

RFP No. 2023-05 THE DOWNTOWN FORM BASED CODE FOR THE CITY OF GREEN COVE SPRINGS



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ORIGINAL

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1. Cover Letter



3970 Hendricks Avenue
Jacksonville, FL 32207
Office: +1 (904) 398-8636



1. Cover Letter

April 4, 2023

City of Green Cove Springs
Financial Services Department
Lilly Delvecchio, Development Services Director
City Hall Office
321 Walnut Street
Green Cove Springs, FL 32043

Re: Consultant for “RFP No. 2023-2023-05 Downtown Form Based Code for the City of Green Cove Springs.”

Dear Selection Committee,

In 2005, the City Council of Green Cove Springs adopted a plan for its future and referenced it as “Tomorrow’s Vision” consisting of a Mission Statement devoted to “*Create a plan that will define our unique identity, assure quality of life and make Green Cove Springs a premier 21st-century city that reflects our traditional values, natural features and historic characteristics.*” This dedicated commitment is reflected in the vibrant community life, and its continuous goal to provide a sustainable city that embraces quality of life for its residents and economic development for its business community.

[Chen Moore and Associates, Inc. \(CMA\)](#) is grateful for the opportunity to submit our response for preparing the Downtown Form Based Code for the City’s Downtown Central Business District. CMA is an awarded multi-disciplinary consulting firm founded in 1986 with 117 employees that provides outstanding urban planners, landscape architecture, environmental, civil engineering, transportation engineering, electrical engineering and construction management services to local governments in Florida.

CMA is proposing a high-level proficient Team including AICP planners, PLA landscape architects, urban designers, certified arborists, environmental scientist, and P.E. engineers experienced in Form Based Code, Florida Statutes and the City of Green Cove Springs existing zoning code. The [CMA Team](#) has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the [CMA Team](#) is positioned to deliver a successful and meaningful Downtown Form Based Code to the City of Green Cove Springs.

The [CMA Team](#) has a clear understanding of the goals and objectives, and it is ready to develop a Downtown Form Based Code through a collaborative effort that engages the community and stakeholders participation, and best known practices that will be delivered by CMA professional team. The Downtown Form Based Code prepared by CMA will reflect the City’s commitment to enhance the quality of life of its residents and support the business community. The [CMA Team](#) will prepare regulations based upon the City’s street and block patterns and establish standards for promoting development with a variety of uses, appropriate design, and public benefit; by adopting the implementation of the following principles:

- Create an exceptional pedestrian-oriented public realm where city streets, sidewalks, parks, and plazas are safe, comfortable, attractive, and accessible places.
- Create a strong sense of spatial enclosure through the placement and arrangement of buildings, sidewalks, hardscape, and landscape.
- Promote building quality and form through building placement, building material, architecture, articulation, fenestration, and transparency.
- Achieve high-quality private and public spaces with form-based standards rather than regulations based principally on uses.
- Provide updated downtown sign regulations

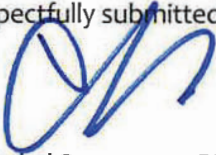
Communication is paramount to deliver a successful Downtown Form Based Code, it is a critical component of the management methodology. We are proposing a weekly meeting with the City Staff to coordinate, discuss and monitor current and upcoming tasks. CMA is appointing Nilsa Zacarias, AICP, as the project manager. Ms. Zacarias has more than 24 years of professional experience, and will maintain a fluid communication with the City Staff and the CMA Team to ensure compliance with the scope, timeline, and budget. **A Weekly Monitoring Report (WMR) will be submitted to the Planning Director.** As presented on the Qualifications and Experience sections, the CMA Team has the credentials to furnish and provide to the City of Green Cove Springs all required services included on the subject Scope of Service. As indicated on the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**

The CMA Team is best qualified to develop the Downtown Form Based Code because of our professional commitment to prepare a Code based on the active stakeholders engagement and the City's 2025 Vision that will guide future developments and provide flexibility to accommodate changing uses and trends. The CMA Team will ensure a successful outcome by providing the following qualifications further detailed in this proposal:

- **KNOWLEDGE** of the existing zoning code of the City of Green Cove Springs
- **EXPERTISE** in Form Base Code
- **EXPERIENCED AND QUALIFIED TEAM** - AICP Certified Planners, PLA Landscape Architects, and P.E Engineers
- **PROVEN RECORD OF OUTSTANDING SERVICE** - Compliance with Time and Budget Requirements.
- **GRAPHIC RESOURCE CAPABILITIES** - Advanced GIS and Computer Graphics.
- **EFFECTIVE PUBLIC COMMUNICATION** – Charrettes, Workshops, Presentations to Residents, City Council, and Boards

The CMA Team understands the scope of work and is committed to meeting all the specified requirements outlined in the RFP document, including all insurances. We will be honored to provide services to the City of Green Cove Springs and work with the City Staff. *Thank you for the opportunity.*

Respectfully submitted,

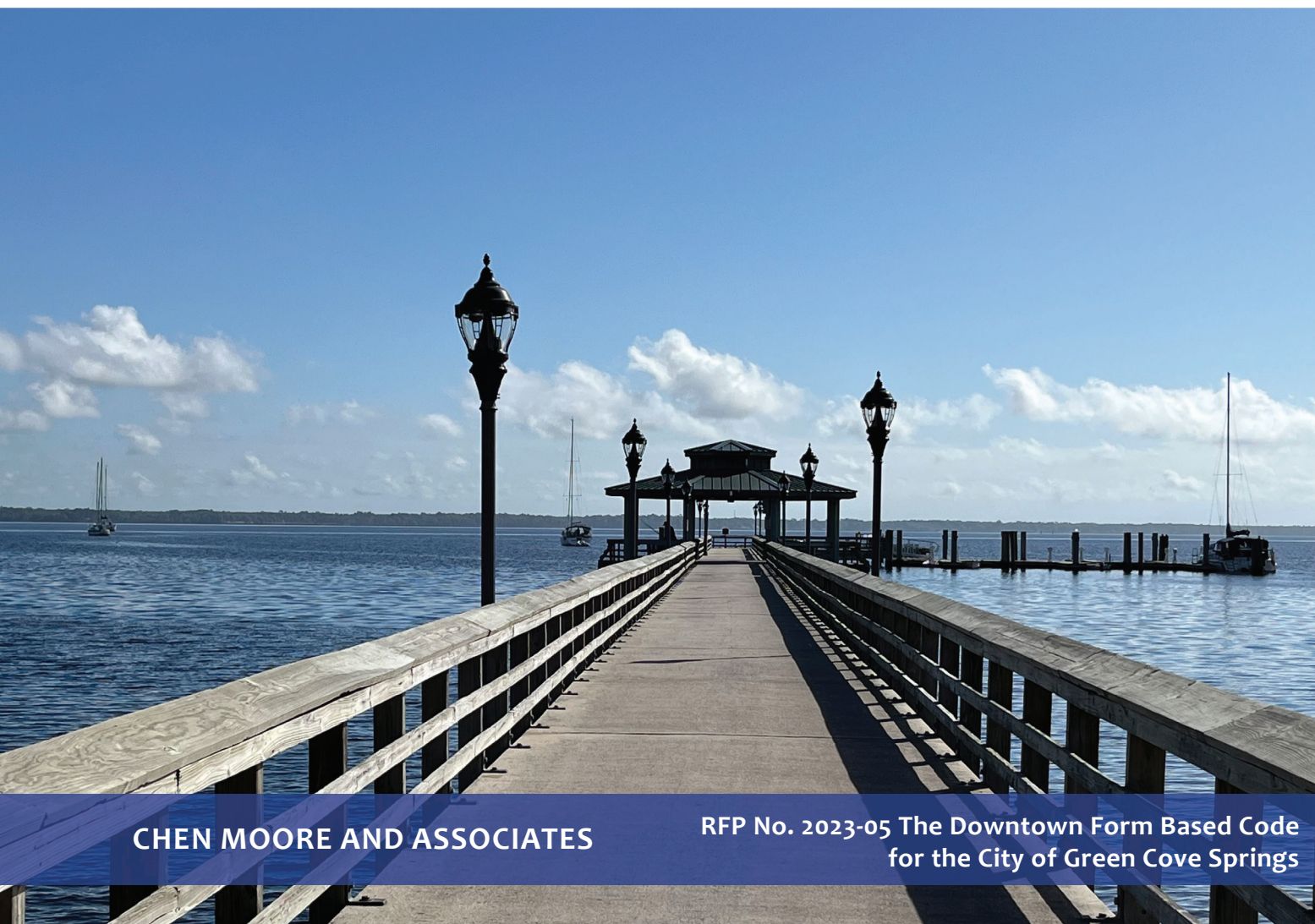


Cristobal Betancourt PLA, AICP

Vice President of Landscape Architecture/Planning

CHEN MOORE AND ASSOCIATES

2. Description of Approach



2. DESCRIPTION OF APPROACH

Founded in 1986, **Chen Moore and Associates, Inc. (CMA)**, an awarded multi-disciplinary consulting firm specializes in planning and irrigation, landscape architecture, environmental, civil engineering, water resources, water and sewer, electrical engineering, transportation, and construction engineering services. **With the recent addition of NZ Consultants during the 4th quarter of 2022**, expanding CMA's planning services division and increasing the firm's statewide team to 117 employees. CMA has the financial capability to perform the scope of work required for this contract. The firm commits to providing responsive quality services while meeting the schedules and specific project needs of our clients. The firm has its headquarters in Fort Lauderdale. CMA has regional offices in and Jacksonville, Miami, West Palm Beach, Orlando (Maitland), with additional offices in Jupiter, Port St. Lucie, Sarasota (Nokomis), Gainesville, and Tampa.

CMA's key services groups include Planning, Civil Engineering (water/sewer, roadway/highway, stormwater, general civil), Electrical Engineering, Landscape Architecture, Environmental, and Construction Administration. CMA's key market groups are as follows: Water and Sewer; Transportation; Water Resources; Parks and Recreation; Energy and Land Development. **CMA employs 117 full time staff, including 39 registered professional engineers, 7 registered landscape architects, 4 AICP certified planners, 2 certified arborists, and a certified irrigation designer.** With our highly experienced technical design staff, the CMA team has the capabilities to address the smallest to the most challenging tasks required for many types of public, semi-public and private sector projects.

The Planning Services delivered by the CMA Team will reflect the City of Green Cove Springs commitment to maintain and enhance the quality of life of its residents and support its business community. CMA understands the City's challenges and vision, and it will ensure that the planning consulting services are based on in-depth analysis of existing conditions, trends; and, federal, state and local regulations. Per the 2020 US Census, the City's key demographics are as follows:

Population: 9,786
Land Area: 7.53 sq. miles
Owner-Occupied Housing Unit Rate: 78.3%
Median Value of Housing Unit: \$192,600
Median Household Income: \$59,200



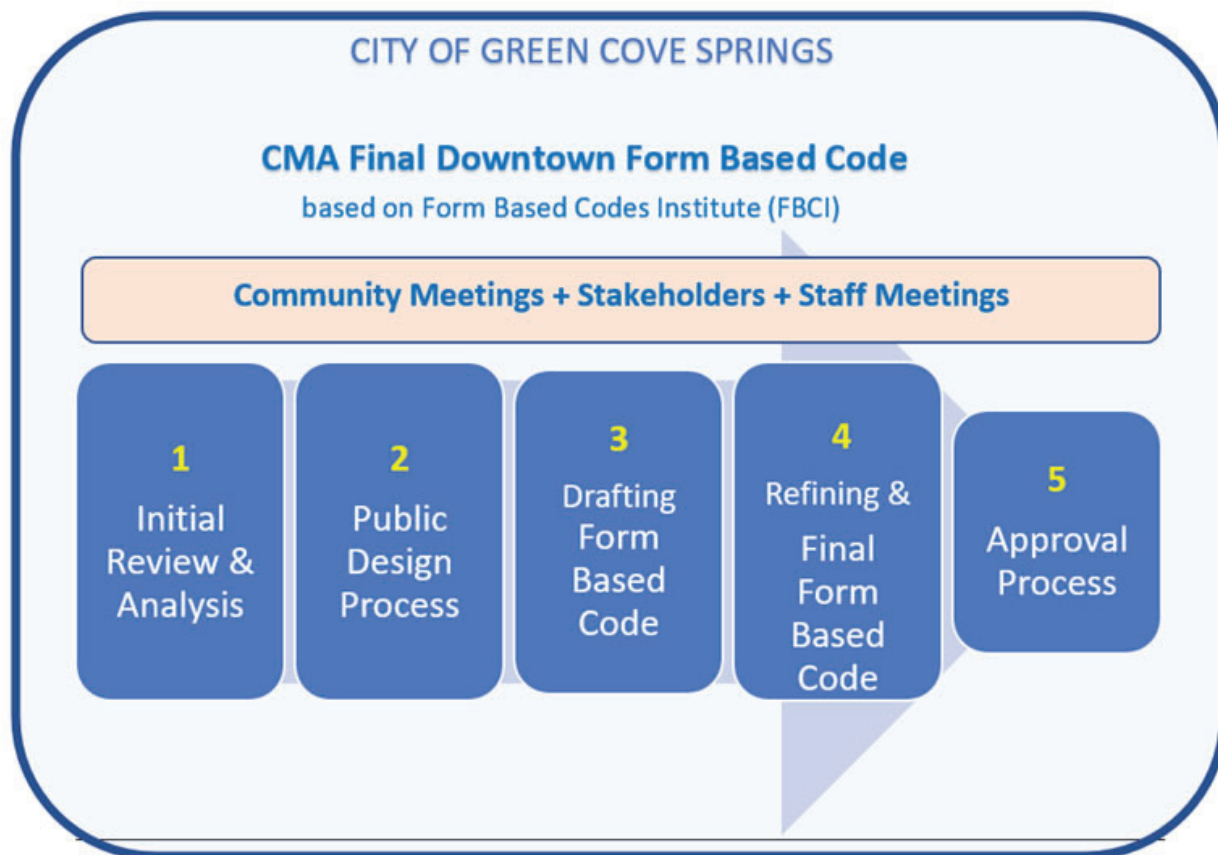
CMA is proposing a high-level proficient Team including AICP planners, PLA landscape architects, urban designers, certified arborists, environmental scientist, and P.E. engineers experienced in Form Based Code, Florida Statutes and the City of Green Cove Springs existing zoning code. The **CMA Team** has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the CMA Team is positioned to deliver a successful and meaningful Downtown Form Based Code to the City of Green Cove Springs.

The **CMA Team** has a clear understanding of the goals and objectives, and it is ready to develop a **Downtown Form Based Code** through a collaborative effort that engages the community and stakeholders participation, and best known practices that will be delivered by CMA professional team. The Downtown Form Based Code prepared by CMA will reflect the City's commitment to enhance the quality of life of its residents and support the business community. The **CMA Team** will prepare regulations based upon the City's street and block patterns and establish standards for promoting development with a variety of uses, appropriate design, and public benefit; by adopting the implementation of the following principles and tasks:

- Create an exceptional pedestrian-oriented public realm where city streets, sidewalks, parks, and plazas are safe, comfortable, attractive, and accessible places.
- Create a strong sense of spatial enclosure through the placement and arrangement of buildings, sidewalks, hardscape, and landscape.
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Communication is paramount to deliver a successful Downtown Form Based Code, it is a critical component of the management methodology. We are proposing a weekly meeting with the City Staff to coordinate, discuss and monitor current and upcoming tasks. CMA is appointing Nilsa Zacarias, AICP, as the project manager. Ms. Zacarias has more than 24 years of professional experience, and will maintain a fluid communication with the City Staff and the CMA Team to ensure compliance with the scope, timeline, and budget. **A Weekly Monitoring Report (WMR) will be submitted to the Planning Director.** As presented on the Qualifications and Experience sections, the CMA Team has the credentials to furnish and provide to the City of Green Cove Springs all required services included on the subject Scope of Service. As indicated on the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**

The **CMA Team** will prepare the Downtown Form Based Code for the Central Business District of the City of Green Cove Springs **based on the definition and evaluation criteria established by the Form-Base Codes Institute (FBCI)**, the goal is to replace the present zoning code for the subject district. The proposed Scope of Work includes the following tasks:



1. INITIAL REVIEW AND ANALYSIS

The **CMA Team** will conduct an in-depth review and analysis of the existing conditions of the Central Business District and the City’s demographics, current challenges and trends. This phase will include the following tasks:

a. Interviews. The **CMA Team** will interview appropriate stakeholders involved with the project. These interviews will include groups and individuals including elected officials, nonprofit organization leaders, property owners, neighborhood representatives, local design professionals, developers, business organizations, and municipal staff.

b. Site Analysis. The **CMA Team** will become familiar with the physical details of the Central Business District and the historic patterns of urbanism and architecture in the surrounding region.

c. Media coverage. The **CMA Team** will participate in a press conference with local officials and draft a press release to inform the local citizenry about the planning efforts to be undertaken.

d. Website. The **CMA Team** will provide information for Green Cove Spring’s website. As officials deem appropriate, the **CMA Team** will provide materials including text, photographs, maps, renderings, and other images for the web site. This material will describe the Consultant’s credentials and help explain the project’s process.

2. PUBLIC DESIGN PROCESS

a. Generate necessary background maps. Green Cove Springs will provide all necessary base map information as needed by the **CMA Team**

These documents will be used to produce the maps that will be used during the preparation of the form-based code.

b. Public Workshop and/or Design Charrette. The **CMA Team** will organize and lead design workshops or a full planning charrette to engage the community, gather ideas and goals, and formulate implementation strategies. The **CMA Team** will tailor the workshop or charrette to obtain maximum community input so as to produce the best possible master plan on which to base the new code. *The charrette format will also take into consideration the findings of the initial site analysis, input from staff, and information obtained at previous meetings, workshops, and interviews.* While the end result will be new land development regulations, the public process will include discussions of alternatives for street design, street connectivity, and town planning strategies that create vital town centers, corridors, and livable neighborhoods. At the conclusion of the workshop(s), the Consultant will present the work generated to-date. Plans, renderings, and initial coding ideas that reflect ideas articulated in the workshops will be publicly presented and further feedback solicited from the community. It is essential that local government officials attend this presentation along with citizens, stakeholders and technicians.

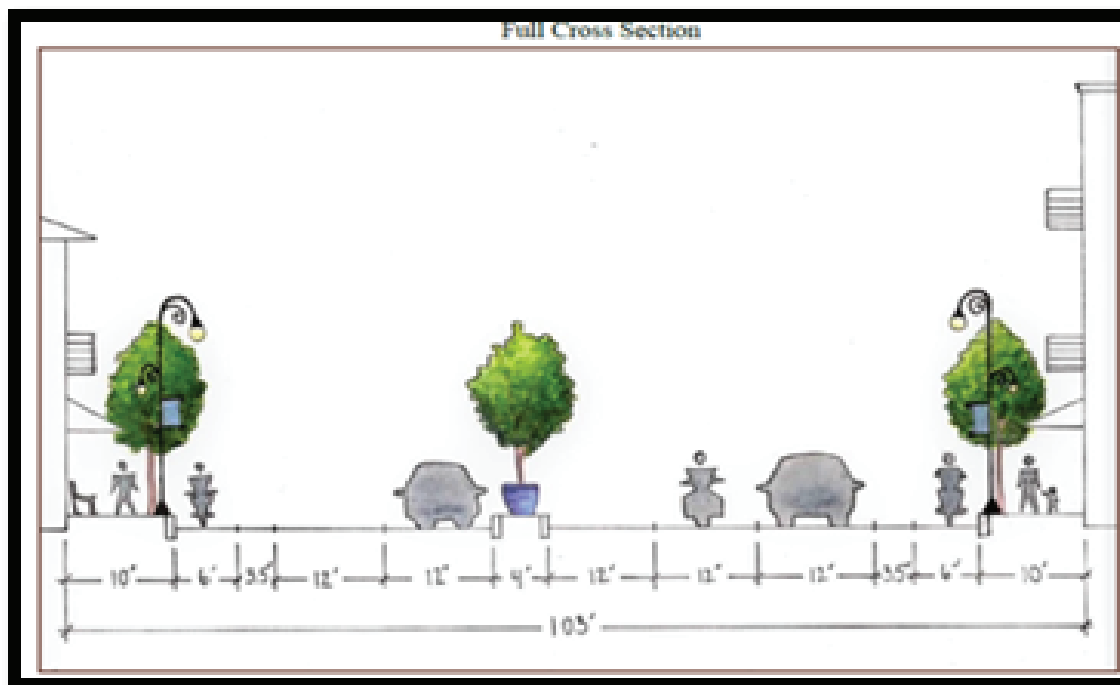
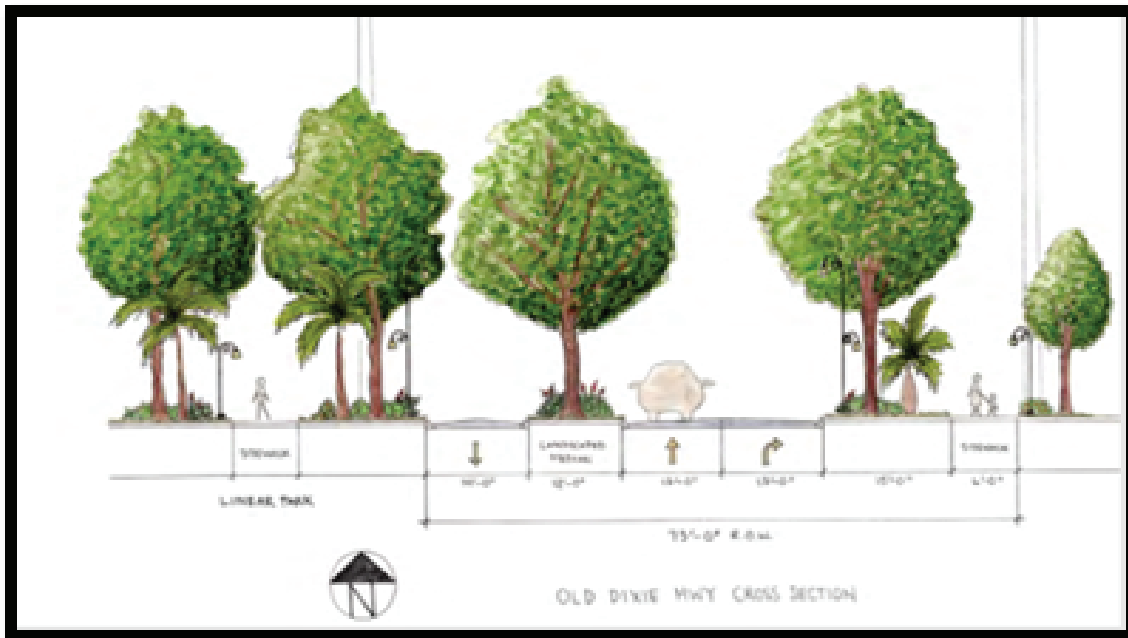
3. DRAFTING THE FORM-BASED CODE

a. Design Parameters for the Form-Based Code. The **CMA Team** will prepare a new code that will regulate development to ensure high-quality public spaces defined by a variety of building types and uses including housing, retail, and office space. The new code will incorporate a regulating plan, building form standards, street standards (plan and section), use regulations as needed, descriptive building or lot types (optional), and other elements needed to implement the principles of functional and vital urbanism and practical management of growth. CMA Team will develop a document based on the definition and evaluation criteria established by the Form-Base Codes Institute (FBCI) and it will include the following sections:

- **Overview**, including definitions, principles, and intent; and explanation of the regulations and process in clear user-friendly language.
- **Regulating Plan** (a schematic representation of the master plan) illustrating the location of streets, blocks, public spaces (such as greens, squares, and parks), and other special features. Regulating plans may also include aspects of Building Form Standards such as “build-to-lines” or “required building lines” and building type or form designations.
- **Building Form Standards** governing basic building form, placement, transparency, signage and

fundamental urban elements to ensure that all buildings complement neighboring structures and the street. These standards should be based upon study of building types appropriate for the region, climate, and neighborhood vitality.

- **Public Space/Street Standards** defining design attributes and geometries that balance the needs of motorists, pedestrians, bicyclists, and transit riders while promoting a vital public realm. These standards should include design specifications for sidewalks, travel lane widths, parking, curb geometry, trees, and lighting.
- **Landscape Standards** defining the general types and locations of trees to be planted.
- **Signage and lighting standards** defining the appropriate type and amount of signage and lighting.



b.

Integration of the Form-Based Code. The **CMA Team** will integrate the new form-based code into the City's existing regulatory framework (zoning and land development regulations) in a manner that;

- ensures procedural consistency
- complies with state and local legal requirements
- provides clarity as to applicability of existing regulations; and,
- maximizes the effectiveness of the code

4. REFINING THE FORM-BASED CODE

a. Presentation of First Draft. The **CMA Team** will present the first draft of the form-based code for the purpose of gathering comments. Copies of the first draft shall be in digital form and posted on the website. The presentation may be made to a special audience of neighborhood residents or stakeholders, or may be presented before a joint gathering of municipal boards and committees, as determined by [municipality].

b. Presentation of the Second Draft. After making revisions in response to comments on the first draft, the **CMA Team** will present the second draft of the form based code at a another meeting convened by City staff.

c. Meetings with Stakeholders. The **CMA Team** will attend and participate in up to 3 additional meetings with key stakeholders to explain the details of the new code and obtain further input and comments.

The **CMA Team** is proposing a weekly meeting with the City Staff to coordinate, discuss and monitor current and upcoming tasks. **A Weekly Monitoring Report (WMR) will be submitted to the Planning Director.** As indicated on the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**

5. APPROVAL PROCESS

a. Public Hearing Presentations. The **CMA Team** will have one design charette / public workshop for the general public and make formal presentations to the Planning and Zoning Commission and the City Council.

b. Additional Revisions. The **CMA Team** will be responsible for two rounds of revisions that may become necessary between presentations. The **CMA Team** will be responsible for collecting comments, questions, and suggestions for these refinements from various sources and consolidating them into a series of action items for revision or responses

The **CMA Team** is best qualified to develop the Downtown Form Based Code because of our professional commitment to prepare a Code based on the active stakeholders engagement and the City's 2025 Vision that will guide future developments and provide flexibility to accommodate changing uses and trends. The **CMA Team** will ensure a successful outcome by providing the following qualifications further detailed in this proposal:

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The **CMA Team** understands the scope of work and is committed to meeting all the specified requirements outlined in the RFP document, including all insurances. We will be honored to provide services to the City of Green Cove Springs and work with the City Staff.



3. Team Expertise/Project Qualifications and Experience



3. TEAM EXPERTISE/PROJECT QUALIFICATIONS AND EXPERIENCE



Founded in 1986, Chen Moore and Associates (CMA) specializes in planning and irrigation, landscape architecture, environmental, civil engineering, water resources, water and sewer, electrical engineering, transportation, and construction engineering services. With the recent addition of Fred Wilson and Associates (opened in 1962) during the 3rd quarter of 2021, the combined firm has now officially been in business for over sixty (60) years. The firm commits to providing responsive quality services while meeting the schedules and specific project needs of our clients. The firm has its headquarters in Fort Lauderdale. CMA has regional offices in Miami, West Palm Beach, Orlando (Maitland), and Jacksonville, with additional offices in Port St. Lucie, Sarasota (Nokomis), Gainesville, Tampa, and Atlanta, GA. The firm commits to providing responsive quality services while meeting the schedules and specific project needs of our clients.

CMA’s key services groups include Civil Engineering (water/sewer, roadway/highway, stormwater, general civil), Electrical Engineering, Landscape Architecture & Planning, and Construction Administration.

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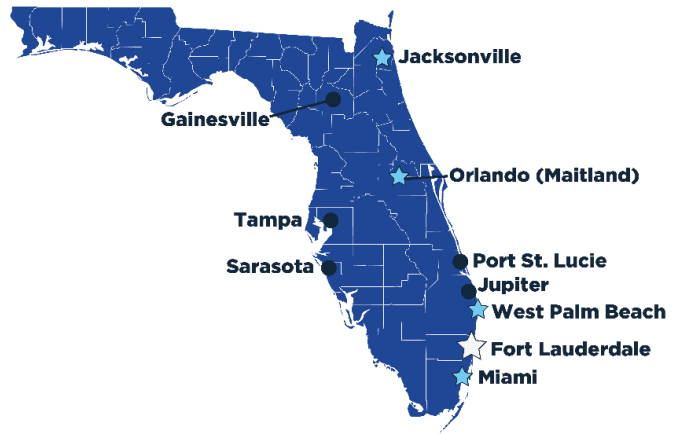
CMA employs 117 full time staff, including 39 registered professional engineers, 7 registered landscape architects, 4 certified planners and a certified irrigation designer. With our highly experienced technical design staff, the CMA team has the capabilities to address the smallest to the most challenging planning, landscape architecture, civil, environmental and transportation engineering, and construction administration tasks required for many types of public, semi-public and private sector projects. The City can be assured that the CMA team can handle all components of the projects performed under this contract.

Principal office location that will service this contract:

3970 Hendricks Avenue
 Jacksonville, FL 32207
 Phone: (904) 398-8636; Fax: (904) 398-2968

Primary Contact/Project Manager:

Nilsa Zarcarias, AICP
 nzarcarias@chenmoore.com
 www.chenmoore.com



Team Expertise/Project Qualifications and Experience



Owners and Principals

Name	Title	Address
Peter Moore, P.E., F.ASCE, FACEC	President	500 W Cypress Creek Road, Suite 630, Fort Lauderdale, FL 33309
Jose L. Acosta, P.E., F.ASCE	Executive Vice President	3150 SW 38th Ave, Suite 950 Miami, FL 33146
Jason McClair, P.E., CFM, LEED AP	Senior Vice President	500 W Cypress Creek Road, Suite 630, Fort Lauderdale, FL 33309
Safiya Brea, P.E., LEED AP	Principal Engineer/Secretary/ Fort Lauderdale Office Leader	500 W Cypress Creek Road, Suite 630, Fort Lauderdale, FL 33309
Suzanne Dombrowski, P.E., ENV SP	Principal Engineer/West Palm Beach Office Leader	500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401
Gregory Mendez, P.E.	Principal Engineer/Miami Branch Office Leader	3150 SW 38th Ave, Suite 950 Miami, FL 33146
Daniel Davila, P.E.	Principal Engineer	500 W Cypress Creek Road, Suite 630, Fort Lauderdale, FL 33309
Cristobal Betancourt, RLA	Vice President of Landscape Architecture/Planning	500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401
Brent Whitfield, P.E., ENV SP	Principal Engineer	500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401
Jennifer Smith, P.E.	Principal Engineer	500 W Cypress Creek Road, Suite 630, Fort Lauderdale, FL 33309
Eric Harrison, RLA	Principal Landscape Architect	500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401
Patrick Kamrajh, P.E.	Principal Engineer	3150 SW 38th Ave, Suite 950 Miami, FL 33146
Bradley Wilson, P.E.	Principal Engineer/Jacksonville Office Leader	3970 Hendricks Avenue, Jacksonville, FL 32207
Thomas Gardner, P.E.	Principal Engineer	3970 Hendricks Avenue, Jacksonville, FL 32207
Robert Best, P.E.	Principal Engineer	341 North Maitland Avenue, Suite 346, Maitland, FL 32751

Team Expertise/Project Qualifications and Experience

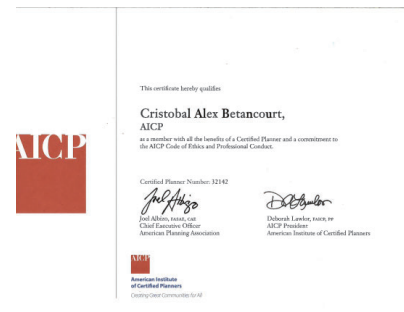
Resumes

CMA has assembled a team of professionals and technicians with experience and expertise in the areas required to meet the goals and objectives of the City of Green Cove Springs. We have all the professionals needed to provide a wide range of technical services to the City. For detailed information please refer to our team’s resumes at the end of this section.

Principal-in-Charge, Urban Planner & Landscape Architect



Cristobal “Cris” Betancourt, PLA, AICP is CMA’s Vice President of Landscape Architecture and Planning. He has experience providing planning and landscape architecture design solutions for public and private sector clients. His team provides a full range of services starting with due diligence and master planning culminating in detailed site design. He is well versed in the use of low-impact development techniques specifically applied to site planning, has knowledge of local municipal codes, and is proficient in Florida’s plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Mr. Betancourt leads multi-discipline teams for parks and recreation facilities throughout Florida, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation. **Mr. Betancourt will serve as Principal-in-Charge, Urban Designer & Landscape Architect for this contract. Office Location: 500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401**



Project Manager, Urban Planner & Architectural Designer

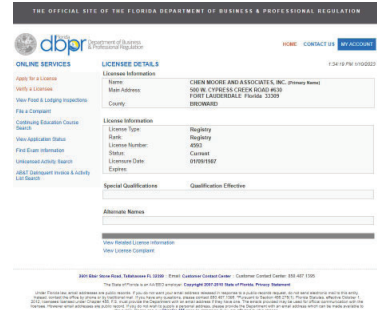
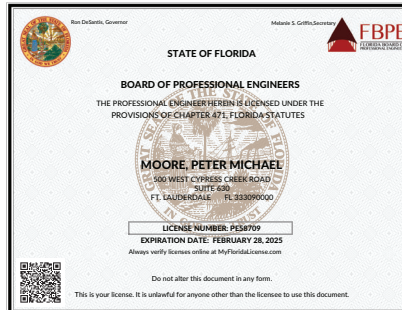
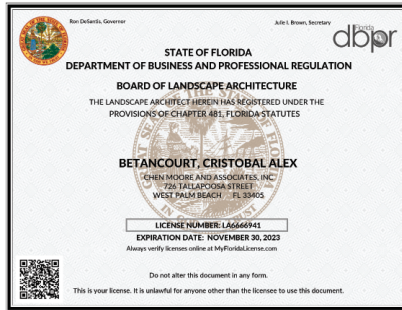


Nilsa Zacarias, AICP is CMA’s Principal Planner. She is a nationally and internationally recognized professional and Fulbright Scholar with over 25 years of experience working on challenging and complex planning initiatives including Form Based Code, Comprehensive Planning, Public Engagement, Land Development Regulations, Annexations, Corridor and Neighborhood Plans. She has an in-depth knowledge of Florida Statutes and required process to transmit and adopt a Comprehensive Plan. **Ms. Zacarias will serve as Project Manager, Urban Planner and Architectural Designer for this contract. Office Location: 1851 W. Indiantown Road, Suite 100, Jupiter, FL 33458**

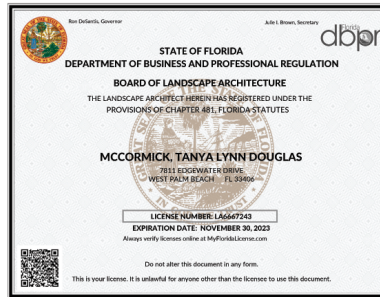


Licenses and Certifications

Please note that Cristobal Betancourt, PLA, AICP and Peter Moore, P.E., F.ASCE, FACEC certify the firm for landscape architecture and engineering respectively.



