



**CRA MEETING
ZEPHYRHILLS, FLORIDA**

**Monday, August 26, 2024
5:00 PM**

Please join the GoToMeeting
from your computer, tablet or smartphone:

<https://meet.goto.com/174949501>

or dial in using your phone:

+1 (571) 317-3122 - Access Code: 174-949-501

(Please mute your phone unless you wish to speak on a specific item)

**Zephyrhills
City Hall**

**Council
Chambers**

Call to Order – Commissioner Steven F. Spina, Ph.D.

Roll Call – Deputy City Clerk Ricardo Quiñones

1. CITIZEN COMMENTS - FOR ITEMS NOT ALREADY ON THE AGENDA
2. BUSINESS ITEMS
 - 2.1 CRA Commercial Improvement Grant DRAFT
 1. Commercial Improvement Grant (2) (1)
 - 2.2 Hercules Park Entrance Signage Review
 1. 20240814_L-9-L-10_ MONUMENT SIGN_ LANDSCAPE DETAILS AND SPEC (1)
 - 2.3 CRA Tree Program Draft
 1. 2024-08-19 Zephyrhills CRA Tree Program Narrative v2
3. CRA DIRECTOR'S REPORT
4. MAIN STREET ACTIVITY REPORT

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decisionmade by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.**

BUSINESS ITEMS 2.1

CRA Commercial Improvement Grant DRAFT

Issue:

The CRA Board of Commissioners review and approve the Commercial Improvement Grant

Background:

The CRA Commercial Grant programs are not being utilized in the district and the buildings are not being rehabilitated in a manner that improves the overall commercial district, which would entice new businesses, new jobs, and new customers.

Staff has added additional eligible expenses to the grant program for your review and increased the maximum grant amount from \$5000 to \$20,000. The grant would still be a matching grant program. The idea is to help new and existing businesses and property owners with improvements to the entire building and, by increasing the grant amount, and to encourage more investment in the CRA.

This year the CRA budgeted \$200,000 for Facade Grants. To date, \$16,337 has been encumbered. Last year's total for Facade Grants was 19,000.

The new Commercial Improvement grant will allow additional funds for interior improvements, electric and plumbing, as well as grease traps for restaurants.

A draft of the Commercial Improvement Grant is provided in your back-up.

Attachment(s):

1. Commercial Improvement Grant (2) (1)

Fiscal Impact:

No additional funding is required.

Staff Recommendation:

Staff requests approval of the Commercial Improvement Grant.

Downtown Zephyrhills Community Redevelopment Agency

Commercial Improvement Grant

Introduction

The Zephyrhills CRA (COMMUNITY REDEVELOPMENT AGENCY) District contains a small number of historic and architecturally significant buildings but collectively, these structures reflect the rich history and heritage that give Zephyrhills its distinctive character. Historic buildings coexist with more traditional commercial storefronts to create a diverse and aesthetically pleasing business district. Unfortunately, time and in some cases, inappropriate remodeling has taken a toll on the facades of many buildings throughout the district. To create a pleasing walkable commercial district, the CRA would also like to encourage specialty retail, for example, restaurants, coffee shops, bakeries. The Commercial Improvement Grant Program will fund improvements for Zephyrhills to realize its' full potential, aesthetically and economically. The Program will serve as an incentive to utilize vacant and or older commercial and mixed-use space, which will lead to increased investment and economic vitality within the CRA district. This grant program is consistent with the intent of Section 163.350, Florida Statutes, specifically "encouraging voluntary rehabilitation" of vacant and/or underutilized commercial and mixed-use properties within the CRA district.

Program Objectives

The Commercial Improvement Grant encourages rehabilitation and preservation of commercial buildings by offering a financial incentive of up to \$20,000. it is hoped that in addition to improving the building, the program will provide an incentive for complete rehabilitation of the structures. Rehabilitation means the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient, contemporary use while preserving those portions which are significant to its historic, architectural, and cultural values. The CRA Grant Programs are based on historic preservation of the building stock within the district should the

commercial building not be deemed historic all improvements, alterations, and /or modifications will compliment and add to a more pleasing pedestrian commercial district with a mix of retail and business uses. Grant funds are allocated until the Program funding is depleted; grants are approved on a first-come-first served basis. Once approved, the applicant will have six months to complete the project.

Project Goals

Eligible applicants may receive grant funding for the following:

1. Expanding and improving older and underused buildings to increase commercial intensity or renovating a historic structure;
2. Bring existing buildings into compliance with the Americans with Disability Act (ADA), Florida Building Code (FBC), and the Florida Fire Protection Code;
3. Assisting the small business community grow and prosper;
4. Promote job creation in the CRA District;
5. Promote pedestrian friendly commercial District;
6. Increase the customer base or customer opportunity in the CRA District.

Procedure

1. The application is submitted to CRA staff to determine if the proposed work is eligible for grant funds.
2. The application package is sent to the City of Zephyrhills Planning Department to evaluate its compliance with the Land Development and Zoning Regulations.
3. If the building is within the City's Historic District the application must be reviewed by the City's Historic Preservation staff.

4. After the review process, the application is placed on the next CRA Board agenda for final approval.
5. Once the application is approved by the CRA Board, a letter of approval is provided to the applicant. Any work commenced prior to CRA Board approval will invalidate the grant application and funding.
6. The applicant is responsible for all permits required by the city of Zephyrhills Building Department. Grant funds cannot be used for permit fees.
7. Upon completion of project with all inspections completed and all contractors and materials paid in full. The CRA will provide grant funds as approved. Any unapproved changes will void the Grant. If the applicant decides to change the project those changes will need to be reviewed by the CRA staff before any work is done.

Disbursement of Funds

1. Submit proof that all City Inspections have been completed.
2. Submit a paid invoice from contractors with canceled checks or credit card statement. Provide a statement that all work as approved by the CRA Board is complete and all materials and labor for the work is paid in full.
3. Submit photographs of building after all improvements have been completed
4. CRA staff will review and verify work has been completed to work approved by the CRA Board.
5. Reimbursement information will be submitted to the City Finance Department for payment as provided in the application.
6. A W9 form is required before funds will be disbursed.

RELOCATION

It is not the intent of the Zephyrhills Community Redevelopment Agency to engage in any rehabilitation activity that requires vacating property.

NONDISCRIMINATION

The Commercial Improvement Grant shall be available to anyone meeting the eligibility requirements, and no one shall be denied the benefits of said program because of race, color, national origin, or gender.

ELIGIBILITY REQUIREMENTS

Businesses within the designated CRA District are eligible to apply for the grant funds (See attached map for district boundary.) The grant funds are available to properties one time only, grant funds are not for routine maintenance. The grant funds are available on a first come, first serve basis for all eligible improvements. The disbursement of funds is upon completion of work and proof of all materials and contractor and/or sub-contractors, if applicable, being paid in full. Applicants must comply with the following criteria and submit a complete application with all required submittals before review. Approval is not automatic. Decisions will be based on the criteria and how closely the project meets the goals of the CRA Master Plan.

1. The business owner must hold a current Business Tax Receipt (BTR) to do business in the City of Zephyrhills (copy of current BTR).
2. All grants require property owner provide evidence of ownership and all city and county property taxes are current by submitting a current property tax statement with application. Tenant is

eligible to apply for a grant contingent upon a notarized letter of approval from the property owner.

