use on file at the Clerk of the Circuit Office in Franklin County, Florida.

NOTES:

1. SURVEY SOURCE: Record plat and a field survey performed by the undersigned surveyor.
2. BEARING REFERENCE: Northeastly right of way boundary of 17th Street having an assumed bearing of North 49 degrees 29 minutes 03 seconds West.
3. NO IMPROVEMENTS have been located in this survey other than shown hereon.
4. There are NO VISIBLE ENCROACHMENTS other than those shown hereon.
5. This survey is dependent upon EXISTING MONUMENTATION.
6. Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.
7. The setbacks shown hereon were plotted as to the best available data provided, the City of Apalachicola should be consulted for interpretation of the setbacks shown hereon. The undersigned surveyor does NOT certify that these setbacks are current.

MAGNETIC



LEGEND
 FP FOUND IRON PIPE
 FCM FOUND CONCRETE MONUMENT
 R/W RIGHT OF WAY
 R.P. RECORD PLAT
 C CALCULATED
 A POINT NOT SET OR FOUND
 M- NOT TO SCALE

FLOOD ZONE INFORMATION:

Subject property is located in Zone X, X (500 yr flood), AE(EL 9) & VE(EL 13) as per Flood Insurance Rate Map Community Panel No.120089 0528E.
 Index date: June 17, 2002, Franklin County, Florida.

REVISED: 09/06/02. ADDED ENCROACHMENTS
 REVISED: 09/23/02. ADDED SETBACKS

I hereby certify that this is a true and correct representation of the property shown hereon and that this survey meets the minimum technical standards for land surveying (Chapter 61017-5, Florida Administrative Code).
 The undersigned surveyor has not been provided a current title opinion or abstract of matters affecting title or boundary to the subject property. It is possible there are deeds of records, unrecorded deeds, easements or other instruments which could affect the boundaries.

JAYES T. RODDENBERRY
 Surveyor and Mapper
 Florida Certificate No. 4281

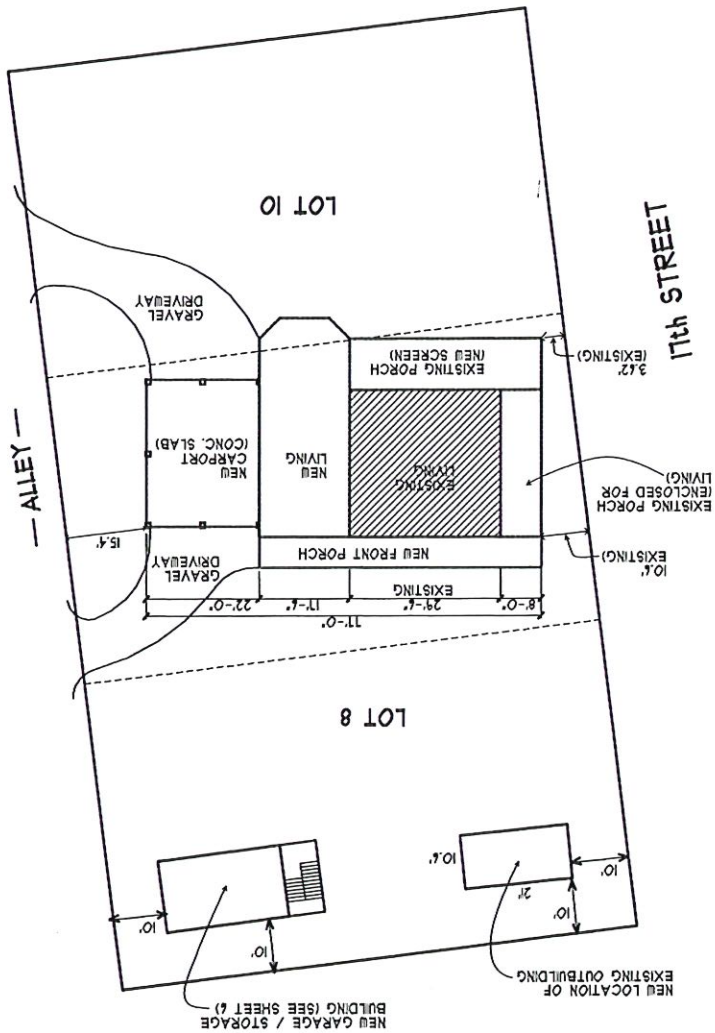
Thurman Roddenberry and Associates, Inc.
 Professional Surveyors and Mappers

LB No. 7160

P.O. Box 100	125 Sheldon Street	Sebechopy, FL 32358-0100	(850) 962-2538
DATE: 03/28/02	DRAWN BY: B.R.	N.B.340 pg.27	COUNTY: FRANKLIN
FILE: 02199.DWG	DATE OF LAST FIELD WORK: 03/25/02	JOB NUMBER: 02-199	

SITE PLAN
SCALE: 1" = 20'

AREA	SQ. FT.
EXISTING LIVING (RENOVATED)	840
EXISTING PORCH (CONVERTED TO LIVING)	288
EXISTING PORCH (NEW SCREEN)	312
TOTAL EXISTING	1440
NEW 1st FLOOR LIVING	121
NEW 2nd FLOOR LIVING	871
NEW LIVING	1403
TOTAL LIVING	2443
NEW FRONT PORCH	330
NEW GARPORT	125
NEW 2nd FLOOR DECK	125
TOTAL UNDER ROOF	3498



**APALACHICOLA CITY COMMISSION
REQUEST FOR BOARD ACTION
Meeting Date: 5/6/2025**

SUBJECT: 2nd Reading and Adoption: Ordinance 2025-02

AGENDA INFORMATION:

Agenda Location: Unfinished Business
Item Number: 1
Department: Admin
Presenter: Dan Hartman

BRIEF SUMMARY: Tree Ordinance 2025-02

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Motion to approve 2nd Reading and adopt Ordinance 2025-02.

FUNDING SOURCE: N/A

ATTACHMENTS: Tree Ordinance 2025-02

STAFF'S COMMENTS AND RECOMMENDATIONS: Approve.

ORDINANCE NO: 2025-02

AN ORDINANCE OF THE CITY OF APALACHICOLA, FLORIDA, PROVIDING FOR THE AMENDMENT OF PART II, SUBPART B, CHAPTER 105, ARTICLE II, TREE PROTECTION, SECTIONS 105-21 THROUGH 105-30; CHAPTER 109, ARTICLE II, SITE PLAN REVIEW REGULATIONS SECTIONS 109-46 THROUGH 109-51 AND CREATING CHAPTER 111, ARTICLE I, SITE PLAN REVIEW REGULATIONS SECTION(S) 111-10 THROUGH 111-15; PROVIDING FOR PURPOSE; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

FINDINGS:

WHEREAS, the City of Apalachicola is a Florida Municipality duly incorporated, with all the rights and powers as provided in s. 2(b), Art. VIII of the State Constitution.

WHEREAS the City to provide clarification and additional guidance regarding the protection of trees located within the City. The amendments provide for additional definitions, permitting considerations and enforcement;

WHEREAS, the City of Apalachicola has determined that it is in the public interest to adopt amendments to its Land Development Code pertaining to Tree Protection and Site Plan Review;

WHEREAS, included in this Ordinance is the relocation of the general Site Plan Review Regulations being amended in order to remove them from Chapter 109 and move them to Chapter 111 as indicated for clarity; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF APALACHICOLA, FLORIDA, that:

NOTE: ~~Struck through language is language proposed to be deleted, Underlined language is amended language, and * represents sections that have been skipped and that remain unchanged.~~**

Chapter 105 ENVIRONMENT

ARTICLE II. TREE PROTECTION

Sec. 105-21. Purpose and intent.

