



Town of _____

Micanopy
_____ Florida

AGENDA TRANSMITTAL

To: Planning & Historic Preservation Board

From: Sara S. Samario, ICMA-CM, Town Administrator

Subject: Final Site Plan – Micanopy Area Cooperative School (MACS) Expansion

Action Requested: Approve, approve with conditions, or deny.

I. Purpose

The applicant, Micanopy Area Cooperative School (MACS), has submitted the **Final Site Plan** for its proposed building expansion. All required engineering, fire, and technical reviews have been completed, with the Town’s contracted engineer confirming the plan now meets all required technical standards.

II. Supporting Documents Included in the Agenda Packet

- **Final dimension drawings and revised plan set** (JBPro)
- **Initial engineering review** from EDA Consultants, Inc. (November 7, 2025)

Final Site Plan (for agenda)

- **Applicant responses** addressing all comments (November 17, 2025)

Final Site Plan (for agenda)

- **Final engineering clearance** from EDA stating no further comments remain (November 19, 2025)

Final Site Plan (for agenda)

- **Fire Marshal correspondence** confirming water main and hydrant adequacy
- **Tree Committee memorandum** (October 6, 2025) regarding heritage oak considerations

706 NE Cholokka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

III. Tree Committee Comments (Modified Summary)

The Tree Committee reviewed the *original* site plan earlier in the process and provided **advisory comments** regarding the protection of a heritage live oak located near the proposed improvements. Their memorandum recommended a 48-foot Tree Protection Zone (TPZ) as a minimum standard.

The updated configuration satisfies the Town's applicable tree protection standards and addresses the concerns raised in the committee's advisory memorandum.

IV. Status of Technical Review

The Town's engineer (EDA) has confirmed that all previous comments have been resolved, including grading, stormwater, septic, and utility revisions. The Fire Marshal has also affirmed that the proposed hydrant and water main configuration is adequate for the site.

No further technical issues remain outstanding.

V. Action Requested

Staff requests that the Commission/Board **review the final site plan and accompanying materials** and take one of the following actions:

1. **Approve** the MACS Final Site Plan;
2. **Approve with conditions**, if additional tree protection measures or monitoring are desired; or
3. **Deny** the application, stating specific reasons.



November 7, 2025

Sara S. Samario, ICMA-CM
Town Administrator
SSamario@micanopytown.com | (352) 466-3121
Town of Micanopy, Florida.

Ref: Construction plans for MACS Building Expansion

Dear Ms. Samario:

The following comments on the construction plans for MACS Building Expansion is very minor and **does not require a resubmittal to eda.**

1. Sheet C0.00

- a. Trip Generation Data is missing and should be included with the building and parking additions
- b. Parking Calculations are missing

2. Sheet 1.00

- a. Existing 6' Wooden Fence in front of Turnaround Area for Pick-Up Queue is not called out to be removed on the Demo plan, but disappears in the rest of the plan set

3. Sheets 3.00-3.02

- a. Please review parking lot and driveway grading. The cross slopes range from below 1% to above 7%.
- b. S-05 has a 100.00 contour reaching into outside of the property line. Please demonstrate you are allowed to grade outside of your property.
- c. The slope of the basin seems to get steeper below contour 98.00. Please indicate the different slopes. Sheet 3.03 seems to indicate it is all 3:1.

4. Sheet 3.03

- a. Cross section A-A indicates a 5' berm near S-03 which is not shown on the plans.
- b. The modeled SHGWT of 99.20 does not match the drainage report.

5. Sheet 4.00

- a. Please call out the valve at the point of connection.
- b. The 4" main may not be enough to provide required flow and/or pressure to the proposed fire hydrant. 6" lines are usually required to serve fire hydrants.
- c. Please provide dimensions for the drainfield.

- d. Please provide distance from drainfield to existing wells on adjacent properties, or provide a note that states no well are present.