The American Institute of Certified Planners
 The Professional Institute of the American Planning Association
 hereby qualifies
Nilsa Cristina Zacarias
 as a member with all the benefits of a Certified Planner and responsibility to the AICP Code of Ethics and Professional Conduct.
 Certified Planner Number: 023455
 February 14, 2008
Paul Farn
 EXECUTIVE DIRECTOR



State of Florida
Department of State

I certify from the records of this office that CHEN MOORE AND ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on November 7, 1986.

The document number of this corporation is J41454.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on January 8, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eighth day of January, 2023

[Signature]
 Secretary of State

Tracking Number: 9659426566C
 To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.
<https://services.sos.state.fl.us/CertificateOfState/CertificateAuthentication>

This certificate hereby qualifies
Cristobal Alex Betancourt, AICP
 as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 321142
[Signature]
 Paul Adams, AICP, FASCP
 Chief Executive Officer
 American Institute of Certified Planners

[Signature]
 Deborah Larkin, AICP, FASCP
 AICP President
 American Institute of Certified Planners

This certificate hereby qualifies
Osniel Leon, AICP
 as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 37738
[Signature]
 Paul Adams, AICP, FASCP
 Chief Executive Officer
 American Institute of Certified Planners

[Signature]
 Michael J. Schatz, AICP
 President
 American Institute of Certified Planners

Team Expertise/Project Qualifications and Experience

***Cristobal Betancourt, PLA,
AICP
Principal-in-Charge, Urban
Designer & Landscape
Architect***

Hire Date

02/14/2011

Years with other firms: 16

Title: Vice President of
Landscape Architecture/
Planning

Education

Bachelor of Science,
Landscape Architecture,
Cornell University, 1995
Master of Science, Urban
Design, Royal Danish
Academy of Fine Arts,
School of Architecture, 1996

Registration

Registered Landscape
Architect, Florida,
LA6666941, 2008
Registered Landscape
Architect, New Jersey,
AA000949, 2006
Registered Landscape
Architect, New York, 001959,
2005

Professional Affiliations

American Planning
Association
American Society of
Landscape Architects
Florida Recreation and Park
Association
National Recreation and
Park Association
Urban Land Institute

Certifications

American Institute of
Certified Planners
Council of Landscape
Architectural Registration
Board

Mr. Betancourt is CMA's Vice President of Landscape Architecture and Planning. He has experience providing planning and landscape architecture design solutions for public and private sector clients. His team provides a full range of services starting with due diligence and master planning culminating in detailed site design. He is well versed in the use of low-impact development techniques specifically applied to site planning, has knowledge of local municipal codes, and is proficient in Florida's plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Mr. Betancourt leads multi-discipline teams for parks and recreation facilities throughout Florida, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation.

Currie Park - Architectural and Engineering Services (20862.006) - POs 2211441 / 2212682. City of West Palm Beach. The CMA team provided professional services to the West Palm Beach CRA during Phase I of the project which included Information Gathering, Public Engagement, Visioning and Master Planning. The Scope of Services provided in this document constitute a continuation of the redevelopment of Currie Park and consist of the Phase II services – construction documentation, permitting, and construction administration services. Phase II services shall be provided to the City of West Palm Beach. The City desires for the park to become a high-quality public space that becomes an economic catalyst for Northwood/ Pleasant City CRA and the City at large. During Phase I of the project, the CMA team performed thorough site investigation; executed a robust public engagement program; developed a master plan for the park; provided cost estimating; provided a strategic funding plan; and provided case studies for governance, operations, and maintenance of the park. Phase II Design will be based on the approved master plan and available project funding, which includes \$8 million from the City of West Palm Beach Parks and Recreation Bond and \$16.74 million awarded from the Florida Department of Opportunity. The Consultant team has identified an additional \$11.42 million in grants during Phase I of the project. The Consultant team, with Owner approval, has already applied for \$1.5 million of these opportunities. Optional services in this contract will pursue application of up to ten (10) additional grants. The approach to the construction documents will be additive with base bid documents supported by the confirmed funding and add alternates designs included as additional grants are awarded.

Martin Cty Parks & Recreation Master Plan. Martin County Board of County Commissioners. CMA was a subconsultant to GreenPlay, LLC for the development of Martin County's Parks and Recreation Master Plan. Our firm provided a complete update of the Comprehensive Master Plan with a focus on examining the positive economic impacts that parks and recreation services bring to their communities. Our scope of work involved providing Facility Inventories and Assessment, Community Needs Assessment, Visioning Workshops, Vision and Implementation Strategies, Draft and Final Master Plans. CMA used cutting edge Geographic Information Systems (GIS) technology in the form of ESRI Collector Software to completely catalog the Client's existing Parks and Recreation Assets. CMA also utilized MindMixer (now MySidewalk) Software, an on line town hall, for follow up data gathering and public input after in person focus group sessions.

***Nilsa Zacarias, AICP
Project Manager, Urban
Planner and Architectural
Designer***

Hire Date

07/27/2009

Years with other firms: N/A

Title: Director of Planning

Education

Master of Science, Master of
Community and Regional
Planning Minor in Housing,
Iowa State University,
Fulbright Scholar,
Bachelor of Architecture,
Catholic University Asuncion,
Paraguay

Professional Affiliations

CTM, Toastmasters
International
Fulbright Alumni Association
Historical Preservation
Board, Town of Jupiter
Palm Beach Planning
Congress
Planning & Zoning
Commission, Town of
Jupiter

Certifications

Certified Planner by the
American Institute of
Certified Planners (AICP)

**Presentations at
Conferences**

Urban Planning and Public
Participation. Lecture at the
Catholic University, Paraguay,
South America, March 2022

Our Cities Post Pandemic
Reality: How Land Use and
Design Are Defining Our
"New Normal." American
Planning Association Florida
Chapter Conference (FAPA),
Miami, Florida – September
2021

The Critical Role of Land Use
Compatibility: Amazon
Distribution Center in Village
of Golf. Planning Challenges
Seminar. The Palm Beach
County Planning Congress,
July 2021

Nilsa Zacarias, AICP is CMA's Principal Planner. She is a nationally and internationally recognized professional and Fulbright Scholar with over 25 years of experience working on challenging and complex planning initiatives including Form Based Code, Comprehensive Planning, Public Engagement, Land Development Regulations, Annexations, Corridor and Neighborhood Plans. She has an in-depth knowledge of Florida Statutes and required process to transmit and adopt a Comprehensive Plan.

Form Based Code, Visioning, Master Plans, Charrettes and Neighborhood Plans

- Village of Tequesta: Form Based Code for the Beach Road Corridor including design guidelines and public participation
- Lake Worth Beach: Form Based Code, 3D Renderings and planning analysis of the downtown area; prepare 18 Neighborhood Plans
- City of Westlake: Form Based Code for the Downtown area; Visioning and Public Participation, and Code writing for the neighborhoods (this is a new City, incorporated in 2016)
- City of North Bay Village: Form Based Code, City Wide Charrette Master Plan, and Kennedy Causeway Corridor Plan
- Visioning for Comprehensive Plans: Tequesta, Westlake, Mangonia Park, City of Sebastian, City of Vero Beach
- Village of Tequesta: Design Charrettes, Workshops, Kiosks and Visioning for the Parks Master Plan

Land Development Regulations, Zoning Code Revisions

- Town of Palm Beach, Zoning Code Reviews and Graphics
- Village of Tequesta, In-depth review of LDRs, council workshops, Design Guidelines for R-3 zoning district; and Zoning Code Amendments
- City of Lake Worth Beach, LDRs Graphic Interpretation and Public Forums
- City of Westlake, new LDRs, new City in Palm Beach County incorporated in 2016
- Town of Sewall's Point, Sign Code Review and Amendment
- Town of Melbourne Beach, LDRs reviews and Code Updates
- Town of Mangonia Park, Code Analysis, Workshop with Council and Code Updates
- City of North Bay Village, Mixed-Use District/ Kennedy Causeway Code Amendments
- Town of Manalapan, Zoning Administrator: Code Review and Updates

Comprehensive Plan Amendments & Evaluation Appraisal Reviews (EAR)

- Town of Lake Park, EAR-based Comprehensive Plan Update (on-going)
- Town of Manalapan, EAR-based Comprehensive Plan Update (on-going)
- Town of Mangonia Park, EAR-based Comprehensive Plan Update
- City of Lake Worth Beach, EAR-based Comprehensive Plan Update; FLUM and Rezoning analysis, staff report and LOS analysis
- City of Westlake, Comprehensive Plan, new City in Palm Beach County
- City of Vero Beach, EAR-based Comprehensive Plan Update
- Village of Tequesta, EAR-based Comprehensive Plan Update
- City of Delray Beach, EAR-base Comprehensive Plan Update: NZC prepared Healthy Communities Element
- City of Palm Beach Gardens, EAR-base Comprehensive Plan Amendments
- City of Sebastian, EAR-base Comprehensive Plan Update: NZC prepared Green Economic Development and facilitated public outreach
- Town of Juno Beach, EAR-base Comprehensive Plan Amendments

Osniel Leon, AICP
Senior Planner & Urban Designer

Hire Date

10/21/2021

Years with other firms: N/A

Title: Senior Planner

Education

Bachelor of Science, Urban and Regional Planning, Florida Atlantic University, o

Professional Affiliations

American Planning Association

Congress for the New Urbanism

Palm Beach Planning Congress

Certifications

Certified Planner by the American Institute of Certified Planners (AICP)

Mr. Leon has more than 10 years of combined experience in the areas of form based code, land use, zoning, platting, and development regulations.

Form Based Code, Visioning, Master Plans, Charrettes and Neighborhood Plans

- Village of Tequesta: Form Based Code for the Beach Road Corridor including design guidelines and public participation
- Lake Worth Beach: Form Based Code, LDRs, Regulations, 3D Renderings and planning analysis of the downtown area; prepare 18 Neighborhood Plans
- City of Westlake: Form Based Code for the Downtown area; Visioning and Public Participation, and Code writing for the neighborhoods (this is a new City, incorporated in 2016)

City of Westlake Visioning & New Land Development Regulations. City of Westlake. CMA was contracted by the City to provide general planning and zoning services. The consulting contract includes long range and current planning projects.

Researching, Identifying, and Recommending Amendments to the Comprehensive Plan

- Small and Large Scale

Reviewing and Amending Land Development Regulations

- In-depth Analysis
- Write Code Text

Reviewing and processing Site Plan and Variance Applications

Conducting Development Review Committee Meetings

Preparing Staff Reports and Presentations

- Municipal Council
- Local Planning and Zoning Review Board

Code Compliance

- Conducting Site Inspections
- Receiving and Processing Complaints
- Preparing and Presenting Code Cases

Resilience Support for LUPA Application for Regional Activities Center (RAC)

- **City of Dania Beach - PO 2023-00000177. City of Dania Beach.** The City of Dania Beach is coordinating with Broward County for an amendment of the Dania Beach Regional Activities Center (RAC) zoning area. CMA, with our subconsultant Brizaga, will provide the support and development of resilience-related strategy and policies, as needed for the approval of the development of the RAC.

Town of Mangonia Park Visioning, Comprehensive Plan, & Land Development Regulations. Town of Mangonia Park.

CMA was contracted by the Town of Mangonia Park to update their comprehensive plan. Florida Statutes require that each local government within the state must prepare, adopt, and submit an Evaluation and Appraisal Review of its comprehensive plan at least every seven years. This EAR based amendment should address changes in the state requirements and changes to local conditions since the last update of the comprehensive plan. In 2020, the Mangonia Park comprehensive plan prepared by the CMA planning team was adopted.

The CMA planning team prepared the EAR based (Evaluation and Appraisal Review) Comprehensive Plan Amendment for the Town of Mangonia Park.

The Comprehensive Plan consists of the following elements:

- Introduction and Administration
- Future Land Use
- Transportation
- Housing
- Utilities

Lance Lilly
Senior Planner & Urban
Designer

Hire Date

09/28/2016

Years with other firms: N/A

Title: Senior Planner

Education

Master of Science, Master of
Urban and Regional
Planning, Florida Atlantic
University, o

Professional Affiliations

Palm Beach Planning
Congress

Lance Lilly is completing his fifth year in public sector land planning and project management in South Florida. As Planner for the Village of Tequesta, Mr. Lilly has experience in form Based Code, comprehensive planning, zoning review and site plan development review in municipal planning. Mr. Lilly has represented the Community Development Department at public hearings.

Form Based Code, Visioning, Master Plans, Charrettes and Neighborhood Plans

- Village of Tequesta: Form Based Code for the Beach Road Corridor including design guidelines and public participation
- Lake Worth Beach: Form Based Code, 3D Renderings and planning analysis of the downtown area; prepare 18 Neighborhood Plans
- City of Westlake: Form Based Code for the Downtown area; Visioning and Public Participation, and Code writing for the neighborhoods (this is a new City, incorporated in 2016)

Village of Tequesta Visioning & Comprehensive Plan Update. Village of Tequesta. In April 2018, the Village of Tequesta Council adopted the fully updated EAR-based Comprehensive Plan. The CMA planning team revised and updated each element to be in compliance with Florida Statutes and provide a sustainable community. The State of Florida (Department of Economic Opportunity) found the subject plan in compliance with Florida Statutes. The Comprehensive Plan addressed Senate Bill 1040 Peril of Flood that applies to Coastal Communities.

A City's Land Development Regulations (LDRs) are the most important part of the land planning and regulation effort. LDRs are a community's legislative instrument for preventing harm, protecting property values, preventing negative aesthetic impact, protecting and promoting public welfare, and promoting economic growth. Updates become necessary to accommodate changes in boundaries, land uses, legal constraints, and shifting political priorities. The CMA planning team has amended the Village of Tequesta's LDRs to introduce "place of assembly" use, introduce "rehabilitation facility" as a special exception use, and provide regulations for outdoor seating at restaurants. The CMA planning team prepared the EAR-based (Evaluation and Appraisal Report) Comprehensive Plan Amendment for the Village of Tequesta. The Comprehensive Plan encompasses the following elements:

- Future Land Use
- Transportation
- Housing
- Utilities
- Conservation
- Recreation & Open Space
- Intergovernmental Coordination
- Coastal Management
- Capital Improvement

Currie Park - Architectural and Engineering Services (20862.006) - POs

2211441 / 2212682. City of West Palm Beach. The CMA team provided professional services to the West Palm Beach CRA during Phase I of the project which included Information Gathering, Public Engagement, Visioning and Master Planning. The Scope of Services provided in this document constitute a continuation of the redevelopment of Currie Park and consist of the Phase II services – construction documentation, permitting, and construction administration services. Phase II services shall be provided to the City of West Palm Beach. The City desires for the park to become a high-quality public space that becomes an economic catalyst for Northwood/ Pleasant City CRA and the City at large.

Sara Benbasat
Planner & Urban Designer

Hire Date

08/16/2021

Years with other firms: N/A

Title: Associate Planner

Education

Bachelor of Science,
Bachelor of Urban Design,
Florida Atlantic University, o

Professional Affiliations

Palm Beach Planning
Congress

As an Urban Designer, Sara Benbasat has experience with form based code, site plan development review in municipal planning. Ms. Benbasat also has contributed to staff reports, project proposals, conceptual renderings, and company marketing.

Master Planning
Village of Tequesta

- Parks Master Plan – extensive public outreach initiative and park designs
- Form Based Code for Commercial Corridor Master Plan Charrette – part of Treasure Coast Regional Planning Council Team
- Form Based Code and Design Guidelines for the R-3 Beach Road Corridor and Public Workshops

Review & Permitting
City of Westlake

Conducts zoning review of single-family residential applications and creates presentations for city staff, residents, and city council.

Village of Tequesta

Participated in site plan and zoning review of residential and commercial permitting applications, site plan modifications, and variance applications, including the following development reviews:

- Mastroianni Office Building Special Exception Use & Site Plan Review
- St. Jude Cross Special Exception Use & Site Plan Modification
- 9-Story Residential Condominium Building “SeaGlass” Site Plan Modification

City of Lake Worth Beach

Conducted historic preservation review of residential applications.

Graphics

Ms. Benbasat has experience with site analysis, hand-drawn renderings, and digital graphics. Ms. Benbasat’s creative graphic and design capabilities are key components for design charrettes, vision master plans, and overall neighborhood participation initiatives. She is proficient in Sketch-up, AutoCAD, and Adobe software. She has provided conceptual renderings for the following projects:

- Tequesta Master Parks Plan Report
- Tequesta Commercial Corridor Charrette
- Tequesta US Highway 1 Corridor Master Plan Proposal

CSA-05 Torry Island Force Main Improvements R2020-1891 - WUD-21-063. Palm Beach County. CMA shall provide design and permitting for the installation of approximately 9,000 linear feet of 6-inch force main along South Florida Water Management District (SFWMD) canals and private property from Torry Island to connect to the existing 10-inch force main. The project will require coordination with large land owners for continued agricultural operations. It will also require regulatory coordination with SFWMD, United States Army Corps of Engineers, and the Palm Beach County Health Department. The work will be performed on an accelerated schedule to replace the existing pipe that is in poor condition.

Eric Harrison, PLA
Principal Landscape Architect

Hire Date

01/31/2013

Years with other firms: 10

Title: Principal Landscape Architect

Education

Bachelor of Science,
Landscape Architecture,
University of Florida, 2002
Associate of Arts, Palm
Beach Community College,
1996

Registration

Registered Landscape
Architect, Florida,
LA6667129, 2012

Professional Affiliations

American Society of
Landscape Architects

International Society of
Arboriculture

Mr. Harrison is a principal landscape architect for CMA's landscape architecture team. He is proficient in Florida's plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Mr. Harrison is well versed in the use of low-impact development techniques specifically applied to site planning, and has extensive experience with parks and recreation facilities throughout Florida for public and private sector clients, providing design, permitting, and construction observation services for many types of improvements, including urban landscapes; public spaces; corporate campuses; industrial and educational facilities; athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation.

Currie Park - Architectural and Engineering Services (20862.006) - POs 2211441 / 2212682. City of West Palm Beach. The CMA team provided professional services to the West Palm Beach CRA during Phase I of the project which included Information Gathering, Public Engagement, Visioning and Master Planning. The Scope of Services provided in this document constitute a continuation of the redevelopment of Currie Park and consist of the Phase II services – construction documentation, permitting, and construction administration services. Phase II services shall be provided to the City of West Palm Beach. The City desires for the park to become a high-quality public space that becomes an economic catalyst for Northwood/ Pleasant City CRA and the City at large. During Phase I of the project, the CMA team performed thorough site investigation; executed a robust public engagement program; developed a master plan for the park; provided cost estimating; provided a strategic funding plan; and provided case studies for governance, operations, and maintenance of the park. Phase II Design will be based on the approved master plan and available project funding, which includes \$8 million from the City of West Palm Beach Parks and Recreation Bond and \$16.74 million awarded from the Florida Department of Opportunity. The Consultant team has identified an additional \$11.42 million in grants during Phase I of the project. The Consultant team, with Owner approval, has already applied for \$1.5 million of these opportunities. Optional services in this contract will pursue application of up to ten (10) additional grants. The approach to the construction documents will be additive with base bid documents supported by the confirmed funding and add alternates designs included as additional grants are awarded.

Downtown Coral Springs Streetscaping. City of Coral Springs. CMA was contracted by the City of Coral Springs to assist the Coral Springs CRA in the planning, design, permitting, and construction support of various streetscaping improvements in Downtown Coral Springs. As the prime consultants, CMA provided civil engineering, landscape architecture, environmental permitting, and construction engineering and inspection services for the project. The project included implementing Complete Street concepts for NW 31st Court, NW 94th Avenue, and NW 32nd Street. Additionally, CMA implemented the culverting of the canal along NW 31st court to provide space for a linear park, called the "Art Walk", which is an important pedestrian connection between the downtown pathways project and The Walk development. Finally, the project included the implementation of turn lanes along Sample Road, median improvements in Sample Road, and minor improvements to adjacent alleyways and pedestrian pathways.

Tanya McCormick, PLA, AICP
Senior Landscape Architect

Hire Date

10/29/2018

Years with other firms: 11

Title: Senior Landscape Architect

Education

Bachelor of Science,
Landscape Architecture,
University of Florida, 2009

Registration

Registered Landscape
Architect, Florida,
LA6667243, 2015

Professional Affiliations

American Planning
Association

American Society of
Landscape Architects

Certifications

AICP Certified Planner

Ms. McCormick is a senior landscape architect and planner for CMA's planning and landscape architecture team. She has experience providing planning and landscape architecture designs for public and private sector clients. Ms. McCormick is well versed in the use of low-impact development techniques specifically applied to site planning, has a knowledge of local municipal codes applying knowledge of land development regulations governing planning in the State of Florida, and is proficient in Florida's plant palette and Florida-Friendly Landscaping™, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. She has a knowledge of landscape maintenance, arboriculture, and how maintenance impacts and effects a landscape installation over time. Ms. McCormick has worked on various parks and recreation facilities throughout Florida, providing planning, design, permitting, and construction observation services for many types of improvements, including athletic fields; public housing design; streetscapes and ROW; City and County-wide analysis and inventory services; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; irrigation; and master planning services. She has also worked with private developers and clients providing design services for commercial and retail developments, corporate offices, private healthcare facilities, private education institutions, and community planning and large scale residential and streetscape developments.

Westlake City Engineering Services. City of Westlake. CMA is providing engineering and landscape architecture services for the City of Westlake. The scope includes review of permit applications; review of plans for the development within the entire city limits; coordination with the City's planner; coordination with the City's staff members; and coordination with Seminole Improvement District whose jurisdictional boundary coincides with the City.

CM-S02: Land Development Details Development – Stormwater and Planning - Village RFQ 2019R-001. Village of Palm Springs. The Village has requested the development of standard details and notes to cover paving, grading, and drainage related infrastructure. These details would be used to assist outside designers and standardize the Village's infrastructure. Additional details are proposed to support the Village's land development code with respect to work in the right of way, landscape requirements, and parking. This project will involve preparing typical details in 8.5" x 11" format. For the purposes of the proposal, it is assumed that up to 39 details will be prepared. The number of details is based on a short review of commonly used details at similar municipalities in South Florida. A short list of some potential details includes but are not limited to: Stormwater, pollution prevention, roadway details, land development.

Cooper City Landscape Master Plan - PO 2022-8134. City of Cooper City. Preparation of Landscape Master Plan for the public spaces of the City of Cooper City, FL - CMA shall work with the City to identify the public spaces and ROWs and work with City, stakeholders and engage with the public to receive input on the desired aesthetic for the community. CMA shall prepare a master plan for the City to be used as a design guidelines manual for how to move forward to create a unified and identifiable aesthetic to be applied throughout the City.

McKenna Page
CAD and GIS Planner

Hire Date

07/11/2022

Years with other firms: N/A

Title: Associate Planner

Education

Bachelor of Arts, Urban and
Regional Planning, Florida
Atlantic University, 2022

As a GIS and CAD Designer, McKenna has experience with form based code, site plan development review in municipal planning.

Village of Tequesta

Beach Road Form Based Code and Design Guidelines

Conducted existing conditions analysis and R-3 zoning district code research. Prepared Power-Point presentations for workshop with residents. Participated in an interview with the Assistant Chief of Police about corridor safety.

Development Review and Permitting

Assisted in the site plan review process for proposed Savoy building.

Town of Manalapan

Prepared GIS Map series for the Comprehensive Plan.

Town of Lake Park

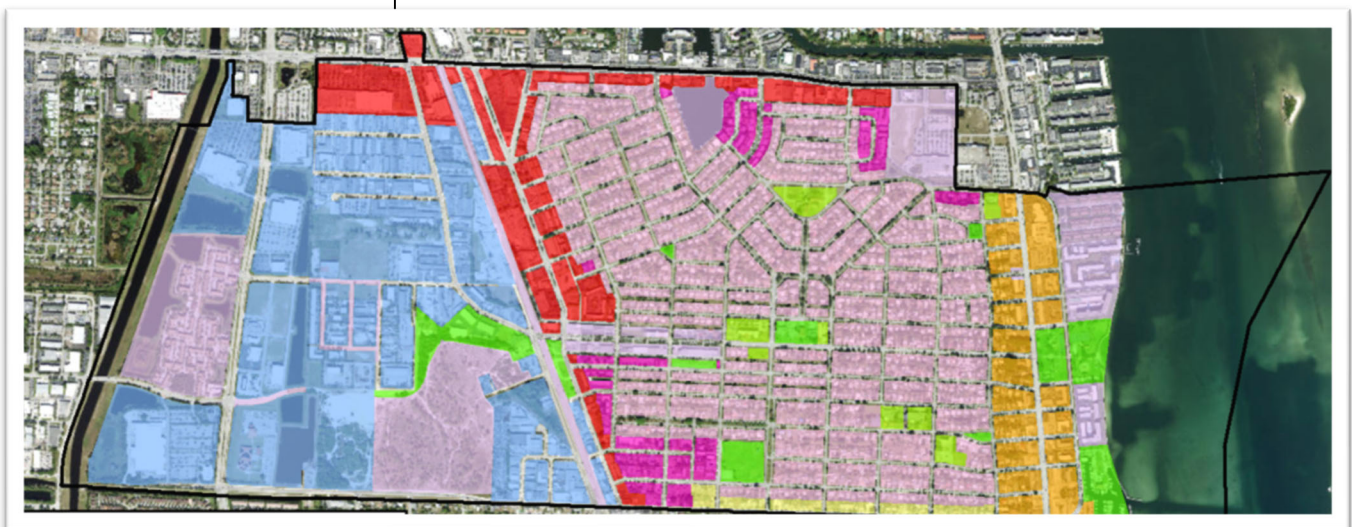
Conducted history and demographic research, and GIS maps for Town of Lake Park Comprehensive Plan Evaluation and Appraisal Review (EAR).

Graphics

Ms. Page is proficient in the use of multiple programs including Sketchup, GIS, and AutoCAD. Ms. Page's skill with these programs is an important communication tool for design charrettes, neighborhood participation initiatives and visioning plans.

GIS Mapping

Town of Palm Beach Building Height Definition Map



4. Comparable Projects



4. COMPARABLE PROJECTS

City of Lake Worth Beach LDRs, Form Based Code, and 3D Renderings for the Downtown Lake Worth Beach, Florida

Project Start/End Dates

2018 - 2019

Fee

\$130,000

Client

City of Lake Worth Beach
William Waters, Community Sustainability Director
1900 2nd Ave N
Lake Worth, FL 33461
(561) 586-1634
wwaters@lakeworthbeachfl.gov

Role

Prime

Key Personnel

Nilsa Zarcarias, AICP

The City of Lake Worth Beach purpose was to maintain their historical character, small city charm, and attract development to invest in their Downtown. The CMA planning team prepared a 3D renderings, architectural sections and Code to support a pedestrian oriented city and vibrant public open spaces.

The CMA planning team supplied high-impact graphics, data and analysis, GIS mapping, and presentation materials to attract investment into the City. CMA's campaign included site maps showing possible development scenarios; architectural 3-D illustrations portraying site design options, building elevations, and street views. This outreach initiative included public engaging forums with the community, developers, and potential investors.



Village of Tequesta LDRs Amendments, Form Based Code and Design guidelines, Beach Road Corridor Tequesta, Florida

Project Start/End Dates

2018

Fee

\$45,000

Client

Village of Tequesta
Jeremy Allen, Village Manager
345 Tequesta Drive
Tequesta, FL 33469
(561) 768-0465

Role

Prime

Key Personnel

Nilsa Zarcarias, AICP
Lance Lilly
Sara Benbasat
McKenna Page

The Village of Tequesta Beach Road corridor has experienced redevelopment in recent years due to the increasing demand in the real estate market. This has triggered planning challenges such as zoning regulations, architectural design, streetscape considerations and others.

The CMA Team lead design workshops to listen to residents and plan for the future. The vision for the district is to maintain and enhance the dialogue between the built environment, the natural surroundings and its historical context. The CMA Team prepared Form Based Code and Design Guidelines that will strive to maintain and enhance the small village’s way of life, urban character and scenic charm. The proposed Code encourage urban forms that provide human scale, and allow for an enriching and cohesive pedestrian experience throughout the Corridor.



Comparable Projects

5. Scope of Services



5. SCOPE OF SERVICES

Its natural beauty sets the City of Green Cove Springs apart from other municipalities in the region. The Downtown area is evolving and has experienced redevelopment in recent years due to the increasing demand in the real estate market. This has triggered planning challenges such as zoning regulations, architectural design, streetscape considerations and others. The vision for the Downtown district is to maintain and enhance the dialogue between the built environment, the natural surroundings and its historical context. **The CMA Team will prepared a Downtown Form Based Code that will strive to maintain and enhance Green Cove Springs’s small city way of life, urban character and scenic charm. The proposed Code will encourage urban forms that provide human scale, and allow for an enriching and cohesive pedestrian experience throughout the Downtown.**

CMA is proposing a high-level proficient Team including AICP planners, PLA landscape architects, urban designers, certified arborists, environmental scientist, and P.E. engineers experienced in Form Based Code, Florida Statutes and the City of Green Cove Springs existing zoning code. The **CMA Team** has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture, environmental, transportation, drainage, water, and wastewater engineering services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the CMA Team is positioned to deliver a successful and meaningful Downtown Form Based Code to the City of Green Cove Springs.

The **CMA Team** has a clear understanding of the goals and objectives, and it is ready to develop a **Downtown Form Based Code** through a collaborative effort that engages the community and stakeholders participation, and best known practices that will be delivered by CMA professional team. The Downtown Form Based Code prepared by CMA will reflect the City’s commitment to enhance the quality of life of its residents and support the business community. The **CMA Team** will prepare regulations based upon the City’s street and block patterns and establish standards for promoting development with a variety of uses, appropriate design, and public benefit; by adopting the implementation of the following principles and tasks:

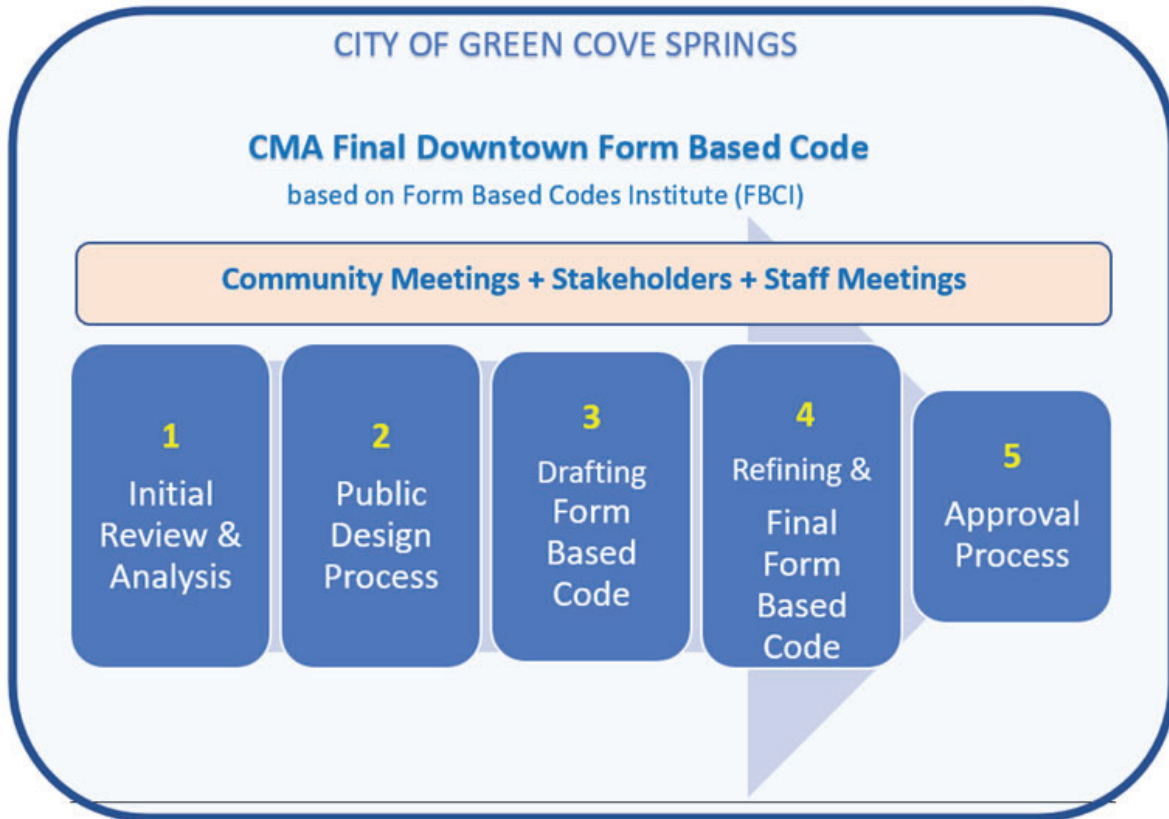
- Create an exceptional pedestrian-oriented public realm where city streets, sidewalks, parks, and plazas are safe, comfortable, attractive, and accessible places.
- Create a strong sense of spatial enclosure through the placement and arrangement of buildings, sidewalks, hardscape, and landscape.
- Promote building quality and form through building placement, building material, architecture, articulation, fenestration, and transparency.
- Achieve high-quality private and public spaces with form-based standards rather than regulations based principally on uses.
- Provide updated downtown sign regulations

Communication is paramount to deliver a successful Downton Form Based Code, it is a critical component of the management methodology. We are proposing a weekly meeting with the City Staff to coordinate, discuss and monitor current and upcoming tasks. CMA is appointing Nilsa Zacarias, AICP, as the project manager. Ms. Zacarias has more than 24 years of professional experience, and will maintain a fluid communication with the City Staff and the CMA Team to ensure compliance with the scope, timeline, and budget. **A Weekly Monitoring Report (WMR) will be submitted to the Planning Director.** As presented on the Qualifications and Experience sections, the **CMA Team** has the credentials to furnish and provide to the City of Green Cove Springs all required services included on the subject Scope of Service. As indicated on the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**

The **CMA Team** will prepare the Downtown Form Based Code for the Central Business District of the City of Green Cove Springs **based on the definition and evaluation criteria established by the Form-Base Codes Institute (FBCI),** the goal is to replace the present zoning code for the subject district. The proposed Scope of Work includes the following tasks:

1. INITIAL REVIEW AND ANALYSIS

The **CMA Team** will conduct an in-depth review and analysis of the existing conditions of the Central Business District and the City’s demographics, current challenges and trends. This phase will include the following tasks:



a. Interviews. The **CMA Team** will interview appropriate stakeholders involved with the project. These interviews will include groups and individuals including elected officials, nonprofit organization leaders, property owners, neighborhood representatives, local design professionals, developers, business organizations, and municipal staff.

b. Site Analysis. The **CMA Team** will become familiar with the physical details of the Central Business District and the historic patterns of urbanism and architecture in the surrounding region.

Its natural beauty sets the City of Green Cove Springs apart from other municipalities in the region. The Downtown area is evolving and has experienced redevelopment in recent years due to the increasing demand in the real estate market. This has triggered planning challenges such as zoning regulations, architectural design, streetscape considerations and others. **The vision for the Downtown district is to maintain and enhance the dialogue between the built environment, the natural surroundings and its historical context.**



c. Media coverage. The **CMA Team** will participate in a press conference with local officials and draft a press release to inform the local citizenry about the planning efforts to be undertaken.

d. Website. The **CMA Team** will provide information for Green Cove Spring’s website. As officials deem appropriate, the **CMA Team** will provide materials including text, photographs, maps, renderings, and other images for the web site. This material will describe the Consultant’s credentials and help explain the project’s process.