3. Governmental entities, tenants of government owned buildings, non-profits, or residential conversions are not eligible for grant program
4. The building must be structurally sound and meet or have approved plans for rehabilitation to meet the minimum building and life safety codes that apply.
5. Properties with code enforcement violations are not eligible.
6. Grant recipients must agree to display a ZCRA sign on their property while the project is in progress. Upon completion of project, ZCRA sign will be returned.
7. Grant recipients must maintain improvements for at least five (5) years.

ELIGIBLE IMPROVEMENTS

Awnings/Canopies

The awnings/canopies can be an addition or a replacement of an existing awning/ canopy. The awnings/canopies should be compatible with the building. Installation of awnings/canopies should be above storefront opening or along the storefront to provide protection from the elements for the pedestrian. The replacement of an existing awning is eligible only when it is a new style, color, and modification in the awning design. It is not to replace an awning that otherwise is part of normal maintenance. Design will be reviewed and approved by CRA staff.

Windows New or Replacement

Windows will incorporate the original historical appearance or provide a more traditional storefront appearance and will not include any

tinting, opaque glass or mirrored and reflective glass. Scaled elevation drawing which depicts the size, dimensions, and locations of window improvements or modifications including information from window manufacturer must be submitted with application.

Paint

New paint is an aesthetic improvement on historical or conventional building structures; colors should complement the structure and surroundings. New paint will include three (3) colors, paint scheme will be reviewed and approved by CRA staff.

Please note: Repainting of a building with the same color as part of scheduled maintenance is not eligible.

Doors New or Replacement

When door replacements are part of a storefront remodeling or restoration that incorporates the original historical appearance or a more traditional storefront appearance, it is an eligible activity. A drawing which depicts the location and dimension of proposed door (s) including specifications from door manufacture must be submitted with application. The proposed door design will be reviewed and approved by staff.

Exterior Lighting

Improvement and/ or addition of exterior lighting that enhances a building and improves the pedestrian environment by illuminating the sidewalk are eligible. A drawing which depicts the location and dimension of proposed lighting including specifications from lighting manufacturer must be submitted with application and subject to CRA approval.

Parking Lot Improvements

Improvement of existing parking lots that help improve the building's overall appearance. Must include three quotes and a description of services.

Fire Suppression System

Installation of a new fire suppression system must improve the safety of residents and promote greater utilization of currently vacant or underutilized space. The building must not currently have a fire suppression system in place. A new fire suppression system is limited to restaurants and cafes. Plans for the design and installation of the fire suppression system must be submitted with application.

Grease Traps

The grease trap must be located inside the building or under the sink. The building must not currently have a grease trap in place. A new grease trap is limited to restaurants and cafes. Plans for the design and installation of the grease trap must be submitted with application.

Funding will be capped at \$5000 in matching funds from the Commercial Improvement Grant.

Signage

Signage is especially important to a commercial building, designed, constructed, and maintained to complement the architectural features of the building and harmonize with the adjacent buildings. The sign must be unique and add to the overall aesthetic of the commercial site. **Signage funding is capped at \$1000 in matching funds from the Commercial Improvement Grant.**

Interior Improvements

For food service businesses, restaurants, coffee shops, bakeries (a building or place whose main purpose is the preparation and serving of food and drink to people for consumption). The grant will fund:

Interior plumbing to meet code for food service.

Interior electrical system to meet code for food service.

HVAC system to meet code for food service.

Other Improvements or Modifications

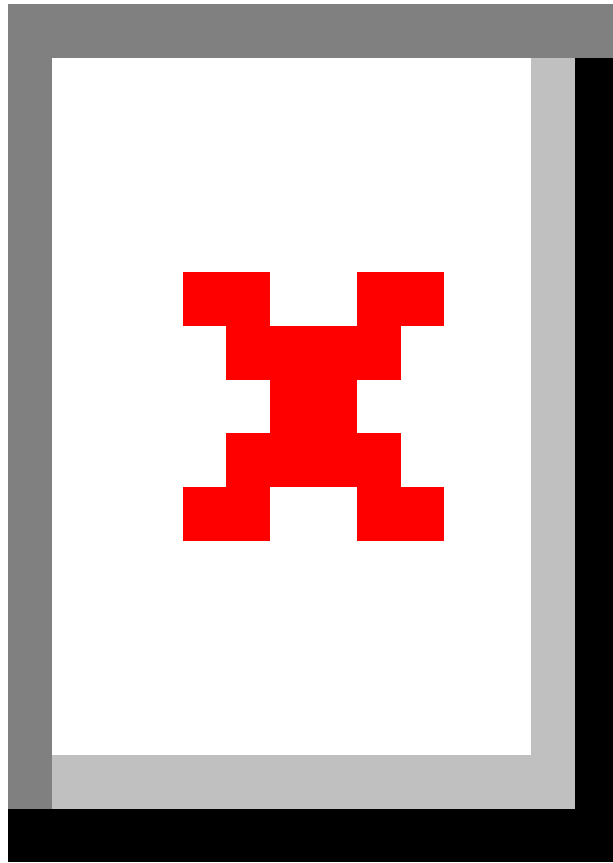
Additional repairs, improvements, and/or modifications not listed will be reviewed case-by-case. The Zephyrhills Community Redevelopment Agency Board of Commissioners will have final approval.

INELIGIBLE IMPROVEMENTS

1. Any service performed by a non-licensed contractor or work which is inconsistent with the City's adopted codes
2. Sweat equity payments, i.e., reimbursement for applicant's own labor and performance of renovation work.
3. Improvements to properties that "expand" non-conforming uses.
4. New Construction
5. Installation of aluminum or vinyl siding.
6. Structural Repairs and/or roof and chimney repairs.
7. Fences and landscape improvements.
8. Any modifications or additions not approved by CRA and/or City staff or CRA Board of Commissioners.
9. "Soft Cost" for improvements including but not limited to: legal fees, project management fees, overhead expenses, any costs in construction that are not related to the physical construction work.

SUBMITTAL REQUIREMENTS

1. Complete, sign and return the application to the CRA Department, 5335 8th Street Zephyrhills.
2. Submit a detailed written description of all improvements and/or modifications.
3. Submit a written description of the proposed business including hours of operation.
4. Submit an elevation/drawing which depicts the size, dimension, and location of all improvements or modifications.
5. Submit samples of material to be used when applicable. Including specifications and material information from all manufactures.
 - A color fabric or material sample for awning.
 - Paint samples of the exterior paint noting body and trim colors must provide three (three) colors.
 - All specifications for windows and doors.
 - Photographs of front, sides and rear of building showing existing conditions.
 - Color rendering of sign including size and location of sign on building or property.
 - Detailed cost estimate from licensed contractor or architect for improvements as detailed in written description.
 - Copy of contract with licensed contractor or sub-contractor registered with the Pasco County Licensing Board and the City of Zephyrhills.



FOR CRA STAFF ONLY

Checklist for Application Completeness:

- ☐ The business is in the CRA District.
- ☐ Copy of Business Tax Receipt, BTR, Business License.
- ☐ If the applicant is a tenant, copy of a notarized letter of approval from owner of the property.
- ☐ Verified Property Taxes, both city and county, are current.
- ☐ The building meets all current building and life safety codes or has approved plans submitted to the City's Building Department. Verified by Building Department.
- ☐ Business is a permitted use as outlined in the City of Zephyrhills Land Development Code and meets the intent of the zoning code
- ☐ Detailed written description of proposed improvements.
- ☐ Detailed written description of proposed business including hours of operation.
- ☐ Drawing which depicts the size, dimensions, and locations of improvements or modifications.
- ☐ Construction and cost estimate from licensed contractor for project as detailed.
- ☐ Copy of contract with a licensed contractor registered with the Pasco County Licensing Board and the City of Zephyrhills.
- ☐ Samples: A color fabric or material sample for awning Paint sample noting body and trim colors Detailed specifications and rendering of windows and/or doors, if applicable.
- ☐ Current pictures of building, showing front and sides of building.

