



COMMITTEE OF THE WHOLE
Regular Meeting Agenda

February 23, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Open Meeting**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**

- Recommendation for additional items from the staff.
- Recommendation for additional items from the Council

- 5. Persons to Appear**
- 6. Agenda Items**

Item # 2023-1196
SEPA: Milton Community Market

Item # 2023-1257
SEPA: Crawfish Fest 2023

- 7. Finance, Planning Board**
Councilman Michael Cusack
Certificates of Deposit
Checks & Balances
- 8. Administration, Emerald Coast Regional Council**
Councilwoman Marilyn Farrow
Item # 2023-1253
City of Milton Board Vacancies
- 9. Parks & Recreation, Community Improvement Board**
Councilman Gavin Hawthorne
- 10. LEAP**
Councilman Jason Vance
- 11. Board of Adjustments**
Councilman Matthew Jarrett
- 12. Historic Preservation Board, Transportation Planning Organization**
Councilwoman Roxanne Meiss
- 13. Growth, Development & Annexation, Tourist Development Council**
Councilman Jeff Snow

Item # 2023-1255

Committee of the Whole Chairman

Item # 2023-1242

Business Improvement Program FY 2023 Cycle 4 - Frick's Pharmacy

Item # 2022-653

Milton Brownfield Expansion Request

Item # 2023-1250

Dogwood Drive Development Agreement Modification Request

Item # 2023-1256

Willing Street ROW Usage Request

Item # 2023-1125

Community Redevelopment Plan Update

14. Public Works

Councilman Casey Powell

15. City Manager's Report

16. Public Input

17. Adjournment

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, 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 proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." FS 286.0105



SEPA: Milton Community Market

MEETING DATE	PREPARED BY
February 23, 2023	Administration Department Jay Conrad, Events Coordinator



Special Event Permit Application

City of Milton

6738 Dixon Street, Milton FL, 32570

850-983-5400 pio@miltonfl.org

Instructions:

To process this application all applicable pages must be filled out completely and submitted to the city. Pages 1-6 are mandatory with every application. If you are requesting support and/ or sponsorship for your event, the City of Milton Outside Agency Funding Application is required in addition to this application. For questions about requirements, fees or the application process contact the Administration Department at City Hall.

Applicant & Event Organizer Information

☒ Individual ☐ Not-for Profit ☐ For-Profit ☐ Charity

☐ Other: _____

Name of Organization: Cynde Watson & Rebecca Porter

Address: _____ City: Milton

Phone: 850 485 4040 Email: coast2coastbilliards@gmail.com

Event POC: Cynde Watson & Rebecca Porter

Phone: 850 485 4040 Email: coast2coastbilliards@gmail.com
850 417 3823 RPspecialties13@gmail.com

Event Information

☐ Concert ☐ Park Festival ☐ Street Festival ☐ Parade/ Procession

☐ Run/ Walk ☐ Sporting Event ☒ Sale/ Market ☐ Private Event/ Wedding

☐ Other: _____

Event Name: Milton Community Market

Event Website/ Event Page: _____

Event Location: Parking lot @ Santa Rosa, Elмира, 90 Event Date(s) 4/8/23 to 1st Saturday of each month

Time of Event: Day 1 9:00pm to 2:00pm (Day 2 - Optional) _____ to _____

Setup Date & Time: 7 at 7:30 Teardown Date & Time: _____ at _____

Estimated Attendance: ~150 Is the Event Free to attend? ☒ YES ☐ NO

Special Event Questionnaire

Below are questions about the event. Please answer all questions and attach additional documents, if necessary, to the application.

Will a City park be utilized?	(page 3)	☐ YES	☒ NO
Will equipment from the City of Milton be needed?	(page 3)	☐ YES	☒ NO
Will you need the City's Stage?	(page 3)	☐ YES	☒ NO
Will there be amplified sound?	(page 4)	☐ YES	☒ NO
Will you need the City's portable restroom?	(page 3)	☐ YES	☒ NO
Will tents larger than 10'x10' be erected?	(page 4)	☐ YES	☒ NO
Will inflatable bounce houses be erected?	(page 4)	☐ YES	☒ NO
Will you be using water slides?	(page 4)	☐ YES	☒ NO
Will you need City Dumpsters/ Trashcans?	(page 3)	☐ YES	☒ NO
Will there be fireworks?	(page 4)	☐ YES	☒ NO
Will vendors be selling merchandise, food, or wares?	(page 4)	☒ YES	☐ NO
Will food be cooked at the event?	(page 4)	☐ YES	☒ NO
Will alcohol be sold or given away at this event?	(page 4)	☐ YES	☒ NO
Will animals/ pets be allowed at the event?	(page 4)	☒ YES	☐ NO
Will you be using State or County Roads?	(page 4)	☐ YES	☒ NO
Will temporary No Parking Signs be utilized?	(page 4)	☐ YES	☒ NO
Will EMT be on site?	(page 3)	☐ YES	☒ NO
Will you need security?	(page 3)	☐ YES	☒ NO
Will you require power on-site?	(page 3)	☐ YES	☒ NO
Will you require water on-site?	(page 3)	☐ YES	☒ NO

If you have answered YES to any of these questions, please see page 3-4 and select the items you request to use.

Do you have a Marketing Plan and if so, how will you notify surrounding businesses/ residents of your event? Social media

Have you prepared a to scale event map/ layout that meets all ADA parking and access requirements?

☐ YES ☒ NO

City Fee Sheet

(City Fees are the fixed cost for the use of its facilities, licenses, insurance, parks, equipment, etc.)

Location(s)/ Facility used at event:

- | | | |
|---|-------|---|
| ☐ North Riverwalk | \$150 | ☐ North Willing Street |
| ☐ South Riverwalk | \$150 | ☐ South Willing Street |
| ☐ Entire Riverwalk | \$250 | ☐ North Elmira Street |
| ☐ N Riverwalk Gazebo | \$50 | ☐ South Elmira Street |
| ☐ S Riverwalk Pavilion | \$50 | ☐ Imogene Parking Lot |

Jernigan's Landing (Downtown event location for the City of Milton. Select all applicable)

- | | | | |
|--|-------|--|-------|
| ☐ Riverside | \$100 | ☐ Festival Area | \$150 |
| ☒ Other: <u>Parking lot @ Santa Rosa, Elmira, + 90</u> | | | |

Requested Items:

QTY

QTY

- | | | | |
|---|-------------------|---|----------------------|
| ☐ Portable Restroom
(at Jernigan's landing) | \$250(np only) | ☐ Portable Restroom
(at alternate location) | \$350(np only) |
| ☐ City Stage 14'x28' | \$350(np only) | ☐ City Movie System | \$250(np only) |
| ☐ Live Music Licensing ***\$200 | | ☐ Movie Licensing *** | \$(at cost)(np only) |
| ☐ Barricades | \$100 per _____ | ☐ Cones | \$10 per _____ |
| ☐ City Garbage Cans | \$10 per _____ | ☐ Dumpster | \$50 per _____ |
| ☐ City Tent (40'x40') | \$500(np only) | ☐ Variable Message Sign | \$250 per _____ |
| ☐ Large Generator | \$250 | ☐ Small Generator | \$100 |
| ☐ Generator power distro | \$100 | ☐ Hose-bid water distro | \$100 |
| ☐ City Hydrant tap fee | \$50 + meter rate | ☐ Electrical Activation | \$75 + meter rate |

Packages: These are requested items that come as a package.

- | | |
|---|---------------------|
| ☐ Parade Package (including Police, Public Works, Planning, signage & street closures) | \$1,000(np only)*** |
| ☐ Parade Package ("") – For-Profit Organization | \$2500 |

(Parade package requires event organizers to complete all necessary documents, schedule pre & post event meetings with city staff, provide a detailed map of the starting point, route, and end point, provide alternate dates, provide certificate of insurance for the event, and written approval for use from all parties in which the event will take place.)

Parades that utilize a state road will require a FDOT permit for use and can take months to receive.

*Published music, movies, and other electronic art forms are protected by US Copyright and Trademark laws. Unauthorized use of copyrighted work is illegal. **Must be free event, open to the public and located within the City Limits to access the City's ASCAP, BMI and SESAC License. *** np only stands for Non-profits only.

Ordinances & Special Requests

Tourism District and Downtown Milton Special Requests:

NOTE: Tourism District Special Request Applications must be received by the city sixty (60) days prior to the event. Events with Alcohol must submit ninety (90) days prior to the event.

I hereby request waiver of the following ordinances: **(only available in the Tourism District)**

- ☐ Open Container Ordinance (Section 6-27)
- ☐ Noise Ordinance (LDR Section III-5.16)
- ☐ Animal Control Ordinance (Section 4-37(b))
- ☐ And/ or other Ordinance _____

I hereby request the following regarding the Blackwater River:

- ☐ Activate Boating Restricted Areas
- ☐ Activate 24-hour docking at the Riverwalk

I hereby request the use of Fireworks in the City of Milton:

- ☐ By selecting this box, you must complete the City of Milton Fireworks Display Permit Application

**note – Fireworks are subject to approval by the City Fire Chief and must be done by a licensed and insured pyrotechnics professional. Additional information will be provided.*

Time Period from when these requests will take place:

From: _____ Date: _____ To: _____ Date: _____

I hereby request that vendors be allowed to sell their wares at the event. All vendors know they must abide by all federal, state, county, and local laws regarding resell, sell of their ware. All vendors have their applicable license's available if requested. City will not be held liable. ☒ YES ☐ NO

Will this event require Road Closures? ----- ☐ YES ☒ NO

Stewart Street requires a separate FDOT application. A scheduled meeting with the Planning Department is required for a State Road Closure. Ensure you have your date/ time confirmed prior to submitting your information. The City will assist.

If so, please list street names:

- 1) _____ 2) _____
- 3) _____ 4) _____

Is this an annual Event? ☒ YES ☒ NO

If YES, list the date(s) requested for next year. Please note that requesting the date(s) on this application does not guarantee a hold or act as a confirmation of the requested date(s).

Requested event date(s): 5/6/23 Alternative Date(s): _____

6/3/23 11/4/23
7/1/23 12/2/23
8/5/23
9/2/23
10/7/23



Additional Documents Required with Application

All events require an Event Site Map and copy of Insurance Certificate's 10 days prior. Below are additional documents that may be required to be submitted with the application. Application will be considered incomplete without these documents.

For additional information on what is required please contact the Administrative Office at City Hall.

- ☒ Event Site Map ☐ Event Race Route Map ☐ Parade Route & Alternate

Event organizers must provide a site map with vendor locations, portable restrooms, run/ walk route, etc. at the time this application is submitted. A detailed listing of all services is required for public awareness & safety.

- ☐ Insurance Certificate(s) ☐ Fireworks Application ☐ Other (any other agency)
- ☐ Tax Exempt Certificate and 501(c)3 Documentation (if the entity is claiming tax exempt and/ or non-profit status)

Rules & Regulations

Application Dates:

- The permit application process should begin at least 60 days prior to the event date. 90 days if alcohol is to be sold or given away. Parade application process should allow 6 months.
- Once all documents have been submitted, City Staff will schedule a meeting to review all information and ensure event organizers have met all requirements. Staff will at this time develop an Agenda Analysis for Councils review. Council will be informed during the Committee of the Whole meeting. This meeting takes place the third Thursday of every month.
- Each event will require Council's approval and organizers should attend (if requesting support).

Cancellation Policy:

- Event application fees are non-refundable if the event is cancelled by the applicant.
- Although event application fees are non-refundable, if an event is cancelled due to inclement weather, the fee may be credited towards an alternate date. Event Organizers must inform the Office of Economic Development when cancelling any event. An alternate date must take place within one year of the original event date.

ADA Accessibility Guidelines:

- Event Organizers must make the event accessible to people with disabilities to the greater extent possible in compliance with the requirements of the American with Disabilities Act (ADA).
- Accessible parking must also be provided for persons with Disabilities. Information regarding accessible parking locations should be included as part of the event site map.

Clean-Up:

- It is understood that clean-up will be performed immediately following the event. Event site must be returned to its pre-event state. Failure to adequately clean-up event site may result in a fee. Adequacy of clean-up will be assessed by City of Milton Code Enforcement.

Hold Harmless Agreement

For and in consideration of having been granted permission by the City of Milton to hold a Special Event within the City of Milton limits, the undersigned hereby agrees on behalf of the organization, to indemnify and hold harmless the City of Milton, its subsidiaries or affiliates, elected and appointed officials, employees, volunteers, representatives and agents from any and all claims, suits, actions, damages, liability and expenses in conjunction with loss of life, bodily injury or personal injury or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this permitted activity.

The undersigned also agrees to protect and hold harmless the City of Milton, its subsidiaries, or affiliates, elected and appointed officials, employees, volunteers, representatives and agents from any and all claims, suits, actions, damages, liability and expenses, present, past or future which may be asserted by this organization, or any member of this organization, or any participant of third party arising out of or occurring in connection with this permitted event.

By the signature to this document the undersigned acknowledges that it understands the contents of this document and is voluntarily agreeing to its terms.

In witness whereof I have here unto set my hand and seal this 7 day of February in 2023

Name of Special Event Milton Community Market

Date(s) of Special Event 4/7/23

Name of Organization N/A

Event Organizers Name Cynde Watson & Rebecca Porter

Address of Organization _____

Phone Number 850 485 4040 or 850 417 3823

Email coast2coastbilliards@gmail.com
RPspecialties13@gmail.com

Printed Name

Cynde Watson

Signature

Cynde Watson

Internal Signatures Required for Approval:

Office of Economic Development: _____ Planning: _____

Public Works: _____ Police: _____ Fire: _____



SEPA: Crawfish Fest 2023

MEETING DATE	PREPARED BY
February 23, 2023	Administration Department Jay Conrad, Events Coordinator



Outside Agency Funding Application

Outside Applicant funding by the City of Milton is intended to provide resources from the City to assist neighborhood, community, social and not-for-profit organizations in carrying out community activities. Resources are allocated to specific events/activities/projects/programs only. General operational funds and/or administrative costs not associated with the project/program are not eligible. All funded activities must take place within the city limits of the City of Milton and be must free and open to the public to attend. Explanation for events outside the city limits and/or not free and open to the public must be provided and may be approved on a case-by-case basis.

Resources provided by the City may include, but are not limited to the following: direct financial support, use of City property, use of City equipment, use of City staff or any combination thereof. The specific resources requested must be identified in this application. The Applicant is advised that the approval or disapproval of each application is at the sole discretion of the City of Milton and the information requested is used as a basis to evaluate the Applicant's project. Submission of an application does not create entitlement to funding or any other City resource. Funding in one year does not create an entitlement to funding in future years. The application shall be reviewed by the City for completeness and eligibility prior to any approvals. The City's discretion is absolute, and the City may, for example, waive any technical irregularity, award in-mass, partial fund, split fund, or reject any and all submittals. Additional post-award requirements above and beyond what is required in this application may be added by City Council at its sole discretion. For the purposes of this application, "funding", "resources" "support" or "award" means cash, goods and services or both and may be used interchangeably.

***THIS APPLICATION DOES NOT TAKE THE PLACE OF A
SPECIAL EVENT PERMIT APPLICATION***

Name of Organization: Krewe of Airship Pirates

Address: 2026 Eventide Rd.

Name of Representative: Patrick Fitzgerald

Telephone: 850-748-9698 Cell Phone: 850-748-9696

Email: airshippirates@yahoo.com

Name of Event/Activity/Project/Program: Crawfish Fest 2023

Has the City of Milton ever provided support of any kind for the organization/event in the past? ☒ YES ☐ NO

Are you incorporated? ☒ YES ☐ NO

Are you a Florida Not for Profit Corporation? ☒ YES ☐ NO ☐ N/A

Do you have a 501c3 designation? YES ☐ NO (If yes, please attach a copy) ☐ N/A

Are you registered with the Florida Department of Agriculture and Consumer Services? YES ☐ NO ☐ N/A

Have you filed a 990 with the IRS for the previous year? ☒ YES ☐ NO (If yes, please attach a copy) ☐ N/A

OUTSIDE APPLICANT REQUEST

<u>REQUESTED ITEM</u>	<u>TOTAL</u>
☐ Cash funding for a project/event (please specify exact amount requested)	\$ _____
☒ Use of City Property (please specify location and duration) (cost varies)	\$ <u>150.00</u>
☒ City Bathroom at Jernigan's Landing (\$250) (<i>Non-Profit Only</i>)	\$ <u>250.00</u>
☐ City Bathroom at Alternate Location (\$350) (<i>Non-Profit Only</i>)	\$ _____
☒ City Stage (\$350) (<i>Non-Profit Only</i>)	\$ <u>350.00</u>
☐ City Movie Projection Equipment & Inflatable Screen (\$250) (<i>Non-Profit Only</i>)	\$ _____
☐ Utilization of City Insurance (must be approved by City Council in advance)	\$ _____
☐ Street Barricades/Cones (\$100/\$10)	\$ _____
☐ Electronic Street Informational Sign (\$250 per unit)	\$ _____
☒ City Tent (\$500) (<i>Non-Profit Only</i>)	\$ <u>500.00</u>
☒ Live Music Licensing (\$200) */** (<i>Non-Profit Only</i>)	\$ <u>200.00</u>
☐ Movie Licensing (at Cost) */** (<i>Non-Profit Only</i>)	\$ _____
☐ Parade Package (\$1000) (<i>Non-Profit Only</i>)	\$ _____
☐ Tables/Chairs (\$5/table and \$10/10 chairs, rented in counts of 10 only)	\$ _____
☐ Tables & Chairs Delivery & Set Up & Retrieval (\$25)	\$ _____
☐ Small Generator (\$100)	\$ _____
☐ Large Generator (\$250)	\$ _____
☐ Generator Power Distribution Panel (\$100)	\$ _____
☐ Hose Bib (water distribution system) (\$100)	\$ _____
☐ Connection to City Fire Hydrant (\$50 + Metered Rate for Water)	\$ _____
☒ Electrical Activation (\$75 + Hourly Rate for Electricity/Connection)	\$ <u>75.00</u>
☐ Fire/EMS (\$30/hour, min. 2 hours)	\$ _____
☐ Police (\$30/hour, min. 4 hours)	\$ _____
☐ Public Works Crew (\$25/hour, min. 2 hours)	\$ _____
☐ Other City Staff (\$30/hour, min. 2 hours)	\$ _____

TOTAL AMOUNT OF FUNDING REQUESTED

\$ 1525.00

*Published music, movies, and other electronic art forms are protected by US Copyright and Trademark laws. Unauthorized use of copyrighted work is illegal.

**Must be a free event, open to the public and located within the City Limits to access the City's ASCAP, BMI and SESAC License.

Explanation of Organization
(Who are you? What is your mission?)

The Krewe of Airship Pirates is a local Mardi Gras Krewe and civic organization that organizes 3 big annual events in the downtown Milton area.

Explanation of Event/Activity/Project/Program
(How does this event/program benefit the Citizens of the City of Milton? Include information of previous versions of this event. Number of participants previously and expected this year, etc.)

Explanation of Funding Request
(What will the City pay for/provide and why?)

The Krewe of Airship Pirates is asking for the City to provide the use of equipment and property as in-kind support for their event.

Explanation of How Event/Activity/Project/Program Benefits the City of Milton and its Citizens

BUDGET

Has your organization received City funding for this specific event/project in the past? YES NO N/A
If "YES", please indicate the amounts below (both in cash and in-kind):

FY17-18	FY18-19	FY19-20	FY20-21	FY21-22

The City's Fiscal Year is October 1 – September 30.

Has your organization received City funding for any other events/projects in the past 5 years? YES NO N/A
If "YES", please list each event/project that received funding and the amounts for each.

Are you utilizing City funds as match for a grant? YES NO

If "YES", what is the required total match amount? \$ _____

How much money will be received from the grant? \$ _____

Please provide a copy of the grant application we will be matching.

Please detail all funding sources (cash and in-kind) for this event/project (including City request). For example, other governmental funding, donations, sponsorships, fundraisers, etc. Individual donors/sponsors do not have to be identified. The totals at the bottom should reflect the entire budget for this event/project. If this is a first-time event, please provide a projected revenue budget.

<u>REVENUE</u>	<u>PRIOR YEAR</u>	<u>CURRENT YEAR</u>	<u>UPCOMING YEAR</u>
1. City of Milton			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTAL REVENUE			

Please detail all expenditures for this event/program. For example, printing, band fee, advertising, supplies, etc.

The totals at the bottom should reflect the entire budget for this event/project and should equal the Revenues identified above. If a good/service is donated, it should be reflected as a donation in the Revenue Section and an expenditure in the Expenditure Section to balance the budget. Individual donors do not have to be identified. If this is a first-time event, please provide a projected expense budget.

<u>EXPENSES</u>	<u>PRIOR YEAR</u>	<u>CURRENT YEAR</u>	<u>UPCOMING YEAR</u>
1. City of Milton			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTAL EXPENSES			

What percentage of the total budget will the City be providing if this application is approved? _____%

PARTICIPANTS

	<u>PRIOR YEAR</u>	<u>CURRENT YEAR</u>	<u>UPCOMING YEAR</u>
1. Number served by this event/program			
2. Cost per participant			

If funding is approved, how will the number of participants be increased, or the event/program expanded?

INSTRUCTIONS

1. Submit this completed application and all required, applicable documentation to:

Mail to:

The City of Milton
c/o Office of Economic Development
Post Office Box 909
Milton, Florida 32572

Hand Deliver to:

The City of Milton
c/o Office of Economic Development
6738 Dixon Street
Milton, Florida 32570

Email to: espears@miltonfl.org

2. Funding requests will be reviewed for completeness and technical aspects by City Staff. The request will then be forwarded to City Council for consideration. Staff will review the following aspects:
- A. Organizational Capacity
 - B. Proposed Program/Funding Use
 - C. Efficiency & Collaboration
 - D. Financials
 - E. Meeting Community needs and priorities
3. Applications that are approved by City Council will receive a notification regarding the level of funding and a Funding Agreement from the City. The City is not responsible for any expense incurred prior to award of funding or outside of the scope of funding approval.

CONDITIONS OF FUNDING

By submitting this application, Applicant consents to the following conditions contained in this section. Failure to comply with any one of the below conditions is a default:

- ☐ Funded projects must provide a direct benefit to the businesses or citizens of the City.
- ☐ Services offered by the Applicant must not be restrictive with regard to race, sex, age, religion, disability, or any characteristics that would be prohibited by law.
- ☐ Funds may not be used for any purpose prohibited by law.
- ☐ Applicants requesting funding for the following services or activities will not be considered:
 - Endowments or debt reduction
 - Administrative services support
 - Annual fundraising or capital campaign
 - Political activities
 - Religious activities
 - Public agencies for mandated services
 - Scholarships or individual grants or awards
 - Private Foundations
- ☐ All awards are based on availability of funds. Awards may be provided until all funds are exhausted. If funds remain after the initial cycle, additional cycles later in the year may occur at the City's discretion. Based on available funds, some applications may be approved, while others may be only partially funded or receive no funding.

- ❑ The Applicant hereby agrees to allow the City of Milton to capture, own and use at their sole discretion, images, videos, recordings, and the like of the event/activity/program/project. The City shall use the Applicant's Logo, or other identifier approved by the Applicant in coordination with any City advertising for the event/project.
- ❑ The Applicant hereby agrees to use the City's, or any approved City Department's Logo in any/all advertising, marketing and promotion for the event/program to the same extent as the largest single sponsor, unless otherwise agreed upon in advance. If no sponsors are utilized, the City shall be recognized as the event/program sponsor. The Applicant shall consult with City Staff on any/all advertising, marketing and promotion prior to public release.
- ❑ The City is not responsible for any event/project organization or management. The organization submitting this application is totally responsible for any/all means and methods in carrying out the event/project.
- ❑ The Applicant shall, at all times while on City of Milton Property, conduct themselves in a professional, responsible manner and observe all rules and regulations set forth by the City of Milton. Funded events/programs shall be wholesome and adhere to the standards of good taste, as assessed by the City Council in reviewing all representations of the applicant about the conduct of the event. Material departure from the standards represented to and approved by Council may result in default.
- ❑ All vendors'/merchandise sold at an event must be of good taste, consistent with the values of Milton, Florida, as assessed by the City Council in reviewing all representations of the applicant about the conduct, services or merchandise to be sold. Material departure from the standards represented to and approved by Council may result in default.
- ❑ Funded events/programs shall not directly compete with City Brick and Mortar Businesses through use of outdoor, mobile vendors that provide the same goods/services as the primary good/service of the Brick and Mortar Business. An outdoor, mobile vendor must be a minimum distance of 250 feet or one city-block from a Brick and Mortar Business if providing the same primary good/service. An exception can be provided if a waiver is signed by the Brick and Mortar Business and provided to the City in advance of the event/program.
- ❑ Applicants must indemnify, save and hold harmless the City from and against any and all claims, demands, actions, debts, liabilities, and attorney's fees arising out of, claimed on account of, or in any manner predicated on loss of or damage to the property of, and injuries to or death of any and all persons whatsoever, in any manner alleged to be caused or contributed to by the Applicant, its agents, servants, volunteers or employees while carrying out the event/activity/program/project. From and on account of damages of any kind which they, or any of them, may suffer as a result of acts of the Applicant or any of the Applicant's agents, servants, volunteers or employees and from any workmen's compensation benefits which they, or any of them, become obligated to pay the Applicant, its agents, servants, volunteers or employees, and from any and all claims, demands, actions, debts, liabilities, and related costs which result from the event/activity/program/project carried out by the Applicant.
- ❑ Applicants must provide a Certificate of Insurance (COI), showing the City of Milton, FL as an additional insured, 10 days prior to the event/program date. Applicants may request to utilize the City's insurance for the event. However, such request must be approved by City Council.

- ❑ Applicants shall be and act as independent contractors, and under no circumstances shall any funding be construed as one of agency, legal partnership, or joint venture, or employment between the City and the Applicant. None of the personnel under contract to, employed by, or volunteering for the Applicant shall be deemed in any way to have any contractual relationship with the City whatsoever. The Applicant shall be solely responsible for the conduct of its employees, personnel, volunteers and agents in connection with their obligation hereunder.
- ❑ The City of Milton is not responsible for the safety, security or working condition of any equipment not owned by the City. Use, care and security of any and all City-owned equipment made available for use by the City, provided to and operated by the Applicant, shall be the sole responsibility of the Applicant. Please inspect all items carefully. Any City Equipment provided to the Applicant lost, damaged or destroyed shall be replaced/repaired at the sole expense of the Applicant, unless such damage is sustained due to acts beyond the control of the Applicant as described below.
- ❑ Once the event/project has been completed, Applicant must submit a final report, including event attendance and a final financial expenditure report. If the event/project is ongoing, quarterly reports are required. Additional reporting requirements may be included by City Council at their sole discretion. Failure to submit required reports shall disqualify an organization from future requests.
- ❑ Applicants must demonstrate the financial capacity and ability to complete the event/project as described in this Application, including provision of a current balance reflecting sufficient available funds for completion of all portions of the project not funded by the City. The historical, organizational and financial information requested in this application demonstrate such capacity.
- ❑ This application contains the entire request from the Applicant. This application supersedes any and all prior agreements, arrangements, communications, or representations, whether oral or written. This application and associated event/activity may not be amended, altered, modified or changed except when approved in writing by the City.
- ❑ Applicants are encouraged, but not required, to meet with City Staff before submitting this application for a courtesy review. If funded, Applicants are required to meet with City Staff at Staff's request to review the event/program.
- ❑ If the event/project is postponed due to inclement weather, as acts of God, government restrictions, military operations and exercises, security alerts or unforeseen commercial delays or other similar conditions beyond the Applicant's control, it may be rescheduled for another time or cancelled altogether at the discretion of the City.