- (a) Trees are recognized to be a valued asset, providing a healthier and more beautiful environment in which to live. Tree preservation enhances the value and marketability of property and thereby promotes the stability of residential neighborhoods, making them more livable and desirable.
- (b) This article establishes protective regulations for tree preservation and a permitting process to ensure good management practices on private and city-owned property, including utility easements for continued healthy and beautiful trees.

Sec. 105-22. Definitions.

Tree. A woody plant having one or more well-defined trunks capable of being maintained with a clear trunk and normally growing to an overall height at maturity of a minimum of 15 feet.

Diameter at breast height. The diameter of a tree trunk as measured four and a half (4 ½) feet above ground level.

Dead. In a state of irrecoverable decline with more than 50 percent of leaves, branches, and limbs not alive.

Drip line. The limiting line established by a series of perpendicular drop points marking the maximum radius of the crown of an existing tree, but not less than ten feet from the trunk, whichever is greater.

PatriarchHeritage tree. A protected native tree (section 105-23) whose trunk is 35 or more inches in diameter at breast height.

Relocate. As used in article II, tree protection regulations and elsewhere in this Code, the digging up of a protected tree by a property owner from a place on the owner's property and the planting of the same tree in another place on the same property or in a public place.

Substantial alteration. The heavy cutting of top branches (topping), cutting of major lower limbs (elevating), or significant trimming of a tree that alters the natural symmetry of the tree. The term does not include customarily accepted practices used by certified arborists for pruning shade trees.

Sec. 105-23. Protected native trees.

The native trees predominately foresting the City of Apalachicola are:

Bald and pond cypress (*Taxodium distichum* and *Taxodium ascendens*),

Eastern and southern redcedar (*Juniperus virginiana* and *Juniperus ~~selicicola~~silicicola*),

Live oak (*Quercus virginiana*),

Longleaf pine (*Pinus palustris*),

~~Pecan~~ (*Carya illinoensis*),

Sabal (cabbage) palm (*Sabal palmetto*),

~~Slash pine (*Pinus elliotii*),~~

Southern magnolia (*Magnolia grandiflora*), and

~~Sycamore (*Platanus occidentalis*), and~~

~~Water oak (*Quercus nigra*).~~

Individual trees of these species having diameters of four or more inches at breast height are protected (hereinafter referred to as "protected trees"). Other native trees and all nonnative trees are not protected.

Sec. 105-24. Preservation of patriarch heritage trees.

No patriarch heritage tree on privately- or city-owned property shall be removed or substantially altered by a private landowner or a department of the city unless:

- (1) Under a declared emergency (section 105-25(1)(c)) or in the case of an imminent hazard (section 105-25(2)), the ~~code enforcement officer~~, city manager, or ~~a designee in their~~ the manager's absence the manager's designee (e.g., code enforcement officer), finds for a specific tree that immediate action is required to eliminate a condition endangering public safety or property.
- (2) In a non-emergency or non-imminent hazard situation:
 - a. On private property, the planning and zoning board coincident with the planning and zoning board's approval of a proposed development plan that is conditional on a tree permit application being approved, the city manager approves the issuance of a tree permit to a private landowner to remove or substantially alter a tree on a lot because not doing so would make the lot undevelopable for any principal structure (section 105-26(1)(c)).
 - b. On private property when no development is proposed or on city property, the city manager documents in writing his or her reasons for allowing removal or substantial alteration (sections 105-26(1)(c) and 105-26(2)(c)).

Sec. 105-25. Activities exempted from or requiring a tree permit.

- (1) A tree permit is not required for the following exempt activities:
 - a. Unprotected trees—The removal, relocation, or substantial alteration of:
 - Native trees not listed in section 105-23;
 - Native trees listed in section 105-23 that are less than four inches in diameter at breast height;
 - Cultivated varieties of once native trees developed by selective breeding and sold by plant nurseries;
 - and
 - Nonnative trees, including invasive species.

~~Dead trees when the code enforcement officer inspects the trees and agrees they are dead.~~
 - b. As provided by State law (F.S. § 163.045), the pruning, trimming, or removal of a tree on a residential property if the property owner possesses documentation from an arborist certified by the International Society of Arboriculture or a Florida licensed landscape architect that the tree poses an unacceptable risk to persons or property. A tree poses an unacceptable risk if removal is the only means of practically mitigating its risk below moderate, as determined by the tree risk assessment procedures outlined in Best Management Practices - Tree Risk Assessment, Second Edition (2017).
 - c. Pruning—Pruning of unprotected trees, and light pruning of protected trees that does not substantially alter the protected trees.

ed. Emergency—The removal or substantial alteration of any significantly-damaged, protected, non-~~patriarch~~heritage tree during or following a natural or man-made disaster (e.g., hurricane, tornado, high wind, flood, or forest fire) when the city commission or manager declares a state of emergency and determines that permitting requirements will hamper private or public work to restore safety and order to the city. Permission~~City permission~~ is required to remove or substantially alter a ~~patriarch~~heritage tree (section 105-24(1)). In the interest of expeditiously addressing damaged heritage trees, the city's oral permission is sufficient, and written permission is not required.

de. Highway and electric utility rights-of-way—The removal or trimming of protected trees by:

The Florida Department of Transportation along roads under its jurisdiction to maintain safe lines of sight at road intersections and alleys and horizontal clearance areas along roadways where errant vehicles leaving the roadway might travel.

The electric utility along power lines necessary for the maintenance of accepted public safety standards and system reliability.

(2) A tree permit is required for the following activities.

Any removal or substantial alteration of a protected tree not exempted in section 105-25(1). Some specific situations requiring a permit include:

Imminent hazard—The removal or substantial alteration of a protected tree when an applicant proposes that immediate action is required due to a condition endangering public safety or property.

Diseased or pest-infested tree—The removal or substantial alteration of a diseased or pest-infested, protected tree when an applicant proposes that doing so will prevent the spread of the disease or pests to healthy trees.

Storm-damaged tree—The removal or substantial alteration of a protected tree damaged by a storm for which the city commission or manager did not declare a state of emergency.

Tree in decline—The removal or substantial alteration of a protected tree that has lost vigor and displays pale green or yellow leaf color, small leaves, poor growth, leaf drop, or dieback of twigs and branches. A tree in decline is not a dead tree.

Sec. 105-26. Permits for removal, relocation, or substantial alteration of protected trees.

Any person wishing to remove or substantially alter a protected tree shall ~~make~~submit an application to the code enforcement officer ~~on a tree application form provided by the officer.~~

A tree permit shall be issued to remove or substantially alter a protected tree only if such action is in compliance with these article II requirements and the section 109-~~5051~~ site plan requirements.

Substantial alteration of a protected tree shall be allowed only under a declared emergency (sections 105-24(1) and 105-25(1)(c)), when a permit is obtained in the case of an imminent hazard (sections 105-24(1) and 105-25(2)), or when a permit is obtained in a non-emergency or non-imminent hazard situation to eliminate limbs that encroach on an adjacent structure.

