



# City of Pensacola

## Planning Board

### Agenda

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Tuesday, March 8, 2022, 2:00 PM

Hagler-Mason Conference Room,  
2nd Floor

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#### QUORUM / CALL TO ORDER

#### APPROVAL OF MEETING MINUTES

1. [22-00200](#) MINUTES FOR THE MEETING OF FEBRUARY 8, 2022

**Sponsors:** Grover C. Robinson, IV

**Attachments:** [Planning Board Minutes February 8, 2022](#)

#### REQUESTS

2. [22-00199](#) 178 NORTH PALAFOX STREET - LICENSE TO USE APPLICATION

**Attachments:** [178 N. Palafox Street - License to Use Request](#)  
[Review Comments LTU 178 N Palafox St.](#)

3. [22-00201](#) AESTHETIC REVIEW - 636 E. ROMANA STREET

**Attachments:** [636 E Romana St. - Aesthetic Review Application](#)  
[Review Comments 636 E Romana St Aesthetic Review](#)

4. [22-00202](#) CONDITIONAL USE PERMIT APPLICATION - 209 N. A STREET, MT. LILY BAPTIST CHURCH

**Attachments:** [Mt. Lily Conditional Use Application 209 N. A Street](#)  
[Review Comments - 209 N. A Street](#)  
[Sec 12-3-107 Conditional Use Permit](#)

5. [22-00203](#) PROPOSED ORDINANCE: LAND DEVELOPMENT CODE SECTION 12-11-2 APPEALS, MODIFICATIONS, AND VARIANCES (F) MODIFICATIONS OF CRA URBAN DESIGN OVERLAY STANDARDS.

**Attachments:** [CRA Memo with Proposed Amendment- Appeals and Variances](#)

#### OPEN FORUM

#### DISCUSSION

6. [22-00204](#) SEC. 12-6-6. PROTECTED TREES.

*Attachments:*        [Sec. 12-6-6. Protected Trees](#)  
                              [Inspections Review Comments](#)

**ADJOURNMENT**

*If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he 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 based.*

**ADA Statement**

*The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-435-1670 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.*

*If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he 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.*

*The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 435-1606 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.*



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 22-00200

Planning Board

3/8/2022

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### **SUBJECT:**

Minutes for the Meeting of February 8, 2022



## **MINUTES OF THE PLANNING BOARD**

**February 8, 2022**

**MEMBERS PRESENT:** Chairperson Paul Ritz, Vice Chairperson Larson, Board Member Grundhoefer, Board Member Powell, Board Member Sampson, Board Member Van Hoose, Board Member Villegas

**MEMBERS ABSENT:** None.

**STAFF PRESENT:** Assistant Planning & Zoning Manager Cannon, Historic Preservation Planner Harding, Urban Design Specialist Parker, Assistant City Attorney Lindsay, City Engineer Hinote, City Arborist Stultz, Help Desk Technician Russo

**STAFF VIRTUAL:** Development Services Director Morris, Senior Planner Statler

**OTHERS PRESENT:** Barbara Henriques, Christy Cabassa, Scott Sallis

### **AGENDA:**

- Quorum/Call to Order
- Approval of Meeting Minutes from January 11, 2022

#### **New Business:**

- Aesthetic Review – 556 E. Romana Street
- Aesthetic Review – 16 N. Florida Blanca
- Proposed Amendments to the Tree Ordinance
- Open Forum
- Discussion
- Adjournment

### **Call to Order / Quorum Present**

Chairperson Ritz called the meeting to order at 2:00 pm with a quorum present and explained the procedures of the Board meeting including requirements for audience participation.

**Approval of Meeting Minutes** - Board Member Larson made a motion to approve the January 11, 2022 minutes, seconded by Board Member Villegas, and it carried unanimously.

### **New Business** –

### **Aesthetic Review – 556 E. Romana Street – GRD-1**

Scott Sallis, Dalrymple Sallis Architecture, is requesting approval for a new 2-story single-family residence with a detached garage and accessory dwelling unit located at 556 E. Romana Street. The structure provides a front and rear balcony as well as a connecting roof between the residence and the two-story garage. Comments from staff had been addressed by the applicant. Review comments and/or approval from the Aragon Architectural Review Board (AARB) were not included.

Mr. Sallis addressed the Board and stated written approval from the AARB was expected in a matter of days. Senior Planner Statler had performed a careful review of the pool; this design had them going to the zero-lot line, but she advised regulations did not require that, and the plans were corrected. Chairperson Ritz pointed out comments from staff had been addressed, and any motion to approve would be pending the AARB approval. Mr. Sallis stated the Code allowed them to extend past setbacks with the chimney and rails; the second-floor porch was taking advantage of that resulting in an architectural stoop, but technically, you could not stand on a chimney (sheet A101).

**Board Member Grundhoefer made a motion to approve contingent on Aragon Architectural Review Board approval, seconded by Board Member Powell, and it carried unanimously.**

### **Aesthetic Review – 16 N. Florida Blanca – GRD-1**

Christy Cabassa, Architect, is requesting approval for a new 2-story single-family residence and a storage building located at 16 N. Florida Blanca Street. The property is across from St. Michaels Cemetery and abuts the access road for the Tech Park to the north. Comments from staff had been addressed. Review comments and/or approval from the Aragon Architectural Review Board (AARB) were not included.

Ms. Cabassa addressed the Board and stated they had received a conceptual review from the AARB and had addressed all the comments; they were awaiting that approval. Chairperson Ritz had no issues with the request. Ms. Cabassa clarified this was a Type 4B Side Yard built to the property line; the lot was 30' wide, 20' for the structure and 10' from the house to the other property line for the driveway since vehicles had to be onsite. There was a 3' easement on the other property granted to this property for the foundation, overhangs, gutters, etc. Board Member Grundhoefer questioned no windows on the south side, and Ms. Cabassa stated they were not allowed. Historic Preservation Planner Harding explained every lot in Aragon was different with house types having very specific designs and setbacks; they were built-to lines rather than zero-lot lines. Ms. Cabassa also pointed out they were fire rated and treated as a townhome. Board Member Villegas stated it would be more balanced even with faux windows.

**Board Member Grundhoefer made a motion to approve pending Aragon Architectural Review Board approval, seconded by Board Member Villegas, and it carried unanimously.**

### **Proposed Amendments to the Tree Ordinance**

On January 11, 2022, the Planning Board considered proposed amendments to the Tree Ordinance 12-6-6 (e) as a discussion item. The proposed changes are to allow staff to authorize deviations to setbacks in order to further the protection of heritage trees. During the January 11, 2022 meeting, Planning Board members requested staff to consider adding a notification process to the proposed amendments. The attached amendment incorporates a modified version of the existing notification process currently in place for

“removal” of heritage trees in Sec 12-6-4 (4) and applies it to a request for a “reduction in setbacks” to preserve heritage trees in 12-6-6 (e).

e. *Setback Reductions.* Deviations to setbacks may be authorized by the mayor, or their designee for preservation of heritage trees. Such deviation shall be the minimum amount necessary for the preservation of the tree(s). Notice. If a setback reduction request is sought for one or more heritage trees within any property in any zoning district identified in section 12-6-2, a sign shall be posted no further back than four feet from the property line nearest each respective roadway adjacent to the property. One sign shall be posted for every 100 feet of roadway frontage. Each sign shall contain two horizontal lines of legible and easily discernible type. The top line shall state: "Heritage Tree Setback Reduction Request Applied For."

The bottom line shall state: "For Further Information Contact the City of Pensacola at 311" (or other number as designated by the Mayor). The top line shall be in legible type no smaller than six inches in height. The bottom line shall be in legible type no smaller than three inches in height. There shall be a margin of at least three inches between all lettering and the edge of the sign. The signs shall be posted by the applicant at their expense, and shall remain continuously posted for two weeks prior to the requisite building, site work, or tree removal permit is issued. The city's designated arborist will notify the councilperson representing the district in which the permit has been requested upon receipt of the request.

Assistant Planning and Zoning Manager Cannon introduced City Arborist Khristopher Stultz, who has been a professional arborist for 40 years. Mr. Stultz stated he was happy to be in the city of Pensacola and working on the sustainability of its urban forest.

Chairperson Ritz explained the Board was considering the notice requirements in 12-6-6 (e). Board Member Grundhoefer explained the language seemed arbitrary and asked if the adjacent neighbors would be able to contact someone. Staff advised the City used the 311 system which was also used in removal of a heritage tree and was consistent with information provided in the Code. Chairperson Ritz advised it gave the adjacent neighbors the avenue to address the situation. Board Member Grundhoefer pointed out hopefully the deviation would be the minimum amount necessary for the preservation of the tree as stated. Chairperson Ritz indicated should someone apply for this, it would be a staff decision to grant, and the arborist would be consulted. Staff advised the intent was for the preservation of the heritage tree.

Board Member Grundhoefer pointed to 12-6-6 Protected Trees (1) Preservation incentives which states, “Such reduction shall be required when the reduction would preserve a heritage tree” – the parking spaces are allowed to be reduced, but “required when the reduction would preserve a heritage tree.” He felt such reduction should be “allowed” which would be a better wording in lieu of “required.” Staff advised the document could be returned to Legal for review. Chairperson Ritz stated if it was the desire of the Board, it could address the business here, and under New Business come up with an idea and make a request from there. He asked if there were any edits to the language, and there were none.

**Board Member Villegas made a motion to approve the amendment, seconded by Board Member Sampson, and it carried unanimously.**

**Open Forum** – Staff advised the intent was to preserve heritage trees with the incentive of a parking reduction. Board Member Van Hoose pointed out the word “required” was to preserve the tree. Board Member Grundhoefer proposed changing the language from “Such reduction shall be required to allowed when the reduction would preserve a heritage tree.” Assistant City Attorney Lindsay advised the request to Council could be submitted with the additional changes, and staff could be consulted to make sure the intent was

understood and there were no issues. If the Board recommended it in a certain way to proceed to Council and staff did not agree, staff would inform Council they did not agree with this part. Board Member Powell asked if the language change would change the reduction schedule, and it was determined the reduction schedule would remain the same. Chairperson Ritz advised the Board could forward this to Council, but they preferred a motion that fairly well explains what is trying to be accomplished. **Board Member Larson pointed out “allowed” gave some options versus “required” left no options.** By changing the language, we soften it by allowing them to have input and work with the City to save the heritage tree which was the reason he was going with “allowed” versus “required.” **Chairperson Ritz clarified the motion was to change the word “required” to “allowed” to offer some leeway to a person bringing a project to the city to save a heritage tree.** Board Member Grundhoefer explained the change in the wording does not require reducing the parking, and he did not want to be required to reduce the parking if he saved the tree. Assistant City Attorney Lindsay asked that they specify the specific part of the Code for the record. She also indicated it could be assumed the only way to save the tree would be to reduce the parking because of the space needed, so if the parking was not reduced, there must be some other way where the site plan allows for the saving of the tree. If they could not save the tree without giving up the parking space, then there was no way to save the tree unless revising the design of the improvement. Staff advised the applicant would be required to meet the Code requirement for parking with the exception of the heritage tree which would cause it to be less, but the requirement was to save the heritage tree. **Board Member Larson withdrew his motion (comments), and there was no second.** Chairperson Ritz suggested the item return as a discussion item, with staff reflecting on it and possibly furnishing some history on how the language was crafted. Staff agreed it would be beneficial since we now have an arborist onboard. It was agreed the item would return as a discussion at the next Board meeting. **It was also clarified that the language the Board voted on would move forward to Council for two readings.**

**Discussion – None.**

**Adjournment** – With no further business, the Board adjourned at 2:44 p.m.

Respectfully Submitted,

Cynthia Cannon, AICP  
Assistant Planning & Zoning Manager  
Secretary to the Board



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 22-00199

Planning Board

3/8/2022

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**TO:** Planning Board Members

**FROM:** Cynthia Cannon, AICP, Assistant Planning Director

**DATE:** 3/1/2022

**SUBJECT:**

178 North Palafox Street - License to Use Application

**BACKGROUND:**

Michael Carro is requesting approval for a License to Use for improvements within the Right of Way at 178 North Palafox Street. The purpose of this request is to allow for the extension of the existing balcony overhang to continue another 15'- 8" into the right-of-way. The extension will match the width of the existing balcony overhang.

This application has been routed through the various City departments and utility providers. The comments received to date have been included in the attachments.





### License To Use City Right-Of-Way

Sec. 12-12-7. License to use right-of-way.

- (A) Application.
  - (1) An application for license to use right-of-way must be submitted to the Planning Department at least twenty-one (21) days prior to the regularly scheduled meeting of the Planning Board.
  - (2) The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.
  - (3) No application shall be considered complete until all of the following has been submitted:
    - (a) The application shall be submitted on a form provided by the Board Secretary.
    - (b) Each application shall be accompanied by the following information and such other information as may be reasonably requested to support the application:
      - 1. Accurate site plan drawn to scale;
      - 2. Reason for license to use request.
  - (4) The applicant shall be required to pay an application fee according to the current schedule of fees established by the City Council for the particular category of application. This fee shall be nonrefundable irrespective of the final disposition.
  - (5) Any party may appear in person, by agent, or by attorney.
  - (6) Any application may be withdrawn prior to action of the Planning Board or City Council at the discretion of the applicant initiating the request upon written notice to the Board secretary.
- (B) Planning Board review and recommendation. The community development department will distribute copies of the request for a license to use right-of-way to the appropriate city departments and public agencies for review and comment. Said departments shall submit written recommendations of approval, disapproval or suggested revisions, and reasons therefore, to the community development department. The Planning Board shall review the license to use right-of-way request and make a recommendation to the City Council.
  - (1) Public Notice for license to use right-of-way.
    - (a) The community development department shall notify addresses within a three hundred-foot radius, as identified by the current Escambia County tax roll maps, of the right-of-way proposed to be licensed with a public notice by post card at least five (5) days prior to the Board meeting. The public notice shall state the date, time, and place of the Board meeting.
- (C) City Council review and action. The Planning Board recommendation shall be forwarded to the City Council for review and action.
  - (1) Notice and hearing. The community development department shall notify addresses within a three hundred-foot radius, as identified on the Escambia County tax roll maps, of the right-of-way proposed to be licensed with a public notice by post card at least five (5) days prior to the Council meeting. The public notice shall state the date, time, and place of the Council meeting.
  - (2) Action. The City Council shall approve, approve with modifications, or deny the license to use right-of-way request. If the request is approved by City Council, a license to use agreement will be drawn, at which time the license becomes effective upon execution by the applicant and the City and payment by the applicant of any required fee.

Additional Information Required for Corporations and LLCs: If approved, this information will be used as part of the legal agreement. Must be licensed to do business within the State of Florida.

Corporation:

Full legal name of the Corporation: \_\_\_\_\_

Official Corporate Address: \_\_\_\_\_

President or Vice-President:  
Name & Title – \_\_\_\_\_

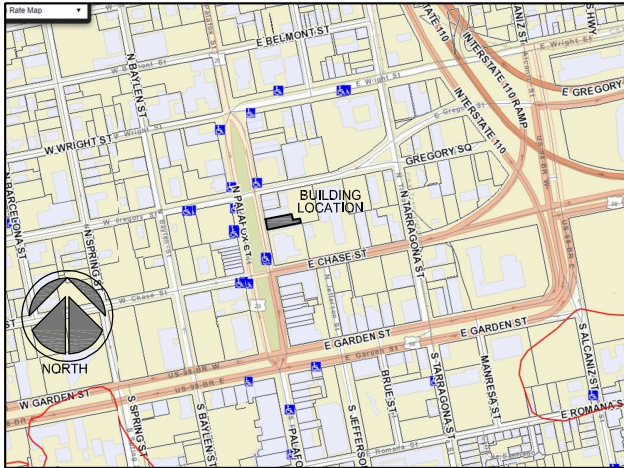
Corporate Secretary: Name – \_\_\_\_\_

Limited Liability Company (LLC):  
Full legal name of company: \_\_\_\_\_

Official Address: \_\_\_\_\_

Managing Member or member:  
Name & Title – \_\_\_\_\_

**Planning Services**  
**222 W. Main Street \* Pensacola, Florida 32502**  
**(850) 435-1670**  
**Mail to: P.O. Box 12910 \* Pensacola, Florida 32521**



BUILDING LOCATION MAP



BUILDING VIEW FORM PALAFOX ST.



