

## Development Review Committee Meeting Review Notes

LOCATION: Dunedin City Hall, 737 Loudon Avenue, Caladesi Room #113  
 DATE / TIME: Wednesday, March 20, 2024, 9:00 am

These meetings are courtesy meetings and are purely exploratory. City Staff in attendance have received the applications in advance and are there to discuss their department’s concerns and opinions, and to take questions from the applicant. These meetings do not constitute a formal review, nor can any guarantees be made during the DRC meeting. Formal review by the various departments and by the board and/or Commission is still required. Please share these notes with your architect, engineer, and contractor, once selected.

### In attendance:

Name	Phone	Email	Title
Castillo, Danny	298-3103	<a href="mailto:jcastillo@dunedinfl.net">jcastillo@dunedinfl.net</a>	Deputy Fire Marshal
Davis, Trevor	298-3201	<a href="mailto:tdavis@dunedinfl.net">tdavis@dunedinfl.net</a>	Economic Development
Delfino, Nicole	298-2755	<a href="mailto:ndelfino@dunedinfl.net">ndelfino@dunedinfl.net</a>	Asst to City Manager
DiPasqua, Joey	298-3193	<a href="mailto:jdipasqua@dunedinfl.net">jdipasqua@dunedinfl.net</a>	Asst. Comm Development Director
Gademer, Kathy	298-3197	<a href="mailto:kgademer@dunedinfl.net">kgademer@dunedinfl.net</a>	Project Manager
Gass, Natalie	298-3215	<a href="mailto:ngass@dunedinfl.net">ngass@dunedinfl.net</a>	Sustainability Coordinator
Gavin, BJ	540-1840	<a href="mailto:bjgavin@psta.net">bjgavin@psta.net</a>	PSTA Programs Manager
Gething, Drew	575-8316	<a href="mailto:drew.gething@dot.state.fl.us">drew.gething@dot.state.fl.us</a>	FDOT Coordinator
Hutchens, Doug		<a href="mailto:dhutchens@dunedinfl.net">dhutchens@dunedinfl.net</a>	Economic Development
Kinney, George	298-3199	<a href="mailto:gkinney@dunedinfl.net">gkinney@dunedinfl.net</a>	Community Development Director
Larramore, Dave	298-3175	<a href="mailto:dlarramore@dunedinfl.net">dlarramore@dunedinfl.net</a>	Senior Engineering Designer
McHale, Joan	298-3198	<a href="mailto:jmchale@dunedinfl.net">jmchale@dunedinfl.net</a>	Business Manager
Monteclaro, Michelle	298-3232	<a href="mailto:mmonteclaro@dunedinfl.net">mmonteclaro@dunedinfl.net</a>	Stormwater Coordinator
Nurnberger, Kevin	298-3194	<a href="mailto:knurnberger@dunedinfl.net">knurnberger@dunedinfl.net</a>	Planner I
Pickrum, Bill	298-3215	<a href="mailto:wpickrum@dunedinfl.net">wpickrum@dunedinfl.net</a>	Solid Waste Director
Sharp, Frances	298-3200	<a href="mailto:fsharp@dunedinfl.net">fsharp@dunedinfl.net</a>	Planner II
Sheets, Lanie	298-4529	<a href="mailto:lsheets@dunedinfl.net">lsheets@dunedinfl.net</a>	Parks Superintendent
Sheets, Mary	298-3180	<a href="mailto:msheets@dunedinfl.net">msheets@dunedinfl.net</a>	City Engineer
Smalling, Theresa	298-3042	<a href="mailto:tsmalling@dunedinfl.net">tsmalling@dunedinfl.net</a>	HR & Risk Management Director
Warner, Rick	298-3279	<a href="mailto:rwagner@dunedinfl.net">rwagner@dunedinfl.net</a>	City Arborist

### Other attendees:

John Tornga, Dunedin City Commissioner  
 Jeff Bame, Chair of Architectural Review Committee

## 1. DEVELOPMENT REVIEW PROJECTS:

### a. 1<sup>st</sup> United Methodist Church, 421 Main Street

Applicants: Jeff Cowan, [jcowan2420@yahoo.com](mailto:jcowan2420@yahoo.com)

Heather Gross, [heather.gross@dunedinfumc.org](mailto:heather.gross@dunedinfumc.org)

Susan Elftman, Architect, [susan@searchitecture.com](mailto:susan@searchitecture.com)

Susan introduced the project, planned renovations and additions to 3 of the buildings on campus at the United Methodist Church. The Main Sanctuary sits at the corner of Main Street and Douglas Avenue (attached to one of the original church buildings dating back to the 1940's). Adjacent to the East is a standalone two-story building currently used for offices and children's ministry. Across the street on the south side of Wood Street is a building called Friendship Hall. The plan is to work on all of those structures in phases dependent on funding sources.

The 1<sup>st</sup> phase is to renovate the Friendship Hall at the southside of Wood Street – interior renovations, kitchen, restrooms, gathering space and subdividing existing space into classrooms. Want to add space to that building on the southside – potentially two stories to increase the gathering space. Hoping to begin work this summer. Do not anticipate any additional (electrical, plumbing, mechanical, structural) services needed, and there may be a loss of up to 9 parking spaces.

The 2<sup>nd</sup> phase is to demolish one building, and sell another building to provide funding for future additions. The plan includes the creation of a prayer garden for services or outdoor events in this space. There are many stormwater issues in this area from Wood to Main Street.

The 2<sup>nd</sup> and 3<sup>rd</sup> phase will cover sanctuary improvements. The plan is to add a 2<sup>nd</sup> story on the west side facing Douglas. This building sustained prior water damage, termites, and got a new roof in 2020.

The UMC commissioned a survey two months ago. The plans were made prior to the survey and need some adjusting due to some encroachment issues.

Some planned changes:

1. Relocate the large stainless steel cross to another area, possibly reducing the height
2. Creating a more open entry to the church with a butterfly design
3. Can we add electronic access (message board) on monument sign? No, not permitted in Downtown Dunedin.
4. Considering a 2<sup>nd</sup> entry (pedestrian) to the church at the northwest corner

## Staff Comments

### Community Development/George Kinney & Joey DiPasqua

- Appears that demolished square footage will be equal to redevelop so ok
- Ensure streets are labeled correctly: Main Street (A Street), Wood Street (B Street) – does not permit religious facilities. Wood Street is primarily office/multi-use and should be labeled.

- Parking requirements will need to be adequate for each phase. Discounts are available: transit route, bike rack (2 space discount if it holds 10 or more bicycles). Consider golf cart parking.
- Project does not require Design Review; can move straight to building permit through our new online system.

### **FDOT/Drew Gething: No Comments**

### **PSTA/BJ Gavin**

- Will construction require road closure? Don't anticipate. Sidewalk? Yes. BJ will share notes on what DOT needs – advance notice to close stop & notify riders about stop closing.
- Can stop be temporarily relocated? Yes, it is also a Jolley Trolley stop and very busy.
- The bus shelter with public art is labeled "Dunedin Art Shelter" by PSTA and can be relocated during construction. For a temporary relocation everything stays in place and just the bus stop pole is relocated and "temp" sign installed. PSTA to search out best location for relocation.