(1) Private property.

a. If the proposed tree removal or substantial alteration is in conjunction with proposed development the planning and zoning board reviews (e.g., a newly-proposed structure, the expansion of an existing structure where the footprint increases in size, the construction of a driveway or walkway, or other such development that disturbs the land surface), the ~~board~~code enforcement officer shall implement these tree protection requirements at the time ~~it~~the planning and zoning board reviews and decides to approve, conditionally approve, or disapprove the site plan.

- b. If the proposed tree removal or substantial alteration is not in conjunction with proposed development that the planning and zoning board reviews (e.g., tree removal due to tree roots affecting the structural integrity of a building foundation), the code enforcement officer, city manager, or a designee shall implement these tree protection requirements at the time he or she reviews and ~~decides to approve, conditionally approve, makes a decision on the tree removal or disapprove the proposal, substantial alteration application.~~ Only the city manager shall make decisions on ~~patriarch~~ heritage trees (subsection c).
- c. If the proposal is the removal or substantial alteration of a ~~patriarch~~ heritage tree, the code enforcement officer shall provide a copy of the tree application to the tree committee appointed by the city commission. The committee shall review the tree permit application and make a recommendation to the ~~decision maker (the planning and zoning board (subsection a) or the city manager (subsection b)).~~ city manager.

When ~~the board is the decision maker, approval~~ proposed removal or conditional approval to remove or substantially alter ~~substantial alteration of~~ a ~~patriarch~~ heritage tree ~~on~~ is in conjunction with a development plan for a privately-owned lot ~~that is reviewed by the planning and zoning board, the city manager~~ shall ~~allow removal or substantial alteration of the heritage tree~~ only. ~~be made~~ when no principal structure could be legally built on the lot taking into consideration the location of the tree and such requirements as setbacks and minimum required size for single-family dwellings. Through the variance process the board of adjustment may consider reducing setbacks or minimum dwelling size if doing so would spare the tree.

~~When the~~ The city manager is the decision maker, the manager's ~~manager's~~ reasons for allowing removal or substantial alteration of a ~~patriarch~~ heritage tree shall be documented in writing.

(2) City property.

- a. A person wanting to remove or substantially alter a protected tree on city property adjacent to private property owned by the person (e.g., to create an entryway to a proposed driveway on private property) shall apply for a tree permit. Cost of the permit and tree removal or substantial alteration shall be borne by the applicant.
- b. A city department wanting to remove or substantially alter a protected tree on city property shall make a request to the code enforcement officer. To document the request, the code enforcement officer shall prepare a tree application for the proposed action. Removal or substantial alteration of the tree shall not occur unless the code enforcement officer, city manager, or one of their designees approves the removal or substantial alteration.
- c. If the proposal is the removal or substantial alteration of a ~~patriarch~~ heritage tree, the code enforcement officer shall provide a copy of the tree application to the city manager and tree committee appointed by the city commission. The committee shall review the tree permit application and make a recommendation. The city manager shall make a decision on the proposal and document in writing the reasons for allowing any removal or substantial alteration.

As a condition of approval, decision makers may require that certain protected trees or native trees listed in section 105-23 that are less than ~~four~~ eight inches in diameter at breast height be relocated from the area of proposed development to an undeveloped location.

Under a tree permit, thinning of healthy protected trees may be justified if selective removal of trees improves the development of remaining trees and allows them to grow faster and in a fuller, characteristic form.

To ensure that a tree permit is not prematurely issued for a proposed development that is never approved, the tree permit and building permit will be issued simultaneously.

Sec. 105-27. Protection of trees during building operations.

Within the drip line radius of a protected tree, the following activities shall not occur during development, redevelopment, or improvement: deposition of debris and fill; storage of gasoline, oil, paint, chemicals, and other toxic materials harmful to trees; and attachment of wire to trees.

Driveways and sidewalks of impervious concrete and asphalt may not be constructed within the drip line of protected trees.

Sec. 105-28. Utility easement trimming.

Electric utility companies and their contractors that perform vegetation maintenance and tree pruning or trimming within electric utility right-of-way corridors shall do so in accordance with the following requirements. As defined in State law (F.S. § 163.3209), "vegetation maintenance and tree pruning or trimming" means "the mowing of vegetation within the right-of-way, removal of trees or brush within the right-of-way, and selective removal of tree branches that extend within the right-of-way."

- (1) All tree management will be limited to what is necessary for the proper maintenance of existing and new utility facilities in order to provide safe and reliable utility service.
- (2) Prior to vegetation maintenance and tree pruning or trimming, the utility shall provide the city manager with a minimum of five business days' advance notice. Such advance notice is not required for vegetation maintenance and tree pruning or trimming required to restore electric service or to avoid an imminent vegetation-caused outage.
- (3) The electric utility shall meet with the city manager, or the manager's designee (e.g., code enforcement officer), to discuss and submit the utility's vegetation maintenance plan, including the utility's trimming specifications and maintenance practices. The plan shall identify any patriarch heritage trees that are proposed for trimming and the amount of trimming proposed.
- (4) Vegetation maintenance and tree pruning or trimming conducted by utilities shall conform to American National Standards Institute (ANSI) A300 (Part I)—2008 (R2014) pruning standards and ANSI Z133.1-2000 Pruning, Repairing, Maintaining, and Removing Trees, and Cutting Brush—Safety Requirements.
- (5) Vegetation maintenance and tree pruning or trimming conducted by utilities must be supervised by qualified electric utility personnel or contractors licensed to do business in the City of Apalachicola and trained to conduct vegetation maintenance and tree trimming or pruning consistent with these requirements or by certified arborists certified by the certification program of the International Society of Arboriculture. Trimming of patriarch trees may only be performed by certified arborists.

Sec. 105-29. Reforestation fund.

Fees collected for the lawful removal of protected trees shall be placed in a reforestation fund maintained by the City of Apalachicola. (Fees for the administrative processing of tree permit applications (~~e.g., \$50.00 per application~~) and fines for the unlawful removal or substantial alteration of protected trees (section 105-30) shall not be placed in the reforestation fund.) Reforestation fund fees shall be spent to establish, acquire, install, and maintain, and promote a reforestation program on city property, primarily in parks, squares, and along highway and street corridors.

Following are The city, by resolution, is authorized to set and change the reforestation fund fees that shall be collected for removal of protected trees.

<u>Diameter at breast height of protected tree removed (inches)</u>	<u>Fee for each tree (\$)</u>
<u>4 to 16</u>	<u>25</u>
<u>Greater than 16 to less than 35</u>	<u>35</u>

35 and larger (patriarch tree)	1,000
--------------------------------	-------

~~For a tree permit applicant not proposing to remove a patriarch tree, the maximum total reforestation fund fee collected for each lot covered by the application shall not exceed \$250.00.~~

~~For a tree permit applicant proposing to remove a patriarch tree, the maximum total fee and any corresponding reforestation fund fee collected for each lot covered for permits applied for in this article, which resolutions are incorporated by the application shall not exceed \$250.00 for the non-patriarch trees plus an additional \$1,000.00 for each patriarch tree. [reference herein.](#)~~

Sec. 105-30. Penalties for violations.