- ☐ CRA Representative: _____

- ☐ Date: _____

BUSINESS ITEMS 2.2

Hercules Park Entrance Signage Review

Issue:

The Hercules Park Design Team Kimley-Horn has created a design for the entrance sign of Hercules Park, for Board review.

Background:

In 2016, the CRA Board approved a design for entrance signage within the district. James Pankonin with Kimley Horn used that approved design and created the entrance sign for Hercules Park. The design also incorporates the smooth limestone used in the design of the City Hall and library buildings and the new logo, brand colors and fonts.

Attachment(s):

1. 20240814_L-9-L-10_MONUMENT SIGN_LANDSCAPE DETAILS AND SPEC (1)

Fiscal Impact:

Funding for the Hercules Park entrance sign is included in the overall budget of Hercules Park. No additional funding is contemplated at this time.

Staff Recommendation:

Staff requests the CRA Board review and approve the Hercules Park entrance signage.

Plotted By: Terablenics, Skyer - Sheet Set: Hercules Park - 148110002 - Layout: L-9 - August 14, 2024 - 05:56:50pm - K:\SAR-URG\148110002 - Hercules Park\CAD\PlanSheet\LANDSCAPE DETAILS AND SPEC.dwg

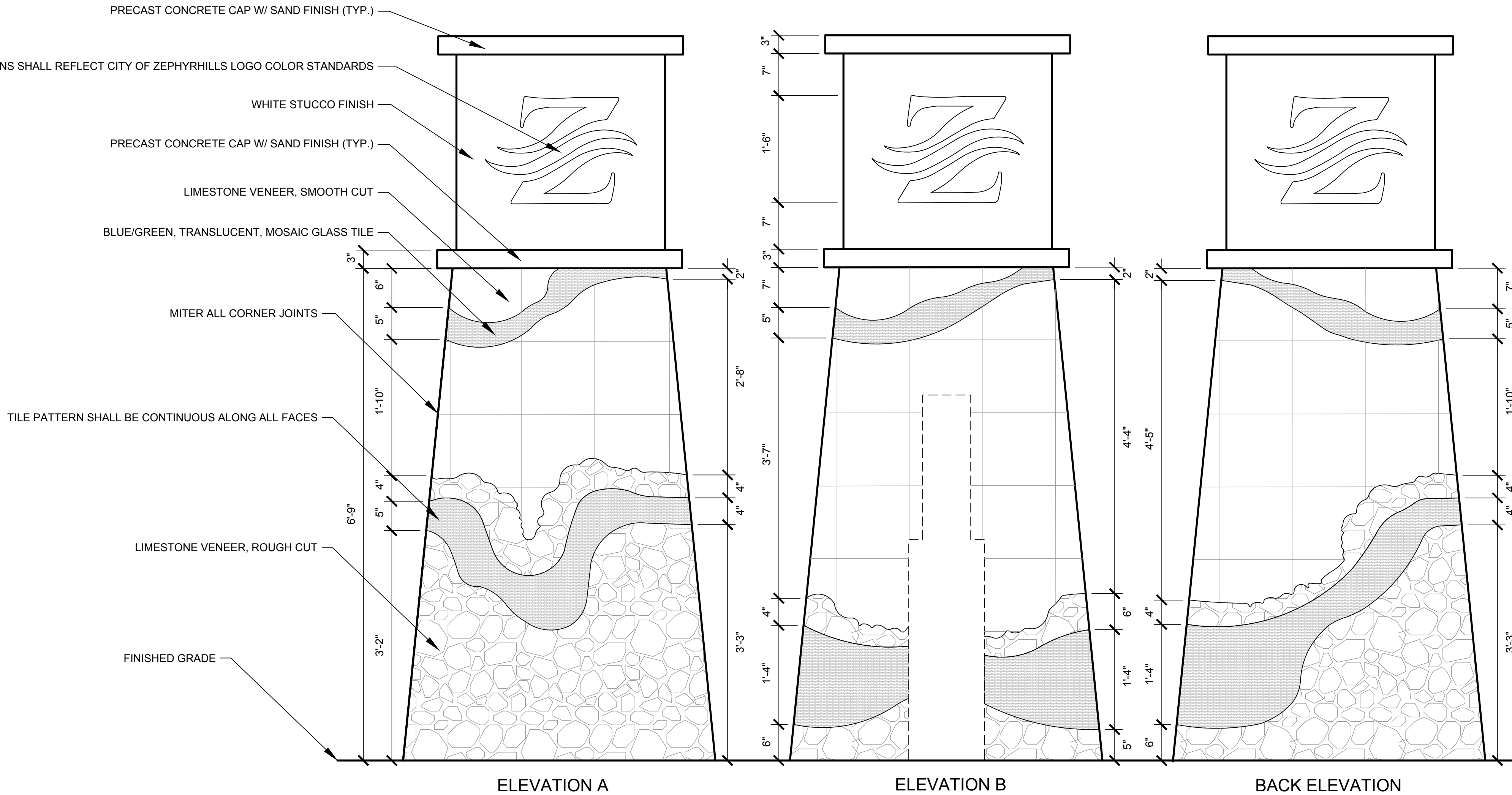
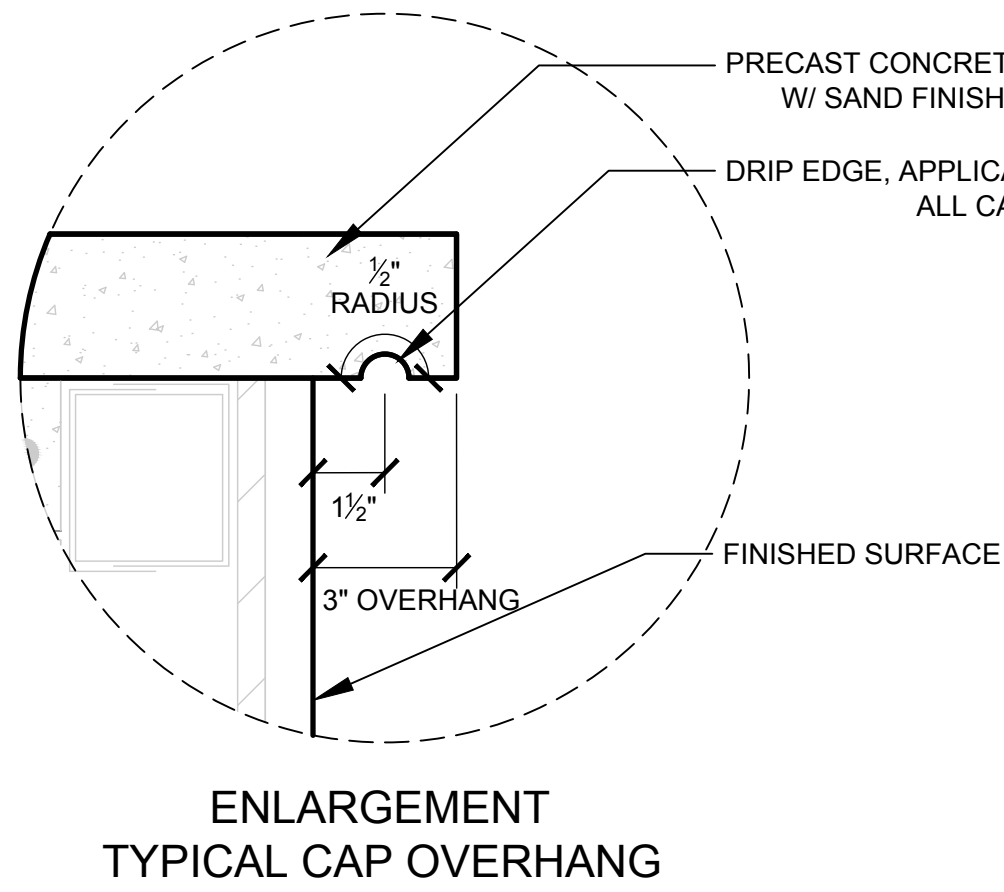
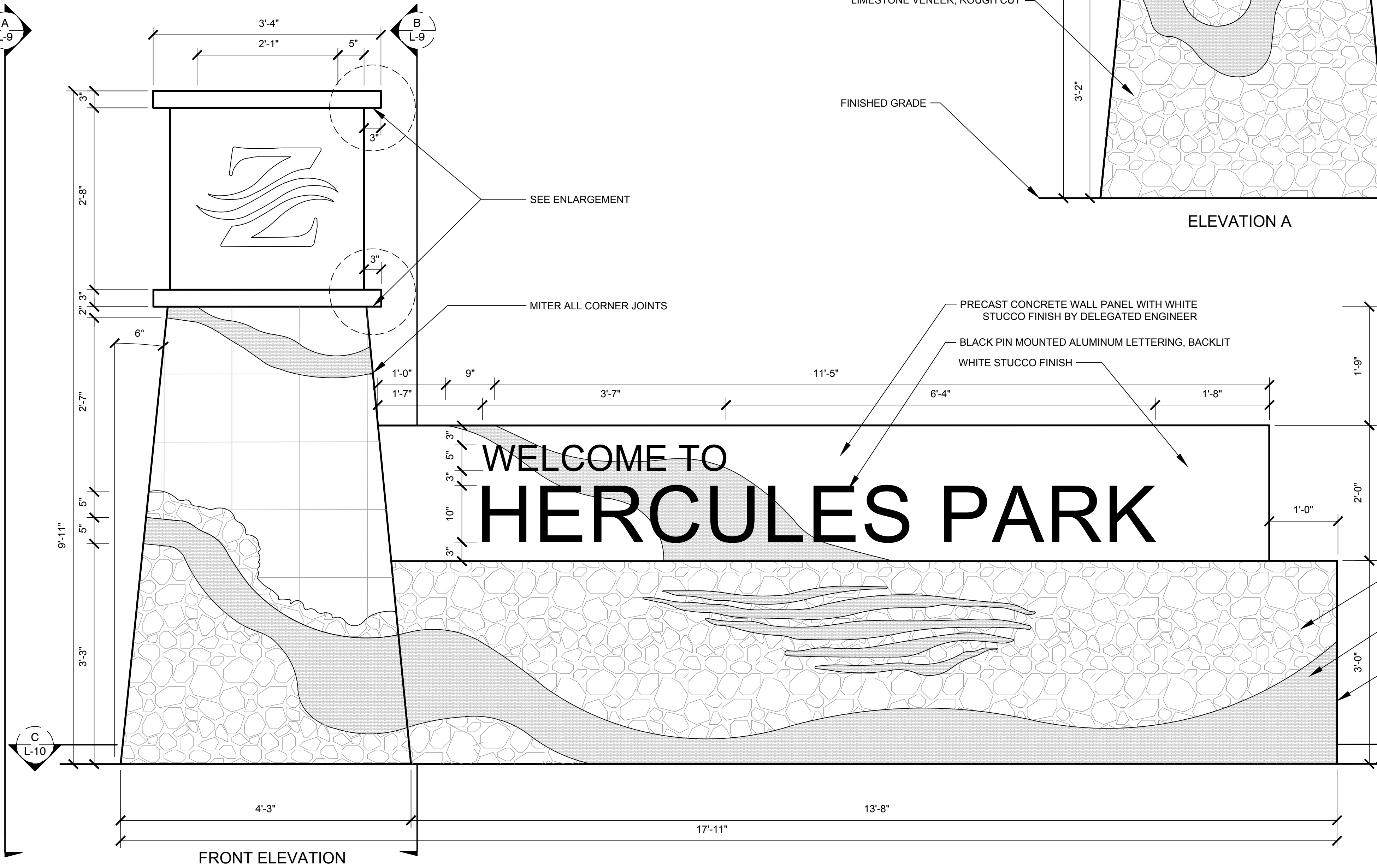
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L-9