### **Engineering/Dave Larramore**

- In addition to building permit, a site plan submittal is required for review, mainly to deal with stormwater.
- Civil Engineer can work with them on stormwater criteria.
- For the area south of Wood Street make sure parking is still functioning – backup aisles etc. Drive aisle go across? Drive exists but is not on church property any longer, used by tiny homes built next door.
- There is a recorded easement to allow the church use drive aisle.
- Any additional water or sewer? (applicant doesn't think so) It is available if so.

### **Fire/Danny Castillo**

- Make sure you follow Florida Fire Prevention Code.
- Life safety plan – show existing fire alarms, sprinklers on plans.
- Intended use FFPC as to how they classify use; that will dictate what type of life safety needed.
- Multipurpose use rooms – will have to go with more stringent requirements.
- Occupancy count for different spaces .

### **Sustainability/Nicole Delfino & Natalie Gass**

- Requirement for Public Art is under threshold. Public art not required by size of project but is encouraged. *Applicant: It is very possible in outdoor prayer garden area.*
- Although this project does not trigger the [Sustainability Matrix](#), the document is linked for ideas and resources. See the list below for recommendations specially related to this project:
- Energy
  - LED lighting (including [Dark Sky fixtures and practices](#) to reduce light pollution)

- With any construction or remodeling focus on making the building(s) energy efficient with a tight building envelope. This will reduce ongoing operational costs as it will reduce your energy use.
- Solar is a great way to offset energy costs. There are now programs available that allow tax-exempt entities to take advantage of credits / direct pay for installing solar. I recommend looking into the following for resources:
  - § [Dunedin Solar Rebate](#)
  - § [Inflation Reduction Act / Direct Pay](#)
  - § [Solar United Neighbors](#)
- Transportation
  - Bike parking
  - Golf cart parking
  - Electric vehicle (EV) charging station that is [ADA van accessible](#) (at a minimum run conduit for future stations)
- Landscaping
  - Utilize [Florida Native Landscaping](#) and [Florida Friendly Landscaping](#) practices around the property and within the prayer garden.
  - It was mentioned that this garden is to be ADA accessible and because of this I suggest exploring ways to incorporate sensory garden practices.
- Waste Reduction
  - For resources and information on how to start recycling at your Church, please reach out to Dunedin Solid Waste: 727-298-3215.

### **Solid Waste/Bill Pickrum**

- All looks fine at this time, if parking lot changes consider the dumpster location for truck access.

### **Parks Superintendent Lanie Sheets**

#### **Introducing new City Arborist Rick Warner**

- Will include information on tree preservation and planting.
- Tree inventory will be necessary.
- Have not visited site yet but did preliminary review electronically.
- Will have to relook at since one building will be sold and numbers will need to be recalculated.  
*Applicant: This is the piece with significant trees.*
- Is demo happening now? Will need tree protection plan at same time.
- See information document at end of these notes from City Arborist.

### **Stormwater/Michelle Monteclaro**

- Will need 2 environmental permits: (1) Environmental Resource Permit. Any drainage improvements or design will require a pre-app meeting with SWFWMD. (2) Construction permit issued under FDEP, for any construction site over 1 acre. In total this site is over an acre. Once in construction phase of the project, apply for this permit and it will ensure there is no erosion or runoff coming off from the site.

- No planned improvements for stormwater in this location at this time

### **Economic Development/Doug Hutchens**

- There is a recorded easement for the SW corner. Recommend surveyor update the survey to show. It will need to be shown on the site plan.
- 9 parking spaces lost? Has the church discussed the plans for the lease with the City? City has 5-year lease with parking currently. *Applicant: We are in year 2 of lease. Not determined.*
- A formal agreement should be drawn up showing City encroachment – crosswalk, sidewalk – relating to liability, private/public access.
- Conveyance of 2-story office to a 3<sup>rd</sup> party – Use must be considered. *Applicant: We are in the process of having that building appraised to sell.*

### **Risk Management/Theresa Smalling**

- Ensure ADA rules are being met. *Applicant: Yes, we are addressing the issue. Current entry to church does not currently have ADA access from Main Street side.*

Jeff Bame, Chair of the Architectural Review Committee (ARC) was also in attendance. This project does not require Design Review, however the ARC will offer a complimentary review of their project at any time. Please reach out to Frances Sharp to be put onto an agenda of this group.

## MEMORANDUM

TO: Jeff Cowan, Chairperson, Board of Trustees  
First United Methodist Church of Dunedin, Inc.

FROM: Rick Warner, City Arborist

DATE: March 20, 2024

RE: **First United Methodist Church (421 Main Street)**

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*The Parks Department (Arborist) reviewed this project prior to the DRC meeting and provides the following information. All code criteria must be met during conceptual site review, infrastructure site review, and vertical plan review:*

### **Future Requirements**

*Below is list of known attributes and requirements for this site. If this project enters Design Review and Infrastructure stages, or building plan review, the following requirements must be met prior to approval.*

- 1) This site is approximately 48,237 square feet (1.986 acres) of gross developable land area. This site requires (24) shade trees prior to substantial completion.
- 2) Please provide a Greenspace Plan for initial design review if this project is required to go to ARC and city commission meetings.

If trees are of good overall condition the plans should be revised to allow for adequate tree preservation. The City of Dunedin reserves the right to reduce, alter or modify such plans to ensure that trees or good overall condition are adequately protected; therefore, the project's initial design should also do the same.

The greenspace plan should include all required buffers with their width (right of ways, adjacent to other properties); The Greenspace plan should also include the general plant palette: quantities, size, and spacing. Additionally, the Greenspace Plan should include total amount of open space, % of site landscaped, and % of parking area landscaped. You will need to hire an ISA Certified Consulting Arborist for many aspects of this project. Also, utility locations are not known yet and could drastically impact any trees being preserved. Please route utilities outside of the critical root zone of protected trees.

- 3) If tree(s) are being removed a removal application <https://www.dunedingov.com/home/showpublisheddocument/20234/637729284721630000> must be submitted with the infrastructure site plan submittal. Additionally, a **tree preservation plan and tree inventory must be submitted with the infrastructure site plan (must include any neighboring trees within 25' of the property lines)**. The existing conditions and demolition page should reflect all trees being removed, and preserved trees must show the location and type of tree barricades, as



well as the entire location of root pruning (also required on the Tree Preservation Plan). The tree removal application will not be approved and released in permit form until all tree mitigation has been satisfied and payment in lieu of planting to the city's Tree Bank has been made. Additionally, a Grand Tree Pruning Permit is required before any of the Grand Trees onsite may be pruned. This pruning permit requires the submittal of a tree pruning plan designed by an ISA Certified Consulting Arborist. All pruning must be done by an ISA Certified Arborist upon approval of the Grand Tree Pruning Permit.