Any person that removes or substantially alters a protected tree before a tree permit is obtained shall be charged a doubled permit application processing fee ~~(e.g., \$100.00)~~ for an after-the-fact permit.

If an after-the-fact tree permit is not issued because the tree removal or substantial alteration is not in accordance with these tree protection regulations, a fine in the amount specified in section ~~III.D.1 of this Code 101-143~~ shall be imposed. Each tree that is illegally removed or substantially altered is a separate offense.

Any person that illegally removes or substantially alters a patriarch tree shall be fined up to \$25,000.00.

Commercial tree care contractors or general contractors are required to be licensed by the city in order for them to conduct business within the city. ~~Commercial tree care contractors or general contractors hired by the City of Apalachicola to complete tree removals or substantial alterations must show proof of commercial general liability insurance in the amount of \$1,000,000.00 per occurrence for bodily injury and property damage with a provision that does not allow cancellation without 30 days written notice to the city.~~ Two or more violations of any provision of these tree protection requirements by any commercial tree care contractor or general contractor may result in revocation of such person's license to do business within the city.

Chapter 109 HISTORIC PRESERVATION

ARTICLE II. HISTORIC AND CULTURAL PRESERVATION REGULATIONS

Sec. ~~111-10109-46~~. Purpose and intent.

The public health, safety and welfare require the harmonious, orderly and progressive development of land within the City of Apalachicola. The development of the land is a vital step in the process of community development. Once land has been developed, the correction of defects is costly and difficult. Substantial public responsibility is created by each new development, involving the maintenance of streets and storm water management systems and the provision of additional public services. As the general health, safety and welfare of the community are thereby affected by the development of land, it is in the direct interest of the public that site development be conveyed, designed and carried out in accordance with sound land and water management principles.

The purpose and intent of this chapter is to assure that new development within Apalachicola will not adversely affect the public's natural or financial resources, especially Apalachicola Bay or its tributaries.

Sec. ~~111-11109-47~~. Applicability.

This chapter establishes procedures and standards for the preparation, review and approval of plans to carry out development.

Sec. ~~111-12109-48~~. Procedures for site plan application, review and decision.

(1) *Pre-application conference.*

- a. It is recommended that the applicant meet with the city planner, building department and building official to discuss the proposed development prior to submitting a formal application. The purpose of this conference is to familiarize the applicant with minimum design guidelines and to minimize any potential adverse impacts of the proposed development on the city's natural or financial resources.

(2) *Application.*

- a. An approved site plan is required prior to the issuance of a building permit. It shall be considered unlawful for any person to construct, erect or alter a building or structure or to develop, change or improve land for which a site plan is required except in accordance with an approved site plan. Enforcement shall occur pursuant to Chapter III of this Code for failure to obtain a permit or for failure to follow a permit.
- b. The site plan shall be prepared in accordance with requirements contained in this section. For a plan to be placed on the agenda of the next planning and zoning board meeting, the plan must be received by the building department and considered complete no less than 30 days prior to the planning and zoning board meeting.
- c. The applicant shall submit four copies of all parts of the site plan. Electronic copies of site plans and building plans may also be submitted if available.

(3) *Review.*

- a. The city planner and building department shall review the site plan to determine whether all required information is included in the application. If any required information is missing, the building department shall inform the applicant of any information require to complete the application.
- b. All site plans for architectural compatibility shall be reviewed by the planning and zoning board sitting as the architectural review board.

(4) *Decision.*

- a. Based upon the information contained in the site plan application, the planning and zoning board shall approve, approve subject to stated conditions, or deny the site plan. Any person aggrieved by the decision of the planning and zoning commission may, in accordance with Chapter III, file a written appeal within the city commission.

(5) *Construction.*

- a. Upon site plan approval and issuance of a building permit, the development shall be built in accordance with the approved site plan and site regulations. Deviation from the approved site plan shall require the submission of an application for a revised site plan.

Sec. ~~111-13 109-49~~. Fees.

Application fees for site plan review, as adopted from time to time by the city commission, must be paid by the applicant at the time of application.

Sec. ~~111-14109-50~~. Time limit on approval.

Following approval of the site plan, the applicant shall have one year, unless to commence construction on the site. Notwithstanding the above time frame, site plans for multifamily development and new non-residential development shall be effective for two years. Any site where development has not commenced shall cause the site

plan to be re-evaluated by the appropriate bodies and any newly adopted regulations shall be imposed at the discretion of the city.

Sec. ~~111-15 109-51~~. Site plan requirements.

(1) Site plans or any portion thereof involving engineering shall be certified, sealed, and prepared by and/or under the direct supervision of a professional engineer, qualified by training and experience into the specific technical field involved and registered or licensed to practice that profession.

(2) Site plans shall contain documents and maps indicating:

a. General information:

- i. Name of project.
- ii. Intended use of site.
- iii. Legal description of the property, size of parcel in acres or square feet and the linear dimensions of the property.
- iv. Name, address and telephone number of the owner or owners of record.
- v. Name, address and telephone number of the owner's designated agent or attorney.
- vi. Names, addresses, signatures and registrations of the professionals preparing the plan.

b. Maps:

- i. Vicinity map, showing relationship of proposed development to the surrounding streets, wetlands and surface water bodies at a scale of not less than one inch equals 2,000 feet.
- ii. Site plan map with date and north arrow at a scale not smaller than one inch equals 50 feet.
- iii. Elevation survey and topography at one foot contour intervals, existing and proposed.
- iv. Building restriction lines (i.e., highway setback lines, easements, covenants, rights-of-way, and building setback lines, existing and proposed).
- v. Location of existing and proposed building and structure footprints.
- vi. Location, elevation, and dimensions and materials of existing and proposed drive areas, or other paving.
- vii. Location of existing and proposed fences by type of material (e.g., wood or metal), type of design (open or closed) and height.
- viii. Location of existing and proposed walls by type of material (e.g., brick or masonry).
- ix. Location of each proposed, off-street parking space (regular and handicapped) and how they will be identified on site with paint or curb stops, including a diagram showing traffic circulation on site and access and egress to adjacent street.
- x. Location of proposed, designated loading and unloading zones.
- xi. Location of temporary and permanent structures and features proposed in the stormwater management plan.

xii. Species and size (inches diameter breast height) of existing protected trees and which of these trees are proposed to be removed, relocated, or substantially altered.

c. Proposed buildings and structures:

-
- i. Number of stories.
 - ii. Square footage grosses each floor.
 - iii. Building height.
 - iv. Multi-family dwellings.
 - (i) Number and square footage of dwelling units and density (dwelling units per acre).
 - (ii) Calculation of off-street parking spaces required by supplementary parking section showing the number of dwelling units and spaces.
 - v. Commercial. Calculation of off-street parking spaces required by Chapter IV Zoning District supplementary parking section showing:
 - (i) Projected number of employees on peak shift.
 - (ii) If an eating and/or drinking establishment, seats and occupancy load and number of tables for service and number of stools at service counter.
 - (iii) If an office, studio or financial institution, floor space
 - (iv) If a retail establishment, floor space devoted to merchandising.
 - (v) If a child care center, floor space.
- d. Lot coverage allowed by the zone and calculations showing proposed lot coverage. Materials used to cover surface drive areas, walkways, patios and other areas counting as lot coverage.
- e. New multi-parcel (e.g., subdivision), commercial, and multi-family developments:
- i. Existing infrastructure (on-site, adjacent to site, and across or opposite any public right-of-way.)
 - Surface drive areas and median/curb cuts to access driveways.
 - Sidewalks, streets, alleys, and easements (note widths and type).
 - Size and location of nearest water mains, valves, and fire hydrants.
 - Sanitary sewer systems (size and invert elevations).
 - Power, telephone and cable lines.
 - ii. Proposed streets, sidewalks, and surface drive areas:
 - If required, engineering plans and specifications including elevation and dimensions for streets, sidewalks, and surface drive areas (driveways, parking areas and storage areas).
 - Cross section of proposed street improvements
 - Fire lanes.
 - Locations of proposed surface drive areas, curb or median cut(s) to access driveways.
 - Internal traffic circulation plan, including directional arrows and signs to direct traffic flow.
 - Location of traffic-control signs and signalization devices.
 - Locations of sidewalks.
 - Coordination of walkways and driveway and their elevations with facilities in adjacent developments, including the elevation of the crown of the most adjacent road to ensure that lot filling and hardened surfaces are not elevated higher than local streets.
 - Proposed streets and alleys.
-

-
- When applicable, the location of service roads and access roads extended onto the site.
- iii. Proposed water and sewer facilities:
- Water. Size, material, and location of water mains, valves and fire hydrants. Engineering plans and specifications are required prior to the issuance of a building permit.
 - Sanitary sewer systems. Size, material, and location of lines. Engineering plans and specifications, with submittal of a profile where required, are required prior to the issuance of a building permit.
 - Any commitments, such as contributions to offset public facilities impacts.
 - Projected water usage in gallons per day, projected solid waste, projected number of school age children.
- f. Solid waste handling facilities. The location of the dumpster and access for refuse service collection, including dumpster pad screening, fencing and landscaping shall be identified.
- g. Dredge and fill. If any dredging or filling is intended in the development, a copy of the complete environmental resource permit application proposed for the Northwest Florida Water Management District shall be provided.
- h. Stormwater management plan requirements general:
- i. Sufficient information for the city to evaluate the environmental characteristics of the affected areas, the potential and predicted impacts of the proposed activity on wetlands and surface water, and the effectiveness and acceptability of those measures proposed for reducing adverse impacts.
 - ii. If a State stormwater permit is required, the following shall be a part of the stormwater plan submitted to the city.
 - iii. The design contained in any ten-two (10/2) self-certified general permit).
 - iv. A design that treats run off from the 25 year-24-hour duration storm event and ensures that post development runoff rates, volumes and pollutant loads do not exceed pre-development conditions:

The design contained in a complete application proposed to a State agency for:

A general permit or;

An environmental resource permits.

For proposed development not requiring a State stormwater permit, a plan to control surface water runoff including:

Temporary sediment control barriers and vegetative cover;

Permanent best management practices.

Sec. ~~109-24~~ 109-52. [Historic Apalachicola Design Guidelines.]

The historic design guidelines of the city, adopted by Ordinance No. 2013-03 on Aug. 6, 2013, are incorporated herein by reference as if fully set out at length, and a copy is on file and available for inspection in the offices of the city and a copy is on file and available for inspection in the offices of the city and may be accessed at the city's website, <https://www.cityofapalachicola.com/>.

ARTICLE I H. ~~IN GENERAL~~ SITE PLAN REVIEW REGULATIONS

Sec. 111-1 through 111-9 *.....*

Insert new Sec. 111-10 through 111-15 from Chapter 109 as amended above.

First Reading on: 4/8/2025

Second Reading and Adoption on: 5/6/2025

BRENDA ASH, MAYOR

ATTEST:

SHENEIDRA CUMMINGS, CITY CLERK



CITY OF APALACHICOLA

City Manager Report 5/6/25

New:

CDBG – Small Cities Application Public Hearing

The city held a public hearing on a CDBG Small Cities Program application specific to the rehabilitation of three drinking water wells. The hearing was held on April 22nd at 1 p.m. The grant application funding request is in the amount of \$344,250 (\$114,750 per well) and would include the installation of Aqua Freed carbon dioxide and water treatment technology to remove mineral deposits and biological buildup at each water-bearing zone. The city is still waiting for an eligibility determination from the Department of Commerce.

Splash Pad – Temporary Closure

The Splash Pad at the City Hall Complex will remain closed until further notice due to excessive water consumption. The Water Crew is actively flushing hydrants to mitigate the sulfur odor caused by the absence of an odor scrubber, further increasing water demand. The splash pad requires 30,000 to 40,000 gallons of water per day, which if opened would place a significant strain on the City's water supply. Until the odor scrubber is installed and fully operational, reopening the splash pad is not feasible. The City is actively working to resolve this issue as quickly as possible.

U.S. Coast Guard Property

U.S. Coast Guard property on Water Street was supposed to have been placed under the ownership of the City of Apalachicola since the M0034 Riverfront Project was awarded in 2022. This was not completed – U.S. Coast Guard stated that this process could take up to 2 years from the starting point. Ownership of the parcel is causing issues with DEP Permits for this project - staff filed a 'real property outgrant request form' with the U.S. Coast Guard in hopes of approval for permitting and construction for the needed repairs during the life of the CDBG-DR program. Waiting for response from the Coast Guard Office in Miami.

Florida DEP 7001 – Apalachicola Bay Feasibility Study

A request has been issued by Mr. Dusty May for the Apalachicola City Commission to submit a letter of support encouraging the Florida Department of Environmental Protection to facilitate the 7001 – feasibility study to investigate the restoration of the ecosystem health of Apalachicola Bay, St. Joe Bay, St. Andrews Bay, and Lake Wimico.

Ongoing:

Odor Scrubber

The odor scrubber equipment was ordered for \$221,000, with a separate order for the mixer that came in at \$40,363 – installation is still estimated at \$198,000 pending a site visit to confirm. Out of the \$500,000 approved as an emergency expenditure – the incurred/anticipated spending on this issue is \$459,363. The scrubber is expected to be manufactured by the end of July and installation should begin shortly thereafter.

Reserve Fund - SBA

At the March 2025 meeting the City Commission approved up to \$500,000 from a reserve fund in order to place the order for the odor scrubber to be fabricated. The City is exploring funding options to replenish this spending from the reserve account through FEMA, grants, or a FL Rural Water USDA loan. The money in this fund is primarily funding paid out from FEMA for small category projects after Hurricane Michael as well as Hurricane Michael insurance money. All Hurricane Michael projects have not been closed out yet – FEMA could request partial payments back on some of this

funding during the close out process. City should be cautious allocating any more funding from this account until funding has been secured to replenish it.

Building Official Vacancy

The Building Official position is still vacant – City Manager needs direction on a dollar amount to advertise for this position. Last budgeted amount for this position was \$60,000 – does City need a budget amendment to advertise at \$80,000? Does the City want to advertise an RFQ for building official services?

Splash Pad – Temporary Closure

The Splash Pad at the City Hall Complex will remain closed until further notice due to excessive water consumption. The Water Crew is actively flushing hydrants to mitigate the sulfur odor caused by the absence of an odor scrubber, further increasing water demand. The splash pad requires 30,000 to 40,000 gallons of water per day, which if opened would place a significant strain on the City's water supply. Until the odor scrubber is installed and fully operational, reopening the splash pad is not feasible. The City is actively working to resolve this issue as quickly as possible.