AERIAL VIEW / FRONT OF BUILDING



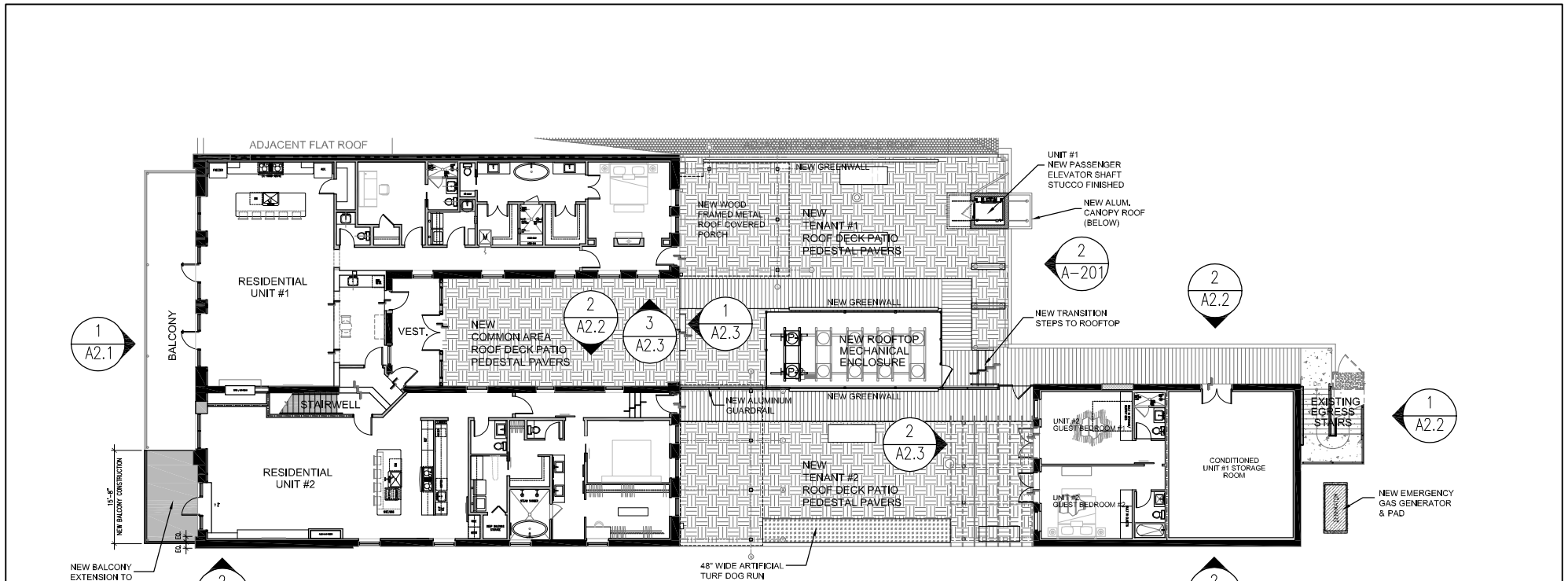
SMP Architecture, P.A.  
 40 S. PALAFOX STREET • SUITE 202  
 PENSACOLA, FLORIDA 32502 | P 850.432.7772  
 www.smp-arch.com • AAC001828

RENOVATION TO:  
**180 N. Paladox St.**  
 Pensacola, FL

EXISTING BUILDING  
 PHOTOS

**G1**

FEBRUARY 2022



**OVERALL 2nd FLOOR PLAN**  
 SCALE: 1/16" = 1'-0"

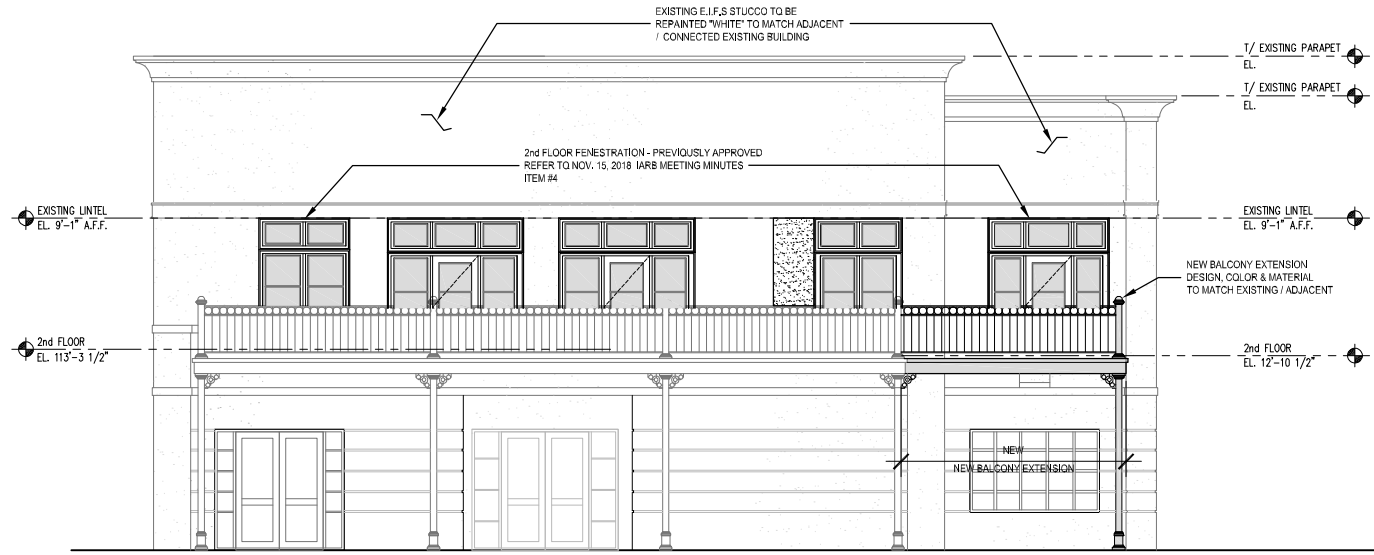


SMP Architecture, P.A.  
 40 S. PALAFOX STREET • SUITE 202  
 PENSACOLA, FLORIDA 32502 | P 850.432.7772  
 www.smp-arch.com • AAC001828

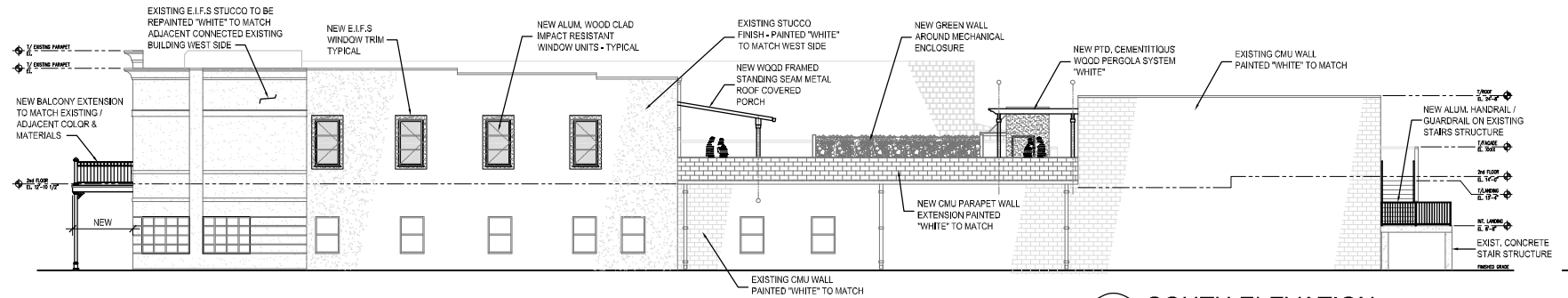
RENOVATION TO:  
**180 N. Paladox St.**  
 Pensacola, FL

UNIT #1 / UNIT #2  
 OVERALL FLOOR PLAN

**A1.1**  
 FEBRUARY 2022



**1 WEST ELEVATION (FRONT)**  
 A2.1 SCALE: 1/8" = 1'-0"



**2 SOUTH ELEVATION**  
 A2.1 SCALE: 1/16" = 1'-0"



SMP Architecture, P.A.  
 40 S. PALAFOX STREET • SUITE 202  
 PENSACOLA, FLORIDA 32502 | P 850.432.7772  
 www.smp-arch.com • AAC001828

RENOVATION TO:  
**180 N. Palaxox St.**  
 Pensacola, FL

EXTERIOR ELEVATIONS

**A2.1**

FEBRUARY 2022

Department:	Comments:
FIRE	No comments
PW/E	No comments
Insp Svcs	No comments
ESP	No comments
ECUA	Upon review, the proposed use of the right-of-way should not affect ECUA's ability to maintain the sewer collection system. ECUA does not have any objection to the application. Please let me know if you need any additional information.
FPL	No conflict with the balcony extension.
ATT	No comments
Surveyor	No comments
Planning	No comments



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 22-00201

Planning Board

3/8/2022

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**TO:** Planning Board Members

**FROM:** Cynthia Cannon, AICP, Assistant Planning Director

**DATE:** 3/1/2022

**SUBJECT:**

AESTHETIC REVIEW - 636 E. ROMANA STREET

**BACKGROUND:**

Scott Sallis, Dalrymple Sallis Architecture, is requesting approval of the aesthetic review for the renovation and addition of a second story living quarters atop of an existing one story accessory structure.

This application has been routed through the various City departments and utility providers. The comments received to date have been included in the attachments.

The application does not include the review comments and/or approval from the Aragon Architectural Review Board.



***Planning Board Application  
Request for Aesthetic Review***

Application Date: \_\_\_\_\_

Applicant: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Review District: \_\_\_\_\_

*\* An application for aesthetic review shall be reviewed by a representative of the Planning Board once all materials have been submitted and it is deemed complete by the Secretary to the Board.*

***Project specifics/description:***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I, the undersigned applicant, understand that payment of these fees does not entitle me to approval and that no refund of these fees will be made.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Date:** Friday, January 15, 2021  
**Project:** **BLACKMAN RENOVATION**  
636 E ROMANA STREET  
Pensacola, FL 32502  
**Recipient:** **Aragon Architectural Review Board**

### EXISTING SITE CONDITIONS

Views of Existing home and parking area from rear alley



**RENDERINGS**

Renderings of Garage and Addition from rear alley



Rendering of Garage and Addition @ existing courtyard



**EXTERIOR COLOR SCHEDULE**

<u>ARCHITECTURAL ELEMENT</u>	<u>MANUFACTURER</u>	<u>TYPE</u>	<u>COLOR</u>
EXTERIOR SIDING	N/A	MATCH EXISTING	MATCH EXISTING
EXTERIOR WINDOW TRIM	N/A	MATCH EXISTING	MATCH EXISTING
ROOF (Match Existing)	N/A	N/A	MATCH EXISTING
EAVES AND SOFFITS	N/A	PAINT	MATCH EXISTING
FASCIAS	N/A	PAINT	MATCH EXISTING
FLASHING	N/A	PRE-FINISHED ALUMINUM	CHARCOAL GRAY
GARAGE DOORS	N/A	EXISTING TO REMAIN	EXISTING TO REMAIN
EXTERIOR BRACKETS	N/A	PAINT	MATCH EXISTING

**WINDOWS**

Wood Clad, to match existing

**DOORS**

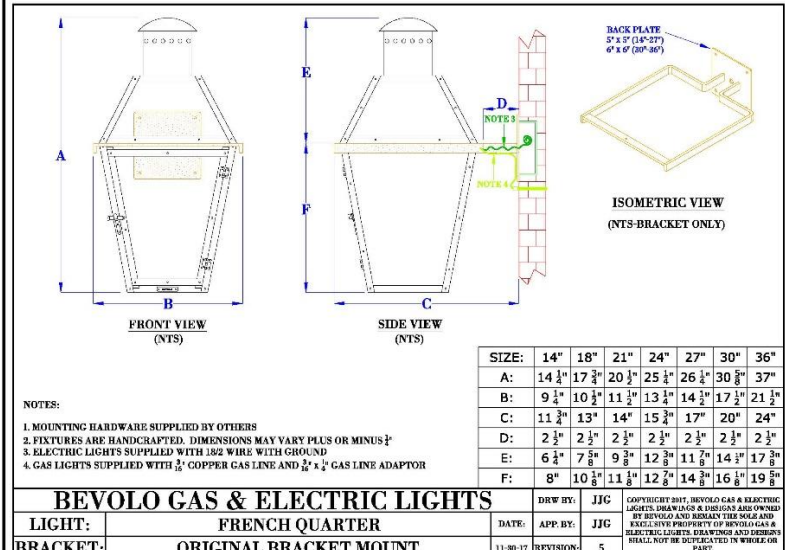
Solid wood, to match existing

**GARAGE DOORS**

Existing, to remain

**EXTERIOR LIGHT FIXTURES**

Bevolo French Quarter: Original Bracket Mount (Match Existing)

**BACK PLATE**  
5" x 5" (14" x 27")  
4" x 6" (30" x 30")

**ISOMETRIC VIEW**  
(NTS-BRACKET ONLY)

SIZE:	14"	18"	21"	24"	27"	30"	36"
A:	14 1/4"	17 3/4"	20 1/2"	25 1/4"	26 1/2"	30 3/8"	37"
B:	9 1/4"	10 1/2"	11 1/2"	13 1/4"	14 1/2"	17 1/2"	21 1/2"
C:	11 3/4"	13"	14"	15 3/4"	17"	20"	24"
D:	2 1/2"	2 1/2"	2 1/2"	2 1/2"	2 1/2"	2 1/2"	2 1/2"
E:	6 1/4"	7 5/8"	9 3/8"	12 3/8"	11 7/8"	14 1/2"	17 3/8"
F:	8"	10 3/8"	11 1/2"	12 7/8"	14 3/8"	16 1/8"	19 5/8"

**NOTES:**  
 1. MOUNTING HARDWARE SUPPLIED BY OTHERS  
 2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS 1/8"  
 3. ELECTRIC LIGHTS SUPPLIED WITH 182 WIRE WITH GROUND  
 4. GAS LIGHTS SUPPLIED WITH 1/2" COPPER GAS LINE AND 1/4" x 1/2" GAS LINE ADAPTOR

