



# City of Pensacola

## Planning Board

### Agenda - Final

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Tuesday, September 12, 2023, 2:00 PM

Hagler-Mason Conference Room,  
2nd Floor

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#### QUORUM / CALL TO ORDER

#### APPROVAL OF MEETING MINUTES

1. [23-00629](#) PLANNING BOARD MEETING MINUTES FROM AUGUST 8, 2023.

*Attachments:* [Planning Board Minutes August 8 2023](#)  
[Materials Provided at the August 8, 2023 Meeting](#)

#### REQUESTS

2. [23-00630](#) 524 E. ROMANA STREET - GATEWAY REDEVELOPMENT DISTRICT -  
AESTHETIC REVIEW APPLICATION

*Attachments:* [Images](#)  
[524 E. Romana Street Application and Materials](#)  
[Aragon ARB Approval](#)  
[Final Aragon ARB Approval for Construction](#)  
[Review Comments](#)  
[Sec. 12 3 12\(2\). Redevelopment land use district.](#)

3. [23-00631](#) 801 E. GREGORY STREET - GATEWAY REDEVELOPMENT DISTRICT  
- AESTHETIC CONCEPTUAL REVIEW APPLICATION

*Attachments:* [Images](#)  
[Application Packet](#)  
[Review Comments](#)  
[Sec. 12 3 12\(1\). Redevelopment land use district](#)  
[Sec. 12 3 120. Development plan requirements](#)

4. [23-00632](#) REQUEST FOR LICENSE TO USE CITY RIGHT OF WAY - 801 E. GREGORY STREET

Attachments: [Images](#)  
[Application Packet](#)  
[Project Timeline](#)  
[Historical Site Aerials](#)  
[Review Comments 801 E. Gregory Street-LTU](#)  
[Sec. 12 4 1. Off street parking spaces requirements](#)  
[Sec. 12 11 7. License to use right of way](#)

## OPEN FORUM

## DISCUSSION

## 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 #:** 23-00629

Planning Board

9/12/2023

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**TO:** Planning Board Members

**FROM:** Gregg Harding, Assistant Planning & Zoning Division Manager

**DATE:** 9/5/2023

**CITY COUNCIL DISTRICT:** ALL

**SUBJECT:**

Planning Board Meeting Minutes from August 8, 2023.



**MINUTES OF THE PLANNING BOARD**  
**August 8, 2023**

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

**MEMBERS ABSENT:** Board Member Powell

**STAFF PRESENT:** Planning & Zoning Manager Cannon, Assistant Planning & Zoning Manager Harding, Development Services Coordinator Statler, Help Desk Technician Russo, Executive Assistant Chwastyk

**STAFF VIRTUAL:** Development Services Director Morris, Assistant City Attorney Lindsay

**OTHERS PRESENT:** Dana Fredriksson, Rodney Sutton, Charles Liberis, Stephanie Moody, Jeff DeWeese, Scott Jennings, Brian Spencer, Debbie Frierdich, Renee Wilhoit

**AGENDA:**

- Quorum/Call to Order
- Approval of Meeting Minutes from June 13, 2023
- **New Business:**
- Swearing in Reappointments
- Board of Election of Officers (Chair and Vice Chair)
- Request for Vacation of Alley and Street Right of Way – 100 Water Street and 3600 BLK Elkton Street – Zone R-1A
- Aesthetic Review Application – 50 S. 9<sup>th</sup> Avenue – Gateway Redevelopment District
- Proposed Amendment to the Land Development Code – Providing Further Development Incentives and Options
- Open Forum
- Discussion
- Adjournment

**Call to Order / Quorum Present**

Chairperson Paul Ritz called the meeting to order at 2:02 pm with a quorum present and

explained the procedures of the Board meeting including requirements for audience participation. Chair Person Ritz, Vice Chairperson Larson, Board Members Grundhoefer, Villegas, Sampson, and Van Hoose were sworn in by Assistant City Clerk Tice. Vice Chairperson Larson nominated Chairperson Ritz to continue as Chairperson, seconded by Board Member Grundhoefer, and it carried unanimously. Board Member Van Hoose nominated Chairperson Larson to continue as Vice Chairperson, seconded by Board Member Sampson, and it carried unanimously.