1 Bay Avenue – City Hall Relocation

Staff has met with a representative of the USDA – Rural Development Office in Marianna to discuss a loan application process for required renovations to the Community Center building.

Resolved:

Tree Trimming

Tree Trimming issues in the Historic District – Public Works must cut up to 13’ for clearance of emergency service vehicles and school buses. Public Work was instructed to take a measured 14’ piece of PVC with them as they trim and to not surpass this height. They have been instructed to take extra caution on patriarch trees with minimal trimming or to ask for direction if needed.

Construction Projects - Timelines:

African American Museum – Out for Bid

Award at May CC meeting
Contract in June 2025
Construction Begins August 2025
Construction Complete August 2026

Lafayette Park Tree Planting Project – Under Contract

Contract signed March 2025
Planting to begin ASAP. But has not happened
Completion by end of April 2025
Supplemental Watering 60-Day Grow-In Period
Staff to resume Watering after 60-Day Period

CDBG-DR Riverfront Project – Waiting to Bid

[Andiers Pier, U.S. Coast Guard Property, VFD Building Demolition and Reno into Parking Area, Popham Building Demolition, and Sidewalks and Lighting]
Pending Permitting Approval (SHPO, DEP, USACE) – Bidding to commence 60-days from approval
Contingent Start Date: August 2025
Contingent Completion: February 2026

CDBG-DR Hill Project – Waiting to Bid

[Sidewalks & Lighting]
TBD Contingent upon 3/26 Workshop
Bidding April/May 2025
Contingent Start Date: July 2025
Contingent Completion Date: October 2025

CDBG-DR Stormwater Avenues – Waiting to Bid

[Repairs and upgrades for the avenues stormwater drainage system]

Bidding – May 2025

Construction Begins September 2025

Construction Complete March 2026

TBD Projects:

See grant report for more information on these projects:

- Avenue H Parking Lot
- Fire Hydrant Installation
- HCA (Harrison-Raney Building) Phase II
- Stormwater Repairs – Resilient Florida 24SRP65
- Wastewater Treatment Plant Phase 1 – Pending DEP Approval to Bid
- Old City Hall Phase III
- Bodiford Park Dock Repair
- Scipio Creek Marina Finger Docks Repairs
- V Pier Dock Repair – City received bids for April 24th bid opening date. Dewberry Engineering is reviewing the submittals for compliance with bid specs and will subsequently make a recommendation to city.



CITY OF APALACHICOLA CITY CLERK'S DEPARTMENT REPORT

April 2025

- Training New-Hire, Alayna Smith as the new front office Receptionist/Desk Clerk
- Training former receptionist for Utility Billing position
- Processed and mailed out utility bills before the end of the month
- Applied late payment penalties
- Conducted interviews for Receptionist/ Desk Clerk
- Completed Billing Clerk's monthly tasks and conducted account audits
- Compiled agenda packets and emailed to Commission and City Attorney.
- Notified 2K Web Group to upload meeting agenda packets to website and post meeting dates and times to website.
- Assisted customers with cemetery items, utility bill questions and payments, garbage/yard trash complaints, public records request, golf cart decals, Battery Park ramp stickers, business licenses, and other miscellaneous duties.
- Processed ACH billing
- Processed adjustment requests and refund requests
- Completed tasks as assigned by the City Manager and Mayor.
- Fulfilled 3 Public Records Request; 6 open requests
- Completed and mailed general monthly billing.
- Assisted Staff with various issues and project reporting.
- Assisted employees with HR related issues
- Responded to emails and fulfilling requests that requires research
- Additional tasks related to maintaining the Clerk's Office and overseeing Utility Billing

City of Apalachicola Public Works Monthly Report

April 2025

The public works department, services all city vehicles and replaces all the tires on city vehicles, services all the mowers and weed eaters, cut all city parks, cut all city properties, empty all garbage cans downtown and city parks, clean city right of ways, cut city right of ways, and patch holes on city roads as needed.

- Completed Few work orders.
- Collected trash from downtown and public parks.
- Cut our routine main roads parks and cemeteries. [OBJ]
- Picked up trash on the south side of town, mayor requested
- Cut grass at water plant
- Cut grass at 5th street water tower
- Doing maintenance on equipment

Building a Maintenance

- . Replaced flush valve and seals in women's bathroom public restroom
- . Replaced toilet seat at community center women bathroom
- . Put 2 shelves together at Holy family
- . Replaced air filters in all city buildings
- . Clean out downtown water fountain at river front park
- . Getting price for scipio creek restrooms

Completed by Greg Harris



CITY OF APALACHICOLA CODE ENFORCEMENT

192 Coach Wagoner Blvd * Apalachicola, Florida 32320 * 850-653-8222

CODE ENFORCEMENT OFFICE

April 2025

6 (City) Tree Permits

5 Tree Permits

137 Short term Rentals at 46 different locations

Daily Phone Inquiries & Emails Answered

Daily inspections

Code Violation Issues:

- Short-term Rentals (2) - residential (ongoing)
- Nuisance (Trash, waste, burning, etc.)2 in progress
- Encroachment Issues (1) on-going
- Multiple complaints and questions about various code enforcement

Apalachicola Margaret Key Public Library April 2025



Library hours are 10am to 6pm Monday – Friday, and Sundays from 12pm to 4pm.
We are YOUR City of Apalachicola Library. Come sign up for your FREE Apalachicola library card. Any library offering is FREE to the public.
Our 'Friends of the Library group' is the Patrons of the Apalachicola Library Society (PALS). They are a 501c3 nonprofit and membership forms to join are in the library.
Follow us on Facebook or Instagram @Apalachicolapubliclibrary for the latest!

April 2025 Statistics: - 2,877 patrons visited our library - 26 new accounts opened
– 294 patrons used our computers - 614 books/movies/items circulated - 446 items donated to the library - \$827.40 collected as library revenue – 82 hours donated by our wonderful volunteers – 19,950 people reached on social media
We THANK YOU for your patronage!

We continue to send Library Director Lucy our love and best wishes for her complete recovery.

The lovely, springtime weather on the Forgotten Coast didn't stop patrons from visiting the library. We continue to have something for everyone. A STEAM event organized by PALS volunteer Rich Lenhart, made for an exciting afternoon, with kids learning about physics and vacuum chambers; many kids participated. Richard also hosted our monthly Chess Club; he's difficult to beat. PALS offered an entertaining Classic Movie Night, showing the classic 'African Queen' with Humphrey Bogart and Katharine Hepburn. The library hosted another fly-fishing round table this month, tying flies with Shan Raetzloff. After school kids enjoyed building and painting bird houses at our monthly craft time. The Memoir Writing Group continues every second and fourth Tuesday. United Way/VITA (Volunteer Income Tax Assistance) volunteers continued preparing free tax returns for anyone making under 64k per year. They prepared 101 tax returns!!! The library is grateful for all our wonderful volunteers!