**BEVOLO GAS & ELECTRIC LIGHTS**

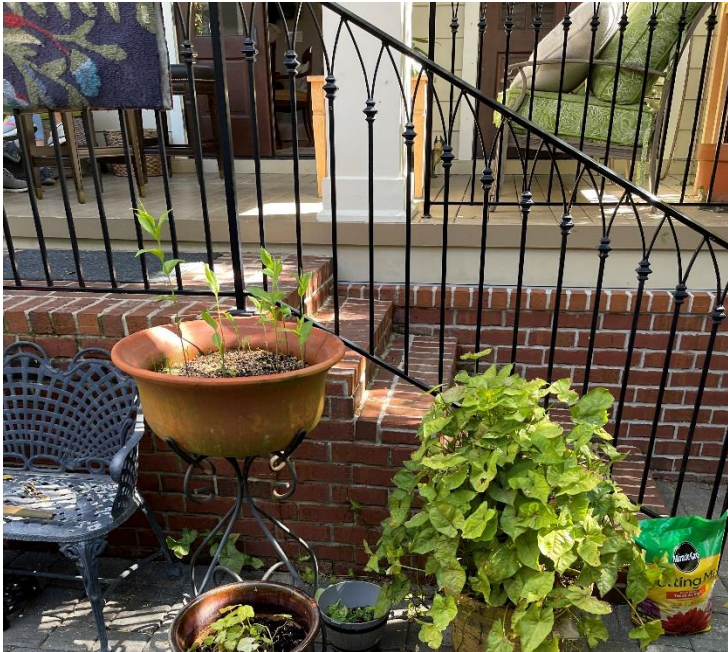
<b>LIGHT:</b>	<b>FRENCH QUARTER</b>	<b>DATE:</b>	<b>APP. BY:</b> JJC	COPYRIGHT 2011, BEVOLO GAS & ELECTRIC LIGHTS. DRAWINGS & DESIGNS ARE OWNED BY BEVOLO AND SHALL REMAIN THE SOLE AND EXCLUSIVE PROPERTY OF BEVOLO GAS & ELECTRIC LIGHTS. DRAWINGS AND DESIGNS SHALL NOT BE REPLICATED IN WHOLE OR PART.
<b>BRACKET:</b>	<b>ORIGINAL BRACKET MOUNT</b>	<b>11-80-17</b>	<b>REVISION:</b> 5	

**EXTERIOR RAILING**

NEW RAILING @BALCONETTE TO  
MATCH EXISTING RAILING @REAR EXTERIOR STAIR

**WINDOW**

NEW WINDOW TRIM TO MATCH EXISTING



EXISTING RAILING



EXISTING WINDOW

**STRUCTURAL BRACKETS @NEW ENTRY AWNING**

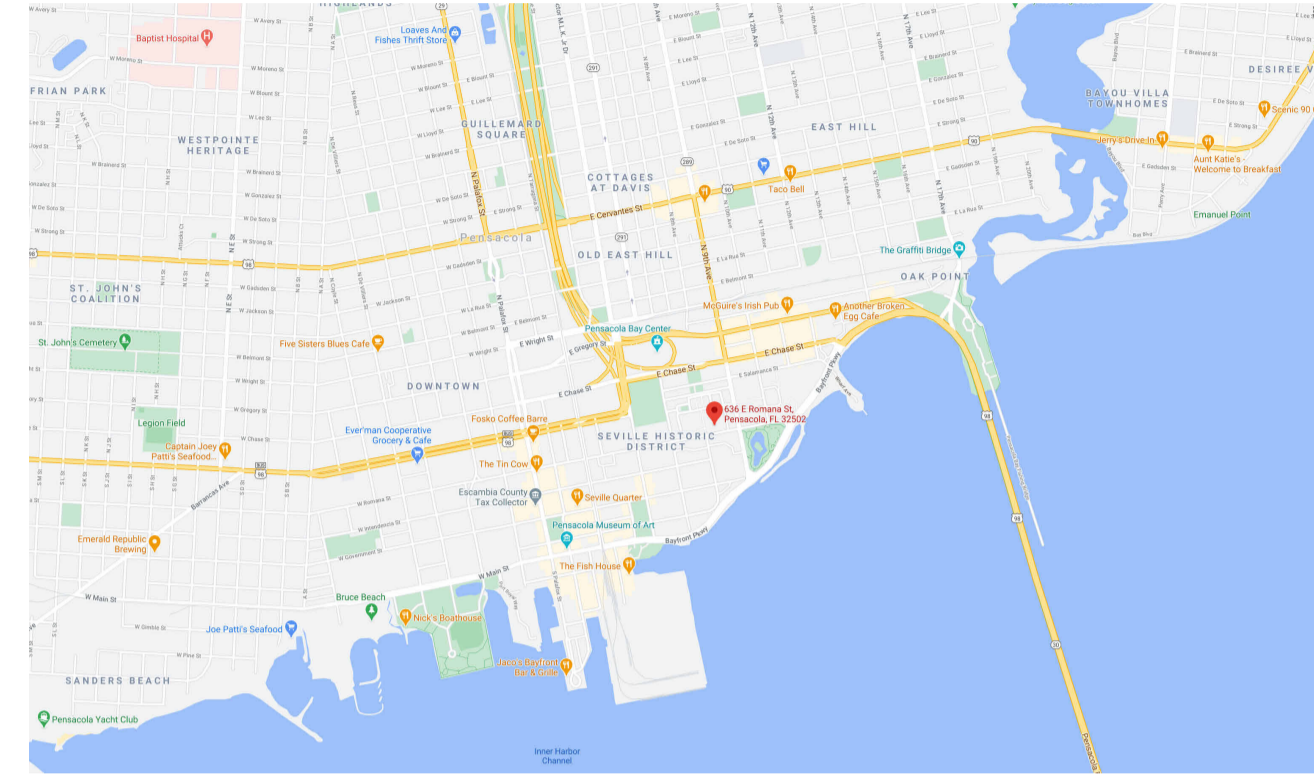
NEW STRUCTURAL BRACKET TO MATCH EXISTING BRACKET @GARAGE



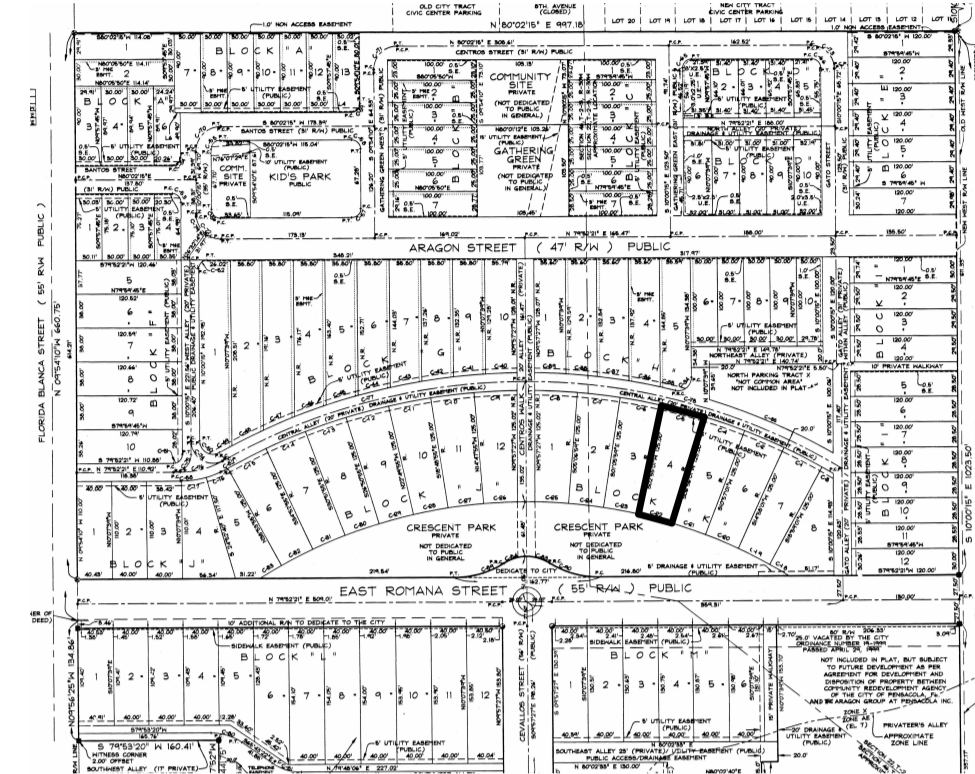
EXISTING BRACKET @GARAGE

# BLACKMAN RENOVATION

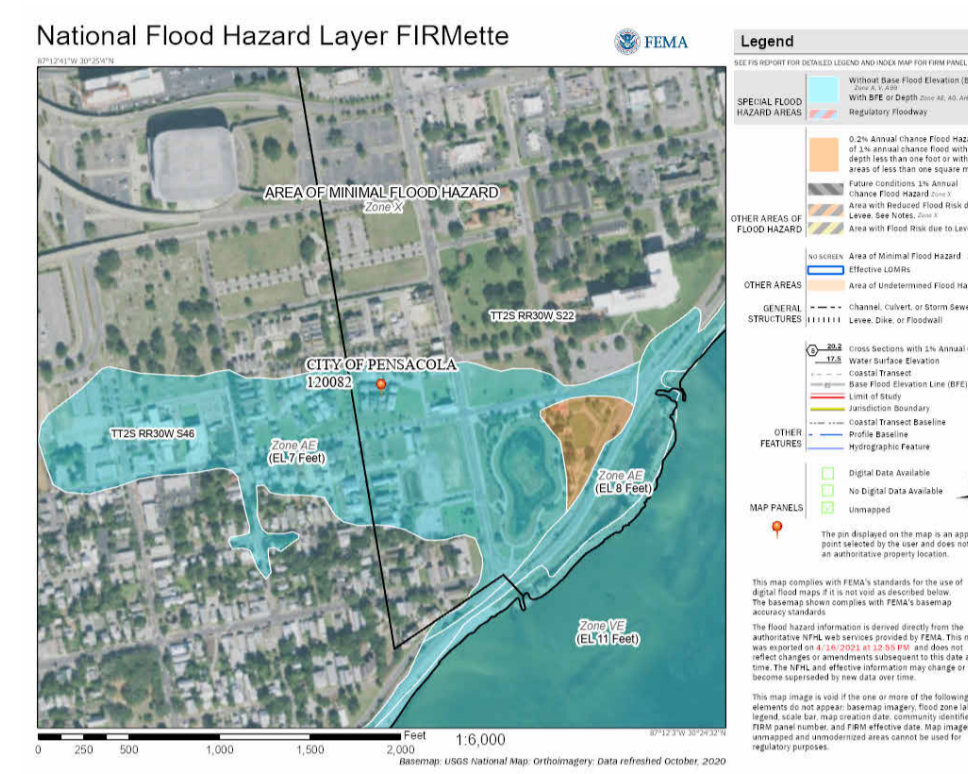
A RENOVATION WITH ADDITION OF SECOND STORY ONTO EXISTING ONE STORY ACCESSORY STRUCTURE  
 636 E ROMANA STREET, PENSACOLA, FL 32502



VICINITY MAP



SITE MAP



FEMA FLOOD MAP



ALLEY VIEW

## BUILDING DATA

APPLICABLE CODES:  
 2020 FLORIDA BUILDING CODE, RESIDENTIAL  
 FLORIDA FIRE PREVENTION CODE, 7th EDITION

CONSTRUCTION TYPE:  
 TYPE VB - UNPROTECTED, UNSPRINKLERED

OCCUPANCY CLASSIFICATION:  
 RESIDENTIAL (R-3) - SINGLE FAMILY DWELLING UNIT

ZONED: GRD-1

FLOOD ZONE: AE

PHYSICAL PROPERTIES:  
 BUILDING HEIGHT: 31' - 2 3/4"  
 NO. OF STORIES: 2

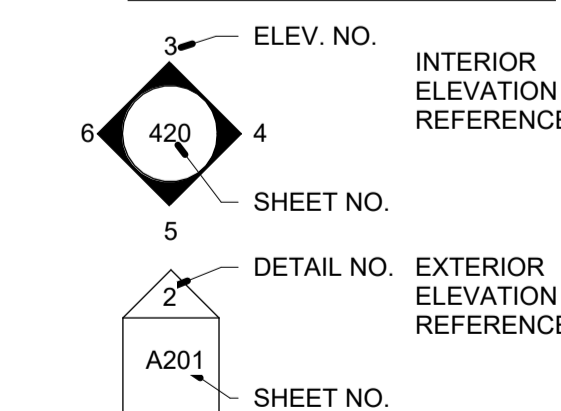
BUILDING AREA TOTALS		
Name	LEVEL	AREA
UNCONDITIONED		
EXISTING GARAGE	FIRST LEVEL	567 SF
UNCONDITIONED		567 SF
CONDITIONED		
NEW - STAIR ADDITION	FIRST LEVEL	126 SF
NEW - SECOND FLOOR ADDITION	SECOND LEVEL	727 SF
CONDITIONED		853 SF
TOTAL BUILDING AREA		1,421 SF

INDEX OF DRAWINGS		
Sheet Number	Sheet Title	Rev. #
General		
G001	TITLE SHEET	
Civil		
C101	AREA PLAN & SITE PLAN	
Architectural		
A010	DEMO PLAN	
A101	NEW WORK FLOOR PLANS	
A201	EXTERIOR ELEVATIONS	
A701	3D EXTERIOR PERSPECTIVE VIEWS	