6. Septic Design

- a. “Flow rate of dosing pump (gpm) – $Q_p = q * N_t$ ” states $q * N_t = 98.57$ gpm. From the calculations above in the page, $q = 11.35$ gpm and $N_t = 6$ laterals. $6 * 11.35 = 68.1$, not 98.57. Please clarify.
- b. Please provide pump curve.

7. Stormwater Report

- a. In the “IV Geotechnical Investigation”, the groundwater used should be SHWT, not an average of SHWT and SLWT. The groundwater should be set to 2’ below ground elevation. Per the plans, the three borings P1 thru P-3 average to 102.07. Minus the 2’ for SHWT, the permanent pool should be set to 100.07. Please justify the 100.20 used.

Please do not hesitate to contact me if you have any questions/comments.

Sincerely,

Claudia S. Vega, P.E.

Director of Engineering

cvega@edafl.com

edafl.com



Civil Engineering | Land Planning
Surveying | Construction Services

Gainesville | St. Augustine

3530 NW 43rd Street
Gainesville, FL 32606

November 17th, 2025

Sara S. Samario, ICMA-CM
Town Administrator
706 NE Chokolka Blvd., PO Box 137
Micanopy, FL 32667
(352) 466-3121

RE: MACS Building Expansion Project

Dear Ms. Samario,

Please find attached a resubmittal package for MACS Building Expansion Project. This resubmittal package is provided to address comments provided by EDA Consultants, Inc., on November 7th, 2025.

Please find below responses to the comments for the above referenced project. The comments have been replicated below followed by responses in bold.

Deficiencies to be Addressed:

1. Sheet 0.00
 - a. Trip Generation Data is missing and should be included with the building and parking additions
Response: Trip Generation Data calculations have been added to Sheet C0.00 and a statement added to the submittal package.
 - b. Parking Calculations are missing
Response: Parking calculations have been added to Sheet C0.00.
2. Sheet 1.00
 - a. Existing 6' Wooden Fence in front of Turnaround Area for Pick-Up Queue is not called out to be removed on the Demo plan, but disappears in the rest of the plan set
Response: Demolition plan has been updated, the existing fence has been called out to be removed.
3. Sheet 3.00 – 3.02
 - a. Please review parking lot and driveway grading. The cross slopes range from below 1% to above 7%.
Response: The parking lot and driveway grading has been revised.

- b. S-05 has a 100.00 contour reaching into outside of the property line.

Please demonstrate you are allowed to grade outside of your property.

Response: Per coordination with Alachua County Public Works this is the preferred location for the outfall. Outfall structure is located on site; however, a small amount of grading was required to connect to the existing swale.

- c. The slope of the basin seems to get steeper below contour 98.00. Please indicate the different slopes. Sheet 3.03 seems to indicate it is all 3:1.

Response: Basin cross detail on Sheet C3.03 has been updated to show the grade break.

4. Sheet 3.03

- a. Cross section A-A indicates a 5' berm near S-03 which is not shown on the plans.

Response: The berm call-out has been removed.

- b. The modeled SHGWT of 99.20 does not match the drainage report.

Response: The modeled SHGWT has been updated to be 100.07' as stated in comment 7a below. The drainage report has been updated to match the SHGWAT on sheet C3.03.

5. Sheet 4.00

- a. Please call out the valve at the point of connection.

Response: Addressed as requested.

- b. The 4" main may not be enough to provide required flow and/or pressure to the proposed fire hydrant. 6" lines are usually required to serve fire hydrants.

Response: Per coordination with Alachua County Fire Marshall the 4-inch main will be sufficient due to the lack of other mains in the area.

- c. Please provide dimensions for the drainfield.

Response: Dimensions have been added on the drainfield

- d. Please provide distance from drainfield to existing wells on adjacent properties, or provide a note that states no well are present.

Response: There are no wells in the vicinity of the property. The adjacent residential properties are connected to a 2-inch water main.