**Approval of Meeting Minutes – Vice Chairperson Larson made a motion to approve the June 13, 2023, minutes, seconded by Board Member Sampson, and it carried 6:0.**

**New Business –**

**Request for Vacation of Alley and Street Right of Way – 100 Water Street and 3600 BLK Elkton Street – Zone R-1A – District 7**

Assistant Planning & Zoning Manager, Harding introduced the item, a request has been received from Old City Developers, LLC, for a vacation of right of way at 100 Water Street and 3600 BLK Elkton Street. This includes two rights of way: (1) an unimproved portion of Water Street and (2) an unimproved alleyway. Both are located within two parcels and under a single ownership. The purpose is to later development the parcels as a subdivision which will also be reviewed by Planning Board at that time. This request has been routed through the various City departments and utility providers. Those comments are attached for your review. The item was properly noticed. Pensacola Energy had comments that have been resolved. Comments made by Florida Power and Light concerned overhead facilities in which their easement rights will be retained. Chairperson Ritz stated that the citizens of the City of Pensacola may give without payment being received the alley and right of way, they would be in fact giving it away. The applicant owns property on both sides of the right of way, they would get the entire right of way. The citizens may gain a benefit by it being on the tax roll, but the citizens would no longer have access to this right of way and the alleyway to the water. The right of way is quite overgrown, it appears to not have been used for an extended time. Board Member Grundhoefer wanted to know if the owner owned both sides of the alley way, Assistant Planning & Zoning Manager, Harding replied yes. The City was not aware of the right of away until a potential subdivision plat was submitted for review. Chairperson Ritz stated that there's still a right of way north of this right of way, the owners of that property may come in the future to request a vacation of that right of way. Charles Libers spoke on behalf of Olde City developers, he stated the road is never used and it has been under one ownership for years. The property owners to the north no longer use the alley or right of way. Dana Fredrikkson owner of 120 Water Street spoke out against this item, feels it will deny access to the water to the public. Even though she is opposed to this request, she does want construction of new houses to continue. Board Member Grundhoefer asked if she or her family members have used the access, she stated no but that does not mean she will not in the future. Renee Wilhoit of 3501 Marques Street stated she is not against the vacation of right way, however she wanted to make sure she maintains her legal access to Water and Marques Street and make sure she's not land locked. Debbie Friedrich of 3505 Marques Street shared the same concerns, wants a little more time to look at this request. Charles Liberis spoke again, stated he has no issue with a continuance so his surveyor can speak to Renee Wilhoit. Chairperson Ritz stated the boards decision is advisement to City Council,

Council will make their own decision. Assistant City Attorney Lindsay advised if they table the item, it becomes an automatic approval. Assistant Planning & Zoning Manager Harding stated that section 12-12-2 (4) Rules of procedure, meetings, and records. Any matter referred to the board shall be acted upon by the board within 45 days of the date of reference, unless a longer or shorter period is specified. Assistant City Attorney Lindsay advised the board to deny without prejudice instead of tabling the item. Boards Members discussed who owns the various parcels surrounding the right of way in question. **Board Member Grundhoefer made the motion to deny the application without prejudice and to allow the applicant to return to Planning Board to verify concerns heard by the public.** The concerns primarily included whether or not the Water Street right of way continued to the north and within the property located at 3505 Marques Street, and if the property located at 3501 Marques Street would be land locked as a result of the requested vacation. **The motion was seconded by Board Member Villegas.** Staff clarified that based on the application process, the applicant could choose to proceed to a City Council hearing, but that Planning Board's recommendation to City Council would be for denial. Alternatively, the applicant could choose to return to Planning Board with additional information resolving neighboring concerns in effort to receive a recommendation for approval. **With no further discussion, the board carried the motion 6-0.**

#### **Aesthetic Review Application – 50 S. 9<sup>th</sup> Avenue – Gateway Redevelopment District – District 6**

Assistant Planning & Zoning Manager, Harding introduced the item for aesthetic review of 50 S. 9<sup>th</sup> Avenue. SMP Architecture is seeking site plan and aesthetic approval for the Hawkshaw development project. The residential development shows three three-story buildings to accommodate 58 units. Materials include a stucco system façade with aluminum frame openings and standing seam metal roofs. Parking will be provided at the north side of the complex and along S. 10th Avenue. The parking area is proposed to be covered by concrete pavers in a herringbone pattern. This project has undergone a number of modifications, and a letter from CRA outlining certain deviations from past plans has been included. However, this current version will also be reviewed at the August 17 CRA meeting. As a result, any approvals granted by Planning Board will be contingent upon CRA's acceptance of the plans and subsequent permitting requirements. This request has been routed through the various City departments and utility providers. Those comments are attached for your review. The minutes from this meeting will be provided to the CRA, if CRA determines changes are needed this project could come back before the Planning Board. Brian Spencer of SMP Architecture spoke on the item and introduced a video of the planned project. He will have to go before the CRA on August 14<sup>th</sup> regarding this project. They are hoping to provide more housing opportunity for those who would like to live in the city limits. It's a three building scheme with connectivity, a tree orchard, 104 onsite parking spaces, an arborist has been hired to preserve three heritage oaks on this parcel. All residents will be built no lower than twelve feet. Site storm retention has been addressed via design capacity of the Admiral Mason Park stormwater pond. You will not see any onsite stormwater retention, there will be inlets and the roof will have internal downspouts within columns that then go to underwater stormwater systems. Aesthetically, there will be flat roofs, metal gable roof, and flat parapet roof. Documents submitted to the city show a concrete building, they are checking the pricing of CMU and ICF, exterior will