REQUIRED DOCUMENTATION
(If Applicable)

Applicants requesting funding must complete this application and provide all other required documentation listed below (if applicable). Please note – if any item requested in this application is not applicable to an Applicant or the Applicant does not have any item, it does not automatically disqualify the Applicant from receiving funding. The items requested below are not intended to create any new demands for an Applicant. The information requested should reflect information that would be normally provided to a Board of Directors on a regular basis.

1. IRS letter with tax exemption ruling. Applicants should be qualified to receive tax-deductible contributions as defined by the IRS - generally a 501(c)(3) public charity tax status.
2. Current Board of Directors/Officers. If your organization is a local office, chapter, etc. of a larger entity (i.e. umbrella organization, governmental Applicant, etc.), please attach a list of Board of Directors/Officers of the next higher-level entity.
3. Copy of most recent independent audit, review and management letter, if applicable.
4. Articles of Incorporation and Bylaws.
5. Organization fiscal year budget and year to date financial statements for the current year, including a Statement of financial position (assets, liabilities and equity) and a Statement of activities (income and expenses), if available. Important note: If your Applicant is a local office, chapter, project, etc. of a larger entity (i.e. umbrella organization, governmental Applicant, etc.), please also include financials and budget of the next higher-level entity.
6. Budget for the project including the portion of the budget which will be funded by the City of Milton, if approved.
7. Organization Strategic Plan, if available.
8. W-9 and City Taxpayer Identification Form.
9. Any information that may assist in better understanding your organization and/or funding request.

DEFAULT

In addition to noncompliance with the above described conditions, default shall occur if one or more of the following takes place:

- The event/activity/project/program is cancelled without prior City approval.
- The event/activity/project/program is substantially changed from what is detailed in this application (budget, date, time, place, etc.) without prior City approval.
- The event/activity/project/program is transferred to another entity/organization not identified in this application.
- Failure to timely submit required reports.
- Any criminal conduct, indecency or obscenity, drunkenness, damage to Government property, being under the influence of narcotics or hallucinatory drugs on the part of the event organizers, their staff, vendors or volunteers. This clause does not apply to the general public and/or participants of the event, unless directly associated with the organizers.
- Failure to comply with the Terms and Conditions of this Application and the Funding Agreement.

If any of the above-referred activities occur prior to the event/project, the City may, in its sole and absolute discretion, choose not to release funds and render the Funding Agreement null and void. Should the above-referenced activities occur after the funds are released, the City may, in its sole and absolute discretion, require immediate repayment of funds to the City. Organizations that default are ineligible for future funding for a period of 5 years.



Special Event Permit Application

City of Milton

6738 Dixon Street, Milton FL 32570

850-983-5400 pio@miltonfl.org

Instructions:

To process this application all applicable pages must be filled out completely and submitted to the city. Pages 1-6 are mandatory with every application. If you are requesting support and/ or sponsorship for your event, the City of Milton Outside Agency Funding Application is required in addition to this application. For questions about requirements, fees or the application process contact the Administration Department at City Hall.

Applicant & Event Organizer Information

☐ Individual ☒ Not-for Profit ☐ For-Profit ☐ Charity

☐ Other: _____

Name of Organization: Krew of Airship Pirates

Address: 2026 Eventide Rd City: Milton

Phone: 850-748-9696 Email: Airshipirates@yahoo.com

Event POC: Patrick Fitzgerald

Phone: 850-748-9696 Email: pcfard69@yahoo.com

Event Information

☒ Concert ☒ Park Festival ☐ Street Festival ☐ Parade/ Procession

☐ Run/ Walk ☐ Sporting Event ☐ Sale/ Market ☐ Private Event/ Wedding

☐ Other: _____

Event Name: Crawfish Fest 2023

Event website/ Event Page: Krew of Airshipirates.com

Event Location: Jernigan's Landing Event Date(s) April 8th to April 8th

Time of Event: Day 1 12 to 8 (Day 2 - Optional) _____ to _____

Setup Date & Time: 4/8/23 at 9 AM Teardown Date & Time: 4/8/23 at 8 pm

Estimated Attendance: 2,000 Is the Event Free to attend? ☒ YES ☐ NO

Special Event Questionnaire

Below are questions about the event. Please answer all questions and attach additional documents, if necessary, to the application.

Will a City park be utilized?	(page 3)	☒ YES	☐ NO
Will equipment from the City of Milton be needed?	(page 3)	☒ YES	☐ NO
Will you need the City's Stage?	(page 3)	☒ YES	☐ NO
Will there be amplified sound?	(page 4)	☒ YES	☐ NO
Will you need the City's portable restroom?	(page 3)	☒ YES	☐ NO
Will tents larger than 10'x10' be erected?	(page 4)	☒ YES	☐ NO
Will inflatable bounce houses be erected?	(page 4)	☐ YES	☒ NO
Will you be using water slides?	(page 4)	☐ YES	☒ NO
Will you need City Dumpsters/ Trashcans?	(page 3)	☒ YES	☐ NO
Will there be fireworks?	(page 4)	☐ YES	☒ NO
Will vendors be selling merchandise, food, or wares?	(page 4)	☒ YES	☐ NO
Will food be cooked at the event?	(page 4)	☒ YES	☐ NO
Will alcohol be sold or given away at this event?	(page 4)	☐ YES	☒ NO
Will animals/ pets be allowed at the event?	(page 4)	☒ YES	☐ NO
Will you be using State or County Roads?	(page 4)	☐ YES	☒ NO
Will temporary No Parking Signs be utilized?	(page 4)	☐ YES	☒ NO
Will EMT be on site?	(page 3)	☐ YES	☒ NO
Will you need security?	(page 3)	☐ YES	☒ NO
Will you require power on-site?	(page 3)	☒ YES	☐ NO
Will you require water on-site?	(page 3)	☒ YES	☐ NO

If you have answered YES to any of these questions, please see page 3-4 and select the items you request to use.

Do you have a Marketing Plan and if so, how will you notify surrounding businesses/ residents of your event? Facebook + Email

Have you prepared a to scale event map/ layout that meets all ADA parking and access requirements?

☒ YES ☐ NO

City Fee Sheet

(City Fees are the fixed cost for the use of its facilities, licenses, insurance, parks, equipment, etc.)

Location(s)/ Facility used at event:

☒ North Riverwalk	\$150	☐ North Willing Street
☒ South Riverwalk	\$150	☐ South Willing Street
☒ Entire Riverwalk	\$250	☐ North Elmira Street
☐ N Riverwalk Gazebo	\$50	☐ South Elmira Street
☐ S Riverwalk Pavilion	\$50	☐ Imogene Parking Lot

Jernigan's Landing (Downtown event location for the City of Milton. Select all applicable)

☐ Riverside	\$100	☒ Festival Area	\$150
------------------------------------	-------	---	-------

☐ Other: _____

Requested Items:

QTY

QTY

☒ Portable Restroom (at Jernigan's landing)	\$250(np only)	☒ Portable Restroom (at alternate location)	\$350(np only)
☒ City Stage 14'x28'	\$350(np only)	☐ City Movie System	\$250(np only)
☒ Live Music Licensing ***\$200		☐ Movie Licensing ***	\$(at cost)(np only)
☐ Barricades	\$100 per _____	☐ Cones	\$10 per _____
☒ City Garbage Cans	\$10 per <u>10</u>	☒ Dumpster	\$50 per <u>1</u>
☒ City Tent (40'x40')	\$500(np only)	☐ Variable Message Sign	\$250 per _____
☐ Large Generator	\$250	☐ Small Generator	\$100
☐ Generator power distro	\$100	☐ Hose-bid water distro	\$100
☐ City Hydrant tap fee	\$50 + meter rate	☒ Electrical Activation	\$75 + meter rate

Packages: These are requested items that come as a package.

☐ Parade Package (including Police, Public Works, Planning, signage & street closures)	\$1,000(np only)***
☐ Parade Package ("") – For-Profit Organization	\$2500

(Parade package requires event organizers to complete all necessary documents, schedule pre & post event meetings with city staff, provide a detailed map of the starting point, route, and end point, provide alternate dates, provide certificate of insurance for the event, and written approval for use from all parties in which the event will take place.)

Parades that utilize a state road will require a FDOT permit for use and can take months to receive.

*Published music, movies, and other electronic art forms are protected by US Copyright and Trademark laws. Unauthorized use of copyrighted work is illegal. **Must be free event, open to the public and located within the City Limits to access the City's ASCAP, BMI and SESAC License. *** np only stands for Non-profits only.

Ordinances & Special Requests

Tourism District and Downtown Milton Special Requests:

NOTE: Tourism District Special Request Applications must be received by the city sixty (60) days prior to the event. Events with Alcohol must submit ninety (90) days prior to the event.

I hereby request waiver of the following ordinances: **(only available in the Tourism District)**

- ☒ Open Container Ordinance (Section 6-27)
- ☒ Noise Ordinance (LDR Section III-5.16)
- ☐ Animal Control Ordinance (Section 4-37(b))
- ☐ And/ or other Ordinance _____

I hereby request the following regarding the Blackwater River:

- ☐ Activate Boating Restricted Areas
- ☐ Activate 24-hour docking at the Riverwalk

I hereby request the use of Fireworks in the City of Milton:

- ☐ By selecting this box, you must complete the City of Milton Fireworks Display Permit Application

**note – Fireworks are subject to approval by the City Fire Chief and must be done by a licensed and insured pyrotechnics professional. Additional information will be provided.*

Time Period from when these requests will take place:

From: _____ Date: _____ To: _____ Date: _____

I hereby request that vendors be allowed to sell their wares at the event. All vendors know they must abide by all federal, state, county, and local laws regarding resell, sell of their ware. All vendors have their applicable license's available if requested. City will not be held liable. ☒ YES ☐ NO

Will this event require Road Closures? ----- ☐ YES ☒ NO

Stewart Street requires a separate FDOT application. A scheduled meeting with the Planning Department is required for a State Road Closure. Ensure you have your date/ time confirmed prior to submitting your information. The City will assist.

If so, please list street names:

- 1) 3/30/24
- 2) _____
- 3) _____
- 4) _____

Is this an annual Event? ☒ YES ☐ NO

If YES, list the date(s) requested for next year. Please note that requesting the date(s) on this application does not guarantee a hold or act as a confirmation of the requested date(s).

Requested event date(s): 3/30/24 Alternative Date(s): NONE

Additional Documents Required with Application

All events require an Event Site Map and copy of Insurance Certificate's 10 days prior. Below are additional documents that may be required to be submitted with the application. Application will be considered incomplete without these documents.

For additional information on what is required please contact the Administrative Office at City Hall.



Event Site Map



Event Race Route Map



Parade Route & Alternate

Event organizers must provide a site map with vendor locations, portable restrooms, run/ walk route, etc. at the time this application is submitted. A detailed listing of all services is required for public awareness & safety.



Insurance Certificate(s)



Fireworks Application



Other (any other agency)



Tax Exempt Certificate and 501(c)3 Documentation *(if the entity is claiming tax exempt and/ or non-profit status)*

Rules & Regulations

Application Dates:

- The permit application process should begin at least 60 days prior to the event date. 90 days if alcohol is to be sold or given away. Parade application process should allow 6 months.
- Once all documents have been submitted, City Staff will schedule a meeting to review all information and ensure event organizers have met all requirements. Staff will at this time develop an Agenda Analysis for Councils review. Council will be informed during the Committee of the Whole meeting. This meeting takes place the third Thursday of every month.
- Each event will require Council's approval and organizers should attend *(if requesting support)*.

Cancellation Policy:

- Event application fees are non-refundable if the event is cancelled by the applicant.
- Although event application fees are non-refundable, if an event is cancelled due to inclement weather, the fee may be credited towards an alternate date. Event Organizers must inform the Office of Economic Development when cancelling any event. An alternate date must take place within one year of the original event date.

ADA Accessibility Guidelines:

- Event Organizers must make the event accessible to people with disabilities to the greater extent possible in compliance with the requirements of the American with Disabilities Act (ADA).
- Accessible parking must also be provided for persons with Disabilities. Information regarding accessible parking locations should be included as part of the event site map.

Clean-Up:

- It is understood that clean-up will be performed immediately following the event. Event site must be returned to its pre-event state. Failure to adequately clean-up event site may result in a fee. Adequacy of clean-up will be assessed by City of Milton Code Enforcement.

Hold Harmless Agreement

For and in consideration of having been granted permission by the City of Milton to hold a Special Event within the City of Milton limits, the undersigned hereby agrees on behalf of the organization, to indemnify and hold harmless the City of Milton, its subsidiaries or affiliates, elected and appointed officials, employees, volunteers, representatives and agents from any and all claims, suits, actions, damages, liability and expenses in conjunction with loss of life, bodily injury or personal injury or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this permitted activity.

The undersigned also agrees to protect and hold harmless the City of Milton, its subsidiaries, or affiliates, elected and appointed officials, employees, volunteers, representatives and agents from any and all claims, suits, actions, damages, liability and expenses, present, past or future which may be asserted by this organization, or any member of this organization, or any participant of third party arising out of or occurring in connection with this permitted event.

By the signature to this document the undersigned acknowledges that it understands the contents of this document and is voluntarily agreeing to its terms.

In witness whereof I have here unto set my hand and seal this ____ day of _____ in 20__

Name of Special Event Crawfish Fest 2024
Date(s) of Special Event April 8, 2023
Name of Organization Krewa of Airship Pirates
Event Organizers Name Patrick Fitzgerald
Address of Organization 2026 Eventide Rd Milton, FL 32583
Phone Number 850-748-9696
Email Airshipirates@yahoo.com

Printed Name

Patrick Fitzgerald

Signature

[Signature]

Internal Signatures Required for Approval:

Office of Economic Development: _____ Planning: _____

Public Works: _____ Police: _____ Fire: _____



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation

EMERALD COAST KREWE OF AIRSHIP PIRATES, INC

Filing Information

Document Number	N22000003570
FEI/EIN Number	[REDACTED]
Date Filed	03/29/2022
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	12/27/2022
Event Effective Date	NONE

Principal Address

7783 HIGHWAY 90
MILTON, FL 32583

Mailing Address

2026 EVENTIDE ROAD
MILTON, FL 32583

Registered Agent Name & Address

FITZGERALD, PATRICK
2026 EVENTIDE ROAD
MILTON, FL 32583

Officer/Director Detail

Name & Address

Title VP

DOWNS, RICK
5509 MARSHA DRIVE
MILTON, FL 32570

Title TRES

FITZGERALD, AMY
2026 EVENTIDE ROAD
MILTON, FL 32583

Title SEC

BROWN, TAMMY
6986 FLINTWOOD STREET
NAVARRE, FL 32566

Annual Reports

Report Year	Filed Date
2023	01/18/2023

Document Images

01/18/2023 -- ANNUAL REPORT	View image in PDF format
---	--

12/27/2022 -- Amendment	View image in PDF format
---	--

03/29/2022 -- Domestic Non-Profit	View image in PDF format
---	--

Florida Department of State, Division of Corporations



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Submitted (1)

Saved (0)

Sort by:

Date

Application for Recognition of Exemption Under Section 501(c)(3)

Organizations file this form to apply for recognition of exemption from federal income tax under Section 501(c)(3).NOTICE: You may experience issues with saving a form and accessing it later. If this occurs, you will need to complete the form again. We apologize for this inconvenience.

Form Number: 1023

Form Status: Accepted

Pay.gov Tracking ID: 273GCUKG

Date Submitted: 02/01/2023 21:50:25 PM

Application Name: Form 1023

[View PDF](#)

[Duplicate](#)

[Attachment](#)



Agenda Item # 2023-1208

Certificates of Deposit

MEETING DATE

February 23, 2023

PREPARED BY

Curtis Krebs, Chief Financial
Officer

BACKGROUND

The CD's were rolled into reserve funds; no CDs were rolled into the general fund. The Water Impact CD was rolled into the Water Impact Fund, and the Sewer Impact CD's were rolled into the Sewer Impact Funds.

SUMMARY

The CD's were reserve funds, not rainy day funds.

RECOMMENDATION

Information item.

ATTACHMENTS

1. CDs Rolled over into to Reserves Water Impact and Sewer Impact Accounts

Disposition of Certificate of Deposit(s)

Rollover of all Certificate of Deposits (CDs) was done to earn a better interest rate. The Chief Financial Officer (CFO) has been communicating with Truist Bank to determine which option(s) are best for the city.

The CFO cannot make any rollovers/cash-outs, only the City Clerk has this authority. At the time of the below CD dispositions, Dewitt Nobles was the City Clerk; Dewitt and the CFO went to Truist Bank and rolled-over the CDs into the following accounts:

200005	\$127,899.33	General Fund - Moved to General Reserves
300002	\$79,182.67	General Fund - Moved to General Reserves
400001	\$168,650.57	General Fund - Moved to General Reserves
400002	\$161,114.48	General Fund - Moved to General Reserves
10154	\$8,141.02	Contraband Fund - Moved to Contraband Reserves
120002	\$85,975.27	Gas Renewal - Moved to Gas Reserves
2062	\$20,520.77	Gas Renewal - Moved to Gas Reserves
500003	\$139,969.10	Water Impact - Moved to Water Impact Acct
500006	\$500,000.00	Sewer Impact - Moved to Sewer Impact Acct
300005	\$500,000.00	Sewer Impact - Moved to Sewer Impact Acct
100002	\$303,827.71	Water Fund - Moved to W&S Reserves
686	\$109,564.32	Stormwater Fund - Moved to Stormwater Reserves

CD accounts were earning .25% to .5% at that time. All CDs were rolled over to the Fund Reserve Account, the Water Impact Account or the Sewer Impact Account. The accounts are now earning approximately 2%.

City governments do not earn as much as individual accounts because the bank is not able to loan out on government accounts as compared to individual bank accounts.

The CFO is currently checking into new CD rates to determine whether the city should obtain 6, 9, or 12 months CDs. The unknown factor is the new WWTP groundbreaking and the time it will take to complete the project; it is projected to take 18-24 months to complete after groundbreaking. Most of the Sewer Impact and W&S Reserve money will be used to fund the project.



Agenda Item # 2023-1241

Checks & Balances

MEETING DATE

February 23, 2023

PREPARED BY

Curtis Krebs, Chief Financial
Officer

BACKGROUND

An established process and workflow for all purchasing steps leading to the creation and signing of checks for the City of Milton.

SUMMARY

Any check written on behalf of the City of Milton does not become authorized and valid until receiving both the signature of the Mayor of Milton and the countersignature of the City Clerk of Milton. Neither the City Manager or the Chief Financial Officer of the City of Milton have the authority to sign or write checks for the City of Milton, nor do any division directors.

RECOMMENDATION

Information item.

ATTACHMENTS

1. Copy of Flow Chart- City of Milton - Checks and Balances - Purchasing Requisition to Check Signing





Agenda Item # 2023-1253

City of Milton Board Vacancies

MEETING DATE

February 23, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

This is an item update that is to be provided monthly to the Council as long as city boards have membership vacancies. Currently, the Historic Preservation Board and the Fire Pension Board have one vacancy. The Civil Service Board has two vacancies. It is important to fill these positions so a meeting can be held with a simple majority of the board present.

SUMMARY

At this time, staff has one application on file for the Historic Preservation Board. Attached is the application and the current boards with vacancies.

RECOMMENDATION

Staff recommends review of the Historic Preservation Board application.

ATTACHMENTS

1. Milton Preservation Board App
2. Board Vacancies Updated 2.15.2023

**CITY OF MILTON
BOARD APPOINTMENT SURVEY/INFORMATION**

Date: 02/09/2023

Name Tom Powers Phone (hm) _____

E-mail address tpowers7689@outlook.com Phone (wk/cell) 813-347-2382

Address 5117 Pike Street, Milton, FL 32570 City Ward One

Education BS, Mechanical Engineering, University of Memphis, 1989

Work Experience: US Navy (10 years) Petrochemical (7 years), Pharmaceutical (5 years), Food Manufacturing (9 years), & NASA (3-1/2 years)

Community Service City of Milton Planning Board, Current Chairman

Awards _____

Hobbies, Travel, etc Antique Auto Restoration, Diving, Boating, Camping

Other comments that would be helpful in determining appropriate appointment Over 35 years of Maintenance & Engineering Experience

Please attach a brief resume.

Please check the Boards that you are interested in.

☐ Milton Housing Authority

☐ Milton Planning Board

☒ Historic Preservation Board

☐ Community Improvement Board

☐ Civil Service Board

☐ General Employees Pension Board

☐ Board of Adjustments

☐ Firefighters Pension Board

☐ Police Pension Board

CITY OF MILTON BOARD VACANCIES

CIVIL SERVICE BOARD

The Civil Service Board is a five-member board that encourages and promotes a proper personnel system for employees of the City of Milton. The board has authority to write and adopt rules that shall cover subject areas such as disciplinary hearings, code and/or standards of conduct for members of classified service, probationary periods, employment eligibility criteria and applicant register procedures. All rules shall be approved by the City Council.

There are currently two vacancies on this board, Council Appointed. These positions, when filled, will serve a two-year term.

At this time, staff has no applications on file from individuals interested in serving on this board.

Appointment and Structure:

1. All members shall reside within the city limits of the City of Milton.
2. The City Council shall not appoint a current or former city employee to the Board.
3. The City Council shall not appoint a current member of the City Council to the Board. Former City Council members may be appointed provided they have not held elective position in the City for a period of at least one year.
4. No person may serve as a board member if they have a relative in the Civil Service System. Relative means an individual who is related to the Board member as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, or half-sister.
5. The Council shall strive to select members who have previous experience in personnel Administration, management, small business, self-employment, and/or with other outside public employers. In all cases, the City Council shall seek to appoint members with the best expertise and a wide variety of backgrounds to serve the citizens of Milton with regard to the Civil Service System.

FIRE PENSION BOARD

The Fire Pension Board 5 voting members – 2 Firefighters – 2 City Residents appointed by the City Council and 1 voted in by the board and then appointed by City Council. The Fire Pension Board meets quarterly, the first Wednesday of the month at 1:30 p.m.

Governing Document

- Florida State Statutes 176.061 and Ordinances

There is currently one vacancy on this board, which is voted in by the board and then appointed by City Council. This position when filled, will serve a two-year term (with option of reappointment).

At this time, staff has no applications on file from individuals interested in serving on this board.

Description of Duties

1. The Milton Fire Pension Board oversees the allocations of funds for the firefighter's pension. Reviews the recommendations of the investment company, attorney, and actuary
2. All minutes of the Fire Pension Board meeting shall be filed with the City Clerk's Office

HISTORIC PRESERVATION BOARD

The board shall be composed of seven members who are city residents and/or persons who own property within the city, appointed by the city council considering the following:

- i. A demonstrated interest in historic preservation;
- ii. A professional mix that provides for expertise in the fields of architecture, planning, engineering, law, or finance, to the extent reasonable and possible; and
- iii. Representation of the community at large.

There is currently one vacancy on this board and when filled, will serve a four-year term.

At this time, staff has one application on file from an individual interested in serving on this board.

Description of Duties

1. The Historic Preservation Board (HPB) purpose is to the preservation and protection of buildings of historic significance.
2. The HPB shall issue a certificate of appropriateness for renovations or alterations to regulated historic structures within the Historic District.
3. The HPB shall require evidence of a certificate of appropriateness prior to authorizing the development order of building permit approvals for historic structures.
4. All minutes of the Historic Preservation Board shall be filed with the Planning and Development Department.



Committee of the Whole Chairman

MEETING DATE	PREPARED BY
February 23, 2023	Clerk's Office Dawn Molinero, City Clerk



Agenda Item # 2023-1242

Business Improvement Program FY 2023 Cycle 4 - Frick's Pharmacy

MEETING DATE

February 23, 2023

PREPARED BY

Ed Spears, Director of
Economic Development

BACKGROUND

With the approval of the FY 2023 budget and the start of the new fiscal year, the City's Business Improvement Program has funds available for allocation. The program is available to businesses city-wide, on a first come, first serve basis. The City accepts applications at any time. Grants are available to assist with business signage, the purchase of business equipment to allow necessary to allow a business to grow and add employees and for the improvement to the exterior of buildings.

Since inception in 2018, the Business Improvement program has provided 40 grants to 31 different businesses totaling \$164,642.68. The program has generated a match from the private sector totaling \$1,390,258.03. For every \$1 invested by the City, businesses have invested \$8.44. The program is advertised on a continuous basis.

The City has received one application at this time. Frick's Pharmacy, located at 6472 Highway 90, Suite B, is requesting \$5,000 to assist with the purchase of business equipment that will allow the company to expand their staff from 2 to 3 full-time employees. The equipment is a Styku Body Scanner Device. This over-the counter device does not require a physician's order to utilize. It provides a 3D rendering of the patient based on a series of measurements. The results encourage physical activity, healthier life choices and dietary changes. The new employee will staff this equipment in the pharmacy's clinical services division. The applicant is qualified and eligible to receive the BIP grant.

Frick's Pharmacy will be providing a match of \$5,382 to make-up the complete purchase price of the new equipment.

The BIP program has \$13,000 remaining in FY 2023 funding. If this grant is approved, \$8,000 will remain for additional grants, which will be forwarded to Council as received.

Representatives from Frick's Pharmacy will be present to answer any questions Council may have.

SUMMARY

RECOMMENDATION

Approve a grant in the amount of \$5,000 for Frick's Pharmacy to purchase new business equipment.

ATTACHMENTS

1. Fricks Pharmacy Application FY 23 Cycle 4
2. 2023 Cycle 4 Business Improvement Program Spreadsheet
3. Business Improvement Program Report - All Time



City of Milton
Office of Economic
Development

Business Improvement Program

DATE OF APPLICATION: 02/06/2023
NAME OF BUSINESS (Legal and DBA, if Different): FRICKS PHARMACY LLC
BUSINESS OWNER(S): STEPHANIE FRICKS
PROPERTY OWNER(S) (IF DIFFERENT): MSL ENTERPRISES, INC. (MIKE KNOBLOCK)
GRANT CATEGORY: EQUIPMENT FOR BUSINESS EXPANSION
TOTAL AMOUNT REQUESTED (MAXIMUM \$5,000): \$ 5000.00
TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ 5000.00
TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ 10,382.00

ADDRESS OF PROJECT: 6472 HWY 90 STE B MILTON, FL 32510
PROJECT NAME: SYNCH SCANNER

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form
- Detailed project narrative
- Legal description of property
- Proof of property ownership or letter from owner consenting to the project
- Proof of property insurance
- Certification of sign ordinance, zoning, and future land use compliance
- Scaled drawing of improvements involving building changes
- Accurate color mock-ups and/or paint chips
- Original color photographs of existing property conditions
- Three cost estimates from qualified contractors (labor and materials for entire project).
- Final cost estimate including name of licensed contractor chosen to perform work
- Copy of the chosen contractor's license (if licensure is required for the work)
- Copy of City of Milton Business License.

NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

STEPHANIE FRICKS
6472 Highway 90 STE B
MILTON, FL 32510

SIGNATURE(S) OF BUSINESS AND PROPERTY OWNER(S) (IF DIFFERENT)

[Signature]

TELEPHONE # (850) 665 4051 CELL # 748 60021 EMAIL FRICKS RX@GMAIL.COM

For official use only:

DATE & TIME APPLICATION RECEIVED: _____ RECEIVED BY: _____

To Whom It May Concern:

I am writing today to request funding from the Business Improvement Program offered by the Office of Economic Development for the City of Milton. We are an active, licensed pharmacy in the community. We would like to expand our business further into health and wellness to have a greater impact on our local community. I am requesting \$5000 grant to be matched in order to purchase a Styku 3D body scanner. This over-the-counter device does not require a physician's order so we offer this service to the larger population. It will provide a 3D rendering of the patient based on a series of measurements. The rendering provides a visual point of reference and precise measurements to encourage physical activity, healthier life choices, and dietary changes. This service will be coupled with a consultation for greater impact on overall health. The total expenditure of project is \$10,382 (please see attached invoice). Prior to this expansion, we had 2 full time employees and 2 part time employees. This expansion will allow us to add another full time position to aid in the development of the clinical services division.