MONUMENT SIGN

1" = 1'-0"

148-110-002-115

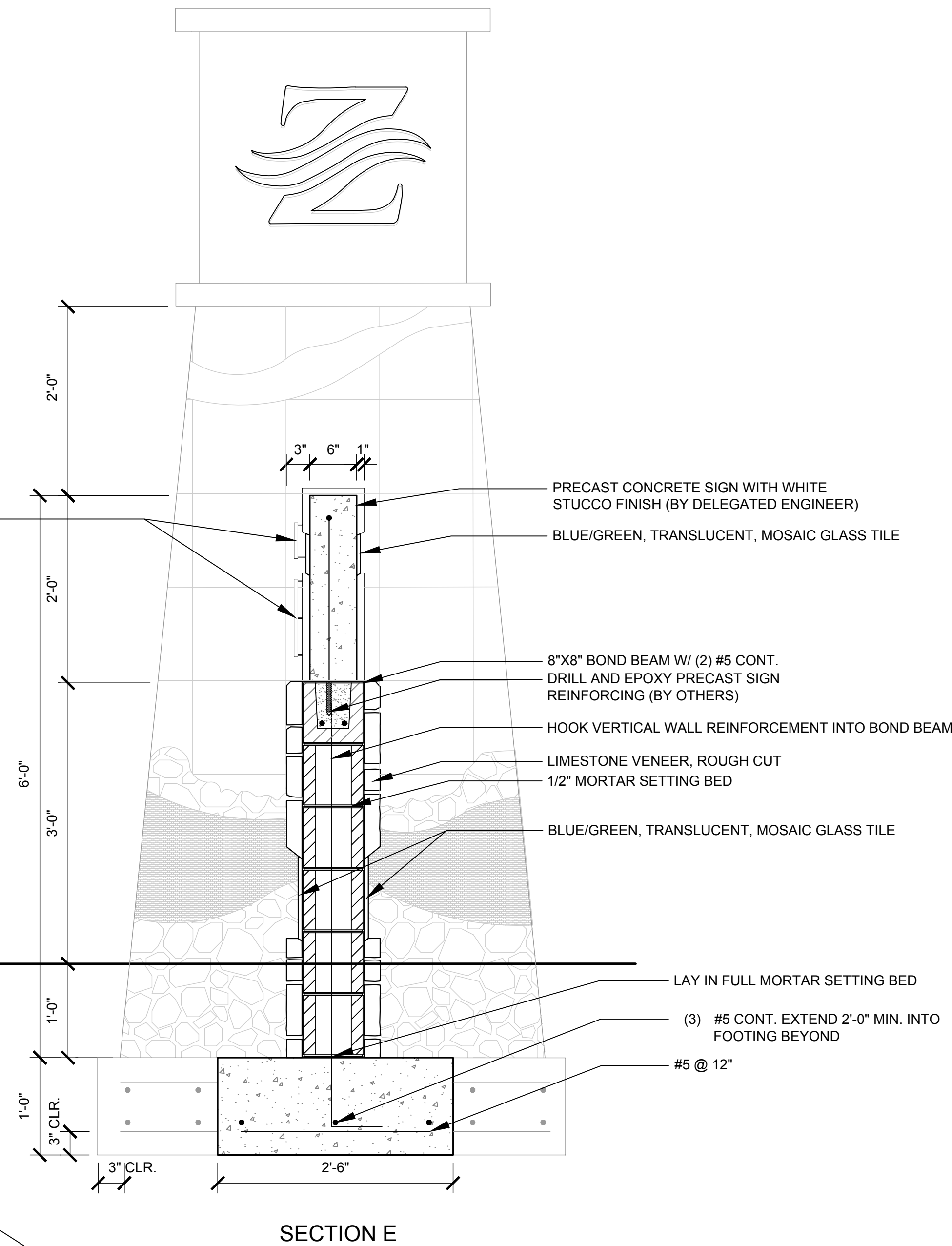
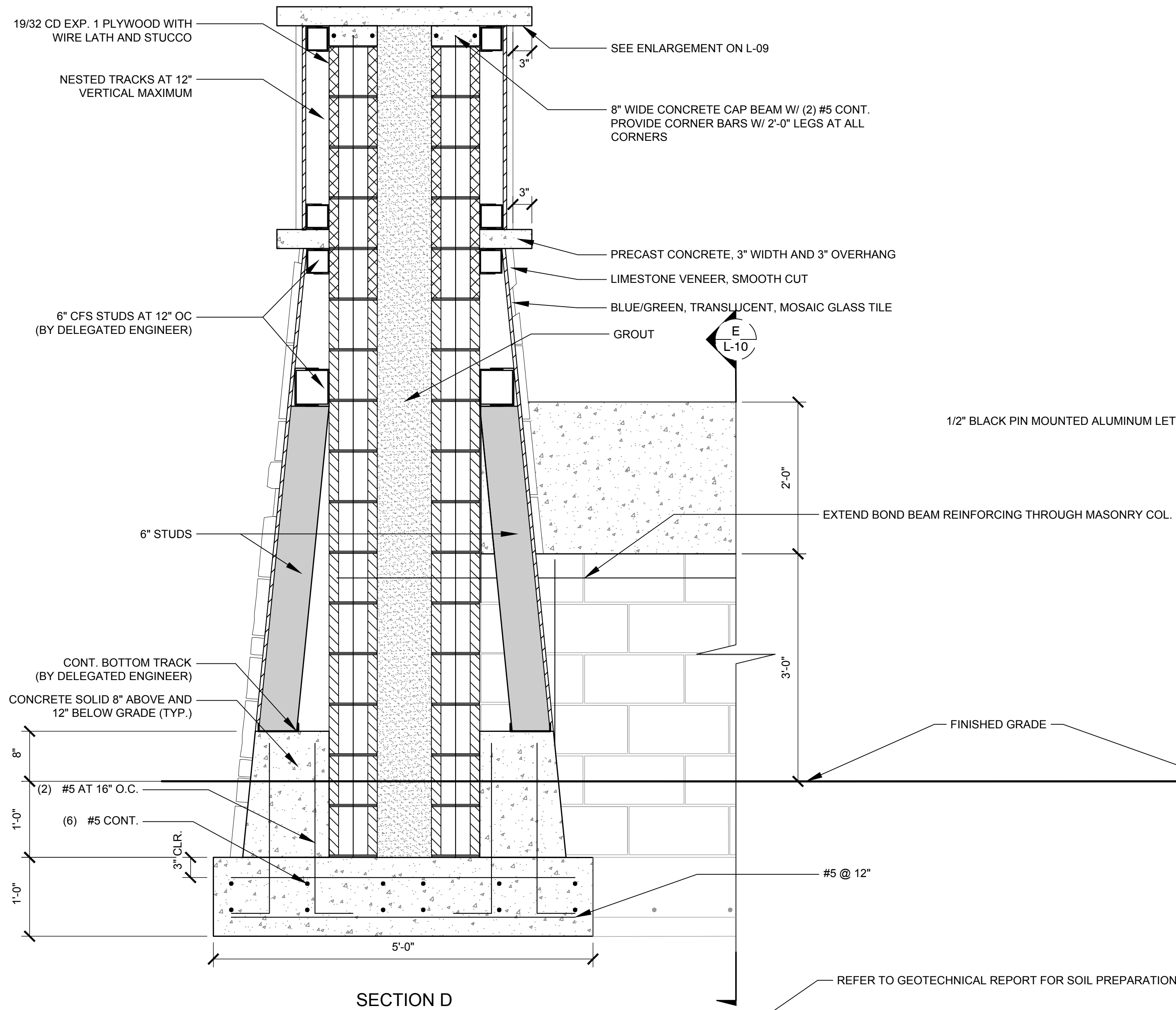
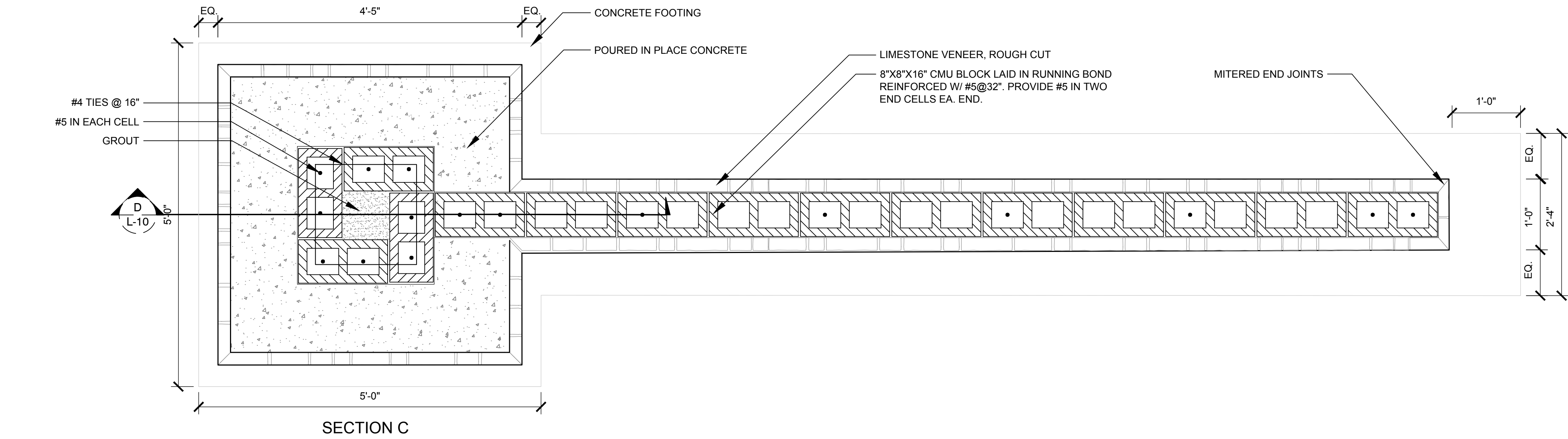


NOTE:

- CONTRACTOR SHALL SUBMIT SHOP DRAWINGS AND PHYSICAL SAMPLES OF ALL MATERIALS, FINISHES, AND EQUIPMENT TO LANDSCAPE ARCHITECT FOR REVIEW & APPROVAL PRIOR TO CONSTRUCTION.