The CMA Team will review the following City documents during the planning process.

- 2045 Comprehensive Plan. The current plan was adopted in 2005 and amended in 2021 as part of the Evaluation and Appraisal Report and other Future Land Use Amendments.
- 2022 Downtown Master Plan
- 2022 Downtown Parking Study
- Clay County Utility Authority and the City of Green Cove Springs Interlocal Water and Water Territorial Agreement 1998
- City of Green Cove Springs Capital Improvements Plan 2022-23 to 2027-28
- North Florida TPO Transportation Improvement Plan 2022-23 to 2027-28
- Interlocal Agreement for Coordinated Planning, Public Educational Facility Siting and Review and School Concurrency in Clay County, 2006
- 2012 Stormwater Master Plan
- 2015 Waster Master Plan
- 2018 Water Master Plan
- 2016 Reclaimed Water Master Plan
- 2022 North Florida TPO US 17 Corridor Study

2. PUBLIC DESIGN PROCESS



a. Generate necessary background maps. Green Cove Springs will provide all necessary base map information as needed by the **CMA Team**

These documents will be used to produce the maps that will be used during the preparation of the form-based code.

b. Public Workshop and/or Design Charrette. The **CMA Team** will organize and lead design workshops or a full planning charrette to engage the community, gather ideas and goals, and formulate implementation strategies. The **CMA Team** will tailor the workshop or charrette to obtain maximum community input so as to produce the best possible master plan on which to base the new code. *The charrette format will also take into consideration the findings of the initial site analysis, input from staff, and information obtained at previous meetings, workshops, and interviews.* While the end result will be new land development regulations, the public process will include discussions of alternatives for street design, street connectivity, and town planning strategies that create vital town centers, corridors, and livable neighborhoods. At the conclusion of the workshop(s), the Consultant will present the work generated to-date.

Plans, renderings, and initial coding ideas that reflect ideas articulated in the workshops will be publicly presented and further feedback solicited from the community. It is essential that local government officials attend this presentation along with citizens, stakeholders and technicians.

Public involvement and community outreach are the building blocks of preparing a Downtown Based Code, and it should be incorporated into all steps of preparing the draft and the final version of the proposed document. Strategies will be coordinated with City Staff including, following initiatives proposed by the **CMA Team**:

- **Poster with QR Code** (branding and promoting the update of the Plan)
- **Charrette and workshops** at City Hall; One-on-One meetings with key stakeholders
- **Kiosks** at regular City events to reach out residents where they usually gather (For example, green market, 4th of July celebration, etc.)
- **Survey**: paper copy and digital using QR Code to allow replying survey from mobile phone
- **City's Website and Social Media Communication**



3. DRAFTING THE FORM-BASED CODE

a. **Design Parameters for the Form-Based Code.** The **CMA Team** will prepare a new code that will regulate development to ensure high-quality public spaces defined by a variety of building types and uses including housing, retail, and office space. The new code will incorporate a regulating plan, building form standards, street standards (plan and section), use regulations as needed, descriptive building or lot types (optional), and other elements needed to implement the principles of functional and vital urbanism and practical management of growth.

CMA Team will develop a document **based on the definition and evaluation criteria established by the Form-Based Codes Institute (FBCI)** and it will include the following sections:

- **Overview**, including definitions, principles, and intent; and explanation of the regulations and process in clear user-friendly language.
- **Regulating Plan** (a schematic representation of the master plan) illustrating the location of streets, blocks, public spaces (such as greens, squares, and parks), and other special features. Regulating plans may also include aspects of Building Form Standards such as “build-to-lines” or “required building lines” and building type or form designations.
- **Building Form Standards** governing basic building form, placement, transparency, signage and fundamental urban elements to ensure that all buildings complement neighboring structures and the street. These standards should be based upon study of building types appropriate for the region, climate, and neighborhood vitality.
- **Public Space/Street Standards** defining design attributes and geometries that balance the needs of motorists, pedestrians, bicyclists, and transit riders while promoting a vital public realm. These standards should include design specifications for sidewalks, travel lane widths, parking, curb geometry, trees, and lighting.
- **Landscape Standards** defining the general types and locations of trees to be planted.
- **Signage and lighting standards** defining the appropriate type and amount of signage and lighting.



The following urban design principles will be incorporated into the Downtown Form Based Code:

I. BUILDING DESIGN



The design of a building accounts for the scale and aesthetics of a development while ensuring its compatibility with its surroundings. Building design encompasses design elements that should create a well-proportioned and unified urban form, by incorporating elements such as massing, articulations, and step-backs to provide aesthetics, movement, cohesiveness, and human scale.

II. SITE PLANNING

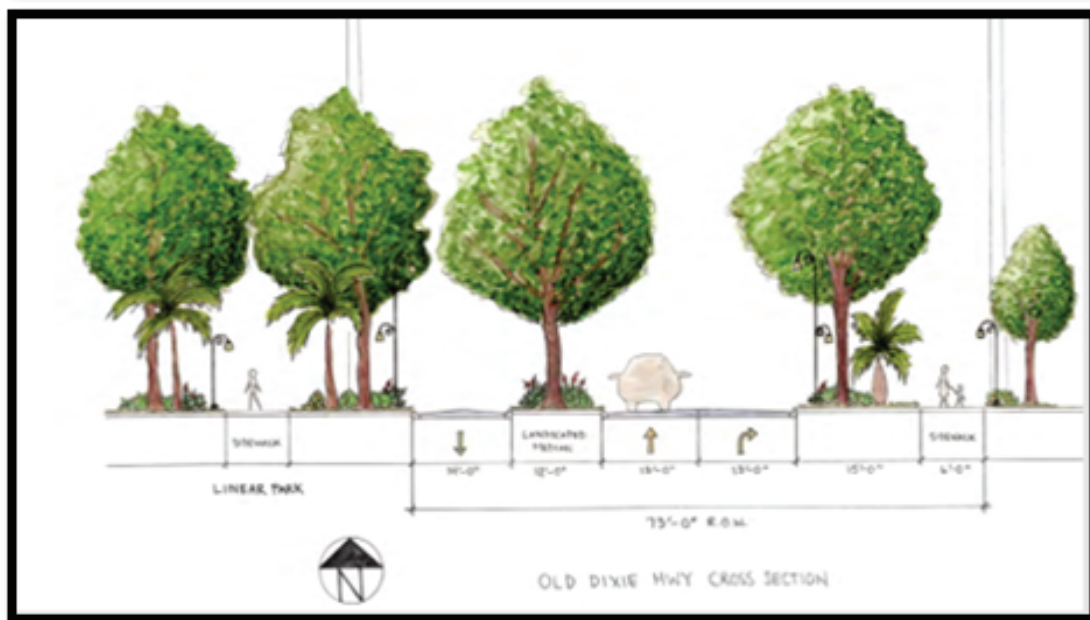
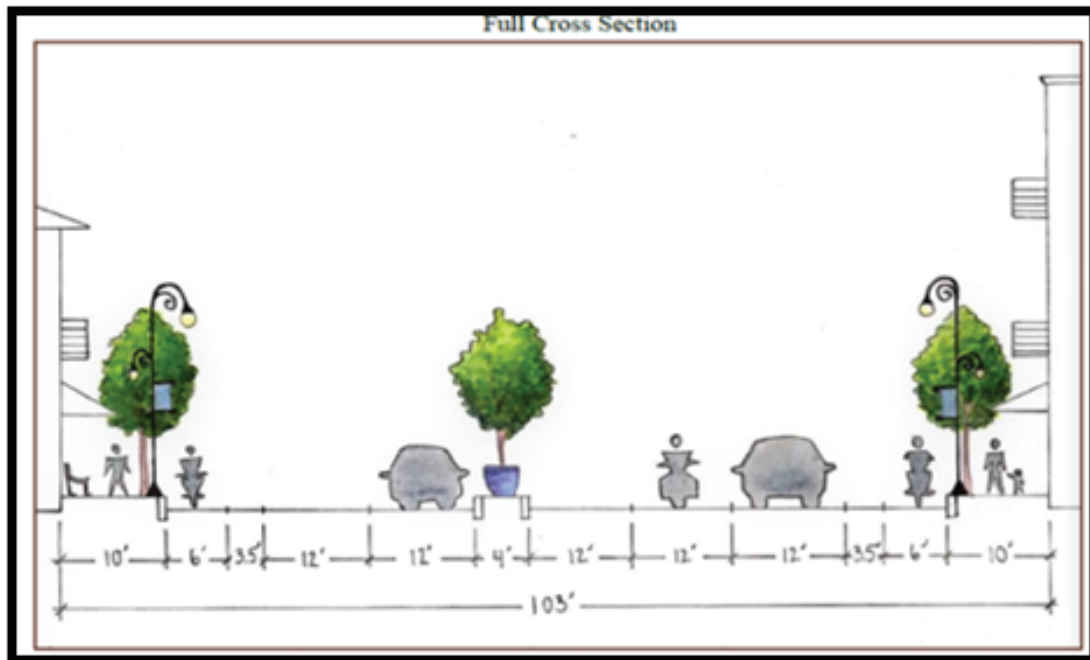
The design and planning of a site is paramount. The location of buildings, landscaping, parking areas, lighting, driveways, and recreational facilities are key elements to site planning. Site design should provide a compatible and harmonious relationship between a proposed development, zoning code requirements, and the built and natural environment. Designs should provide adequate drainage and reduce stormwater runoff from the proposed development.

III. LANDSCAPING

Landscape design not only beautifies a site but also creates enjoyable and inviting spaces that complement the building and its surroundings. Landscaping can be utilized to soften the building massing, around the foundation of buildings, within parking lots and right of ways, and to create a buffer between properties. Also, landscaping can enhance the architecture of a building by creating green roofs and green walls. Landscaping is essential to increasing the presence of urban forestry and cooling islands that reduce urban heat.

IV. PUBLIC STREETSCAPE

Streetscape design is vital for the aesthetics of a corridor and urban character. It refers to the natural and built fabric of the street, and defines the quality of the street and its visual effect. The concept recognizes that a street is a public place where people are able to engage in various activities, and is not only access to other places, but also an experience within a space. Streetscape design provides balance between the built environment, the road, and surrounding nature.



b. Integration of the Form-Based Code. The **CMA Team** will integrate the new form-based code into the City’s existing regulatory framework (zoning and land development regulations) in a manner that;

- ensures procedural consistency
- complies with state and local legal requirements
- provides clarity as to applicability of existing regulations; and,
- maximizes the effectiveness of the code

4. REFINING THE FORM-BASED CODE

a. Presentation of First Draft. The **CMA Team** will present the first draft of the form-based code for the purpose of gathering comments. Copies of the first draft shall be in digital form and posted on the website. The presentation may be made to a special audience of neighborhood residents or stakeholders, or may be presented before a joint gathering of municipal boards and committees, as determined by [municipality].

b. Presentation of the Second Draft. After making revisions in response to comments on the first draft, the **CMA Team** will present the second draft of the form based code at a another meeting convened by City staff.

c. **Meetings with Stakeholders.** The **CMA Team** will attend and participate in up to 3 additional meetings with key stakeholders to explain the details of the new code and obtain further input and comments.

The **CMA Team** is proposing a weekly meeting with the City Staff to coordinate, discuss and monitor current and upcoming tasks. **A Weekly Monitoring Report (WMR) will be submitted to the Planning Director.** As indicated on the evaluations provided by current clients, CMA professionals have a track record of going above and beyond to ensure that **services are delivered on time and on budget.**



5. APPROVAL PROCESS

a. **Public Hearing Presentations.** The **CMA Team** will have one design charrette / public workshop for the general public and make formal presentations to the Planning and Zoning Commission and the City Council.

b. **Additional Revisions.** The **CMA Team** will be responsible for two rounds of revisions that may become necessary between presentations. The **CMA Team** will be responsible for collecting comments, questions, and suggestions for these refinements from various sources and consolidating them into a series of action items for revision or responses.

The **CMA Team** is best qualified to develop the Downtown Form Based Code because of our professional commitment to prepare a Code based on the active stakeholders engagement and the City's 2025 Vision that will guide future developments and provide flexibility to accommodate changing uses and trends. The **CMA Team** will ensure a successful outcome by providing the following qualifications further detailed in this proposal:

- **KNOWLEDGE** of the existing zoning code of the City of Green Cove Springs
- **EXPERTISE** in Form Base Code
- **EXPERIENCED AND QUALIFIED TEAM** - AICP Certified Planners, PLA Landscape Architects, and P.E Engineers
- **PROVEN RECORD OF OUTSTANDING SERVICE** - Compliance with Time and Budget Requirements.
- **GRAPHIC RESOURCE CAPABILITIES** - Advanced GIS and Computer Graphics.
- **EFFECTIVE PUBLIC COMMUNICATION** – Charrettes, Workshops, Presentations to Residents, City Council, and Boards

The **CMA Team** understands the scope of work and is committed to meeting all the specified requirements outlined in the RFP document, including all insurances. We will be honored to provide services to the City of Green Cove Springs and work with the City Staff.

6. Schedule



6. SCHEDULE

Green Cove Springs - Downtown Form Based Code

CMA TEAM Project Timeline

Tasks	Month					
	1	2	3	4	5	6
Task 1 - Initial Review and Analysis	█					
a. Interviews	█					
b. Site Analysis	█					
c. Media Coverage	----->					
d. Website	----->					
Task 2 - Public Design Process	█	█				
a. Generate necessary background maps	█	█				
b. Public Workshop and/or Design Charrette <i>(also, kiosks at City's events to reach out the community)</i>		█				
Task 3 - Drafting the Form-Based Code		█	█			
a. Design Parameters for the Form-Based Code		█	█			
• Overview		█	█			
• Regulating Plan		█	█			
• Building Form Standards		█	█			
• Public Space/Street Standards		█	█			
• Landscape Standards		█	█			
• Signage and Lighting Standards		█	█			
b. Integration of the Form-Based Code		█	█			
Task 4 - Refining the Form-Based Code				█	█	
a. Presentation of First Draft				█	█	
b. Presentation of the Second Draft					█	
c. Meetings with Stakeholders				█	█	
Task 5 - Approval Process					█	█
a. Public Hearing Presentations					█	█
b. Additional Revisions						█
• Public Workshop/Design Charette						█
• Planning and Zoning Commission						█
• City Council						█

Note: The CMA Team will adjust the project timeline as necessary in coordination with City Staff



7. Key Personnel



7. KEY PERSONNEL

CMA is proposing a high-level proficient team including AICP planners and PLA landscape architects. The CMA Team has the credentials to provide land planning, urban design, public meeting facilitation, landscape architecture services. With unparalleled technical analysis, writing skills, and graphic design capabilities (CAD renderings and GIS mapping), the CMA Team is positioned to deliver a successful and meaningful Downtown Form Based Code to the city of Green Cove Springs.



Cristobal “Cris” Betancourt, PLA, AICP is CMA’s Vice President of Landscape Architecture and Planning. He has experience providing planning and landscape architecture design solutions for public and private sector clients. His team provides a full range of services starting with due diligence and master planning culminating in detailed site design. He is well versed in the use of low-impact development techniques specifically applied to site planning, has knowledge of local municipal codes, and is proficient in Florida’s plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Mr. Betancourt leads multi-discipline teams for parks and recreation facilities throughout Florida, providing design, permitting, and construction observation services for many types of improvements, including athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation. **Mr. Betancourt will serve as Principal-in-Charge, Urban Designer & Landscape Architect for this contract.**



Nilsa Zacarias, AICP is CMA’s Principal Planner. She is a nationally and internationally recognized professional and Fulbright Scholar with over 25 years of experience working on challenging and complex planning initiatives including Form Based Code, Comprehensive Planning, Public Engagement, Land Development Regulations, Annexations, Corridor and Neighborhood Plans. She has an in-depth knowledge of Florida Statutes and required process to transmit and adopt a Comprehensive Plan. **Ms. Zacarias will serve as Project Manager, Urban Planner and Architectural Designer for this contract.**



Osniel Leon, AICP has more than 10 years of combined experience in the areas of form based code, land use, zoning, platting, and development regulations.. **Mr. Leon will serve as Senior Planner and Urban Designer for this contract, providing planning, comprehensive planning and land development regulation services as needed.**



Lance Lilly is completing his fifth year in public sector land planning and project management in South Florida. As Planner for the Village of Tequesta, Mr. Lilly has experience in form Based Code, comprehensive planning, zoning review and site plan development review in municipal planning. Mr. Lilly has represented the Community Development Department at public hearings. **Mr. Lilly will serve as Senior Planner and Urban Designer for this contract, providing planning and land development regulation services as needed.**



Sara Benbasat, as an Urban Designer, has experience with form based code, site plan development review in municipal planning. Ms. Benbasat also has contributed to staff reports, project proposals, conceptual renderings, and company marketing. **Ms. Benbasat will serve as Planner & Urban Designer for this contract, providing historic preservation services as needed.**



Tanya McCormick, PLA/Landscape Architecture is a senior landscape architect and planner for CMA’s planning and landscape architecture team. She has experience providing planning and landscape architecture designs for public and private sector clients. Ms. McCormick is well versed in the use of low-impact development techniques specifically applied to site planning, has a knowledge of local municipal codes applying knowledge of land development regulations governing planning in the State of Florida, and is proficient in Florida’s plant palette and Florida-Friendly Landscaping™, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. She has a knowledge of landscape maintenance, arboriculture, and how maintenance impacts and effects a landscape installation over time. Ms. McCormick has worked on various parks and recreation facilities throughout Florida, providing planning, design, permitting, and construction observation services for many types of improvements, including athletic fields; public housing design; streetscapes and ROW; City and County-wide analysis and inventory services; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; irrigation; and master planning services. She has also worked with private developers and clients providing design services for commercial and retail developments, corporate offices, private healthcare facilities, private education institutions, and community planning and large scale residential and streetscape developments. **Ms. McCormick will serve as Senior Landscape Architect for this contract, providing landscape architecture services as needed.**



Eric Harrison, PLA/Landscape Architecture is a principal landscape architect for CMA’s landscape architecture team. He is proficient in Florida’s plant palette, local environmental conditions, and site-specific microclimates used to prepare aesthetic and functioning landscape designs. Mr. Harrison is well versed in the use of low-impact development techniques specifically applied to site planning, and has extensive experience with parks and recreation facilities throughout Florida for public and private sector clients, providing design, permitting, and construction observation services for many types of improvements, including urban landscapes; public spaces; corporate campuses; industrial and educational facilities; athletic fields; pedestrian, bicycle, and equestrian trails; site amenities; playgrounds; boating and aquatic facilities; themed wayfinding; amphitheaters; landscape; hardscape; and irrigation. **Mr. Harrison will serve as Principal Landscape Architect for this contract, providing landscape architecture services as needed.**



McKenna Page as a GIS and CAD Designer, has experience with form based code, site plan development review in municipal planning. **Ms. Page will serve as CAD and GIS Planner for this contract, providing planning, and comprehensive planning services as needed.**

Organizational Chart



**Principal-in-Charge, Urban Designer &
Landscape Architect**

Cristobal Betancourt, PLA, AICP

**Project Manager, Urban Planner &
Architectural Designer**

Nilsa Zacarias, AICP

Support Staff/Subconsultants

Senior Planners & Urban Designers

Osniel Leon, AICP

Lance Lilly

Planner & Urban Designer

Sara Benbasat

Landscape Architecture

Tanya McCormick, PLA, AICP

Eric Harrison, PLA

CAD & GIS Planner

McKenna Page

Key Personnel

8. Sample Code Document



8. SAMPLE CODE DOCUMENT



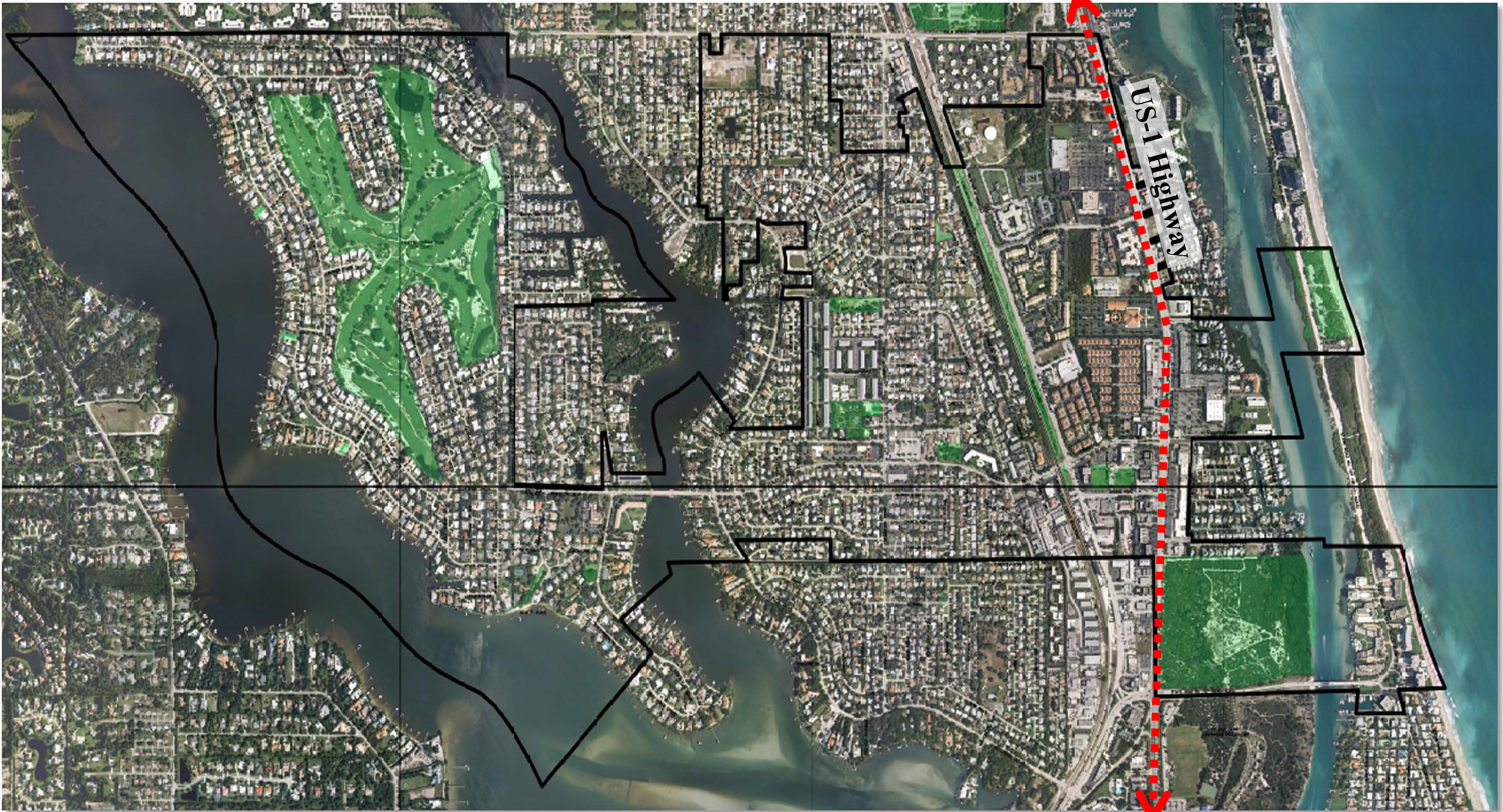
Village of Tequesta US Highway One Corridor Master Plan

4.22.21



Imagining Our Corridor





Village of Tequesta - US Highway One Master Plan

Imagining Our Corridor

What is there now:



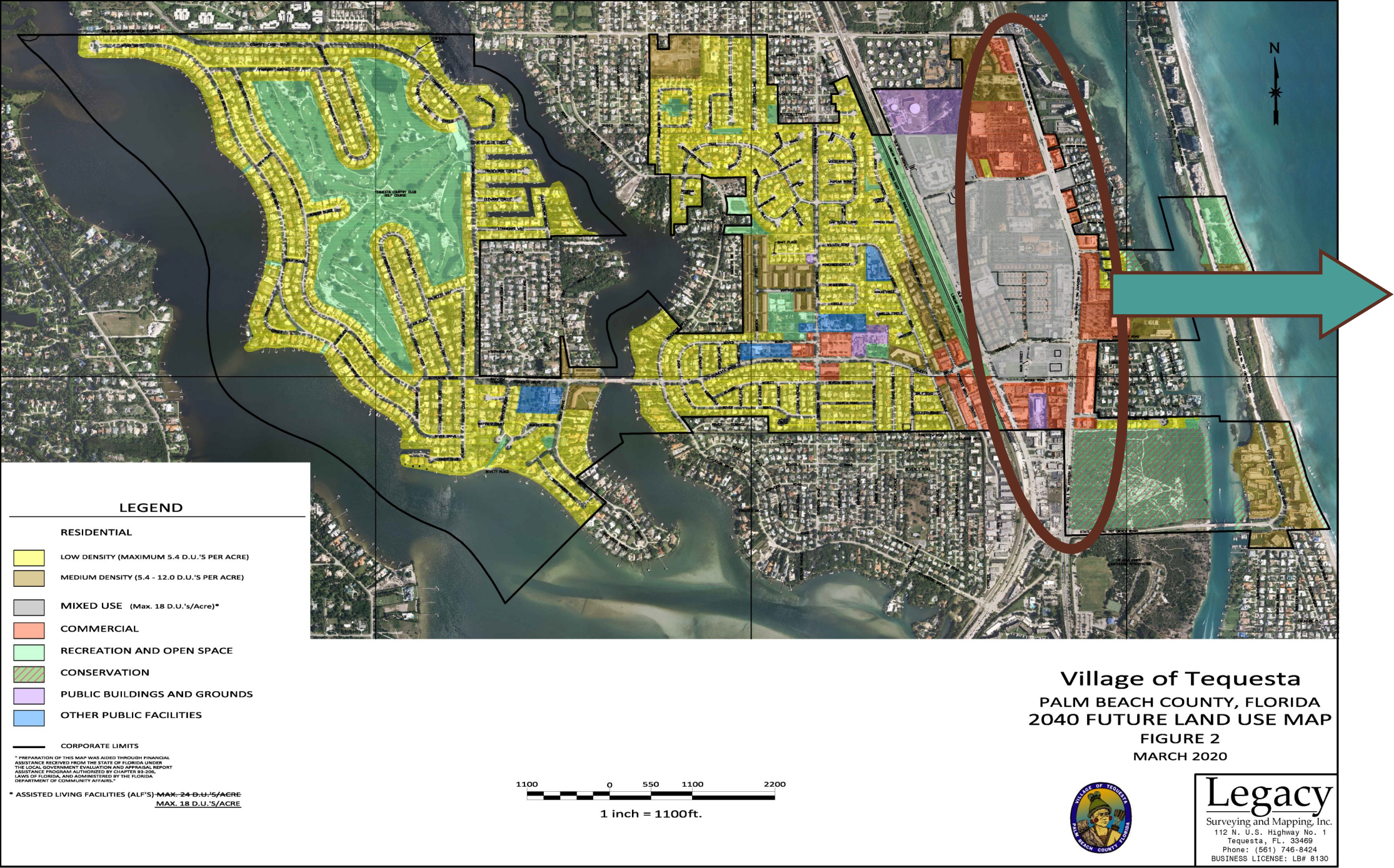
What could be there:



Future Land Use

Along the US Highway One Corridor the [Future Land Uses Map](#) includes the following designations:

- Commercial
- Medium Density
- Mixed Use
- Conservation



Visual Preference Example

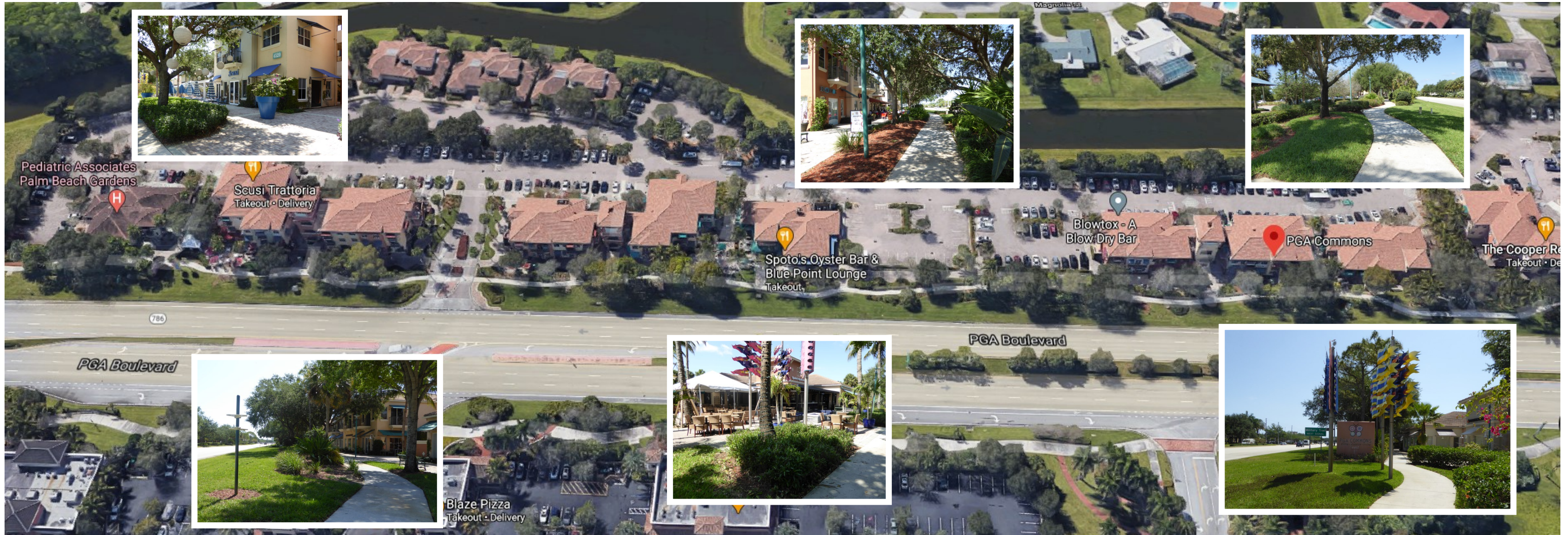
Sidewalk Connectivity

Landscaping

Public Art

Overall Aesthetic

Pedestrian Lighting



Visual Preferences

- 8 to 10 ft sidewalks
- Sidewalk lighting
- Connectivity
- Landscaping
- Building Aesthetics



Village of Tequesta U.S. Highway One - *Imagining Our Corridor*



Village of Tequesta U.S. Highway One Corridor Existing Conditions



- LEGEND**
- Tequesta Boundary
 - Existing Land Use
 - Agriculture
 - Boat Slip
 - Civic/Institutional
 - Commercial
 - Congregate Living
 - Conservation
 - Districts
 - Education
 - Equestrian
 - Government
 - Industrial
 - Mining-Excavation
 - Mixed Use
 - ROW
 - Recreation
 - Residential Mobile Home
 - Residential Multi-Family
 - Residential Single Family
 - Transportation
 - Utility
 - Vacant
 - Water



Preliminary Constraints Analysis

A detailed review of existing constraints will be analyzed to provide meaningful solutions based on attainable codes and policies. The analysis will include the following key urban components of the US Hwy One corridor:

- Identity and Urban Character of the Corridor
- Accessibility to All Residents
- Relationship between Buildings and the Corridor.
- Zoning Code Constraints
- Pedestrian Mobility : Sidewalk Width and Lighting
- Landscaping and Signage
- Corridor and Building Aesthetics
- Traffic and Engineering



Preliminary Opportunities Analysis

US Hwy One is a vibrant corridor that serves as the main gateway to the Village. This planning and design charrette will highlight its potential and provide a road map for the future by listening to its leaders, staff, residents and business community.

Key Opportunities:

- Location: Closed to Intracoastal and Ocean
- Redevelopment of Parcels
- Complete Street Implementation
- Mixed Use Zoning and Land Use



Listening to the Community

The goal is to have a meaningful discussion about the future of the US Hwy One corridor. The NZC Team will guide this effort into a cohesive and comprehensive design via an **interactive charrette** process with the Tequesta community.

Imagining Our Corridor will be a dynamic, collaborative and open participation process that will take place over consecutive days. The NZC approach will bring the community together to envision a road map for the future of the US Hwy One. Participants will have the opportunity to raise their preference and express their opinion by attending in person and online.

The NZC Team working along with the Village Staff will create a “buzz” in the community to maximize participation.