be sand texture stucco in an off-white color from Sherwin Williams. Chairperson Ritz inquired if there will be any patterns or slight projections in the stucco, Brian Spencer replied the projections are intended to be more than subtle to create shadows along the wall plains. This vernacular architecture is already seen along 9<sup>th</sup> Avenue near the Admiral Mason Park. Board Member Villegas wanted to know after providing all these renderings why not show all the gable roofs or the herringbone finish in the pavers. This is an aesthetic review that's not quite thorough in its presentation when it comes to presenting materials and then not quite showing them, Brian Spencer stated they did their best to have the coloring match in the renderings. A discussion was then had on what would cause this item to come back before the Planning Board after it goes before the CRA on August 14<sup>th</sup>. Assistant Planning & Zoning Manager informed the board that the CRA will not be held to the decision the Planning Board makes today, if there are any changes from the approved plans, it will go through an abbreviated review process by himself and the chair. If the chair deems those changes as more than minor, he has the authority to refer the project back before the board. Any excess parking would be handled in house, it meets the aesthetic requirements for that space per the Gateway Review District. A discussion was had regarding the trees, there will be eight- to ten-year-old mature trees planted to provide an immediate canopy. The pervious pavers will provide the trees with water, like the landscape that's across from the YMCA downtown. They had further discussion about the elevations and how to make it more attractive by adding vegetation or shrubs to the blank walls that are currently showing on the renderings. Board Member Villegas inquired as to where the ramps are, the ramps are on the auto court side and near the elevator shafts, while the ramps are not required, they would like to administer a combination of stairs and ramps concealed with a garden wall. Brian Spencer wanted to mention that the design conforms with the Urban Design Associates design guidelines that included Aragon neighbors. Chairperson Ritz appreciates how it's been laid out and the way it looks at the adjacent roadways, tenants will have a nice view of the Admiral Mason Park and Pensacola Bay. **Board Member Grundhoefer made a motion to approve, if the CRA makes changes that effect it esthetically it will come back for review. If it is abbreviated, Assistant Planning & Zoning Manager Harding would receive it, and it would then go before Chairperson Ritz and Board Member Grundhoefer. If there are major changes required, it would go back to the full board, seconded by Vice Chairperson Larson and it carried 6:0.**

## **Open Forum – none**

### **Discussion – Proposed Amendment to the Land Development Code - Providing Further Development Incentives and Options**

Assistant Planning & Zoning Manager Harding introduced the discussion. The Mayor's Office has requested Planning Board discuss amendments to Sec. 12-3-121 and Sec. 12-4-1 providing additional economic incentives and development opportunities related to off-street parking and building height. Two white paper studies provided by Development Services staff have been provided for reference and for further discussion. Included with the agenda item were maps of the Urban Core, Westside, and Eastside CRA districts, Resolution Nos. 55-80 and 13-84, and two white paper studies provided by Development Services staff. Hard copies of referenced code sections have also been provided and

include Sec. 12-3-8 Commercial land use districts, Section 12-3-109 Residential density bonuses, Sec. 12-3-121 Development plan requirements, design standards and guidelines, and Sec. 12-4-1 Off street parking requirements. The white paper studies include a comparison of the city's parking requirements to other Florida cities and thoughts on the elimination, reduction, or reorganization of off-street parking in the CRA Urban Core. The other is a review of building height maximums in the Urban Core with considerations focused on the commercial districts and waterfront in the event that an increase to maximum height or an optional relief to the current code is desired.

Concerning off-street parking requirements, Sec. 12-4-1(4)a.7. provides parking reductions which "shall apply only to the community redevelopment agency's boundaries, as defined in Resolution No. 13-84". During research on parking, staff discovered a likely error in which the above section of code should reference Resolution No. 55-80. Resolution No. 55-80 is a resolution providing for the creation of the Pensacola Community Redevelopment Agency. Resolution No. 13-84 (which is the incorrect resolution) is a resolution pertaining to the date, maturity, schedule, interest rates, interest dates, amount of capitalized interest, redemption provisions, bond registrar, and paying agent for redevelopment revenue bonds. Currently, staff only applies the parking reductions described in Table 12-3-1 to the Urban Core CRA. However, correction to this provision would expand those benefits to the Westside and Eastside CRA as believed to be originally intended.

Additionally, with exception to parking reductions listed in chapter 12-4-1, the LDC is mostly silent on further parking reduction opportunities. Sec. 12-3-121(c)(7)a. Development plan requirements, design standards and guidelines provides an administrative waiver process for projects proposing an excess of more than ten spaces or ten percent (whichever is greater) above the total parking required. The administrative waiver is performed by the city engineer and planning services department. An amendment for a mirrored process for a reduction of more than ten spaces or ten percent (whichever is less) below the total parking required is proposed for discussion.