HERCULES PARK PREPARED FOR CITY OF ZEPHYRHILLS CITY OF ZEPHYRHILLS FLORIDA										KHA PROJECT 148110002 DATE MARCH 2024 SCALE AS SHOWN DESIGNED BY ML DRAWN BY JRP CHECKED BY KDS DATE: 8/14/2024										JAMES R. PANKONIN FLORIDA LICENSE NUMBER 6666900 DATE: 8/14/2024										Kimley»Horn © 2024. KIMLEY-HORN AND ASSOCIATES, INC. 1777 MAIN STREET, SUITE 200, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM REGISTRY NO. 35106										No.		REVISIONS		DATE		BY																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
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1
L-10

MONUMENT SIGN

1" = 1'-0"

148-110-002-110

KHA PROJECT 148110002				JAMES R. PANKONIN			
DATE MARCH 2024				FLORIDA LICENSE NUMBER 6666900			
SCALE AS SHOWN				DATE 8/14/2024			
DESIGNED BY ML				CHECKED BY KDS			
DRAWN BY JRP				REVISIONS			
				No.			
				DATE			
				BY			
HERCULES PARK PREPARED FOR CITY OF ZEPHYRHILLS				SHEET NUMBER L-10			
CITY OF ZEPHYRHILLS				FLORIDA			
Kimley»Horn				© 2024 KIMLEY-HORN AND ASSOCIATES, INC. 1777 MAIN STREET, SUITE 200, SARASOTA, FL 34236 PHONE: 941-379-7600 WWW.KIMLEY-HORN.COM			

Plotted By: Teribienics, Skyer Sheet Set:Hercules Park — 148110002 Layout: L-11 August 14, 2024 05:56:52pm K:\SAR-URG\148110002 — Hercules Park\CAD\PlanSheets\LANDSCAPE DETAILS AND SPEC.dwg This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse or improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

GENERAL NOTES:

1.

The Governing Code for this project is the 2023 Florida Buiding Code, Building, Eighth Edition. This Code prescribes which Edition of each referenced standard applies to this project.
2.

To the best of our knowledge, the Structural drawings and specifications comply with the applicable requirements of the Governing Buiding Code.
3.

Construction is to comply with the requirements of the Governing Building Code and all other applicable Federal, State, and local Codes, Standards, Regulations and Laws.
4.

The Structural documents are to be used in conjunction with the Architectural documents. Use these notes in conjunction with the project specifications. If a conflict exist, notify the Architect.
5.

Details labeled "Typical" apply to all situations that are the same or similar to those specifically referenced, whether or not they are keyed in at each location. Questions regarding the applicability of typical details shall be resolved by the Architect.
6.

Openings shown on Structural drawings are only pictorial. See the Architectural and M.E.P. drawings for the size and location of openings in the structure.
7.

Contractors who discover discrepancies, omissions or variations in the contract documents during bidding shall immediately notify the Architect. The Architect will resolve the condition and issue a written clarification.
8.

The General Contractor shall coordinate all contract documents with field conditions and dimensions and project shop drawings prior to construction. Do not scale drawings; use only printed dimensions. Report any discrepancies in writing to the Architect prior to proceeding with work. Do not change size or location of Structural members without written instructions from the Structural Engineer of record.
9.

The contractor shall protect adjacent property, his own work and the public from harm. The contractor is solely responsible for construction means and methods, and jobsite safety including all OSHA requirements.
10.

The Structure is designed to be structurally sound when completed. Prior to completion, the Contractor is responsible for stability and temporary bracing, including, but not limited to, masonry walls. Wherever the Contractor is unsure of these requirements, the Contractor shall retain a Florida Licensed Engineer to design and inspect the temporary bracing and stability of the Structure.
11.

DESIGN WIND LOADS:

Governing Code

Basic Wind Speed

Risk Category

Building Enclosure

Directionality Factor

Exposure

ASCE 7-22

Vult= 127 MPH/Vasd= 99 MPH

I

Sign

Kd = 0.85

B
12.

FLOOD DESIGN CRITERIA:

Governing Code

Flood Design Class

ASCE 24-14

1

EXCAVATION, BACKFILL AND DEWATERING:

1.

The Contractor is solely responsible for all excavation procedures including lagging, shoring, and protection of adjacent property, structures, streets and utilities in accordance with the requirements of the local Building Department and OSHA regulations. Do not excavate within one foot of the angle of repose of any soil bearing foundation unless the foundation is properly protected against settlement.
2.

Do not backfill against walls until 7 days after the walls are braced by the Structure or are temporarily braced. Do not backfill cantilevered retaining walls until concrete is 14 days old. Do not backfill until after completion and inspection of any waterproofing.
3.

The Contractor is responsible for the disposal of all accumulated water in a manner that does not inconvenience or damage the work.

SHALLOW FOUNDATIONS:

1.

Foundation design, soil preparation and compaction are based on geotechnical investigation, data and recommendations in report B-23-124 by Arehna Engineering, Inc. dated November 23, 2023.
2.

Footing sizes and reinforcing are based on an assumed allowable soil bearing capacity of 2,000 psf. All footings shall bear on compacted fill, natural soil or rock prepared per the geotechnical report.
3.

Subgrade preparation shall be field controlled and tested by a licensed soils Engineer in accordance with the geotechnical report. At completion, that Engineer shall prepare and submit to the owner, Architect, contractor and Structural Engineer a signed and sealed letter indicating that the recommendations of the geotechnical report have been followed.
4.

Center all footings under their respective columns or walls, u.o.n.
5.

Top of all footings is 2'-0 below the grade, u.o.n.

REINFORCED CONCRETE:

1.

Comply with ACI 301 and 318-19.
2.

Provide Structural Concrete with a minimum ultimate Compressive Design Strength of 4,000 psi (max. w/cm= 0.50). u.o.n.
3.

Use normal weight concrete for all Structural Members. u.o.n.
4.

Provide ASTM A-615 Grade 60 reinforcing steel. Weldable Rebar shall be ASTM-706, Grade 60 per AWS D.1. Reinforcing shall be accurately placed, rigidly supported and firmly tied in place, with appropriate bar supports and spacers. Lap bottom steel over supports and top steel at midspan (u.o.n.). Hook discontinuous ends of all top bars and all bars in walls, u.o.n. Provide cover over reinforcing as follows:

Element

Footings

Slabs Exposed to Weather

bottom

3"

1 1/2"

top

2"

1 1/2"

sides

3"

1 1/2"
5.

Tension Development Length and Lap Splice Lengths shall be per schedule.
6.

Where specified, provide plain, cold-drawn electrically-welded wire reinforcement conforming to ASTM A-185. Supply in flat sheets only. Lap splice two cross wire spacing.
7.

In addition to specified reinforcing, provide an extra 20% by weight of reinforcing bars to be detailed, fabricated, delivered to site and placed as directed by the Architect/Engineer to account for unforeseeable conditions.
8.