4) Provide SITE PLAN indicating:

- a) The location, species, and size of all trees (including exempt trees) currently on the site which are four (4") inches DBH and greater.
- b) Grand Trees and their trunk DBH shall be specifically noted and accurately located on the site plan. Determination of a Grand Tree can be found here: [https://library.municode.com/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_CH105DEST\\_DIV3INST\\_105.35.5GRTR](https://library.municode.com/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_CH105DEST_DIV3INST_105.35.5GRTR)
- c) If each tree is proposed for removal, replanting or retention.
- d) Tree Inventory: All sites for new development, re-development and proposed for expansion will be required to submit an inventory of all protected trees existing on site and all trees, including exempt trees growing on adjacent properties and within 25' of the property lines. The inventory will list each tree by a number in the inventory that will correspond to a number on the site plan that will identify the trees location in the field (location), size (trunk diameter), species (common and botanical name) and condition (overall rating of health, structure and form). The tree inventory shall be completed and signed by an ISA Certified Consulting Arborist. The overall condition ratings shall be completed utilizing the City of Dunedin Tree Condition Rating Guidelines and the Tree Evaluation Form For Overall Condition rating 0-6, and are available from the City Arborist's office. The city shall retain the right to reject tree inventories that are incomplete or in the opinion of city staff does not reflect industry standards.
- e) Location of all planned roadways, drives or other vehicular use areas, all structures, signs, all easements and utility lines or mains above or below ground.
- f) A grading plan, showing all existing and proposed grades on the site. Existing and proposed grades must be shown on the plan within fifty (50') feet of any protected tree.
- g) The exact location and type of all tree barricades (both standard and grand tree barricades, where applicable).
- h) The City shall retain the right to reject tree inventories or site plans that are incomplete or in the opinion of City staff does not reflect industry standards.
- i) If there are no existing trees on the site, the applicant must submit with the building permit application a "No Trees Exist Verification Statement" found here: <https://www.dunedingov.com/home/showpublisheddocument/3053/637219409044700000> or can be requested from our Permitting Department.
- j) Plan notes stating: "*Silt fence shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead flap the bottom of the silt fence on top of existing grade over/under and sand bag or landscape staple. Irrigation lines shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead jetting pipe, hand digging w/o cutting structural woody roots or installing flexible drip irrigation on top of exiting grade will be required*".

- k) Any trees with good overall condition proposed to be removed with an approved tree removal application will require one caliper inch for each DBH inch removed to be planted back on site. The minimum number of trees on the site shall meet the requirements as specified within Dunedin's Tree Ordinance. If a property has insufficient space for the required replacement trees, a fee equal to **\$120 per DBH** must be paid to the City of Dunedin tree bank prior to the removal of applicable trees. Any combination of new tree plantings and payment to the tree bank is acceptable.
- l) Where the tree(s) to be replaced is a Sabal Palmetto (Cabbage Palm or Sabal Palm), the applicant shall do one of the following: Replace the palm with one DBH inch of Sabal Palmetto for each DBH inch removed, or one caliper inch of shade/canopy tree for each three DBH inches removed, or In lieu of replacement, a fee of **\$20.00** per DBH inch removed shall be paid to the City's Tree Bank.
- m) It shall be illegal to plant any invasive exotic plant listed as a Class I invasive by the Florida Exotic Pest Plant Council (FLEPPC), on any property within the City limits.
- n) Prior to the issuance of the certificate of occupancy for new construction, all invasive exotic plants as listed as Class I invasives by the Florida Exotic Pest Plant Council (FLEPPC) shall be removed. A site inspection will be conducted to ensure that all invasive exotic plants have been removed. After the issuance of the certificate of occupancy, the property owner shall control re- growth of invasive exotic plants in perpetuity.
- o) List of Common Invasive Exotic Plant Species: Australian pine (*Casuarina spp.*), Air potato (*Dioscorea bulbifera*), Brazilian pepper (*Schinus terebinthifolius*), Carrotwood (*Cupaniopsis anacardiopsis*), Castor bean (*Ricinus communis*), Chinaberry (*Melia azedarach*), Chinese tallow (*Sapium sebiferum*), Ear (*Enterolobium cyclocarpa*), Laurel fig (*Ficus retusa 'nitida'*), Punk (*Melaleuca quinquenervia*), Silk oak (*Grevillea robusta*), Toog (*Bischofia javanica*), Weeping fig (*Ficus benjamina*).
- p) The City shall retain the right to reject tree inventories or site plans that are incomplete or in the opinion of City staff does not reflect industry standards.

5) Provide TREE PRESERVATION PLAN (TPP):

- a) At the construction permit phase, all sites retaining protected trees shall submit a Tree Preservation Plan with the construction plans, prepared and signed by an Approved ISA Certified Consulting Arborist. The Tree Preservation Plan shall describe in detail the measures that will be implemented to ensure the survival of trees chosen for preservation.
- b) The Tree Preservation Plan shall include the measures taken to ensure survival of trees growing on the site and adjacent properties within 25' of the property lines.
- c) The **Tree Preservation Plan** shall be a **SEPARATE PAGE/SHEET OF THE CONSTRUCTION PLANS & SITE PLAN** and shall clearly delineate preservation measures to be utilized. Examples include, but not limited to: type and location of all tree barricades, root prune lines including the depth and length, pre-construction pruning, driveway on existing



grade (only dug into ground at apron meeting street), location and design of aeration systems, location and design of cabling and bracing procedures, location and design of retaining walls, structural pruning plans, mulching, plywood (to reduce compaction used with mulch), irrigation duration and frequency, air spading (to reverse compaction), soil rejuvenation, etc.

Additionally, call out sequentially proposed tree preservation actions and procedures within their appropriate time frames; Phase 1 (pre-construction), Phase 2 (during construction) & Phase 3 (post construction) The trees on and offsite cannot be over pruned as determined by the city arborist and reduction, alteration and modification of the proposed design will be required if excessive pruning (canopy or roots) is forecasted based on the plans submitted.

- d) The Tree Preservation Plan shall also include City of Dunedin Standard Details for tree preservation # 980, 981, 985, 990 & 995 found on the City's Engineering Page or by utilizing this link <https://www.dunedingov.com/city-departments/utilities/engineering-division/standard-details> Copy and paste into your (TPP).
- e) The Parks Division shall retain the right to reject a Tree Preservation Plan that is incomplete or in the opinion of City staff does not reflect industry standards. The following Tree Preservation Notes shall be included on the (TPP):
- f) All work approved in the Tree Preservation Plan must be implemented by or under the direct supervision of an ISA Certified Consulting Arborist. A monthly Tree Activity Report found here: [www.DunedinGov.com/TreeActivityReport](http://www.DunedinGov.com/TreeActivityReport) shall be submitted to the Parks Division by the end of each month detailing the status of tree protection measures, e.g., the date tree barricades are installed, retaining walls constructed, tree pruning completed, etc. In addition, the Approved Arborist shall inspect the site bi-weekly and include a status report on the tree barricades. The Project Status Report shall be submitted from the date the construction permits are approved until the Certificate of Occupancy is issued, unless the Parks Division decrees otherwise. An example of a Project Status Report and the blank Project Status Report forms can also be obtained from the Parks Division.
- g) Call out *"Silt fence shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead flap the bottom of the silt fence on top of existing grade over/under and sand bag or landscape staple"*.
- h) Call out *"Irrigation lines shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead jetting pipe, hand digging w/o cutting structural woody roots or installing flexible drip irrigation on top of exiting grade will be required"*.
- i) It shall be unlawful for any person, during the development of any property or during the construction of any structures or the improvements of any property, to place temporary structures, solvents, materials, machinery, or temporary soil deposits within the dripline of any protected tree four inches DBH or greater.
- j) Prior to the commencement of construction, improvement, or development, the owner, or his agents, shall be required to place specified tree barricades around all trees designated for retention. Tree barricades shall remain in place throughout the construction process and shall not be removed until authorized by the City.
- k) Barricades shall be constructed using 2" x 4" lumber for upright posts, installed 5' on center, to a minimum depth of 12", with a height of at least 3' extending above grade. The upright posts shall be connected continuously with plastic orange mesh equal to the height of the uprights and fastened securely to the upright posts.