Visual Preference Surveys

Modern



Mediterranean



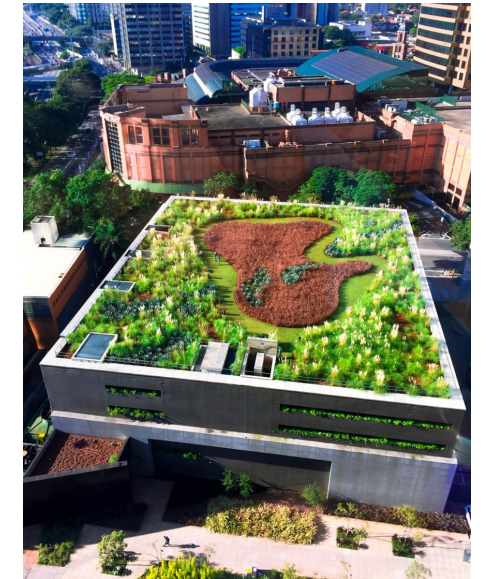
Classical



Coastal Contemporary



Green Roofs



Art in Public Places

Palm Beach Gardens



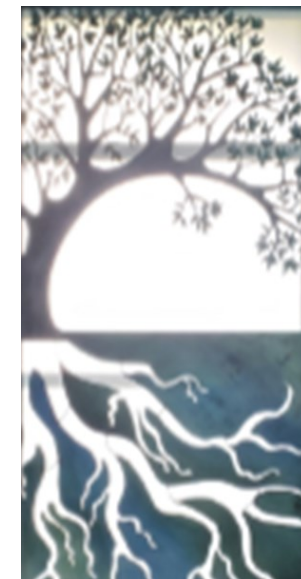
Coral Springs



Coral Gables



Lakeland



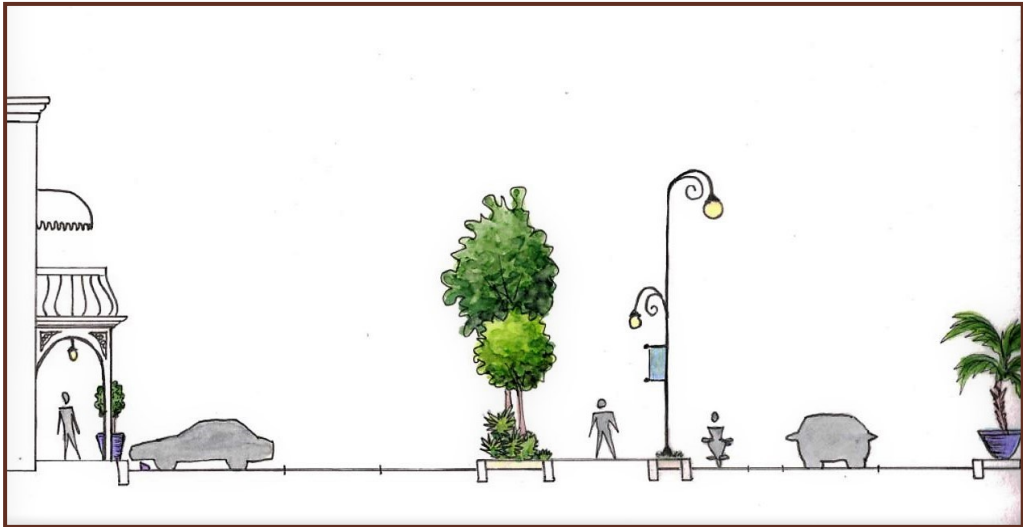
West Palm Beach



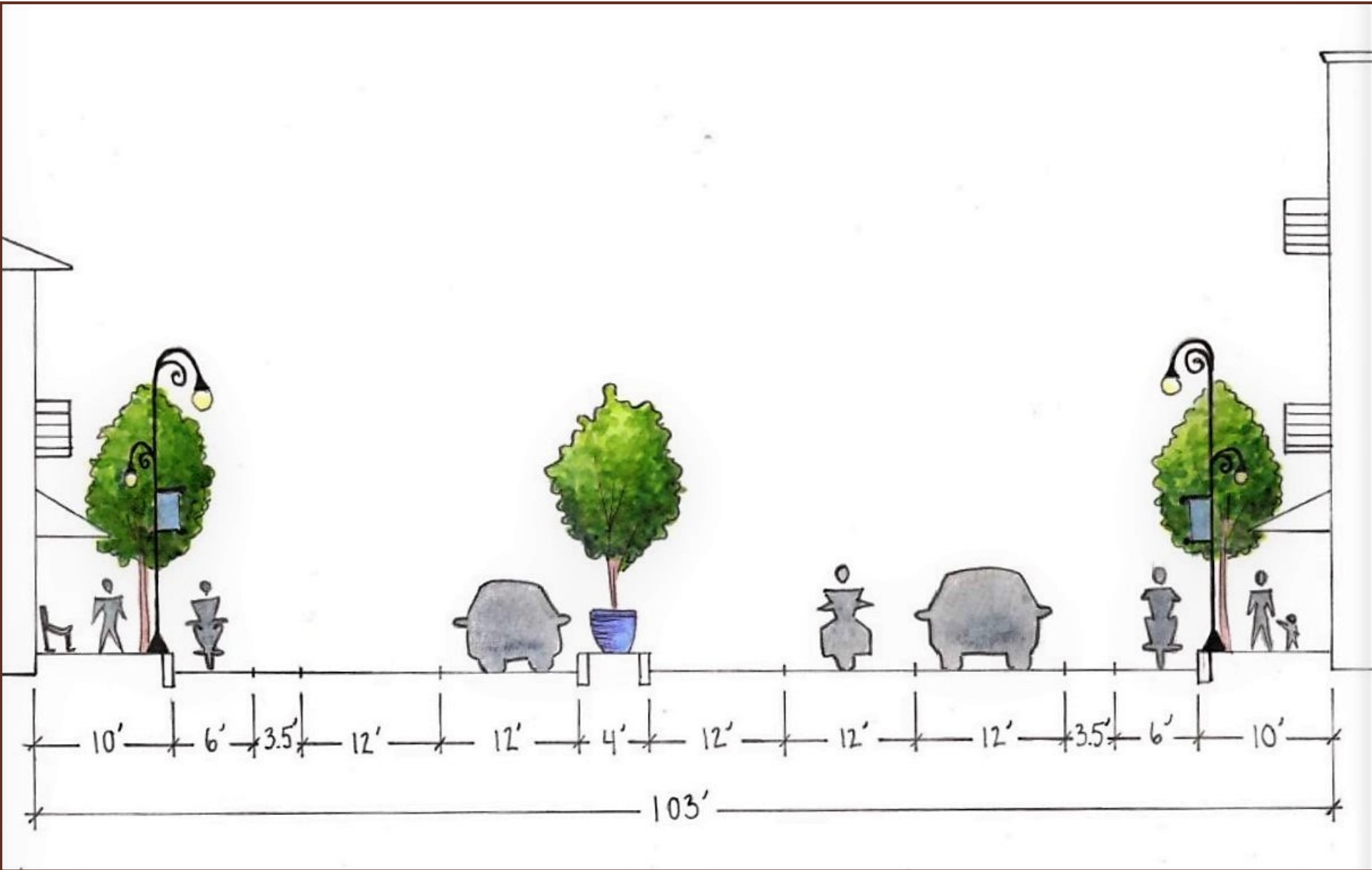
Street Cross Sections

These images demonstrate the various ways buildings and landscaping can relate to US Hwy One.

Half Section Options



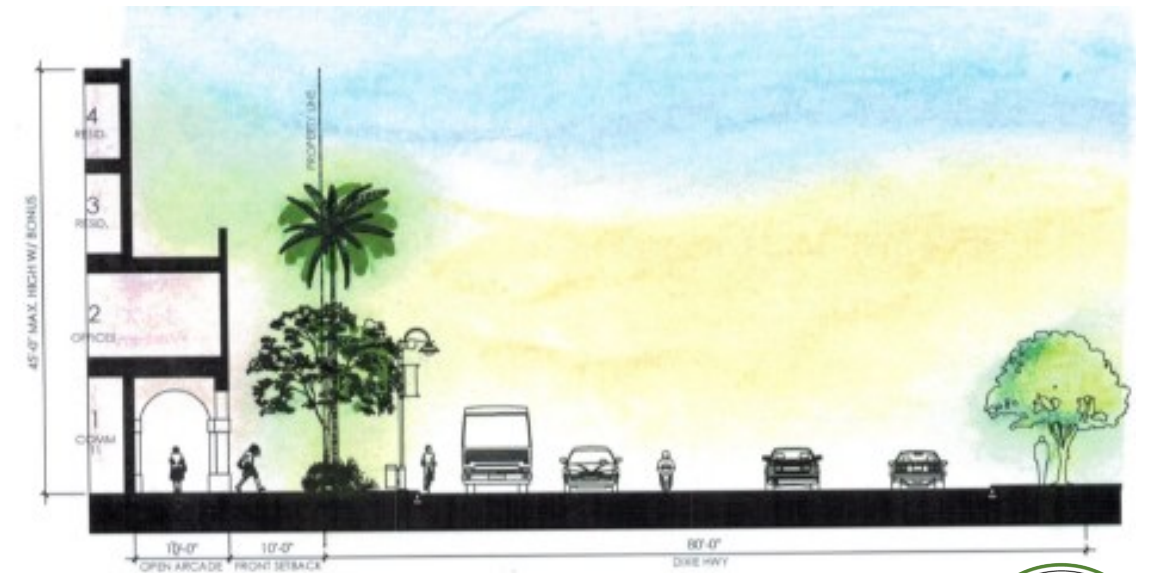
Full Cross Section



NZC Team Graphic Capabilities



TYPICAL STREET SECTION



TYPICAL STREET SECTION



The Team

The Palm Beach Post REAL NEWS STARTS HERE

Founder of NZC has designed sites all over Palm Beach County

By Susan Salisbury Special to The Palm Beach Post
Posted Jun 3, 2019 at 10:58 PM
Updated Jun 5, 2019 at 5:16 PM

"Land planning is about people," says Nilsa Zacarias of NZ Consultants, Inc.

Nilsa Zacarias started her planning firm NZ Consultants, 10 years ago this July in the dining room of her Jupiter home.

The Paraguay native now employs eight team members of a planning and design firm that has had a hand in notable projects in Tequesta, Westlake, Lake Worth Beach, Manalapan, Delray Beach, Mangonia Park, North Palm Beach, Sebastian, Vero Beach and other communities.

Zacarias is also the city planner and community development director for Tequesta and city planner for Westlake, the county's newest city.

In 2017, Minto began building one- and two-story homes in what is expected to be a city of 4,500 homes and 2.1 million square feet of non-residential development.

"How many times can a planner say, 'I was part of the team that started a new city?' That's a tremendous achievement and challenge," Zacarias said.

Zacarias often sends clothing and donations to help children living in poverty in Paraguay.

"Someday, I will establish a foundation to help these children," she said.

Name: Nilsa Cristina Zacarias

Age: 56

Job title: Founder and Principal of NZ Consultants, Inc.

Hometown and where you live now: I was born in Asuncion, Paraguay. Jupiter has been my home for 12 years. Great town to live, work and play!

Family: I have a bright and beautiful 15-year-old daughter, Nicole. She plays in the Jupiter High marching band. I am a proud mom.

Education: After earning a bachelor's degree in architecture in Paraguay, I was awarded a Fulbright scholarship for a master's degree in community and regional planning at Iowa State University. I am a certified planner by the American Institute of Certified Planners (AICP).

Career: Before coming to the United States, I worked on a community-based project in rural towns in Paraguay to identify and improve people's homes. Family members asked me: "Why is an architect spending her time in these rural towns?" I knew back then that I wanted to serve to improve the quality of life of residents. Over the years, I worked in architecture and urban planning, including consulting companies and local government. This experience made it possible to fully understand how urban development works and, most importantly, what is critical for applicants and local governments. I've been honored to serve on the planning and zoning board in Jupiter, and as the 2016 president of the Palm Beach County Planning Congress.

About your company: NZC provides planning services to local governments and private sector clients: Long Range Plans; Comprehensive Plans and Master Plans; Neighborhood Plans; Community Outreach; Processing Development Applications; and 3D CAD Renderings and GIS Mapping. NZC's core value is defined in one word: People. NZC truly cares about people — my team members and clients. I am committed to the success of my team members and clients. We are humbled and deeply grateful for our clients' trust.

First paying job and what you learned from it: My first paying job at the Alternative Technology Center of the Catholic University in Paraguay taught me to follow my gut instinct and passion. I started at an assistantship to earn credits for my architecture degree. I was hired after graduation for a community-based project to improve rural homes. When I applied for a Fulbright scholarship, the selection committee focused on this project during my interview. I won the scholarship. That first job changed my life.

First break in business: My first client, Frank Lazzara, hired me in 2009 to apply for a variance from the Village of Wellington. It was a difficult application since the Village was recommending denial. I prepared a very detailed application, and I was successful. The variance was granted retroactively. This application was challenging and rewarding at the same time.

How your business has changed: NZC started in 2009 during the Great Recession. Land development was drastically down. Government employees were losing their jobs. Municipal projects were being delayed and canceled. To provide essential services, local governments decided it was cost-effective to hire consultants, who do not require benefits and are paid hourly. NZC adapted to this new government financial reality. As the economy grew, NZC also grew.

Best business book (or any leadership book) that you have read: "Becoming of Leader of Character" by Gen. James L. Anderson and Dave Anderson. This book focuses on the values of a leader, and why courage and humility are keys to leading by example. It is not about talking. It is about doing the right thing.

Best piece of business advice you have received: My father's life is my example to follow. He overcame poverty in Paraguay by putting himself through university to become an accountant. He later became a lawyer. Then, he started a successful chain of bookstores. That business provided for his family and allowed me to study architecture. I got my drive and hard-working ethics from my father. My mother shaped my life by showing me how important it is to serve and help others.

What you tell young people about your business: Young professionals need to embrace that land planning is about people. It is about the people that will live, work or play in those places that we plan and design. The most important questions that young planners need to ask themselves are: "How is this project going to impact the people who will live and work in this development?" and "What is the impact to the surrounding community?" Mentoring is an important part of hiring young people. I want to be more than a boss, I want to be their mentor and help them grow as professionals. Part of mentoring is stressing how important it is to treat others like you would like to be treated. That applies to work and to our lives.

Many successful people learn from failure. Do you have a failure you can share and what you learned from it? When I realized that NZC was not being awarded contracts, I went to the municipality and asked to see the winning proposal. I learned so much from doing this. I fixed my proposals. NZC started being selected for projects. The key is to be humble. And recognize that we need to change and improve. We all make mistakes. My motto is: "Own your mistake. Fix it. Learn from it. Do not repeat it."

What do you see ahead for Palm Beach County? Growth in Palm Beach County will take many shapes and forms. Some established communities are renewing, recharging and rebranding. Others are evolving from retirement centers to the perfect place to raise a family. Large development initiatives will continue. New cities, such as Westlake, will be also part of the new urban landscape.

Power lunch spot: I eat most of my lunches at the office or with my colleagues at "working lunches." At NZC, we enjoy food, and it's common to have pizza parties or go out to celebrate birthdays. We also enjoy happy hours in local restaurants.

Where would we find you when you are not at the office? You can find me walking at the beach. It is a great feeling to see the endless ocean. I love traveling and exploring new places. I have visited Egypt, Europe and South America. I have also traveled to many places in this amazing country that I call home. You can also find me in my garage, filling boxes with used toys and clothing that I collect and mail to Paraguay's children. I have been doing this for many years. After I retire, I would like to formally have a foundation to help the children and elderly in need.

Favorite app: I am very active on LinkedIn. It allows me to post development news and professional articles. I also keep up with state-of-the-art urban planning trends and challenges.

What is the most important trait you look for when hiring? I trust my intuition. I ask myself three key questions: "Has this person the capacity to learn and listen?" "How will she/he contribute to the NZC team?" And most importantly, "Will she/he provide the best possible service to NZC clients?" I only hire professionals I can trust. I do not have time to babysit. I hire smart people so they can give me their opinion. Land planning is a tight community in South Florida. We know each other. Word of mouth goes a long way. Resumes, not so much. You got to be good.



VILLAGE OF TEQUESTA
**BEACH ROAD CORRIDOR
DESIGN GUIDELINES**

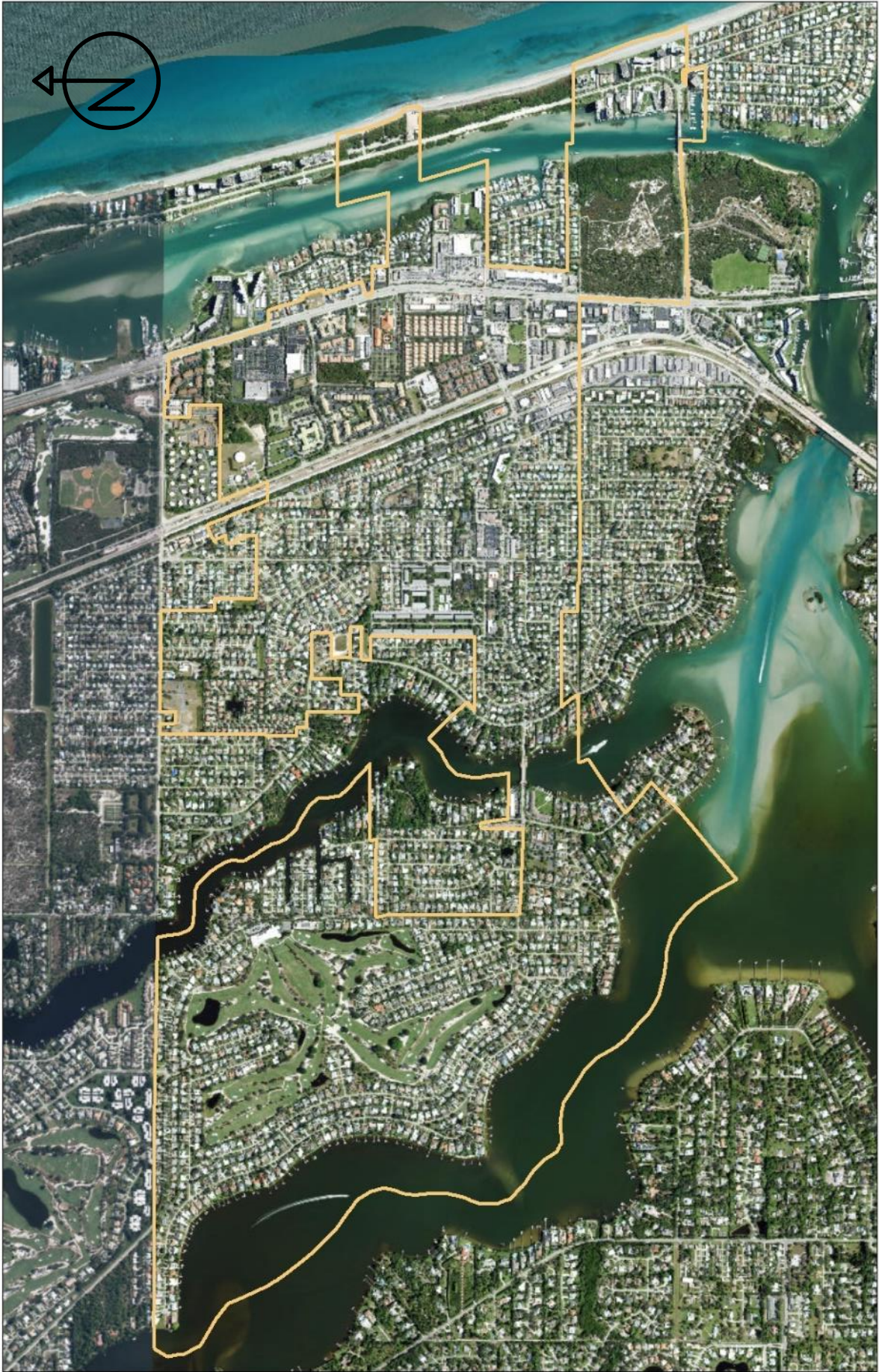
NOVEMBER 17, 2022





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INTRODUCTION

Background

Its natural beauty sets the Village of Tequesta apart from other municipalities in the region. Tequesta is located in the northern portion of Palm Beach County along the County’s eastern seaboard. Incorporated in 1957, the Village encompasses 2.3 square miles, bounded by Martin County to the north; the Town of Jupiter, Town of Jupiter Inlet County, unincorporated Palm Beach County, and the Loxahatchee River to the south; the Atlantic Ocean, incorporated Palm Beach County, and the intracoastal waterway to the east, and; the northwest fork of the Loxahatchee River to the west.

The Village of Tequesta's boundaries within Jupiter Island include panoramic views and beaches that attract local residents as well as tourists. As shown on the map below, Beach Road is the main corridor serving this area, connecting Coral Cove Park and a number of multifamily buildings located on the barrier island.



The Beach Road corridor is evolving and has experienced redevelopment in recent years due to the increasing demand in the real estate market. This has triggered planning challenges such as zoning regulations, architectural design, and environmental concerns. The vision for the Beach Road corridor district is to maintain and enhance the dialogue between the built environment and its natural surroundings.

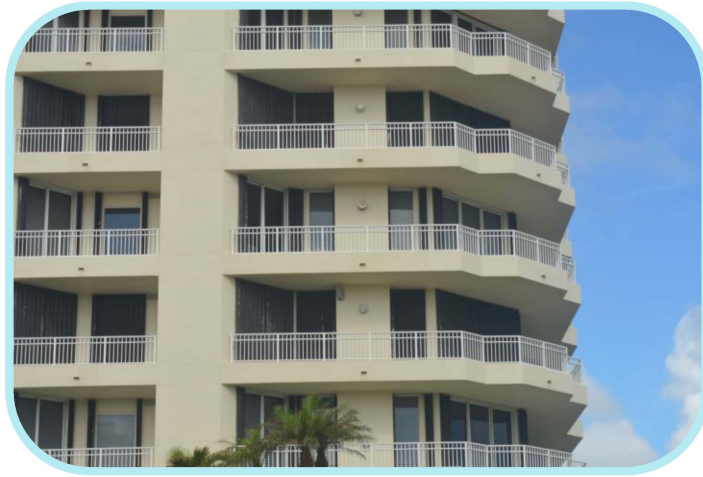
Beach Road is currently home to thirteen (13) multi-family residential buildings. Most were built during the 1960s, 1970s, and 1980s. One building is currently under construction. The ages of the buildings within the corridor are as follows:

- 4 built in the 1960s (E, G, H, and I)
- 6 built in the 1970s (B, C, D, F, J, and K)
- 1 built in the 1980s (A)
- 1 built in the 1990s (L)
- M (Sea Glass) currently under construction

These 13 condominiums have different heights, and the number of stories range from 3 to 11 stories as follows:

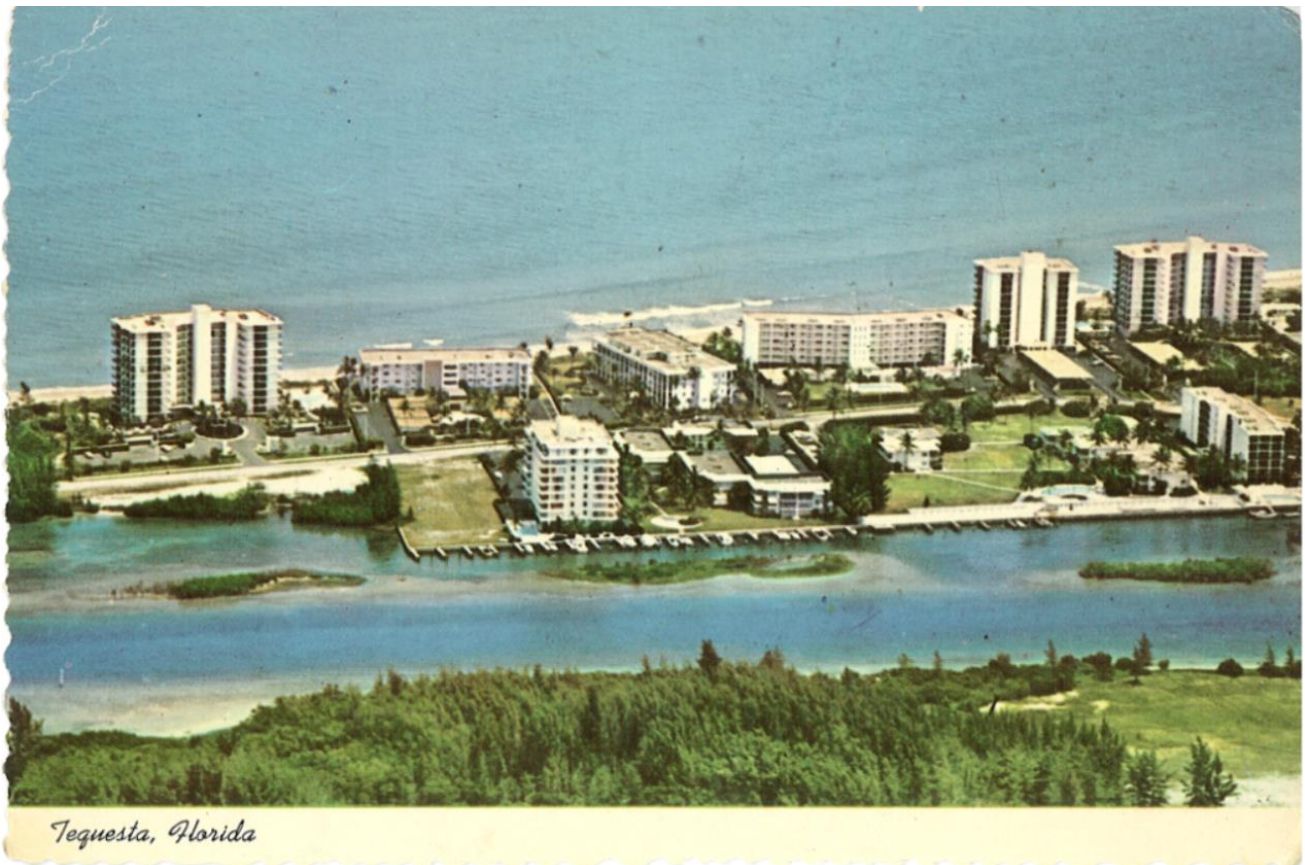
- 4 buildings – 11 stories (B, C, K, L)
- 2 buildings – 9 stories (J, M)
- 3 buildings – 6 stories (A, D, E)
- 2 buildings – 4 stories (G, I)
- 2 buildings – 3 stories (F, H)

Existing Conditions



Purpose

The Design Guidelines strive to maintain and enhance Tequesta's small village way of life, urban character and scenic charm. These guidelines encourage urban forms that provide human scale, and allow for an enriching and cohesive pedestrian experience throughout the corridor.



Beach Road Corridor in 1977.¹

The Design Guidelines presented in this document will assist in preserving the identity of Beach Road, and will offer flexible guidelines to support development that does not compromise the existing character of the corridor while encouraging a high level of design and creativity.

The Design Guidelines provide a framework for the Village and developers to collaborate toward achieving high standards and harmony between the built and natural environment. As a complement to the zoning requirements, these Design Guidelines offer a flexible a tool that will encourage new development to be compatible with existing surroundings.

Beach Road is a residential corridor, and the proposed buildings must reflect this residential character and avoid the aesthetics common to commercial corridors characterized by the presence of hotels. Since the Beach Road Corridor is in a redevelopment phase, the intent of this document is to provide Design Guidelines to prevent an urban form characterized by block, monotonous buildings as shown in the photo below.



Building massing not recommended through these Design Guidelines. Photo from Panama City Beach, Florida.²

The Design Guidelines have five principal objectives:

1. *To support development that is consistent with the Village's vision.*
2. *To encourage site planning and architectural design that will enhance the character of the Beach Road Corridor.*
3. *To ensure compatibility between the built and natural environment.*
4. *To provide flexibility and cohesiveness in the design and planning of new development.*
5. *To communicate to developers the Villages aesthetic goals clearly and early in the design phase.*

How to Use the Design Guidelines?

The Village will apply these Design Guidelines in reviewing individual development projects. The guidelines shall be utilized with the following considerations:

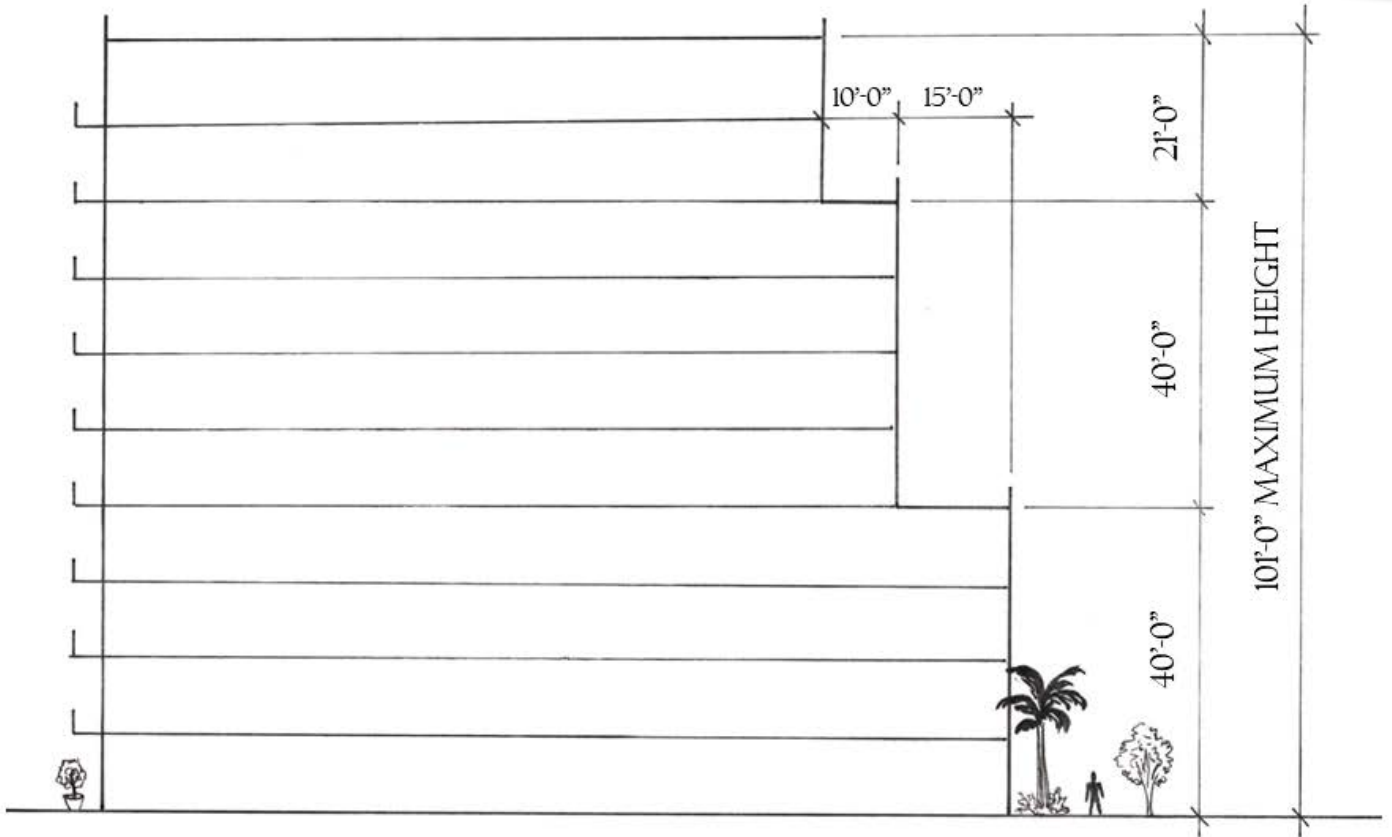
1. **Each project is unique and will pose unique design challenges. Through the site plan review process, the applicant will receive design comments based on these guidelines.**
2. **The illustrations presented in this document represent design principles and are not meant to be for literal interpretation.**
3. **The checklist is a summary of the design principles that shall be included in the proposed development. The checklist and design guidelines shall be used concurrently; the checklist is not a substitute for the guidelines.**

Future Land Use and Zoning Regulations

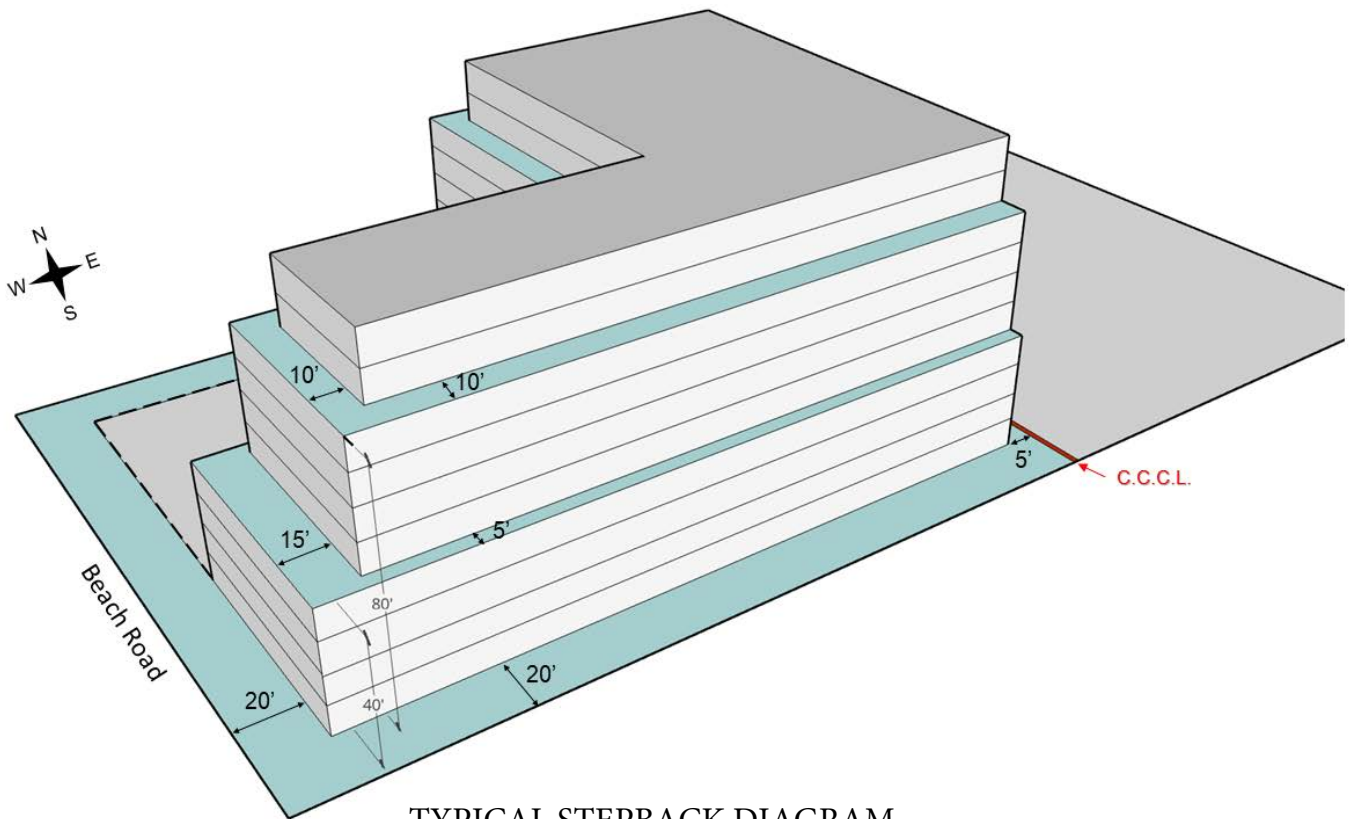
The Beach Road Corridor has a land use designation of Residential Medium Density allowing up to a maximum density of 12 dwelling units per acre. The subject corridor is located in the R-3 Zoning District, which has the following site requirements:

- Height: 11 stories/101 ft. measured from the average height of the crest of the sand dune line, for main building or structure east of Beach Road, and measured from grade west of Beach Road.
2 stories/20 ft. for any accessory building or structure.
- Lot coverage: 35%
- Open space: 30%

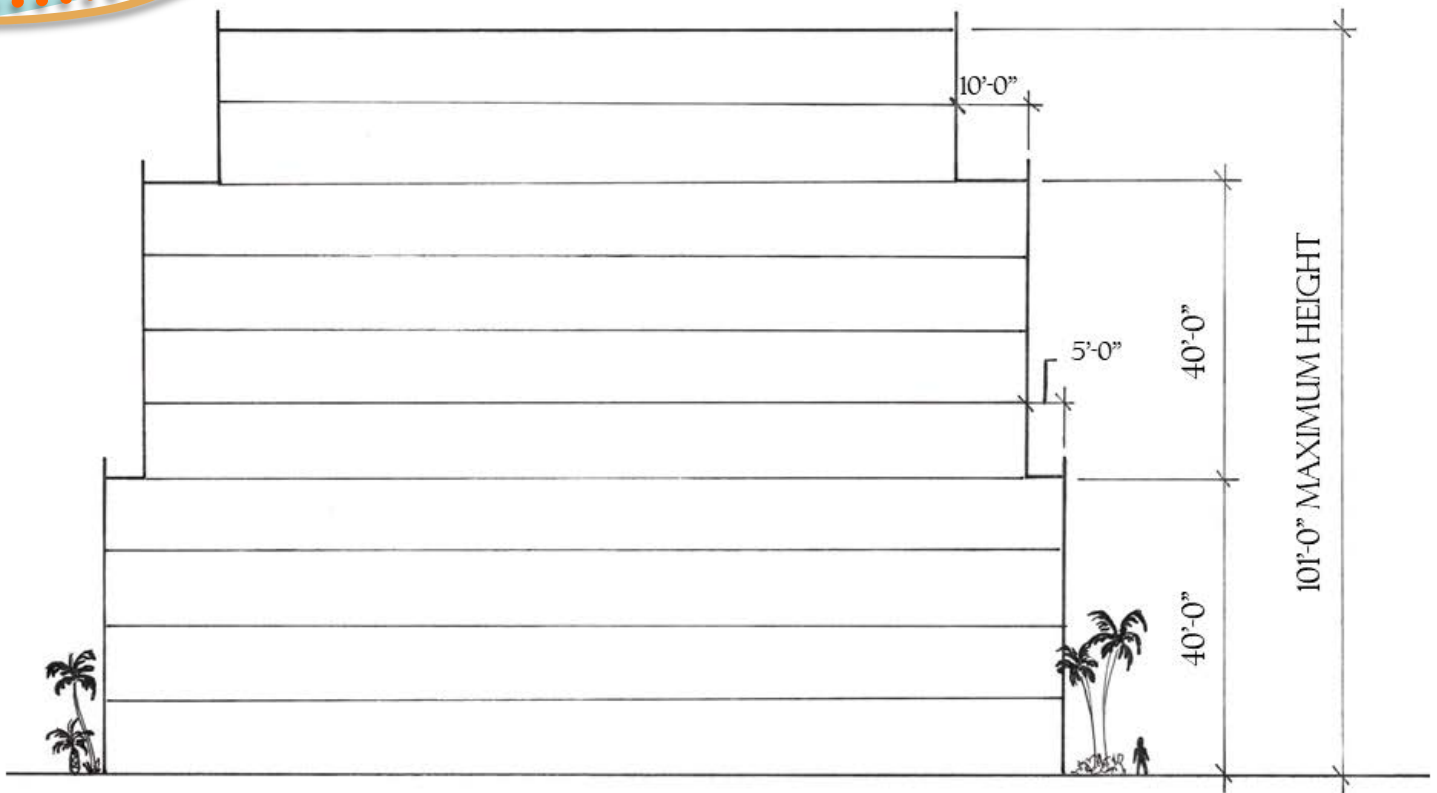
In terms of setbacks, all developments within the Beach Road Corridor must comply with Village Code Section 78-143. Please note, Section 78-175 also includes language pertaining to the subject design guidelines.