Thank you so much for the opportunity to request funding for this equipment.

Matthew and Stephanie Fricks

Fricks Pharmacy

6472 Highway 90 Ste B

Milton, FL 32570

P : 850.665.4657

Form **W-9**
(Rev. November 2005)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer
Identification Number and Certification

Social
security
number

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

FRICK PHARMACY LLC

Business name, if different from above

Individual/



LLC
Corporation Partnership Other

☐ Exempt from backup
withholding

Check appropriate box: Sole proprietor

Address (number, street, and apt. or suite no.)

505 N 11TH AVE

City, state, and ZIP code

PENSACOLA, FL 32501

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

or

Employer identification number

Part II Certification

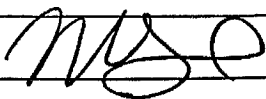
Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign
Here

Signature of
U.S. person



Date

02/06/2023

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,

- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or

- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Cat. No. 10231X

Form **W-9** (Rev. 11-2005)

VENDOR/PAYEE
TAXPAYER'S IDENTIFICATION NUMBER/ENTITY TYPE

The Internal Revenue Service (IRS) codes require us to have the Taxpayer's Identification Number on file for vendors/payees receiving payments after January 1, 1984. There are substantial IRS penalties if we do not comply. Furthermore, under Federal Income Tax Law, you are subject to certain penalties if you do not provide us with your correct Social Security Number (SSN) or Employer Identification Number (EIN). For assistance in determining proper name and number to report, refer to the IRS for W-9.

IMPORTANT: THIS COMPLETED FORM MUST BE RETURNED WITH THE APPLICATION:

City of Milton
Office of Economic Development
6738 Dixon Street
Milton, FL 32572

1. IF YOU ARE AN INDIVIDUAL OR NON-CORPORATE COMPANY, PLEASE PRINT THE FOLLOWING INFORMATION:

Company/Individual's

Name FRICKS PHARMACY LLC

Address (for mailing payments)

Street/P.O. Box 6412 Highway 90 STE B
City/State/Zip MILTON, FL 32570
Telephone 850 665 4651 Fax 850 665 4670
EIN/SSN [REDACTED]
Authorized Signature/Title MAR
Date 02/06/2023

2. IF YOUR COMPANY IS INCORPORATED, PLEASE PRINT THE FOLLOWING INFORMATION:

_____ does operate in corporate form. (Corporate Name)

Address (for mailing payments)

Street/P.O. Box _____
City/State/Zip _____
Telephone _____ Fax _____
EIN/SSN _____
Authorized Signature/Title _____
Date _____

PC 3455

Fricks Pharmacy
Jade Fricks
fricksrx@gmail.com
16154838310



Styku LLC
5462 Jillson St.
Los Angeles, CA 90040
323-372-2628
www.styku.com

Details

Created: 02.03.23
Sent from: sean.burns@styku.com
Sent to: fricksrx@gmail.com
Amount: \$10,382.00

Products

Description	Qty	Unit price	Discounted unit price	Tax	Vat tax	Price
Body Scanner Device <i>Touchscreen Computer</i> <i>Rotating Platform</i> <i>3D Tower with built in depth sensor</i> <i>Styku branded mat for easy set and alignment</i> <i>1-year Limited Warranty</i> <i>1-year Free Maintenance and Labor</i> <i>Digital Weight Scale Included</i>	1	\$6,990.00	\$6,990.00	--	--	\$6,990.00
US Shipping - S100X <i>USA Shipping - S100X</i> <i>Ground shipping 3-5 business days</i>	1	\$395.00	\$395.00	--	--	\$395.00

Subscriptions

Description	Qty	Interval	Unit price	Discounted unit price	Price	Cancel period
-------------	-----	----------	------------	-----------------------	-------	---------------

Growth plan - Annual <i>Software and Cloud Subscription Plan</i>	3 year	\$999.00	\$999.00 \$2,997.00	---
<i>CONTACTLESS, PRIVATE, AND AUTONOMOUS SCANNING</i> <i>Unlimited Scanning</i> <i>Unlimited Storage (w/ Cloud Backup)</i> REMOTE CONSULTATIONS <i>Unlimited Software Downloads (run the software and share your screen on zoom)</i> 3D ASSESSMENT <i>Digital Tape - 21 Circumferences across Torso, Legs, Arms.</i> <i>3D Viewer - Rotation, Zoom, and Pan 3D Scans</i> <i>3D Before/After - View Scans side by side</i> <i>2D Profile Overlay</i> <i>Circumference Overlay</i> <i>Measure Regional and Total Volume</i> <i>Extract Custom Measurements</i> <i>Trends Analysis</i> HEALTH RISK INDICATORS <i>Screen for Underlying Conditions and Obesity Related Diseases</i> <i>Visceral and Subcutaneous Fat Mass</i> <i>Set Inch-loss Goals for Waist Circumference / Risk Reduction</i> <i>*This is the "Health" tab in Styku's Professional Software</i> DIGITAL REPORTS <i>Summary Report - Automatically sends report</i> <i>Scan Report - Detailed measurements and visuals per scan</i> <i>Progress Report - Visual before/after images and trends analysis</i> TRAINING AND SERVICE <i>Unlimited Styku Coach Certifications - Styku Academy - 8 Lessons w/Quizzes</i> <i>Knowledge Base</i> <i>Live Support (M-F 5am-9pm, S-Su 6am-6pm PST)</i> <i>24/7 Email Support and Live Bot</i>				

Payment terms

Hardware Terms

All hardware sales and equipment financing (lease-to-owns) are final
View hardware warranty policy: <https://www.styku.com/warranty>

Subscription Software License

24-months Agreement

Automatically renews each year

Software Subscription Cancellation: Two-month penalty with early cancellation.

30 days advanced notice required to request a cancellation.

Invoice must be paid in full in order to access software.

Non-payment may result in suspension of account after 30 days or cancellation of account after 60 days of the invoice date.

View our terms of service

For U.S domestic orders, please allow 7-8 Weeks to process and ship. All shipping is ground.

Rush Orders may be available for domestic orders. Additional fees may apply. Ask for details.

Note: We are currently experiencing high demand. Accepted quotes will be given a higher priority. Purchase before this quote expires to ensure all or any promotions, if applicable, are honored.

Notes

Invoice due upon receipt.

Thanks so much for the opportunity to work with you. We are very excited to have you a part of the growing Styku family.

Thanks for choosing Styku!

Subtotal:	\$10,382.00
Total:	\$10,382.00 (USD)
Amount Due:	\$10,382.00 (USD)



City of Milton
2023 Business Improvement Program
Cycle 4 Application

	NAME	ADDRESS	REQUEST	MATCH	PROJECT	FIRST TIME APPLICANT	TARGET LOCATION	HISTORIC STRUCTURE
	CYCLE 3 Applicant							
1	Frick's Pharmacy	6472 Hwy 90, Suite B	\$ 5,000.00	\$ 5,382.00	Business Equipment	Yes	No	No
	TOTAL REQUEST		\$ 5,000.00	\$ 5,382.00	Match Ratio	\$ 1.08		
			Total Budget	Awarded to Date	Available Balance			
	AVAILABLE FUNDING	CRA	\$ 20,000.00	\$ 15,000.00	\$ 5,000.00			
		General Revenue	\$ 20,000.00	\$ 12,000.00	\$ 8,000.00			
		TOTAL	\$ 40,000.00	\$ 27,000.00	\$ 13,000.00			
	<u>FY 2023 To Date</u>							
1	Lindsay & Andrews, PA	5218 Willing Street	\$ 5,000.00	\$ 5,009.00	Business Equipment	No	Yes	Yes
2	Yamato's Japanese Steakhouse	6550 Caroline Street	\$ 1,000.00	\$ 3,800.00	Signage	Yes	No	No
3	The Sweet Greek	5237 Willing Street	\$ 1,000.00	\$ 1,000.00	Signage	No	Yes	Yes
4	Kearing, LLC	6780 Caroline Street	\$ 10,000.00	\$ 250,000.00	Exterior Façade	Yes	Yes	No
5	Atalanta Investment Properties, LLC	6776 Caroline Street	\$ 10,000.00	\$ 500,000.00	Exterior Façade	Yes	Yes	No
	TOTAL		\$ 27,000.00	\$ 759,809.00				
				Match Ratio	\$ 28.14			

City of Milton
Business Improvement Program
Complete History

CYCLE	PROJECTS	BUSINESSES	GRANTEE	ADDRESS	PROJECT	REQUEST	AWARD	REQUIRED	EST. TOTAL	CRA	CITY	PAYMENT	NOTES
								MATCH	MATCH				
2018 Cycle 1	1	1	Visible Changes Barber Shop	5154 Santa Rosa Street	Code required upgrades, signage, painting	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 7,500.00		\$ 2,500.00	\$ 2,500.00	Completed
	2	2	LilPax's Boat Rental	5142 Willing Street	Business Signage	\$ 500.00	\$ 500.00	\$ -	\$ 2,500.00	\$ 369.82		\$ 369.82	Completed
	3	3	Man Cave Barber Shop	5176 Stewart Street	Signage, exterior awning	\$ 500.00	\$ 500.00	\$ -	\$ -		\$ 500.00	\$ 500.00	Completed
	4	4	Beardless Brewhaus	6820 Caroline Street	Roll-up garage door	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00		\$ 5,000.00	Completed
	5	5	Corner Shack	5168 Stewart Street	Business equipment, fire suppression, painting, doors	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00	\$ 12,500.00		\$ 3,250.00	\$ 3,250.00	Completed
	6	6	Boomerang Pizza	5227 Willing Street	Exterior Painting & Lighting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 5,000.00		\$ 5,000.00	Completed
2019 Cycle 1	7	7	Elliott & Cunningham Office	5235 Willing Street	Exterior Façade, interior ceiling replacement, painting	\$ 5,000.00	\$ 5,000.00					\$ -	Unutilized
	8	8	CD Properties	6821 Caroline Street	Repair Historic Windows and surrounds	\$ 5,000.00	\$ 4,450.00	\$ 4,450.00	\$ 5,000.00	\$ 4,450.00		\$ 4,450.00	Completed
	9	9	Brew Angels Brewery	6821 Caroline Street	Equipment Upgrade	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 35,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	10		Brew Angels Brewery	6821 Caroline Street	New business sign	\$ 500.00	\$ 500.00	\$ -	\$ 1,153.15	\$ 500.00		\$ 500.00	Completed
	11	10	Janet Coulter Realty Office	5241 Willing Street	Exterior awning and painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00		\$ 4,943.12	\$ 4,943.12	Completed
	12	11	Milton Revival, LLC	5237 Willing Street	Exterior awning, painting and drainage system	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00	\$ 5,000.00		\$ 5,000.00	Completed
2019 Cycle 2	13	12	Blackwater Bistro	5147 Elmira Street	ADA Ramp, Painting, Siding	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 2,125.00		\$ 2,125.00	Completed
	14	13	Brooks, Warrick & Assoc.	6867 Oak Street	Sign	\$ 500.00	\$ 500.00	\$ -	\$ 1,000.00	\$ 485.78		\$ 485.78	Completed
	15		Boomerang Pizza	5227 Willing Street	Exterior Painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,876.20		\$ 4,876.20	Completed
	16		Beardless Brewhaus	6820 Caroline Street	Equipment Upgrade	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	17	14	Wacked Out Weiner	5271 Stewart Street	Doors and Code Required Plumbing	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 104,270.00		\$ 5,000.00	\$ 5,000.00	Completed
	18	15	Spencer's Second Hand Shop	5707 Stewart Street	Window Replacement	\$ 668.89	\$ 668.89	\$ 668.88	\$ 668.88	\$ 668.88		\$ 668.88	Completed
2020 Cycle	19		Brooks, Warrick & Assoc.	6867 Oak Street	Roof	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 16,210.00		\$ 5,000.00	\$ 5,000.00	Completed
	20	16	Sport & Wheat, CPA	5247 Stewart Street	Exterior Doors, Windows & Painting	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	21	17	Saver Self Storage	6586 Caroline Street	Painting	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00	\$ 4,750.00		\$ 4,750.00	\$ 4,750.00	Completed
2021 Cycle	22	18	Cohen Innovation, LLC	5739 Stewart Street	New Roof	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00	Completed
	23	19	Lindsay & Andrews	5218 Willing Street	New Signage, Front Door Replacement, Railing, Stairs	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,575.00	\$ 5,000.00		\$ 4,566.54	Completed
	24	20	RaeJean, LLC, DBA Mason's	5141 Dogwood Drive	New Road Sign	\$ 530.00	\$ 530.00	\$ 530.00	\$ 530.00		\$ 530.00	\$ 530.00	Completed
	25		Boomerang USA, Inc.	5227 Willing Street	Paint and Awning	\$ 1,999.00	\$ 1,999.00	\$ 1,999.00	\$ 1,999.00		\$ 1,999.00	\$ 1,999.00	Completed
	26	21	John C. Allen	6825 Oak Street	Windows and Shutters	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	Completed
	27	23	Resource Real Estate (Scoops Ice Cream)	6835 Caroline Street	Paint, Awning, Signage & Doors	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	Completed
2022 Cycle 1	28		Cohen Innovation, LLC	5739 Stewart Street	Facia and Soffet Replacement	\$ 10,000.00	\$ 10,000.00					\$ -	Unutilized
	29		CD Properties	6821 Caroline Street	Window and Door Wood Rot Replacement/Repair	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00		\$ 1,888.26	Underway
	30	24	Santa Rosa Historical Society - Imogene	6866 Caroline Street	Window Wood Rot Replacement/Repair	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,802.00	\$ 2,500.00		\$ 2,500.00	Completed
2022 Cycle 2	31	25	Bar Strength & Conditioning, LLC	5436 Dogwood Drive	Signage & Building Renovations for new location	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 150,000.00		\$ 6,000.00	\$ 6,000.00	Completed
	32	26	Oh Sugar, LLC, DBA The Sweet Greek	5237 Willing Street	Restaurant Equipment, Building Improvements	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 50,000.00	\$ 5,000.00		\$ 5,000.00	Completed
2022 Cycle 3	33	27	Just Two Guys, LLC DBA The Country Gym	5198 Willing Street	Kitchen Hood	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 100,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	Completed
	34		Man Cave Barber Shop	5438 Dogwood Drive	Signage	\$ 617.39	\$ 617.39	\$ -	\$ -		\$ 617.39	\$ 617.39	Completed
	35	28	Primerica	5205 Dogwood Drive	Signage	\$ 877.40	\$ 877.40	\$ -	\$ -		\$ 877.40	\$ 877.40	Completed
2023 Cycle 1	36		Lindsay & Andrews	5218 Willing Street	New Business Equipment - Technology	\$ 5,000.00	\$ 5,000.00	\$ 5,009.00	\$ 5,000.00	\$ 5,000.00			Awarded
	37	29	Yamato Japanese Steakhouse	6550 Caroline Street	Signage	\$ 1,000.00	\$ 1,000.00	\$ 3,800.00	\$ 3,800.00		\$ 1,000.00		Awarded
2023 Cycle 2	38		Oh Sugar, LLC, DBA The Sweet Greek	5237 Willing Street	Signage	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	Completed
2023 Cycle 3	39	30	Kearing, LLC	6780 Caroline Street	Exterior Façade	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 250,000.00	\$ 5,000.00	\$ 5,000.00		Awarded
	40	31	Atalanta Investment Properties, LLC	6776 Caroline Street	Exterior Façade	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 500,000.00	\$ 5,000.00	\$ 5,000.00		Awarded
	41	32	Frick's Pharmacy	6472 Hwy 90, Suite B	New Business Equipment - Technology	\$ 5,000.00		\$ 5,000.00	\$ 5,382.00		\$ 5,000.00		
					TOTALS	\$ 170,192.68	\$ 164,642.68	\$ 151,956.88	\$ 1,395,640.03	\$ 78,475.68	\$ 75,466.91	\$ 114,397.39	
Budget	\$ 10,000.00	FY 2018	3/29/2018										
	\$ 10,000.00	FY 2018	8/20/2018			ROI Ratio	\$ 8.48						
	\$ 20,000.00	FY 2019	12/12/2018	50% CRA/50% GR									
	\$ 20,000.00	FY 2019	4/9/2019	50% CRA/50% GR									
	\$ 40,000.00	FY2020	Program Returned to City - In City Budget	\$15,414.50 Refund from MSM									
	\$ 30,000.00	FY 2021	In City Budget										
	\$ 40,000.00	FY 2022	In City Budget										
	\$ 40,000.00	FY 2023	In City Budget										
Total	\$ 210,000.00												
Allocated	\$ 164,642.68												
Expended	\$ 114,397.39												
Open Projects	\$ 35,450.00												



Agenda Item # 2022-653

Milton Brownfield Expansion Request

MEETING DATE

February 23, 2023

PREPARED BY

Tim Milstead, Planning Director

BACKGROUND

In September 2022, the Council voted unanimously against a proposed expansion to the City's brownfield area. Recently, staff has received a request from Timshel Development Group to present new information regarding the proposal to expand the city's existing brownfield area to include the property along Glover Lane where Timshel is currently constructing the Tranquility at Milton Apartments. The expansion of the brownfield area can be completed by resolution.

SUMMARY

In addition to the request from the applicant, staff has received word that the applicant will be present to provide a short powerpoint presentation to further assist the council's decision.

RECOMMENDATION

Staff recommends review of the proposed brownfield expansion.

ATTACHMENTS

1. Tranquility at Milton Brownfield Presentation
2. Orig BA resolution



TIMSHEL
DEVELOPMENT GROUP

Tranquility at Milton

BROWNFIELD REDEVELOPMENT AREA
BOUNDARY AMENDMENT – PURSUANT TO
376.80 F.S.

Tranquility at Milton

About the Community

- ▶ 72 new affordable apartment homes
 - ▶ 36 2 bedroom/2 bath units
 - ▶ 36 3 bedroom/2 bath units
- ▶ Three-story garden-style apartments
- ▶ 3 residential buildings and 1 clubhouse
- ▶ Amenities to include: dog park, splash pad, play area

Tranquility at Milton

About the Community (cont'd)

- ▶ From time of application to Florida Housing Finance Corporation in 2019 to today, there have been many challenges :
 - ▶ COVID Pandemic
 - ▶ Construction cost hyperinflation
 - ▶ Skyrocketing interest rates
- ▶ First discussed a Brownfield Area expansion with the City at the beginning of 2021.
- ▶ Fortunate to close on our financing in September 2022 and construction began in October 2022.
- ▶ Financial challenges continue

Brownfield Area Definition

- ▶ A contiguous area of one or more brownfield sites, **some of which may not be contaminated**, and which has been designated by a local government by resolution.
 - ▶ Note: A Phase I Environmental Site Assessment, conducted by Terracon, has been provided to the City, and concludes that no Recognized Environmental Conditions were identified in connection with the site

Brownfield Area Overview

- ▶ Communities commonly designate portions of their jurisdiction as Brownfield Areas in order to target them for development and provide needed tools to promote such development.
- ▶ Many areas are overlaid on other geographies, such as CRA's, Enterprise Zones, or Census Tracts (can be adjusted or expanded as desired).
- ▶ The designation allows property owners and developers within the area to access certain state programs. **Such designations do not result in any additional responsibilities or financial obligation to the community.**

Evaluation Criteria of 376.80

Local Government must consider the following when making a decision:

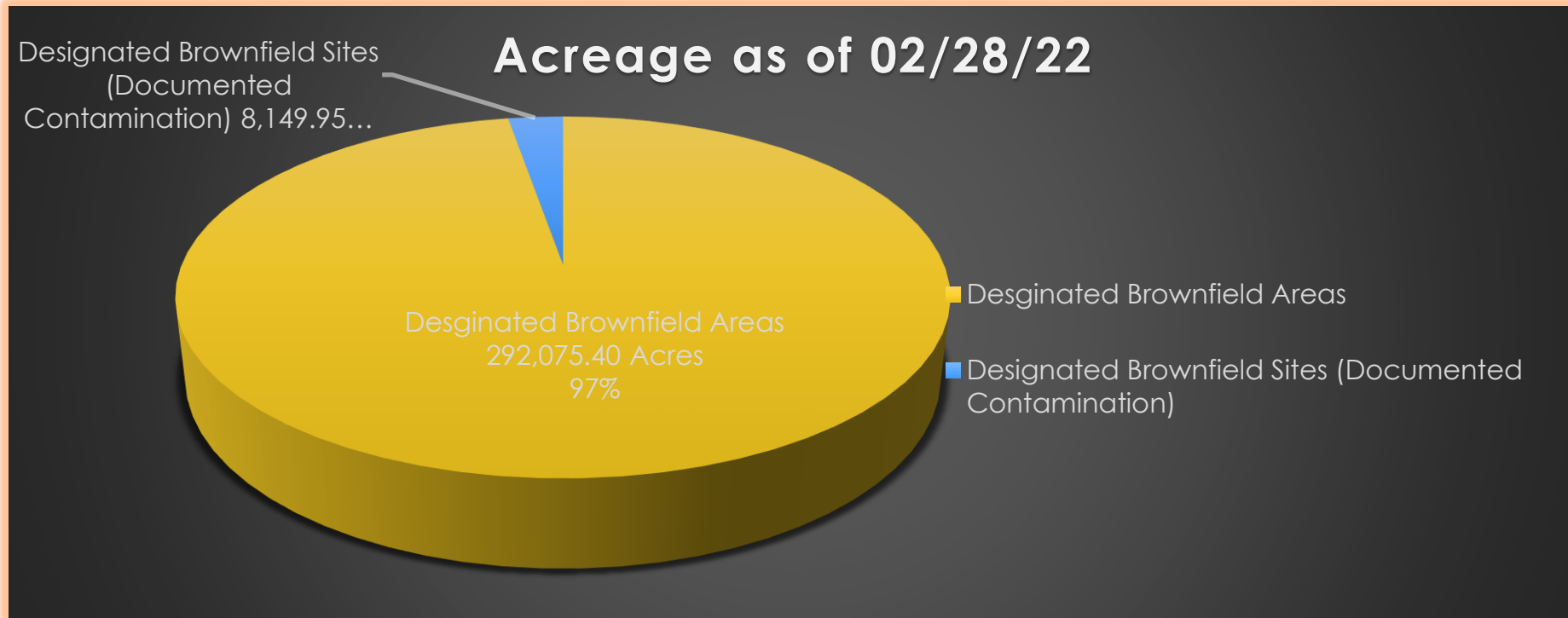
1. Whether the Area warrants economic development and has a reasonable potential for such activities
2. Whether the Area reasonably focused and not overly large in geographic coverage
3. Whether the Area has the potential to interest private sector participation
4. Whether the area contains site(s) suitable for limited recreational open space, cultural, or historic preservation purposes

Common Misconceptions

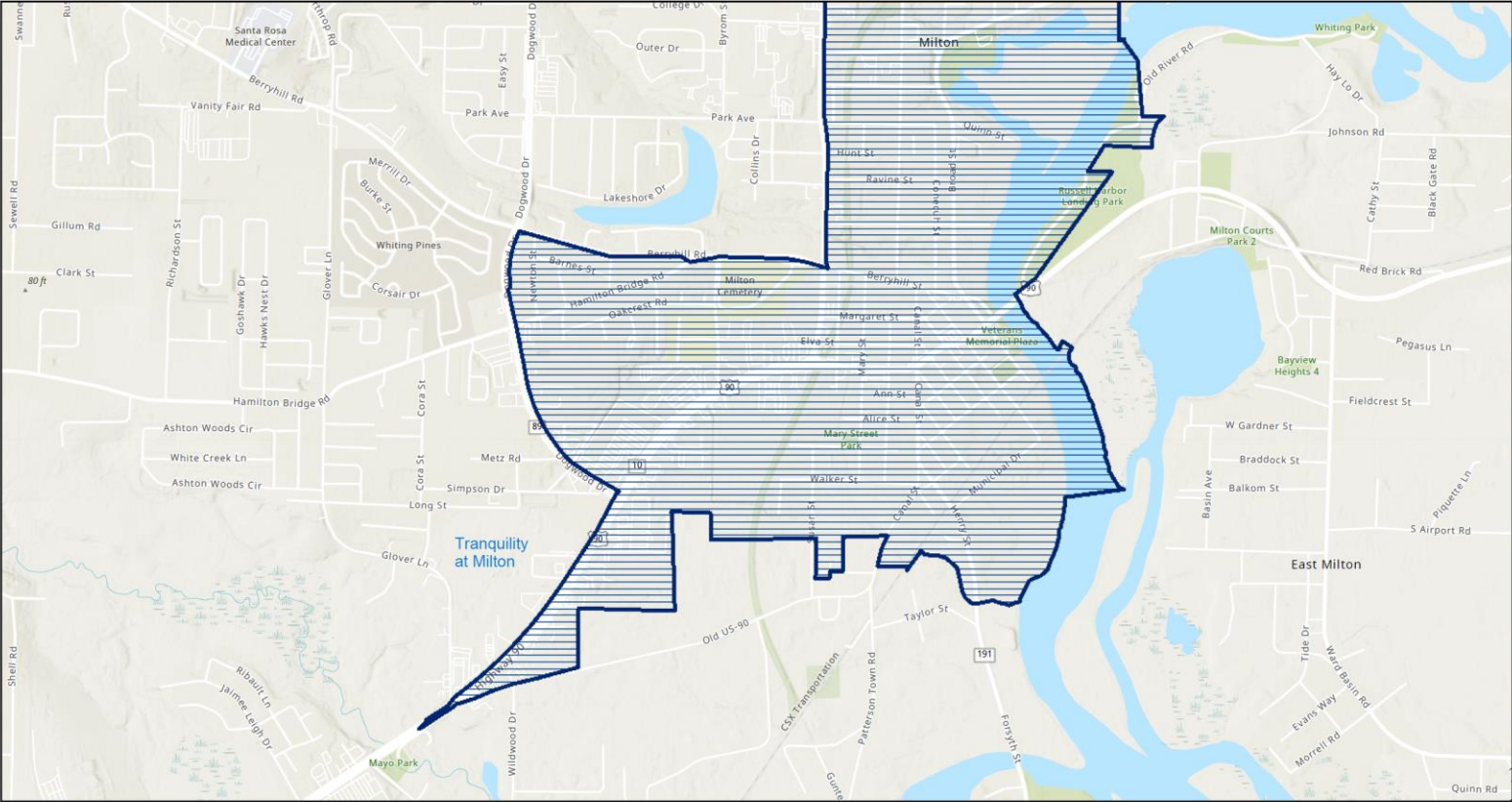
The term “Brownfield” has many common misconceptions associated with it. While Brownfield “Sites” are generally contaminated, or have the perception of contamination, Brownfield “Areas” are not required to contain any contamination.