- l) The City will require chain-link fencing for barricades for all Grand Trees. Grand Tree barricades shall be constructed with chain link fencing as follows: Upright posts shall be

**Landscape Architect (registered in Florida)** no smaller than 24" X 36" (unless otherwise approved) with a scale not to exceed 1" = 30'. The landscape plan shall include the following information:

- a. Site layout including all proposed and existing structures, retention ponds, parking areas, driveways, entryways, walkways, location of signage and light poles, overhead wires and the location of existing trees.
- b. All required landscape buffers shall be delineated along with dimensions for the buffer width.
- c. All areas to be utilized as interior landscape areas shall be delineated by shading or cross-hatching or other methods used to delineate. Calculations shall be provided showing the total vehicular use area (VUA) in square feet and the total area devoted for interior landscape areas shown by total square feet and expressed as a percentage of the total VUA.
- d. The location of all trees, shrubs, groundcover and turf grass. Each tree shall be depicted with a keyed symbol. Shrubs and groundcover can be depicted individually or as a mass if the spacing is provided.
- e. A planting schedule/table showing the quantity of each plant to be used along with the common names and botanical names including cultivars of all plant species to be used in the landscape design. Also, the specifications for trunk caliper for trees and overall height, container size and nursery grade of all trees, shrubs and groundcovers.
- f. Details for staking and planting. City of Dunedin Standard Details #975 (sheets 1-3) must be included and can be found on the City's Engineering Page or by utilizing this link <https://webapp.dunedingov.com/ReferenceData/EngStandardDetails2.aspx>. Copy and paste into your landscape plan.
- g. Details for soil preparation.
- h. **Complete irrigation schematic detailing the type of irrigation system(s) to be used and the location of irrigation lines.** Also, call out on the plan and in the notes that "*hand digging or jetting underground pipes near all preserved trees. Woody and non-woody roots of preserved trees shall not be cut or harmed when installing irrigation materials*". All landscaped areas shall be provided with an automatically timed and controlled, permanent irrigation system meeting the following requirements: Trees, shrubs, palms, vines and groundcovers planted in individual, lineal or mass configurations shall be irrigated by low volume drip emitter, porous pipe or similar means in the interest of conserving the public's diminishing water resources. The watering of lawns and planting beds is prohibited during peak daylight hours (9:00 a.m. to 5:00 p.m.) with the exception of newly planted landscaping which can be watered daily within 30 days of planting. Drip irrigation can be used during daylight hours as water is emitted slowly and evaporation is minimal. Irrigation installed within the critical root zone (CRZ) of an existing tree shall be installed above grade. All irrigation shall include a rain sensor shut-off device. Any irrigation system connected to a public potable water supply shall have a backflow preventer at the service connection.
- i. A North arrow and site elevations.
- j. The name and address of the property owner and the Landscape Architect.
- k. The date the plan was completed.
- l. The landscape plan shall include the site boundaries and the zoning classifications for abutting properties. Zoning classifications can be found here: <https://www.dunedingov.com/city-departments/community-development/zoning-division/find-zoning-information>
- m. Plant materials used to comply with the provisions of this subdivision shall be of a species listed in *Appendix B Landscape Plant List* (unless otherwise approved)

[https://library.municode.com/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_AP\\_XBPLLI](https://library.municode.com/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_AP_XBPLLI).

- n. All plant material utilized to meet the provisions of this subdivision shall have a minimum quality of Florida Grade #1 as consistent with the Florida Grades and Standards for nursery plants, Florida Department of Agriculture and Consumer Affairs, 2nd Edition 1998 or as amended.
- o. Trees utilized to meet the provisions of this chapter shall be of a species listed in *Table 1 Landscape Plant List* and at the time of installation have a minimum trunk caliper of 2 inches and a minimum overall height of 8 feet. **Fifty percent (50%) of the trees utilized must be of a native species** as specified in *Appendix B Landscape Plant List*, unless market conditions are such that native plants are not available from wholesale native nurseries and the city waives in whole or part the requirement for native species. To provide for a sustainable tree canopy new landscaping shall provide species diversity per the following formula:

Total Quantity of Trees	Minimum Species
1-5	1
6-10	2
11-20	3
21-30	4
31-40	5
41-50	6

- p. Shrubs shall be an evergreen species and be a minimum of 18 inches in height when measured from grade to the top horizontal plane of the plant. Shrubs where required, shall be planted with a maximum spacing of 3 feet on center and maintained to form a continuous, unbroken, solid visual screen within a maximum period of 3 years after time of planting. **75 percent of the shrubs planted shall be species with at least moderate drought tolerance as specified in \_\_\_\_\_, and fifty percent (50%) must be of a native species** as specified in *Appendix B Landscape Plant List*, unless market conditions are such that native plants are not available from wholesale native nurseries and the city waives in whole or part the requirement for native species.
- q. Palms shall have a minimum clear trunk of 8 feet above grade and be of a species listed in *Table 1 Landscape Plant List*. **Twenty-five percent (25%) of the palms utilized to meet the provisions of this section shall be native species and seventy-five percent (75%) shall be species with at least moderate drought tolerance** as specified in *Appendix B Landscape Plant List*.
- r. Vines shall be a minimum of 30 inches in height immediately after planting and used in conjunction with fences, screens or walls as specified herein.
- s. Groundcovers shall be installed with a maximum spacing of one foot on center. Groundcovers shall be planted in such a manner as to present a neat finished appearance and shall provide complete coverage within 18 months after planting. Groundcovers shall be maintained to not

exceed an overall height of 24 inches (properties designated as preservation areas shall not be required to meet these standards). **Seventy five percent (75%) of the groundcovers planted shall be of a drought tolerant species variety as specified in *Table 1 Landscape Plant List*.** In the interest of water conservation, groundcovers are encouraged to be used in lieu of turf grass in whole or in part.

- t. Turf grass areas shall be planted and grown as permanent lawns using species or varieties that are approved by the city. Turf grass shall be installed as sod or plugs or can be sprigged or seeded. Swales and other areas that are susceptible to erosion shall be planted in complete coverage with sod unless otherwise specified by the city. Turf shall be maintained at a maximum overall height of 10" or less.
  - u. All landscape plants shall be installed in a manner consistent with the ANSI A300, Part 6 standards and the following specifications: All wire baskets shall be removed from the upper one-third of the root ball for trees and palms at the time of planting. All synthetic burlap or other non-degradable material shall be removed from the upper one-third of all root balls at the time of planting. All stakes and associated staking material shall be removed from trees and palms within one year of initial installation. All root balls for trees and shrubs shall be planted slightly above grade. Existing soils shall be compatible for the proposed plants in regard to texture and soil pH. Soils that were used as pavement sub-base must be completely excavated and replaced with a medium textured loamy soil. All rubble and foreign material shall be removed from existing soils. Linear and mass planting beds shall be mulched with a minimum of three inches of organic type mulch such as bark, leaves, or pine needles to decrease soil moisture evaporation. Eco-friendly mulches such as melaleuca mulch and eucalyptus mulch are recommended.
- 7) Please review the entire 105-25 section pertaining to Buffers and Screening to apply all applicable requirements to your project. If any buffers or screening is exempt it must be noted on the plan and the appropriate exemption is to be referenced within the note. This covers buffering requirements to adjacent properties as well as landscape requirement and screening for parking areas/lots. Landscaped terminal islands (end of parking rows) with appropriate sizing will likely be needed for the terminal islands. For quick reference you may utilize this link:  
[https://library.municode.com/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_CH105DEST\\_DIV2DEREST\\_105-25BUSC](https://library.municode.com/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_CH105DEST_DIV2DEREST_105-25BUSC)
- 8) Prior to the issuance of the certificate of occupancy for new construction of single-family, subdivision, multifamily, commercial, and industrial projects, all invasive exotic plants as listed in [§ 105-35.19 List of Target Invasive Exotic Plant Species](#) shall be removed. Prior to issuance of a certificate of occupancy, a site inspection will be conducted to ensure that all invasive exotic plants have been removed. After the issuance of the certificate of occupancy, the property owner shall control re-growth of invasive exotic plants in perpetuity. No land clearing, grubbing, or construction shall commence prior to the completion of an approved and released tree removal permit, payment for fees in lieu of planting, and completed tree preservation. This includes any root pruning that may be required. Please contact the city arborist at least 2 business days prior to root pruning to schedule inspection.
- 9) Please consult Municode for additional information and requirements. Please utilize this link:  
[https://www.municode.com/library/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_CH105DEST\\_DIV4GR](https://www.municode.com/library/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_CH105DEST_DIV4GR)