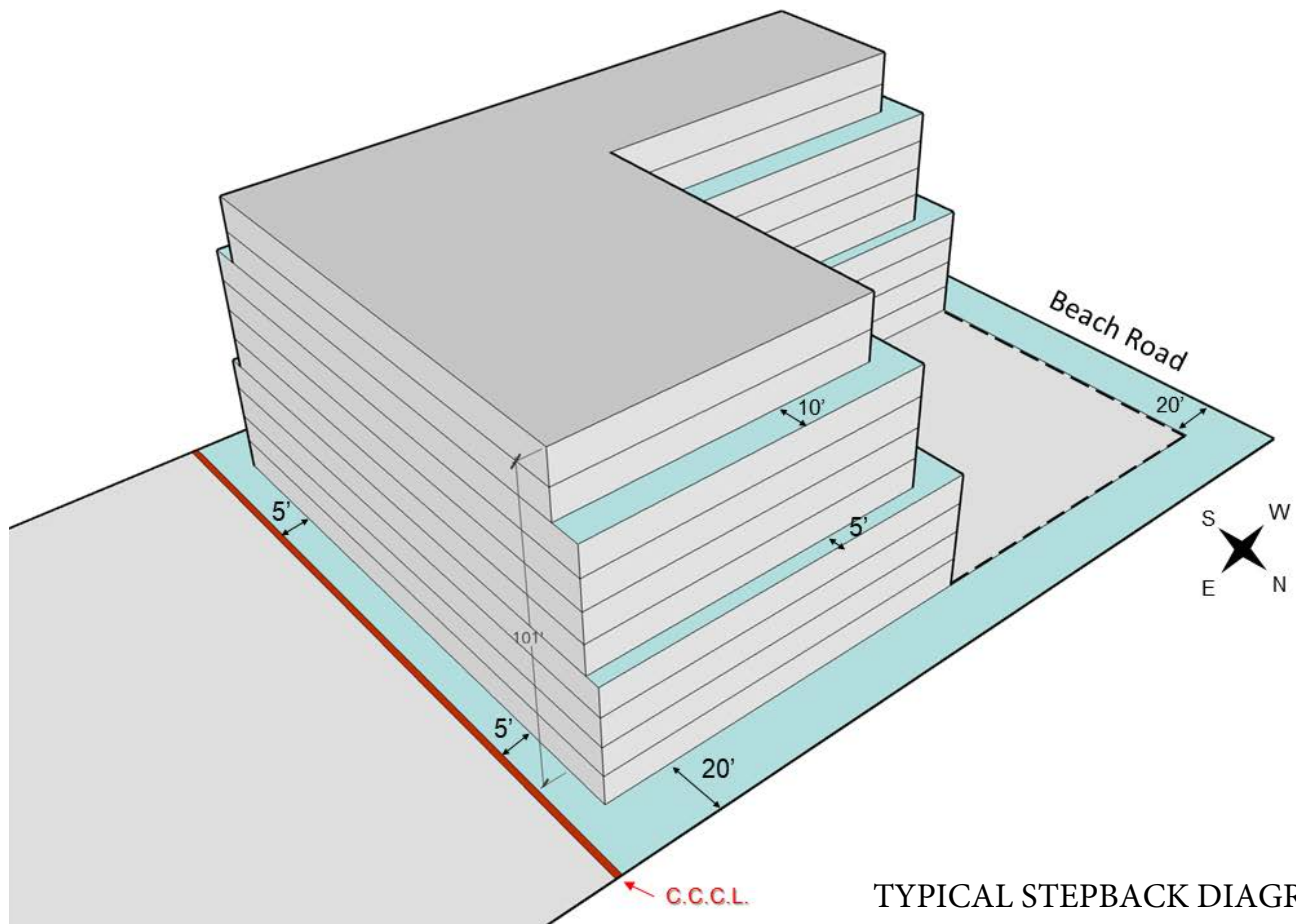
TYPICAL BUILDING SECTION
FRONT BUILDING STEPBACKS



TYPICAL STEPBACK DIAGRAM



TYPICAL BUILDING SECTION
SIDE BUILDING STEPBCKS

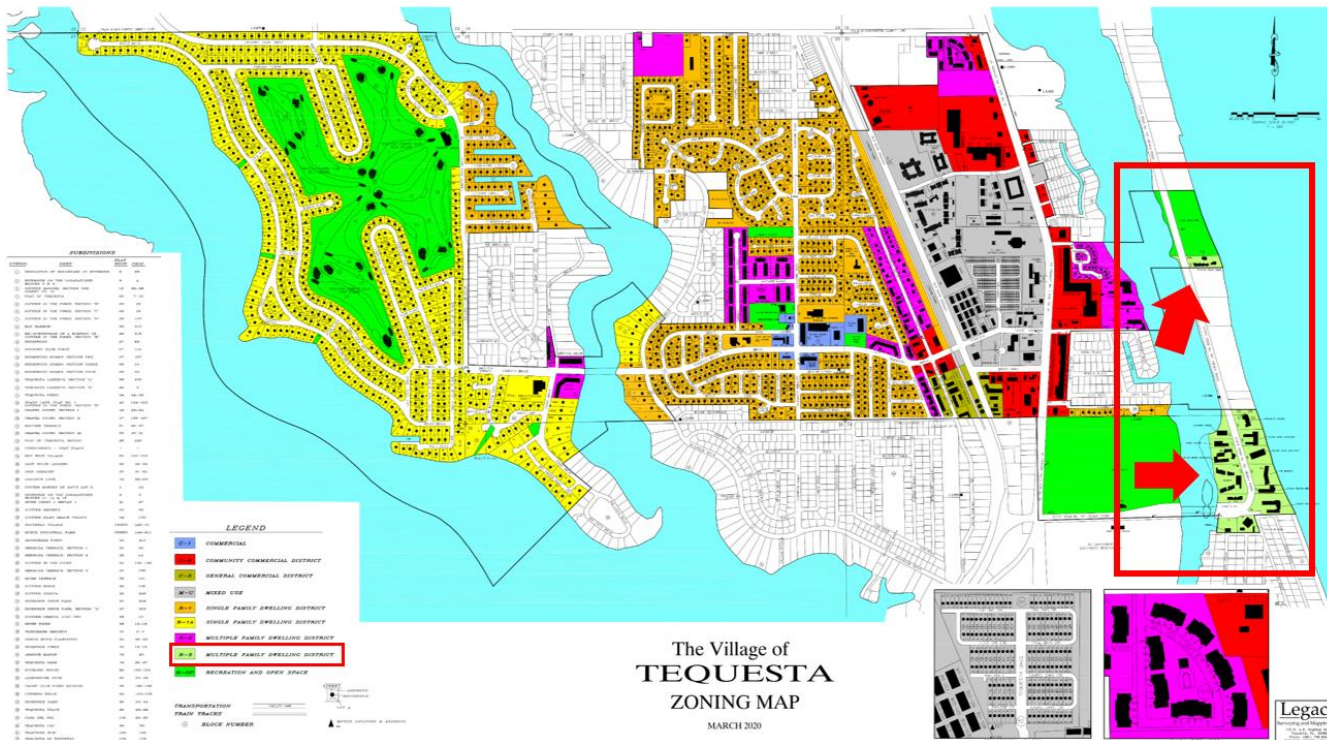


TYPICAL STEPBCK DIAGRAM

Future Land Use Map



Zoning Map



Community Participation and Feedback

During the process of creating the Design Guidelines, the Department of Community Development held public workshops in order to have an open dialogue between the Beach Road residents and the Village.

June 29, 2022 - Public Workshop

This initial workshop was well attended and provided the opportunity to listen to the residents' vision, concerns, and ideas for the corridor. At this workshop, Village Staff made a PowerPoint presentation illustrating the existing conditions and preliminary ideas for the design and character of the corridor (see [link](#) to June 29th presentation or Appendix E). It was apparent that the residents cared about the natural beauty of the corridor, its safety, and accessibility to the beach. The following is a summary of the residents' desires and concerns for Beach Road:

- Improving the safety of the corridor (parking, speeding, etc.)
- Enhancing architectural aesthetic building (heights, sizes, and shapes)
- Ongoing construction operation and disruptions
- Adding landscaping and buffers
- Being respectful of the residential character of the corridor

The feedback received from residents shaped the content of this R-3 Design Guidelines.



October 3, 2022 - Public Workshop

Following the June 29th meeting, Village Staff prepared these Design Guidelines and a list of proposed code modifications. On October 3, 2022, the Village of Tequesta held a second workshop with residents of the Beach Road Corridor and the Village Council. The purpose was to present the draft document and receive feedback from the Village Council and residents. At this workshop, Village Staff made a PowerPoint presentation illustrating key sections of the Design Guidelines and the proposed code modifications (see [link](#) to October 3rd presentation or Appendix E).



These Design Guidelines are based on the following urban design principles:

I. BUILDING DESIGN

The design of a building accounts for the scale and aesthetics of a development while ensuring its compatibility with its surroundings. Building design encompasses design elements that should create a well-proportioned and unified urban form, by incorporating elements such as massing, articulations, and step-backs to provide aesthetics, movement, cohesiveness, and human scale.

II. SITE PLANNING

The design and planning of a site is paramount. The location of buildings, landscaping, parking areas, lighting, driveways, and recreational facilities are key elements to site planning. Site design should provide a compatible and harmonious relationship between a proposed development, zoning code requirements, and the built and natural environment. Designs should provide adequate drainage and reduce stormwater runoff from the proposed development.

III. LANDSCAPING

Landscape design not only beautifies a site but also creates enjoyable and inviting spaces that complement the building and its surroundings. Landscaping can be utilized to soften the building massing, around the foundation of buildings, within parking lots and right of ways, and to create a buffer between properties. Also, landscaping can enhance the architecture of a building by creating green roofs and green walls. Landscaping is essential to increasing the presence of urban forestry and cooling islands that reduce urban heat.

IV. PUBLIC STREETSCAPE

Streetscape design is vital for the aesthetics of a corridor and urban character. It refers to the natural and built fabric of the street, and defines the quality of the street and its visual effect. The concept recognizes that a street is a public place where people are able to engage in various activities, and is not only access to other places, but also an experience within a space. Streetscape design provides balance between the built environment, the road, and surrounding nature.

I. BUILDING DESIGN

The way a building is designed defines the urban character of a community. Successful building design provides attention to building fenestration, adequate setbacks, building orientation, proportions, scale, and various façade treatments. These elements, accompanied by diverse textures, materials, and colors, provide harmony and compatibility with surrounding buildings, the streetscape, and the natural environment. **Buildings for the Beach Road Corridor should be designed individually to promote creativity and uniqueness, and look-alike buildings are highly discouraged.**

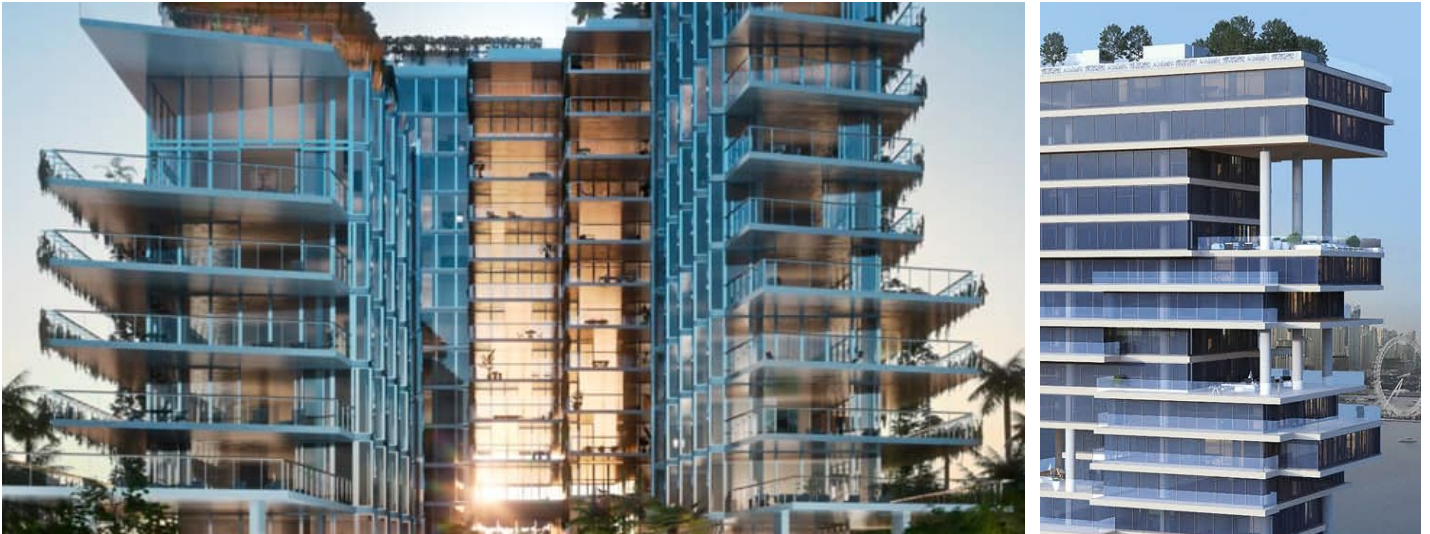


The use of architectural elements such as building massing, variety of windows/balconies, and appropriate vegetation can enhance the presence and visual interest of a building.^{3, 4, & 5}

Proposed building designs for the Beach Road Corridor shall incorporate the following architectural elements:

Height and Massing

The height of a building in relation to its overall configuration or massing is one of the more significant factors in determining the impact a building will have on its surrounding environment. From a design perspective, it is important to ensure that height and massing are considered together to arrive at a high-quality, well-proportioned building form.



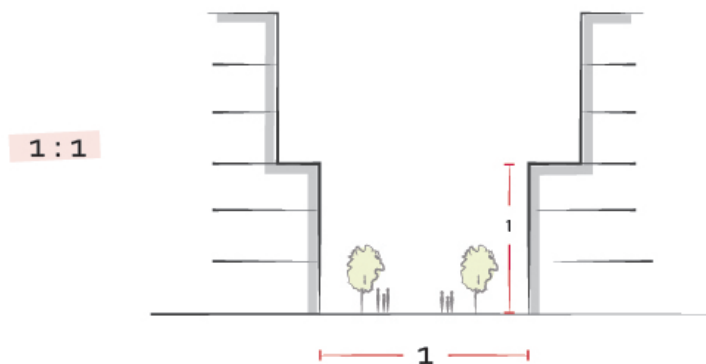
Well-proportioned buildings demonstrating massing in relation to height.^{6 & 7}

Height

The combination of building height and form are key design elements for providing proper scale and massing which influences the sense of space and pedestrian comfort. The height and massing of a development contribute to a built form of high standard that is designed to respond to its context.

The following should be considered regarding the building height for buildings located within the Beach Road Corridor:

- The permitted zoning maximum height;
- the urban character;
- the immediate streetscape characteristics;
- height of surrounding/adjacent buildings;
- strategic panoramic views of the Intracoastal and the Ocean; and,
- the relationship of height to frontage width and building depth.



Suggested ratio between building height and distance between buildings.⁸

Building Massing

Building massing refers to the overall configuration of the building. The way a building is arranged on its site is particularly important for larger buildings. Building massing provides a structure with a particular shape, size, and form in relation to the surrounding areas and the road. It helps create a sense of the space, around a building and also provides a defined character for the building. The following should be considered regarding building massing for buildings located within the Beach Road Corridor:

- Site size, geometry, topography, and configuration in relation to adjacent Intracoastal and Beach areas;
- Dividing a large form into smaller forms to minimize visual impact and minimize box/rectangular forms;
- Organizing the building's mass to express different vertical elements (e.g. a 'base' and a 'top');
- Using horizontal emphasis on tall buildings and vertical emphasis on wide buildings to balance the overall size;
- Breaking down the mass of the building by:
 - recessing and projecting elements to avoid flat monotonous facades;
 - set back upper levels to achieve an appropriate height-to-width ratio;
 - expressing different internal functions such as vertical circulation or entry;
 - differentiating individual apartments to achieve identity and personalization.

For taller and larger buildings:

- Use transitional volumes to help integrate a development where the adjacent built environment is of a lesser scale.
- Set back the upper floors or use a podium form to prevent visual dominance at the street edge.
- Divide the overall massing or break up overly large forms. Where appropriate, a large building should be able to be read as a series of discrete forms. This reduces visual dominance and creates aesthetic interest.
- Create variation along the facade of long buildings, potentially stepping volumes forward or backwards, to create visual rhythm.



Building massing demonstrating division of volumes and visual rhythm.⁹

Step-backs

Building step-backs are architectural design elements that are applied to the upper-stories of a development. Step-backs add interest to a building, provide human scale, and create interaction with the street. A step-back requires that any portion of a building above a certain height recedes further towards the center of the property. Building design setbacks and step-backs provide the following benefits:

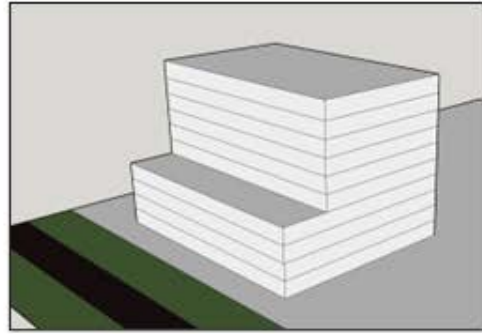
- Diversity in building height form, and placement
- Opportunity for adding landscaping and open spaces
- Creating human scale by proportionate height and massing
- Increasing views of surrounding areas



Example of building step-backs with views to the beach and interaction with the street.^{10, 11, 12 & 13}

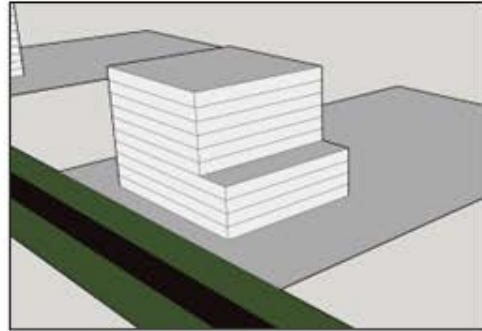
Front Stepback

Reduces building height along the right of way, which creates a more human scale



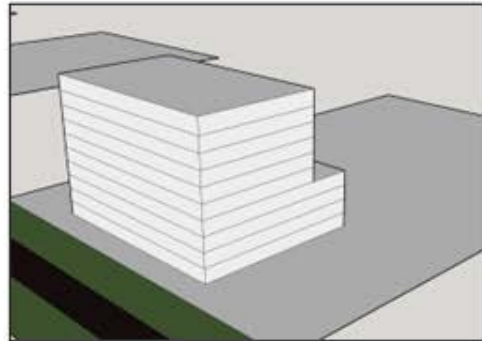
Side Stepback

Reduces building height along the side property lines of a site, providing new view corridors



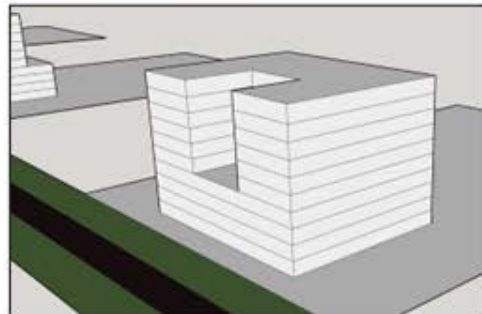
Rear Stepback

Reduces building height along the rear property lines of a site, creating compatibility with surrounding developments



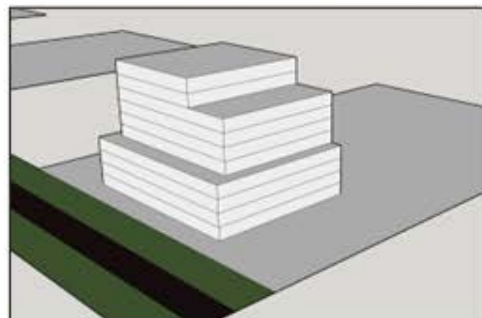
Middle Stepback

Reduces height in the center of a building's façade, producing opportunities for open space and breaking up the building mass



Combination of Stepbacks

Combined benefits of multiple setbacks create a more attractive building shape and overall design



As a whole, step-backs help to provide better view corridors, compatibility, interesting building facades, and use setbacks to create building shape and form.

Articulations

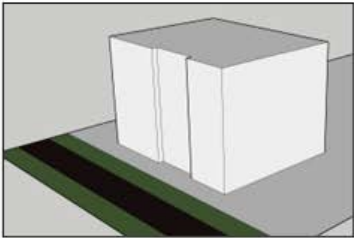
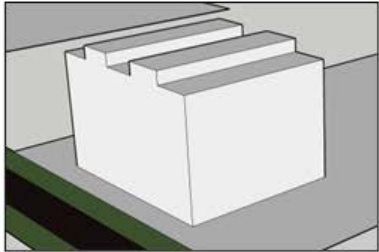
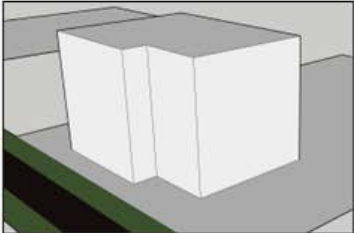
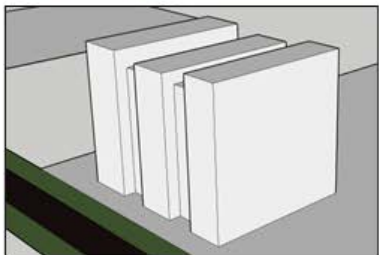
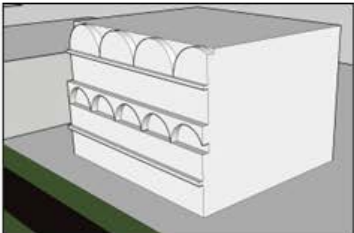
Building articulation is an architectural element that promotes human scale by visually breaking building massing and facades into smaller portions. Articulations can be used to emphasize sections of buildings for aesthetic interest, create rhythm and movement along building facades, and distinguish particular uses of building sections such, as a main entry. Building designs should create both horizontal and vertical interests from the street and other views.

The appropriate scale for articulation is often a function of the size of the building and the adjacent public spaces including sidewalks, planting zones, and roadways. Building design for the Beach Road Corridor must include articulations toward the Intracoastal, the beach area, and along the elevation fronting the road.



Horizontal and vertical articulations create architectural design and interesting buildings.^{14 & 15}

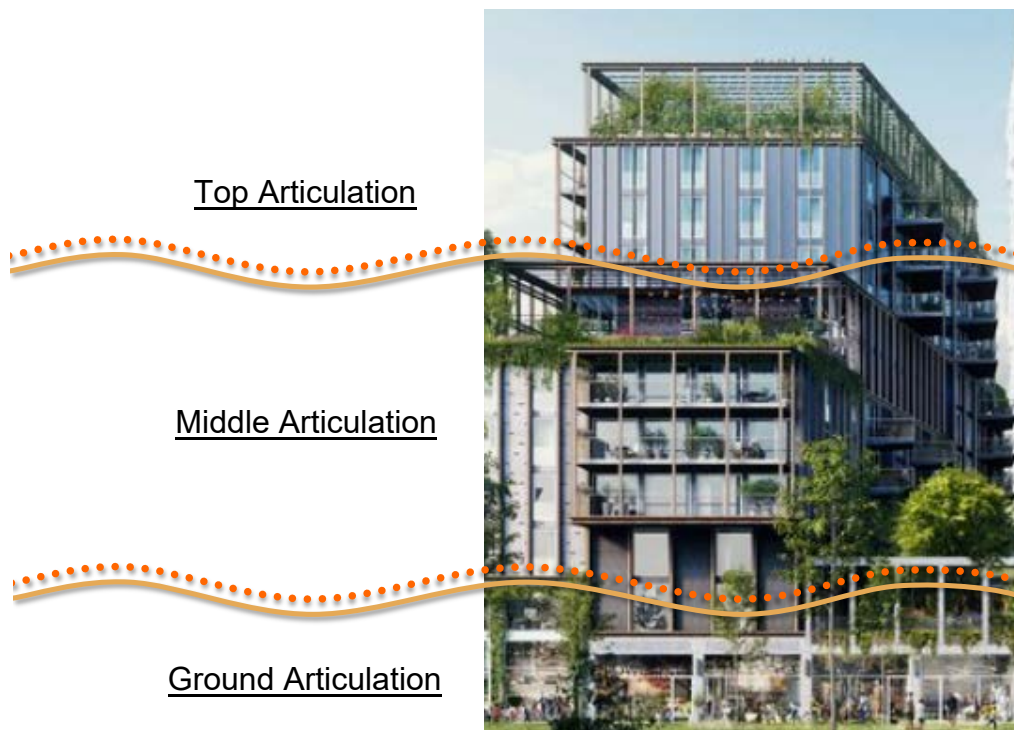
The following figure presents five (5) different considerations about building articulations:

<p>Minor Wall Offset</p>		<p>Variation in Height</p>	
<p>Can be used to break up large expanses of walls to provide movement through the façade</p>		<p>Can be used to provide a change in the roof line, creating top articulation</p>	
<p>Major Wall Offset</p>	<p>Can be used to create opportunities for amenity space or to make a pronounced entryway</p>	<p>Multiple Articulations</p>	<p>A combination of multiple articulations result in the most appealing building façade</p>
<p>Arches and Trim</p>	<p>Can also be used to provide rhythm to guide the eye along the building façade</p>		
			

The design of a building includes three (3) types of articulations: the top, the middle, and the ground, as shown in the following illustrations:



Various building articulations provide visual diversity a sense of human scale, and minimizes the massiveness of buildings.¹⁶



Building articulations define and distinguish spaces.¹⁷

Top Articulation

The top section of the building should emphasize a distinct profile or outline with elements such as projecting parapets, cornices, different heights, upper-level setbacks or a defined roofline. Top or upper building articulations frame the structure and are an opportunity to create a unique addition to the skyline of the corridor. Roofs and roofline design create and enhance the building aesthetics through the following:

- Roofs can add visual interest to the building by creating a defined skyline or architectural feature.
- Roofline projections can break up a long ridge line.
- A variety of roof lines and planes adds rhythm and character to the building, especially for projects that exceed two stories in height.
- For large and tall buildings, diverse rooflines are encourage to minimize massing.



Different shapes and building forms create a diverse top articulation.¹⁸



The roof design creates comfortable and enjoyable recreational spaces, providing amenities and pleasing views to the surrounding built and natural environment.¹⁹

Middle Articulation

The middle section of the building should be distinguished from the top and bottom by a change in façades such as the materials, windows, balconies, and step-backs. Balconies create an apertures in building facades that allow the user to experience the outdoor environment and amenities. The following are design considerations when proposing balconies:

- Balconies railings should be designed to complement the architectural style of a building and preserve views of the natural and built environment.
- Balconies along building facades provide architectural breaks and strive for balance between repetition and rhythm.



Balcony furniture contributes to the outdoor realm and appeal of the balcony from the street/beach.²⁰



Diverse balconies eliminate monotonous building facades.²¹

The pattern and proportion of windows and glazed areas are important to the building's architectural character. Building design should incorporate an appropriate balance between the solid wall and window ratio. Window design should include the following:

- Accents surrounding or within a window, such as muntins, mullions, shutters, or precast surrounds
- Provide balance between solid wall and window area and not overtake the entire façade
- Provide diversity of openings and not be repetitive
- Create depth and shadow on a façade
- Express individual modules of a larger façade
- Building surfaces, walls, fenestration and roofs shall be compatible and in harmony with the built and natural environment



Window size variation captures viewers eyes creating a visual interest.²²



Window/balcony placement and proportions create visual interest.²³

Ground Articulation

The appropriate scale for ground articulation is often a function of the size of the building and the adjacent public spaces including sidewalks, planting zones, and roadways. Ground-floor building articulation is critical in creating a welcoming corridor that supports pedestrian activity by providing a sense of security and community identity, and aesthetic beauty. Special ground-floor design treatments shall provide articulation through landscaping, building materials, and fenestrations.



Ground articulations achieved through the use of landscaping, building materials, and fenestrations.^{24 & 25}

Fenestration

Fenestration refers to the openings in a building's façade or envelope, and it also includes its arrangement and installation. A building's envelope is any element of a building's outer shell that works to maintain a dry, heated, or cool indoor environment and facilitate its climate control. The three main components of fenestration in architecture are:

- Doors
- Windows
- Skylights

The proposed building fenestration for the Beach Road corridor shall contribute to the articulations (top, middle, and ground), consider opening to wall ratios, and be cohesive and complementary to the architecture. **Extensive glazing walls are highly discouraged.**



Height variations coupled with other elements such as wall offsets, fenestrations and articulations.^{26 & 27}

Openings, including windows, doors, and skylights, should be designed for optimal performance with consideration given to environmental conditions and building orientation. Advancements in technology have led to fenestration options that offer sound reduction, extreme weather resistance, solar and thermal insulation, as well as decorative and privacy treatments.

The design of a building on the Beach Road Corridor should include fenestrations that take advantage of these technological advancements. The selected fenestration materials contribute to its efficiency and overall building performance. When considering glazing options, some issues to consider include:

- Heat gains and losses
- Visual requirements (privacy, glare, view)
- Shading and sun control
- Thermal comfort
- Condensation control
- Ultraviolet control
- Acoustic control
- Color effects
- Daylighting
- Energy requirements

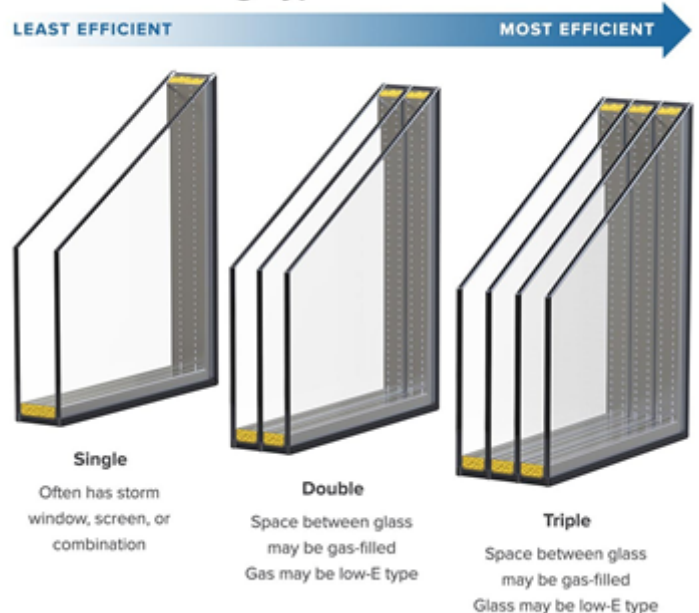
These fenestrations can be used at the ground, middle, or top articulations. The placement of windows provide environmental benefits such as the increase of natural lighting that reduces the usage of electricity.

Glass is the typical material used for windows, provides daylight and weather protection of buildings. The following are some of the most common types of glass:

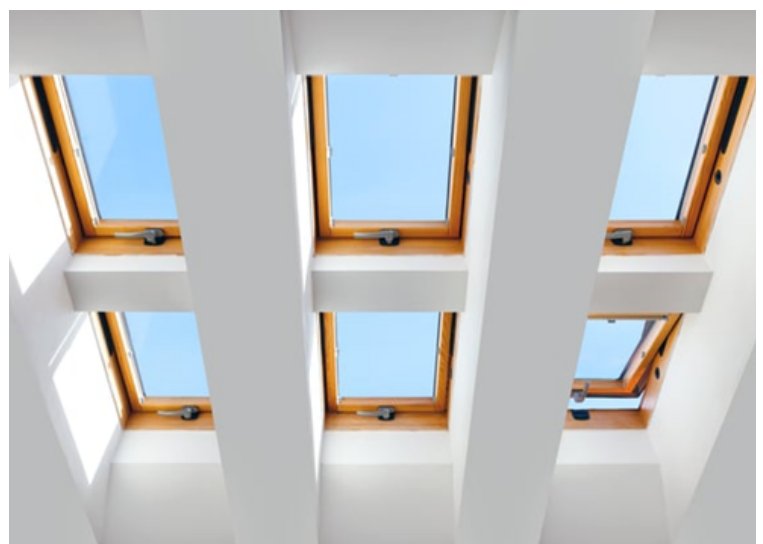
- Architectural glass
- Laminated glass
- Coated glass
- Tinted glass
- Insulating glass units

Like windows, skylights provide natural lighting and ventilation, but from the ceiling rather than walls. Skylights can make spaces feel larger, create interesting spaces, and promote diverse roof facades.