Concerning building height, an amendment to Sec. 12-3-121(d) to allow building height bonuses above a zoning district's maximum allowance, but not to exceed 150' is requested for discussion. A suggested amendment might be to mirror Sec. 12-3-109, Residential density bonuses, where standards for approval shall include the construction of affordable housing, superior building and site design, preservation of environmentally sensitive lands and open space, or public benefit uses. In this scenario, all building height bonuses would require approval by the Planning Board.

Another option might include the addition for a board review process to exceed the 100' height limit at the property or setback lines in commercial land use districts. This provision is found in Sec. 12-3-8, Commercial land use districts, in the table and Note 1. Generally, buildings in commercial districts cannot exceed 100' at the property or setback line but may add three feet in height for every foot the building is set back. Board Member Grundhoefer inquired why this parking reduction requirement will not be done city wide, Assistant Planning & Zoning Manager Harding stated they're not sure how the development or the residents will react to it being done city wide. The thought is to at least start with our downtown urban areas where walkability is more concentrated and focused. Discussion moved to building height and Chairperson Ritz stated you don't see very many tall buildings in Pensacola, especially downtown. With limited availability of land many cities have decided to go up in height. In the white papers the zoning districts and height maximums are broken down. They foresee the development pressures occurring in the

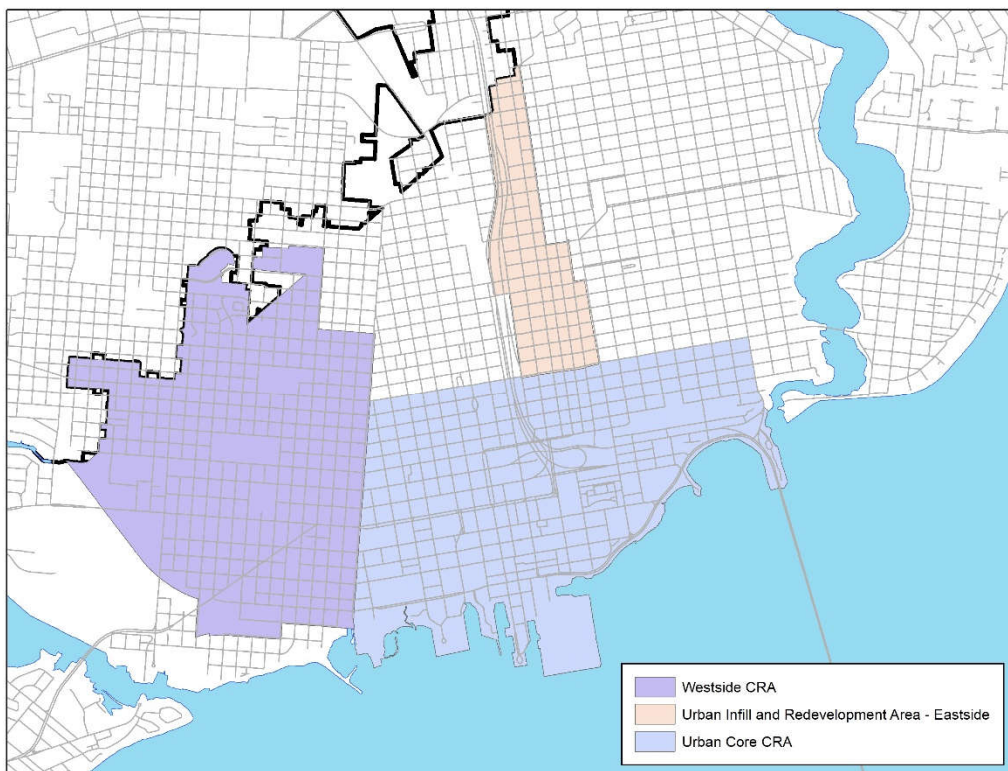
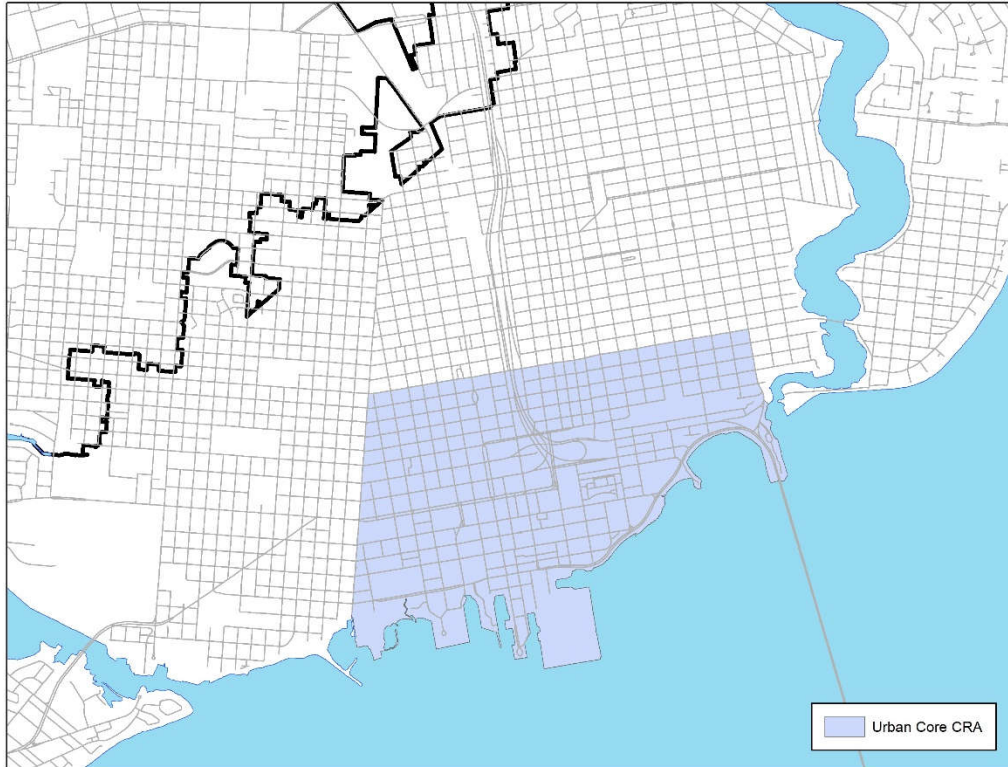
Waterfront Redevelopment District and the South Palafox Business District where the height maximums are lower. Board Member Villegas stated there are still areas where it's inappropriate to allow high buildings, we need to protect the aesthetic that Pensacola is known for. The board began to discuss parking again, some feel a certain section of Palafox should be walking only and others felt the public enjoys being able to drive down Palafox regardless of the traffic. Assistant Planning & Zoning Manager Harding stated considering building height, they thought it was important to have some sort of board review process and to run some of these projects through the board. The board had a discussion of which board should review the incentives, bonuses for building height. The board felt they should discuss these items further so that they can add and delete, do strike throughs in September and then be able to put it to a vote in October.