### **Grant or Denial of Permit**

The application for a permit to remove a protected tree, along with the required information, shall be field checked by city staff. City staff shall inspect the physical site and gauge the effects of the planned tree removal, on the local environment and other natural features, and on economic values

both within the site boundaries and surrounding area. Based on the evaluation by the Parks Division, considering the factors enumerated hereinafter and gauging the effect of the application upon these factors, a permit shall be granted or denied.

Rick Warner - City Arborist - City of Dunedin  
727-298-3279 Office ~ 727-424-2431 Cell ~ 727-298-3276 Fax  
[rwarn@duedinfl.net](mailto:rwarn@duedinfl.net)





- b. **6<sup>th</sup> Generation Brewing LLC “Doggy Bar”, 2000 Bayshore Boulevard**  
**Applicants: Derek Klein, Owner, [SaltyDogGas@gmail.com](mailto:SaltyDogGas@gmail.com)**  
**Patti Stough, Architect, [Parch@gate.net](mailto:Parch@gate.net)**

Patti gave a brief introduction of this project, an indoor eatery with outdoor space for dogs. They will be submitting plans online and requesting a change of use. The questions they have for the group:

1. Do they need an additional toilet facility? (*answered under Engineering*)
2. Do parking spaces need to be a certain distance from the property line? Currently is 3'. They are planning on closing off drive closest to stoplight, which should give them the most flexibility for parking and traffic circulation.
3. Can they use angle parking on alley behind? Or side street to do parallel parking? If a City ROW, cars will not be permitted to back into ROW. Dave L. to review alley (it is a one-way northbound)
4. Can we use current sign and update facings only – change gas prices to information about pub? *If face changes only, yes.* If sign is modified, it will have to conform to current regulations. Additional signage on building? Allowed 150 SF wall signage on building. Monument signs are permitted to 8' high. Check code for window signage. Murals that do not include advertising are not counted towards signage (considered art).

#### **Community Development/George Kinney, Joey DiPasqua, Kevin Nurnberger**

- Regarding change of use. The Zoning (FX-M) and Land Use (Coastal High Hazard Area – Retail/Services (CHHA-R&S) does support a commercial use.
- Confirmed with applicant it will not be open beyond 10 pm.
- Confirmed that NOC to be filed with County prior to the first inspection request.
- All plans are to be submitted online now for everything (residential and commercial). All documents can be uploaded electronically.
- Outdoor dining permit application must be submitted with permit for project – we must see the space is included in occupancy and parking numbers.
- Bike rack required with minimum of 4 bikes. To qualify for 2-space discount, must be a bike rack large enough for 10 bikes.
- Golf cart parking – Cannot cross or drive on Bayshore Boulevard; can only access from crossing at Palm Boulevard and use back streets to pub.
- Check other discounts available – 10% transit route.
- Dry floodproof property? Applicant: They plan on floodproofing below around the entire property and provide floodgates in front of overhead doors. BFE+1 is required minimum; if you go to BFE+2, could be rated (a better rating) at Zero with a significant policy discount. Check with your insurance company.
- Will need flood elevation certificate for substantial improvement package. *Applicant to obtain from surveyor.*
- Be aware of code compliance issue on property for doing work without permits. Case will be heard at 4/2/24 Code Enforcement Board.

### **FDOT/Drew Gething**

- Set up Pre-App meeting with FDOT.
- Redevelopment of the site from a gas station to a Pub triggers significant change per F.A.C. 14.96 (change of use).
- Bayshore Boulevard has an access classification 5. Minimum required spacing between access points is 245 feet.
- Both driveways are not conforming and must be removed. The development has reasonable side street access. *Applicant plans to appeal after pre-app meeting.*
- Sidewalk must be reconstructed to a minimum 6-foot wide along the front of the property.
- Frontage will need to be restored to match the existing surrounding conditions.
- No parking signs placed on the frontage.
- Must have pedestrian connectivity to the FDOT sidewalk system.
- Permits that will need to be obtained from the FDOT is an access (safety upgrade fee waiver) and drainage permit (Exemption or Permit).

### **PSTA/BJ – No Comments**

### **Engineering/Dave Larremore**

- Parking – need to see pavement markings and signage to evaluate.
- Protection of outdoor seating – consider barrier for cars backing out.
- Will need ABT permit (and follow their requirements).
- Will you be using existing water and sewer? *Applicant: Can we have single bathroom? No, a single is for up to 15 (total) occupant load.*

### **Fire/Danny Castillo**

- All exits to public access (4) need crash bar on doors (panic hardware). Includes fence.
- Suggest closure on restroom doors.

### **Sustainability/Nicole Delfino & Natalie Gass**

- Public Art – it is under threshold. Public art not required by size of project but is encouraged.
- Although this project does not trigger the [Sustainability Matrix](#), the document is linked for ideas and resources. See the list below for recommendations specially related to this project:
- Energy
  - LED lighting (including [Dark Sky fixtures and practices](#) to reduce light pollution)
  - With any construction or remodeling focus on making the building(s) energy efficient with a tight building envelope. This will reduce ongoing operational costs as it will reduce your energy use.
  - Solar is a great way to offset energy costs. There are now programs available that allow tax-exempt entities to take advantage of credits / direct pay for installing solar. I recommend looking into the following for resources:
    - § [Dunedin Solar Rebate](#)
    - § [Inflation Reduction Act / Direct Pay](#)
    - § [Solar United Neighbors](#)

- Transportation
  - Bike parking
  - Golf cart parking
- Landscaping
  - Utilize [Florida Native Landscaping](#) and [Florida Friendly Landscaping](#) practices around the property.
- Waste Reduction
  - For resources and information on how to start recycling at your Church, please reach out to Dunedin Solid Waste: 727-298-3215.

### **Solid Waste/Bill Pickrum**

- Provide a smooth flat surface for dumpster for transition to street; elevation is a problem at this location. The location of dumpster on plan currently must change.
- Prefer moving location to SW corner of property at alley; be cautious of overhead utilities.
- Bill will work with you on placement but will not bring truck on property.
- Bayshore (Alternate U. S. 19) is too busy to make a pick up.