Window Glazing Types



The type of pane glass can greatly reduce heat transfer through the building envelope.²⁸



Skylights provide additional natural lighting and ventilation.²⁹

Building Materials & Color

Materials provide character and create a sense of permanence, and define architectural styles. Textures, colors and scale helping a new building blend in with its surroundings. Building materials should include the following:

- Be high quality and aesthetic pleasing
- Avoid the use of highly reflective or dark materials
- Be consistent with the building colors and complement the building form
- Emphasize the architectural features

The Beach Road Corridor is located within a Federal Emergency Management Agency (FEMA) flood zone and is subject to extreme weather conditions such as hurricanes, flooding and high impact winds. Design materials should include materials that will withstand corrosion, erosion, and high impact winds. FEMA provides examples of flood-resistant materials, such as:

- Lumber: Preservative-treated or naturally durable wood as defined in the International Building Code. Naturally durable wood includes the heartwood of redwood, cedar, black locust, and black walnut.
- Concrete: A sound, durable mix, and when exposed to saltwater or salt spray, made with a sulfate-resisting cement, with a 28-day compressive strength of 5,000 psi minimum and a water-cement ratio not higher than 0.40—such mixes are usually nominally more expensive and rarely add significant cost to the project (consult ACI 318-02, Building Code Requirements for Structural Concrete and Commentary by the American Concrete Institute). Reinforcing steel used in concrete or masonry construction in coastal areas should not be left exposed to moisture and should not be stored on bare ground. The reinforcing steel should be free from rust and clearances should be maintained as shown on the design drawings.
- Masonry: Reinforced and fully grouted. If left unfilled, then masonry block cells can create a reservoir that can hold water and can make the masonry difficult to clean following a flood.
- Structural Steel: Coated to resist corrosion.
- Insulation: Plastics, synthetics, and closed-cell foam, or other types approved by the local building official.



Materials chosen with context of the environment and aesthetic consideration.^{30, 31, & 32}

In addition to FEMA's recommended flood-resistant materials, the following are materials suitable for oceanfront and flood risk environments.

- Coral Stone
- Sandstone
- Limestone
- Slate
- Granite
- Glass
- Porcelain
- Concrete



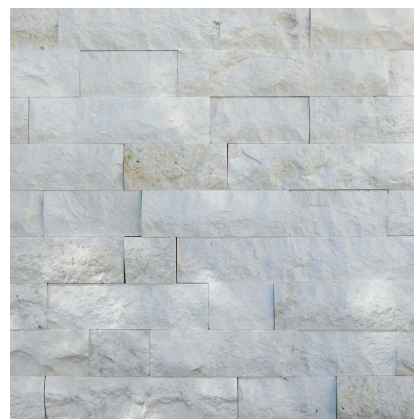
Sandstone



Coral Stone



Porcelain



Limestone

Materials should withstand high winds and coastal hazards from the beach while matching the natural elements of the beach and the Intracoastal.

Buildings and their appurtenances may be characterized by a distinguishable color palette that is compatible with its surroundings.

These guidelines establish building color criteria, including coastal and beach colors for all buildings and accessory structures in the district. However, the applicants may propose similar colors not shown on the color palette. Any secondary color or building trim must harmonize with the primary paint color.

These Design Guidelines aim to define and enhance the aesthetic character of the Beach Road Corridor, while improving and/or maintaining property values. Proposed colors for buildings are expressed in two (2) categories:

1. Primary building colors for building facades, and
2. Secondary building colors for larger "accent" areas such as a lower building base, roof lines building design details, or accent trim around fenestrations.



The assortment of building colors and building materials on various portions of the building façade contrast and emphasis on architectural details/elements.³³

Primary Building Colors

This color category relates to the majority (main color) area of façade on the building. Recommended colors include whites, neutral tones, and through soft pastel colors such as grays, pinks, yellows, light greens and blues. (see color palette)

Secondary/Trim Building Colors

These colors are used for select sections of the building facade and are limited to mid-range intensity of the primary building color or a complementary color. Secondary colors shall be used for emphasis and limited to 45% of the major surface plane they cover.

Trim colors are used for accent purposes and are the most intensive group of colors allowed. They shall be limited to not more than 5% of the building surface. Trim colors can be darker or lighter than the primary colors.

- A. Exterior colors of a light intensity are generally appropriate. The use of highly saturated, dark colors, or black is discouraged.
- B. Exterior color schemes that attract undue attention to the building are heavily discouraged.

RECOMMENDED COLOR PALETTE



The color palette board includes various recommendations; however, the applicants may propose similar colors not shown on the color palette board.

Green Building Design

Green Design uses sustainable methods to reduce the carbon footprint and create a better quality of living by reducing the excessive use of energy and minimizing pollution. Through green design, buildings and sites are designed to include green walls, renewable energy, and other sustainable technological and design practices. Sustainability encompasses economic, social, and environmental factors to focus on the needs of present development without compromising the ability to plan/design for the future.

Sustainable design includes a wide variety of elements. Typically, sustainable building incorporates solar panels, reusable water, and green roofs. All of these elements help reduce the carbon footprint by reducing the amount of energy and resources necessary to maintain the structure.

Green roofs can absorb annual rainfall and reduce stormwater runoff. In addition, they create habitats for biodiversity, transform rooftops into usable amenities such as parks, vegetable gardens, or other recreational spaces. Vegetation provided on green roofs can also reduce the indoor temperatures and the urban heat island effect by offsetting heat absorption into hard surfaces. Rooftop plantings or garden provide shade and retain water in the soil that remove heat from the air and reduces temperatures on the roof surfaces.

These guidelines include the following green design principles:

- The use of living green walls and live vegetation on the façade of the building is highly encouraged.
 - Plant selection complementary to site plant palette
 - Emphasize architecture or architectural elements
- Rooftop green spaces (gardens, open spaces, etc.)
 - Native and Florida-friendly Vegetation
 - Plant selection:
 - compatible with local sun, wind, water exposure
 - consider root systems, growth rates, maintenance levels, year-round climate acclimation and durability
 - Plant media selection:
 - promote erosion control and water retention
 - Provide industry requirements for membranes, root barriers, drainage systems, filter fabrics, etc.
 - Incorporate furniture, shade structures, walkways, etc. into green roof design
 - Integrate solar panels into green roof design
 - Artificial turf is discouraged.
- Alternative building materials
- Obtaining/striving for sustainable and green building certifications such as: LEED certification, Edge Certification, Green Star Certification, and other similar certifications
- Installation of Solar Panels



Repurpose empty building spaces by creating native and beautiful recreational and open spaces.^{34 & 35}

II. SITE PLANNING

The design and planning of a site is paramount. The location of buildings, landscape, parking areas, lighting, driveways, and recreational facilities are key elements to site planning. Site design should provide a compatible and harmonious relationship between the proposed development, zoning code requirements, and the built and natural environment. The design must provide for adequate drainage and reduce stormwater runoff from the proposed development.

Building Orientation

Building orientation is the practice of facing a building to maximize certain aspects of its surroundings, such as street appeal, to capture a scenic view, for energy efficiency, for drainage considerations, etc. Along with massing, building orientation is a crucial consideration in the design phase. It should be decided concurrently with massing early in the design process, as neither can be truly optimized without the other. Successful building orientation can also minimize other site conditions, such as rainwater harvesting driven by prevailing winds.

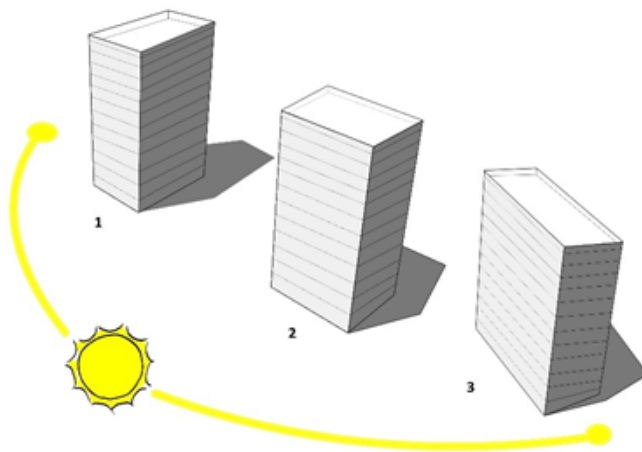


Building orientation provides significant importance not only from the street view, but from adjacent waterways and beaches.³⁶

Decisions about building orientation begin early in the design phase and involve all project team members. It helps to have input from experienced passive solar design architects and builders and to consider site conditions such as temperature, solar access, and wind to evaluate design opportunities. Building orientation impacts daylighting, which also relates to building geometry, window selection, interior layout, HVAC sizing, and electrical lighting design. Utilizing computer simulation software and energy modeling tools help to assess how building orientation and passive design considerations affect overall building performance.

Building orientation plays a significant role with respect to the sun usually intended to maximize solar gain at the appropriate time of the year and to minimize solar gain in the summer. Best orientation can increase the energy efficiency of a residential building by making it more comfortable to live in and less expensive to maintain. The sun is lower in the sky in winter than in summer, allowing designers to plan and construct buildings that capture that free heat in winter and reject the heat in summer.

As with massing for visual comfort, buildings should usually be oriented east-west rather than north-south. This orientation harnesses daylight and controls glare along the long faces of the building. It also minimizes glare from the rising or setting sun.



Orientation #1 is worst for daylighting, #3 is good, and #2 is best.³⁷

Passive and Active Solar Strategies

Passive solar strategies use building components to collect, store, distribute, and control solar heat gains. Such strategies include implementing large, south-facing windows, sourcing building materials that absorb and slowly release heat, manipulating building form to influence ventilation, and minimizing unwanted heat gain through proper window selection and glazing. Shading devices such as roof overhangs or landscaping also reduce solar load.

Active solar strategies capture and store the sun's energy through mechanical or electrical means. Solar photovoltaic systems generate and store electricity, while solar thermal systems heat liquid directly and transfer thermal energy for heating water or air. Solar ready buildings have south-facing roofs not shaded by nearby trees, structures or buildings.

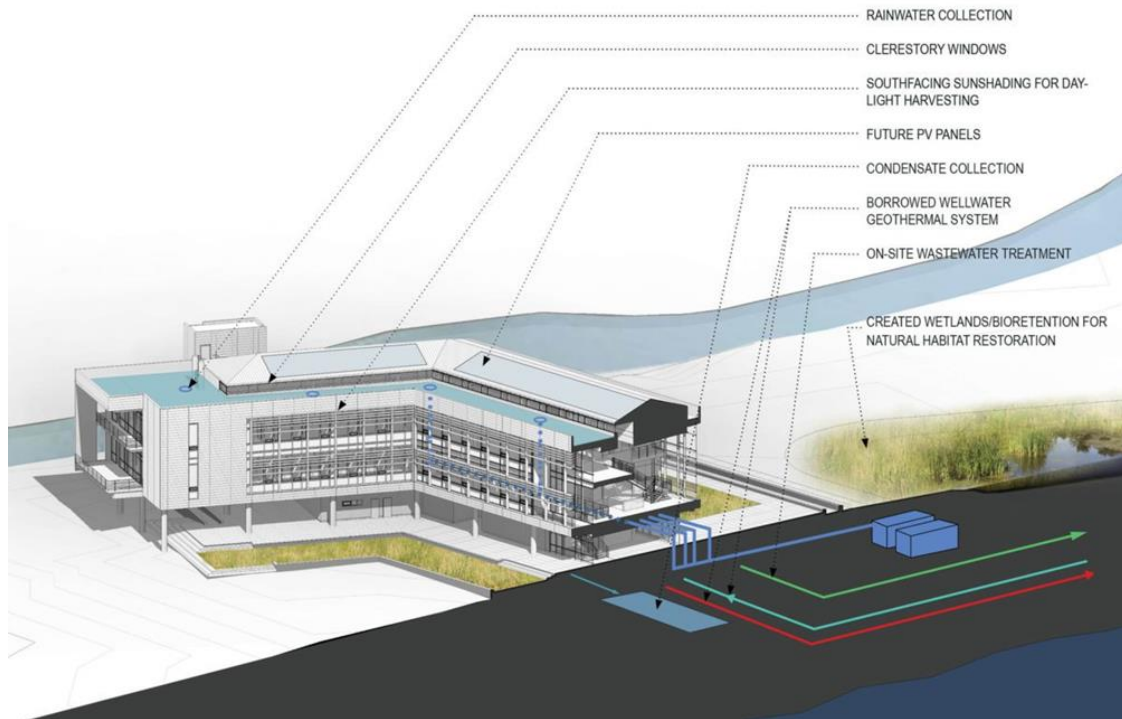
Buildings oriented for passive and active solar provide multiple benefits:

- Utilize solar, a renewable energy source, reducing greenhouse gas emissions and slowing fossil fuel depletion.
- Connect occupants to the natural environment by responding to changing weather conditions and providing window views.
- Provide daylighting, which decreases electrical lighting requirements and increases occupant satisfaction and productivity.
- Employ thermal massing, which reduces temperature swings and produces a higher degree of temperature stability and thermal comfort.
- Reduce heating and cooling costs through natural heating/cooling and ventilation.
- Lower operation and maintenance costs by requiring fewer moving parts and opportunities for mechanical failure.

Considering life-cycle costs and annual energy and maintenance savings, buildings designed to maximize solar access are often less expensive than conventional buildings. Passive solar features, such as south-facing windows, thermal mass, and roof overhangs, can theoretically pay for themselves by reducing mechanical heating and cooling loads, unit size, installation, operation, and maintenance costs. Compared to passive solar systems, active solar systems often have a higher initial cost and longer payback period depending on the size and the type of technology but may be offset with currently available federal and state tax credits.

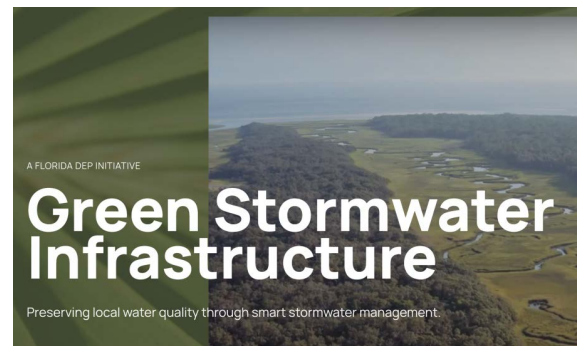
Building Resiliency

Building orientation for passive and active solar design enhance a building’s resiliency by maintaining livable conditions in the event of power interruption and loss of heating fuel. Daylight-optimized buildings provide interior light, and highly insulated buildings with natural ventilation maintain thermal comfort for building occupants. Photovoltaic systems with battery storage and islanding inverters provide emergency “power islands” during times of storm or other grid outages.



Windows, solar panels, and drain collection elements help aid the sustainability of a building.³⁸

Florida Department of Environmental Protection's (DEP) Green Stormwater Infrastructure manual contributes to building resiliency by integrating stormwater practices and policies into the development. This is accomplished by using a site's landscaping and open spaced areas to retain and treat stormwater on-site rather than transferring stormwater off-site.

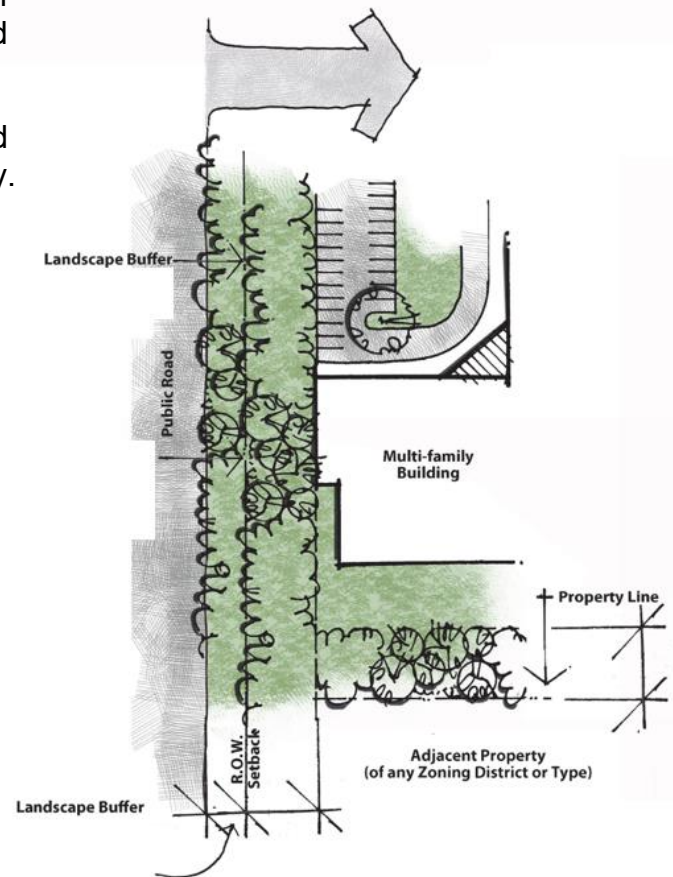


Vehicular Access and Parking

Vehicular needs should be accommodated within a development without dominating the appearance of the site or compromising pedestrian accessibility and safety.

Since aesthetics and safety are paramount to the urban character of the Beach Road Corridor, these guidelines alluded to recommended, acceptable, and favorable designs for parking lot and vehicular use design configurations. Vehicular access areas and parking should include the following:

- Driveways should be less visually dominant and avoid long runways.
- Landscape buffers fronting the parking lot to eliminate direct views of parking lots from the public roadway.
- Garage parking is highly encouraged.
- Where parking must occupy a front yard, the landscape plan should provide for screening of cars from street view, and trees, should be planted to shade the parking area.
- Parking lots and similar vehicular use areas should be configured and designed as an aesthetic asset to the development and surrounding buildings/environment.
- Parking lots should be treated as a transitional space between the access areas, building and other spaces.
- Parking lot and vehicular access lighting should be designed for visual effects as well as safety.
- Parking lot light fixtures should be selected for functional value and aesthetic quality.
- Fixtures should be regarded as "furniture of the parking lot" which are visible both day and night.
- Permeable pavers and similar parking materials are encouraged.



Well maintained hedges, mature trees, and groundcover help soften the appearance of parking lots from the street.³⁹

Recreational Space

The design of the development shall comply with the R-3 Open Space Zoning Regulations and provide in multiple fashions, at grade, on the roof, balconies, terraces, etc.



Buildings using building design to create interesting open spaces and recreational spaces on multiple portions of the building.^{40 & 41}

- Since the Beach Road Corridor is residential and surrounded by natural beauty, all developments should be sited to maximize views and opportunities for creating attractive and well-integrated private and public open spaces.
- Common areas should be accessible and connected by a comprehensive, on-site pedestrian circulation system.

Refuse and Loading

The placement, screening and accessibility of refuse areas are critical in site design. Refuse and waste disposal which includes both trash collection and recyclables ensures that neighborhoods and environments remain clean and sustainable. Recycling reduces the amount of waste sent to landfills. Unkept and unsanitary dumpsters and other waste can create nuisance factors such as unsightliness, odors, and rodents.

The location of dumpsters and screening shall be in accordance with Village Code Section 78-300. In addition, developments shall coordinate with the Village's solid waste provider to determine any necessary ingress and egress requirements.

The site design shall consider the dumpster location and screening as follows:

- The design should be compatible with the architecture of the building(s) on site and incorporate similar color palettes and/or materials.
- Dumpster enclosures should be screened with landscaping.
- Exterior trash receptacles shall be enclosed within a concealed structure and be in a location that is convenient for all residents, and where noise and odors will not disturb adjacent properties.
- Receptacles should not be visible from public streets.



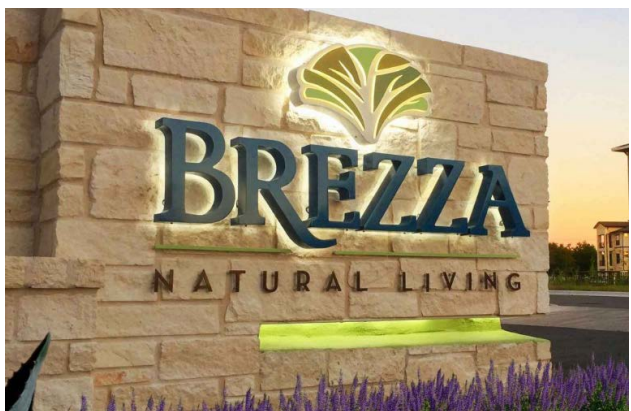
Dumpster screening reduces unsightliness and with the proper materials that complement the building aesthetic.^{42 & 43}

Signage and Lighting

The Beach Road Corridor is home to multifamily residential buildings that are required to provide signage in compliance with the Village Code. Signage should:

- Be aesthetically pleasing
- Incorporate complementary materials and colors that are compatible with the building.
- Include lighting or backlighting for visibility and aesthetic purposes.
- Be an integral component of the building and site design and should be appropriately scaled and consistent in character with the project's overall design.
- Be aligned and oriented to provide clear visibility so that information is easily communicated.
- Be an integral component of the site and not a dominant feature.
- Not obscure views of oncoming traffic for motorists or pedestrians.

Landscape and irrigation at the base of freestanding signs shall be provided in accordance with Article XI of the Village Code of Ordinance.



Signs should be designed to be aesthetically pleasing with landscaping and lighting at the base and lighting.^{44, 45, 46, & 47}

Lighting should enhance the architectural character and ambiance of the development as well as provide safety. Lighting within a subject site shall be consistent with and provide the following:

- Exterior lighting shall be designed to coordinate with the building and landscape architecture.
- Building-mounted fixtures shall be compatible with the building façade.
- Overall lighting levels should be consistent with the character and intensity of existing lighting in the area surrounding the project site.
- Perimeter lights should direct light downward and not over property lines.
- Height of pole mounted fixtures should be compatible with the height of structures within the project.
- The type of light fixture shall be suitable for the use it serves: i.e., bollard lights along pedestrian walks, pole-mounted lights for parking areas, spotlights for accents, etc.
- The type of light source should be consistent throughout a project.
- Lighting should be in accordance with Crime Prevention Through Environmental Design (CPTED) guidelines.
- Lighting shall be in accordance with Article 14 Chapter A of the Palm Beach County Sea Turtle Ordinance.

Compatibility and Transition

Compatibility and transition of buildings are key factors for development within the Beach Road Corridor. Compatibility between the proposed development and surrounding properties, as well as other properties in the corridor shall be considered in the design process. Transition refers to the gradual change in development characteristics such as building height across consecutive properties or areas. A development's scale, size, color and proportion of building elements, components, and materials must be designed to minimize intensity in the Corridor.

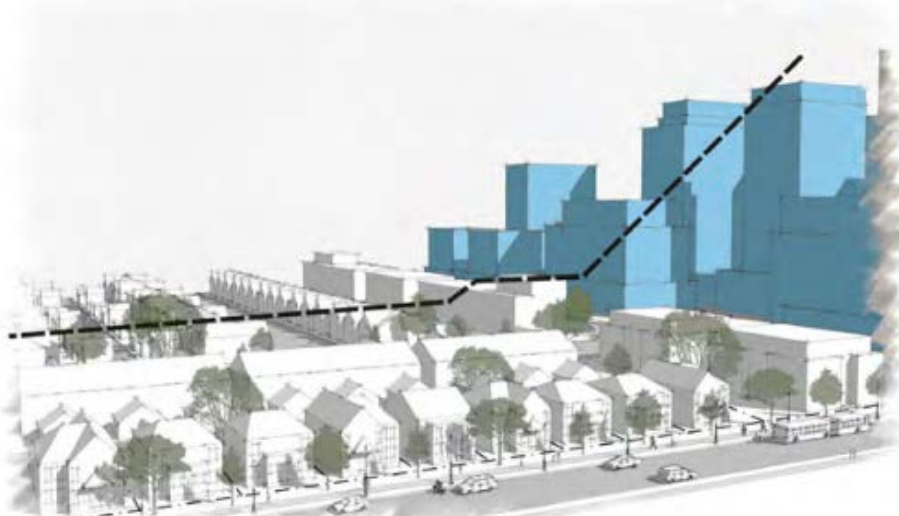
When considering building compatibility within a neighborhood or corridor:

- Simple box architectural forms are discouraged.
- Building facades should be articulated in vertical and horizontal intervals.
- Large blank walls should not face the street or sidewalk.
- Where large blank walls are unavoidable, they should be treated with trellises, planters, or other human scale architectural elements.

Proposed site design for the Beach Road Corridor should emphasize transitional elements as follows:

- Buildings should respect adjacent properties and minimize the disruption of the privacy and outdoor activities of residents in adjacent buildings.
- Upper floors or side or rear walls may be stepped back so that window areas and balconies are further from the property line.
- Site and building design should incorporate design treatments to provide transition and a mitigation of height, bulk, and scale impacts.
- Include the use of architectural style, façade modulation, details (such as roof lines or fenestration), color and material, and the creative use of landscaping or other screening along the boundaries/property lines.

Because part of the Beach Road Corridor is adjacent to single family homes in Jupiter Inlet Colony, proposed developments should provide transitioning elements to be compatible with its immediate surroundings and the height and massing of the single family residences.



Compatibility and transition with respect to surrounding buildings.⁴⁸

III. LANDSCAPING

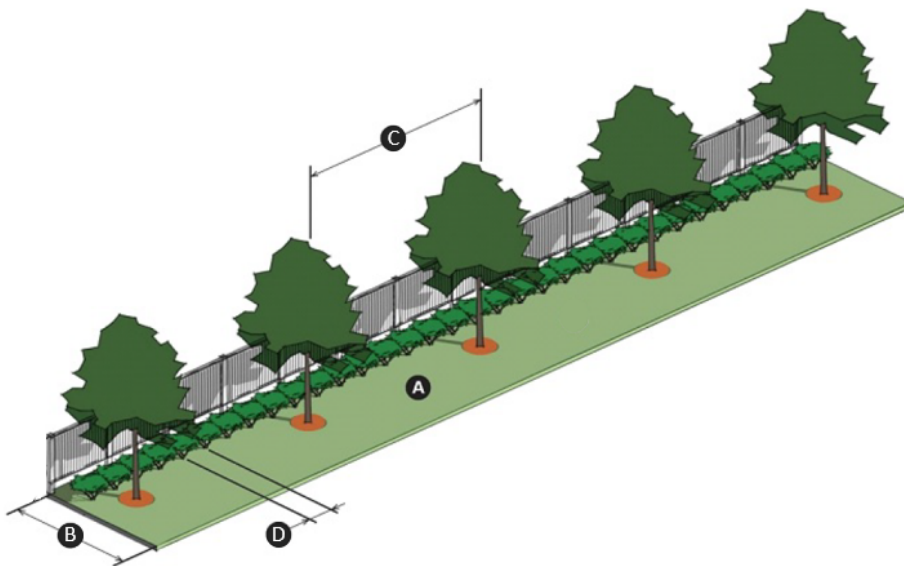
Landscape design not only beautifies a site but also creates enjoyable and inviting spaces that complement the building and its surroundings. Landscaping can be utilized to soften the building massing around the foundation of buildings, within parking lots and right of ways, and to buffer between properties. Also, landscaping can enhance the architecture of a building by creating green roofs and green walls. Landscaping is essential to increasing the presence of urban forestry and cooling islands that reduce urban heat. Determining the landscape material and placement provides a complementary element in achieving a successful development. Landscaping is a pivotal element and creates synergy between nature and the built environment.

Landscape Buffers

Landscape buffers are transitional areas between two or more land uses, which help with privacy, nuisance factors, water runoff, and promote a green environment between neighboring properties.

The Beach Road Corridor's land development code requires the following landscape buffer areas:

- A ten (10) foot landscaped buffer strip shall be provided along the side property lines.
- A fifteen (15) foot landscape buffer strip along the front property lines for properties within the R-3 Zoning District.
- Waterfront properties shall provide a 5-foot landscape buffer at a minimum 40 percent of the property's total rear lot line. The 5-foot landscape buffer shall be taken from the back side of the bulkhead/seawall/rip-rap of all waterway properties, and from the back (west) side of the dune. This buffer strip will be landscaped with various trees coupled with dense hedges and other plant materials. One canopy tree or three palms shall be required for each 30 linear feet of perimeter landscape strip. Trees and Palms may be grouped, but the minimum number of trees required by this section must be met. In addition, one shrub, at least 24 inches in height, shall be required for each 2 linear feet.



- Ⓐ Reserved for the planting of material and installation of screening as required.
- Ⓑ Minimum of ten feet in width.
- Ⓒ Shade or evergreen trees planted one per 30 linear feet.
- Ⓓ Scrubs planted one per two linear feet.

Foundation Planting

- Planter guards, low planter walls and planter boxes on upper stories and roofs are features that help incorporate landscaping as part of a building's architecture.
- Plantings should help frame views and should define the project entrance and building entries.
- Foundation plantings should complement the building architecture as well as soften and break up the building and/or roof mass.

Prohibited Species

The Village of Tequesta Code of Ordinances, Section 78-397 identifies trees and plants, which are prohibited in the Village of Tequesta.

Prohibited Species

(a) The following plant species shall not be planted in the Village:

- (1) Melaleuca quinquenervia (commonly known as Punk Tree, Cajeput or Paper Bark).
- (2) Schinus terebinthifolia (commonly known as Brazilian Pepper or Florida Holly).
- (3) Casuarina species (commonly known as Australian Pine).
- (4) Acacia auriculiformis (commonly known as Earleaf Acacia).
- (5) Albizia lebeck (commonly known as Woman's Tongue).
- (6) Ardisia solonacea (commonly known as Shoebuttan Ardisia).
- (7) Colubrina asiatica (commonly known as Lather Leaf).
- (8) Dioscorea bulbifera (commonly known as Air Potato).
- (9) Ficus altissima (commonly known as Lofty Fig).
- (10) Ficus benghalensis (commonly known as Banyan).
- (11) Hibiscus tiliaceus (commonly known as Mahoe).
- (12) Jasminum dichotomum (commonly known as Gold Coast Jasmine).
- (13) Lygodium microphyllum (commonly known as Old World Climbing Fern).
- (14) Mimosa pigra (commonly known as Cat's Claw).
- (15) Rhodomyrtus tomentosa (commonly known as Downy Rose Myrtle).
- (16) Bischofia javanica (commonly known as Japanese Bishopwood).
- (17) Cupaniopsis anacardioides (commonly known as Carrotwood).
- (18) Schefflera actinophylla (commonly known as Schefflera).
- (19) Asparagus densiflorus (commonly known as Asparagus Fern).
- (20) Dalbergia sissio (commonly known as Indian Rosewood).
- (21) Eucalyptus spp. (commonly known Eucalyptus Species).
- (22) Eugenia uniflora (commonly known as Surinam Cherry).
- (23) Grevillea robusta (commonly known as Silk Oak).
- (24) Sansevieria (commonly known as Snake Plant).
- (25) Scaevola sericea (commonly known as Beach Naupaka).
- (26) Wedelia trilobata (commonly known as Wedelia).

Plant Palette

The following lists include plant material recommended to be planted in the Village:

Trees

Bursera simaruba (commonly known as Gumbo Limbo)
Calophyllum Brasiliense (commonly known as Beauty Leaf)
Clusia rosea (commonly known as Pitch Apple)
Conocarpus erectus (commonly known as Silver Buttonwood)
Coccoloba uvifera (commonly known as Seagrape)
Coccoloba diversifolia (commonly known as Pigeon Plum)
Eleaocarpus decipiens (commonly known as Japanese Blueberry)
Filicium decipiens (commonly known as Japanese Fern Tree)
Ilex x attenuata (commonly known as Eagleston / Eagleston Holly)
Lagerstroemia indica (commonly known as Crape Myrtle)
Ligustrum japonicum (commonly known as Japanese Privet)
Noronhia emarginata (commonly known as Madagascar Olive)
Quercus laurifolia (commonly known as Laurel Oak)
Quercus virginiana (commonly known as Live Oak)
Swietenia mahogany (commonly known as Mahogany)

Palms

Accoelorrhaphe wrightii/Paurotis (commonly known as Paurotis Palm)
Adonidia Merrillii (commonly known as Adonidia Palm)
Bismarckia nobilis (commonly known as Bismarck Palm)
Butia capitata (commonly known as Pindo Palm)
Coco nucifera/ "Green Malayan" (commonly known as Coconut Palm)
Copernicia alba (commonly known as Caranday Palm)
Hypphorbe verschaffettii (commonly known as Spindle Palm)
Livistona decora (commonly known as Ribbon Palm)
Livistona chinensis (commonly known as Chinese Fan Palm)
Phoenix canariensis (commonly known as Canary Island Date Palm)
Phoenix reclinata (commonly known as Senegal Date Palm)
Phoenix sylvestris (commonly known as Wild Date Palm)
Ptychosperma elegans (commonly known as Alexander Palm)
Roystonea regia (commonly known as Royal Palm)
Sabal palmetto (commonly known as Cabbage Palm)
Thrinax radiata (commonly known as Florida Thatch Palm)
Veitchia montgomeryana (commonly known as Montgomery Palm)
Wodyetia bifurcata (commonly known as Foxtail Palm)

Mangroves

Aricennia germinans (commonly known as Black Mangrove)
Rhizophora mangle (commonly known as Red Mangrove)
Laguncularia racemosa (commonly known as White Mangrove)



Landscape materials depicted on plant palette. 49, 50, 51, 52, & 53

Shrubs and Groundcovers

Callicarpa americana (commonly known as Beautyberry)
Carissa macrocarpa 'Emerald Blanket' (commonly known as Natal Plum)
Chrysobalanus icaco (commonly known as Cocoplum)
Citharexylum fruitcosum (commonly known as Florida Fiddlewood)
Eleaocarpus decipiens (commonly known as Japanese Blueberry)
Clusia flava (commonly known as Small Leaf Clusia)
Coccoloba uvifera (commonly known as Seagrape)
Codiaeum variegatum (commonly known as Croton)
Conocarpus erectus (commonly known as Buttonwood)
Conocarpus erectus sericeus (commonly known as Silver Buttonwood)
Eugenia foetida (commonly known as Spanish Stopper)
Euphorbia millii "Dwarf" (commonly known as Dwarf Crown of Thorns)
Ficus macrocarpa "Green Island" (commonly known as Green Island Ficus)
Hamelia patens "Compacta" (commonly known as Dwarf Firebush)
Helianthus debilis (commonly known as Dune Sunflower)
Hibiscus rosa sinensis (commonly known as Hibiscus)
Ilex vomitoria "Stokes Dwarf" (commonly known as Dwarf Yaupon)
Holly Ipomoea pes-carprae (commonly known as Railroad Vine)
Ixora spp (commonly known as Ixora Species)
Jasminum volubile (commonly known as Wax Jasmine)
Jatropha integerrima (commonly known as Jatropha)
Liqustrum lucidum (commonly known as Glossy Privet)
Liriope spp, (commonly known as Liriope Species)
Muhlenbergia capillaris (commonly known as Muhly Grass)
Noronhia emarginata (commonly known as Madagascar Olive)
Podocarpus macrophyllus (commonly known as Yew)
Pittosporum tobira (commonly known as Japanese Pittosporum)
Plumbago "Imperial Blue" (commonly known as Plumbago)
Podocarpus macrophyllus "Pringles" (commonly known as Dwarf Yew)
Psychotria nervosa (commonly known as Wild Coffee)
Schefflera arboricola "Trinette" (commonly known as Variegated Dwarf Schefflera)
Schefflera arboricola (commonly known as Dwarf Schefflera)
Serenoa repens (commonly known as Saw Palmetto)
Spartina spp. (commonly known as Cordgrass)
Tabernaemontana divaricata (commonly known as Crape Jasmine)
Tabernaemontana spp. (commonly known as Pinwheel Jasmine)
Tripsacum Floridiana (commonly known as Florida Gama Grass)
Uniola paniculata (commonly known as Sea Oats)
Viburnum spp. (commonly known as Viburnum species)
Zamia pumila (commonly known as Coontie)

Accent Plants

Agave spp.