6. Septic Design

- a. "Flow rate of dosing pump (gpm) – $Q_p = q * N_t$ " states $q * N_t = 98.57$ gpm. From the calculations above in the page, $q = 11.35$ gpm and $N_t = 6$ laterals. $6 * 11.35 = 68.1$, not 98.57. Please clarify.

Response: Calculations have been revised to reflect $q * N_t = 68.1$

- b. Please provide pump curve.

Response: A pump curve has been provided.

7. Stormwater Report

- a. In the "IV Geotechnical Investigation", the groundwater used should be SHWT, not an average of SHWT and SLWT. The groundwater should be set to 2' below ground elevation. Per the plans, the three borings P1 thru P-3 average to 102.07. Minus the 2' for SHWT, the permanent pool should be set to 100.07. Please justify the 100.20 used.

Response: To minimize ground water contributions, the control elevation was set slightly above the normal on-site ground water table elevation following SJRWMD Volume II - Section 8.10.

Sincerely,



Timothy J. Boehlein, PE
Project Manager, JBPro

November 19, 2025



Sara S. Samario, ICMA-CM

Town Administrator

SSamario@micanopytown.com | (352) 466-3121

Town of Micanopy, Florida.

Ref: Construction plans for MACS Building Expansion

Dear Ms. Samario:

We have no further comments on the construction plans for MACS Building Expansion. All previous comments have been addressed.

Please do not hesitate to contact me if you have any questions/comments.

Sincerely,

Claudia S. Vega, P.E.

Director of Engineering

cvega@edafl.com

edafl.com

Sara Samario

From: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Sent: Friday, November 14, 2025 11:19 AM
To: Sara Samario
Cc: Brenda Maynard
Subject: FW: MACS - Submittal

Sara,

See below from the Fire Marshall's office,

Let me know if you have any further questions

Tim Boehlein, PE (FL, GA, NC, SC, TX) LEED GA
Project Manager

o (352) 375-8999
c (352) 575-5455



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From: Silver Ware <sware@alachuacounty.us>
Sent: Thursday, November 6, 2025 7:39 AM
To: Tim Boehlein, PE <tim.boehlein@jbpro.com>; Ian Daniels <ian.daniels@jbpro.com>
Cc: John Adler <jadler@alachuacounty.us>
Subject: RE: MACS - Submittal

[EMAIL FROM EXTERNAL SOURCE]

Good morning

Thank you we have no further comment

Thank you

Chip

From: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Sent: Wednesday, November 5, 2025 11:45 AM
To: Silver Ware <sware@alachuacounty.us>; Ian Daniels <ian.daniels@jbpro.com>
Cc: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Subject: RE: MACS - Submittal

Good morning Chip,

Please see attached the revised plans and fire flow test report. Please let me know if you have any questions or concerns,

Thanks,

Tim Boehlein, PE (FL, GA, NC, SC, TX) LEED GA
Project Manager

o (352) 375-8999
c (352) 575-5455



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From: Silver Ware <sware@alachuacounty.us>
Sent: Thursday, October 30, 2025 1:10 PM
To: Ian Daniels <ian.daniels@jbpro.com>
Cc: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Subject: RE: MACS - Submittal

[EMAIL FROM EXTERNAL SOURCE]

Sounds good it's on the calendar.

Thank you

Chip

From: Ian Daniels <ian.daniels@jbpro.com>
Sent: Thursday, October 30, 2025 1:08 PM
To: Silver Ware <sware@alachuacounty.us>
Cc: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Subject: Re: MACS - Submittal

Good afternoon Chip,

Let's plan for Monday afternoon around 2:00 PM if that works for you then.

Thank you!

Ian Daniels

Construction Manager

o (352) 375-8999

c (352) 538-0868



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From: Silver Ware <sware@alachuacounty.us>
Sent: Thursday, October 30, 2025 1:02 PM
To: Ian Daniels <ian.daniels@jbpro.com>
Cc: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Subject: RE: MACS - Submittal

[EMAIL FROM EXTERNAL SOURCE]

Good afternoon

I'm free all day Monday 110325 or after 12:00 on Tuesday 110425.