****A local government that designates a brownfield area pursuant to this section is not required to use the term “brownfield area.”***

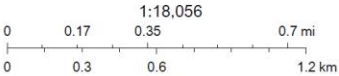
Current Florida Brownfield Acreage by Type



Milton Brownfields Map



February 14, 2023
Brownfield Areas



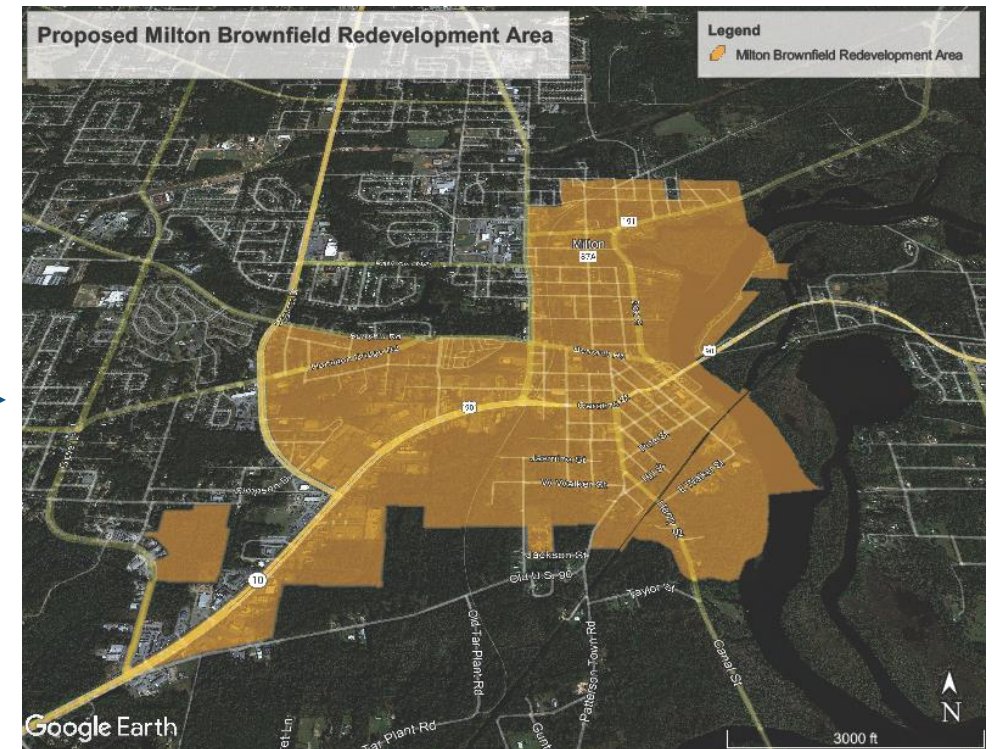
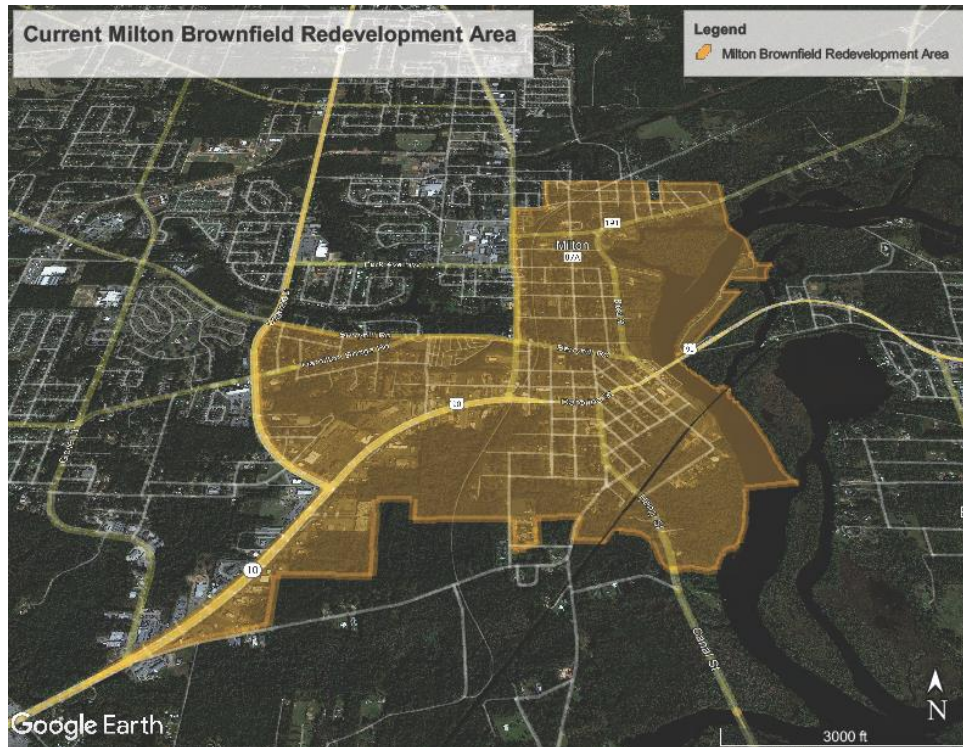
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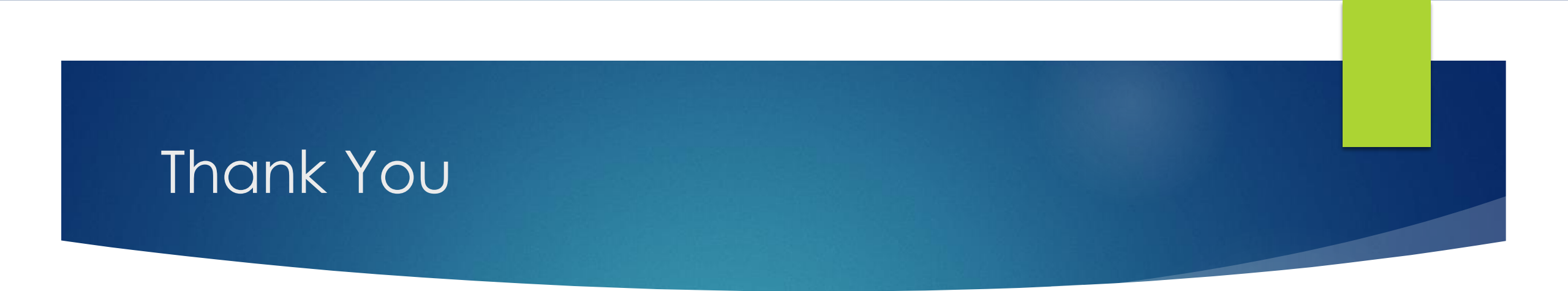
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Existing
Brownfield
Area

Current vs. Proposed Area





Thank You

Questions?

RESOLUTION NO. 1060-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA, DESIGNATING A GEOGRAPHIC AREA WITHIN THE CITY OF MILTON AS A BROWNFIELD AREA FOR THE PURPOSE OF ENVIRONMENTAL REMEDIATION, REHABILITATION AND ECONOMIC REDEVELOPMENT; DIRECTING THE CITY MANAGER TO NOTIFY THE DEPARTMENT OF ENVIRONMENTAL PROTECTION OF SAID DESIGNATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Sections 376.77-376.84, Florida Statutes, (2002), hereinafter the "Brownfields Redevelopment Act," provides for the designation by resolution of certain commercial and industrial areas or sites as brownfield areas or sites for the purpose of encouraging environmental remediation, rehabilitation, and economic development for such areas or sites; and

WHEREAS, the City of Milton wishes to notify the Florida Department of Environmental Protection of its decision to designate a brownfield area for rehabilitation for purposes of the Brownfields Redevelopment Act; and

WHEREAS, the City of Milton has additionally considered the criteria set forth in Section 376.80(2)(a)1.-4, Florida Statutes, namely whether the proposed brownfield area warrants economic development and has a reasonable potential for such activities, whether the area represents a reasonably focused approach and is not overly large in geographic coverage, whether the area has potential to interest the private sector in participation in rehabilitation, and whether the area contains sites or parts of sites suitable for limited recreational open space, cultural, or historical preservation purposes; and

WHEREAS, the notice and public hearing requirements set forth in Section 166.041(3)(c)2, have been followed; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILTON:

1. That the recitals and findings set forth above are true and are hereby incorporated by reference in this resolution.

2. The Area depicted on Exhibit "A", attached hereto and incorporated herein by reference, is hereby designated as the Milton Brownfield Redevelopment Area for rehabilitation in accordance with the intent of the Brownfields Redevelopment Act. However, such designation shall not render the City of Milton liable for costs of site rehabilitation or source removal, as those terms are defined in Section 376.79, (17) and (18), Florida Statutes, or for any other costs, above and beyond those costs attributable to the City's role as administrator of a brownfield site rehabilitation program and as a property owner within the designated Milton Brownfield Redevelopment Area.

Section 3. That the City Manager is hereby directed to notify, and deliver a copy of this resolution to, the Florida Department of Environmental Protection of the City Council's decision to designate the Milton Brownfield Redevelopment Area as a brownfield area for the purposes set forth in the Brownfields Redevelopment Act.

Section 4. This resolution shall take effect immediately upon adoption by the City Council.

Adopted: September 9, 2003

Approved: _____

Guy Thompson, Mayor

Attest

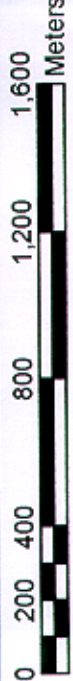
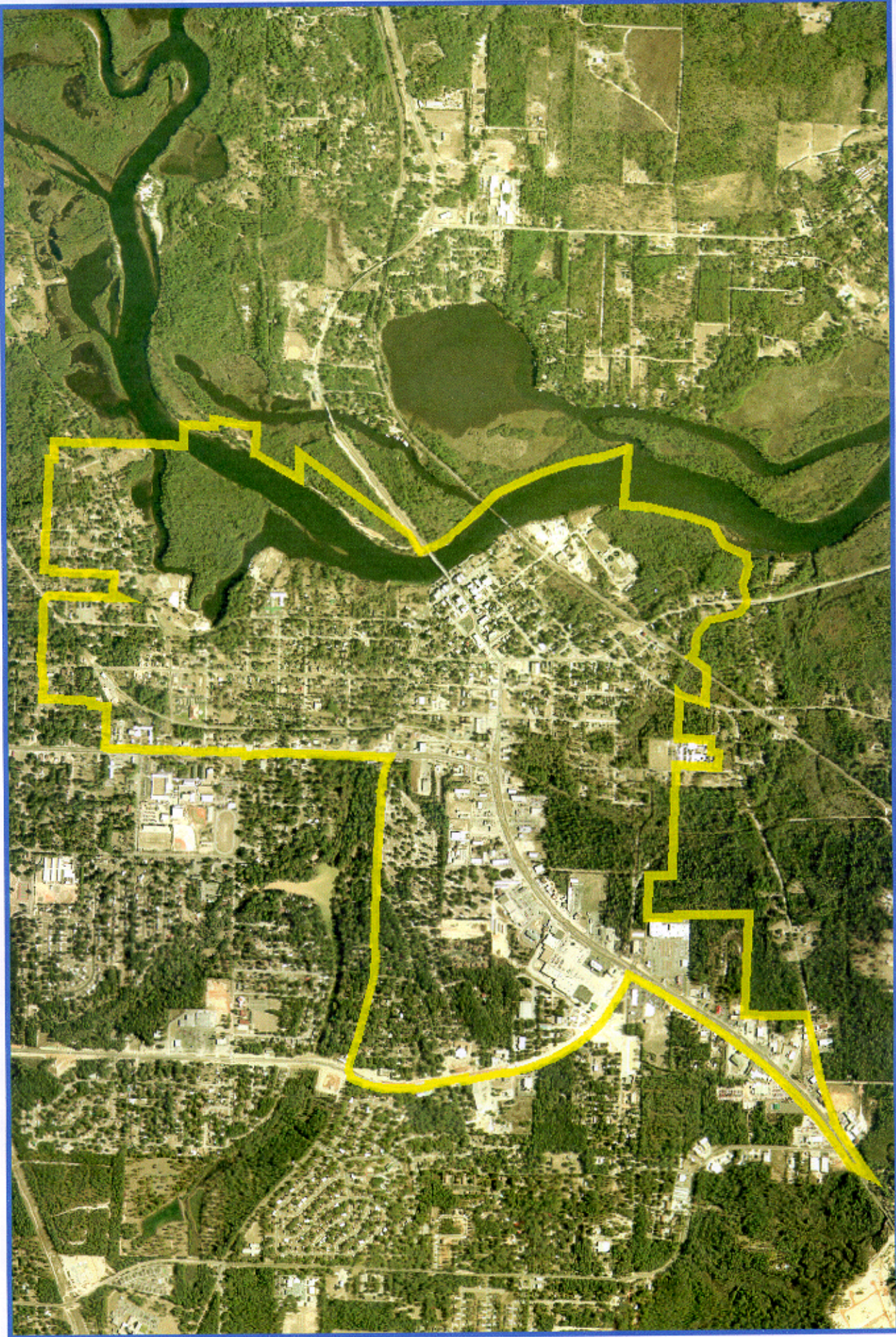
Dewitt Nobles
Dewitt Nobles, City Clerk

Legal in form and valid

If adopted: _____

[Signature]
City Attorney

City of Milton - Brownfield Site



1 centimeter equals 204.867727 meters





Agenda Item # 2023-1250

Dogwood Drive Development Agreement Modification Request

MEETING DATE

February 23, 2023

PREPARED BY

Tim Milstead, Planning Director

BACKGROUND

City staff has received an official request from Streetside Retail, the developer for the proposed development along the west side of Dogwood Drive between Cherry Laurel and Wisteria Drives. The request, if approved, would allow a modification of the development agreement that was approved by the Council in 2022.

SUMMARY

The original development agreement request was approved by the City Council in April 2022 for five total businesses in four separate buildings, to include a restaurant use, retail and coffee use, medical use, and dental use. The proposed request will remove the proposed retail use, and modify the coffee use into a standalone building with a drive-thru use, as shown in the attached drawing. The proposed request will modify, if approved, the finishing material of the 8 foot tall buffer wall between the development and the existing residences to the west. While the 8 foot block wall is still proposed, the finishing material is proposed to be modified from the stucco finish that is shown in the drawing to a painted finish. The official request from the developer is attached. Staff has sent out a public notice to property owners within 500 feet of this development that describes the proposed modifications to the development agreement, and provides the dates on which the agreement could be reviewed by the C.O.W., Executive Committee, and City Council.

RECOMMENDATION

Staff recommends review of the proposal, and for the Committee to forward to the Executive Committee. This action will allow the developer to be in attendance to answer any questions about the request.

ATTACHMENTS

1. Dogwood Streetside Request 021623
2. To Whom It May Concern 02-13-23
3. Landscaping Plan

Hi Tim,

I hope this email finds you well! I wanted to send a quick email in regards to the final site plan and development agreement as it pertains to the overall development/property we have purchased at Dogwood and Cherry Laurel Drive. Since we last met with the council there have been a few additional developments and I would like to kindly request the opportunity to present these developments for consideration, as a few modifications to the development agreement/site plan would be requested.

First, in regards to the overall site plan, we would like to replace the 2 tenant building shown on the existing plan, to a single tenant building with a drive-thru. We are in the final stages of negotiating the lease with this tenant and so I cannot (unfortunately) disclose the tenant's name. However, this will be a reduction in gross square footage of the overall development and we feel that though this will cost us more in the long run, if this user fully commits, it will be the highest and best use of that particular parcel.

The second and final request, is a modification in the finish of the block wall on the western buffer. Since we first indevoured on this project and agreed to the current buffer, the wall as proposed is economically unfeasible and places a substantial burden on the overall projects viability. With this increase in cost, we are requesting the council to consider a modification in the finish of the wall. The original material will not change, only the finish of "stucco", which we propose to finish with paint that will complement the surrounding and substantial landscaping that will be installed around and near the "wall". This modification will not impact sound mitigation and will assist in mitigating the cost associated with the reduction in square footage of the overall development.

I realize this modifications will require approval. Unfortunately, I have had a family vacation planned for some time next week. However, I will be readily available for discuss and representation of the development for the following meeting on March 6th. I am requesting the city to present these requests on my behalf and allow for any question/answers for the meeting on March 6th, if necessary. As a side note, I am working to have a rendering to you for a better visual understanding of the second request.

I truly appreciate your consideration of the modifications above and look forward to working further with the City of Milton and the community as a whole.

Sincerely,

Stacey Buckley

Stacey Buckley
STREETSIDE RETAIL

To Whom It May Concern:

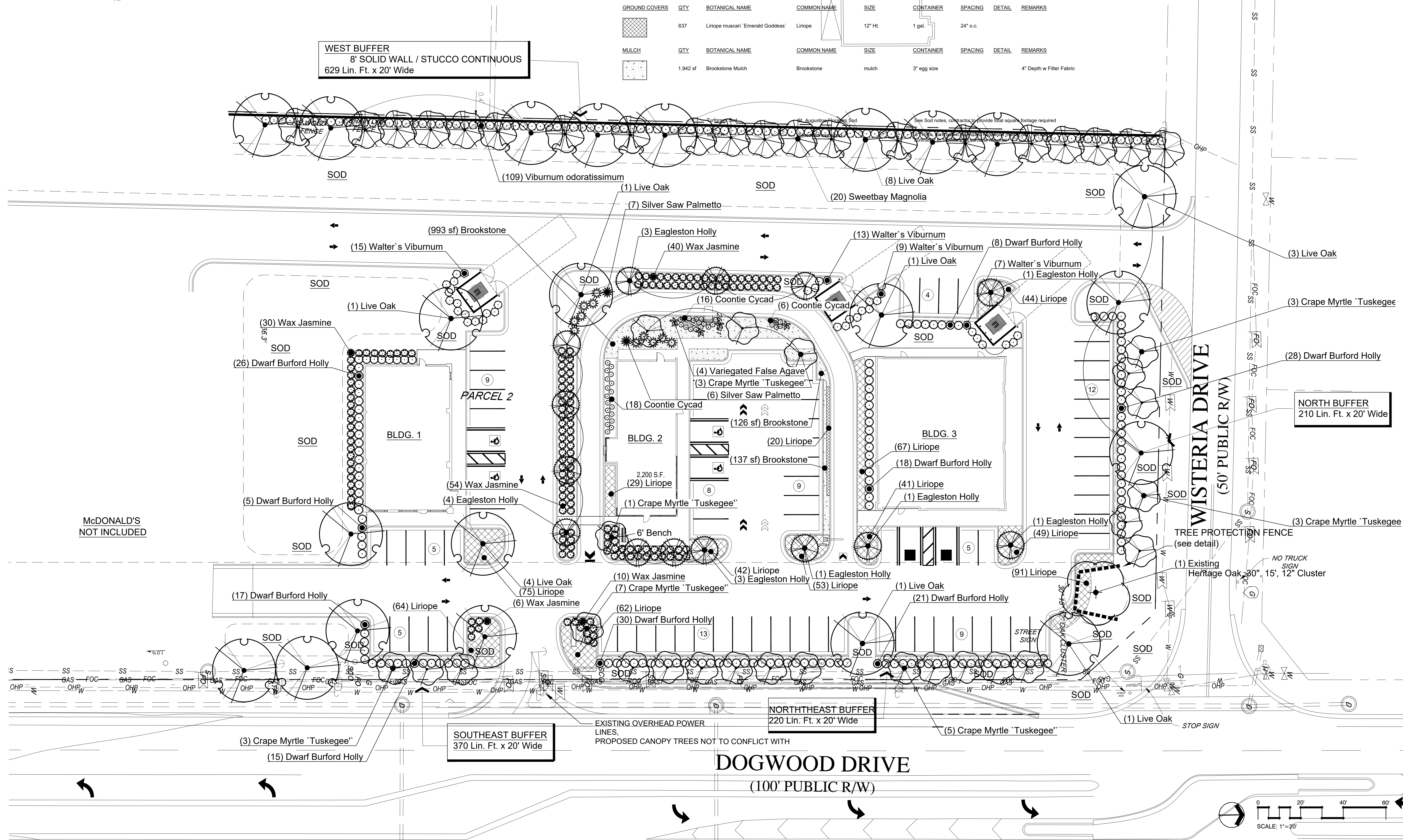
I have received some troubling information about the development of Dogwood Drive, across from Publix in Milton between Cherry Laurel Dr. and Wisteria Dr. I live on Wisteria Drive, in part of the neighborhood that will be impacted by the noise and lighting from the new development. In the development agreement the developer so graciously agreed with us property owners to provide an 8ft stucco wall in the back of the businesses so the noise factor will be kept to a minimum. That was agreed upon by the developers to make us happy in receiving the new development. They said they would give special concessions to make it work for us. Special lighting and indigenous foliage was agreed upon in the Developer's Agreement too. We property owners requested the wall due to all the families living directly behind the wall who have children and that the noise and light will impact them first and foremost, but all of us will hear the noise level increase from this venture if this wall is not built.

****Substituting a wood fence with vegetation on it is not good enough. The vegetation will break down the integrity of the wood and then the fence will begin to sag and fall apart along with rotting due to the weather in this area. Therefore, I respectfully request that the wall be built as agreed upon.**

We already see an increase in noise just from the development of Publix and all the traffic that goes in and out every day, not counting the supply trucks and garbage trucks making noise. Rescue vehicles sirens, which seem to be occurring more and more due to the heavy volume of traffic in that area, are extremely loud now, so the wall will help reduce the noise once all the trees are taken down to build the new structures on the subject property. My concern, along with my neighbors/property owners, is, that a promise was made and should be kept. They should have the funds to keep their promise unless they are not who they say they are. The developers were eager to develop the property and said and did whatever it took to make us happy. Well, if switching a wall for a fence is what they want to do, we are not going to be happy. They need to provide an 8ft stucco wall to keep the noise down! What will they try to do next?

We were all under the impression that this development was supposed to be a high-end medical professional project with nice eating places. McDonalds, in my mind, does not meet those standards in my opinion. McDonalds is a third-rate burger joint that brings kids with vehicles and noise. The food is less than edible and not nutritious/healthy in my opinion. Starbucks is better; however, they will have traffic in and out and music and engine sounds will come along with the long lines of traffic.

I respectfully request that you please take all the above into consideration when the time comes to decide on the developer's request. I still have issues some mornings trying to get out onto Dogwood to go to work. The traffic from Whiting Field and the traffic pulling out of Publix to come to our turn onto Wisteria to do a U-turn to get back to Dogwood going South, is scary at times. The increase in accidents at the intersection of Willard Norris and Dogwood has already increased. The noises start in the morning and go into the night. It is a shame that our once nice, quiet neighborhood has turned into a loud circus at times.





Agenda Item # 2023-1256

Willing Street ROW Usage Request

MEETING DATE

February 23, 2023

PREPARED BY

Tim Milstead, Planning Director

BACKGROUND

Staff has received a request from Melissa Simpson, owner of the business at 5237 Willing Street known as the Sweet Greek, to use about 3 feet wide strip of the sidewalk/right of way along Willing Street immediately adjacent to her business. The official request from the applicant and supporting documentation is attached.

SUMMARY

The request, if approved, would allow the applicant to place tables for customer seating and dining and decorative planter pots on the Willing Street sidewalk adjacent to 5237 Willing Street. The additions would be located underneath the balcony that overhangs the right of way. The existing sidewalk at this location has been measured by staff and is 8 feet 6 inches wide from the back of the curb to the front of the business.

RECOMMENDATION

Staff recommends approval of the request, subject to at least 4 feet of clear space on the sidewalk being preserved at all times.

ATTACHMENTS

1. 5237 Willing St - Request for exterior seating on Willing St.
2. Front Image
3. Front Image_Dimensions

Tim,

I would like to make a formal request to the City of Milton allowing for The Sweet Greek to place tables, chairs and planters along the front portion of the property at 5237 Willing St. The planters will be the most "permanent" item in place and will be on the far sides of each window, held in place by the weight of the planter box/dirt/ plant and anchored with a wire around the base. The immediate area in front of the two windows would include a cafe style table and chairs and would be anchored with a wire and locked into a hook placed at the base of the wall in the concrete to prevent theft and keep chairs and tables out of the pedestrian walkway. The request to add exterior seating options under the covered space, encourages patrons to spend more time in the downtown, fostering additional commerce with other retailers in the immediate area. We encourage patrons from all other businesses to come and enjoy the space and hope they will come in for treats. I have included a photo of what we would be doing and dimensions are included so you can measure the distance from the curb to the seating area to ensure we meet spacing requirements. The Landlord has been added to this email for FYI purposes.

Melissa Glyptis Simpson, MS, CSCS, SCCC, SPCC
Commercial Broker Associate, Coldwell Banker Commercial, Realty



allen + roth Extra Large (65+-Quart) 14.96-in W x 22.83-in H Blue Ceramic Planter with Drainage Holes
Monrovia 3.58-Gallon Dwarf Alberta Spruce Spiral Accent Shrub in Pot

Round Cadiz Outdoor Bistro Table

- Overall: 28"Dia. x 30.5"H, 50.6 lbs.
- Floor to apron: 29.8"H

Corrales Stacking Patio Dining Chair (Set of 4)

See More by [Mercury Row®](#)

Overall	
	28.5" H x 21.5" W x 24" D
Arms	
	25" H
Seat	
	17" H
Overall Product Weight	
	7 lb.
Seat Width - Side to Side	
	16.75"
Seat Depth - Front to Back	
	14"
Arm Height - Seat to Arm	
	9"
The back size dimensions	
	12" W x 15.5" H



Agenda Item # 2023-1125

Community Redevelopment Plan Update

MEETING DATE

February 23, 2023

PREPARED BY

Tim Milstead, Planning Director

BACKGROUND

It was approved by the Council for the staff to begin the process of updating the city's Downtown Community Redevelopment Plan. This document was last updated in 2012, and several sections of data within the plan are now out of date and/or inaccurate. Staff has gone through the process of making the proposed changes and soliciting public input, and submitted the attached plan to the CRA board for review in January.

SUMMARY

Most changes to the document are very minor in nature. However, some of the more significant language changes pertain to the update of information to the courthouse and its change of location. A new vision statement has been created based upon public input, and numerous changes were also made to the population tables and the maps within the document. Staff also made several references to the City's Riverfront Master Plan document that was completed in 2015, after the last update of the CRA plan in 2012. This document has been reviewed and has received approval by the Milton Planning Board and the Community Improvement Board.

RECOMMENDATION

Staff recommends review and approval of the attached document by the C.O.W. If approved, the item will require a public hearing to be held on the proposed amendment at the City Council meeting on March 14th.

ATTACHMENTS

1. Downtown-Community-Redevelopment-Plan-Update 010423

City of Milton
Downtown
Community
Redevelopment
Plan

May XX

2023

This document was prepared by the City of Milton Planning and Zoning Department in an effort to better plan for the revitalization and expansion of the City of Milton's Community Redevelopment Area. It is meant to be an amendment to the Community Redevelopment Plan established in 1982.

[City of Milton Council Meeting - _____, 2023](#)

Milton,
Florida

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Introduction

Vision Statement

The citizens of the City of Milton envision a safe and thriving downtown that is accessible and welcoming to all to live, work and play. They envision an attractive district that preserves and protects our architectural and historical heritage, while encouraging smart, appropriate, relevant, environmentally conscious growth. The citizens envision downtown Milton as the true heart of the civic, cultural, social, economic, recreational, and entertainment activities of the City of Milton.

Mission Statement

It is the mission of the CRA to utilize all available resources of the City of Milton to eliminate slum and blight, improve safety and stimulate private investment in residential and commercial activities while promoting tourism, recreational, and entertainment activities to our diverse community.

Regional Setting and Santa Rosa County

The City of Milton, Florida is located in Santa Rosa County, an urban, suburban, and rural county in the far western portion of the Florida Panhandle (See Figure 1). Milton is the county seat for Santa Rosa County, which is a part of the two-county Pensacola Standard Metropolitan Statistical Area. The City of Milton and the nearby areas of Pace, Navarre, and Gulf Breeze can be considered suburbs of the City of Pensacola because they are located within easy driving distance of the Pensacola urbanized area, a population center containing over 425,000 persons.

Santa Rosa County contains two incorporated municipalities of which Milton has the largest population according to the 2020 Decennial Census~~10-census~~. The other municipality of Gulf Breeze and the places of Navarre and Pace had a combined population of 71,803~~57,180~~. Additionally, there are populous places within the county with significant populations. Navarre has the highest population of 40,817~~31,378~~, and the incorporated area of Pace, which is located between the City of Milton and the Pensacola urbanized area, now has a population of approximately 24,684~~20,000~~ persons. This is illustrative of the growth recently experienced in the southern portion of the county, which has little impact on the Downtown Milton Area. Santa Rosa County had a 2020~~10~~ population of 188,000~~151,372~~ and because of its lower tax structure, its miles of undeveloped acreage, and its proximity to the urban center of Pensacola is expected to expand by 43,292 persons over the next 10-year~~10-year~~ period, assuming the county follows previously determined growth rates (See Table 2). The population of Santa Rosa

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County is projected to reach a level of ~~approximately 200,000~~^{195,000} persons by the year 2025⁹, making it one of the fastest growing counties in Northwest Florida and the nation.