Bromeliad spp. (commonly known as Bromeliad Species)

Chamaedorea cataractarum (commonly known as Cat Palm)

Chamaerops humilis (commonly known as European Fan Palm)

Corduline fruticosa (commonly known as "Hawaiian Ti")

Crinum asiaticum (commonly known as Crinum Lily)

Garcinia spicata (commonly known as Mangosteen)

Gardenia jasminoides 'Miami Supreme' (commonly known as Gardenia)

Phoenix roebelenii (commonly known as Pygmy Date Palm)

Rhapis excelsa (commonly known as Lady Palm)

Tibouchina granulosa (commonly known as Purple Glory Tree)

Zamia furfuracea (commonly known as Cardboard Plant)

Vines

Allamanda cathartica (commonly known as Allamanda)

Bougainvillea spp. (commonly known as Bougainvillea)

Clerodendrum thomsoniae (commonly known as Bleeding Heart)

Stephanotis floribunda (commonly known as Stephanotis)

Trachelospermum jasminoides (commonly known as Confederate Jasmine)



Landscape materials depicted on plant palette.^{54, 55, 56, & 57}

IV. PUBLIC STREETScape

Streetscape design is vital for the aesthetics of an urban corridor. Streetscape design refers to the natural and built fabric of the street, and defines the quality of the street and its visual effect. The concept recognizes that a street is a public place where people are able to engage in various activities and the different experiences within a space. Streetscape design provides balance between the built environment, the road, and surrounding nature. Public streetscape creates a linkage between pedestrians, cyclist, motorist and the built environment, and when designing a public streetscape, lighting, proper shade, pedestrian pathways, and amenities should create an inviting and comfortable public setting.

The vision for the Beach Road Corridor is to be a welcoming pedestrian-oriented streetscape characterized by the following design elements:

- Lush landscaping
- Meandering sidewalks
- Shade trees and small seating areas

Street Amenities

Street amenities enhance the pedestrian experience, and should incorporate the following features:

- Benches under shade trees
- Planters
- Lighting
- Trash receptacles
- Bicycle racks

Street furniture shall should be placed along the sidewalks (no more than 150 feet apart). Corridor seating should be placed under or near a shade tree to provide comfort from the sun and other elements.



Street amenities and meandering sidewalks with lush landscaping enhance the user experience.^{58 & 59}

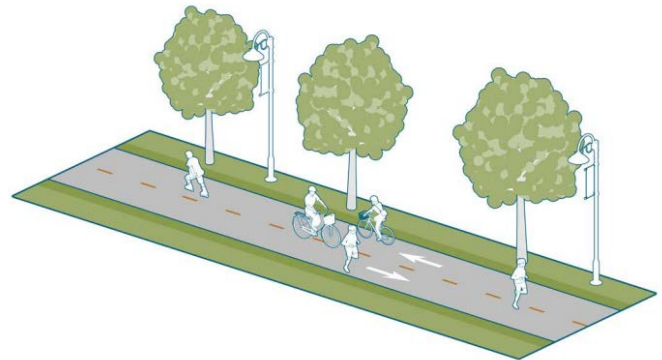
Pedestrian and Cyclist Pathways

Streetscape design should foster a pedestrian-friendly street system, where residents can experience safe, comfortable, and accessible sidewalks. The Beach Road Corridor currently has one sidewalk on the east side of the corridor. Unlike US Highway 1, Beach Road does not have a bicycle lane accommodate cyclists. However, a multi-use path or enlarged sidewalk can accommodate modes of travel throughout the corridor without changing the configuration of the street. Multi-use pathways and sidewalks shall meander around vegetation maintaining the organically shaped design and natural feel of the corridor.

Bicycle racks provide safe storage for cyclists and promote alternative types of transportation. The placement of bicycle racks should coincide with other street furniture to avoid the interruption of pedestrian traffic on the sidewalk. Bicycle parking should be highly visible so cyclists can locate the area immediately upon entering from the street.

Landscaping and Lighting

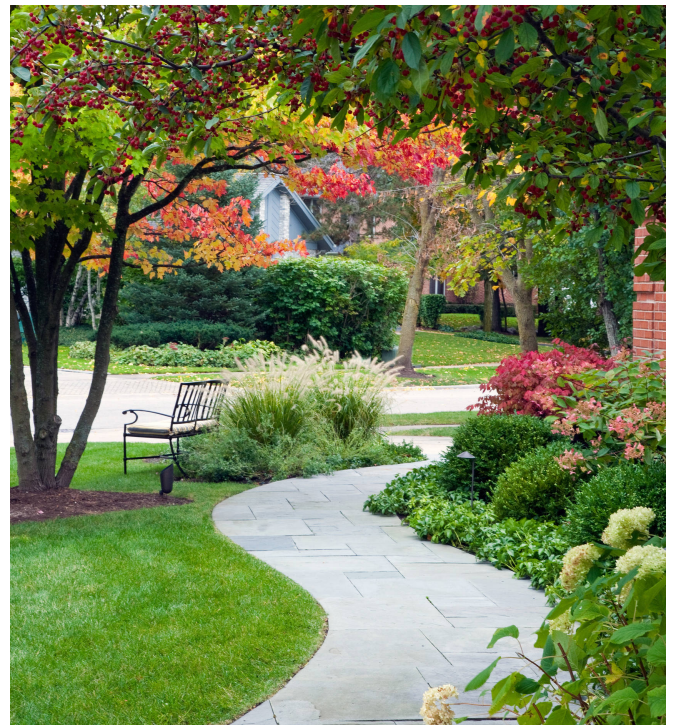
Landscaping within the Beach Road Corridor should be organic and free-flowing. It should include multiple plant sizes, clusters, single plantings, and shade trees. New landscaping should be compatible with the character of adjacent properties to create homogeneous continuity.



Street lighting should balance function, visual aesthetics, and environmental matters, while providing adequate lighting to vehicular traffic and creating pedestrian-friendly safe spaces.



Landscaping and lighting treatments that flow with the curved pathway.^{60, 61, & 62}



Utilities

The location of utilities can impose hazards for pedestrians and motor vehicles; therefore, they should not be located near pedestrian routes/paths. Service elements, utility meters, and equipment should be strategically located away from the street front as much as possible and must be screened from public view. Applicants should bury overhead power lines to eliminate potential hazards, reduce power outages, and contribute to the aesthetics of the corridor.

CONCEPTUAL BEACH ROAD CORRIDOR STREETScape DESIGN

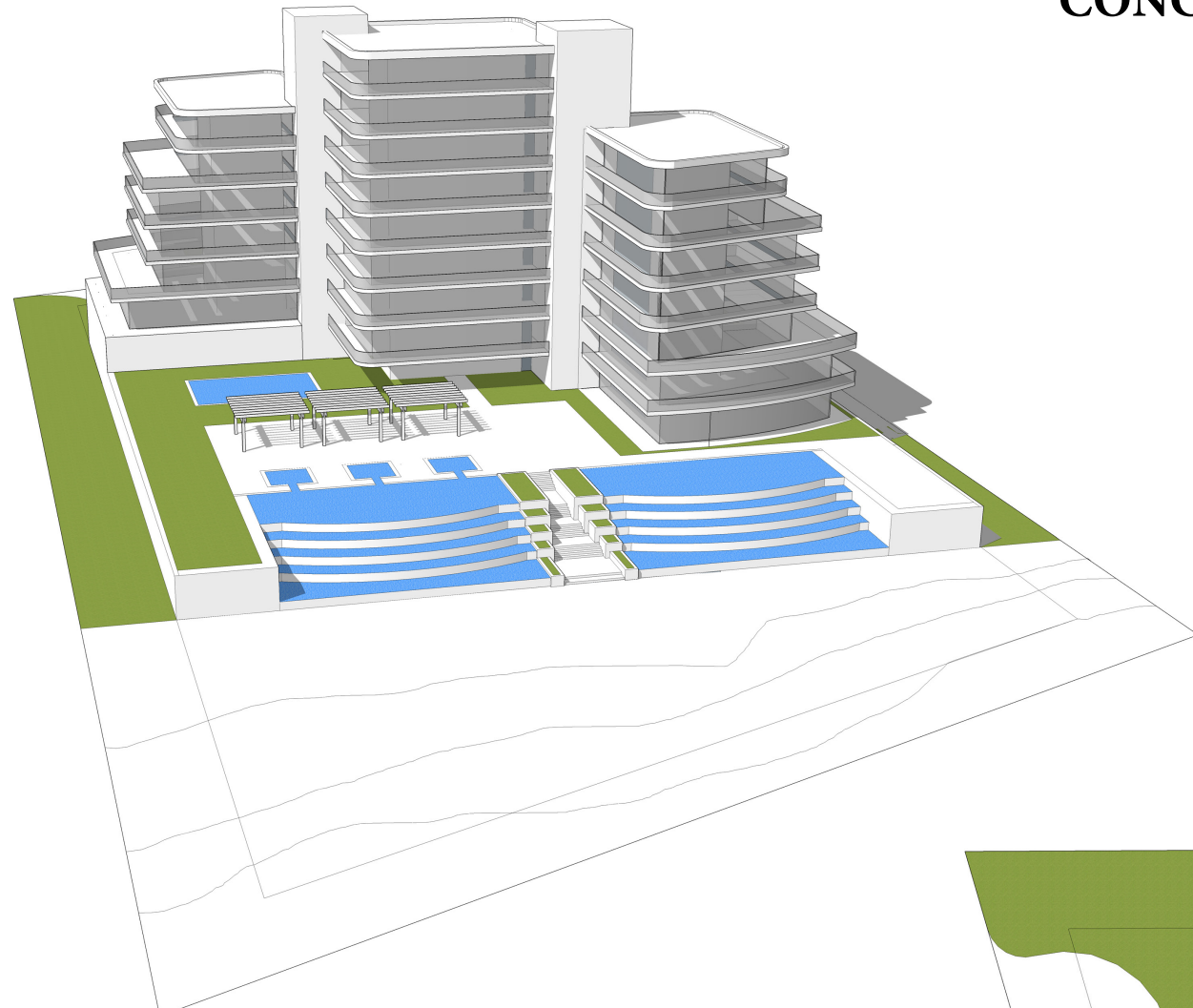


CONCEPTUAL BEACH ROAD CORRIDOR SECTION



NOT TO SCALE

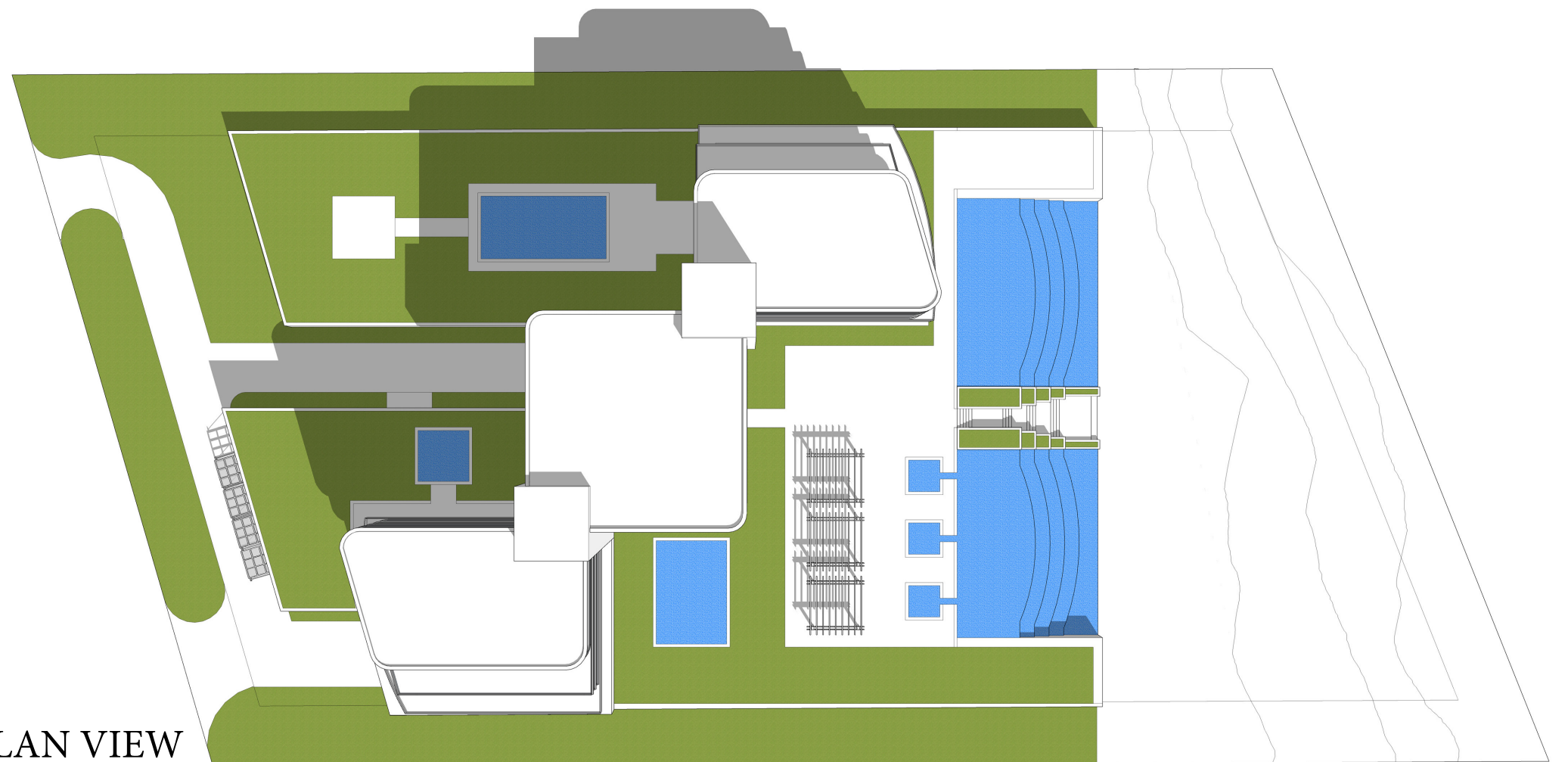
CONCEPTUAL BUILDING DESIGN



OCEAN VIEW



STREET VIEW



PLAN VIEW

V. APPENDICES

A. Design Guidelines Checklist

The following checklist is a tool to assist in the design and review of the proposed development. This checklist presents a summary of the design guidelines; however, it is not meant to be a substitute for the detailed descriptions of the design principles included in the subject document. The applicant will need to complete this checklist and provide an explanation of how each design element is accomplished in the development.

<i>The proposed development includes the following:</i>	EXPLANATION (How is this achieved?)
I. Building Design	
<u>Height and Massing</u>	
1 The building is NOT an urban form represented by only one rectangular block.	
2 Height variations create human scale.	
3 Massing is broken down into smaller volumes to minimize visual dominance.	
4 Facades articulate vertical and horizontal intervals and do <u>not</u> resemble simple box forms.	
5 Recessing and projecting design elements avoid flat and monotonous façades.	
6 Major wall offsets carve the building form to create opportunities for amenity spaces or pronounced entry ways.	
7 Building step-backs to add visual interest and human scale.	
<u>Articulations</u>	
8 Top articulations emphasize a distinctive profile (projecting parapets, upper-level step-backs, height variation, variety of roofline, etc.).	
9 Skyline is defined by a variation of roofline projection planes that break up long lines and add visual interest and design elements (trellis, green roof, etc).	
10 Middle articulation (materials, color, balconies, windows, step-backs) to differentiate from top and ground articulations.	
11 Fenestrations (doors, windows, skylines) are cohesive and complement the building.	
12 Ground articulation (variety of materials, fenestrations, architectural elements, etc).	
13 The façades include movement, diverse balconies, and architectural breaks along large expanses of walls.	
14 Windows and glazed areas provide a sense of balance and scale.	

<u>Building Materials and Colors</u>	
15	Building colors compatible with the recommended color palette.
16	High quality, durable, and attractive materials are appropriate for the corridor.
17	Primary and secondary building paint colors for visual contrast.
<u>Green Building Design</u>	
18	Green design practices, such as green roofs, solar panels, and other sustainable elements.
II. Site Planning	
<u>Building Orientation</u>	
1	Site design and orientation provide a cohesive visual relationship between the scenic views and the roadway.
2	Building orientation takes advantage of passive and/or active solar strategies.
3	Building resiliency, such as stormwater practices supported by FDEP.
<u>Vehicular Access and Parking</u>	
4	Parking garage for resident and guest parking.
5	Surface parking screened/buffered from the adjacent roadway.
6	Driveway is NOT visually dominant.
7	Adequate light fixtures selected based on functional value, aesthetic quality, and environmental practices.
<u>Open Space</u>	
8	Attractive, well-integrated, and accessible open spaces on various portions of the building: roof, terraces, balconies, ground floor, etc.
9	Common areas are accessible and connected by a comprehensive, on-site pedestrian circulation system.
<u>Refuse</u>	
10	Screening for trash receptacles and other refuse designed to be aesthetically pleasing.
11	Design of receptacles and screening is compatible with the architecture of the building.
12	Trash receptacles are hidden from the public street and views.
<u>Signage and Lighting</u>	
13	Signage complements the building and is compatible with the building architecture.
14	Lighting enhances architectural character, ambience, and is consistent throughout the site.

15	Ground signs landscaped to meet code.	
16	Signage provides clear visibility so information is easily communicated.	
<u>Compatability and Transition</u>		
17	Upper floors or side walls are stepped back so window areas and balconies are further from the property line.	
18	Architectural design provides transition to mitigate height, bulk, and scale impacts.	
19	Site design respects surroundings by minimizing the disruption of privacy and outdoor activities of residents in adjacent buildings.	
III. Landscaping		
<u>Landscape Buffers</u>		
1	Landscape buffers provide privacy and minimize water runoff.	
<u>Foundation Plantings</u>		
2	Foundation plantings complement the building's architecture.	
3	Foundation plantings soften and break up the building mass.	
4	Plantings frame views and define building entries.	
<u>Plant Palette List</u>		
5	Plants selected from the recommended plant palette list.	
IV. Public Streetscape		
1	On-street amenities (benches under shade trees, planters, lighting, trash receptacles, bicycle racks, etc.) provided.	
<u>Pedestrian and Cyclist Pathway</u>		
2	Meandering wide sidewalks accommodate pedestrians and cyclists along the public right of way.	
3	Lighting, benches, and street furniture to support pedestrian use in the corridor.	
<u>Landscaping and Lighting</u>		
4	Landscaping includes plant clusters, single plantings and shade trees.	
5	Street lighting balances function, visual aesthetics, and environmental matters.	
<u>Utilities</u>		
6	Utilities are buried underground.	

B. Florida's Coastal System Agencies

The following agencies protect, restore and manage Florida's coastal system:

1. Palm Beach County Department of Environmental Resource Management (DERM)

The Department of Environmental Resource Management (DERM) works to protect Palm Beach County's natural resources (land and water) through environmental assessment, permitting, compliance inspections, and land development review activities to ensure compliance with the County's Unified Land Development Codes (ULDC) and in some cases, the State of Florida's Administrative Codes (FAC).

DERM is in charge of overseeing the following: Beachfront Lighting, Lake Excavation & Littoral Zones, Native Vegetation, Petroleum Contamination Cleanup, Petroleum Storage Tanks, Surface Water, and Wellfield (Drinking Water).

DERM manages public beaches and two (2 inlets within Palm Beach County by preserving dune habitats for people and nesting turtles. In efforts to combat beach erosion, DERM conducts dune restoration, inlet sand transfers, sand renourishment of Palm Beach County beaches, and installs support structures. As of today, DERM has overseen the enhancement of 100 acres of dunes, and such projects include the beach renourishment of Jupiter Beach, Carlin Park, Juno Beach, and Ocean Ridge, which all have a history of long-term erosion.

- DERM receives funding from FDEP's CCCL program to renourish critically eroded beaches/shores.
- In order to meet funding requirements, dune restoration projects must be conducted within a ½ mile of a public beach or access.
- Typically, DERM will renourish public dunes, however, in some cases; developers adjacent to a public beach or access will sign public access easement agreements, which allows the Department to renourish the private portions.
- In event of a beach renourishment/restoration, DERM must receive additional permitting reviews from FDEP as well as Federal Agencies such as the Army Corp of Engineers.

According to the DERM website, a dune restoration for Coral Cove was scheduled for November 2021 through January 2022. The project includes sand placement and native dune vegetation planting. In 1989, the Coral Cove Park Dune Restoration Project was initiated, which included the removal of invasive nonnative vegetation, filling dunes with sand to restore natural dune elevations, installation of 9.6 acres of native dune vegetation and construction of 4 dune walkovers, and other annual dune maintenance.

2. Florida Department of Environmental Protection (FDEP)

The Florida Department of Environmental Protection's Beaches Programs, within the Office of Resilience and Coastal Protection, have the primary mission of protecting, restoring and managing Florida's coastal systems. The 825 miles of sandy coastline fronting the Atlantic Ocean, the Gulf of Mexico or the Straits of Florida are one of Florida's most valuable natural resources. Florida's beaches are deserving of this status because they serve several important functions; they are all vital to maintaining the health of Florida's economy and environment.

To protect, preserve and manage Florida's valuable sandy beaches and adjacent coastal systems, the Florida Legislature adopted the Florida Beach and Shore Preservation Act, contained in Parts I and II of Chapter 161, Florida Statutes. The act provides three interrelated programs that the Department of Environmental Protection administers to protect the state's sandy beaches: the Coastal Construction Control Line (CCCL); Beach Management Funding Assistance; and Beaches, Inlets and Ports programs.

Pursuant to Part I of Chapter 161 of the Florida Statutes (F.S.), the Florida Beach and Shore Preservation Act preserves and protects Florida's beach and dune systems. Section 161.053, F.S., the CCCL is a line of jurisdiction, which defines the landward limit of the DEP's authority to regulate construction. CCCL is not a setback line or line of prohibition for new construction; however, construction seaward of the CCCL is subject to DEP permitting. Section 161.053, F.S., also provides activities that are exempt from the permitting requirements in the CCCL program.

The department's Coastal Construction Control Line (CCCL) Program protects coastal resources from improperly located and designed structures and activities that can destabilize the beach and dune system, cause erosion, expose upland property to storm damage or interfere with public access. In addition, coastal construction activities must be designed and conducted in a manner that protects sea turtles and dune plants. The CCCL program applies special siting and design criteria to construction, excavation and related activities to minimize impacts to the beach and dune system. The CCCL location is set at the upland limits of the damaging effects of a 100-year coastal storm as predicted by coastal engineering models. Condominiums, hotels, homes, pools and boardwalks, etc., to be constructed seaward of the CCCL must meet the specific requirements of this program.

3. Florida Fish and Wildlife Conservation (FWC)

Florida Fish and Wildlife Conservation provides guidelines of general information for property owners living adjacent to sea turtle nesting beaches. These guidelines are specifically designed to help property owners required to avoid and minimize lighting impacts to sea turtles as part of State permitting projects, such as CCCL permits and Environmental Resource Permits. In this permitting process, property owners must minimize all lights that may be visible from the beach, including all exterior, structural, decorative, and landscape lighting.

C. Green Building

The following organizations and green building rating systems promote sustainability and green building practices through education and certification programs:

1. Leadership in Energy and Environmental Design (LEED)

Leadership in Energy and Environmental Design (LEED) is a green building rating system offered by the U.S Green Building Council that promotes healthy, cost-effective, and energy efficient buildings. This rating system contemplates economic, health, and environmental impacts and benefits for a thorough evaluation of the project.

LEED is for all building types and construction phases. Some of the specific rating systems include Building Design and Construction (BD+C), Interior Design and Construction (ID+C),

Building Operations and Maintenance (O+M), Neighborhood Development (ND), Homes, Cities and Communities, LEED Recertification, and LEED Zero. Projects are reviewed for their approaches to carbon, waste, energy, water, transportation, materials, health, and indoor air quality. Projects can earn points for implementing mitigation strategies and completing requirements that are delineated on the corresponding project checklist for each project type. LEED certification can be achieved at four levels based upon point accumulation:



- Certified (40-49 points)
- Silver (50-59 points)
- Gold (60-79 points)
- Platinum (80+ points)

2. Florida Green Building Coalition (FGBC)

Florida Green Building Coalition (FGBC) is nonprofit corporation that promotes sustainable building and operational practices by means of education and project certifications. FGBC offers green certification standards for construction projects and local governments. The programs include the Green Home Certification Standard, Hi-Rise Residential Standard, Commercial Building Standard, Green Development Standard, and Green Local Government Standard.



The FGBC Florida Green High-Rise Residential Building Standard is applicable for all residential occupancies above three stories as defined by the Florida Building Code. The designated professional (applicant) must earn FBGC accreditation prior to registering a project, and the final application must be submitted within five (5) years of registration for eligibility.

The FGBC Florida Green High-Rise Building Standard applies ratings based upon points achieved over the project's adjusted required minimum point requirement:

- Bronze (0-30 points over the project's adjusted required minimum)
- Silver (31-60 points over the project's adjusted required minimum)
- Gold (61-90 points over the project's adjusted required minimum)
- Platinum (91+ points over the project's adjusted required minimum)

3. National Green Building Standard (NGBS)

National Green Building Standard (NGBS) is a rating system for new construction and renovation of existing homes, buildings, and land developments that encourages high quality design, operational efficiency, and sustainable resource utilization.

The ICC 700 National Green Building Standard promotes practices for green design and construction methods. More specifically, the NGBS Green Multifamily & Mixed-Use Building Certification can be achieved by implementing a minimum number of green practices into the project. Exceeding the minimum green practices throughout all stages and phases of the project can earn an increasingly higher certification, as follows: Bronze, Silver, Gold, or Emerald.



For more information, visit:

- <https://www.usgbc.org/leed>
- <https://floridagreenbuilding.org/>
- <https://www.homeinnovation.com/services/certification>

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E. Beach Road Corridor Workshop PowerPoint – June 29, 2022



AGENDA

- Welcome and Introductions
- Goals of the Workshop
- Existing Conditions of Beach Road Corridor
- Brainstorming, Design & Aesthetics
- We Would Like to Hear from You**
- Next Steps

Goals of the Workshop

- Listen and Gather Feedback from Residents
- Overview of Current Redevelopment Phase
- Analyze Existing Conditions of Residential Corridor
- Brainstorming and Exploring Design and Aesthetics

Multiple Family Dwelling District (R-3)

R-3 - Density: Maximum 12 dwelling units per gross acre
Height: 11 stories/101 ft max.

The Village of TEQUESTA
ZONING MAP

Multiple Family Dwelling District (R-3) Code Requirements

Setback requirements

- **Front:** 20 ft. (main structure)
- **Side:** 20 ft. plus 2 ft. for each additional 10 ft. or portion thereof over 50 ft. in height of the main structure. 10 ft. for any accessory one-story structure. Plus 2 ft. for each additional story of the accessory structure.
- **Rear:** 20 ft. plus 2 ft. for each additional 10 ft. or portion thereof over 50 ft. in height of the main structure. 10 ft. for any accessory one-story structure. Plus 2 ft. for each additional story of the accessory structure.

Multiple Family Dwelling District (R-3) Code Requirements

- Open Space:** 30% Minimum
- Building Height:** 11 stories/101 ft. measured from the average height of the crest of the sand dune line, for main structure east of Beach Road, and measured from grade west of Beach Road. 2 stories/20 ft. for any accessory building or structure.
- Lot Coverage:** 35% Maximum
- Density:** 12 dwelling units per gross acre

Existing Conditions

Beach Road Residential Corridor



- Beach Road Corridor consists of 12 existing condominium buildings and 1 currently under construction
- 4 built in 1960s (E, G, H, and I) • 1 built in 1990s (L)
- 6 built in 1970s (B, C, D, F, J, and K) • M (Sea Glass) currently under construction
- 1 built in 1980s (A)

Beach Road Residential Corridor Building Heights



- 4 buildings – 11 stories (B, C, K, L)
- 2 buildings – 9 stories (J, M)
- 3 buildings – 6 stories (A, D, E)
- 2 buildings – 4 stories (G, I)
- 2 buildings – 3 stories (F, H)

JIB Club – 50 Beach Road

Density: Max. 12 dwelling units per gross acre
 Height: 6 stories
 Built in: 1981
 20 condominium units

A



Ocean Towers South – 100 Beach Road

Density: Max. 12 dwelling units per gross acre
 Height: 11 stories
 Built in: 1972
 42 condominium units

B



Ocean Towers – 200 Beach Road

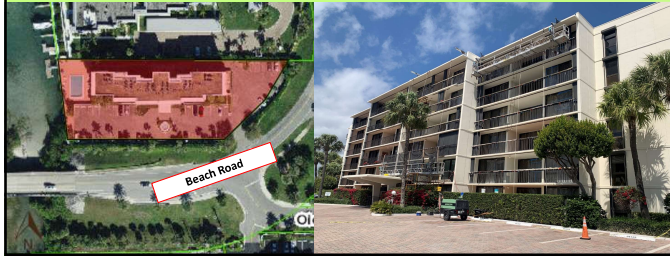
Density: Max. 12 dwelling units per gross acre
 Height: 11 stories
 Built in: 1971
 30 condominium units

C



Ocean Villas – 225 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Height: 6 stories
 Built in: 1972
 36 condominium units

D



Regency Condominium – 250 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Height: 6 stories
 Built in: 1969
 40 condominium units

E



Seamist Condominiums - 275 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Height: 3 stories
 Built in: 1979
 34 condominium units

F



Island House Southeast– 300 Beach Road (Recently Purchased)
 Density: Max. 12 dwelling units per gross acre
 Height: 4 stories
 Built in: 1967
 27 condominium units

G



Island House Southwest - 325 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Height: 3 stories
 Built in: 1968
 30 condominium units

H



Island House Northeast – 350 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Existing Height: 4 stories
 Built in 1968
 23 condominium units

I



La Mar Condos – 375 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Existing Height: 9 stories
 Built in 1970
 28 condominium units

J



Tequesta Towers – 400 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Height: 11 stories
 Built in: 1973
 43 condominium units

K



Cliveden – 425 Beach Road
 Density: Max. 12 dwelling units per gross acre
 Height: 11 stories
 Built in: 1996
 20 condominium units

L



Sea Glass – 1500 Beach Road - Under Construction
 Density: Max. 12 dwelling units per gross acre
 Height: 9 stories/101 ft max.
 21 condominium units

M



**Existing Conditions:
 Building Character, Landscaping and
 Overall Corridor Aesthetics**

23

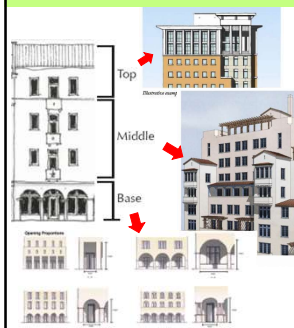
Design & Aesthetics

Building articulation, massing, colors, materials,
 landscaping

**What does mean building articulation
 and massing?**

24

Defining Building Articulations



- Adds Aesthetic Interest
- Buildings Commonly Include 3 Sections

Existing Building Articulations

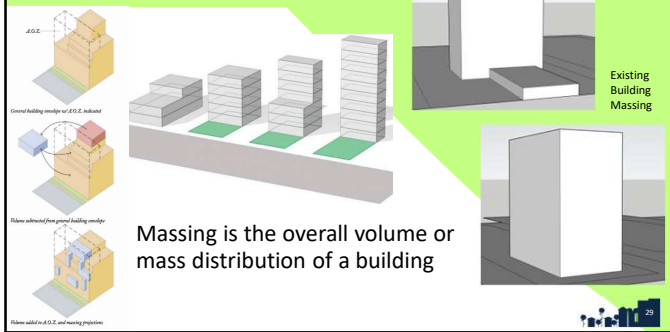


R-3 Front setback for accessory structure
 0 ft. for an accessory structure not exceeding one story/10 ft. in height used for the parking of vehicles only (**covered parking**) and provided that the design of the front of the covered parking structure includes fully landscaped grade and/or raised planters that provide a **minimum of 10 ft. of landscaped width along the full frontage of the covered parking structure**

Existing Building Articulations



Defining Building Massing



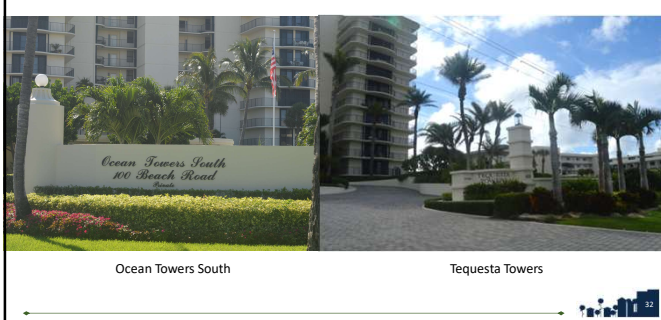
Existing Building Massing



Existing Color Palette



Existing Entry Signage



Existing Windows and Balconies



Existing Landscape Buffers



Existing Landscape Buffer



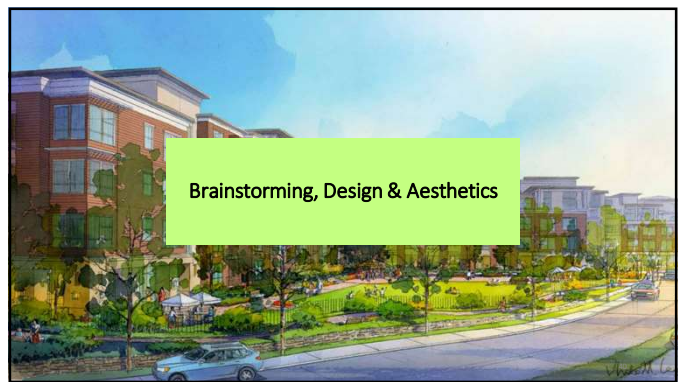
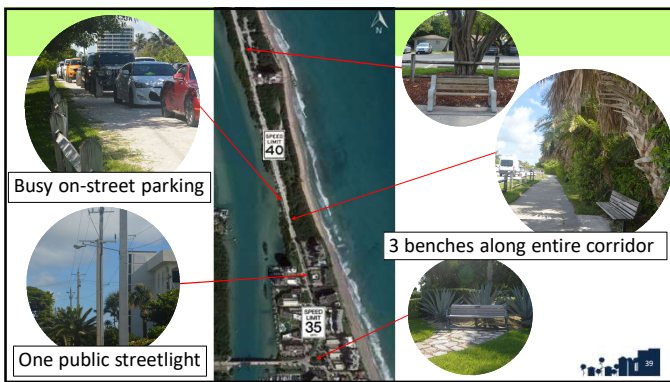
Existing Lighting