Thank you

Chip

From: Ian Daniels <ian.daniels@jbpro.com>
Sent: Thursday, October 30, 2025 11:06 AM
To: Silver Ware <sware@alachuacounty.us>
Cc: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Subject: Re: MACS - Submittal

Good morning Chip,

I am getting things set up for the hydrant flow test out at MACS. Is there a certain day next week that you would like to conduct the test? I understand you would like to be present for it.

Thank you,

Ian Daniels
Construction Manager

o (352) 375-8999
c (352) 538-0868



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From: Silver Ware <sware@alachuacounty.us>
Sent: Thursday, October 30, 2025 8:51 AM
To: Tim Boehlein, PE <tim.boehlein@jbpro.com>; ssamario@micanopytown.com <ssamario@micanopytown.com>
Cc: John Adler <jadler@alachuacounty.us>; maynardb@macschool.us <maynardb@macschool.us>; Michael Park <michael.park@jbpro.com>; Ian Daniels <ian.daniels@jbpro.com>
Subject: RE: MACS - Submittal

[EMAIL FROM EXTERNAL SOURCE]

Thank you. Yes, delineating the Fire Access Road to 150 feet by painting the limits will be accepted by the AHJ and comply with NFPA 1 18.2.3.5.4.

Thank you

Chip

From: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Sent: Thursday, October 30, 2025 8:42 AM
To: Silver Ware <sware@alachuacounty.us>; ssamario@micanopytown.com
Cc: John Adler <jadler@alachuacounty.us>; maynardb@macschool.us; Michael Park <michael.park@jbpro.com>; Ian Daniels <ian.daniels@jbpro.com>
Subject: RE: MACS - Submittal

Good morning Chip,

We will remove the PIV and I will have Ian Daniels contact you regarding a new fire flow test.

Our only concern is the fire access road and total distance. The length of our paved roadway is 175', however my understanding was that the fire access road is only required to allow the apparatus to be within 50' of at least one exterior door and 450' of all doors (assuming that we are sprinklered)

The idea is that the fire apparatus would only need to come into the site around 75' to get within the required distance of all exterior doors. If we were to paint out the limits of the "fire access road" would that suffice?

Thank you,

Tim Boehlein, PE (FL, GA, NC, SC, TX) LEED GA
Project Manager

o (352) 375-8999
c (352) 575-5455



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From: Silver Ware <sware@alachuacounty.us>

Sent: Thursday, October 30, 2025 8:10 AM

To: ssamario@micanopytown.com

Cc: John Adler <jadler@alachuacounty.us>; maynardb@macschool.us; Tim Boehlein, PE <tim.boehlein@jbpro.com>; Michael Park <michael.park@jbpro.com>

Subject: RE: MACS - Submittal

[EMAIL FROM EXTERNAL SOURCE]

Good morning

As request I'm replying on the plan set sent to FM Adler. ACFR has three comments.

1 The PIV will not be required by the AHJ, if the DCBFP has indicating valves such as Outside Stem and Yolks (OSY) installed.

2 Conduct another Flow Test of the fire main to verify the static, residual, and flow data. ACFR will witness the test. Please contact me at 352-494-3140 for scheduling.

3 Fire Apparatus Access is more than 150 in length. Please provide a method to either limit the FD access road to 150 in length or provide a turn around to comply with NFPA 1 18.2.3.5.4. If a turn around will be designed (cult-e-sac, hammer head, Y's, etc.) an Auto Turn exhibit depicting ACFR traveling through the turn around will be require.

Please contact me if any questions come up.