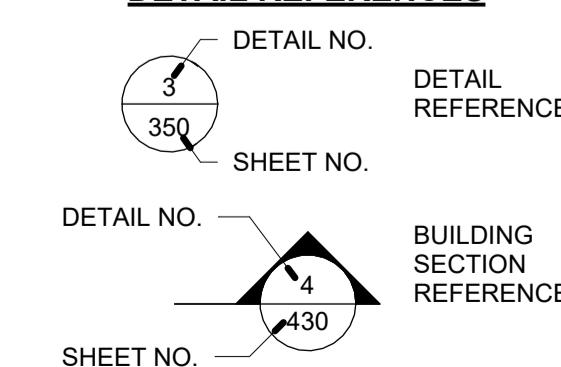
## GENERAL NOTES

- TO THE BEST OF OUR KNOWLEDGE, THESE DRAWINGS COMPLY WITH THE APPLICABLE REQUIREMENTS OF THE FLORIDA BUILDING CODE, 2020 EDITION.
- CONTRACTOR TO COMPLY WITH REQUIREMENTS OF THE FLORIDA BUILDING CODE, AND ALL OTHER APPLICABLE FEDERAL, STATE AND LOCAL CODES, STANDARDS, REGULATIONS AND LAWS.
- ALL REFERENCED STANDARDS REFER TO THE EDITION IN FORCE AT THE TIME THESE ARE ISSUED.
- CONTRACTOR TO REVIEW ALL CONTRACT DOCUMENTS, DIMENSIONS AND SITE CONDITIONS AND COORDINATE WITH FIELD DIMENSIONS AND PROJECT SHOP DRAWINGS PRIOR TO CONSTRUCTION. REPORT ANY DISCREPANCIES IN WRITING TO ARCHITECT. DO NOT CHANGE SIZE OR DIMENSIONS OF STRUCTURAL MEMBERS WITHOUT WRITTEN INSTRUCTIONS FROM THE ARCHITECT OF RECORD.
- ANY DISCREPANCIES, OMISSIONS OR VARIATIONS NOTED IN THE CONSTRUCTION DOCUMENTS OR DISCOVERED DURING CONSTRUCTION SHALL BE IMMEDIATELY COMMUNICATED IN WRITING TO THE ARCHITECT FOR HIS REVIEW. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL ASSUMPTIONS OF CONSTRUCTION DOCUMENTS NOT VERIFIED IN WRITING BY THE ARCHITECT OF RECORD.
- PROTECT EXISTING FACILITIES, STRUCTURES AND UTILITY LINES FROM ALL DAMAGE. EACH CONTRACTOR SHALL PROTECT HIS WORK, ADJACENT PROPERTY AND THE PUBLIC. EACH CONTRACTOR IS SOLELY RESPONSIBLE FOR DAMAGE OR INJURY DUE TO HIS ACT OR NEGLIGENCE.
- THE CONTRACTOR IS SOLELY RESPONSIBLE FOR JOB SAFETY AND CONSTRUCTION PROCEDURES.
- DO NOT SCALE DRAWINGS; USE DIMENSIONS.
- DETAILS LABELED "TYPICAL DETAILS" ON THE DRAWINGS APPLY TO ALL SITUATIONS THAT ARE THE SAME OR SIMILAR TO THOSE SPECIFICALLY DETAILED. SUCH DETAILS APPLY WHETHER OR NOT THEY ARE KEYED IN AT EACH LOCATION. QUESTIONS REGARDING APPLICABILITY OF TYPICAL DETAILS SHALL BE RESOLVED BY THE ARCHITECT.
- PRODUCT SUBSTITUTION SHALL BE MADE SUBJECT TO FULL COMPLIANCE WITH THE CRITERIA NOTED HEREON. ANY SUCH SUBSTITUTION SHALL BE SUBJECT TO PRIOR APPROVAL BY THE DESIGN PROFESSIONAL AND THE LOCAL BUILDING AUTHORITY HAVING JURISDICTION.
- PRIOR TO COMMENCEMENT OF THE WORK, PROVIDE THE ARCHITECT WITH A PROPOSED SUBMITTAL SCHEDULE. ALLOW, AT MINIMUM, (12) BUSINESS DAYS FOR EACH SUBMITTAL REVIEW. NO EXTENSION OF THE CONTRACT TIME OR INCREASE IN THE CONTRACT SUM WILL BE AUTHORIZED BECAUSE OF FAILURE TO TRANSMIT SUBMITTALS ENOUGH IN ADVANCE OF THE WORK TO PERMIT PROCESSING, INCLUDING RESUBMITTALS.
- COMPLY WITH 2020 FBC, RESIDENTIAL EDITION R301.2.1.2 FOR RESIDENTIAL WORK OR 2020 FBC 1609.1.2 FOR COMMERCIAL WORK REGARDING OPENING PROTECTION. FOR R-3 OCCUPANCIES ONLY, OPTION TO PROVIDE FLORIDA PRODUCT APPROVED IMPACT RESISTANT GLAZING PRODUCT, OR WIND LOAD APPROVED WINDOWS PROTECTED WITH FLORIDA PRODUCT APPROVED OPENING PROTECTION SYSTEM. IF LATTER OPTION IS USED, PROVIDE (2) COPIES OF MARKED INSTALLATION INSTRUCTIONS FOR ANCHOR SIZE, SPACING, MOUNTING TYPE, ETC.

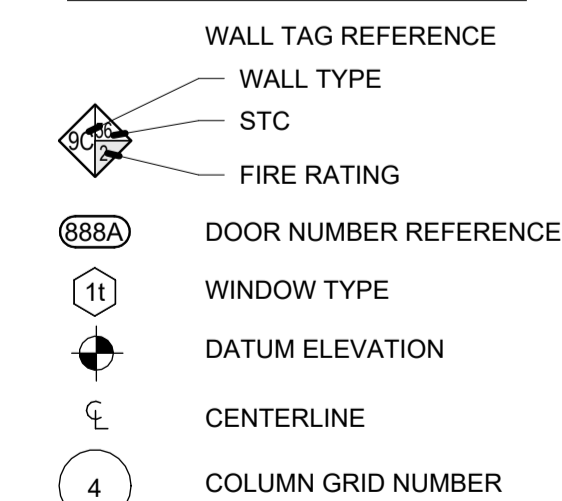
### ELEVATION REFERENCES



### DETAIL REFERENCES



### ANNOTATION REFERENCES



### Room name ROOM TAG



### REVISION NUMBER REFERENCE



**dalrymple | sallis**  
 architecture  
 503 E. Government St.  
 Pensacola, FL 32502  
 v: 850-470-6399  
 f: 850-470-6397  
 www.dalsol.com  
 AR 0016385

THIS DOCUMENT SHOWS ORIGINAL AND UNFINISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED IN ANY PART WITHOUT WRITTEN CONSENT OF THE FIRM'S PRINCIPALS

CERTIFICATION

PRICING SET

**BLACKMAN RENOVATION**

636 E ROMANA STREET, PENSACOLA, FL 32502

DRAWN BY: LBW CHECKED BY: JSS

ISSUE DATE: 1-28-2022

REVISIONS:  
 No. Desc. Date

SHEET TITLE:

**TITLE SHEET**

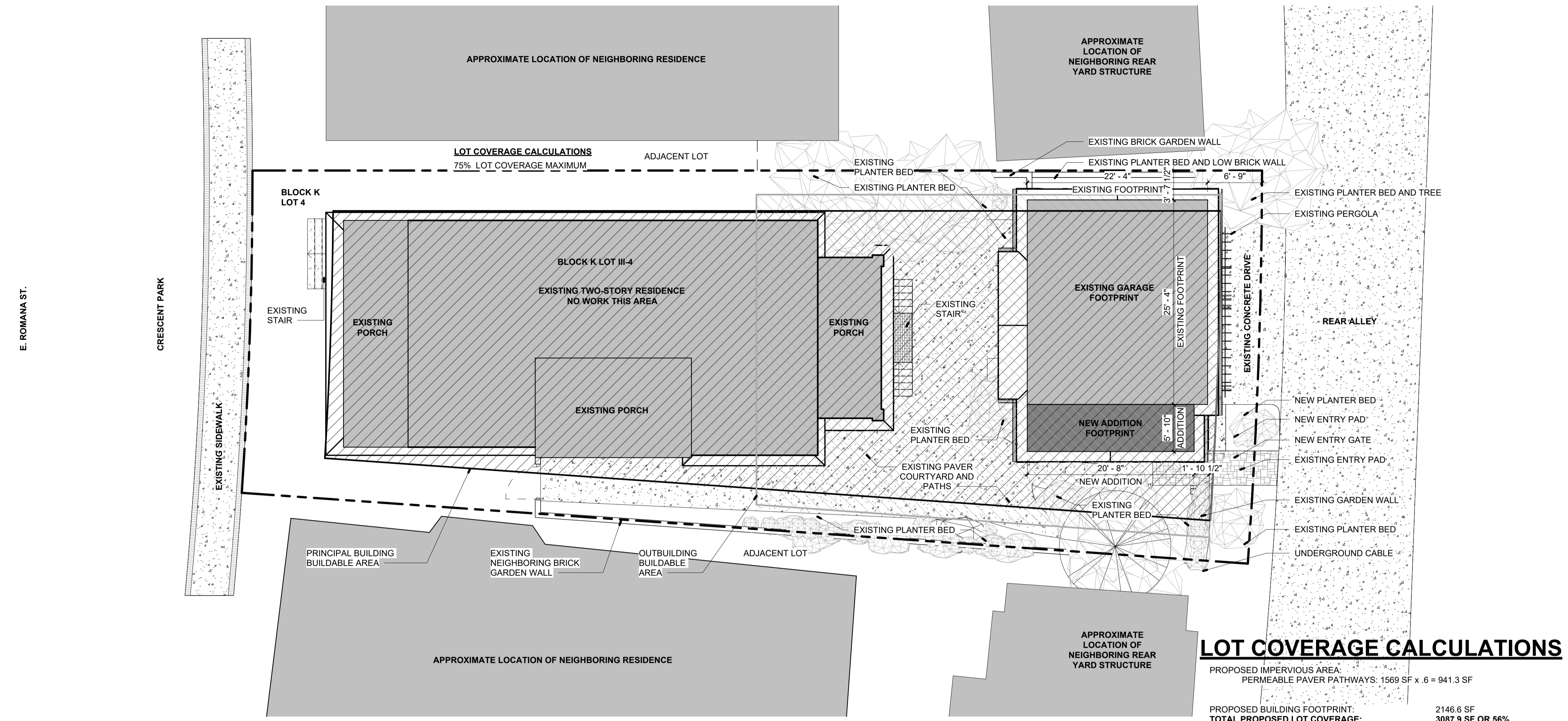
SHEET NO:

**G001**

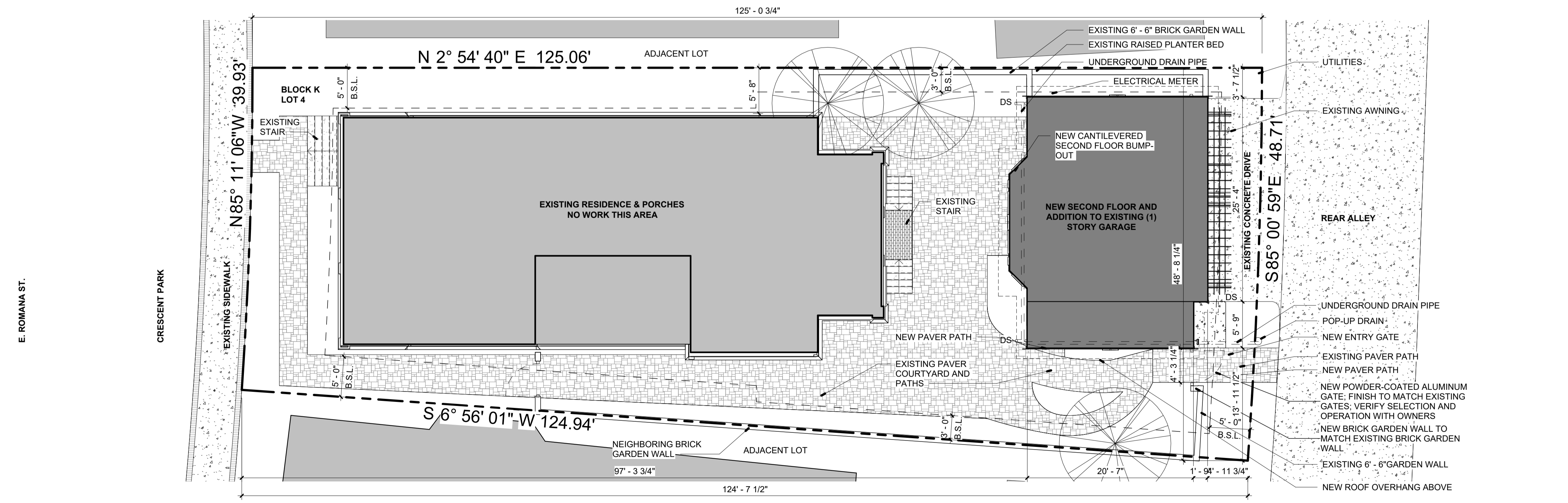
PROJECT NO: 21020

**NEW WORK SITE PLAN NOTES:**

1. ALL LANDSCAPING BY OWNER.



**2 AREA PLAN**  
1/8" = 1'-0"



**1 ARCHITECTURAL SITE PLAN**  
1/8" = 1'-0"



**dalrymple | sallis**  
architecture  
503 E. Government St.  
Pensacola, FL 32502  
v: 850-470-6399  
f: 850-470-6397  
www.dalsal.com  
AR 0016385

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CERTIFICATION

PRICING SET

**BLACKMAN RENOVATION**  
636 E ROMANA STREET, PENSACOLA, FL 32502

DRAWN BY: LBW  
CHECKED BY: JSS

ISSUE DATE: 1-28-2022

REVISIONS No. Des. Date

SHEET TITLE:

**AREA PLAN & SITE PLAN**

SHEET NO:

**C101**

PROJECT NO: 21020



**dalrymple | sallis**  
architecture

503 E. Government St.  
Pensacola, FL 32502  
v: 850-470-6399  
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**BLACKMAN RENOVATION**

636 E ROMANA STREET, PENSACOLA, FL 32502

DRAWN BY: LBW  
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ISSUE DATE:  
1-28-2022

REVISIONS  
No. Des. Date

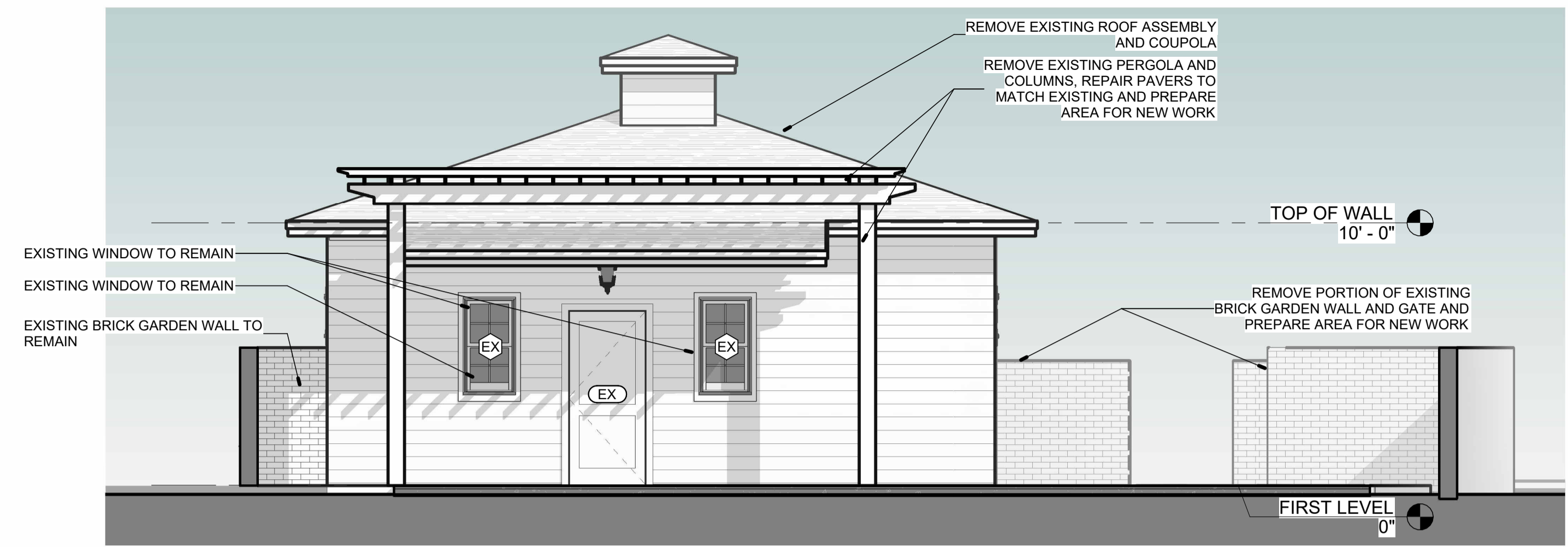
SHEET TITLE:

**DEMO PLAN**

SHEET NO:

**A010**

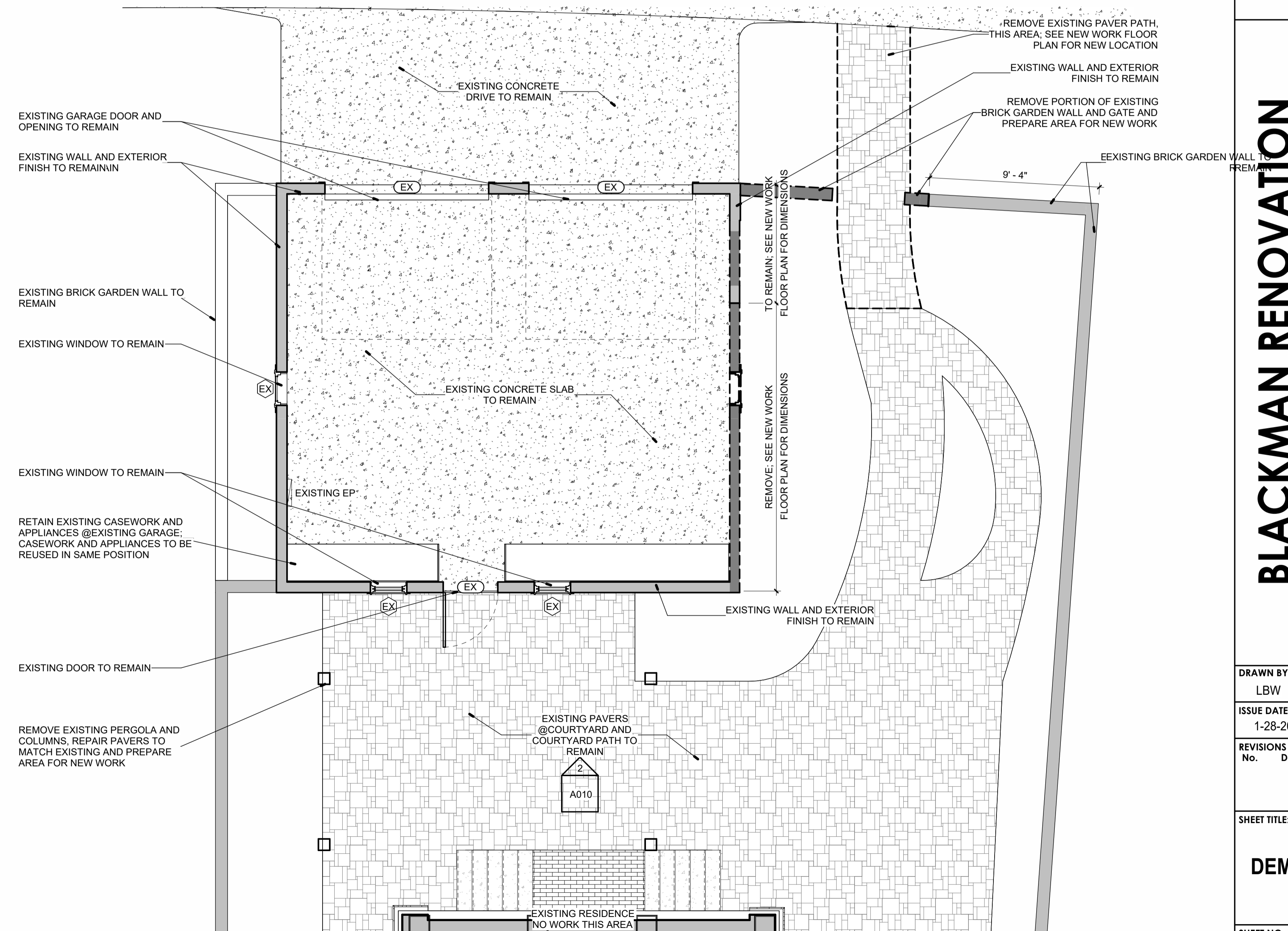
PROJECT NO:  
21020



**2 FRONT ELEVATION - DEMO**  
1/4" = 1'-0"

**DEMOLITION NOTES**

1. GENERAL CONTRACTOR TO VERIFY EXISTING UTILITY LOCATIONS BEFORE COMMENCING WORK
2. DISCONNECT EXISTING UTILITIES AS REQUIRED FOR NEW WORK.
3. RECYCLE AS MUCH DEBRIS AND WASTE MATERIALS AS POSSIBLE. DISPOSE OF WASTE OFF SITE.
4. CONTRACTOR TO VERIFY EXISTING FOOTING CONDITION BEFORE COMMENCING WORK.



**1 A-DP01 GRADE**  
1/4" = 1'-0"







NOTE: ALL 3D VIEWS ARE CONCEPTUAL AND NOT CONSIDERED CONTRACT DOCUMENTS



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architecture

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CERTIFICATION

PRICING SET

**BLACKMAN RENOVATION**

636 E ROMANA STREET, PENSACOLA, FL 32502

DRAWN BY:	CHECKED BY:
LBW	JSS

ISSUE DATE:  
1-28-2022

REVISIONS No.	Des.	Date

SHEET TITLE:  
**3D EXTERIOR PERSPECTIVE VIEWS**

SHEET NO:  
**A701**

PROJECT NO:  
21020

Department:

Comments:

Department:	Comments:
FIRE	No comments
PW/E	No comments
InspSvcs	No comments
ESP	No comments
ECUA	No comments
FPL	No comments
ATT	No comments
Surveyor	No comments
Planning	No comments



Memorandum

---

File #: 22-00202

Planning Board

3/8/2022

---

**TO:** Planning Board Members

**FROM:** Cynthia Cannon, AICP, Assistant Planning Director

**DATE:** 3/1/2022

**SUBJECT:**

Conditional Use Permit Application - 209 N. A Street, Mt. Lily Baptist Church

**BACKGROUND:**

John David Ellis is requesting a Conditional Use Permit to allow for the adaptive reuse of the existing structure at 209 N. A Street, also known as the former Mt. Lily Baptist Church. The project will convert the existing structure into six (6) dwelling units of affordable rental housing.

The subject property is located in the R-1A, medium-density zoning district. Per Sec. 12-3-107. Conditional Use Permits (attached) the following summarizes the allowed conditional uses and the standards for approval:

(b) Applicability

(2) Vacant public, semi-public, institutional, **church** or historically significant structures within the R-1AA, **R-1A**, R-ZL, R-2A and R-2 zoning districts. To allow for adaptive reuse of vacant public, semi-public, institutional, church or historically significant structure...

(d) *Standards for approval.* A conditional use may be approved by the city council only upon determination that the application and evidence presented clearly indicate that all of the following standards have been met:

- (1) The proposed use shall be in harmony with the general purpose, goals, objectives and standards of the city comprehensive plan, the land development regulations, or any other applicable plan, program, map or regulation adopted by the city council.
- (2) The proposed use will not adversely affect the public health, safety or welfare.
- (3) The proposed use shall be compatible with the surrounding area and not impose an excessive burden or have substantial negative impact on surrounding or adjacent uses.
- (4) The proposed use shall be provided with adequate public facilities and services, including roads, drainage, water, sewer, and police and fire protection.

- (5) The proposed use will not create undue traffic congestion.
- (6) The proposed use shall minimize, to the extent reasonably possible, adverse effects on the natural environment.

This application has been routed through the various City departments and utility providers. The comments received to date have been included in the attachments.



# APPLICATION FOR SITE PLAN APPROVAL

Please Check Application Type and Required Fees:

Site Plan "A"		
<input checked="" type="checkbox"/>	Conditional Use	
<input type="checkbox"/>	Special Planned Development	
<input type="checkbox"/>	Major Revisions to SSD's	
<input type="checkbox"/>	Exception to the 4,000 sq. ft. maximum area for a commercial use in an R-NC district	
Site Plan "A" Fees:		
<input type="checkbox"/>	Preliminary	Fee: \$1,500.00
<input type="checkbox"/>	Final	Fee: \$1,500.00
<input type="checkbox"/>	Preliminary & Final	Fee: \$2,000.00
<input type="checkbox"/>	Review Board Rehearing/Rescheduling	Fee: \$250.00
<input type="checkbox"/>	City Council Rehearing/Rescheduling	Fee: \$750.00

Site Plan "C"		
<input type="checkbox"/>	Non-residential Parking in a Residential Zone	
Site Plan "C" Fees:		
<input type="checkbox"/>	Application	Fee: \$1,500.00
<input type="checkbox"/>	Appeal to City Council	Fee: \$250.00

Site Plan "B"		
<input type="checkbox"/>	Conservation district (CO)	
<input type="checkbox"/>	Airport district – all private, non-aviation related development in the ARZ zone and all developments except single-family in an approved subdivision in the ATZ-1 and AZT-2 zones	
<input type="checkbox"/>	Waterfront Redevelopment district (WRD)	
<input type="checkbox"/>	South Palafox Business district (SPBD)	
<input type="checkbox"/>	Interstate Corridor district (IC)	
<input type="checkbox"/>	Multi-family developments over 35' high within the R-2A district	
<input type="checkbox"/>	Buildings over 45' high in the R-2, R-NC and C-1 districts	
Site Plan "B" Fees:		
<input type="checkbox"/>	Preliminary	Fee: \$1,500.00
<input type="checkbox"/>	Final	Fee: \$1,500.00
<input type="checkbox"/>	Preliminary & Final	Fee: \$2,000.00
<input type="checkbox"/>	Review Board Rehearing/Rescheduling	Fee: \$250.00
<input type="checkbox"/>	City Council Rehearing/Rescheduling	Fee: \$750.00

**APPLICATION DEADLINE IS 30 CALENDAR DAYS PRIOR TO THE PLANNING BOARD MEETING**

### Applicant Information:

Name: John David Ellis Date: 02/04/2022

Address: 321 N deVilliers St. Ste. 101, Pensacola, FL 32501

Phone: 8503120012 Fax: \_\_\_\_\_ Email: johndavidellisjr@gmail.com

### Property Information:

Owner Name: PLVS VLTRA LLC Phone: 8505053533

Location/Address: 209 N A St. Pensacola, FL 32502

Parcel ID: 00 - 0S - 00 - 9080 - 260 - 015 Square Feet/Acres: 8400SF/0.193 ac

Legal Description: Please attach a full legal description (from deed or survey)

Purpose of site plan approval: To allow for the adaptive reuse of the existing structure into 6 dwelling units.

I, the undersigned applicant, understand that payment of these fees does not entitle me to approval of this site plan and that no refund of these fees will be made. Also, I understand that any resubmissions based on non-compliance with City subdivision and/or development requirements will result in one-half (1/2) the initial application fee. I have reviewed a copy of the applicable zoning regulations and understand that I must be present on the date of the Planning Board and City Council meeting.

Signature of Applicant  
(Owner of Property or Official Representative of Owner)

02/04/2022

Date

# *PLVS VLTRA*

## **Conditional Use Approval - Mt. Lily**

Mt. Lily aims to be a small step towards providing a private solution to the public problem of housing affordability in Pensacola. This problem is getting worse each day, so by transforming this former church into 6 units of affordable rental housing in the heart of downtown Pensacola, we can begin to improve the quality of life of area residents. We aim to make these units and our building both beautiful and affordable, with an intended goal of renting out each unit well below market rents.

For context, In 2021, median home prices in the U.S. rose by 16.9%. This was the highest increase on record and while this has done well to bolster the wealth and financial security of homeowners throughout the country, this has also put homeownership out of reach for many, and increased the cost of rentals for many more. In the city of Pensacola, the Affordable Housing Task Force identified these key findings in their report released in 2020:

- Median Renter Households make only 66% of the Area Median Income - we hope to deliver units far below this income level.
- Renters are far more likely to be cost-burdened than homeowners - our project addresses the greatest need right now.
- 70% of our housing stock is single-family detached - this project adds to the diversity of our current housing stock.

To put it in plain terms, the task force concluded that we do not have enough housing, and even worse, the housing we do have is out of reach for most.

By approving the conditional use you will:

1. Demonstrate a genuine desire to address one of the greatest threats to continued growth and vibrancy that our city faces.
2. Preserve the integrity of the community fabric by creating attainable housing for the Westside-Garden District.
3. Eliminate more than a decade of vacancy and underutilization of this building which was once a fixture of this historic neighborhood.

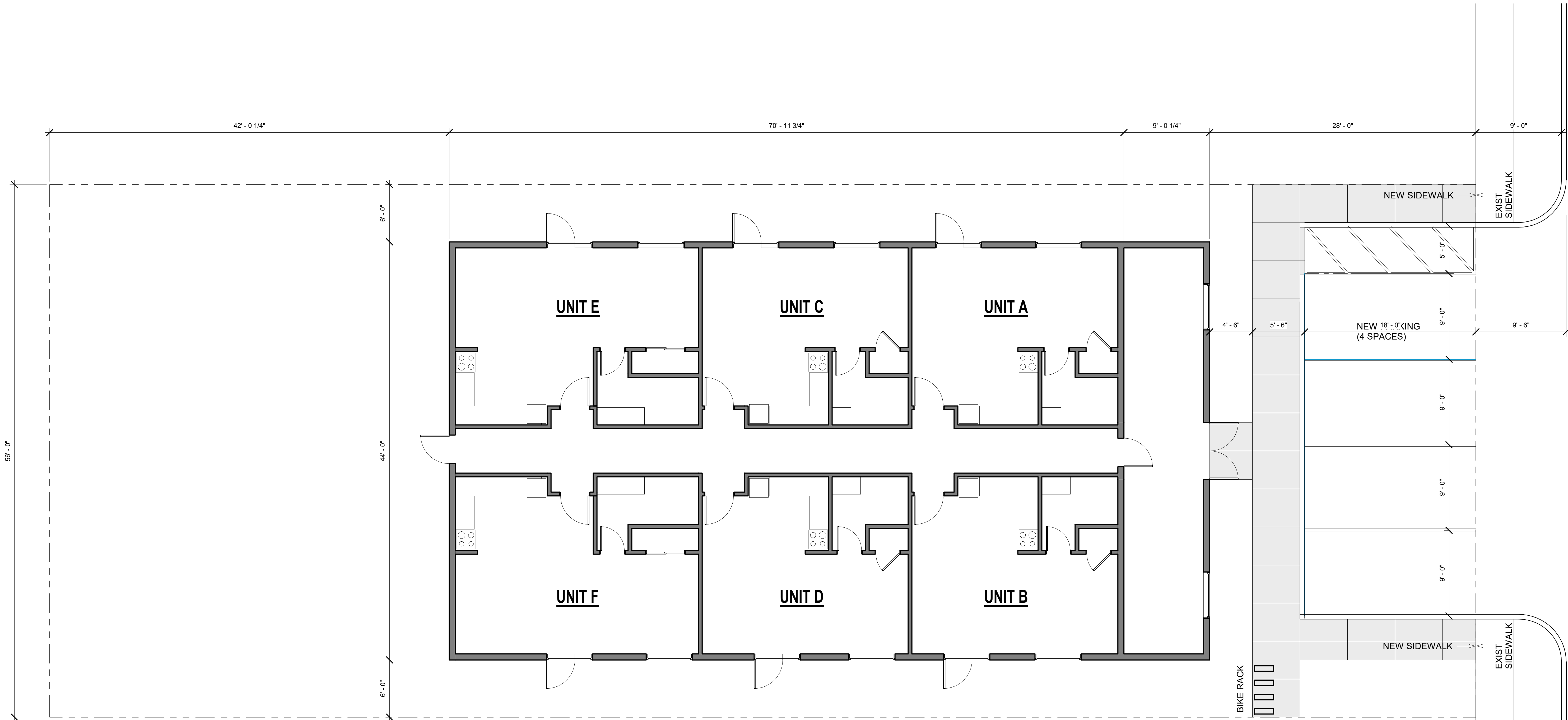
You have an opportunity before you to help us transform the lives of the working people of Pensacola by approving the conditional use being requested. We hope this is an easy decision for you to make. Thank you for your consideration, and for your contributions to the people of Pensacola.

**Legal Description- 209 N A St. Pensacola, FL 32502**

**LTS 26 27 BLK 15 DB 542 P 337 MAXENT TRACT CA 104**

Lots 26 and 27, Block 15, Maxent Tract, City of Pensacola, Escambia County, Florida, according to the map of said City, copyrighted by Thomas C Watson in 1903.