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Santa Rosa County has a total land area of approximately 647,430 acres, possesses a multitude of natural resources, and has one of the lowest costs of living in the State of Florida. These factors combined, make Santa Rosa County one of the most desirable locations in the nation for a family to make a home and for industry to locate their activities. The beautiful Gulf Coast waters and beaches, the pure water rivers, and expansive bays make the area ideal for boating, camping, canoeing, fishing, and all other water sports. These attributes combined with Santa Rosa County's fine climate, which allows at least nine months a year for outside activities, are magnets that attract many families and new businesses to Santa Rosa County.

Commented [LB1]: Tim?

The City of Milton

As illustrated in Figures 1 and 2, the City of Milton is located directly adjacent to the Blackwater River, a state designated Outstanding Florida Waterbody, in approximately the center of Santa Rosa County. The City contains approximately 3,701.97 acres of which 21% is developed. Residential use comprises the largest portion of the developed land at 32.65%, while commercial accounts for the second largest amount at 12.14%. Industrial, and transportation and utility land use account for 6.87%.

Commented [LB2]: Tim

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Outside of the Central Business District, which is the area this plan specifically addresses, large areas of predominately low-density residential development are interspersed with governmental and public land uses.

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As noted in Table 2, the population of the City of Milton ~~is expected to increase~~ by approximately ~~15.5~~^{25.3}% over the 2010 to 2020 period, which ~~is will be~~ slightly less than the population growth rate experienced by the county as a whole. An examination of the demographic characteristics of the City of Milton reveals that the population of the City contains a significantly higher percentage of minority members than does the county, as well as a slightly higher percentage of elderly persons. These normally are characteristics of a population found in many older urban areas due the fact that the elderly and the ~~poor-~~^{impoverished} are usually the least able to relocate once economic decline begins.

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The City of Milton Downtown Community Redevelopment Area

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The City of Milton's Downtown Community Redevelopment Area (DCRA) includes both the older retail and the residential sections of the City's Central Business District. It consists of about 299.79 acres and is bordered by the Blackwater River and Russell Harber Park on the east, the City limits and the CSX Railroad on the south, the Blackwater Heritage Trail to the west, and the Madison Street on the north. ~~Located n~~^{North} of Madison Street ~~it also also is~~ ^{an additional CRA area which} includes the area east of Broad Street and south of Munson Highway to the Blackwater River (See Figure 2). These boundaries, except for Madison Street, Broad Street and Munson Highway, are physical features that all have played a role in the development of the DCRA. They serve to isolate the DCRA from the rest of Milton ~~evidenced bywith even~~ the street grid system in the old downtown being out of alignment with the rest of Milton (See Figure 3).

Commented [LB7]:

The typical growth cycle, which consists of newer residential areas of a community attracting new commercial development, while the older areas deteriorate and experience encroachment of nonresidential uses, has been occurring in Milton with limited success at redevelopment. The newer and more affluent population of Milton ~~arehad~~ located to the northern and western areas of the DCRA and has, in turn, attracted ~~a large number of many~~ retail businesses away from the DCRA. As a result, the older DCRA has experienced, and is continuing to experience, ~~deteriorationdeterioration~~, and the encroachment of non-compatible development.

As noted in Table 3, the population of Milton has historically contained a significantly higher percentage of minority group members (~~25.422.6%~~) than the county as a whole. In the previous Downtown Community ~~R~~edevelopment Plan it was also noted that the Milton DCRA contained a significantly larger proportion of Milton's minority and elderly citizens. There are presently ~~1,742.31~~^{1,742} persons living in the DCRA, accounting for 227 households (Source: estimated utilizing City of Milton GIS Database and 2020 U.S. Census Bureau data).

Commented [LB8]:

Commented [JH9]: Needs updated households number

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Past analyses of the DCRA have illustrated that the number of families and households expected to be located in the DCRA will increase in the future, as will the income characteristics of the population. These increases in the income of the residents of the DCRA, however, are not¹⁴

expected to be of a magnitude to equal the increase in income for all of Santa Rosa County unless redevelopment occurs. Historically the Milton DCRA has had a significantly lower median household income. Once the U.S. Census Bureau releases their City Block Data in April 2013 Table 4 will show the present median household income for the DCRA.

Past Planning Efforts

Over the past forty years, several planning efforts have been undertaken by the City of Milton that had the potential to impact the DCRA. In 1973, Milton, Florida – A Downtown Plan was published. Due to a variety of reasons, the plan was not fully implemented. In 1981, a comprehensive plan entitled The City of Milton Comprehensive Plan was completed. Implementation of the recommendations impacting the DCRA in this plan has also not been fully accomplished.

In 1982, Russell & Axon, Inc. prepared the Downtown Community Redevelopment Plan for the City of Milton. The general land use plans presented in that plan did not correspond to the market for redevelopment, were not a total reflection of the desires of the citizens of Milton, and, as such, were not suitable for implementation. In addition, much of the background data necessary to assess the extent of slum and blight, as well as existing land use patterns, structural condition, and the market for redevelopment was not included. For these reasons, the City of Milton commissioned Gaines & Associates, Inc. to review the Downtown Community Redevelopment Plan and revise and update the plan based on statutory requirements, the desires of the citizenry, the market for redevelopment, and the most suitable methods for implementation.

In 1982, the Downtown Community Redevelopment Plan established the need for a Community Redevelopment Agency (CRA) and indicated that the formation of a CRA would focus both the financial and physical resources of the entire community to provide the most logical vehicle for achieving revitalization and redevelopment. This community redevelopment agency along with its advisory board were established and strove to implement various redevelopment programs. This redevelopment plan was prepared based on the input provided not only from the CRA and the redevelopment advisory board, but also from input provided by the City of Milton Planning Board.

In 1983, Gaines & Associates, Inc. presented their revised Community Redevelopment Plan, which is being further revised and updated in the plan presented here. The DCRA and the proposed expansion of the DCRA are being updated because of the nearing expiration of the 1983 plan as well as the need for updated data, references, and goals. While the 1983 plan strove to bring community revitalization to the DCRA, the area is still in need of a Community Redevelopment Plan because the latter failed to fully implement all the changes needed to secure the economic vitality of the area. The previous Community Redevelopment Plan failed mostly because of a lack of physically implementing the plans they suggested and instead focused on the theoretical changes that needed to occur

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within the area. To combat the failings of the former plan, this plan includes a master plan for the development of the Blackwater [L.F.](#)

Riverwalk Park. The development of this park will help the DCRA begin development in the public sector and initiate a waterfall effect of development so needed in the area. A comprehensive and exquisite public recreation area, such as is presented in the master plan, has been shown to provide a much-needed base for development in many other cities with similar redevelopment issues.

Physical improvements, which have been completed within the DCRA since the completion of the 1983 Downtown Community Redevelopment Plan include additional parking spaces throughout the CBD, the beginnings of the Blackwater Riverwalk, a Veteran's War Memorial, and street resurfacing. Parking improvements have included a sixty-five space off-street parking lot and a grassed public parking lot at the southwest corner of Elmira Street and Pine Street; the actual locations of ~~these~~ parking facilities is noted in the existing parking space map found in ~~a subsequent section~~ Figure 7 of this plan. The first sections of the Riverwalk Park have also been ~~started~~ completed along Blackwater River just north and south of the U.S. Highway 90 Bridge over Blackwater River. The Riverfront master plan ~~included with this packet~~ implemented contains the plans and implementation guidelines to finish this project. Near the southern section of the established Riverwalk, a veteran's war memorial has also been built as well as a festival and event area. Both serve as attractive features of the area and the Riverwalk.

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Table 1

Population of Pensacola and Santa Rosa County

Area	2010	2020	Percent Change
Pensacola	51,923	54,312	4.6%
City of Milton	8826	10,197	15.5%
City of Gulf Breeze	5763	6302	9.4%
Navarre Area	31,378	40,817	30.1%
Pace/ Pea Ridge	20,039	24,684	23.2%
County Total	151,372	188,000	24.2%

Table 1

Source: U.S. Census Bureau

Table 2

Population Projections

Area	2010	2020	2030 Projection	Percent Change
City of Milton	8,826	10,197	11,777	15.5%
Santa Rosa County	151,372	188,000	233,496	24.2%
Pensacola	51,923	54,312	56,810	4.6%
Florida	18,801,310	21,538,187	24,682,762	14.6%

[Table 2](#)

Source: U.S. Census Bureau.

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Table 3

Demographic Characteristics of Santa Rosa County, the City of Milton, and the City of Milton DCRA

Item	Santa Rosa County	City of Milton	Milton DCRA*
Total Population	188,000	10,197	541
Total Households	71,722	4,416	227
Number of Families	52,633	3,756	175
Race (percent of total)			
White	86.9%	81.1%	63.1%
Black	6.5%	7.9%	24.7%
Other	6.6%	11%	12.2%
Age (percent of total)			
Under 18	21.8%	23.3%	
65 and Over	16.3%	14.5%	

Table 3

Source: U.S. Census Bureau

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Table 4

2019 Income Characteristics of the City of Milton and Santa Rosa County

Income Type	City of Milton 2019	Santa Rosa County 2019
Family Income		
\$0 - \$4,999	N/A	N/A
\$5,000 - \$6,999	N/A	N/A
\$7,000 - \$9,999 (Less than \$10,000)	8296	1,354,415
\$10,000 - \$14,999	2055	1,062,840
\$15,000 - \$24,999	151,223	2,699,040
\$25,000 - \$49,999 (\$25,000 - \$34,999)	173,330	3,088,702
\$50,000 and up (\$35,000 - \$49,999)	309,399	5,560,289
\$50,000 - \$74,999	794,620	9,279,431
\$75,000 - \$99,999	548,361	7,646,194
\$100,000 and up	320,168	15,873,526
Total Number of Families	2,397,252	41,111,46,887
Average Family Income	53,870,67,080	73,900,93,272
Median Family Income	50,558,59,357	62,929,77,144

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Household Income		
\$0 - \$4,999	N/A	N/A
\$5,000 - \$6,999	N/A	N/A
\$7,000 - \$9,999 (Less than \$10,000)	<u>293202</u>	<u>2,9492,723</u>
\$10,000 - \$14,999	<u>20841</u>	<u>2,2431,848</u>
\$15,000 - \$24,999	<u>459552</u>	<u>5,3275,142</u>
\$25,000 - \$49,999 (\$25,000 - \$34,999)	<u>599265</u>	<u>5,7295,120</u>
\$50,000 and up (\$35,000 - \$49,999)	<u>443538</u>	<u>7,8888,528</u>
{ \$50,000 - \$74,999	<u>7621,082</u>	<u>11,63612,459</u>
{ \$75,000 - \$99,999	<u>426703</u>	<u>8,7249,978</u>
{ \$100,000 and up	<u>468180</u>	<u>9,72418,356</u>
Total Number of Households	<u>3,756465</u>	<u>54,86063,514</u>
Average Household Income	<u>45,72160,576</u>	<u>66,88884,311</u>
Median Household Income	<u>40,64856,633</u>	<u>55,12967,949</u>
Per Capita Income	<u>N/A18,996</u>	<u>25,38431,691</u>

Table 4

Source: U.S. Census Bureau
 * City Block Data not yet available.

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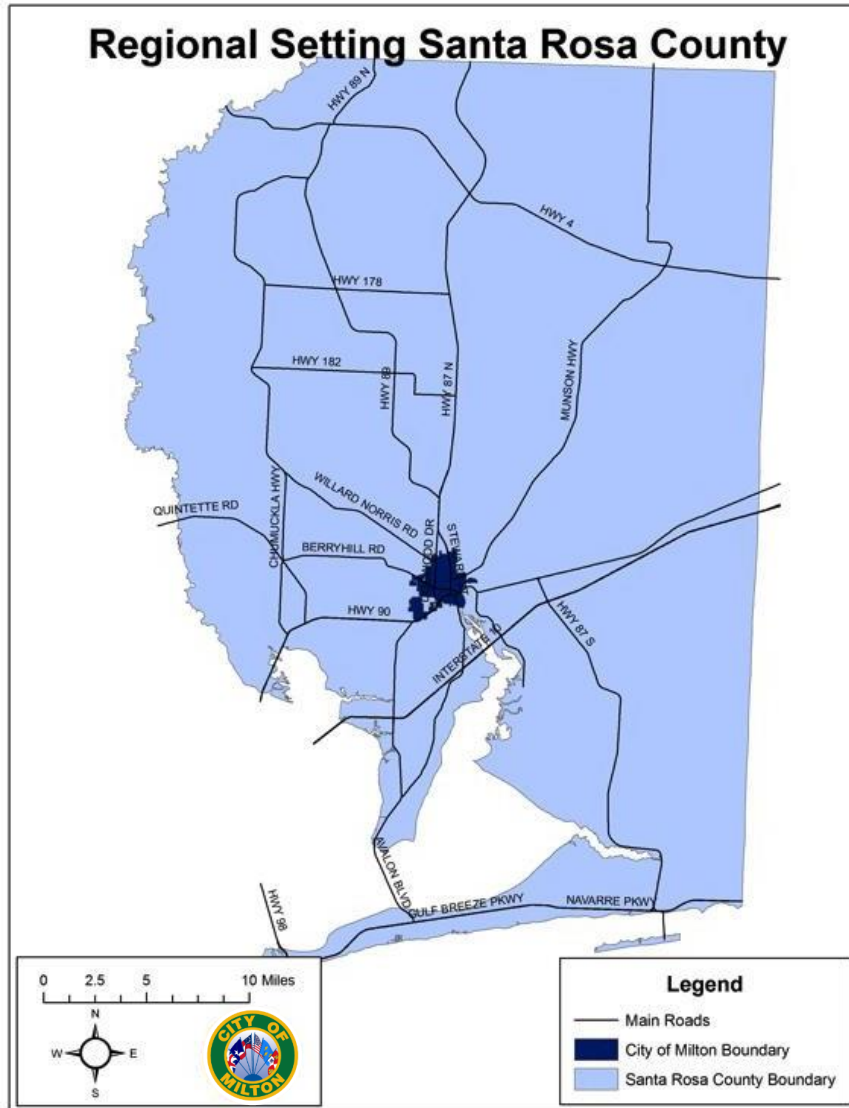
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Figure 1



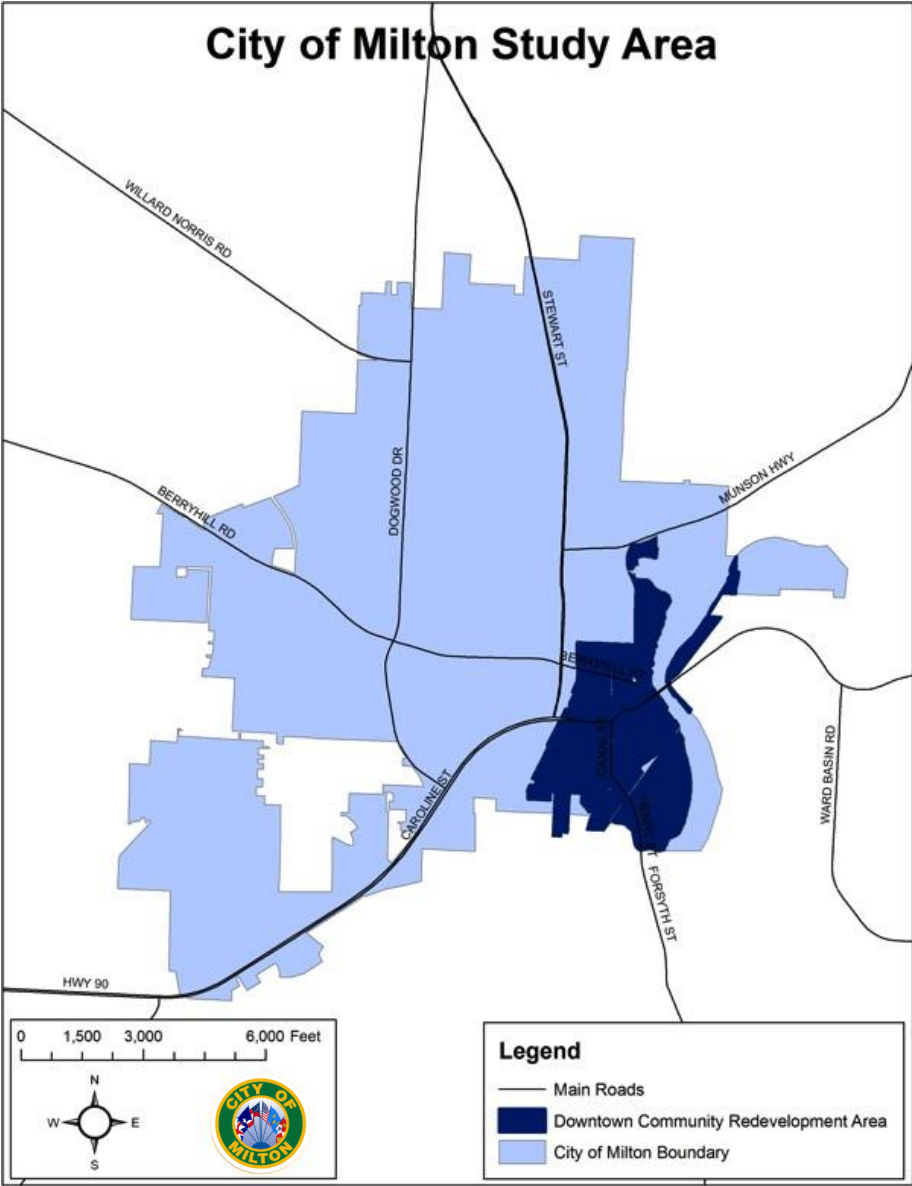
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Figure 2

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Goals and Objectives of the Plan

In order to facilitate redevelopment within the Downtown Community Redevelopment Area, it is critical that the goals to be established in this plan are consistent with the desires of the citizens of Milton. They also need to be consistent with the City of Milton's Comprehensive Plan and the included Blackwater Riverwalk Master Plan. In the previously approved comprehensive plan, the City of Milton adopted by ordinance a number of objectives, which are complimentary to the objectives of this redevelopment plan. In addition, several long-term objectives were identified in the City's Community Development Block Grant (CDBG) application, which also applies to the DCRA.

In order to ensure maximum consistency with these plans and programs, the objectives contained in these previous studies have been studied, extracted, modified, and combined with newly identified objectives to serve as the goals and objectives for the City of Milton's Downtown Community Redevelopment Plan.

These goals and objectives are as following:

Overall Goal

Reverse the continuing deterioration of the Downtown Community Redevelopment Area and initiate positive growth within the area.

Immediate Goals

Improve the appearance and attractiveness of the DCRA.

Provide a compact downtown recreational, governmental, residential, commercial office, and restaurant/specialty-shopping district, which is easily accessible to all citizens of Milton.

~~Provide convenient and properly spaced parking facilities designed to serve downtown visitors, residents, and employees.~~

Make the Downtown Community Redevelopment Area a vital and healthy segment of the entire community.

Make the downtown riverfront area an image of civic pride and beauty.

Develop a Riverwalk Park that exemplifies the future of the City of Milton.

Provide connected and safe sidewalk infrastructure to ensure that all pedestrian citizens can

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enjoy the DCRA.

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Long Term Objectives

Elimination of hazardous conditions that affect the living environment by reducing the opportunity and incentive for crime, delinquency, fire and health hazards.

Elimination of blight and deteriorated structures in older and newly annexed portions of the City through housing rehabilitation programs and the provision of necessary municipal facilities, ~~infrastructure~~infrastructure, and services.

Development of a viable urban community in which all citizens have the opportunity to live in safe, decent, sanitary, and affordable housing located in a suitable living environment.

Continue to provide convenient and properly spaced parking facilities designed to serve downtown visitors, residents, and employees.

Provide for orderly economic development and employment opportunities for the citizens of Milton and broaden the present economic base to diversify both skilled and unskilled job opportunities.

Encourage residential development that will maintain or improve the aesthetic quality of the area.

Maintain high quality residential conditions and provide a variety of housing types to all area residents.

Residential development patterns should be convenient to work and shopping, provide for an orderly extension of public facilities, and minimize energy consumption.

Develop and maintain a drainage system which provides adequate drainage while at the same time limits flow, as far as practicable, to surface water outfalls.

Upgrade drainage system in areas where flood problems occur.

Use the City's public facilities as a tool to stimulate or deter growth.

Utilize natural features as a basis for determining suitability for growth.

Develop land use plans and regulations which reflect local desires concerning growth.

Use the City's natural resources and man-made infrastructure to promote economic growth.

Encourage the maintenance of a quality environment through the proper use and development of land.

Encourage the minimization of the impact of development on natural environmental systems to the area.

Require development to fit harmoniously into the natural environment.

Encourage growth and development in areas in which the resources are capable of supporting such growth.

Encourage a high level of water quality in Milton's surface and ground-water resources.

Protect the aesthetic value of the community in conjunction with its physical resources.

Encourage orderly and planned growth and expansion consistent with the protection of Milton's natural resources.

Promote future commercial land uses, which provide a range of commercial establishments/services in a concentrated area that are convenient to potential users.

Commercial developments should be maintained in high quality condition and designed to minimize conflicts with other land uses.

Encourage commercial developments to protect, utilize and emphasize the historic and natural characteristics of the locality.

Provide a compatible network of streets which are linked in accordance with proper use and scale so as to meet existing and anticipated traffic needs.

Enhance and control development along the City's major arterials.

Establish a functional collector system in residential areas, which will promote and facilitate proper development.

Ensure good accessibility from residential areas to work, shopping, and leisure activity areas.

Provide for maximum feasible segregation of traffic types, i.e., local, cross-town, and through city.

Initiate street improvement in conjunction with other related public facilities.

Encourage aesthetic design of street layouts through controlled vegetation and green

spaces.

Minimize adverse environmental and ecological damage associated with transportation facility development.

Foster cooperation with other local, county and state governments to coordinate transportation plans of all related entities.

Encourage residential development to protect, utilize, and emphasize the historic and aesthetic natural characteristics of the locality.

Encourage the revitalization of deteriorating neighborhoods to protect their historic significance and viable use to the community.

Focus Areas

Elimination of Slum & Blight – provide programs and activities to remove, restore, or replace deteriorated structures within the district.

Safety – provide programs and resources to improve the safety of people and property within the district.

Historic Preservation – provide programs and activities to recognize, preserve, protect, and enhance the architectural and historic elements within the district.

Economic Development – provide programs and activities to encourage businesses to start-up, relocate, and/or expand within the district.

Arts & Culture – provide programs and activities that offer the public experiences in the fine and performing arts and engage in cultural events within the district.

Housing – provide programs and activities to generate housing opportunities for all income levels within the district.

Infrastructure – provide investment in public infrastructure to ensure the safe, efficient, and effective operation of these critical systems to the benefit of the residents and visitors of the district.

Environment – provide programs and activities to educate, protect and enhance the most valuable resource in the district.

Transportation – provide programs and activities to deliver safe, effective, appropriate, and scaled transportations options for residents and visitors within and through the district.

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Delineation of the Downtown Community Redevelopment Area

The Downtown Community Redevelopment Area of the City of Milton encompasses approximately 299.79 acres lying within the City of Milton, Santa Rosa County, Florida. The area is generally bounded by the Blackwater River on the east, the City limits on the south, the Blackwater Heritage Trail on the west, and Madison Street on the north. North of Madison Street, the Community Redevelopment Area also includes the section east of Broad Street, north to Munson Highway, and bordered by Blackwater River on the east. The legal description set forth in accordance with Chapter 163.362 (1) Florida Statutes, is as follows:

Parcel 1: Commence at the intersection of the western shoreline of the Blackwater River and the centerline of Till Bayou; thence northwesterly along the centerline of Till Bayou to the southeastern right-of-way of the CSX railroad (formerly known as L & N railroad); thence southwesterly along said right-of-way to the south line of ORDINANCE NO.807; thence westerly, on south line, to the eastern right-of-way line of Canal street; thence northerly along said right of way line to the south line of Corporation Line as noted on the Official Plat of the Town of Milton as recorded in the clerk of the Courts Office of Santa Rosa County; thence westerly to the eastern boundary line of Block 1, of COLLINS ADDITION TO THE TOWN OF MILTON, recorded in Plat Book "A" Page 13 in the official records of Santa Rosa County, thence southerly along said boundary line to the Northern right-of-way line of Jackson Lane; thence westerly along said right-of-way line to the eastern line of ORDINANCE NO. 1015, thence southerly and westerly along said ordinance to the Eastern right-of-way line of Susan Street; thence northerly along said right-of-way line to a point 287 feet south of the north line of Section 10, Township 1 North, Range 28 West; also being the south line of Corporation Line as shown on, the before mentioned, the Official Plat of the Town of Milton as recorded in the clerk of the Courts Office of Santa Rosa County; thence westerly to the eastern boundary line of the Blackwater Heritage State Trail property; thence northerly along said Trail property line to the intersection of the southerly right-of-way line of Madison Street; thence easterly along said southern right-of-way line to its intersection with the centerline of Broad Street; thence northerly along said centerline of Broad Street to its intersection with the southerly right-of-way line of Munson Highway; thence easterly along said Munson Highway right-of-way line to the eastern property line of Carpenter's Park; thence southerly along the eastern property line of Carpenter's Park to the western shoreline of the Blackwater River; thence continue westerly, southeasterly, then southerly along said western boundary of the Blackwater River to the point of beginning.

Parcel 2: Commence at the northernmost property line of Russell Harbor Landing

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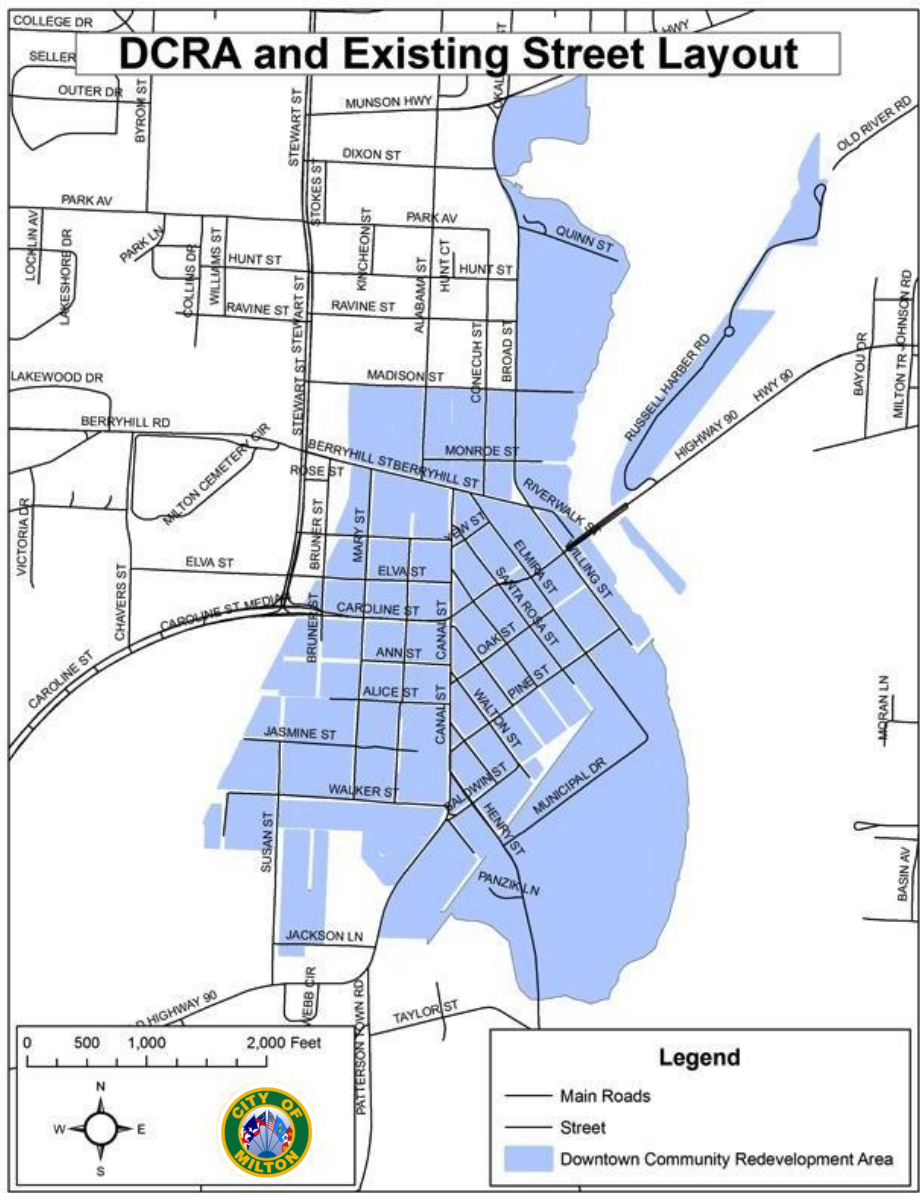
Park, also, described as the northernmost point that the eastern shoreline of the Blackwater River intersects the property line of Russell Harbor Landing Park, this point also being located on the boundary line of Ordinance No. 1106; thence follow said ordinance easterly, southerly, then easterly to the easterly right-of-way line of Russell Harbor Road; thence southwesterly, westerly, and southwesterly along said right-of-way line to the north line of City ORDINANCE NO.999 thence follow said ordinance easterly; thence southwesterly to the Northern right-of-way line of U. S. Highway 90; thence southwesterly along said right-of-way to the eastern shoreline of the Blackwater River; thence northerly along said eastern shorelines of Blackwater River to the point of beginning.