**Adjournment** – With no further business, the Board adjourned at 4:15 p.m.

Respectfully Submitted,



Gregg Harding, RPA  
Assistant Planning & Zoning Manager  
Secretary of the Board





RESOLUTION NO. 13-84

A RESOLUTION FIXING THE DATE, MATURITY SCHEDULE, INTEREST RATES, INTEREST PAYMENT DATES, AMOUNT OF CAPITALIZED INTEREST, REDEMPTION PROVISIONS, BOND REGISTRAR AND PAYING AGENT FOR \$2,145,000 REDEVELOPMENT REVENUE BONDS, SERIES 1984, OF THE CITY OF PENSACOLA, FLORIDA; AWARDING THE BONDS AT NEGOTIATED SALE TO THE PURCHASER; APPROVING THE OFFICIAL STATEMENT FOR THE BONDS; CANCELLING AUTHORIZATION FOR THE ISSUANCE OF THE BALANCE OF THE BONDS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a resolution (hereinafter called "Resolution") of the City Council (hereinafter called "Governing Body") of the City of Pensacola, Florida (hereinafter called "Issuer"), duly adopted on March 13, 1984, authorized the issuance of not exceeding \$4,000,000 Redevelopment Revenue Bonds, Series 1984 (hereinafter called "Bonds"), to provide for the acquisition and construction of certain redevelopment projects in the urban core area of the Issuer; and

WHEREAS, prior to adoption of this resolution, significant changes have occurred in the municipal bond market regarding interest rates on long term municipal bonds, which are favorable to the Issuer; and

WHEREAS, based upon all available information and advice from the staff of the Issuer, the Governing Body has determined that it is in the best interest of the Issuer to respond to these favorable market conditions without undue delay; and

WHEREAS, there is insufficient time to respond to these favorable market conditions by offering the Bonds for public sale; and

WHEREAS, the complex character of the Bonds and the security therefor require lengthy and detailed structuring which could be unreasonably restricted by the lack of flexibility at public sale; and

WHEREAS, a negotiated sale of these Bonds will result in the most favorable bond financing plan and is in the best interest of the Issuer; and

MICROFILMED

Roll 205 Frame 65

WHEREAS, there has been filed with the Issuer, prior to adoption of this resolution, the disclosure statement required by Section 218.385(6), Florida Statutes, a copy of which is attached hereto as Exhibit A; and

WHEREAS, the 20 "Bond-Buyer" Average Yield Index (hereinafter called "Index") published immediately prior to the first day of the month during which this resolution was adopted was 9.80%; and

WHEREAS, 150 basis points above the Index is 11.30%, which rate is the statutory interest rate limit (hereinafter called "Interest Rate Limit") applicable to the Bonds; and