Utilities shall not penetrate beams or columns but may pass through slabs and walls individually, u.o.n. For openings 24" long or less, cut reinforcing and replace alongside opening with splice bars of equivalent area with 48 bar dia. lap. Prepare and submit shop drawings for openings longer than 24". For rectangular openings 12" long or longer, add 1#5 x 6" mid depth diagonal at all 4 corners.
9.

Where reinforcing steel congestion permits, conduit and pipes up to 1" diameter may be embedded in concrete per ACI 318, section 6.3. Space at 3 diameters o.c. Place between outer layers of reinforcing if conduits are significantly congested, additional reinforcing perpendicular to piping may be required. Requests to embed larger pipes shall be accompanied by a detailed description and be submitted to the Architect for evaluation.
10.

Provide construction joints in accordance with ACI 318, section 6.4. Provide keyways and adequate dowels. Submit drawings showing location of construction joints and direction of pour for review.
11.

Provide 3/4" chamfer for all exposed corners.
12.

Provide reinforcing steel placer with a set of Structural Drawings for field reference. Inspect reinforcing steel placing from Structural Drawings.

STRUCTURAL NOTES

CONCRETE MASONRY:

1.

Construct masonry in accordance with TMS 402-16, "Building Code Requirements for Masonry Structures"; TMS 402-16, "Specifications for Masonry Structures."
2.

The structure is supported by bearing walls, u.o.n. Erect masonry prior to casting concrete columns within bearing walls or casting beams and slabs supported by bearing walls.
3.

Use 50% solid, nominal 8"x8"x16" and 12"x8"x16", concrete masonry units conforming to ASTM C90. Block net area compressive strength shall be 2,000 psi. Lay up units in running bond. Sawcut units which are not in multiples of 8". Units shall be at least 8" long. Bond corners by lapping ends 8" in successive vertical courses. Design of walls is based on a f'm of 2,000 psi.
4.

Use type S mortar in accordance with ASTM C270 except use type M mortar below grade. Head and bed joints shall be 3/8" for the thickness of the face shell. Webs are to be fully mortared in all courses of piers and columns; in the starting course, and where an adjacent cell is to be grouted. Remove mortar protrusions extending 1/2" or more into cells to be grouted.
5.

Use standard W1.7 horizontal ladder type joint reinforcing in every other course. Joint reinforcing and anchors in exterior walls shall conform to ASTM A153 Class B2, with a coating thickness of 1.50 oz/sf, conform to ASTM A 641 in interior walls. Overlap discontinuous ends 6". Use prefabricated corners and tees.
6.

Use fine grout conforming to ASTM C476, with a minimum compressive strength of 2,500 psi in 28 days. Aggregate to conform to ASTM C404 for fine grout, with slump of 8" to 10". Grout all masonry containing reinforcing. All cells of 4 hour rated walls, and where indicated on the drawings. Allow mortar to cure 24 hours prior to grouting. Provide cleanup openings at the base of cells containing reinforcing steel to clean the cell and to tie the vertical bar to the dowel. In high-lift grouting, Use 4'-0" (max.) lifts, with 1/2 hour to 1 hour between lifts. Vibrate each lift and reconsolidate the previous lift.
7.

Use ASTM A-615 grade 60 reinforcing steel. Reinforce walls where indicated on the drawings and at all intersections, each side of openings and at the ends of walls. Use bar spacers at 10 ft. o.c. where grout pour height exceeds 10 ft.
8.

At bond beam corners and intersections, place 1 #5 x 5'-0" T & B corner bar, with 30" legs each way, at the exterior face.
9.

Reinforced masonry wall construction shall be inspected by an Engineer or Architect in accordance with ACI 530.1/ASCE 6.

MIN. LAP SPLICE LENGTH SCHEDULE											
BAR TYPE	BAR SIZE										
	#3	#4	#5	#6	#7	#8	#9	#10	#11		
FOOTINGS	16"	16"	19"	23"	33"	37"	42"	47"	53"		
MASONRY FILLED CELLS	-	24"	30"	36"	42"	-	-	-	-		

LAP SPLICE LENGTH SCHEDULE

EXPANSION ANCHORS:

1.

Use wedge-type expansion anchors such as the Hilti Kwik Bolt 3, ITW Ramset Red Head Trubolt Wedge, Powers Rawl Power-Stud, Simpson Strong-Tie Wedge-All or accepted equivalent. Follow manufacturer's specifications for use and installation.
2.

Confirm the absence of reinforcing steel by drilling a 1/4" diameter pilot hole for each anchor. Do not cut reinforcing steel without approval of the Structural Engineer.
3.

Provide anchor embedment, spacing and edge distance as shown on the drawings.

CHEMICAL ADHESIVE FOR ANCHORING REINFORCING BARS, THREADED BARS AND ANCHOR BOLTS:

1.

Use an epoxy, acrylic or polyester resin adhesive system such as the Hilti Hilti HY200, ITW Ramset/Red Head Epcon A7 or C6 injection system, Powers Rawl Power-Fast System, Simpson Strong-Tie AT or ET, Allied Fastener Allied Gold A-1000, or accepted equivalent. Follow manufacturer's specifications for use and installation.
2.

Confirm the absence of reinforcing steel by drilling a 1/4" diameter pilot hole for each anchor. Do not cut reinforcing steel without approval of the Structural Engineer.
3.

Refer to manufacturer's installation instructions for appropriate drill size. Thoroughly clean hole including removal of dust prior to filling with epoxy.
4.

Provide anchor embedment, spacing and edge distance as shown on the drawings.
5.

Threaded rods are A-36 galvanized steel, u.o.n.

FOOTING SCHEDULE						
MARK	SIZE WxLxD	REINFORCING				REMARKS
		BOTTOM		TOP		
		L.W.	S.W.	L.W.	S.W.	
WF-24	24"xCONT.x12"	3#5	#5 AT 12"			
WF-32	32"xCONT.x12"	3#5	#5 AT 12"			
WF-36	36"xCONT.x12"	4#5	#5 AT 12"			
F5.33X20	5'-4"x20"x16"	6#6	16#6			

SHOP DRAWINGS AND OTHER SUBMITTALS:

1.

Submit specific components, such as columns, footings, etc., in a single package. Submit similar forms together.
2.

On first submittal, clearly flag and cloud all differences from the contract documents. On resubmittals, flag and cloud all changes and additions to previous submittal; only clouded items will be reviewed.
3.

Submittals for special structural, load-carrying items that are required by codes or standards to resist forces must be prepared by, or under the direct supervision of, a delegated engineer as follows:

SHOP DRAWING SUBMITTAL REQUIREMENTS

COMPONENT	DRAWINGS/ MATERIAL SHEETS	PRODUCT APPROVALS	SIGNED & SEALED DRAWINGS	SIGNED & SEALED CALCULATIONS
REINFORCEMENT	X			
MASONRY	X			
EPOXY, EXPANSION, OR SCREW ANCHORS	X	X		
CONCRETE MIXES	X			
CONCRETE ACCESSORIES	X			

4.

Delegated Engineer is defined as a Florida licensed Engineer who specializes in and undertakes the design of structural components or structural systems included in a specific submittal prepared for this project and is an employee or officer of, or consultant to, the contractor or fabricator responsible for the submittal. The delegated Engineer shall sign, seal and date the submittal, including calculations and drawings.
5.

The trade contractor is responsible for confirming and correlating dimensions at the job sites, for tolerances, clearances, quantities, fabrication processes and techniques of construction, coordination of the work with other trades and full compliance with the contract documents.
6.