The boundaries as described are illustrated in the accompanying Figure 3 entitled DCRA and Existing Street Layout.

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Figure 3

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Existing Conditions

In this section of the Downtown Community Redevelopment Plan, an examination of the physical, natural, and economic characteristics of the DCRA will be performed in order to identify and analyze the area's assets and liabilities. In addition, an evaluation of the system of infrastructure improvement currently present within the DCRA will provide the City of Milton and the Community Redevelopment Agency with a benchmark by which any necessary upgrading of the system can be accomplished. Once an evaluation of the preceding elements has been combined with an accounting of the governmental regulations affecting the DCRA, it will be possible to identify the current problems to which this redevelopment plan must address. Accurate problem identification will then lead to the formulation of a redevelopment strategy, which will be based on both current and projected conditions, and will in turn serve to support implementation of this plan.

Land Use

The Milton Downtown Community Redevelopment Area (DCRA) consists primarily of a mixture of residential, commercial, and public land use. The non-Central Business District portion of the DCRA is predominately residential with commercial, public, and vacant land use scattered throughout. The Central Business District (CBD) of the DCRA as defined in the [City of Milton, Comprehensive Plan](#), is bounded on the North by Berryhill Street, on the west by Canal Street, on the southwest by Walton Street, on the south by Pine Street and on the east by the Blackwater River (See Figure 3).

The commercial and public land uses located in the DCRA are concentrated along U.S. Highway 90 and ~~WillingWilling~~ Street. The public uses located within the DCRA include the Santa Rosa County Courthouse, School Board Administration Complex, Civil Service Board and Warehouse, various state offices, and seven churches. ~~A complete listing of the twenty-five public and semi-public uses located within the DCRA is presented in Table 5.~~

A March 2012, survey of the Milton DCRA revealed that a total of seventy-nine commercial establishments were located in the Milton DCRA. The majority of these establishments were service orientated, offering legal, real estate, and personal services such as dry cleaning and beauty and barbershop services. This is understandable considering that the majority of these commercial establishments are complementary to the primary magnet of the DCRA, the Santa Rosa County Courthouse and other governmental establishments. The majority of the remaining commercial establishments located in the DCRA are small retail stores dealing in ~~petroleum products~~, specialty products and eating and drinking goods. ~~Table 6 presents a comprehensive list of all the commercial establishments located within the DCRA as of March 2012.~~

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Structural Conditions and Land Use Regulations

Review and evaluation of the structural conditions of any area will serve to document the extent of economic decline, and therefore will serve as a benchmark by which future redevelopment efforts can be directed. An examination of the structural conditions present within the Milton DCRA clearly reveals the current level of economic depression. As is the case with almost all older urban areas; the structures begin to show age, the characteristics of the neighborhood change, and the buildings undergo change of use. This process has impacted the Milton DCRA in a very evident and negative manner.

All portions of the DCRA contain structures that are physically deteriorated and obsolete. Physical deterioration has impacted all forms of structures and Figure 4 identifies the conditions of each parcel within the DCRA.

The majority of the commercial structures located within the DCRA are in standard condition and are still structurally sound. ~~As noted in Table 7,~~ 73.4 % of the commercial structures located in the area are in good condition, and 18.9% of the buildings are in a deteriorated condition.

Even though many of them are in good condition, ~~several Table 7 depicts seven commercial structures that~~ are vacant and ~~a~~ field review of the area has shown that there are ~~an additional three vacant~~ commercial properties that no longer serve any function to the community. Although the condition of the commercial buildings located in the DCRA ~~are~~ is generally good, the use for which the majority of these buildings were originally constructed, namely general commercial, is no longer economically viable. It is expected that the trend toward economic obsolescence of the general commercial buildings will continue at an accelerated rate in the future. ~~Table 7 presents a detailed listing of all commercial structures located within the DCRA as well as information as to the occupancy status, the size, and the condition of each structure.~~

In general, a substantial portion of the DCRA has a land use pattern that is incompatible with the structures of the land. Many structures were designed for general commercial or residential use- and have experienced a substantial amount of deterioration. These structures are functionally obsolete and presently vacant. There are multiple structures that are not being utilized for the highest and best economic use, ~~or~~ nor for the well-being of the area and the community.

Wetlands Conditions

Areas with severe limitations for urban development due to the presence of wetlands border sections of the eastern, southern, and western portions of the DCRA (See Figure 5). Whenever possible, construction should be limited to low density development or building construction methods which are suitable for these types of soils. In addition, a portion of the DCRA is located within the flood-plain of the Blackwater River. For this reason, all construction must comply with a myriad of regulations.

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Natural Features

The Milton DCRA has only a few distinguishing natural features, however, they are very dominant and aesthetically pleasing. The DCRA's natural features that will have a favorable impact on development are an abundance of trees, natural vegetation areas along the periphery, and the Blackwater River. The Blackwater River is the strongest natural asset, which the DCRA possesses, and all efforts should be made to ensure that any future development in this area is only of the highest quality.

The abundance of trees, especially in the residential areas, can be one asset used to attract new residents into the DCRA if suitable housing can be made available. The natural vegetation that is found along the CSX railroad tracks to the south and west, along small streams to the north and south, and along the river forms a potential "green belt" around most of the DCRA. While this natural vegetation is at present poorly maintained, it could be improved and used as a promotional tool to sell the DCRA as a desirable place to live, work, and shop. Any site in the DCRA is, at most, no more than 4 – 5 blocks from the potential green belt (See Figure 6).

The Blackwater River is the predominant natural feature in the DCRA. [The river is designated as an Outstanding Florida Waterbody by the Florida Department of Environmental Protection.](#) Because of its modest size, the river does not dwarf downtown but, rather, is an aesthetic enhancement to the area. The Riverfront area along the northern section of the DCRA should be developed to increase the communities access and use of this natural asset.

Public Facilities

As identified in the City of Milton Comprehensive Plan, the public facilities currently located in the DCRA include the County Courthouse and the courthouse annex. Due to their attraction, dominance, and number, the impact of these public facilities on the CBD is significant. The courthouse is recognized by many as one of the most attractive ~~structures~~ structures in the downtown and occupies an entire block. ~~At the time of this plan update, the a new courthouse facility has been completed outside the City limits along Avalon Boulevard. This will cause the existing court facility to be vacated, and~~ [is likely to have an impact on the future of the supporting court businesses in the DCRA. However, conversations between the county are taking place, and should continue to take place regarding the future use of the existing county courthouse.](#) This is of significant interest ~~as~~ the courthouse facility's prominent ~~location~~ location provides tremendous opportunity to support the growth patterns currently found within the DCRA towards the entertainment and tourism industries. ~~It is, however, functionally obsolete. Santa Rosa County has struggled with the Courthouse's future for years and at this time no real resolution has been identified.~~

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~~With knowledge of the discussions surrounding the Courthouse, the legal community will~~

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~~not invest in the area for fear of the Courthouse's movement and the area commercial development is limited for fear it stays. The courthouse does however serve as the major magnet of the area and much recent business development in the DCRA has been complementary to these public facilities.~~

~~These public facilities have both positive as well as negative influences on the DCRA. From a positive standpoint, they exhibit stability and serve as a major attractor for people to visit the area to conduct public business. The negative implication is the large amount of land in public ownership and, hence, the negative affect on the tax base and tax revenues.~~

Florida Power and Light's Crist Generating Plant is located near Milton, and the Milton area is tied to the plant by two 115,000-volt transmission lines as part of the overall interconnected transmission system. These lines serve two substations where the transmission voltage is reduced to the

distribution level of 12,480 volts. One substation is located in Pace, and the other is on Stewart Street in the northern section of Milton. The voltage is distributed throughout the Milton area, including the DCRA at 12,480 volts from these two stations. The combined capacity of the substations is 75,000 KVA.

The Milton area is supplied with natural gas by the Milton Gas System and is operated by the City. Gas is purchased from Centerpoint and delivered by Gulf South Pipeline. According to Centerpoint, Milton's needs for gas power can and will be met over the next 20 years with the present system, and under current operating restrictions. New customers can be and are added in areas that are served by existing mains.

The availability of natural gas facilities in the Downtown Community Redevelopment Area (DCRA) places the DCRA at a competitive advantage with areas not currently served by the system.

Transportation Overview

The existing street pattern serving the DCRA is shown on Figure 3. The primary arterial street traversing the DCRA is U.S. Highway 90, which is also Caroline Street. The traffic counts shown on Table 11 indicate that the existing highway has insufficient capacity to handle current traffic, and that problems exist daily in the CBD during peak hours. The combination of through traffic with local traffic at peak hours, compounded by several signalized intersections within the DCRA, results in periods of congestion. Peak hour traffic problems exist in most areas of concentrated economic activity, and it is normally not cost effective to make major street improvements to totally eliminate a traffic problem. However, the biggest issue facing the area is the two-lane bridge crossing over the Blackwater River. Large traffic volumes in both directions have created a bottleneck at the bridge crossing and a solution to this problem needs to be identified as soon as possible. The City is working with the Regional ~~als~~ Transportation Planning Organization, the Emerald Coast Regional Council, to fund and has completed a PD&E study that identifies the solution as chosen by FDOT. The City should continue to work with the ECRC and FDOT to achieve a correction to this issue ~~the results of which would identify the necessary correction.~~

The remainder of the traffic circulation system that serves the residential and light commercial portions of the DCRA is generally adequate. The most serious concern facing this area other than the issue found above is the angled orientation of the east/west streets, which results in oblique intersections, inefficient land development patterns, and hinders redevelopment since travel in this area is made more difficult. The large number of four-way stops located in the area compounds this problem. Efforts should continue to be made by the City and the CRA to realign these street triangles in order to create a more uniform transportation system.

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The pedestrian circulation system is currently ~~under-utilized~~underutilized throughout the DCRA, particularly in the CBD. Sidewalks are capable of handling many times their current pedestrian usage, which will be necessary once additional parking is provided and redevelopment begins to occur. The CBD pedestrian system currently offers a panoramic visual presentation of the CBD, and couldde.

be made more attractive. This visual attractiveness should be enhanced as the redevelopment occurs if the necessary public sector investment is provided, as well as controls on the type and style of private sector improvements. The sidewalks throughout the whole of the DCRA should ~~also~~continue to be updated to ensure the utmost connectivity and safety.

Parking Analysis

There are currently approximately 600 parking spaces located within the CBD. These are distributed among on-street and off-street parking, pervious and impervious paving, and public and private parking. The parking facilities are physically well distributed throughout the CBD (See Figure 7), and the allocation between spaces available to the general public for business and shopping purposes and spaces designated and restricted for specific purposes is adequate.

Parking outside of the CBD is adequately provided since the area is predominately residential in nature and the present combination of on-street and off-street facilities meet both existing and anticipated needs. Any new development of any type in this area should be required to provide off-street parking necessary to meet anticipated needs. The City has identified potential locations of additional parking areas and is examining the possibility of acquiring the necessary property to meet future needs.

Market Overview

There are three major markets that directly affect the DCRA. These are the retail commercial, office commercial, and the residential markets.

The retail commercial market has experienced the most dramatic change over the past decade. As is the case in most cities, the Central Business District was once the major center of retail commercial activity. ~~Now,~~Early in the life of the CRA, retail business outlets ~~were~~are almost nonexistent in the DCRA when compared with their numbers 40 and 50 years ~~before~~ago. This decline ~~has~~ been brought about by several factors many of which are the same factors ~~,which that~~ caused the decrease of the CBD as a center of retail commercial activity throughout the country. The primary factor contributing to the decline of the Milton Central Business District was the shifting of the more affluent and new population away from the DCRA to the northwestern, western, and northern parts of the city. The opening of newer and larger retail shopping centers west of the DCRA followed this shift of population since most people like to shop close to home. These new centers were aided by the provision of a large amount of parking space, which corresponded to the ever-increasing importance of the automobile. This decline in the viability of downtown as a retail center was supplemented by the perception of greater distances involved in downtown versus mall shopping, the decline in physical appearance, the outmoded street system, outmoded marketing techniques, and a diversity of ownership which precluded any coordinated effort toward redevelopment and competition with the suburban.

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shopping centers.

All of these factors have contributed to the decline of the retail market and are still impacting the CBD. ~~Significant retail activity is nonexistent in the CBD and the area is not likely to return as a center of general commercial activity due to demographic and social changes, which have taken place over the past 6 decades.~~ Restoring the area to retail prominence could only be done with a massive public assistance program for physical redevelopment which would basically redesign the entire downtown area. This concept could largely be achieved through the implementation of the plans found in the City of Milton/Village of Bagdad Riverfront Master Plan. Even if these steps were taken, the CBD could only recapture the market from newer retail areas if new residential use were located in the area. ~~For these reasons, the restoring of large-scale retail activity to the DCRA is not economically feasible nor is it defensible because of the problems it would cause with existing successful retail business elsewhere in the City.~~

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~~Although the evaluation of the preceding factors basically eliminates the possibility of large-scale commercial redevelopment of the Milton DCRA, the situation is not totally bleak.~~ In many areas throughout the country the CBD has retained its function as the primary location of public facilities, commercial offices, and accessory services. In addition, most of these same downtown areas have experienced an increase in specialty retail establishments directly related to the primary markets found in the CBD. This growth has been supplemented in many areas of the country by the re-emergence of downtown as a high-quality high-quality residential district due to the pressure of recent energy shortages and the increased development costs now found in suburban areas. This residential growth in downtown has been most dramatic where there has been a steady increase in commercial office usage and where attractive natural features, such as the Blackwater River, exist.

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~~The commercial office market in the DCRA has experienced a slow but gradual improvement. The number of offices in the DCRA has grown in proportion to their uses, and there is also an absolute increase in the amount of space devoted to office use in the area. There currently are approximately seventy-nine buildings being utilized for commercial purposes in the DCRA. Of all the commercial space located in the DCRA, approximately 13% is presently vacant (See Table 7). Figure 4 shows the conditions of certain parcels throughout the DCRA.~~

~~This increase in commercial office space utilization is directly related to an increase in state, county, and local government employment and services, since many of the newer offices are businesses related to government. As the number of offices increases, there is a point that is reached at which the increase becomes self-perpetuation; i.e., growth attracts more growth. Another factor in the increase in office space is the availability and price of space in the DCRA. The abundance of space at relatively low cost makes the DCRA more attractive to many users of office space and gives the area a competitive advantage over new, higher cost space built in other parts of the City. The future viability of the area for office space is enhanced by the fact that many of the existing buildings lend themselves~~

well to conversion to office space and federal tax credits are available for many of these conversion projects due to the age of the buildings.

As office space increases, a point may be reached where the number and types of offices, as well as the central location of the DCRA, will generate further demand for office space even at

~~prices equal or possibly higher than other parts of the City. For this to happen, it is essential that adequate parking is provided, preferably in off-street lots by the individual private developers of this office space, and that plans be implemented to start-up the growth and popularity of the area.~~

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The future of the Central Business District of the DCRA is shifting from heavy office usage and to more retail, tourism, and entertainment uses. The market has historically used the structures for office spaces, and ~~it appears likely that the trend in CBD office usage can be increased by continuing private renovation of buildings and a combination of private and public projects is expected to continue to do so, but in a reduced state due to the relocation of the Santa Rosa County Courthouse to a new facility on Avalon Boulevard outside the city limits. Through the establishment of various entertainment functions such as Bands on the Blackwater and a downtown entertainment district, visits to the downtown are by the general public will continue to increase.~~ The public sector can encourage office renovation projects by providing additional public parking, sidewalk improvements, and can control this future development through implementation of a Traditional Neighborhood District Overlay (TND) and corresponding controls, additional planning efforts and controls.

The existing residential stock in the DCRA is predominately older one- and two-family houses. While the housing is affordable, the general appearance of the DCRA and the state of deterioration of many of the houses does not currently make this an attractive residential market area for most homebuyers. This condition exists for both the owner and rental markets. It is essential that the market for residential use be improved since there is a limit as to the amount of office space and specialty retail development the market can support. Residential redevelopment will also serve to support office space and specialty retail redevelopment since people normally prefer to live close to work and shop close to where they live. Residential redevelopment will also improve the visual attractiveness of the ~~area, and area and~~ area and will serve to place persons in the DCRA for a ~~24-hour~~ 24-hour time cycle, therefore increasing area activity and security.

To make the residential market in the DCRA more attractive, several things are needed. Housing rehabilitation and demolition programs should be used to improve the appearance of the area and the quality of life for the residents. New housing of a type which is affordable and attractive to home buyers must be made available. Vacant parcels of property that are suitable and attractive for residential development should be developed as such, and commercial office space renovation should be strongly supported by the public sector since this redevelopment will increase the market for quality residential structures.

Existing Zoning

The existing zoning as applied throughout the DCRA substantially reflects present land use. A total of ~~seven (7)~~ six zoning districts are in effect including Residential Zones; R-1

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High Density Residential Single Family Zoning District, R-2 Residential One and Two Family Zoning District, and R-3 Residential Multi-Family Zoning District, No Commercial Zones, and Special Districts; D-CM Downtown Commercial Mixed-Use Zoning District, R-C1 Residential Commercial Mixed-Use Zoning District, REC Recreation Zoning District, and P-E Public and Educational Zoning District
Residential Zones R-1, R-2, and R-3; Commercial Zones C-1, C-2, and C-3, light industrial Zone I-1; and Residential Commercial RC-1. The application of these zones is illustrated on the accompanying map entitled “Existing g g Zoning” (See Figure 8). The specific characteristics of each zoning district and their regulations can be found in the City of Milton Land Development Regulations Section III and the Milton Comprehensive Plan.

Table 5

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List of Public and Semi-Public Uses Located in the Milton DCRA

Blackwater River-
Foundation City of Milton-
Waste Water Plant City of
Milton- City Warehouse
Department of Corrections- Probate and Parole-
Services Evangelical Christian Church
Family Promise of Santa Rosa-
County First Baptist Church of
Milton
First Baptist Church of Milton Hope-
Counseling First Presbyterian Church
First United Methodist Church
First United Methodist Church Office
First United Methodist Church Utilities-
Building Florida Department of Juvenile-
Justice
Milton Garden Club
Mount Pilgrim African-
Church River Run Marina
Russell Harbor Landing Boat Ramp
School District of SRC Berryhill Administrative-
Complex SRC Probation Department
SRC—Court
House—SRC
School-
Board—SRC
Warehouse
TR Jackson Elementary-
School Veteran's Memorial-
Plaza Office Veteran's Plaza

Total Number of Churches: 7
Total Public & Semi Public Uses: 25

Source: City of Milton GIS Database

Table 6

List of Commercial Establishments Located in the DCRA

A-Lil-of-Da-Top-Barber-
Shop-Ameriprise-
Financial-Ancor-
Court-Reporting-
Associated-Court-
Reporter
Beauty-Shop-at-
Emgstyes.Com-Blackwater-
Bistro
Blackwater-River-
Foundation-Bp-#720
Camelot-Junction
City-of-Milton: City-Warehouse
Cottage-And-Garden-Executive-Director's-Office
CSK-Swing-Bridge-
Office-Design-
Upholstery-
Dragonfly-Gallery-
Families-Count
Firestone/Florida-Stores-of-
Milton, Inc-Fitzgerald-&-Brooks-
Pa
Fraternal-Order-of-Police: SRC-
Lodge-123-Get-It-Rental
Gift-and-Junque-
Store-Gulf-Medical-
Supplies-Heavenly-
Creations-Florist
Helen-Turner's-Dentist-
Office-Hello-Gorgeous-
Hair-Salon-Hope-
Counseling
Imogene-Theater
J. Jeffery-Slingerland-Attorney-
at-Law-Jackson-Appraisal
Janet-Coulter-Realty
Jennifer-Byrom-Attorney-at-
Law-John-David-Elliot, PA,-
CPA

~~John Ducker & Company Accounting and Income Tax
Services Johnson Green & Hargraves
Joiner Enterprises
Laura Spencer Coleman, Attorney At
Law Lindsay, Andrews, & Leonard,
PA
Louise's Beauty Shop
Mailbox Plus
Main Street Café &
Courtyard Bar Melissa
Nelson Bail Bonds, Inc~~

~~Milton Antiques and~~
~~More Milton Cleaners~~
~~and Laundry Milton~~
~~Forklift Office~~
~~Milton Forklift~~
~~Service Milton~~
~~Insurance, Inc~~
~~Milton Quality~~
~~Bakery Museum of~~
~~Local History Old~~
~~Post Office Antiques~~
~~Panther Computers~~
~~Paradise Screen~~
~~Printing Polkadots~~
~~Public Defenders Office: James~~
~~Owens River Run Marina~~
~~Riverwalk Hair~~
~~Exhibit Salvation~~
~~Army~~
~~Santa Rosa County School Board Payroll~~
~~Dept. Santa Rosa Health and Rehab~~
~~Beauty Shop Santa Rosa Health and~~
~~Rehab Dining Room Santa Rosa Health~~
~~and Rehab Kitchen~~
~~Santa Rosa Historical~~
~~Society Santa Rosa~~
~~Jewelers~~
~~Santa Rosa~~
~~Lodge #16~~
~~Simply Southern~~
~~SRC School Board~~
~~Steve Roberts Bail~~
~~Bonds Sun Comics~~
~~Three River Resource Conservation & Development~~
~~Council Tim Sowell Roofing~~
~~Tops TV &~~
~~Appliance Were~~
~~& Fitzgerald, Pa~~
~~West Florida~~
~~Title~~
~~West Florida Railroad Museum/ Gift Shop and Model Railroad~~
~~Shop West Florida Wrestling~~
~~William R. Wade Attorney~~
~~Women's Club of Milton~~

Total Number of Establishments: 79

Source: City of Milton GIS Database

Table 7

**City of Milton, Florida Downtown Community Redevelopment Area-
Commercial Structural Information and Conditions**

Map Number	Occupant and Type of Use	Occupancy Status	Condition
1	A Lil of Da Top Barber Shop		Good
2	Ameriprise Financial		Fair
3	Anchor Court Reporting	Vacant	Good
4	Associated Court Reporters		Good
5	Beauty Shop at Emgstyless.Com		Good
6	Blackwater Bistro		Good
7	Blackwater River Foundation		Unknown
8	Bodacious Pies and Bakery	Vacant	Fair
9	Bp #720		Good
10	Camelot Junction		Good
11	City of Milton: City Warehouse		Good
12	Clear Wireless LLC Cell Tower Equipment Platform		Good
13	Cottage And Garden Executive Director's Office		Good
14	CSK Swing Bridge Office	Vacant	
15	Design Upholstery		Fair
16	Dragonfly Gallery		Good
17	Families Count		Good
18	Firestone/Florida Stores of Milton, Inc		Good
19	First United Methodist Utilities Bldg.		Good
20	Fitzgerald & Brooks Pa		Fair
21	Fraternal Order of Police: SRC Lodge 123	Vacant	
22	Get It Rental	Vacant	Poor
23	Gift And Unique Store		Good
24	Gulf Medical Supplies		Good
25	Heavenly Creations Florist		Good

26	Helen Turner's Dentist Office		Good
27	Hello Gorgeous Hair Salon		Good
28	Hope Counseling		Unknown
29	Imogene Theater		Good
30	J. Jeffrey Slingerland Attorney at Law		Fair
31	Jackson Appraisal		Unknown
32	Janet Coulter Realty		Good
33	Jennifer Byron Attorney At Law		Good
34	John David Elliot, PA, CPA		Fair
35	John Ducker & Company		Fair
36	Johnson Green & Hargraves		Good
37	Joiner Enterprises	Vacant	Fair
38	Laura Spencer Coleman, Attorney At Law		Good
39	Lindsay, Andrews, & Leonard, PA		Good
40	Louise's Beauty Shop		Good
41	Lutheran Services		Good
42	Mailbox Plus		Poor
43	Main Street Café & Courtyard Bar		Good
44	Melissa Nelson Bail Bonds		Good
45	Milton Antiques and More	Vacant	Unknown Fair
46	Milton Cleaners and Laundry		Fair
47	Milton Forklift Office	Vacant	Unknown
48	Milton Insurance, Inc		Good
49	Milton Quality Bakery		Fair
50	Museum of Local History		Good

51	Old Post Office Antiques		Good
52	Panther Computers		Good
53	Paradise Screen Printing		Good
54	Polkadots		Good
55	Public Defenders Office: James Owens		Good
56	River Run Marin		Poor
57	Riverwalk Hair Exhibit		Good
58	Salvation Army		Good
59	Santa Rosa County School Board Payroll Department		Good
60	Santa Rosa Health and Rehab Beauty Shop		Good
61	Santa Rosa Health and Rehab Dining Room		Good
62	Santa Rosa Health and Rehab Kitchen		Good
63	Santa Rosa Historical Society		Good
64	Santa Rosa Jewelers		Poor
65	Santa Rosa Lodge #16		Fair
66	Simply Southern		Good
67	SRC School Board		Good
68	State Representative Greg Evers Office		Good
69	Steve Roberts Bail Bonds		Good
70	Sun Comics		Good
71	Three Rivers Conservation and Development Council		Good
72	Tim Sowell Roofing		Good
73	Tops TV & Appliance		Poor
74	Were & Fitzgerald, Pa		Unknown
75	West Florida Title		Good
76	West Florida Railroad Museum/ Gift Shop and Model Railroad Shop		Good
77	West Florida Wrestling		Good
78	William R. Wade Attorney		Good
79	Women's Club of Milton		Good

Source: City of Milton GIS Database

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Table 8

Traffic Counts within Milton DCRA for the year 2020

Station Number	Date of Report	Count
0018	03/11/1103/08/2021	58007600
5007	03/11/1103/08/2021	27021000
5008	03/11/1103/08/2021	64009400
5010	03/11/1103/08/2021	1400017500
5011	03/11/1103/08/2021	2200021500
5014	03/11/1103/08/2021	69008100
5021	03/11/1103/08/2021	43003500
5022	03/11/1103/08/2021	96009000
1501	03/11/1103/08/2021	4404400
1507	03/11/1103/08/2021	1970021500

Table 5

Source: Florida Department of Transportation

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Table 9

Analysis of movement of Commercial Businesses in the City of Milton DCRA

Total Number of Commercial Business Located in the DCRA in March 1983	Total Number of Commercial Business Located in the DCRA in March 2012	Net Change
45	7955	3410