Parcel ID Number: 000S009080260015



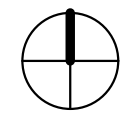
NORTH A STREET

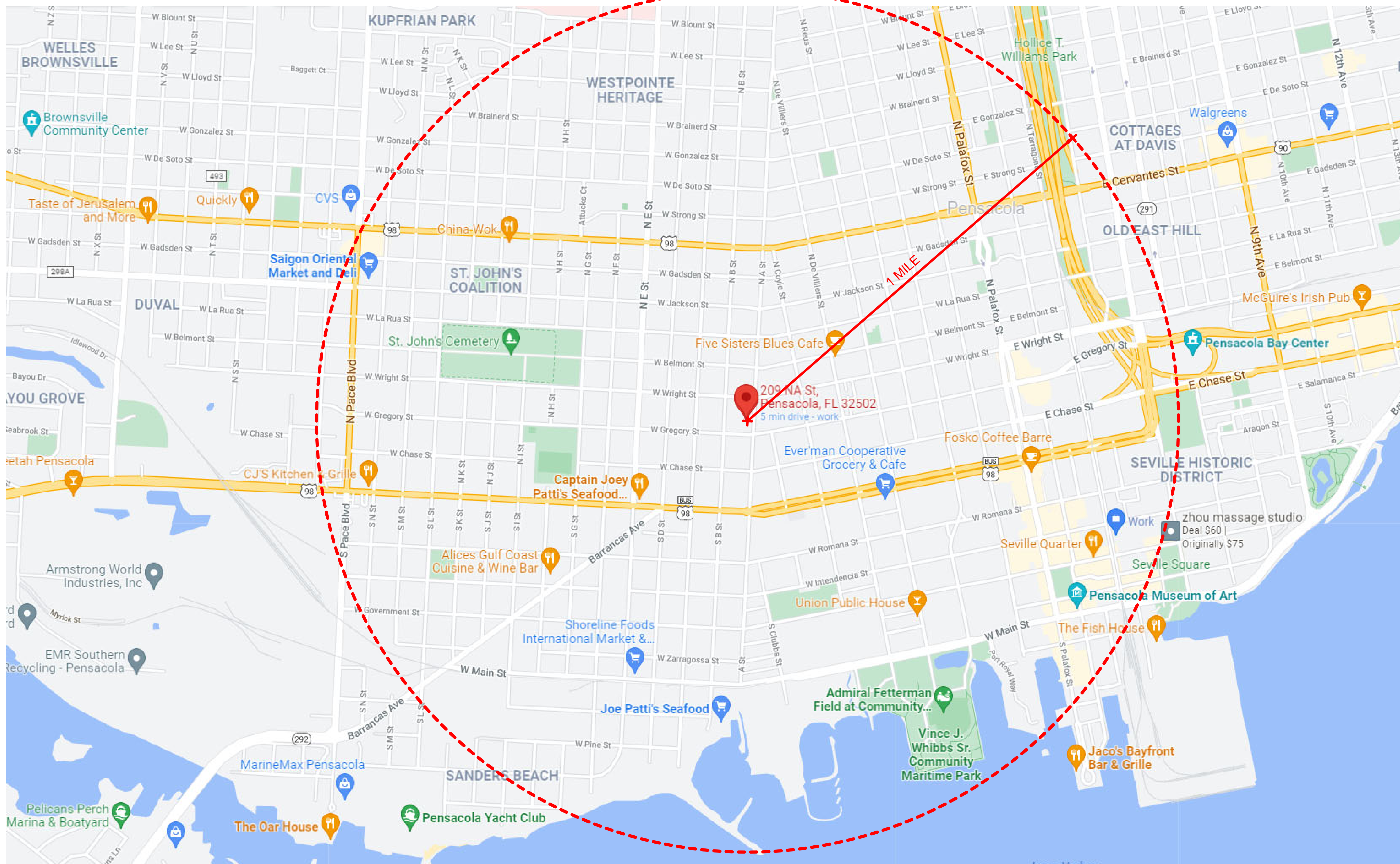
**PARCEL DATA:**

PARCEL AREA: 8,400 SF (0.193 ACRE)  
 EXISTING ZONING: R1-A  
 EXISTING USE: CHURCH  
 EXISTING BUILDING AREA: 3,502 SF  
 EXISTING PARKING: 2 SPACES  
 OVERLAYS: PENSACOLA INNER CITY CRA  
 WESTSIDE CRA  
 URBAN INFILL  
 URBAN DESIGN OVERLAY DISTRICT

**PROPOSED ADAPTIVE RE-USE:**

PROPOSED DWELLING UNITS: 6 (AVG DU SIZE = 465 SF)  
 DU/ACRE: 31.1 (35 MAX)  
 EXISTING BUILDING AREA: 3,502 SF (NO CHANGE TO EXISTING FOOTPRINT)  
 HEIGHT: 25 FT (NO CHANGE TO EXISTING HEIGHT, 45 FT MAX)  
 YARD & SPACING REQ.: ADAPTIVE RE-USE EXISTING CHURCH (NO CHANGE TO FOOTPRINT)  
 COMMON AREA: 3,862 SF  
 PARKING: 4 SPACES [6 REQ'D W/ CREDIT FOR 2 SPACES FOR BIKE RACK (1) & ADMINISTRATIVE REDUCTION (1)]  
 TREE COVER & VEGETATION: MINIMAL EXISTING VEGETATION TO REMAIN



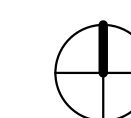


PLACES FOR PEOPLE, LLC  
 1904 E. LEONARD ST.  
 PENSACOLA, FL 32503  
 (850) 380-8020 | AR#96913

ADDRESS: 209 N A STREET  
 PARCEL ID: 00-0S-00-9080-260-015

# MT LILY

VICINITY MAP



2/4/2022 10:37:03 AM

SCALE: 1 : 7200

# National Flood Hazard Layer FIRMette



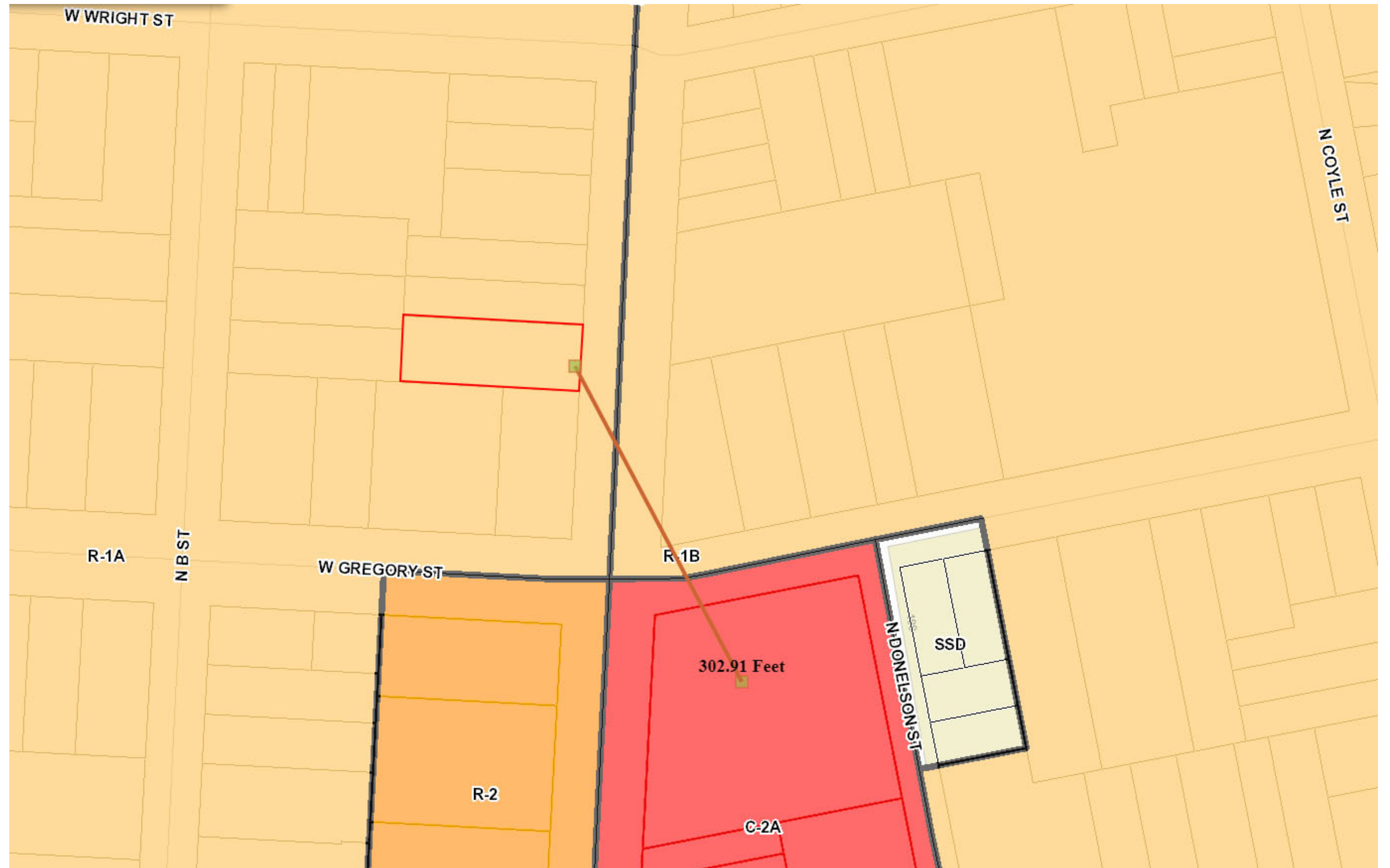
## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

- SPECIAL FLOOD HAZARD AREAS**
- Without Base Flood Elevation (BFE) Zone A, V, AE, AH, VE, AR
  - With BFE or Depth Zone AE, AO, AH, VE, AR
  - Regulatory Floodway
- OTHER AREAS OF FLOOD HAZARD**
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
  - Future Conditions 1% Annual Chance Flood Hazard Zone X
  - Area with Reduced Flood Risk due to Levee. See Notes. Zone X
  - Area with Flood Risk due to Levee Zone D
- OTHER AREAS**
- NO SCREEN Area of Minimal Flood Hazard Zone X
  - Effective LOMRs
  - Area of Undetermined Flood Hazard Zone D
- GENERAL STRUCTURES**
- Channel, Culvert, or Storm Sewer
  - Levee, Dike, or Floodwall
- OTHER FEATURES**
- Cross Sections with 1% Annual Chance Water Surface Elevation
  - Coastal Transect
  - Base Flood Elevation Line (BFE)
  - Limit of Study
  - Jurisdiction Boundary
  - Coastal Transect Baseline
  - Profile Baseline
  - Hydrographic Feature
- MAP PANELS**
- Digital Data Available
  - No Digital Data Available
  - Unmapped
- The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards. The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 2/4/2022 at 7:24 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



[Restore Full Version](#)

General Information		Assessments				
<b>Parcel ID:</b>	000S009080260015	<b>Year</b>	<b>Land</b>	<b>Imprv</b>	<b>Total</b>	<b>Cap Val</b>
<b>Account:</b>	152451000	2021	\$41,940	\$92,989	\$134,929	\$134,929
<b>Owners:</b>	MOUNT LILLY BAPTIST OF THE CITY OF PENSACOLA FLORIDA	2020	\$41,940	\$93,177	\$135,117	\$135,117
<b>Mail:</b>	C/O PLVS VLTRA LLC 321 N DEVILLIERS ST STE 101 PENSACOLA, FL 32501	2019	\$41,940	\$90,244	\$132,184	\$125,081
<b>Situs:</b>	209 N A ST 32502	<b>Disclaimer</b>				
<b>Use Code:</b>	CHURCH	<b>Market Value Breakdown Letter</b>				
<b>Taxing Authority:</b>	PENSACOLA CITY LIMITS	<b>Tax Estimator</b>				
<b>Tax Inquiry:</b>	<a href="#">Open Tax Inquiry Window</a>	<b>File for New Homestead Exemption Online</b>				
Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector						

Sales Data						2021 Certified Roll Exemptions	
Sale Date	Book	Page	Value	Type	Official Records (New Window)	None	
11/12/2021	8667	355	\$55,000	WD		<b>Legal Description</b>	
11/12/2021	8667	354	\$100	WD		LTS 26 27 BLK 15 DB 542 P 337 MAXENT TRACT CA 104	
Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller						<b>Extra Features</b>	
						None	

**Parcel Information**

**Section Map Id:**  
CA104

**Approx. Acreage:**  
0.1970

**Zoned:**  
R-1A

**Evacuation & Flood Information**  
[Open Report](#)

[Launch Interactive Map](#)

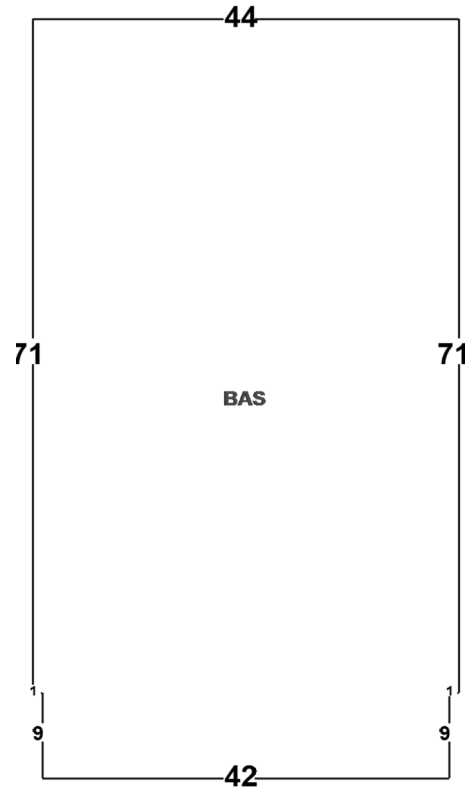
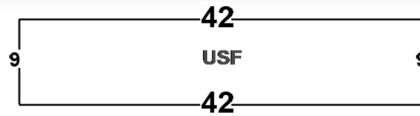
[View Florida Department of Environmental Protection \(DEP\) Data](#)

**Buildings**

Address: 209 N A ST, Year Built: 1958, Effective Year: 1970, PA Building ID#: 26043

Structural Elements

**DECOR/MILLWORK-AVERAGE**  
**DWELLING UNITS-0**  
**EXTERIOR WALL-BRICK-FACE/VENEER**  
**EXTERIOR WALL-CONCRETE BLOCK**  
**FLOOR COVER-VINYL/CORK**  
**FOUNDATION-SLAB ABOVE GRDE**  
**HEAT/AIR-CENTRAL H/AC**  
**INTERIOR WALL-DRYWALL-PLASTER**  
**INTERIOR WALL-EXPOSED BLK/BRK**  
**NO. PLUMBING FIXTURES-6**  
**NO. STORIES-2**  
**ROOF COVER-COMPOSITION SHG**  
**ROOF FRAMING-GABLE**  
**STORY HEIGHT-10**  
**STRUCTURAL FRAME-MASONRY PIL/STL**



Areas - 3880 Total SF

**BASE AREA - 3502**  
**UPPER STORY FIN - 378**

Images



2/2/2022 12:00:00 AM

The primary use of the assessment data is for the preparation of the current year tax roll. No responsibility or liability is assumed for inaccuracies or errors.

# Escambia County, FL - Address Search

209 N A ST



## Warning: This is not a survey

This site was prepared by the Escambia County GIS Division and is provided for information purposes only. It is not to be used for development of construction plans or any type of engineering services based on the information depicted herein and is maintained for the function of this office only. It is not intended for conveyance, nor is it a survey. The data is not guaranteed accurate or suitable for any use other than that for which it was gathered.