The general contractor/construction manager shall review and approve submittals and shall sign and date each drawing prior to submitting to the Architect. This approval is to confirm that the submittal is complete, complies with the submittal requirements and is coordinated with field dimensions, other trades, erection sequencing and constructibility.
7.

The structural Engineer reviews submittals to confirm that the submittal is in general conformance with the design concept presented in the contract documents. Quantities and dimensions are not checked. Notations on submittals do not authorize changes to the contract sum. Checking of the submittal by the Structural Engineer shall not relieve the contractor of responsibility for deviations from the contract documents and from errors or omissions in the submittal.
8.

In addition to the above, the structural Engineer's review of delegated Engineer submittals is limited to verifying that the specified structural submittal has been furnished, signed and sealed by the delegated Engineer and that the delegated Engineer has understood the design intent and used the specified structural criteria. No detailed check of calculations will be made. The delegated Engineer is solely responsible for their design, including but not limited to the accuracy of their calculations and compliance with the applicable codes and standards.
9.

CAD files of Structural Drawings may be used as an aid in preparing shop drawings only upon the contractor signing an agreement. When Cad files or copies of the Structural Drawings are made available, it is under the following conditions:

- A.

All information contained in the CAD files or copies of the Structural Drawings are instruments of service of the Architect/ Engineer and shall not be used for other projects, additions to the project or the completion of the project by others. CAD files and copies of the Structural Drawings remain the property of Kimley-Horn & Associates, Inc. and in no case shall their transfer be considered a sale.
- B.

Cad files or copies of the Structural Drawings are not contract documents. In the event of a conflict, the Structural Drawings shall govern.
- C.

The use of CAD files or copies of the StructuralDrawings shall not in any way relieve the Contractor's responsibility for proper checking and coordination of dimensions, details, sizes and quantities of materials as required for the preparation of complete and accurate shop drawing; and
- D.

The Contractor shall revise all references to contract document sheet numbers and section marks and shall remove information that is not required for their work from the CAD files or copies of the Structural Drawings, including the title block.
- E.

Dimensions in the CAD files may not be precise and, in some cases, have been intentionally altered for presentation purposes. Do not scale dimensions electronically or otherwise.

GENERAL NOTES
SIGNAGE

HERCULES PARK
PREPARED FOR
CITY OF ZEPHYRHILLS

FLORIDA

CITY OF
ZEPHYRHILLS

SHEET NUMBER
L-11

Kimley»Horn

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JAMES R. PANKONIN

FLORIDA LICENSE NUMBER
6666900

DATE: 8/14/2024

KHA PROJECT
148110002

DATE
MARCH 2024

SCALE
AS SHOWN

DESIGNED BY
ML

DRAWN BY
JRP

CHECKED BY
KDS

REVISIONS

DATE

BY

No.

BUSINESS ITEMS 2.3

CRA Tree Program Draft

Issue:

The CRA Board review and provide comments on the draft tree program created to increase the tree canopy within the district.

Background:

The CRA Board requested staff to create a tree program to increase the tree canopy within the district. Working with the landscape team at BGE, Inc. and city departments, a draft program has been created for board review. The program will provide an installed tree within the right-of-way for CRA residents who agree to water the tree for one-year after planting. The program guidelines are provided in your back -up.

Studies show trees give the neighborhoods a sense of place, slow traffic, and are essential for sustaining a viable ecosystem for birds and increasing the value of the surrounding properties.

Attachment(s):

1. 2024-08-19 Zephyrhills CRA Tree Program Narrative v2

Fiscal Impact:

If approved, funding for the Tree Program will be included in the 2024/2025 budget.

Staff Recommendation:

Staff requests the CRA Board provide input, additions, or changes to the CRA Tree Program.



To: Gail Hamilton, Director
Zephyrhills Community Redevelopment Agency

From: Nicole Young

Date: August 19, 2024

Subject: CRA Tree Planting Program Version 2 - Updated per Client Comments

The Tree Planting Program narrative below has been updated to include several of the comments received from Public Works Director, Shane LeBlanc on July 26. The updates are indicated with *italicized text*.

PROGRAM NARRATIVE | CRA District Tree Planting Program

Goals:

1. Increase value of neighborhoods and properties with tree-lined streets
2. Replenish the tree canopy that historically contributed to the character of the City

Other benefits: help with traffic calming, buffer pedestrians from moving vehicles, reduce stormwater runoff, reduce heat island effects.

Criteria for Program Eligibility

Property owners within the limits of the Community Redevelopment Area District are eligible to participate in the program.

- Property must be primary residence of owners and registered as a homestead property.
- Property must be a single-family property/structure.
- Property shall not have any liens resulting from City code violations or utility services provided by the City.

Program Guidelines

1. Timeframe:
 - a. New requests/applications accepted June – August
 - b. Requests approved between September – October
 - c. Tree planting between December – February
2. An annual budget will be established to fund this program through the CRA.
3. Limit (1) tree per property per calendar year, subject to funding availability.
4. Trees must be located within the right-of-way which is between the road/curb and the sidewalk or right-of-way.

NOTE: After the 1st year of the program the City may consider expanding the location of tree placement to include private property in the front yard within 20' of the right-of-way and for corner lots within the front or side yards within 20' of right-of-way.
5. City crews and a City-appointed landscape contractor will inspect the planting site, verify the location / best placement for tree planting, and confirm the species selected is appropriate for the location.
6. City-appointed landscape contractor *shall schedule a utility locate for each planting, flag the proposed location for the tree, and notify the Public Works Director when the utility locate is completed. The Public Works Director or designee, and a Utilities Department representative, shall review the proposed location for the tree related to utilities, and provide final approval of tree placement prior to tree planting by the landscape contractor.*
7. Homeowner is responsible for maintaining the tree, which includes regular watering, pruning mulching and fertilizing. If the tree(s) is not maintained properly, it will not be replaced, and will render the homeowner ineligible to participate in future landscape programs. Basic guidelines on how to maintain trees will be provided to all homeowners participating in the program. *The City's Public Works department is not responsible for planting, watering, maintaining, or removing dead trees.*

Tree Specifications

1. Homeowner can choose the tree species from the Street Tree Palette below. The trees for each specific street should be determined based on compatibility with existing tree plantings on the street, mature size of the tree, presence of underground / overhead utility lines, utility poles, and fire hydrants. The homeowner's tree selection is subject to approval by CRA representative and City-appointed landscape contractor based on 'right plant, right place' principle and availability.
2. The size of tree (height and caliper) at installation will meet the CRA Design Guidelines and/or be approved by the CRA.

Street Tree Palette

COMMON NAME	CANOPY TREE*	UNDER/NEAR POWER LINES
LIVE OAK	X	
NUTTALL OAK	X	
BOTTLE BRUSH		X
CRAPE MYRTLE		X**
DAHOON HOLLY		X
DRAKE ELM	X	
JAPANESE BLUEBERRY		X
WINGED ELM	X	

**Canopy Trees are for use on streets designated as Canopy Roads per CRA Design Guidelines*

***Varieties of Crape Myrtles shall meet the maximum height limitations as indicated by the power utility company*

Maintenance Guidelines

Watering: Establish 90-day schedule that specifies the frequency of watering

Mulch: Maintain min. 5-foot diameter area of mulch around the tree; re-mulch when it dries out

Fertilizer application: Min. 6 months after planting

Damage: Avoid truck damage; park away from trees; protect trunks as any damage may result in disease, insect infestation or malformed growth.