Remember, this is YOUR library. We also welcome out-of-town visitors! We invite you to come in, grab a calendar, a free cup of coffee or tea, a few books, and enjoy fellowship with other library visitors. Your City of Apalachicola Library helps with reading, writing, and learning, and offers a suite of print/copy/scan/fax/and notary services. We loan FREE books, movies, puzzles, board games, and items from our Library of Things, and offer FREE audio books, e-books, and digital magazines through the Libby app. We also have a Book sale space on-site with FREE magazines. All donations go to our Friends of the Library group, PALS. Free Legal Help through volunteers from Legal Services of Northwest Florida is available the first Thursday of each month; appointments are required. We also offer Yoga weekly (in a by-donation class) on Mondays @ 6:15pm, Bring Me A Book Forgotten Coast hosts 'Books for Babies' weekly on Tuesday mornings @ 10:30am, and Mahjong meets on Wednesday and Fridays mornings @ 10. Our once-a-month Book Club meets each 3rd Wednesday @ 6pm; and Homework Help (FREE tutoring!) is by appointment.

Let us know how we can serve you!

Call: 850-653-8436 or email: apalachicolalibrary@gmail.com

Isel Sánchez-Whiteley & Barbara 'Nissie' McNair, Library Assistants
Lucy Carter, Library Director

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

Attendance: Jim Bachrach, Elizabeth Milliken, Myrtis Wynn, Greg Golgowski

Regular Meeting: **6:00 PM**

1. Approval of February 10th, 2025 meeting minutes.
 - a. **Motion to approve by Elizabeth Milliken; 2nd by Myrtis Wynn. All in favor – motion carried.**

2. Review, Discussion and Decision for Accessory Structure. (R-1)(Historic District) @ 121 Coach Wagoner Blvd., Block 89 Lot 9-10. For Jeff Stephens - Owner; Contractor: TBD
 - a. **Motion to approve by Elizabeth Milliken; 2nd by Greg Golgowski. All in favor – motion carried.**

3. Review, Discussion and Decision for Certificate of Appropriateness & New Construction (R-1)(Historic District) @ 114 8th Street, Block 69 Lot 3. For Brandon Bogle - Owner; Contractor: Tyler Polaronis
 - a. **Dennis Winterringer gave public comment – requested special attention for tree permits and a stormwater management plan. Staff noted that a stormwater management plan would be required during permitting by the building permit clerk/building official.**
 - b. **Motion to approve contingent upon parking in the rear of the property through the alley but allowing for a parallel parking pad in the front as well, as determined in the architectural review as to be more visually appealing than fully parking in the front by Greg Golgowski; 2nd by Myrtis Wynn. All in favor – motion carried.**

4. Review, Discussion and Decision for New Construction (R-2) @ 197 22nd Avenue, Block 236 Lot 16-19. For Ron R. - Owner; Contractor: Tyler Polaronis
 - a. **Motion to approve by Greg Golgowski; 2nd by Elizabeth Milliken. All in favor – motion carried.**

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

5. Review, Discussion and Decision for New Construction (R-2) @ 191 14th Street, Block 140 Lot 10. For RG Building & Framing Inc. - Owner; Contractor: Ronnie Gooch
 - a. **Motion to approve by Greg Gologowski; 2nd by Myrtis Wynn. All in favor – motion carried.**

6. Review, Discussion and Decision for New Construction (R-2) @ 190 13th Street, Block 140 Lot 1. For RG Building & Framing Inc. - Owner; Contractor: Ronnie Gooch
 - a. **Motion to approve by Elizabeth Milliken; 2nd by Myrtis Wynn. All in favor – motion carried.**

7. Review, Discussion and Decision for New Construction (R-2) @ 193 14th Street, Block 140 Lot 9. For RG Building & Framing Inc. - Owner; Contractor: Ronnie Gooch
 - a. **Motion to approve by Greg Gologowski; 2nd by Elizabeth Milliken. All in favor – motion carried.**

8. Review, Discussion and Decision for Pavers (R-2) @ 108 22nd Avenue, Block 262 Lot 12-15. For James Grater & Kathleen Binder - Owner; Contractor: Self
 - a. **Motion to approve by Greg Gologowski; 2nd by Myrtis Wynn. All in favor – motion carried.**

9. Review, Discussion and Decision for Accessory Structure (R-1) @ 54 17th Street, Block 113 Lot 3. For Barbara Matheny. - Owner; Contractor: TBD
 - a. **Motion to approve by Elizabeth Milliken; 2nd by Greg Gologowski. All in favor – motion carried.**

10. Review, Discussion and Decision for Parking Plan (C-1)(Historic District) @ 51 Avenue C, Block 1. For Gibson Inn LLC - Owner; Contractor: N/A
 - a. **City Attorney gave an overview on the process that the Gibson owners have went through to get to this point. He clarified that they are not seeking mitigation or waivers, but are requesting to formally tie in 45 Avenue D to the Gibson property in order to meet their parking requirements set by the LDC.**

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

b. Cutler Edwards presented on behalf of the Gibson Inn.

c. Public Comment/Discussion:

- i. Bonnie Davis gave public comment – questioned the use of 45 Avenue D and wanted to confirm that if the use of 45 Avenue D changes that it would be subject to P&Z review in the future. Cutler Edwards responded and confirmed that the point of the binding legal agreement is for this purpose as the use of 45 Avenue D would be limited to event space.
- ii. Board members discussed event space as it pertains to the City LDC – City Planner stated that the LDC does state that the P&Z Board has the ability to assign parking spaces as needed, but historically the P&Z Board has consistently not assigned parking spaces to event spaces. She referenced the most recent application for a wedding pavilion space and the board’s determination that parking was not required for it.
- iii. Bonnie Davis gave public comment and asked it to be made clear what the intent of the structure on 45 Avenue D is and if the intent is to rent it on a regular basis as a venue. She stated that the pavilion mentioned by staff is owned by the state and not subject to the City review so it is not applicable to this situation. She asked that the board assign parking spots to the event space use as applicable.
- iv. Board member Jim Bachrach asked the City Planner if other spaces in town rent out as venues and if the City requires parking – City Planner responded that almost every bar in the downtown area rents out for weddings and they are not held to a higher standard for the increased density on event days. She also stated that all City parks rent out for weddings and that the pavilion mentioned previously is a similar situation as it was treated the same as any other application and faced P&Z and City Commission review before approval.
- v. Bonnie Davis gave public comment and stated that everything mentioned was built prior to 1991 so the ability to require parking is somewhat tied to

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

when the structure was put to use. Bonnie Davis stated that if the board does not require parking for the event space then the board needs to define what an event space is and it needs to be made clear that increased density in the future or changing the use of the structure will have to be addressed through a new parking plan.

- vi. Board member Jim Bachrach asked the City Attorney if this is the intent of the legal document provided to tie in 45 Avenue D? City Attorney confirmed that yes this is the intent of the legal document. If they change the use of the building then they have to come back for a new parking review.
- vii. Board member Jim Bachrach asked if the event space is removed from the conversation, otherwise does this plan contain all the parking they need to meet the LDC? City Attorney responded yes and that the City has historically not assigned parking for events. He noted that even though the Gibson itself was built prior to 1991 that due to increased density it had to come up to current parking standards.
- viii. Bonnie Davis asked that the agreement have a default condition specifically laid out in the document. She suggested that these kinds of approvals be recorded as a deed would be so they run with the property.
- ix. Board member Jim Bachrach asked if the Gibson sold, would the documents we're discussing and requirements also pass along to the new owner? City attorney stated yes, and that the first document that tied in the 'Taranto lot' was already filed in this manner and any future documents would also follow this method. He agreed that a provision could be added to the document that if the owner wants to repurpose that parking they must seek approval from the City or risk default.
- x. Cutler Edwards stated that was fine with him as that has been the intent and the goal has been to be transparent all through this process.