## Administrative Report

<b>Parcel Site Address:</b>	209 N A ST
<b>Parcel Ref (link to Property Appraiser):</b>	<a href="#">00-0S-00-9080-260-015</a>
<b>Tax Collector ID (link to Tax Collector):</b>	<a href="#">152451000</a>
<b>Commission District:</b>	3
<b>Jurisdiction:</b>	CITY OF PENSACOLA
<b>Subdivision:</b>	None
<b>Zip Code of Site Address:</b>	32502 (Note: Must be verified with USPS)
<b>Water Franchise:</b>	EMERALD COAST UTILITIES AUTHORITY
<b>Elementary School Zone:</b>	Global Learning Academy (Note: Must be verified with the ECSD)
<b>Middle School Zone:</b>	Workman (Note: Must be verified with the ECSD)
<b>High School Zone:</b>	Pensacola (Note: Must be verified with the ECSD)
<b>Voting Precinct:</b>	31
<b>Polling Place:</b>	Christ Church Pensacola (Note: Must be verified with the ECSD)
<b>Mosquito Spray Area::</b>	14

**Emergency Management Report**

<b>Hurricane Evacuation Zone:</b>	No
<b>Special Flood Hazard Area:</b>	X
<b>DFIRM Panel:</b>	12033C0390G
<b>Base Flood Elevation:</b>	Not Available
<b>Wind Zone:</b>	140
<b>Fire District:</b>	PENSACOLA - 10

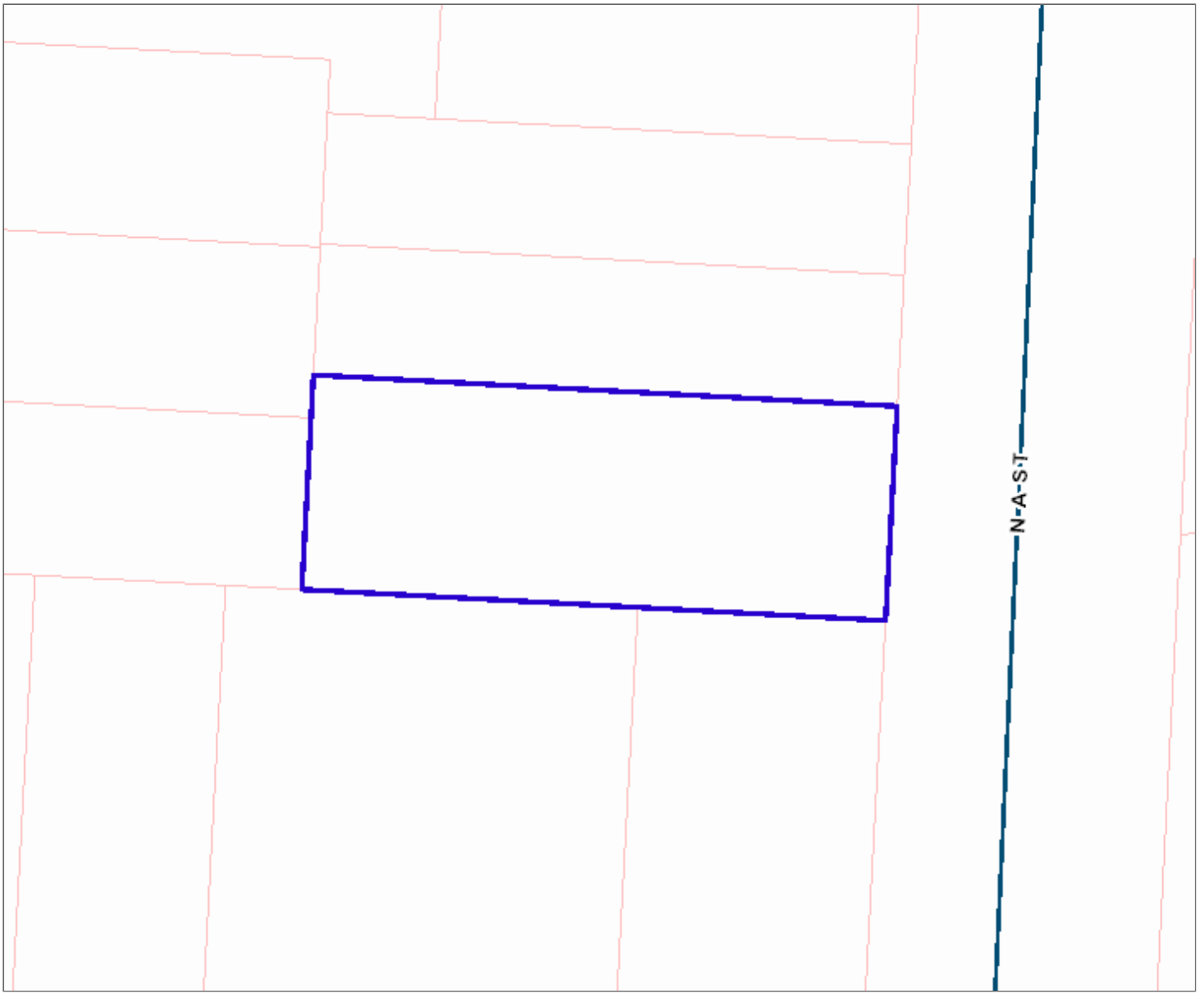
**Topographical Report**

<b>Wetlands Attribute (not an official wetland determination):</b>	No
<b>Soils Map Unit Name:</b>	FOXWORTH SAND, 0 TO 3 PERCENT SLOPES
<b>Drainage Basin:</b>	PENSACOLA BAY
<b>Drainage Basin Number:</b>	VIII

**Land Use Report**

Land use report not available. Please check with the CITY OF PENSACOLA

**Parcel Map Image**



Department:	Comments:
FIRE	No comments
PW/E	No comments
Insp Svcs	No comments
ESP	No comments
ECUA	ECUA has no comment on the conditional use, but the developer/owner will need to submit to ECUA Engineering for review and permitting of water and/or sewer, as the increased occupancy will result in an increased demand of water/sewer. Please have the developer see the ECUA Engineering Manual - Procedures 2 and 3 for information regarding submittal and review processes ( <a href="https://ecua.fl.gov/work-with-us/engineering-manuals-contacts">https://ecua.fl.gov/work-with-us/engineering-manuals-contacts</a> ). Water and sewer utility maps can be obtained by speaking with a representative in the ECUA Map Room at 850-969-3311.
FPL	No comments
ATT	No comments
Surveyor	No comments
Planning	No comments
Sustainability	Suggestion: It would be equitable to include EV charging in the parking lot. This would help people who are on a fixed or low income because they do not have to pay the high fuel prices. Furthermore, FPL and other companies offer free or chip charging for programs like this.

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### Sec. 12-3-107. Conditional use permit.

- (a) *Authorization and purpose.* The city council may, under the prescribed standards and procedures contained herein, authorize the construction of any use that is expressly permitted as a conditional use in a particular zoning district; however, the city reserves full authority to deny any request for a conditional use permit or to impose reasonable conditions on the use. Provisions for a conditional use permit are intended to establish a process for submitting a site plan for specific uses that require further review by the planning board and city council to assess the impacts of the proposed use on the surrounding neighborhood.
- (b) *Applicability.*
- (1) Conditional uses listed under zoning district regulations, or in this section for a specific land use type. Any proposed development or redevelopment of property within the R-1AAA, R-1AA, R-1A, R-ZL, R-2A, R-2, HR-1, HR-2, PR-1AAA, PR-2 and PC-1 zoning districts may apply for conditional uses listed under the zoning regulations for the district.
  - (2) Vacant public, semi-public, institutional, church or historically significant structures within the R-1AA, R-1A, R-ZL, R-2A and R-2 zoning districts. To allow for adaptive reuse of vacant public, semi-public, institutional, church or historically significant structure within the R-1AA, R-1A, R-ZL, R-2A and R-2 zoning districts which, by nature of its size, structural layout, site layout or other unique features, could not feasibly be redeveloped for adaptive reuse under existing zoning regulations, a conditional use permit may be granted. Redevelopment of an existing building may occur within its existing footprint or may be expanded subject to compliance with the lot coverage, intensity and height standards for the applicable zoning district. Existing buildings that exceed 45 feet may be redeveloped within the existing building envelope height; buildings that are less than 45 feet in height may not be expanded to exceed 45 feet in height. The following uses or combinations of uses shall be eligible to apply for a conditional use permit:
    - a. Any type of residential development at a maximum density of 35 units per gross acre, dormitories.
    - b. Child care facilities, nursing homes, rest homes, convalescent homes.
    - c. Studios, with no outside storage or work permitted.
    - d. Banks, office buildings.
    - e. Restaurants.
    - f. Retail food and drugstores; personal service shops; clothing and fabric stores; home furnishing stores, hardware and appliance stores; specialty shops; pastry shops; floral shops.
    - g. Fitness centers, martial arts studios.
    - h. Laundry and dry-cleaning pick-up stations.
  - (3) Mobile restaurant facilities may be permitted on private property having frontage on South Palafox Place in the area located between the southern right-of-way line of Main Street and Pensacola Bay. Mobile restaurant facilities shall only be permitted as an accessory use to an adjacent existing and operational restaurant subject to the following conditions:
    - a. Mobile restaurant units will be permanently fixed to the ground (the attachments can be removed in the event the mobile restaurant needs to be moved due to lease termination or declaration of emergency).
    - b. Storage areas and mechanical equipment shall be screened from view.
    - c. Mobile restaurant units shall be connected to the sewer system and utilize a grease trap.

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- d. Mobile restaurant units shall have permanent restrooms provided for customers via the adjacent principal restaurant use.
  - e. Mobile restaurant development sites shall provide one customer seat per linear foot of mobile unit on site.
  - f. In addition to minimum landscaping requirements, mobile restaurant development sites shall provide both hardscape and landscape details with sufficient quality of design to create a formalized outdoor plaza environment. This shall be accomplished through the incorporation of grated tree wells for the planting of shade and canopy trees within outdoor seating areas. Outdoor seating areas shall be constructed with a minimum of 40 percent decorative architectural pavers comprising the overall seating area.
  - g. Each individual mobile restaurant unit shall have a water source located within 30 feet behind the structure.
  - h. Mobile restaurant units shall be allowed one menu attached to the facade not to exceed 16 square feet and one identifying sign not to exceed 25 square feet.
  - i. There will be a maximum of four mobile restaurant units per development site. If a mobile restaurant development site has more than one mobile restaurant unit on the parcel then all mobile restaurant units will be of a consistent design, size, and color. Mobile restaurant units and associated developments shall comply with the regulations and reflect the character of the district in which they are located. Accent features to distinguish unique culinary concepts are encouraged.
  - j. Mobile restaurant units shall not occupy more than 25 percent of the overall development site area.
  - k. Underground utilities shall be required for each mobile restaurant unit. Generators are not permitted with the exception of during the course of emergencies and power outages.
  - l. A designated screened dumpster area shall be located within 500 feet of a mobile restaurant unit.
- (c) *Requirements.* Applicants for a conditional use must submit development plans in accordance with section 12-3-120. The conditional use development plan shall meet all design standards as required by section 12-3-121 and is encouraged to meet all design guidelines established in the same section. A building permit shall not be issued for a conditional use until the city council has approved the final development plan.
- (d) *Standards for approval.* A conditional use may be approved by the city council only upon determination that the application and evidence presented clearly indicate that all of the following standards have been met:
- (1) The proposed use shall be in harmony with the general purpose, goals, objectives and standards of the city comprehensive plan, the land development regulations, or any other applicable plan, program, map or regulation adopted by the city council.
  - (2) The proposed use will not adversely affect the public health, safety or welfare.
  - (3) The proposed use shall be compatible with the surrounding area and not impose an excessive burden or have substantial negative impact on surrounding or adjacent uses.
  - (4) The proposed use shall be provided with adequate public facilities and services, including roads, drainage, water, sewer, and police and fire protection.
  - (5) The proposed use will not create undue traffic congestion.
  - (6) The proposed use shall minimize, to the extent reasonably possible, adverse effects on the natural environment.

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- (e) *Conditions.* The city council may prescribe appropriate conditions and restrictions upon the property benefitted by the conditional use approval as may be necessary to comply with the standards set out in subsection (d) of this section, to reduce or minimize any potentially injurious effect of such conditional use upon the property in the neighborhood, and to carry out the general purpose and intent of these regulations. Failure to comply with any such condition or restriction imposed by the city council shall constitute a violation of these regulations. Those conditional uses that the city council approves subject to conditions, shall have specified by the city council the time allotted to satisfy such conditions. In approving any conditional use, the city council may:
- (1) Limit or otherwise designate the following: the manner in which the use is conducted; the height, size or location of a building or other structure; the number, size, location, height or lighting of signs; the location and intensity of outdoor lighting or require its shielding.
  - (2) Establish special or more stringent buffer, yard or other open space requirements.
  - (3) Designate the size, number, location or nature of vehicle access points.
  - (4) Require berming, screening, landscaping or similar methods to protect adjacent or nearby property and designate standards for installation or maintenance of the facility.
  - (5) Designate the size, height, location or materials for a fence or wall.
  - (6) Specify the period of time for which such approval is valid for the commencement of construction of the proposed conditional use. The city council may, upon written request, grant extensions to such time allotments not exceeding six months each without notice or hearing.

(Code 1986, § 12-2-78; Ord. No. 33-95, § 8, 8-10-1995; Ord. No. 6-02, §§ 1, 2, 1-24-2002; Ord. No. 05-12, § 1, 4-12-2012; Ord. No. 29-16, § 1, 10-13-2016)



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 22-00203

Planning Board

3/8/2022

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**TO:** Planning Board Members

**FROM:** Cynthia Cannon, AICP, Assistant Planning Director

**DATE:** 3/1/2022

**SUBJECT:**

Proposed Ordinance: Land Development Code Section 12-11-2 Appeals, Modifications, and Variances (f) Modifications of CRA Urban Design Overlay Standards.

### **BACKGROUND:**

The Urban Design Overlay was adopted by the City Council in 2019 to provide development standards for the CRA neighborhoods not covered by a special design review board. The intent of these design standards was to preserve and maintain the traditional walkable, urban pattern and character of Pensacola's community redevelopment area neighborhoods.

Upon the December 2021 recommendation by the Planning Board, on February 10<sup>th</sup>, City Council adopted the proposed ordinance changes to the CRA Urban Design Overlay district. The amendment established the modification process through an administrative review. Staff is returning to the Planning Board with an ordinance creating the administrative process and detailing the duties and requirements of the two architect advisors for the review process.



## MEMORANDUM

**TO:** City of Pensacola Planning Board  
**FROM:** City of Pensacola Community Redevelopment Agency  
**DATE:** March 8, 2022  
**SUBJECT:** Proposed Ordinance: Land Development Code Section 12-11-2 Appeals, Modifications, and Variances (f) Modifications of CRA Urban Design Overlay Standards.

The Urban Design Overlay was adopted by the City Council in 2019 to provide development standards for the CRA neighborhoods not covered by a special design review board. The intent of these design standards was to preserve and maintain the traditional walkable, urban pattern and character of Pensacola's community redevelopment area neighborhoods.

Upon the December 2021 recommendation by the Planning Board, on February 10<sup>th</sup>, City Council adopted the proposed ordinance changes to the CRA Urban Design Overlay district. The amendment established the modification process through an administrative review. Staff is returning to the Planning Board with an ordinance creating the administrative process and detailing the duties and requirements of the two architect advisors for the review process.