WHEREAS, Arch W. Roberts & Co. (hereinafter called "Purchaser"), has, by written proposal, offered to purchase \$2,145,000 aggregate principal amount of the Bonds at the price of \$2,0<sup>32</sup>~~00~~<sup>30</sup>~~00~~, plus accrued interest to the date of delivery, at the interest rates set forth below, resulting in an average net interest cost rate less than the Interest Cost Rate Limit; and

WHEREAS, the Governing Body deems it necessary and desirable at this time to fix the date, maturity schedule, interest rates, interest payment dates, amount of capitalized interest, redemption provisions, bond registrar and paying agent for the Bonds; to award the Bonds at negotiated sale to the Purchaser; to approve the official statement for the Bonds; and to cancel authorization for the issuance of the balance of the Bonds; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. REMAINING FISCAL DETAILS FOR BONDS. The date, maturity schedule, interest rates, interest payment dates, amount of capitalized interest and redemption provisions for the Bonds shall be as set forth below.

The Bonds shall be dated April 1, 1984, and shall bear interest payable semiannually on April 1 and October 1 of each year, beginning October 1, 1984.

\$205,000 aggregate principal amount of the Bonds shall bear interest at the rates per annum and mature on April 1 in the years and amounts as follows:

<u>YEAR</u>	<u>AMOUNT</u>	<u>INTEREST RATE</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>INTEREST RATE</u>
1987	\$15,000	8.00%	1992	\$25,000	9.25%
1988	20,000	8.25	1993	25,000	9.50
1989	20,000	8.50	1994	30,000	9.75
1990	20,000	8.75	1995	30,000	10.00
1991	20,000	9.00			

\$1,940,000 aggregate principal amount of the Bonds shall be issued as term bonds and shall mature on April 1, 2014, and bear interest at the rate of 10.75% per annum. Amortization installments are hereby established for such Bonds due April 1, 2014, and such Bonds due April 1, 2014, as will be selected by lot, shall be deemed to be due on April 1 in the years and amounts as follows:

<u>YEARS</u>	<u>AMOUNTS</u>	<u>YEARS</u>	<u>AMOUNTS</u>
1996	\$35,000	2005	\$ 90,000
1997	40,000	2006	95,000
1998	45,000	2007	110,000
1999	45,000	2008	120,000
2000	50,000	2009	130,000
2001	60,000	2010	145,000
2002	65,000	2011	160,000
2003	70,000	2012	180,000
2004	80,000	2013	200,000
		2014	220,000

Principal amounts of the Bonds maturing April 1, 2014, to be selected by lot, which shall be equal to the following mandatory amortization installments:

<u>YEARS</u>	<u>AMOUNTS</u>	<u>YEARS</u>	<u>AMOUNTS</u>
1996	\$35,000	2005	\$ 90,000
1997	40,000	2006	95,000
1998	45,000	2007	110,000
1999	45,000	2008	120,000
2000	50,000	2009	130,000
2001	60,000	2010	145,000
2002	65,000	2011	160,000
2003	70,000	2012	180,000
2004	80,000	2013	200,000
		2014	220,000

shall be redeemed on April 1 in such years prior to their maturity (except the installment maturing in the year 2014) by operation of the Term Bond Amortization Fund, created and established by the Resolution, at the price of the principal

amount thereof plus accrued interest to the date of prior redemption, or be purchased in the open market at a price not to exceed such redemption price.

The Bonds maturing in the years 1987 to 1994, both inclusive, are not subject to redemption prior to their respective stated dates of maturity. The Bonds maturing in the year 1995 and thereafter shall, at the option of the Issuer, be redeemable other than by operation of the Term Bond Amortization Fund, in whole at any time on or after April 1, 1994, or in part, in inverse order of maturity and by lot within a single maturity, on April 1, 1994, or on any interest payment date thereafter, at a price of par and accrued interest, plus the following premiums expressed as percentages of the par value thereof, if redeemed at the following times:

<u>Redemption Periods</u>	<u>Redemption Premiums</u>
April 1, 1994, through March 31, 1995	3%
April 1, 1995, through March 31, 1996	2 1/2
April 1, 1996, through March 31, 1997	2
April 1, 1997, through March 31, 1998	1 1/2
April 1, 1998, through March 31, 1999	1
April 1, 1999, through March 31, 2000	1/2
April 1, 2000, and thereafter	0

From the proceeds of the sale of the Bonds, the Issuer shall capitalize interest on such Bonds for a period of 2 years beginning on the date of the Bonds.

SECTION 2. BOND REGISTRAR AND PAYING AGENT. The bond registrar and paying agent for the Bonds shall be Florida National Bank, Pensacola, Florida.