Thank you

Chip
Cell# 352-494-3140



Silver Ware

Fire Prevention Officer
Fire Rescue
911 SE 5th ST • Gainesville • FL • 32601
352-384-3121 (office) • 352-494-3140 (mobile) • 352-384-3157 (fax)



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From: John Adler <jadler@alachuacounty.us>
Sent: Wednesday, October 29, 2025 3:18 PM
To: Silver Ware <sware@alachuacounty.us>
Subject: FW: MACS - Submittal



John Adler, CFO, FM, MIFireE

Fire Marshal / Division Chief
Fire Rescue
911 SE 5th ST • Gainesville • FL • 32601
352-384-3107 (office) • 863-781-1452 (mobile) • 352-384-3157 (fax)



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All e-mails to and from County Officials and County Staff are kept as public records. Your e-mail communications, including your e-mail address, may be disclosed to the public and media at any time.

From: Sara Samario <[SSamario@micanopytown.com](mailto:ssamario@micanopytown.com)>
Sent: Wednesday, October 29, 2025 2:40 PM
Cc: PPolk-Micanopy <PPolk@micanopytown.com>
Subject: FW: MACS - Submittal

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon. I am sending you the final site plan submission from JBPro for the MACS site plan in the email below. Please let me know if you need anything additional from the applicant.

Sara

Sara S. Samario, ICMA-CM
Town Administrator
Town of Micanopy
706 NE Chokolka Blvd, PO Box 137
Micanopy, FL 32667
(352) 466-3121
www.MicanopyTown.com

"Honor the past. Build the future. Steward the journey."



From: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Sent: Tuesday, October 28, 2025 10:31 PM
To: Sara Samario <SSamario@micanopytown.com>
Cc: Brenda Maynard <maynardb@macschool.us>; Michael Park <michael.park@jbpro.com>
Subject: RE: MACS - Submittal

Good evening Sara,

Please see attached our full construction plan set which addresses preliminary comments from the Fire Marshall Office and EDA Planning Staff. As we understand the process, these will be submitted by the City to EDA and the Fire Marshal office. The outside reviewers will then provide us with any comments or final approval letters. If needed, we will address comments so that we have final approval letters from all (3) outside reviewers. Once we have approval, we will go back for a final hearing in which the Board will vote on whether we have satisfied the conditions of our last meeting.

If you have any other questions or concerns, please let me know,

[☐ 2025-10-28 - MACS Submittal #3](#)

Thanks,

Tim Boehlein, PE (FL, GA, NC, SC, TX) LEED GA
Project Manager

o (352) 375-8999
c (352) 575-5455



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From: Sara Samario <SSamario@micanopytown.com>
Sent: Tuesday, October 28, 2025 11:33 AM
To: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Cc: Brenda Maynard <maynardb@macschool.us>; Michael Park <michael.park@jbpro.com>
Subject: RE: MACS - Submittal

[EMAIL FROM EXTERNAL SOURCE]

Hi Tim. Digital copies should be sufficient, but we will let you know if hard copies are needed.

No word yet on the lot size, but I will check in with Derek to see where she is on a legal opinion.

Sara

Sara S. Samario, ICMA-CM
Town Administrator
Town of Micanopy
706 NE Chokolka Blvd, PO Box 137
Micanopy, FL 32667
(352) 466-3121
www.MicanopyTown.com

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From: Tim Boehlein, PE <tim.boehlein@jbpro.com>
Sent: Tuesday, October 28, 2025 10:30 AM
To: Sara Samario <SSamario@micanopytown.com>
Cc: Brenda Maynard <maynardb@macschool.us>; Michael Park <michael.park@jbpro.com>
Subject: MACS - Submittal

Good morning Sara,

We are getting ready to submit our final construction plan set which will include all necessary details to submit to the Fire Marshal and to EDA Planning / Engineering. For this submittal, do you need hard-copies of all application material, or will a digital copy be sufficient?

Is there any update on the interpretation of the lot-size question regarding the total number of students?