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**Sec. 12-11-2. Appeals, modifications, and variances.**

(a) *Duties and powers of zoning board of adjustment.* The zoning board of adjustment, created pursuant to section 12-12-1, shall have the following duties and powers:

- (1) *Appeals.* To hear and decide appeals when it is alleged that there is error in any order, requirement, decision, or determination made by an administrative official in the enforcement of any provision of this title.
  - a. Appeals to the zoning board of adjustment may be filed by any person aggrieved or by any officer or board of the city affected by any decision of an administrative official under this title. Such appeal shall be filed within 30 days after rendition of the order, requirement, decision, or determination appealed from by filing with the officer from whom the appeal is taken and with the board a notice of appeal specifying the grounds thereof.
  - b. The administrative official from whom the appeal is filed shall, upon notification of the filing of the appeal, forthwith transmit to the zoning board of adjustment all the documents, plans, papers, or other materials constituting the record upon which the action appealed from was made.
  - c. An appeal to the zoning board of adjustment stays all work on the premises and all proceedings in furtherance of the action appealed from, unless the official from whom the appeal was filed shall certify to the board that, by reason of facts stated in the certificate, a stay would cause imminent peril to life or property. In such case, proceeding or work shall not be stayed except by a restraining order, which may be granted by the board or by a court of competent jurisdiction on application on notice to the officer from whom the appeal is filed and on due cause shown.

(2) *Variances.*

- a. To authorize upon appeal such variance from the terms of this title as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of this title would result in unnecessary and undue hardship. In order to authorize any variance from the terms of this title, the board must find:
  1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district;
  2. That the special condition and circumstances do not result from the actions of the applicant;
  3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this title to other lands, buildings, or structures in the same zoning district;

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4. That literal interpretation of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this title and would cause unnecessary and undue hardship on the applicant;
  5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure;
  6. That the grant of the variance will be in harmony with general intent and purpose of this title and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare;
  7. That the variance will not constitute any change in the districts shown on the zoning map, will not impair an adequate supply of light and air to adjacent property, will not increase the congestion of public streets, or increase the danger of fire, will not diminish or impair established property values within the surrounding area, and will not otherwise impair the public health, safety, and general welfare of the city.
- b. In granting any variance, the board may prescribe appropriate conditions and safeguards in conformity with this title. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of the Code.
  - c. The board may prescribe a reasonable time limit within which the action for which the variance is required shall be begun or completed or both.
  - d. Under no circumstances, except as permitted above, shall the board grant a variance to permit a use not generally permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this title in the zoning district. No nonconforming use of neighboring lands, structures, or buildings in the same zoning district and no permitted use of lands, structures, or buildings in other zoning districts shall be considered grounds for the authorization of a variance.
- (3) *Interpretation for historic and preservation districts.* To hear and decide administrative applications for uses not expressly permitted by district regulations within the Pensacola historic district, North Hill preservation district and Old East Hill preservation district.
  - (4) *Nonconforming uses.* To hear and decide requests for time extensions beyond the 18-month time period for the continuation of nonconforming uses that are damaged or destroyed as the result of fire, explosion or other casualty, or act of God, or the public enemy. Such time extensions may be granted by the zoning board of adjustment upon proof by the landowner that the landowner has proceeded with diligence to restore the use and circumstances beyond the landowner's control have made the period of time inadequate.
- (b) *Hearing of applications.*

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(1) *Application procedure.*

- a. Any appeal or application for variance, interpretation for historic and preservation district or continuation of nonconforming use must be submitted to the planning services department at least 21 days prior to the regularly scheduled meeting of the zoning board of adjustment.
- b. The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.
- c. Any party may appear in person, by agent, or by attorney.
- d. Any application may be withdrawn prior to action of the zoning board of adjustment at the discretion of the applicant initiating the request upon written notice to the board secretary.

(2) *Application submission requirements.* No application shall be considered complete until all of the following have been submitted:

- a. The application shall be submitted on a form provided by the board secretary.
- b. Each application shall be accompanied by an accurate site plan drawn to scale and such other information as may be reasonably requested to support the application.
- c. The applicant shall be required to pay an application fee according to the current schedule of fees established by the city council for the particular category of application. This fee shall be nonrefundable irrespective of the final disposition of the application.

(3) *Public notice requirements.*

- a. A sign shall be prominently posted on the property to which the application pertains at least ten days prior to the scheduled zoning board of adjustment meeting. The sign shall state the date, time and place of the zoning board of adjustment meeting.
- b. Notice of the appeal or application for variance, interpretation for historic and preservation district or continuation of nonconforming use shall be published by public notice advertised in a newspaper of general daily circulation published in the county at least ten days prior to the scheduled zoning board of adjustment meeting.
- c. The city shall notify addresses within a 300-foot radius, as identified by the current county tax roll maps, of the property for which an appeal or application for variance or continuation of nonconforming use is sought with a public notice by postcard, at least ten days prior to the zoning board of adjustment meeting. The public notice shall state the date, time and place of the board meeting.

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- d. The city shall notify addresses within a 500-foot radius, as identified by the current county tax roll maps, of the property for which an interpretation in a historic or preservation district is sought with a public notice by postcard, at least ten days prior to the zoning board of adjustment meeting. The public notice shall also be mailed to the appropriate neighborhood, homeowner, or property owner association at least ten days prior to the zoning board of adjustment meeting. The public notice shall state the date, time and place of the board meeting.
- (c) *Decisions of the zoning board of adjustment.* In exercising its powers, the board may, in conformity with provisions of this section, reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination made by an administrative official in the enforcement of this title, and may make any necessary order, requirement, decision, or determination, and to that end shall have all the powers of the officer from whom the appeal is taken. The concurring vote of a majority of all the members of the board shall be necessary to reverse any order, requirement, decision, or determination of any such administrative official or to decide in favor of the applicant on any matter upon which the board is required to pass under this section.
- (d) *Judicial review of decision of board of adjustment.* Any person, jointly or severally, aggrieved by any decision of the board, or the city, upon approval by the city council, may apply to the circuit court of the First Judicial Circuit of Florida within 30 days after rendition of the decision by the board. Review in the circuit court shall be by petition for writ of certiorari or such other procedure as may be authorized by law.
- (e) *Administrative variances.* Subject to the criteria in subsection (a)(2) of this section, the planning administrator or their designee may grant administrative variances to the following provisions of this chapter:
- (1) Setback requirements may be varied up to ten percent or two feet, whichever is less.
  - (2) Parking requirements may be varied up to ten percent.

These requests must be submitted in writing and must include a to-scale site plan along with a detailed explanation and justification for the variance. Only one administrative variance per property may be granted. Denial of a request for an administrative variance under the provisions of this section may be appealed to the board of adjustment under the provisions of subsection (a)(1) of this section.

(f) Modifications of CRA Urban Design Overlay District (CRAUDOD) standards. Subject to the criteria in section 12-3-31(6), the Urban Design Specialist (or the Mayor's designee), the CRA architect advisor(s), and the Chair of the applicable redevelopment board may authorize modifications to the Urban Design Overlay District standards.

(1) The architect advisors for the CRA Urban Design Overlay Standards abbreviated review process are hereby established:

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- a. *Membership.* There shall be two architect advisors, a primary and an alternate. The alternate architect advisor shall serve when the primary architect advisor has a conflict of interest. The architect advisors shall be appointed by city council. To qualify for appointment, an applicant shall be licensed as an architect by the State of Florida and licensed to conduct business within the City of Pensacola.
- b. *Terms of office; vacancies; removal from office.* Appointed architect advisor(s), in primary or alternate roles, shall serve for terms of two years or thereafter until their successors are appointed. Any advisor may be removed from their duties in accordance with F.S. § 112.501 or upon determination by the city council that its policies and procedures have been violated by the advisor. Any vacancy occurring during the unexpired term of office of any member shall be filled by the city council for the remainder of the term. Such vacancy shall be filled as soon as is practical.
- c. *Duties.* The advisors shall have power and duty to review modifications in design and development within the Community Redevelopment Area Urban Design Overlay District as defined in Sec. 12-3-31. As such, they are authorized to provide recommendations which achieve the intent of the CRAUDOD.
- (2) *Review and decision.* The Urban Design Specialist (or the Mayor’s designee), the CRA architect advisor(s), and the Chair of the applicable redevelopment board shall promptly review plans and shall render its decision.
- a. The Urban Design Specialist shall initiate the review, assessing the plans for compliance, determining the extent of the modification, and providing recommendations.
- b. The architect advisor shall review the plans and the recommendation of the Urban Design Specialist in making their determination.
- c. The applicable redevelopment board Chair shall review the final determination for appropriateness within the applicable redevelopment area.
- (3) *Notification.* Upon final determination by the reviewers, the Urban Design Specialist shall provide the applicant with a copy of the signed application.
- (4) *Appeal.* Any person or entity whose property interests are substantially affected by a decision of the CRAUDOD modification reviewers may within 15 days thereafter, appeal to the City Zoning Board of Adjustments.

(Code 1986, § 12-12-2; Ord. No. 15-94, § 1, 6-9-1994; Ord. No. 15-00, §§ 4—6, 3-23-2000; Ord. No. 17-07, § 2, 4-26-2007; Ord. No. 12-09, § 3, 4-9-2009; Ord. No. 40-13, § 3, 11-14-2013)



Memorandum

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File #: 22-00204

Planning Board

3/8/2022

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**FOR DISCUSSION**

**TO:** Planning Board Members  
**FROM:** Cynthia Cannon, AICP, Assistant Planning Director  
**DATE:** 3/1/2022  
**SUBJECT:**

Sec. 12-6-6. Protected Trees.

**BACKGROUND:**

During the February 8, 2022, Planning Board meeting, member Grundhoefer requested that staff review the existing language in Sec. 12-6-6. (1) a. Preservation incentives to consider replacing the word "required" with "allowed":

**Sec. 12-6-6. Protected Trees.**

Protected trees are those trees identified by species and size in Appendix "A" of this chapter if living and viable. Where protected trees are identified on a site proposed for lot clearing within the applicable zoning districts identified in section 12-6-2, the number of protected trees to be preserved on the site shall be determined based upon the final approved location of proposed structures, driveways, parking areas, and other improvements to be constructed or installed.

(1) *Preservation incentives.*

- a. *Parking space reduction.* A reduction of required parking spaces may be allowed when the reduction would result in the preservation of a protected tree with a trunk of 12 inches DBH or greater. Such reduction shall be **required** when the reduction would preserve a heritage tree. The following reduction schedule shall apply:

Staff has reviewed this request and recommends that we keep the existing language in order to maintain the intent of further protecting Heritage trees. Comments from Inspection Services have been included in the attachments.

**Sec. 12-6-6. Protected Trees.**

Protected trees are those trees identified by species and size in Appendix "A" of this chapter if living and viable. Where protected trees are identified on a site proposed for lot clearing within the applicable zoning districts identified in section 12-6-2, the number of protected trees to be preserved on the site shall be determined based upon the final approved location of proposed structures, driveways, parking areas, and other improvements to be constructed or installed.

(1) *Preservation incentives.*

- a. *Parking space reduction.* A reduction of required parking spaces may be allowed when the reduction would result in the preservation of a protected tree with a trunk of 12 inches DBH or greater. Such reduction shall be required when the reduction would preserve a heritage tree. The following reduction schedule shall apply:

REDUCTION SCHEDULE

Number of Required Parking Spaces	Reduction of Required Parking Spaces Allowable
1—4	0
5—9	1
10—19	2
20 or above	10 percent of total number of spaces (total reduction regardless of number of trees preserved).

- b. *Consideration of park and open space requirement.* A reduction or waiver of the required park and open space (or payment in lieu of land dedication) for new residential subdivisions specified in section 12-7-6 may be approved by the mayor or their designee when it is determined that said waiver will result in the preservation of five or more protected trees with a trunk of 12 inches DBH or greater.
- c. *Sidewalks.* Modifications to sidewalks, their required location, and width and curb requirements, may be allowed as necessary to facilitate the preservation of any protected tree.
- d. *Credit for additional landscaping.* The city's designated arborist may authorize up to one-half of the total calculated mitigation cost (as determined according to subsections (2)d and e of this section) to be used by the applicant for additional landscaping, which is defined as landscaping that is not required by this chapter or any other law. Additional landscaping shall meet the following minimum standards:
  - 1. A minimum of 75 percent of all required plant material shall consist of evergreen species.
  - 2. All landscape material shall be placed so as to maximize its screening and/or coverage potential at maturity.
  - 3. All shrub material shall be a minimum height of 30 inches and have a minimum crown width of 24 inches when planted and shall be a species capable of achieving a minimum height of eight feet at maturity.

e. *Setback Reductions.* Deviations to setbacks may be authorized by the mayor, or their designee for preservation of heritage trees. Such deviation shall be the minimum amount necessary for the preservation of the tree(s). *Notice.* If a setback reduction request is sought for one or more heritage trees within any property in any zoning district identified in section 12-6-2, a sign shall be posted no further back than four feet from the property line nearest each respective roadway adjacent to the property. One sign shall be posted for every 100 feet of roadway frontage. Each sign shall contain two horizontal lines of legible and easily discernible type. The top line shall state: "Heritage

Tree Setback Reduction Request Applied For." The bottom line shall state: "For Further Information Contact the City of Pensacola at 311" (or other number as designated by the Mayor). The top line shall be in legible type no smaller than six inches in height. The bottom line shall be in legible type no smaller than three inches in height. There shall be a margin of at least three inches between all lettering and the edge of the sign. The signs shall be posted by the applicant at their expense, and shall remain continuously posted for two weeks prior to the requisite building, site work, or tree removal permit is issued. The city's designated arborist will notify the councilperson representing the district in which the permit has been requested upon receipt of the request.

## Cynthia Cannon

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**From:** Jonathan Bilby  
**Sent:** Wednesday, February 16, 2022 10:04 AM  
**To:** Cynthia Cannon; Heather Lindsay  
**Subject:** RE: Tree Ord Amendments

Respectfully to Danny, that is a bad idea and removes a protection method that staff has for protecting a heritage trees in proposed parking lots. I have a 60" heritage tree that I am working to save on a development and this provision requires the developer to reduce two parking spaces to save the 60" live oak tree. Changing it to allowed, would not make it mandatory to save the tree. I would be against this proposal.

Regards,  
Jonathan

Jonathan Bilby, MCP, CFM  
*Building Official*  
Visit us at <http://cityofpensacola.com>  
222 W Main St.  
Pensacola, FL 32502  
Office: 850.436-5600  
Fax: 850.595.1464  
[jbilby@cityofpensacola.com](mailto:jbilby@cityofpensacola.com)

**PENSACOLA**

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**From:** Cynthia Cannon  
**Sent:** Wednesday, February 16, 2022 8:30 AM  
**To:** Heather Lindsay <[HLindsay@cityofpensacola.com](mailto:HLindsay@cityofpensacola.com)>; Jonathan Bilby <[JBilby@cityofpensacola.com](mailto:JBilby@cityofpensacola.com)>  
**Subject:** Tree Ord Amendments

Heather, Jonathon,

If you recall at the last PB meeting Danny Grundhoefer inquired about changing the a word from "required" to "allowed" regarding the reduction of parking spaces. I'm preparing my March agenda and will need to have your recommendation/reply to his suggestion by the end of this week.

Thank you!

**Cynthia Cannon, AICP**  
*Assistant Planning & Zoning Manager*  
Visit us at <http://cityofpensacola.com>  
222 W Main St.  
Pensacola, FL 32502  
Office: 850.435-1670  
[ccannon@cityofpensacola.com](mailto:ccannon@cityofpensacola.com)



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