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

- xii. Board member Jim Bachrach asked staff if the current parking plan meets the LDC? City Attorney stated yes and the structure on 45 Avenue D is listed as an event space and storage on the site plan.
 - xiii. Bonnie Davis gave public comment and pointed out that this was an opportunity to reformat and tie in the Taranto lot parking lot as well as 45 Avenue D and keep everything tidy.
 - xiv. City Attorney stated that the first parking lot is already tied in legally, but clarifying and including it in the new documents is not an issue if the board would like to see this.
 - xv. Citizen asked a question – what happens to the parking plan if the City Commission decides to remove parking spaces on Avenue D after a safety study? City attorney replied and confirmed that any changes to the current streetscape will not affect the parking plan. Citizen also asked if there is a definition of event space currently in the LDC – there is not at this time.
- d. Board Discussion:
- i. Jim Bachrach asked if the attorney could incorporate the changes discussed to the legal document (default provision and tying in of both parking lots) after a contingent approval – City Attorney said yes.
 - ii. Elizabeth Milliken spoke on the safety concerns at the corner of Avenue D and questioned the priorities of the parking plan drafted by the applicant's project engineer. She referenced the City Commission's recent decision to hire an engineer to look at the corner of Avenue D in lieu of safety concerns. She stated that before this parking plan is approved, she would like to see the parking and safety review on Avenue D and Market Street prioritized.
 - iii. City Planner responded that the parking plan is being reviewed based on current conditions and while she agreed that there is a safety concern on this corner, the parking plan review cannot be held up based on the decision to have a parking study completed.

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

- iv. The City Attorney stated that the current public parking on Avenue D is the City's design and responsibility as it is existing parking. He explained that in the event that the City chooses to remove parking from Avenue D, this action does not affect or remove spots from the Gibson's parking plan submission as this is an existing project and application.
 - v. Jim Bachrach agreed that there may need to be some spots eliminated from the Avenue D ROW, but that it doesn't affect their application as that's 'changing the rules after the game has been played.'
 - vi. Greg Gologowski asked if it is the City's responsibility to maintain passable walkways in the City downtown area – City Attorney responded that the current sidewalk in question does meet compliant width.
 - vii. Myrtis Wynn voiced concern on there being too much wiggle room in terms of changing the legal document – she would like for him to make the changes and then bring them back to them for approval.
 - viii. City Attorney stated that any potential changes/provisions could be voiced in the motion and would then be added to the legal document – default provisions and Taranto Lot tie in.
 - ix. Greg Gologowski asked if a definition of event space would be included in the legal document - City Attorney stated that while the City should define this in our LDC, since there is not one at this time it will not be included in the legal document.
 - x. Pete Whitesell spoke as a citizen and noted the importance of the public seeing the legal document before it is finalized.
 - xi. Cutler Edwards addressed Elizabeth Milliken's comments on the parking plan – he clarified that it is based on survey measurements and takes FDOT parking spot dimensions into account.
- e. Greg Gologowski made a motion to approve, but including the addition of a default provision and declaration that the additional parking lots will all be combined into one document.

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

- f. Elizabeth Milliken made a motion to table item 10 including review, discussion, and decision for a parking plan until we have in writing all the details for the event space and parking, so we can read them and understand them, and until the City has a traffic engineer evaluation completed with the emphasis of public safety for pedestrians crossing Market Street from Avenue D.
- i. Point of order – Greg Gologowski withdrew first motion.
 - ii. City Attorney responded to the motion and stated he is against requiring the applicant to do any of the city’s job and the City has already voted to order a safety study on Avenue D, but we have to treat this application like every other application. Run the numbers and be careful about adding anything in that seems to treat this applicant differently than others.
 - iii. Jim Bachrach noted that something that happens 2-3 weeks from now can’t affect an application that has been made months ago. City Attorney agreed that we cannot take on-street parking away from an applicant during an open application process. City Attorney stated that changing the parking during the application process is a big red flag, legally speaking.
 - iv. Elizabeth Milliken restated the motion as-is – City Planner stated that including the study as part of the consideration in this project is unnecessary, not applicable and against staff and legal advice.
 - v. Elizabeth Milliken stated that her motion remains as-is.
 - vi. Motion died due to lack of second.
- g. Greg Gologowski made a motion to approve the parking plan with the understanding that the contingency of incorporating the changes to the legal document has to happen before the decision is finalized.
- i. City Attorney restated the motion – Motion to approve subject to the added declaration and adding the specific provision that if the parking and structure on 45 Avenue D is to be repurposed that they must seek the approval of the City and the Taranto lot is added to this declaration.

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

- ii. Jim Bachrach seconded the motion. He stated that in the event that the City were to remove all parking on Avenue D tomorrow, it would not affect this application or approval in any way – City Attorney agreed.
- iii. Call for vote – Greg Golgowski and Jim Bachrach in favor, Elizabeth Milliken and Myrtis Wynn opposed. Motion died.
- h. Applicant representative, Cutler Edwards, asked for the reasoning for opposition and direction on how to move forward.
- i. Greg Golgowski made a motion to table this issue until next month’s meeting with the understanding that the modified agreement can be brought back before the board at that meeting and distributed and made available to the public.
 - i. Myrtis Wynn seconded the motion. All in favor – motion carried.
- j. Greg Golgowski made a motion to request that the City Commission direct the P&Z Board to workshop the definition of event space. 2nd by Myrtis Wynn. All in favor – motion carried.

5 Minute Recess

11. Review, Discussion and Decision for Sketch Plat (R-2) @ Block 262 Lots 1-7 & 20-30. For It’s a Cluster LLC - Owner; Contractor: Poloronis
- a. Chuck Leonard presented the project.
 - b. City Planner references report and clarifies that while the applicant supplied more documentation than necessary for sketch plat approval, tonight the board is just reviewing the sketch plat documentation. She walked through the plat process as listed in the planner report.
 - c. Applicant presented more details regarding the lot coverage as shown in application materials.
 - d. Kathleen Binder & Jim Grater gave public comment – they mentioned that public notice should be routine for a development of this nature as it does impact the neighborhood. She mentioned a fence dispute with another neighbor and the applicant offered to remedy the fence issue at their own expense. Questions were

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
REGULAR MEETING
Monday, March 10th, 2025
City Meeting Room – 74 6th Street
Minutes

asked in relation to the stormwater best management property – City Planner and P&Z Board confirmed that this will be covered in the Final Plat presentation.

- e. Greg Gologowski asked if the parking could be moved to the rear of the homes instead of the front yard, just so 22nd doesn't look like a line of cars at first glance.
- f. Greg Gologowski made a motion to approve; 2nd by Myrtis Wynn. All in favor – sketch plat approved.

Other/New Business:

Outstanding/Unresolved Issues:

City Planner to request permission to workshop stormwater best management practices and incentives from the City Commission at April meeting.

- **P&Z Board requested that City Planner also request to workshop the definition of “event space”.**

Motion to adjourn the meeting by Greg Gologowski; 2nd by Elizabeth Milliken. Meeting adjourned.