### **Parks Superintendent Lanie Sheets**

#### **Introducing new City Arborist Rick Warner**

- This site requires 8 shade trees (size of site) – dog owners want shade.
- If utilizing synthetic turf, it must be appropriately drained.
- Landscape plan will be necessary.
- Be mindful of trees within 25' of your property that would be affected by your construction.
- See information document at end of these notes from City Arborist.

### **Stormwater/Michelle Monteclaro**

- Will need 2 environmental permits: (1) SWFWMD and (2) Construction permit.
- Recommends DEP petrol restoration to check for contamination (prior gas station use); applicant states this was completed.
- No planned improvements for stormwater.

### **Economic Development/Doug Hutchens**

- Underground concerns. Applicant states was foam filled, capped and concrete poured over.
- What about derelict sign posts at corners of property. Applicant wants to repurpose.
- Swale has not been maintained. Drainage problem has not been addressed. Drew from FDOT will look into.

### **Risk Management/Theresa Smalling**

- Please consider ADA with parking layout and outdoor areas.
- Disposal of pet waste – how will it be managed? Applicant to check on code where/how to dispose.

## MEMORANDUM

TO: Derek and Courtney Klein – 6<sup>th</sup> Generation Brewing, LLC “Doggy Bar”  
Patti Stough – Patti The Architect, Inc

FROM: Rick Warner, City Arborist

DATE: March 20, 2024

RE: **6<sup>th</sup> Generation Brewing, LLC (2000 Bayshore Blvd)**

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*The Parks Department (Arborist) reviewed this project prior to the DRC meeting and provides the following information. All code criteria must be met during conceptual site review, infrastructure site review, and vertical plan review:*

### **Future Requirements**

*Below is list of known attributes and requirements for this site. If this project enters Design Review and Infrastructure stages, or building plan review, the following requirements must be met prior to approval.*

- 1) This site is approximately 17,888 square feet (.41 acres) of gross developable land area. This site requires (9) shade trees prior to substantial completion.
- 2) Please provide a Greenspace Plan for initial design review if this project is required to go to ARC and city commission meetings.

If trees are of good overall condition the plans should be revised to allow for adequate tree preservation. The City of Dunedin reserves the right to reduce, alter or modify such plans to ensure that trees or good overall condition are adequately protected; therefore, the project’s initial design should also do the same.

The greenspace plan should include all required buffers with their width (right of ways, adjacent to other properties); The Greenspace plan should also include the general plant palette: quantities, size, and spacing. Additionally, the Greenspace Plan should include total amount of open space, % of site landscaped, and % of parking area landscaped. You will need to hire an ISA Certified Consulting Arborist for many aspects of this project. Also, utility locations are not known yet and could drastically impact any trees being preserved. Please route utilities outside of the critical root zone of protected trees.

- 3) If tree(s) are being removed a removal application <https://www.dunedingov.com/home/showpublisheddocument/20234/637729284721630000> must be submitted with the infrastructure site plan submittal. Additionally, a **tree preservation plan and tree inventory must be submitted with the infrastructure site plan (must include any neighboring trees within 25’ of the property lines)**. The existing conditions and demolition page should reflect all trees being removed, and preserved trees must show the location and type of tree barricades, as

well as the entire location of root pruning (also required on the Tree Preservation Plan). The tree removal application will not be approved and released in permit form until all tree mitigation has been satisfied and payment in lieu of planting to the city's Tree Bank has been made. Additionally, a Grand Tree Pruning Permit is required before any of the Grand Trees onsite may be pruned. This pruning permit requires the submittal of a tree pruning plan designed by an ISA Certified Consulting Arborist. All pruning must be done by an ISA Certified Arborist upon approval of the Grand Tree Pruning Permit.

4) Provide SITE PLAN indicating:

- a) The location, species, and size of all trees (including exempt trees) currently on the site which are four (4") inches DBH and greater.
- b) Grand Trees and their trunk DBH shall be specifically noted and accurately located on the site plan. Determination of a Grand Tree can be found here: [https://library.municode.com/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_CH105DEST\\_DIV3INST\\_105.35.5GRTR](https://library.municode.com/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_CH105DEST_DIV3INST_105.35.5GRTR)
- c) If each tree is proposed for removal, replanting or retention.
- d) Tree Inventory: All sites for new development, re-development and proposed for expansion will be required to submit an inventory of all protected trees existing on site and all trees, including exempt trees growing on adjacent properties and within 25' of the property lines. The inventory will list each tree by a number in the inventory that will correspond to a number on the site plan that will identify the trees location in the field (location), size (trunk diameter), species (common and botanical name) and condition (overall rating of health, structure and form). The tree inventory shall be completed and signed by an ISA Certified Consulting Arborist. The overall condition ratings shall be completed utilizing the City of Dunedin Tree Condition Rating Guidelines and the Tree Evaluation Form for Overall Condition rating 0-6, and are available from the City Arborist's office. The city shall retain the right to reject tree inventories that are incomplete or in the opinion of city staff does not reflect industry standards.
- e) Location of all planned roadways, drives or other vehicular use areas, all structures, signs, all easements and utility lines or mains above or below ground.
- f) A grading plan, showing all existing and proposed grades on the site. Existing and proposed grades must be shown on the plan within fifty (50') feet of any protected tree.
- g) The exact location and type of all tree barricades (both standard and grand tree barricades, where applicable).
- h) The City shall retain the right to reject tree inventories or site plans that are incomplete or in the opinion of City staff does not reflect industry standards.
- i) If there are no existing trees on the site, the applicant must submit with the building permit application a "No Trees Exist Verification Statement" found here: <https://www.dunedingov.com/home/showpublisheddocument/3053/637219409044700000> or can be requested from our Permitting Department.
- j) Plan notes stating: *"Silt fence shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead flap the bottom of the silt fence on top of existing grade over/under and sand bag or landscape staple. Irrigation lines shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead jetting pipe, hand digging w/o cutting structural woody roots or installing flexible drip irrigation on top of exiting grade will be required"*.



- k) Any trees with good overall condition proposed to be removed with an approved tree removal application will require one caliper inch for each DBH inch removed to be planted back on site. The minimum number of trees on the site shall meet the requirements as specified within Dunedin's Tree Ordinance. If a property has insufficient space for the required replacement trees, a fee equal to **\$120 per DBH** must be paid to the City of Dunedin tree bank prior to the removal of applicable trees. Any combination of new tree plantings and payment to the tree bank is acceptable.
- l) Where the tree(s) to be replaced is a Sabal Palmetto (Cabbage Palm or Sabal Palm), the applicant shall do one of the following: Replace the palm with one DBH inch of Sabal Palmetto for each DBH inch removed, or one caliper inch of shade/canopy tree for each three DBH inches removed, or In lieu of replacement, a fee of **\$20.00** per DBH inch removed shall be paid to the City's Tree Bank.
- m) It shall be illegal to plant any invasive exotic plant listed as a Class I invasive by the Florida Exotic Pest Plant Council (FLEPPC), on any property within the City limits.
- n) Prior to the issuance of the certificate of occupancy for new construction, all invasive exotic plants as listed as Class I invasives by the Florida Exotic Pest Plant Council (FLEPPC) shall be removed. A site inspection will be conducted to ensure that all invasive exotic plants have been removed. After the issuance of the certificate of occupancy, the property owner shall control re- growth of invasive exotic plants in perpetuity.
- o) List of Common Invasive Exotic Plant Species: Australian pine (*Casuarina spp.*), Air potato (*Dioscorea bulbifera*), Brazilian pepper (*Schinus terebinthifolius*), Carrotwood (*Cupaniopsis anacardiopsis*), Castor bean (*Ricinus communis*), Chinaberry (*Melia azedarach*), Chinese tallow (*Sapium sebiferum*), Ear (*Enterolobium cyclocarpa*), Laurel fig (*Ficus retusa 'nitida'*), Punk (*Melaleuca quinquenervia*), Silk oak (*Grevillea robusta*), Toog (*Bischofia javanica*), Weeping fig (*Ficus benjamina*).
- p) The City shall retain the right to reject tree inventories or site plans that are incomplete or in the opinion of City staff does not reflect industry standards.