SECTION 3. AWARD OF BONDS. \$2,145,000 aggregate principal amount of the Bonds are hereby awarded and sold to the Purchaser at the price of \$2,0<sup>32 30</sup>~~00~~,~~650~~, plus accrued interest to the date of delivery, bearing interest as stated above, and upon the remaining terms and conditions of the proposed purchase contract attached hereto as Exhibit B.

SECTION 4. APPROVAL OF OFFICIAL STATEMENT. The form and dissemination of the preliminary Official Statement, dated March 19, 1984, with respect to and in connection with the

marketing of the Bonds are hereby approved. The proper officers and/or employees of the Issuer are hereby directed to cause the final Official Statement for the Bonds to be prepared in substantially the form of the preliminary Official Statement, with such changes and additions as may be suggested from time to time by the proper officers and/or employees of the Issuer.

SECTION 5. CANCELLATION OF BALANCE OF BONDS. The authorization for the issuance of the \$1,855,000 balance of the Bonds is hereby cancelled and rescinded.

SECTION 6. NECESSARY ACTION. The proper officers of the Issuer are hereby designated agents of the Issuer in connection with the issuance of the Bonds, and are authorized and empowered, individually or collectively, to take all action and steps and to execute and deliver on behalf of the Issuer any and all instruments, documents or contracts, including the purchase contract for the Bonds in substantially the form attached hereto and the Official Statement for the Bonds described in Section 4 of this resolution, which are required by the Resolution and/or are necessary and desirable in connection with the execution and delivery of the Bonds, and which are not inconsistent with this resolution and any other action relating to the Bonds.

SECTION 7. EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption.

Passed: March 22, 1984

Approved:

Michael T. Bass  
Mayor

Attest:

Pauline Johns  
City Clerk

Legal in form and valid if  
adopted:

Sam J. Luten  
City Attorney

**PROOF OF PUBLICATION**

**ON FILE**

**IN THE**

**CITY CLERK'S OFFICE**

RESOLUTION NO.  
A RESOLUTION FIXING THE DATE, MATURITY  
SCHEDULE, INTEREST RATES, INTEREST PAYMENT  
DATES, AMOUNT OF CAPITALIZED INTEREST,  
REDEMPTION PROVISIONS, BOND REGISTRAR  
AND PAYING AGENT FOR \$2,145,000 REDEVELOP-  
MENT REVENUE BONDS, SERIES 1984, OF THE  
CITY OF PENSACOLA, FLORIDA; AWARDING THE  
BONDS AT NEGOTIATED SALE TO THE PURCHASER;  
APPROVING THE OFFICIAL STATEMENT FOR THE  
BONDS; CANCELLING AUTHORIZATION FOR THE  
ISSUANCE. OF THE BALANCE OF THE BONDS;  
AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a resolution (hereinafter called "Resolution")  
of the City Council (hereinafter called "Governing Body") of the  
City of Pensacola, Florida (hereinafter called "Issuer"), duly  
adopted on March 13, 1984, authorized the issuance of not  
exceeding \$4,000,000 Redevelopment Revenue Bonds, Series 1984  
(hereinafter called "Bonds"), to provide for the acquisition and  
construction of certain redevelopment projects in the urban core  
area of the Issuer; and

WHEREAS, prior to adoption of this resolution, signifi-  
cant changes have occurred in the municipal bond market regarding  
interest rates on long term municipal bonds, which axe favorable  
to the Issuer; and

WHEREAS, based upon all available information and advice  
from the staff of the Issuer, the Governing Body has determined  
that it is in the best interest of the Issuer to respond to these  
favorable market conditions without undue delay; and

WHEREAS, there is insufficient time to respond to these  
favorable market conditions by offering the Bonds for public  
sale; and

WHEREAS, the complex character of the Bonds and the  
security therefor require lengthy and detailed structuring which  
could be unreasonably restricted by the lack of flexibility at  
public sale; and

WHEREAS, a negotiated sale of these Bonds will result in  
the most favorable bond financing plan and is in the best  
-interest of the Issuer; and

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WHEREAS, there has been filed with the Issuer, prior to  
adoption of this resolution, the disclosure statement required by  
Section 213.385(6), Florida Statutes, a copy of which is attached  
hereto as Exhibit A; and

WHEREAS, the 20 "Bond-Buyer" Average Yield Index  
(hereinafter called "Index") published immediately prior to the  
first day of the month during which this resolution was adopted  
was 9.80%; and

WHEREAS, 150 basis points above the Index is 11.30\$,  
which rate is the statutory interest rate limit (hereinafter  
called "Interest Rate Limit") applicable to the Bonds; and

WHEREAS, Arch W. Roberts & Co. (hereinafter called  
"Purchaser"), has, by written proposal, offered to purchase  
\$2,145,000 aggregate principal amount of the Bonds at the price  
D

r  
of \$2,0

, \$0, plus accrued interest to the date of delivery, at  
the interest rates set forth below, resulting in an average net  
interest cost rate less than the Interest Cost Rate Limit; and

WHEREAS, the Governing Body deems it necessary and  
desirable at this time to fix the date, maturity schedule,  
interest rates, interest payment dates, amount of capitalized  
interest, redemption provisions, bond registrar and paying agent  
for the Bonds; to award the Bonds at negotiated sale to the  
Purchaser; to approve the official statement fox the Bonds; and  
to cancel authorization for the issuance of the balance of the  
Bonds; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
PENSACOLA, FLORIDA:

SECTION 1. REMAINING FISCAL DETAILS FOR BONDS. The  
date, maturity schedule, interest rates, interest payment dates,  
amount of capitalized interest and redemption provisions for the  
Bonds shall be as set forth below.