Thanks,

Tim Boehlein, PE (FL, GA, NC, SC, TX) LEED GA
Project Manager

o (352) 375-8999
c (352) 575-5455



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Town of _____

Micanopy

Florida

Town of Micanopy Tree Committee Memorandum

Date: October 6, 2025

To: Planning and Historic Preservation Board

From: Town of Micanopy Tree Committee

Subject: Tree Preservation and Protection Review — Micanopy Area Cooperative School (MACS) Site Plan

The Tree Committee has reviewed the Application for Land Use Approval submitted by JBPro Construction Services for the Micanopy Area Cooperative School (MACS). Our review focused on the preservation of mature live oak (*Quercus virginiana*) trees located within and adjacent to the proposed development area, with particular attention to a large live oak on Parcel 2 measuring approximately 92 inches DBH (diameter at breast height) and 23 feet in circumference, estimated to be between 150 and 200 years old.

1. Purpose

This memorandum provides technical observations and recommendations related to tree protection and site design. The intent is to support compliance with the Town's Land Development Code (Article VII — Landscaping and Tree Preservation) and to promote sound arboricultural practices that protect significant heritage trees during site development.

2. Site Observations

- The root system of the heritage live oak has likely experienced prior disturbance during the construction of NW 8th Street. Given the tree's size and age, additional impacts from nearby paving or septic installation will affect its long-term health.
- The proposed "turnaround area for pick-up queue" and septic drain field are located within proximity to the tree's likely root zone. These activities will alter the soil-root matrix and reduce oxygen availability in the soil, which increases vulnerability to pathogens such as *Armillaria* and *Phytophthora* (root rot).
- Four additional large live oaks along the south property line (DBH 38–49 inches) are also located near proposed construction areas, including septic and drain field components within approximately 15 feet of the nearest trunk.

3. Tree Protection Zone (TPZ) Considerations

The Town's Land Development Code requires the protection of trees during development and authorizes the Town to establish appropriate measures to prevent root disturbance and soil compaction. While the Code does not specify a fixed TPZ formula, arboricultural standards provide useful guidance:

706 NE Cholokka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

- The International Society of Arboriculture (ISA) defines a **Critical Root Zone (CRZ)** as a radius equal to 12 inches for every inch of trunk diameter. For a 92-inch DBH tree, this would be approximately 92 feet.
- Research by Benson et al. (2019) suggests a 115-foot protective radius for mature live oaks, based on calculations.
- The measured canopy dripline for this heritage oak extends approximately 73 feet from the trunk. Even applying a conservative two-thirds ratio would yield a TPZ of approximately 48 feet, which exceeds the 40-foot TPZ currently shown on the plan.

These comparative standards indicate that the area proposed for protection will not fully encompass the root zone necessary to sustain the tree’s health and stability.

4. Recommendations

To promote compliance with the Town’s LDC and accepted arboricultural practices, the Tree Committee recommends the following:

1. **Increase the tree protection area** surrounding the heritage live oak on Parcel 2 to encompass the canopy dripline.
2. **Relocate septic and drainage components** outside the recommended protection area.
3. **Establish protective fencing** around all large live oaks prior to construction and maintain barriers until site work is complete.
4. **Avoid grading, trenching, or material storage** within designated protection zones.
5. **Consult a certified arborist** to verify tree protection fencing, monitor during construction, and provide post-construction evaluation.
6. **Coordinate directly with Town staff and the Tree Committee** before finalizing any landscape or grading revisions to ensure compatibility with preservation goals.

5. Summary

The Tree Committee respectfully submits these recommendations to assist the applicant and the Planning and Historic Preservation Board in ensuring the long-term preservation of Micanopy’s heritage live oaks. Adjustments to the site layout or protective distances will help balance project objectives with the Town’s commitment to protecting its historic tree canopy.

Respectfully submitted,

Town of Micanopy Tree Committee

Paul Cohen
Gary Hunt
Matt Palumbo

706 NE Cholokka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com