5) Provide TREE PRESERVATION PLAN (TPP):

- a) At the construction permit phase, all sites retaining protected trees shall submit a Tree Preservation Plan with the construction plans, prepared and signed by an Approved ISA Certified Consulting Arborist. The Tree Preservation Plan shall describe in detail the measures that will be implemented to ensure the survival of trees chosen for preservation.
- b) The Tree Preservation Plan shall include the measures taken to ensure survival of trees growing on the site and adjacent properties within 25' of the property lines.
- c) The **Tree Preservation Plan** shall be a **SEPARATE PAGE/SHEET OF THE CONSTRUCTION PLANS & SITE PLAN** and shall clearly delineate preservation measures to be utilized. Examples include, but not limited to: type and location of all tree barricades, root prune lines including the depth and length, pre-construction pruning, driveway on existing



grade (only dug into ground at apron meeting street), location and design of aeration systems, location and design of cabling and bracing procedures, location and design of retaining walls, structural pruning plans, mulching, plywood (to reduce compaction used with mulch), irrigation duration and frequency, air spading (to reverse compaction), soil rejuvenation, etc.

Additionally, call out sequentially proposed tree preservation actions and procedures within their appropriate time frames; Phase 1 (pre-construction), Phase 2 (during construction) & Phase 3 (post construction) The trees on and offsite cannot be over pruned as determined by the city arborist and reduction, alteration and modification of the proposed design will be required if excessive pruning (canopy or roots) is forecasted based on the plans submitted.

- d) The Tree Preservation Plan shall also include City of Dunedin Standard Details for tree preservation # 980, 981, 985, 990 & 995 found on the City's Engineering Page or by utilizing this link <https://www.dunedingov.com/city-departments/utilities/engineering-division/standard-details> Copy and paste into your (TPP).
- e) The Parks Division shall retain the right to reject a Tree Preservation Plan that is incomplete or in the opinion of City staff does not reflect industry standards. The following Tree Preservation Notes shall be included on the (TPP):
- f) All work approved in the Tree Preservation Plan must be implemented by or under the direct supervision of an ISA Certified Consulting Arborist. A monthly Tree Activity Report found here: [www.DunedinGov.com/TreeActivityReport](http://www.DunedinGov.com/TreeActivityReport) shall be submitted to the Parks Division by the end of each month detailing the status of tree protection measures, e.g., the date tree barricades are installed, retaining walls constructed, tree pruning completed, etc. In addition, the Approved Arborist shall inspect the site bi-weekly and include a status report on the tree barricades. The Project Status Report shall be submitted from the date the construction permits are approved until the Certificate of Occupancy is issued, unless the Parks Division decrees otherwise. An example of a Project Status Report and the blank Project Status Report forms can also be obtained from the Parks Division.
- g) Call out *"Silt fence shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead flap the bottom of the silt fence on top of existing grade over/under and sand bag or landscape staple"*.
- h) Call out *"Irrigation lines shall not be trenched or dug into the ground within the dripline, canopy and critical root zone (CRZ) of protected and preserved trees; instead jetting pipe, hand digging w/o cutting structural woody roots or installing flexible drip irrigation on top of exiting grade will be required"*.
- i) It shall be unlawful for any person, during the development of any property or during the construction of any structures or the improvements of any property, to place temporary structures, solvents, materials, machinery, or temporary soil deposits within the dripline of any protected tree four inches DBH or greater.
- j) Prior to the commencement of construction, improvement, or development, the owner, or his agents, shall be required to place specified tree barricades around all trees designated for retention. Tree barricades shall remain in place throughout the construction process and shall not be removed until authorized by the City.
- k) Barricades shall be constructed using 2" x 4" lumber for upright posts, installed 5' on center, to a minimum depth of 12", with a height of at least 3' extending above grade. The upright posts shall be connected continuously with plastic orange mesh equal to the height of the uprights and fastened securely to the upright posts.

- l) The City will require chain-link fencing for barricades for all Grand Trees. Grand Tree barricades shall be constructed with chain link fencing as follows: Upright posts shall be

**Landscape Architect (registered in Florida)** no smaller than 24" X 36" (unless otherwise approved) with a scale not to exceed 1" = 30'. The landscape plan shall include the following information:

- a. Site layout including all proposed and existing structures, retention ponds, parking areas, driveways, entryways, walkways, location of signage and light poles, overhead wires and the location of existing trees.
- b. All required landscape buffers shall be delineated along with dimensions for the buffer width.
- c. All areas to be utilized as interior landscape areas shall be delineated by shading or cross-hatching or other methods used to delineate. Calculations shall be provided showing the total vehicular use area (VUA) in square feet and the total area devoted for interior landscape areas shown by total square feet and expressed as a percentage of the total VUA.
- d. The location of all trees, shrubs, groundcover and turf grass. Each tree shall be depicted with a keyed symbol. Shrubs and groundcover can be depicted individually or as a mass if the spacing is provided.
- e. A planting schedule/table showing the quantity of each plant to be used along with the common names and botanical names including cultivars of all plant species to be used in the landscape design. Also, the specifications for trunk caliper for trees and overall height, container size and nursery grade of all trees, shrubs and groundcovers.
- f. Details for staking and planting. City of Dunedin Standard Details #975 (sheets 1-3) must be included and can be found on the City's Engineering Page or by utilizing this link <https://webapp.dunedingov.com/ReferenceData/EngStandardDetails2.aspx>. Copy and paste into your landscape plan.
- g. Details for soil preparation.
- h. **Complete irrigation schematic detailing the type of irrigation system(s) to be used and the location of irrigation lines.** Also, call out on the plan and in the notes that *"hand digging or jetting underground pipes near all preserved trees. Woody and non-woody roots of preserved trees shall not be cut or harmed when installing irrigation materials"*. All landscaped areas shall be provided with an automatically timed and controlled, permanent irrigation system meeting the following requirements: Trees, shrubs, palms, vines and groundcovers planted in individual, lineal or mass configurations shall be irrigated by low volume drip emitter, porous pipe or similar means in the interest of conserving the public's diminishing water resources. The watering of lawns and planting beds is prohibited during peak daylight hours (9:00 a.m. to 5:00 p.m.) with the exception of newly planted landscaping which can be watered daily within 30 days of planting. Drip irrigation can be used during daylight hours as water is emitted slowly and evaporation is minimal. Irrigation installed within the critical root zone (CRZ) of an existing tree shall be installed above grade. All irrigation shall include a rain sensor shut-off device. Any irrigation system connected to a public potable water supply shall have a backflow preventer at the service connection.
- i. A North arrow and site elevations.
- j. The name and address of the property owner and the Landscape Architect.
- k. The date the plan was completed.
- l. The landscape plan shall include the site boundaries and the zoning classifications for abutting properties. Zoning classifications can be found here: <https://www.dunedingov.com/city-departments/community-development/zoning-division/find-zoning-information>
- m. Plant materials used to comply with the provisions of this subdivision shall be of a species listed in *Appendix B Landscape Plant List* (unless otherwise approved)

[https://library.municode.com/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_AP\\_XBPLLI](https://library.municode.com/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_AP_XBPLLI).