Table 6

Source: 1983 Downtown Community Redevelopment Plan and City of Milton GIS Database

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Table 10

Residential Zoning Characteristics

District	Use Type	Minimum Lot Size	Maximum Density
R-1	Single-Family	7,000 Sq. Ft.	6-9 Dwelling Units per Acre
R-2	One-Family Two-Family	7,000 Sq. Ft. 9,000 Sq. Ft.	6-9 Dwelling Units per Acre 10 Dwelling Units per Acre
R-3	Multiple Family	10,000 Sq. Ft.	14 Dwelling Units per Acre
<u>RC-1</u>	<u>Residential/Commercial</u>	<u>6,000 Sq. Ft.</u> <u>10,000 Sq. Ft.</u>	<u>6 Dwelling Units per Acre</u>

Table 7

Source: City of Milton Zoning Ordinance

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Figure 4

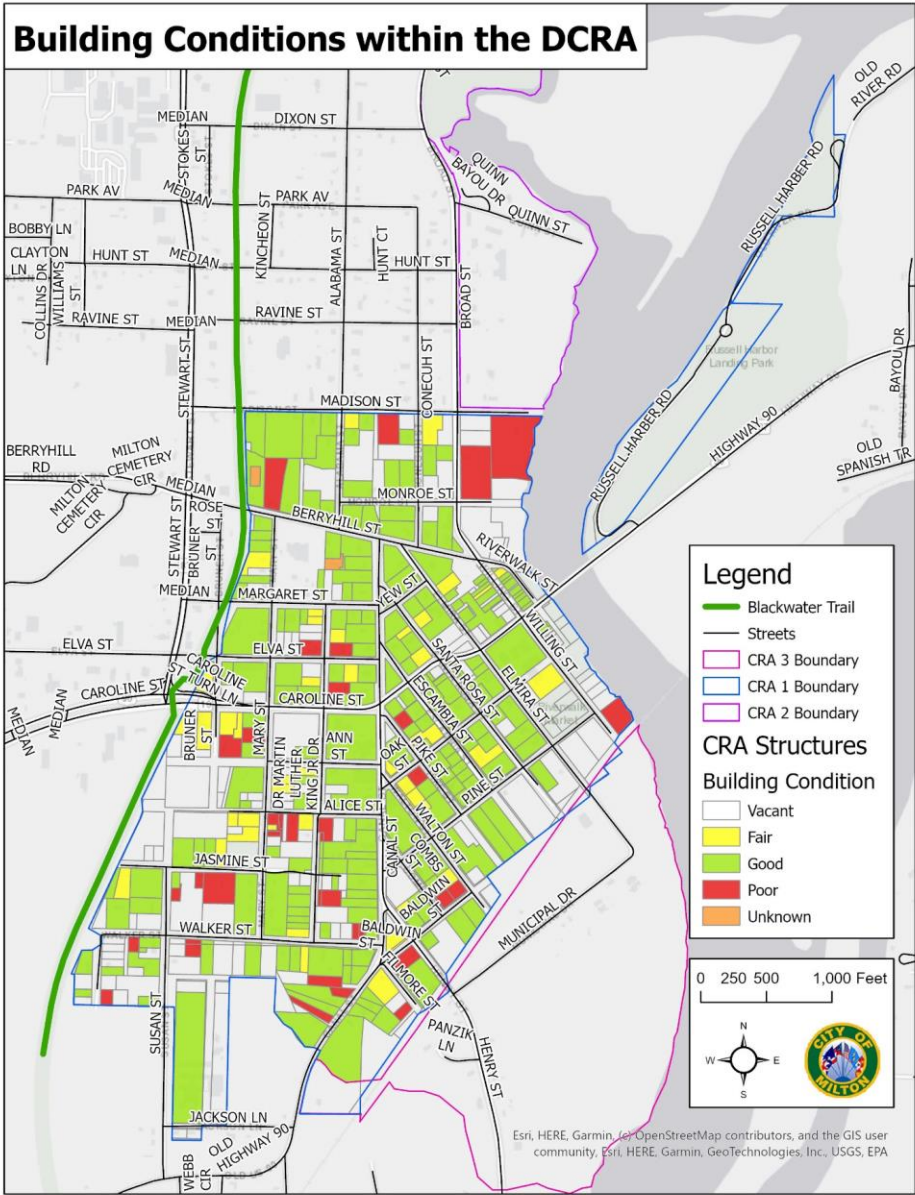


Figure 4

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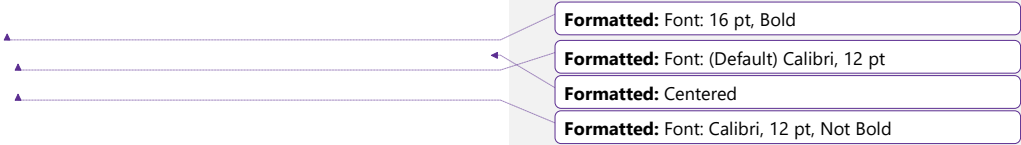
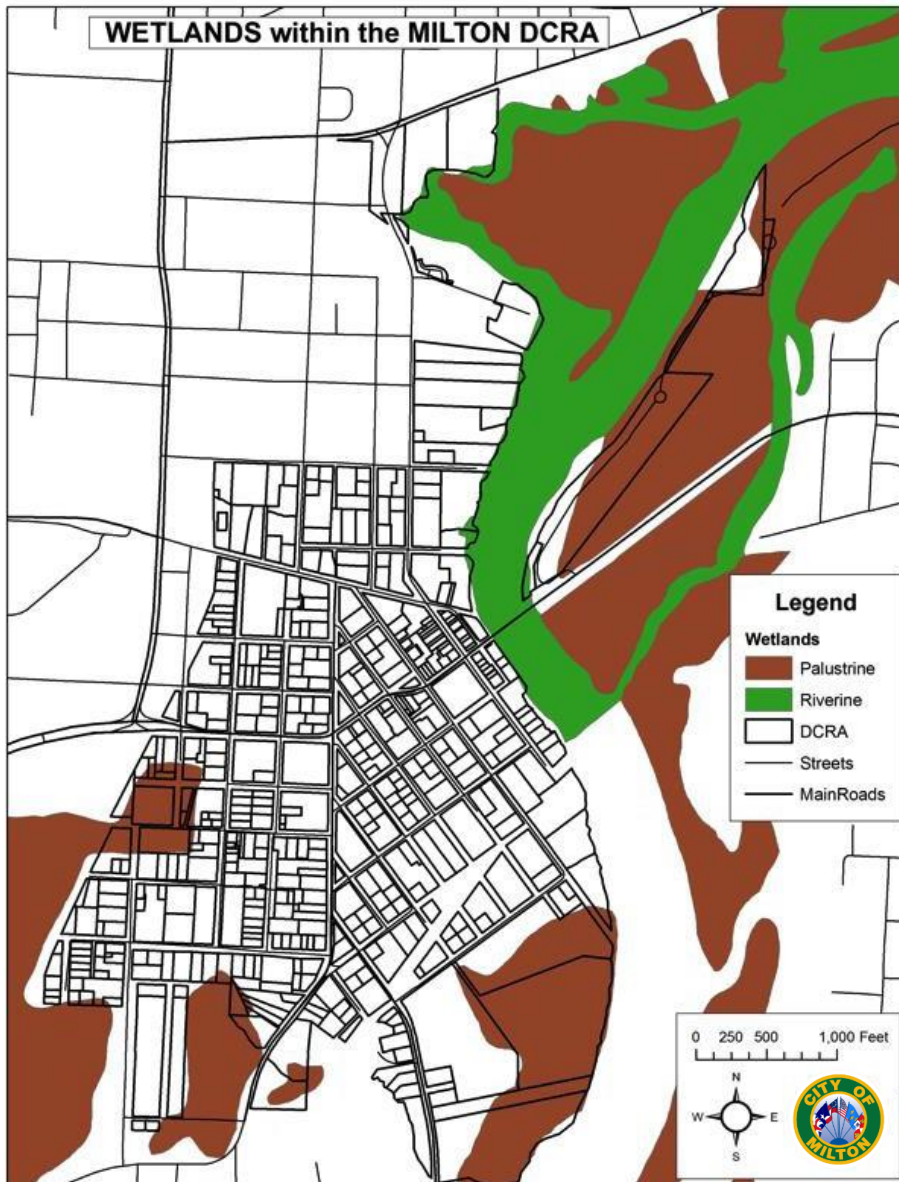
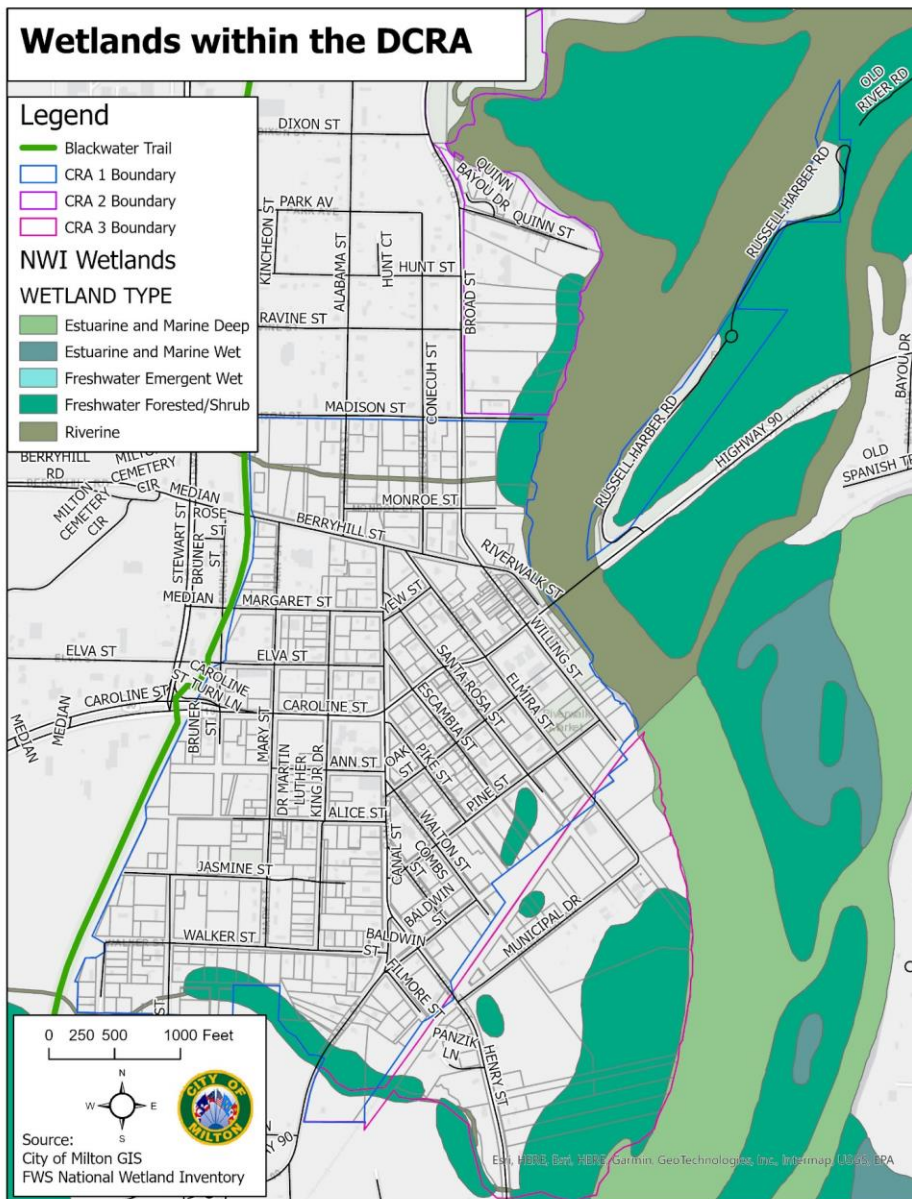


Figure 5.5



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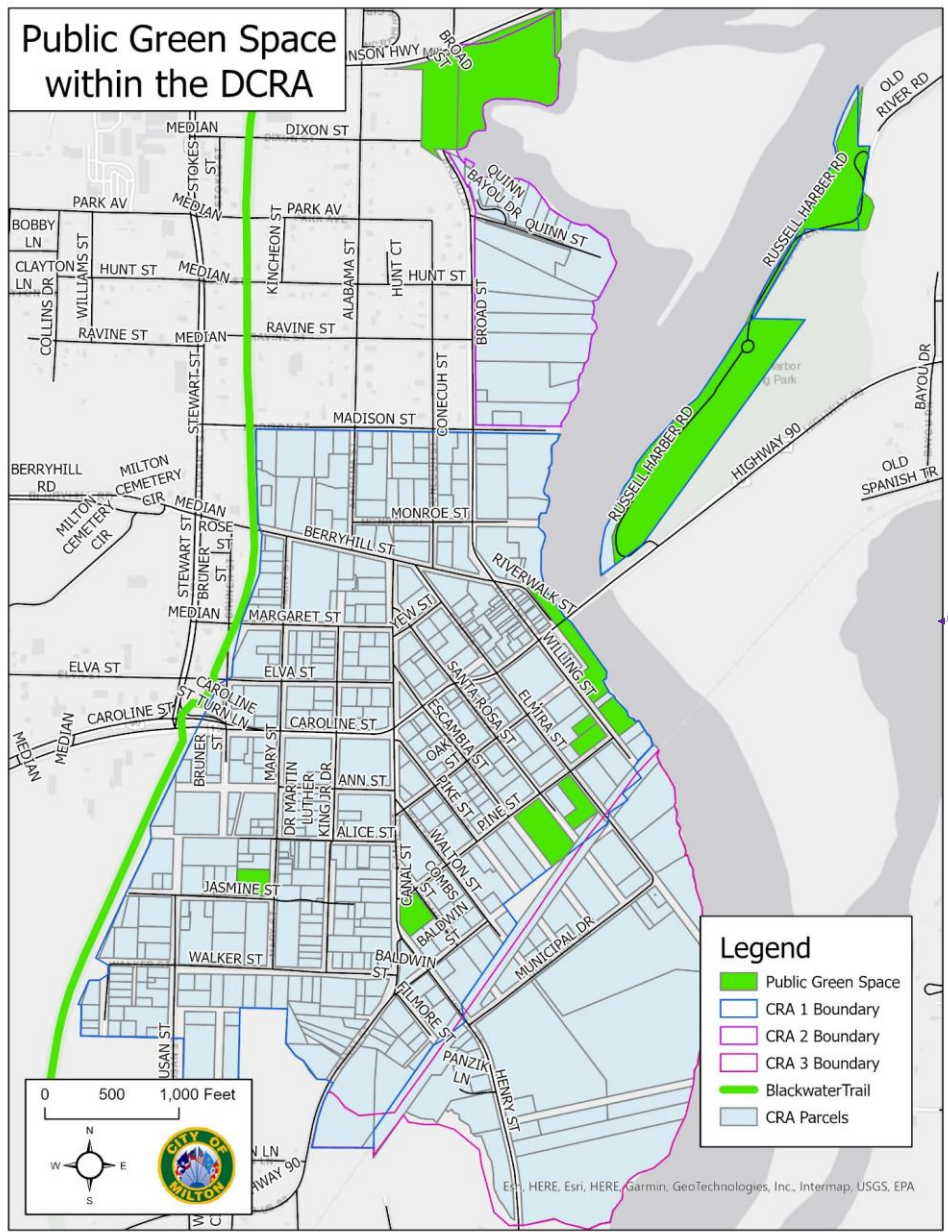
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WETLANDS within the DCRA



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Figure 6

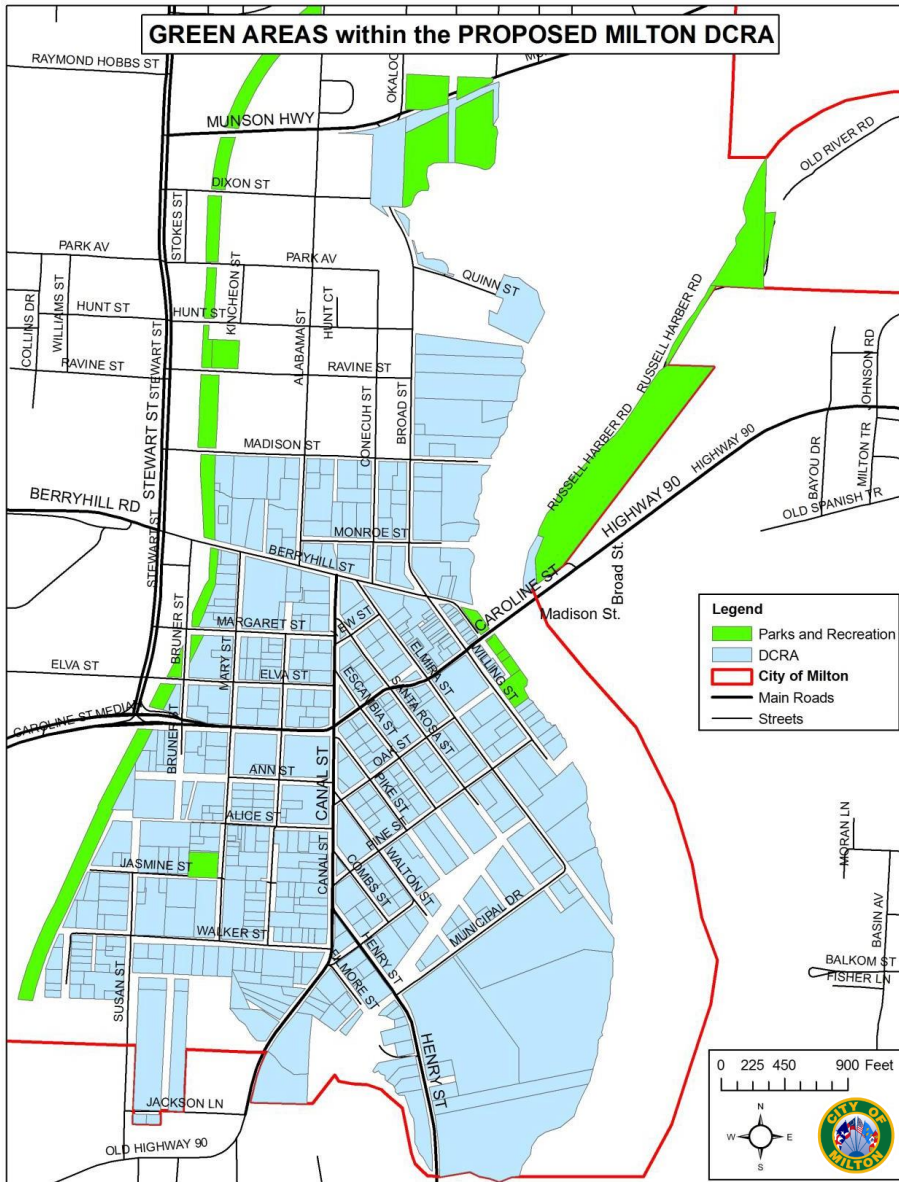


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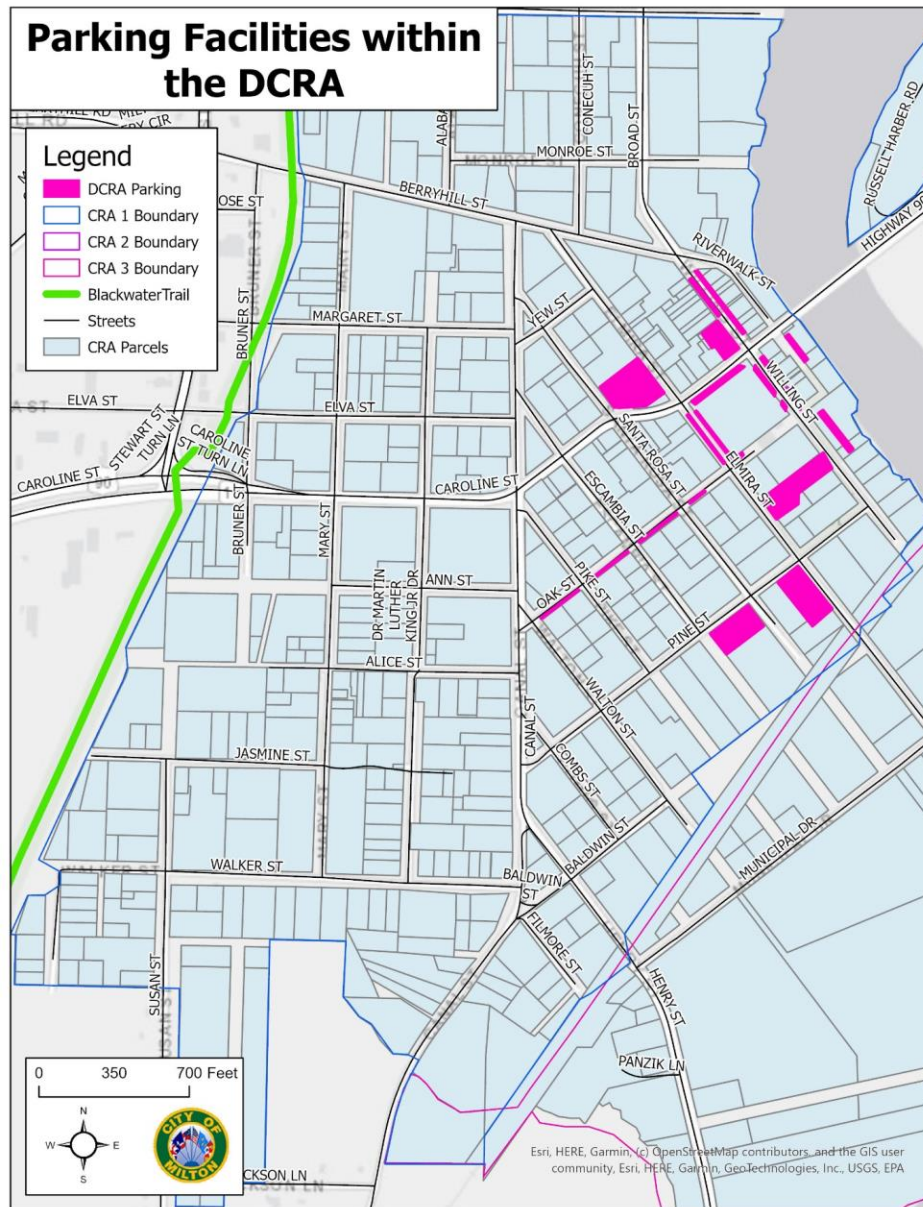
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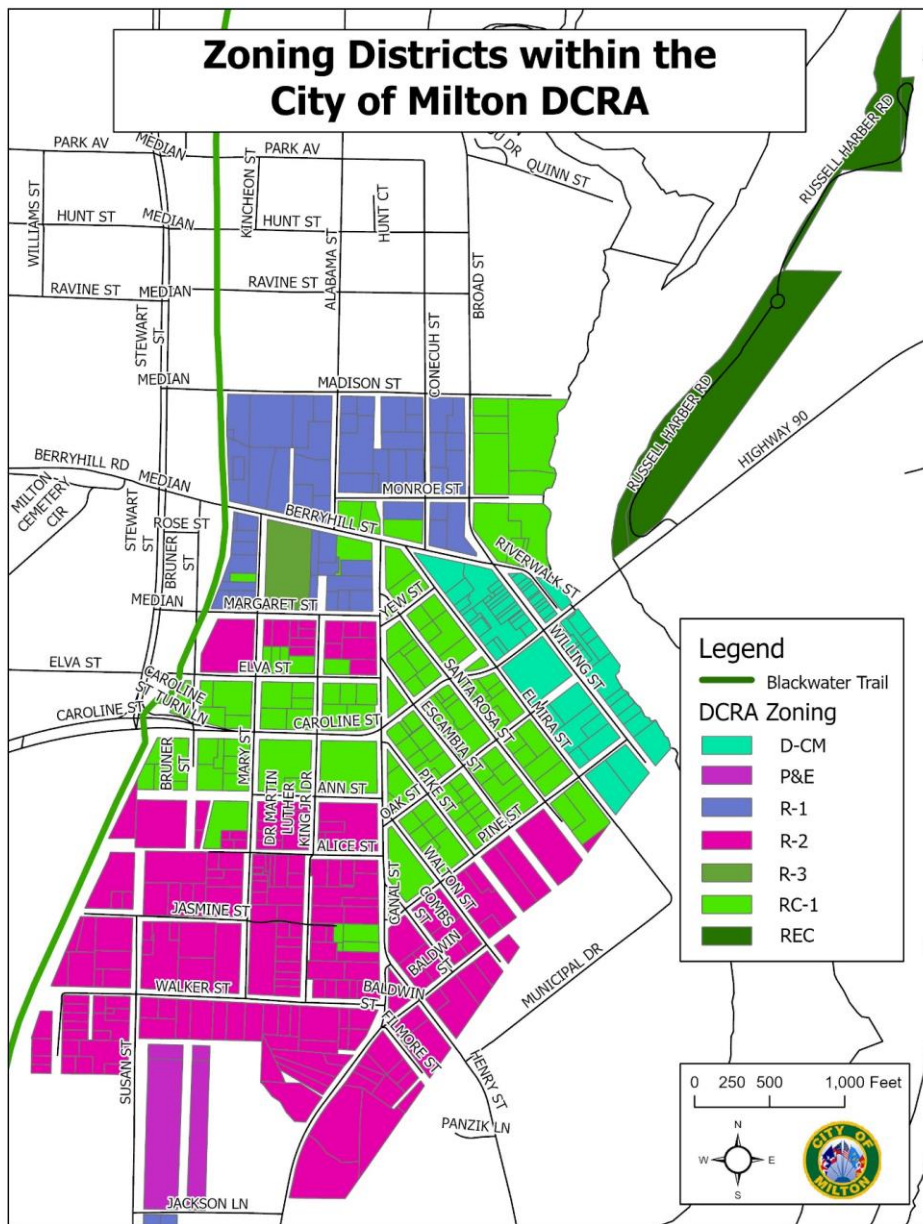
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Figure 7



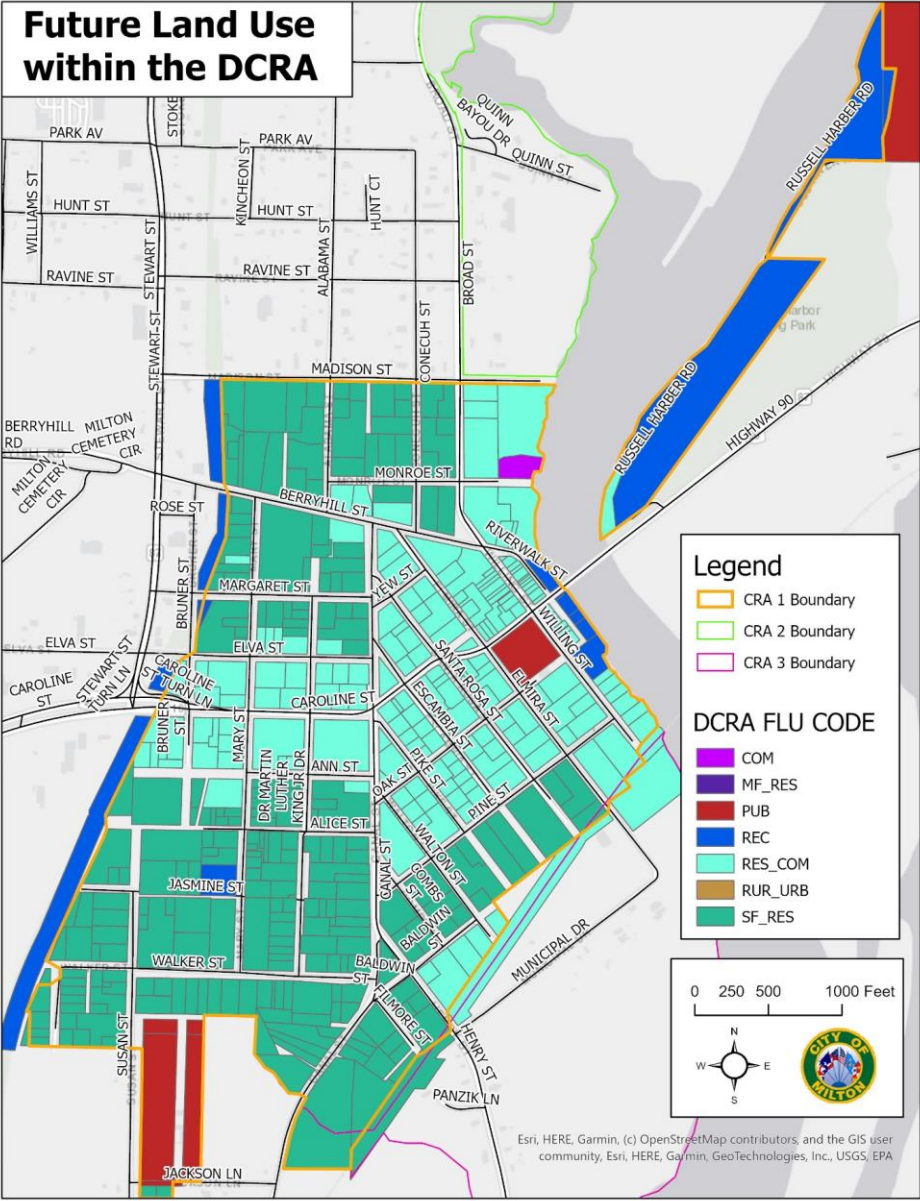
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Figure 9



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Problem Analysis

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Analysis of the current problems facing the City of Milton's DCRA is essential to the proper development of a redevelopment plan and strategy. Only through such analysis will it be possible to identify and prioritize the obstacles to redevelopment, which must be overcome. Once these development obstacles have been identified, it becomes possible to formulate a redevelopment strategy designed to accurately direct public sector expenditures and encourage private sector financial commitment.