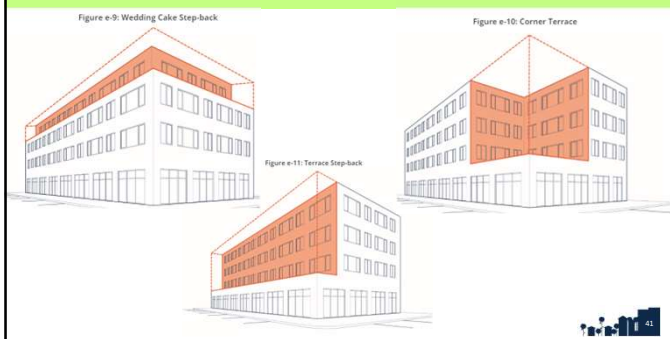
Sidewalk Map



Recreational Activity



Building Articulations and Massing

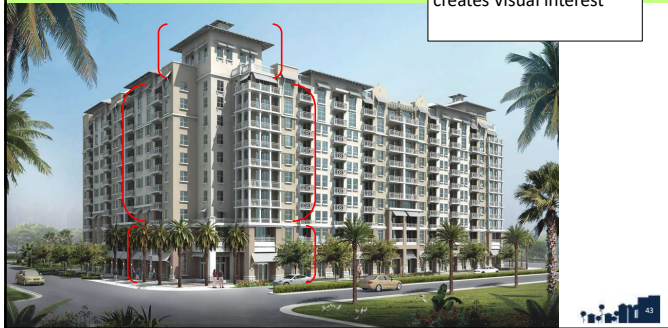


Building Articulations

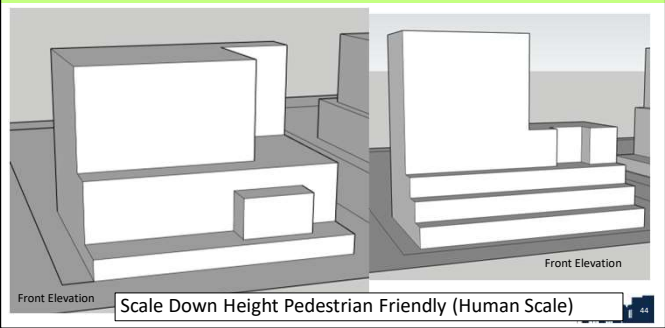


Building Articulations

Variation in articulation creates visual interest



Building Massing

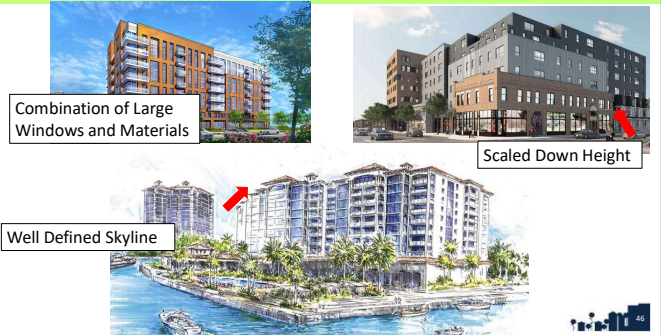


Building Articulations and Massing

Variation in Massing



Building Articulations and Massing

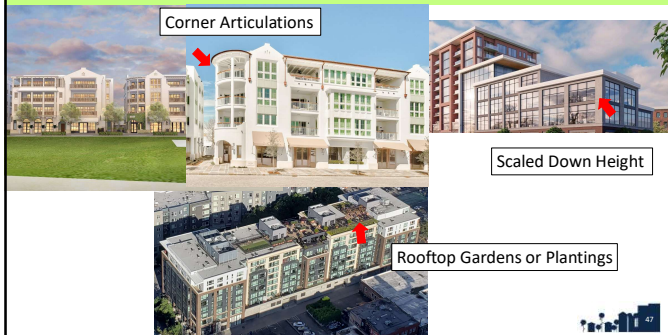


Building Articulations and Massing

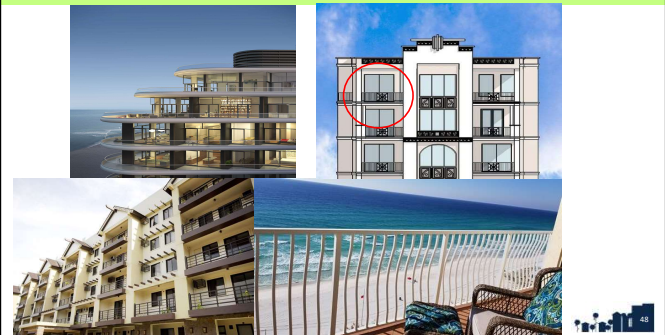
Corner Articulations

Scaled Down Height


Rooftop Gardens or Plantings



Windows and Balconies

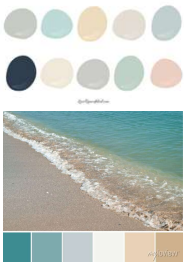


Color Palette

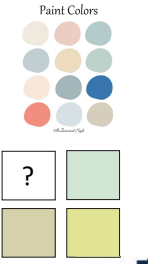


Colors That Reflect Coastal Environment


Coastal Paint Colors



Beach House Paint Colors



Color Palette



Buildings With More Than One Color

Landscaping

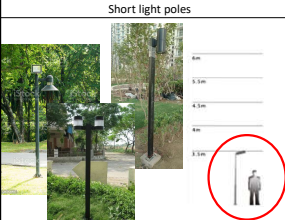


- Enhance view of buildings from the road
- Improve experience of Beach Road for all users
- Landscaping to soften the transition between the ground and foot of the building

Lighting

Street lighting along sidewalks allow for better visibility at night

Short light poles



Bollards



Walkway Lighting



Sea Turtle Protection

- Environmental Resource Management (ERM) from Palm Beach County approval of a sea turtle protection lighting plan is required for new building construction
- Lighting must be amber colored to reduce impact on turtle nesting



Turtle Nest at Coral Cove Park






Example of Appropriate Lighting

FWC Approved Lighting Fixtures

Pedestrian Realm



- Textured Crosswalk with flashing lights
- Painted crosswalks increase visibility for drivers

Pedestrian Realm



- Shade Trees and Benches Along Sidewalk
- Meandering Sidewalks instead of Straight and Adjacent to the Road



55



What are your thoughts?

56

How do you envision Beach Road corridor in the next 10, 20 or 30 years?

What do you like about the Beach Road Corridor?

What would you like to change?

57

What do you think about the building design and aesthetics?

What are your thoughts about the zoning code?
Setbacks
Landscaping and Others

58

How Do you Use the “Most” Beach Road Corridor?



59

Which of these massing types do you prefer?



60

Which style of landscaping do you prefer?



61

Next Steps

- **Initial Workshop (6/29/2022)**
- Draft Code Language (August/September 2022)
- Follow up Workshop to Present Proposed Code (October 2022)
- Final Code Language and Initiate Approval Process
 - Local Planning Agency LPA (November 2022)
 - 1st Reading (December 2022)
 - 2nd Reading and Adoption (January 2023)

62

The banner features the Village of Tequesta logo on the left, which includes a portrait of a man and the text 'VILLAGE OF TEQUESTA BEACH COUNTY FLORIDA'. The main text reads 'BEACH ROAD WORKSHOP' in large green letters, with '6.29.2022' below it. The background shows a street scene with cars and buildings. A green box on the right contains contact information.

Thank you!

Please contact us:
Nilsa Zacarias, AICP,
nzacarias@tequesta.org
Lance Lilly
lilly@tequesta.org
Phone: 561.768.0457

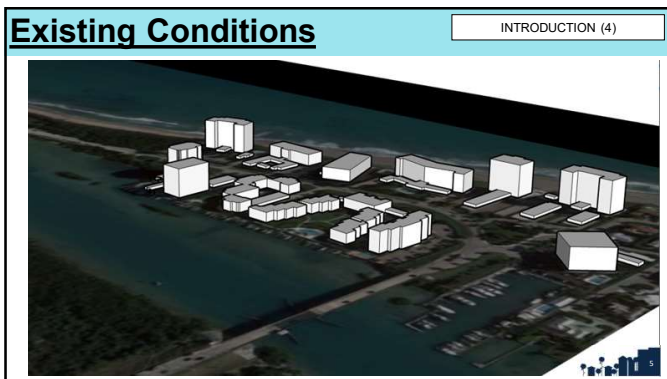
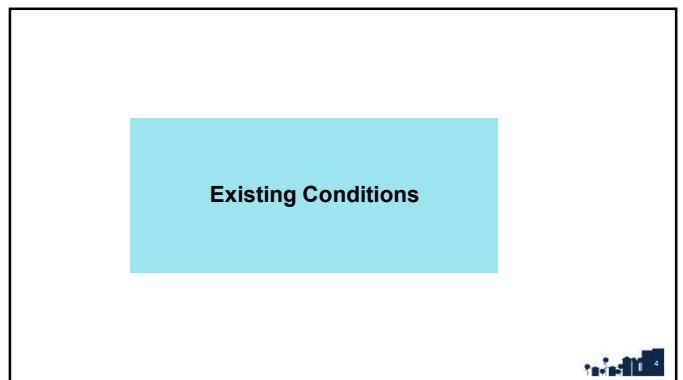
Beach Road Corridor Workshop PowerPoint – October 3, 2022



June 29th Workshop INTRODUCTION (9)

On June 29, 2022, Village held a well-attended workshop with residents of Beach Road Corridor and Village residents. **Goal: open dialogue with residents and to listen to their vision, concerns, and ideas**

Village Staff prepared the Design Guidelines and Code Changes based on feedback received from residents



- Beach Road corridor is evolving and experiencing redevelopment
- This emerging trend has triggered a new set of planning challenges such as zoning regulations, architectural design, and environmental concerns
- Maintain and enhance Tequesta's small village way of life, urban character, and scenic charm

Multiple Family Dwelling District (R-3)

INTRODUCTION (8)

R-3 - Density:
Maximum 12 dwelling units per gross acre
Height: 11 stories/101 ft max.

The Village of TEQUESTA
ZONING MAP

Beach Road Residential Corridor

BACKGROUND (3)

Beach Road Corridor consists of 12 existing condominium buildings and 1 currently under construction. Amongst these 13 condominiums, the buildings have different heights and number of stories, ranging from 3 to 11 stories.

- 4 built in 1960s
- 6 built in 1970s
- 1 built in 1980s
- 1 built in 1990s (L)
- M (Sea Glass) currently under construction

Proposed Design Guidelines

Goals & Objectives

INTRODUCTION (6)

The Design Guidelines have five major objectives:

1. To **support** developments that are consistent with Village's vision
2. To **encourage** site planning and architectural design that will enhance the character of the Beach Road Corridor
3. To **ensure compatibility with the built and natural environment**
4. To provide flexibility in the design and planning of new development
5. To **communicate clearly the aesthetics goals to developers early on in the design phase**

NOT RECOMMENDED

INTRODUCTION (6)

Urban Design Principles

INTRODUCTION (11)

I. Building Design

III. Landscaping

II. Site Planning

IV. Public Streetscape

I. Building Design

BUILDING DESIGN (12)

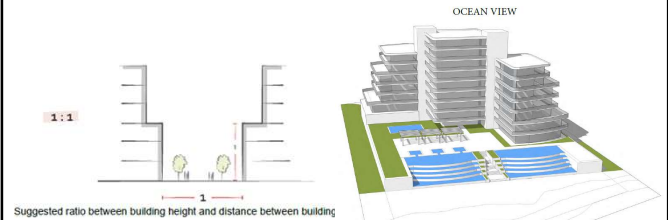
Encompasses following design elements :

1. Building Height and Massing
2. Step-backs
3. Articulation
4. Building Materials and Colors
5. Green Building Design



Height and Massing

I. BUILDING DESIGN (15)



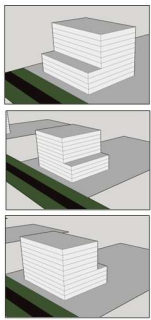
Height & massing are key elements used to provide human scale

Creates overall configuration of building through shapes, size, and form



Step-Backs

I. BUILDING DESIGN (17)



Provide better view corridors, compatibility, interesting building facades, specific building shape and form, and human scale



Articulations

I. BUILDING DESIGN (21 & 22)

Building articulations typically broken down into the following:

- Top Articulation
- Middle Articulation
- Ground Articulation

Fenestration (Doors, windows, skylights), arches, trim, and wall offsets are some examples of building articulations



Top Articulation

I. BUILDING DESIGN (23)



Middle Articulation

I. BUILDING DESIGN (24)



Ground Articulation

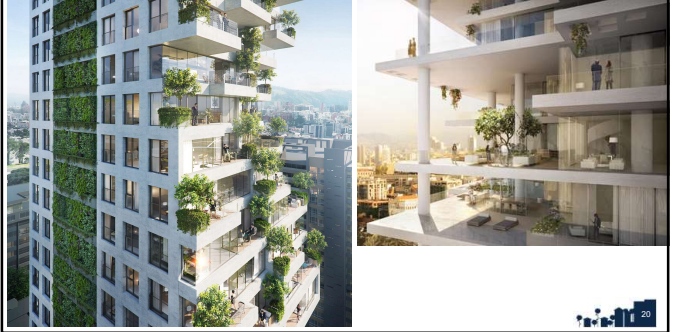
I. BUILDING DESIGN (26)



19

Fenestration

I. BUILDING DESIGN (26)



20



18

Building Materials & Color

I. BUILDING DESIGN (27)



Materials provide character, create a sense of permanence, and define architectural styles, textures, colors and scale

22

Building Materials & Color

I. BUILDING DESIGN (29 & 30)



Green Building Design

I. BUILDING DESIGN (30)

Green design reduces the carbon footprint and helps create a better quality of living by reducing the excessive use of energy and pollution



Solar Panels



Green Roofs



Certifications

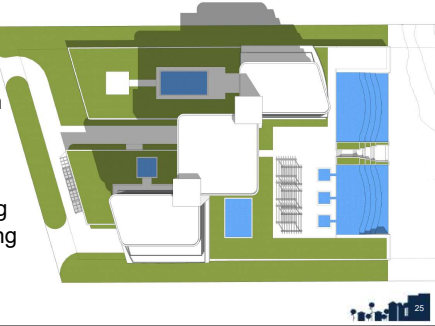
24

II. Site Planning

SITE PLANNING (12)

Includes following urban design and architectural elements:

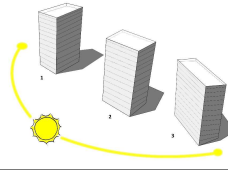
1. Building Orientation
2. Vehicular Access & Parking
3. Open Space
4. Refuse and Loading
5. Signage and Lighting
6. Compatibility and Transition



Building Orientation

II. SITE PLANNING (32)

- Maximize street appeal
- Capture scenic view
- Energy efficiency
- Drainage considerations
- Passive & Active Solar



Vehicular Access & Parking

II. SITE PLANNING (35)

- **Driveways** should be less visually dominant and reduce the runway type of driveways
- **Landscape buffers** fronting the parking lot to eliminate direct views of parking lots from the public roadway
- **Garage parking** is highly encouraged
- Accommodate **guest/maintenance parking**



Open Space

II. SITE PLANNING (36)

Attractive, well-integrated private & public open space including roofs tops



Refuse, Loading, Signage & Lighting

II. SITE PLANNING (37)

Refuse

Screened dumpster enclosures compatible with architecture of building

Signage and Lighting

- Information is clearly communicated
- Lighting provides visibility and aesthetic quality



Compatibility & Transition

II. SITE PLANNING (39)

Development's scale, size, color and proportion of building elements, components, and materials must appropriately relate to surroundings

- **Simple box architectural forms are discouraged**
- **Building facades should be articulated in vertical and horizontal intervals**
- Site and building design should incorporate design treatments to provide transition and a mitigation of height, bulk, and scale impacts



III. Landscaping

III. LANDSCAPING (40)

Landscaping includes the following design elements:

1. Landscape Buffers
2. Foundation Plantings
3. Plant Palette

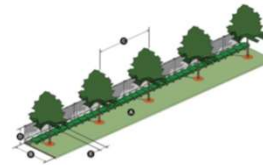


Landscape Buffers & Foundation Planting

III. LANDSCAPING (40)

Transitional area between two or more land uses

Foundation planting softens building



1. Remove for the planting of material and installation of screening as required by this section. Minimum of ten feet in width.
2. Shade or evergreen trees planted one per 30 linear feet.
3. Solid fence or wall of a minimum of five feet and a maximum of six feet in height erected along 50% of the buffer yard length.
4. Shrubs planted one per two linear feet.



Plant Palette

III. LANDSCAPING (42)

List of recommended plantings such as vines, palms, and canopies for the Beach Road Corridor

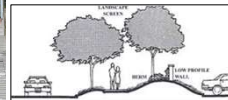


IV. Public Streetscape

SITE PLANNING (12)

Public Streetscape includes the following urban design elements:

1. Pedestrian Realm
2. Pedestrian & Cyclist Pathways
3. Landscaping & Lighting



Pedestrian Realm

IV. PUBLIC STREETSCAPE (46)



Pedestrian Realm should include:

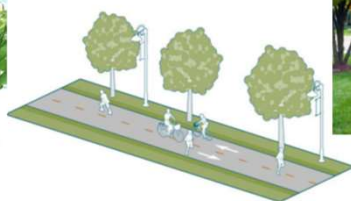
- Street Amenities
- Shade Trees and Benches Along Sidewalk
- Meandering Sidewalks



Pedestrian & Cyclist Pathways

IV. PUBLIC STREETSCAPE (47)

Foster pedestrian friendly street system with bike racks and similar street amenities



Landscaping & Lighting

IV. PUBLIC STREETSCAPE (47)

- Enhance view of buildings from the road
- Street lighting along sidewalks allow for better visibility at night
- Landscaping to soften the transition between the ground and foot of the building



Conceptual Section

IV. PUBLIC STREETSCAPE (47)

CONCEPTUAL BEACH ROAD CORRIDOR SECTION



Conceptual Streetscape Design

IV. PUBLIC STREETScape (48)



Checklist

V. APPENDICES (50)

This checklist presents a summary of this document and is **not meant to be a substitute for the detailed descriptions and referenced illustrations**

It is meant to be a tool to assist in the design process

Applicants will need to **complete this checklist and provide an explanation of how each design element is accomplished** in the proposed development

Checklist

V. CHECKLIST (50-52)

<i>The proposed development includes the following:</i>	EXPLANATION (How is this achieved?)
I. Building Design	
<u>Height and Massing</u>	
1 The building is NOT an urban form represented by only one rectangular block.	
2 Height variations to create human scale.	
3 Massing is broken down into smaller volumes to minimize visual dominance.	
4 Facades articulate vertical and horizontal intervals and does <u>not</u> resemble simple box forms.	
5 Recessing and projecting design elements to avoid flat and monotonous façade.	
6 Major wall offsets carve the building form to create opportunities for amenity spaces or pronounced entry ways.	
7 Building step-backs to add visual interest and human scale.	

Proposed Code Changes

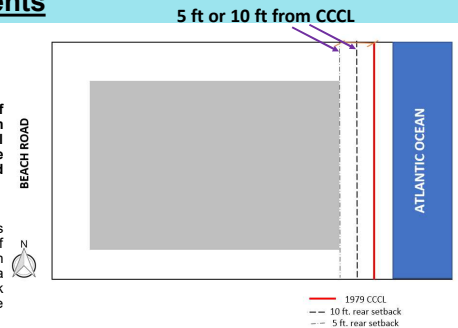
42

Design Guideline Language & Guest Parking

- Adding the definition of design guidelines
- Incorporating the design guidelines into the R-3 Multiple Family Dwelling District
 - Include language to break down the massing of the building, provide articulations, and avoid block and box-shaped buildings
- Including guest/visitor parking requirements
 - Provide half a parking space for the first 20 residential units and a quarter of space for any additional units above 20.

Site Requirements

- Clarification to include accessory structures in the front setback
- Include rear setbacks of five (5) or ten (10) feet from the 1979 Coastal Construction Control Line (CCCL) for main and accessory structures
- Require accessory structures located in the rear of properties east of Beach Road be built between a newly proposed rear setback line and the 1979 CCCL (see below graphic)



Landscaping

- Including irrigation plans to the site plan review requirements
- Revision to the landscape definitions and updating the prohibited plant species list
- **Revision to the foundation planting requirement around buildings**
 - Provide a minimum landscape strip of at least four feet in width and one (1) canopy tree/three (3) palms for every 30 linear feet of landscape strip. In addition, provide 20' high trees and/or palms with staggered heights for buildings over three stories.
- Revision to the landscape buffer requirements and number of trees/shrubs
 - Add language to provide a **fifteen (15) foot front landscape buffer instead of ten (10) feet**
 - Provide a **ten (10) foot side landscape buffer rather than five (5) feet**
 - Provide a **five (5) foot rear landscape buffer at a minimum of 40 percent of the property's rear lot line for waterfront properties.**
- Clarification of the tree heights and spacing

NEXT STEPS

Process and Next Steps

- Initial Beach Road Corridor Workshop (6/29/2022)
- **Follow up Workshop to present draft Design Guidelines and proposed Code Modifications (October 3, 2022)**
- Finalize Design Guidelines, Code Language, and Initiate Approval Process
 - Local Planning Agency LPA (November 2022)
 - 1st Reading of proposed Ordinance (December 2022)
 - 2nd Reading of the proposed Ordinance and Adoption (January 2023)

The image shows a street scene with a sign for a 'DESIGN GUIDELINES WORKSHOP' on '10.3.2022'. The sign features the Village of Tequesta logo. A green box on the right contains contact information: 'Thank you!', 'Please contact us:', 'Nilsa Zacarias, AICP, nzacarias@tequesta.org', 'Lance Lilly, llilly@tequesta.org', and 'Phone: 561.401.9459'.



We Plan and Design Memorable Places

9. Cost



9. COST

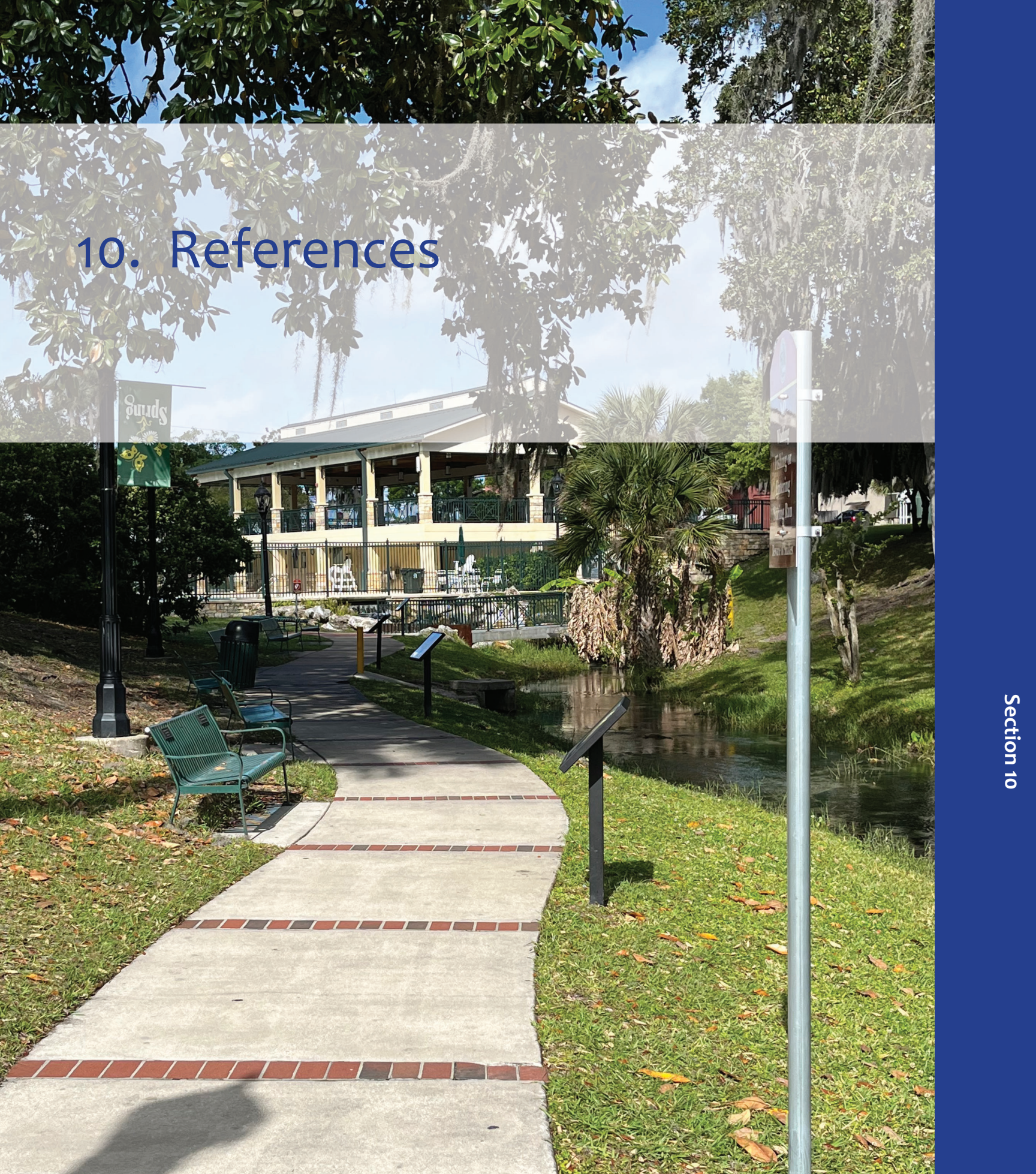
Green Cove Springs - Downtown Form Based Code CMA TEAM Project Cost

Tasks	Project Cost \$
Task 1 - Initial Review and Analysis	\$12,000 (10%)
a. Interviews	
b. Site Analysis	
c. Media Coverage	
d. Website	
Task 2 - Public Design Process	\$24,000 (20%)
a. Generate necessary background maps	
b. Public Workshop and/or Design Charrette	
Task 3 - Drafting the Form-Based Code	\$48,000 (40%)
a. Design Parameters for the Form-Based Code	
• Overview	
• Regulating Plan	
• Building Form Standards	
• Public Space/Street Standards	
• Landscape Standards	
• Signage and Lighting Standards	
b. Integration of the Form-Based Code	
Task 4 - Refining the Form-Based Code	\$24,000 (20%)
a. Presentation of First Draft	
b. Presentation of the Second Draft	
c. Meetings with Stakeholders	
Task 5 - Approval Process	\$12,000 (10%)
a. Public Hearing Presentations	
b. Additional Revisions	
• Public Workshop/Design Charette	
• Planning and Zoning Commission	
• City Council	
TOTAL COST	\$120,000 (100%)

Cost



10. References



10. REFERENCES

Village of Tequesta

Jeremy Allen
Village Manager
345 Tequesta Drive
Tequesta, FL 33469
(561) 768-0465
jallen@tequesta.org

City of Lakeworth Beach

William Waters
Community Sustainability Director
1900 2nd Ave N
Lake Worth, FL 33461
(561) 586-1634
wwaters@lakeworthbeachfl.gov

City of Westlake

Kenneth Cassel
4001 Seminole Pratt Whitney Road
Westlake FL 33470
(561) 530-5880
kcassel@westlakegov.com

PUBLIC ENTITY CRIMES REQUIREMENT

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in SECTION 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to City of Green Cove Springs
(print name of the public entity)

by Cristobal Betancourt, PLA, AICP, Vice President of Landscape Architecture/Planning
(print individual's name and title)

for Chen Moore and Associates, Inc.
(print name of entity submitting sworn statement)

whose business address is

3970 Hendricks Avenue

Jacksonville, FL 32207-5398

and (if applicable) its Federal Employer Identification Number (FEIN) is:

59-2739866

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g),

Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the

United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b),

Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate"

includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market

value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

d. Based on information and belief, the statement which I have marked below is true

in relation to the entity submitting this sworn statement. **(indicate which statement applies.)**

 X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged

with

and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active

in

the management of the entity, or an affiliate of the entity has been charged with

and

convicted of a public entity crime subsequent to July 1, 1989. However, there

has

been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of

the

final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT HIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.





(Signature)

Sworn to an subscribed before me this 4th day of April, 2023

Personally known X _____

OR produced identification _____ Notary Public - State of Florida

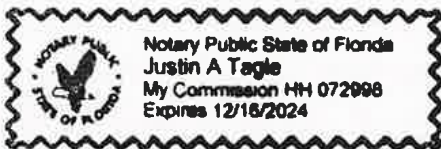
My commission expires 12/16/2024

(Type of identification)

Justin Tayle

(Printed typed or stamped commissioned name of notary

public)



DRUG-FREE WORKPLACE COMPLIANCE FORM

In order to have a drug-free workplace program, a business shall abide as follows:

The undersigned vendor/contractor in accordance with Florida Statute 287.087 hereby certifies that Chen Moore and Associates, Inc. (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the company’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees or drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in item 1, above.
4. In the statement specified in item 1, notify the employees that as a condition of working on the commodities or contractual services which are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that,
Cristobal Betancourt, PLA, AICP, Vice President of Landscape Architecture/Planning of

Chen Moore and Associates, Inc. (name of business), fully complies/does not comply with the above requirements.



April 4, 2023

Vendor/Contractor Signature

Date

**STANDARD ADDENDUM
TO ALL
CITY CONTRACTS AND AGREEMENTS**

Any other provisions of the Contract or Agreement to which this Standard Addendum is attached to the contrary notwithstanding, the parties specifically agree that the provisions hereinafter set forth will apply exclusively with respect to the matters addressed, whether addressed in said Contract or Agreement or not, and shall be deemed an integral part of said Contract or Agreement as if duly set out therein, having a force and effect of equal or superior dignity, as applicable, with the provisions thereof; provided, that if the provisions of the Contract or Agreement address a particular matter in a manner which results in a lower cost to the City than this Standard Addendum, then such provisions of the Contract or Agreement shall control and supersede the applicable provisions hereof (as used herein, the term "Contractor" means the vendor or other party in the Contract or Agreement providing construction, labor, materials, professional services, and/or equipment to the City thereunder; the term "City" means Green Cove Springs, a municipal corporation of the State of Florida, its City Council, or any other name or label set forth in the Contract or Agreement identifying such entity).

1. All payments for services rendered, or supplies, materials, equipment and the like constructed, delivered or installed under the Contract or Agreement (the Work) shall be made by the City in accordance with the Local Government Prompt Payment Act (the Act). Upon receipt of a proper statement, invoice or draw request, the City shall have the number of days provided in the Act in which to make payment.
2. Any work or professional services sub-contracted for by the Contractor for which the City has agreed to reimburse the Contractor shall not be marked up, but shall be payable by the City only in the exact amount reasonably incurred by the Contractor. No other such sub-contracted services shall be reimbursed.
3. In the event the Contract or Agreement is for professional services, charged on a time basis, the City shall not be billed or invoiced for time spent traveling to and from the Contractor's offices or other points of dispatch of its sub-contractors, employees, officers, or agents in connection with the services being rendered.
4. The City shall not be liable to reimburse the Contractor for any courier service, telephone, facsimile, or postage charges incurred by the Contractor, except as follows, and then only in the exact amount incurred by the Contractor [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
5. The City shall not be liable to reimburse the Contractor for any copying expenses incurred by the Contractor, except as follows, and then only at \$0.05 per page [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
6. If and only if travel and per diem expenses are addressed in the Contract or Agreement in a manner which expressly provides for the City to reimburse the Contractor for the same, then the City shall reimburse the Contractor only for those travel and per diem expenses

reasonably incurred and only in accordance with the provisions of Section 112.061, Florida Statutes or as otherwise limited by Florida law. In the event the Contractor has need to utilize hotel accommodations or common carrier services, the City shall reimburse the Contractor for his, her, or its reasonable expense incurred thereby provided prior written approval of the City Manager of the City or his or her designee is obtained.

7. With respect to drawings and/or plans prepared on behalf of the City by the Contractor under the Contract or Agreement, unless specifically provided otherwise therein, complete sets of such drawings and/or plans shall be reproduced by the Contractor without cost to the City for all bidders requesting the same, and five (5) complete sets of such drawings and/or plans shall be reproduced and delivered to the City without cost.
8. With respect to any indemnification by the City provided under the Contract or Agreement, any such indemnification shall be subject to and within the limits set forth in Section 768.28, Florida Statutes, and shall otherwise be limited as provided by law.
9. In that the City is a governmental agency exempt from sales tax, the City shall pay no such taxes, any other provisions of the Contract or Agreement to the contrary notwithstanding. The City shall provide proof of its exempt status upon reasonable request.
10. Any pre-printed provisions of the Contract or Agreement to the contrary notwithstanding, the same shall not automatically be renewed but shall be renewed only upon subsequent agreement of the parties.
11. The Contractor acknowledges that in the budget for each fiscal year of the City during which the term of the Contract or Agreement is in effect, a limited amount of funds are appropriated which are available to make payments arising under the Contract or Agreement. Any other provisions of the Contract or Agreement to the contrary notwithstanding, and pursuant to applicable Florida Statutes, the maximum payment that the City is obligated to make under the Contract or Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year.
12. The Contractor shall comply with applicable provisions of Section 119.0701, Florida Statutes and any contract between the parties shall fully comply with such section.

CITY OF GREEN COVE SPRINGS
CONTRACTOR/FIRM/INDIVIDUAL

By: _____
Daniel M. Johnson, Mayor

By:  _____
Name: _____ Title: _____
Cristobal Betancourt, PLA, AICP, Vice President of
Landscape Architecture/Planning

ATTEST:

By: _____
Erin West, City Clerk

ACKNOWLEDGEMENT OF ADDENDUM

I acknowledge the receipt of 2 Addendums to the original RFP.

Cristobal Betancourt, PLA, AICP, Vice President of Landscape Architecture/Planning

Company Representative Signature

A handwritten signature in blue ink, consisting of a stylized, cursive script that is difficult to decipher but appears to start with a large 'C'.



City of Green Cove Springs Florida

Phone: (904) 297-7500 321 Walnut Street www.greencovesprings.com
Fax: (904) 284-4849 Green Cove Springs, FL 32043 Florida Relay - Dial 7-1-1

3/14/23 Addendum 1: LC 2023-05, RFP for the Downtown
Form Based Code

Question:

1. Can we submit our sample code documents as a link or digitally on a USB stick?

Answer: Yes, the sample code documents can be submitted as a link or digitally on a USB stick

Question:

2. Can the City please confirm how they'd like the outline of the RFP responses to be organized? Page 8 of the RFP, under *Format for Submittals*, displays an outline following four categories (Description of Approach, Team Expertise, Comparable Projects, Sample Code Document). However, page 9 of the RFP, under *Submittal Requirements*, displays an outline following seven categories (Cover Letter, Scope of Services, Schedule, Key Personnel, Project Qualifications and Experience, Cost, References)

Answer: Combine "Format for Submittals with Submittal Requirements addressing the following submittal requirements in this order:

1. Cover Letter
2. Description of Approach
3. Team Expertise/Project Qualifications and Experience
4. Comparable Projects
5. Scope of Services
6. Schedule
7. Key Personnel
8. Sample Code Document
9. Cost
10. References

Members of Florida League of Cities

Addendum 2

Section 5 (Scope of Services) vs. Section 2 (Description of the Approach)

The Description of Approach would provide a general understanding/narrative of how the Consultant has approached developing a FBC in other communities. What is the Consultants overall philosophy on FBC's, what are the key elements, how do you address public involvement, lessons learned from previous projects etc.

The Scope of Services is a detailed breakdown of each step that you would undertake for the Green Cove Springs FBC. Taking into account the location, size of the City, size of the Central Business District, character of the community, timelines etc.



chen moore and associates

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