- n. All plant material utilized to meet the provisions of this subdivision shall have a minimum quality of Florida Grade #1 as consistent with the Florida Grades and Standards for nursery plants, Florida Department of Agriculture and Consumer Affairs, 2nd Edition 1998 or as amended.
- o. Trees utilized to meet the provisions of this chapter shall be of a species listed in *Table 1 Landscape Plant List* and at the time of installation have a minimum trunk caliper of 2 inches and a minimum overall height of 8 feet. **Fifty percent (50%) of the trees utilized must be of a native species** as specified in *Appendix B Landscape Plant List*, unless market conditions are such that native plants are not available from wholesale native nurseries and the city waives in whole or part the requirement for native species. To provide for a sustainable tree canopy new landscaping shall provide species diversity per the following formula:

Total Quantity of Trees	Minimum Species
1-5	1
6-10	2
11-20	3
21-30	4
31-40	5
41-50	6

- p. Shrubs shall be an evergreen species and be a minimum of 18 inches in height when measured from grade to the top horizontal plane of the plant. Shrubs where required, shall be planted with a maximum spacing of 3 feet on center and maintained to form a continuous, unbroken, solid visual screen within a maximum period of 3 years after time of planting. **Fifty percent (50%) of the trees utilized must be of a native species** as specified in *Appendix B Landscape Plant List*, unless market conditions are such that native plants are not available from wholesale native nurseries and the city waives in whole or part the requirement for native species. **75 percent of the shrubs planted shall be species with at least moderate drought tolerance** as specified in *Table 1 Landscape Plant List*.
- q. Palms shall have a minimum clear trunk of 8 feet above grade and be of a species listed in *Table 1 Landscape Plant List*. **Twenty-five percent (25%) of the palms utilized to meet the provisions of this section shall be native species and seventy-five percent (75%) shall be species with at least moderate drought tolerance** as specified in *Appendix B Landscape Plant List*.
- r. Vines shall be a minimum of 30 inches in height immediately after planting and used in conjunction with fences, screens or walls as specified herein.
- s. Groundcovers shall be installed with a maximum spacing of one foot on center. Groundcovers shall be planted in such a manner as to present a neat finished appearance and shall provide complete coverage within 18 months after planting. Groundcovers shall be maintained to not

exceed an overall height of 24 inches (properties designated as preservation areas shall not be required to meet these standards). **Seventy five percent (75%) of the groundcovers planted shall be of a drought tolerant species variety as specified in *Table 1 Landscape Plant List*.** In the interest of water conservation, groundcovers are encouraged to be used in lieu of turf grass in whole or in part.

- t. Turf grass areas shall be planted and grown as permanent lawns using species or varieties that are approved by the city. Turf grass shall be installed as sod or plugs or can be sprigged or seeded. Swales and other areas that are susceptible to erosion shall be planted in complete coverage with sod unless otherwise specified by the city. Turf shall be maintained at a maximum overall height of 10" or less.
  - u. All landscape plants shall be installed in a manner consistent with the ANSI A300, Part 6 standards and the following specifications: All wire baskets shall be removed from the upper one-third of the root ball for trees and palms at the time of planting. All synthetic burlap or other non-degradable material shall be removed from the upper one-third of all root balls at the time of planting. All stakes and associated staking material shall be removed from trees and palms within one year of initial installation. All root balls for trees and shrubs shall be planted slightly above grade. Existing soils shall be compatible for the proposed plants in regard to texture and soil pH. Soils that were used as pavement sub-base must be completely excavated and replaced with a medium textured loamy soil. All rubble and foreign material shall be removed from existing soils. Linear and mass planting beds shall be mulched with a minimum of three inches of organic type mulch such as bark, leaves, or pine needles to decrease soil moisture evaporation. Eco-friendly mulches such as melaleuca mulch and eucalyptus mulch are recommended.
- 7) Please review the entire 105-25 section pertaining to Buffers and Screening to apply all applicable requirements to your project. If any buffers or screening is exempt it must be noted on the plan and the appropriate exemption is to be referenced within the note. This covers buffering requirements to adjacent properties as well as landscape requirement and screening for parking areas/lots. Landscaped terminal islands (end of parking rows) with appropriate sizing will likely be needed for the terminal islands. For quick reference you may utilize this link:  
[https://library.municode.com/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_CH105DEST\\_DIV2DEREST\\_105-25BUSC](https://library.municode.com/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_CH105DEST_DIV2DEREST_105-25BUSC)
- 8) Prior to the issuance of the certificate of occupancy for new construction of single-family, subdivision, multifamily, commercial, and industrial projects, all invasive exotic plants as listed in [§ 105-35.19 List of Target Invasive Exotic Plant Species](#) shall be removed. Prior to issuance of a certificate of occupancy, a site inspection will be conducted to ensure that all invasive exotic plants have been removed. After the issuance of the certificate of occupancy, the property owner shall control re-growth of invasive exotic plants in perpetuity. No land clearing, grubbing, or construction shall commence prior to the completion of an approved and released tree removal permit, payment for fees in lieu of planting, and completed tree preservation. This includes any root pruning that may be required. Please contact the city arborist at least 2 business days prior to root pruning to schedule inspection.
- 9) Please consult Municode for additional information and requirements. Please utilize this link:  
[https://www.municode.com/library/fl/dunedin/codes/code\\_of\\_ordinances?nodeId=SPBLADECO\\_CH105DEST\\_DIV4GR](https://www.municode.com/library/fl/dunedin/codes/code_of_ordinances?nodeId=SPBLADECO_CH105DEST_DIV4GR)

### Grant or Denial of Permit

The application for a permit to remove a protected tree, along with the required information, shall be field checked by city staff. City staff shall inspect the physical site and gauge the effects of the

planned tree removal, on the local environment and other natural features, and on economic values both within the site boundaries and surrounding area. Based on the evaluation by the Parks Division, considering the factors enumerated hereinafter and gauging the effect of the application upon these factors, a permit shall be granted or denied.

Rick Warner - City Arborist - City of Dunedin  
727-298-3279 Office ~ 727-424-2431 Cell ~ 727-298-3276 Fax  
[rwarn@dunedinfl.net](mailto:rwarn@dunedinfl.net)





2. **CITY PROJECTS:** None to Report
3. **NEXT MEETING DATE:** Wednesday, April 17, 2024
4. **CITIZEN INPUT:** None in attendance

Meeting adjourned 10:45 am.  
Submitted by Joan McHale

*Disability Provisions: It is the policy of the City of Dunedin not to discriminate against disabled persons in employment or the provisions of services. If you have a disability that requires accommodation, please notify the ADA Coordinator 48 hours prior to the scheduled meeting at (727) 298-3043.*