In order for any county or municipality to exercise powers under the Community Redevelopment Act of 1969, the governing body of the area (The Milton City Council) must adopt a resolution finding that slum or blighted areas exist in the area and that rehabilitation, conservation, or redevelopment of such an area is necessary in the interest of the public, health, safety, morals or welfare of the residents of the county or municipality. Under Florida Statute 163.340, slum and blighted areas are defined as:

- (7) "Slum area" means an area having physical or economic conditions conducive to disease, infant mortality, juvenile delinquency, poverty, or crime because there is a predominance of buildings or improvements, whether residential or nonresidential, which are impaired by reason of dilapidation, deterioration, age, or obsolescence, and exhibiting one or more of the following factors:
 - (a) Inadequate provision for ventilation, light, air, sanitation, or open spaces;
 - (b) High density of population, compared to the population density of adjacent areas within the county or municipality; and overcrowding, as indicated by government- maintained statistics or other studies and the requirements of the Florida Building Code; or
 - (c) The existence of conditions that endanger life or property by fire or other causes.
- (8) "Blighted area" means an area in which there are a substantial number of deteriorated, or deteriorating structures, in which conditions, as indicated by government-maintained statistics or other studies, are leading to economic distress or endanger life or property, and in which two or more of the following factors are present:
 - (a) Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities;
 - (b) Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions;
 - (c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;
 - (d) Unsanitary or unsafe conditions;
 - (e) Deterioration of site or other improvements;
 - (f) Inadequate and outdated building density patterns;
 - (g) Falling lease rates per square foot of office, commercial, or industrial

- space compared to the remainder of the county or municipality;
- (h) Tax or special assessment delinquency exceeding the fair value of the land;

(i) Residential and commercial vacancy rates higher in the area than in the remainder of the county or municipality;

(j) Incidence of crime in the area higher than in the remainder of the county or municipality;

(k) Fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality;

(l) A greater number of violations of the Florida Building Code in the area than the number of violations recorded in the remainder of the county or municipality;

(m) Diversity of ownership or defective or unusual conditions of title which prevent the free alienability of land within the deteriorated or hazardous area;

or

(n) Governmentally owned property with adverse environmental conditions caused by a public or private entity.

However, the term “blighted area” also means any area in which at least one of the factors identified in paragraphs (a) through (n) are present and all taxing authorities subject to s. 163.387(2)(a) agree, either by interlocal agreement or agreements with the agency or by resolution, that the area is blighted. Such agreement or resolution shall only determine that the area is blighted. For purposes of qualifying for the tax credits authorized in chapter 220, “blighted area” means an area as defined in this subsection.

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The City of Milton DCRA is clearly a blighted area based on the preceding examinations of existing conditions. According to Florida Statute 163.340 and the State’s definition of “Slum area” and “Blighted area”, the area in question is indeed a blighted area. The area fulfills the Florida blighted area requirements found in sections 163.340(7) (b) and 163.340(7) (e).

Section (b) states that the “aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions”. After reviewing this data within the proposed community redevelopment area (CRA) it was found that approximately 67% of all properties had experienced a decrease or minimal increase in assessed property values (See Table 13).

Section (e) states “deterioration of site and other improvements” has been found within the area. After individually assessing the property conditions of each property within the community redevelopment area it was found that almost 40% of properties were in a deteriorated condition (See Figure 4).

The elimination of blight is the overall problem facing the City of Milton and the DCRA, and the adoption of this plan will serve to establish many of the mechanisms necessary to

accomplish this. This plan addresses the specific problem areas that should be corrected if blight is to be eventually eliminated. These have been identified and are presented in the following list:

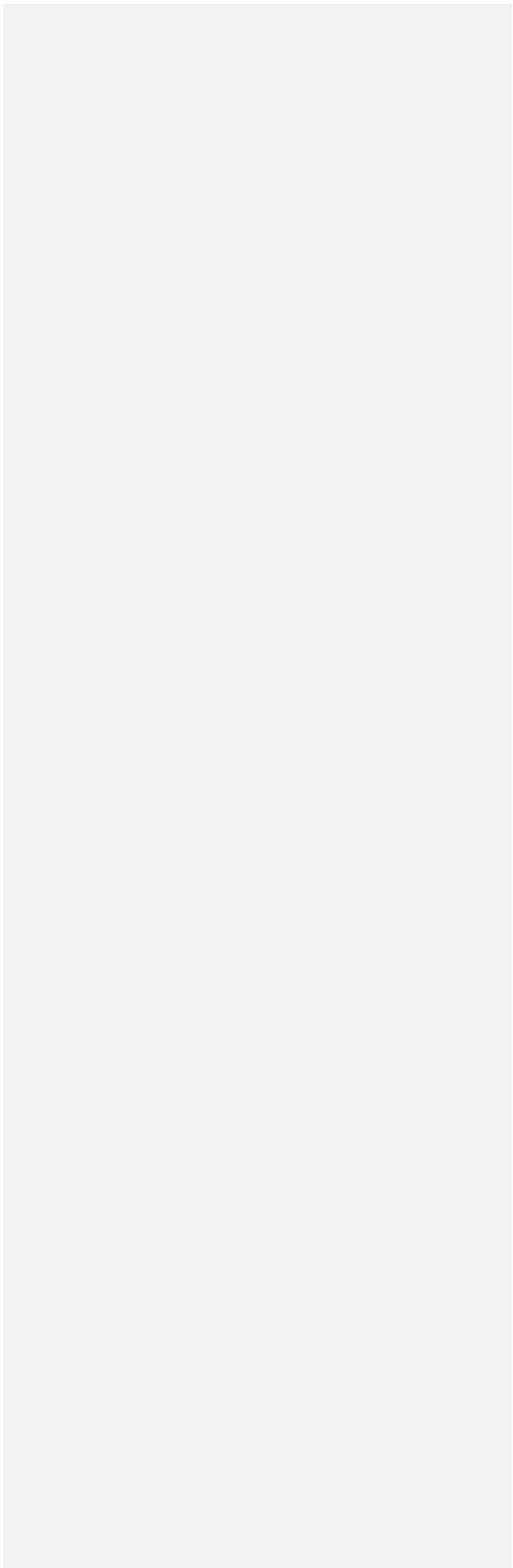
- Inadequate off-street and on-street parking in the CBD for development and/or redevelopment
- General deteriorated and unattractive appearance of the DCRA
- Disjointed street layout

- General deterioration and unattractive appearance of the riverfront
- Decrepit condition of the housing stock
- Lack of economic activity in the DCRA
- Need for more retail establishments in the DCRA

The following Community Redevelopment Strategy addresses all of the preceding problems and establishes policies and procedures, if implanted, will serve to encourage redevelopment and the corresponding elimination of blight.

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~~Table 11~~

Community Redevelopment Area Blight Data

					Percentage		
Street	Total Increase	Total Decrease	Difference	Pattern	Decreased or Minimally Increased	Total Taxable Values	Comments
Alice	18,296	11,026	7,270	Increased	67%	106,160	
Ann	29,056	0	29,056	Increased	0%	18,957	
Baldwin	11,115	0	11,115	Increased	0%	50,000	
Berryhill	11,983	14,516	-2,533	Decreased	67%	140,170	
Bruner	0	13,442	-13,442	Decreased	100%	47,014	
Canal	76,301	249,262	-172,961	Decreased	58%	979,634	
Caroline	229,023	203,204	25,819	Increased	75%	1,940,562	
Combs	14,239	570	13,669	Increased	25%	71,823	
Dr. Martin Luther	37,897	37,471	426	Increased	60%	271,254	Insignificant Increase
Elmira	89,371	88,897	474	Increased	50%	700,808	Insignificant Increase
Elva	5,910	8,566	-2,656	Decreased	50%	56,194	
Escambia	2,952	55,967	-53,015	Decreased	83%	267,455	
Filmore	2,919	0	2,919	Increased	0%	25,148	
Henry	56,162	7,394	48,868	Increased	60%	207,601	
Jackson	4,037	0	4,037	Increased	0%	18,749	
Jasmine	15,008	0	15,008	Increased	80%	156,867	
Margaret	24302	36972	-12,670	Decreased	45%	189,573	
Mary	31009	89096	-58,087	Decreased	63%	429,338	
Oak	106249	101727	4,522	Increased	63%	356,577	
Pike	10545	13134	-2,589	Decreased	50%	114,140	
Pine	153023	25871	127152	Increased	25%	417,982	
Santa Rosa	28938	68064	-39,126	Decreased	63%	333,090	
Susan	8353	4097	4,256	Increased	75%	113,475	

<u>Walker</u>	<u>69222</u>	<u>83220</u>	<u>-13,998</u>	<u>Decreased</u>	<u>64%</u>	<u>265,120</u>	
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Table 8

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Mary	31009	89096	-58,087	Decreased	63%	429,338
Oak	106249	101727	4,522	Increased	63%	356,577
Pike	10545	13134	-2,589	Decreased	50%	114,140
Pine	153023	25871	127152	Increased	25%	417,982
Santa Rosa	28938	68064	-39,126	Decreased	63%	333,090
Susan	8353	4097	4,256	Increased	75%	113,475
Walker	69222	83220	-13,998	Decreased	64%	265,120

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Community Redevelopment Strategy

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It is essential that the strategy for redevelopment take all of the existing assets and liabilities of the DCRA into account and be structured in such a manner so as to provide as much flexibility as possible to private developers, and at the same time institute controls which will serve to maintain developmental quality consistent with the desires of the citizens of Milton

The strategy for redevelopment of the Downtown Community Redevelopment Area (DCRA) is divided into eight categories as follows:

- Blackwater River ~~frontwalk~~ Master Plan
- Traditional Neighborhood District
- Southern Parcel
- Tourism District
- Land Use
- Rehabilitation and Conservation
- Traffic and Roadways
- Incentives

These actions are the roadmap to increasing activity within the CRA, providing new activity options for residents and ~~visitors~~ visitors, and enhancing the tax base of the area. A prioritization of key CRA actions, as well as a list identifying key catalyst projects (both public and private) whose completions will encourage further development, business, and visitor attraction to the CRA.

The Community Redevelopment Strategy includes:

- Completion of various segments of the Blackwater River Riverwalk
- Construction of the proposed Marina Circle Project
- Preparation of an Infrastructure Master Plan for the DCRA to meet roadway, streetscape, stormwater, and utility needs in the area
- Use of the CRA Marina site on Quinn Street and the proposed Market Area on the corner of Berryhill and Broad Street as a central gathering point with facilities for events, interactive children's playground and a museum/information center
- Continued implementation of the City's Commercial Façade Grant Program to reduce blight in the CRA
- Establishment and implementation of a Residential façade grant program
- Construction of public parking facilities
- Development of the property south of the CSX Railroad into a productive mixed-use area

Potential DCRA actions within the Riverwalk include:

- Construct the missing Riverwalk from Carpenter's Park to the current Northern

terminus

- Install an entrance feature to the Riverwalk at Monroe Street
- Establish, through construction or agreement, parking throughout the Marina Circle and the Monroe Street entrance
- Continue to add necessary and desired public facilities (including restrooms and parking) throughout the new Riverwalk areas.
- Design and install a way finding signage system.

- Obtain easements from private property owners and construct access paths for the Riverwalk.
- Develop an incentive program for developers seeking to build targeted private commercial establishments

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Potential DCRA actions South of the CSX Railroad include

- ~~Rezone the property from Industrial to Residential-Commercial 1~~
- The eventual relocation of the City of Milton's Sewage Treatment Plant
- The development of a mixed-use development that provides high-quality, high-density residential structures
- The development of retail and restaurant commercial buildings to increase the economic base of the area
- To develop so that the area can make use of the deep water found directly off the bank of the property

~~Blackwater Riverwalk~~City of Milton/Village of Bagdad Riverfront Master Plan

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By following the guidelines of the ~~Blackwater Riverwalk~~City of Milton/Village of Bagdad Riverfront Master Plan, the City will be able to progressively jumpstart the development of the DCRA. This plan calls for the development of such things like a Marina Circle on Quinn Bayou, a dog park, a permanent farmers market, a professional rowing facility, a children's splash pad, or even a kayak rental shop. In many cities across the country, the presence of a well-developed and attractive park network, such as the proposed Riverwalk, serves to attract other businesses. These businesses tend to be either small hospitality or retail in ~~nature, and~~nature and are exactly the commercial industries that will help the DCRA combat its economic decline. In turn these businesses attract residents and a cycle of development and growth is created. Other development projects referenced in the following sections will also serve as a stimulus to redeveloping the DCRA.

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Traditional Neighborhood District

~~Another action to be done by the city is to establish a Traditional Neighborhood District to include all parts of the DCRA. This District will allow the City to regulate the development of the DCRA in a way that is conducive with the geography of the DCRA while still allowing the area to grow in a way acceptable for the future purpose of the area in respect to the City of Milton as a whole.~~

The smart growth law defines traditional neighborhood development to mean: compact, mixed-use neighborhood where residential, commercial and civic buildings are within close proximity to each other. It is a planning concept that is based on traditional small town and city neighborhood development principles. Traditional neighborhood development is, in part, a reaction to the ~~often inefficient~~often-inefficient use of land and infrastructure and lack of a

sense of community in many newer developments.

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Traditional neighborhood development is found in the older parts of Florida's cities and ~~Town's towns~~, parts that were often developed before World War II. Interest among consumers in traditional neighborhood development appears to be growing with other traditional neighborhood development projects in the planning stages. Traditional neighborhood development is one of a variety of planning concepts that share similar themes. These modules include neo-traditional development, new urbanism, form based codes, urban villages, hamlets, compact communities, transit-oriented development, pedestrian pockets, and the revitalization of existing traditional communities.

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~~By referencing Article III Section 13 of the City of Milton's Code of Ordinances titled "Milton's Ordinance for Traditional Neighborhood Development in the CRA", one can see exactly what measures the City uses to guide the development of traditional neighborhoods. Expanding the TND to include all of the DCRA area referenced in this plan and rezoning the area to RC-1 will allow the City to guide the DCRA into a well-developed community serving many different functions to its residents. The TND expansion will also allow for the increased use of aesthetic guidelines in the development of new structures and communities within the DCRA.~~

Southern Parcel

The large parcel on the most southern portion of the DCRA boundaries, below the CSX Railroad, is currently a mostly vacant parcel ~~zoned Industrial that was recently rezoned to a Residential Commercial Zoning District to support the intent of future growth in that portion of the community. This rezoning allows any development of the parcel to be conducive with TND guidelines, the Downtown area, and even the Blackwater Riverfront Master Plan. A continuous and similar feel and atmosphere could then be accomplished throughout all parts of the DCRA providing the stimulus needed to attract visitors, businesses, and residents. The deep bank adjacent to the parcel would also serve as an attraction as larger vessels that cannot go further upriver would be able to make use of the area. The area would then become a perfect site for the development of mixed-use residential community.~~

Historically, the area was used as an industrial site because of the deep channel directly off the shore that allowed large boats to deliver goods into the City. Over time, the economy of scale negated the benefits of the area and the industries moved to larger, more remote, areas where work could be done for fractions of the price. Since ~~then~~ then, the parcel has been left mostly unaffected by any development and is mostly vacant. Next to the western edge of this parcel the City built their sewage treatment plant. While this may seem like a negative incentive to developing on the aforementioned parcel, a new sewage treatment plan is currently in the immediate development process so that the existing one can be shut down. This relocation of the sewage plant is realistically ~~years~~ several years away from ~~accomplishment~~ opening, but the City is actively making all the strides necessary for the change to occur as fast as possible. Even without the relocation of the sewage treatment plant, development could still occur in the area in question because the area of development

would generally always be upwind of the plant. ~~Therefore~~Therefore, there would be minimal negative impacts to being near the plant.

In order to increase development within the DCRA and bring back commercial functions that would increase economic activity, the Planning and Zoning Department of the City of Milton believes the parcel should be rezoned to a RC-1 district. ~~This rezoning would allow any development of the parcel to be conducive with TND guidelines, the Downtown area, and even the Blackwater Riverwalk. A continuous and similar feel and atmosphere could then be accomplished throughout all parts of the DCRA providing the stimulus needed to attract visitors, businesses, and residents. The deep bank adjacent to the parcel would also serve as an attraction as larger vessels that cannot go further upriver would be able to make use of the~~

~~area. The area would then become a perfect site for the development of mixed-use residential community.~~

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Tourism District

The purpose of the ~~proposed~~ City of Milton Tourist Development District is to promote the rich cultural heritage of the City of Milton while encouraging economic development within the district. It would apply to a part of the same area as the Traditional Neighborhood District and will potentially provide ad valorem tax incentives and impact fee reductions to certain targeted businesses. These include Lodging, Bed & Breakfasts, Restaurants, Dining Establishments, and Retail Goods. By incentivizing these commercial entities within the District, the Planning and Zoning Department hopes to direct the flow of tourism and economic gain back into this specific area. The Tourism District will then be able to be a key aspect of allowing the DCRA to recover from its general economic decline and allow local businesses to easily return to the area. More information about the specifics of the incentive program within the Tourism District can be obtained from the City.

Land Use – Residential

Residential use should be permitted within the Central Business District in the residential, commercial office, and retail mixed-use district as designated on the Future Land Use Map as well as in areas designated as single-family districts and one and two family districts (See Figure 9). The creation of this new mixed-use district will permit private developers to redevelop the area according to the highest and best economic potential. In order to ensure that the development within all districts contained in the DCRA will be in keeping with the desires of the citizens, the City of Milton should establish an expedited review and ensure that they are consistent with the mixed-use zoning ordinance, and any other architectural controls established by Council. These controls should address building facades, signage, lot coverage, and the general character the citizens desire the downtown area to reflect.

One and two family residential, as well as multiple family residential, uses should be permitted in the mixed-use district. This will permit a transition from commercial use, which will be most likely in the heart of the CBD, to lower density residential uses, which will most likely redevelop in the surrounding fringe areas. Density levels for multiple family development located within in the mixed-use district may be different than multiple family development located in R-3 zones. Areas of low-density housing are now being converted to office and other commercial uses in several portions of the DCRA contained within the proposed mixed-use district. This should be permitted as long as the structure is no longer economically viable for residential use and as long as the conversion meets approval. Mixed low intensity and medium density (one and two family) residential land use should be permitted and encouraged adjacent to the mixed-use district. This is the predominate land use that currently exists in the residential portion of the DCRA and is designated on Figure 9

as the one- and two-family district. Low-density (single family) residential land use should continue where it does not conflict with other strategies and [de](#).

should be permitted adjacent to the mixed-use district in the northern portion of the DCRA. This single-family district is also designated on Figure 9.

Land Use – Commercial

Both commercial office space and retail commercial land use should be permitted within the mixed-use district where economically viable. Retail commercial land uses should be of the neighborhood commercial variety, including eating and drinking places and selected specialty retailers. Initially, the majority of these specialty retailers will most likely be establishments designed to serve the redevelopment commercial offices located in the CBD.

Commercial office space utilization should be encouraged throughout the mixed-use district and will likely be the type of development which will occur initially. The redevelopment of existing single-family structures located in the single family and the one- and two-family district to commercial office space should not be allowed.

Land Use – Public Open Space, Parks, and Recreation Areas

Land use devoted to open space and parks should be increased vastly. The types of open space and parks to be added in the DCRA should include: 1- landscaped areas and a riverwalk along the Blackwater River (See Blackwater Riverfront Master Plan), 2-conservation easements in a greenbelt around the DCRA, and 3- a fully developed park and recreation area located on the north side of U.S. Highway 90 on the west side of Blackwater River. The location of all of these proposed open space and park areas can be seen in the included Master Plan. In addition, the City should strive to improve and fully maintain all existing park and recreational areas.

The public sector should be involved in the acquisition and maintenance of this existing park and the proposed riverwalk development to be located on the north side of U.S. Highway 90. This additional park area should be developed to meet the proposed increase in population density and to increase the aesthetic appeal of the riverfront area. To increase the interest of development in the DCRA, this riverwalk development should be designed to attract as many visitors as possible and should be utilized as the location for all local special activities such as the Riverwalk Arts Festival.

Public involvement in the acquisition of all other green areas, parks, and recreational areas located in the DCRA should be held to a minimum. This can be accomplished by using public easements, deed restrictions, and low maintenance facilities. Conservation easements should be acquired along the DCRA boundary where trees and open areas already exist, this will serve as an aesthetically pleasing boundary for the DCRA and also provide opportunity for residents to visit minimally disturbed natural areas in an urban environment. Public easements should be acquired along the riverfront areas which are scheduled for development as this will serve to preserve the waterfront for the use of all citizens and will

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assist in bringing people back to the area.

Land Use – Institutional

Institutional land use, such as government, educational, and church-related, should only be allowed when adequate provisions are made for off-street parking for both visitors and employees. Any required expansion of the institutions themselves should be encouraged to be located in leased space. This will permit the expansion of the institutional entities while maintaining the commercial and tax-paying land use. Although governmental use is not the highest and best use downtown, it should be allowed and encouraged in the mixed-use district since it does bring people back into the area.

As discussions of development of the DCRA continue among different entities located within the DCRA, the relocation of the Santa Rosa County Courthouse has been examined. The County has completed the development of the new courthouse outside of the DCRA but has not given any final information as to their plans for the old courthouse building. This makes it challenging to move forward as the City cannot provide incentives to new developers for the area that the old courthouse currently occupies. Having the county determine the future of the old courthouse building is a paramount step in developing the DCRA in the future and should be accomplished as soon as possible.

Rehabilitation and Conservation

Whenever economically feasible and consistent with the recommended land use, the concepts of rehabilitation and conservation should be extended to the DCRA. Existing neighborhoods can be conserved by the elimination of conflicting land uses and the use of higher density residential housing as barriers between low-density housing and commercial areas. This will protect the integrity of the residential areas and prevent displacement of existing residents by commercial intrusion. Much of this will be the responsibility of the DCRA and the City of Milton Planning Board.

Traffic

The majority of the traffic circulation system appears adequate to handle the current and future demands. Streets should be kept in good repair, and hazardous and inefficient intersections should be redesigned. It should be noted that emergency access for fire protection could be blocked by trains on the CSX railroad, and for this reason the City should investigate the potential of placing a vehicular overpass over the railroad tracks at some point in the future.

The intersection of Caroline and Willing Street also needs to be addressed as it is incapable of smoothly handling the large volumes of traffic it experiences daily. The narrow streets directly at the intersection and the bridge leading to U.S. Highway 90 are narrower than the streets leading into the area and therefore create a bottleneck effect. This disrupts the flow of traffic and prevents vehicles from efficiently traveling through the area. As future

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development occurs within the DCRA this bottleneck needs to be addressed.

Table 14

Existing Land Use Acreage

Use	Approximate Acres Including Streets	Max Number Dwelling Units per Acre	Maximum Total Dwelling Units
Residential, Single Family	28.75	6	22
Residential, One and Two Family	88.36	10	883
Residential, Multiple Family	28.59	14	400
Open Space	32.73	0	0
Total	178.43	30	1,305

Table 8

Source: City of Milton Zoning Ordinance and GIS Database

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Redevelopment Policies and Elements

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Public/Private Partnerships Policy

It is the policy of the CRA to encourage and leverage public/private partnerships for major projects. In order to participate, the CRA must determine the public benefit, the return on investment, and consistency with the CRA mission, vision, goals and priorities.

Policy On Infrastructure vs. Programs of Incentives

Infrastructure should receive a higher priority

Long-term consideration should be given to business incentives

After provision for recurring expenses, general budget allocation priorities should be as follows:

- 1) 60% infrastructure
- 2) 40% ongoing programs and special promotions

Consideration should be given to incentives that leverage other outside funding

Further incentives that target building renovation should be explored

City of Milton should be encouraged to consider an increased level of incentives

Promotions Policy

- 1) Funding priority should be given to grants that supplement rather than fully cover event costs
- 2) Promotional events should be encouraged to reach self-sufficiency

Policy on Communication with City Commission

Minimally semi-annual meetings

Need to present City with a more precise budget, especially on critical and primary projects

Informal meetings (one-on-one lunches) should be encouraged

Annual Report should be produced

Traffic Circulation

Traffic circulation will not be changed in the residential portion of the DCRA. An increase in traffic volume is expected.

Pedestrian traffic will also increase in residential areas of the DCRA as neighborhood retail activities come back to the area. Therefore, this plan hereby mandates that all new construction require the building of public sidewalks to specification set by the DCR agency.

Environmental Quality

Since the entire DCRA is in an existing urban area, this plan will have an insignificant effect on environmental quality. All construction along the river will be built so that increased runoff from hard surfaces will not flow directly into the river. All construction will be required to hook up to the existing sewer and public utility systems.

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Community Facilities, Services, and Schools

Growth will continue to take place in Milton whether or not this plan is implemented. Community facilities, services, and schools will have increased demands put on them as a result of continuing growth. These demands are anticipated by the organizations concerned, and they are making appropriate plans to handle increased demands.

The implementation of this plan will not generate additional growth for Milton; that growth is taking place with or without implementation of this plan. Implementation of this plan will hopefully funnel a portion of the anticipated growth in office, residential, and retail commercial demand into the DCRA. Since no abnormal additional growth, including school population, will result in Milton as a result of this plan, existing plans for community facilities, services, and schools, are sufficient.

Conclusion

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The overall physical and social quality of the neighborhood will be increased as a result of the implementation of this plan. Increased employment will be available to existing and new residents of the DCRA as a result of new office construction, renovation of vacant buildings to office use, and the addition of new retail trade establishments. Housing quality will improve as existing rehabilitation programs are continued and housing is constructed near or in the CBD and new one- and two-family housing is constructed in the DCRA. As population and employment density increase, neighborhood retail activities will correspondingly increase, making available a wider range of shopping choices to the DCRA residents and employees.

Construction of the Riverwalk Park and provision of the "green belt" will improve resident access to passive and active recreational and pleasantly landscaped areas. The DCRA will once again become a desirable place to live and work.