The Bonds shall be dated April. 1, 1984, and shall bear  
interest payable semiannually on April 1 and October 1 of each  
year, beginning October 1, 1984.

-2-

\$205,000 aggregate principal amount of the Bonds shall bear interest at the rates per annum and mature on April 1 in the years and amounts as follows:

INTEREST			INTEREST		
YEAR	AMOUNT	RATE	YEAR	AMOUNT	RATE
1987	\$15,000	8.00	1992	\$25,000	9.25%
1988	20,000	8.25	1993	25,000	9.50
1989	20,000	8.50	1994	30,000	9.75
1990	20,000	8.75	1995	30,000	10.00
1991	20,000	9.00			

\$1,940,000 aggregate principal amount of the Bonds shall be issued as term bonds and shall mature on April 1, 2014, and bear interest at the rate of 10.75% per annum. Amortization installments are hereby established for such Bonds due April 1, 2014, and such Bonds due April 1, 2014, as will be selected by lot, shall be deemed to be due on April 1 in the years and amounts as follows:

YEARS	AMOUNTS	YEARS	AMOUNTS
1996	\$35,000	2005	\$ 90,000
1997	40,000	2006	95,000
1998	45,000	2007	110,000
1999	45,000	2008	120,000
2000	50,000	2009	130,000
2001	60,000	2010	145,000
2002	65,000	2011	160,000
2003	70,000	2012	180,000
2004	80,000	2013	200,000
		2014	220,000

Principal amounts of the Bonds maturing April 1, 2014, to be selected by lot, which shall be equal to the following mandatory amortization installments:

YEARS	AMOUNTS	YEARS	AMOUNTS
1996	\$35,000	2005	\$ 90,000
1997	40,000	2006	95,000
1998	45,000	2007	110,000
1999	45,000	2008	120,000
2000	50,000	2009	130,000
2001	60,000	2010	145,000
2002	65,000	2011	160,000
2003	70,000	2012	180,000
2004	80,000	2013	200,000
		2014	220,000

shall be redeemed on April 1 in such years prior to their maturity (except the installment maturing in the year 2014) by operation of the Term Bond Amortization Fund, created and established by the Resolution, at the price of the principal

-3-  
amount thereof plus accrued interest to the date of prior redemption, or be purchased in the open market at a price not to exceed such redemption price.

The Bonds maturing in the years 1987 to 1994, both inclusive, are not subject to redemption prior to their respective stated dates of maturity. The Bonds maturing in the year 1995 and thereafter shall, at the option of the Issuer, be redeemable other than by operation of the Term Bond Amortization Fund, in whole at any time on or after April 1, 1994, or in part, in inverse order of maturity and by lot within a single maturity, on April 1, 1994, or on any interest payment date thereafter, at a price of par and accrued interest, plus the following premiums expressed as percentages of the par value thereof, if redeemed at the following times:

Redemption Periods	Redemption Premiums
April 1, 1994, through March 31, 1995	3%
April 1, 1995, through March 31, 1996	2 1/2
April 1, 1996, through March 31, 1997	2
April 1, 1997, through March 31, 1998	1 1/2
April 1, 1998, through March 31, 1999	1
April 1, 1999, through March 31, 2000	1/2
April 1, 2000, and thereafter	0

From the proceeds of the sale of the Bonds, the Issuer shall capitalize interest on such Bonds for a period of 2 years beginning on the date of the Bonds.

SECTION 2. BOND REGISTRAR AND PAYING AGENT. The bond registrar and paying agent for the Bonds shall be Florida National Bank, Pensacola, Florida.

SECTION 3. AWARD OF BONDS. \$2,145,000 aggregate principal amount of the Bonds are hereby awarded and sold to the

j\$ 3o  
Purchaser at the price of \$2,00,00, plus accrued interest to the date of delivery, bearing interest as stated above, and upon the remaining terms and conditions of the proposed purchase



contract attached hereto as Exhibit B.

SECTION 4. APPROVAL OF OFFICIAL STATEMENT. The form and dissemination of the preliminary Official Statement, dated March 19, 1984, with respect to and in connection with the

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marketing of the Bonds are hereby approved. The proper officers and/or employees of the Issuer are hereby directed to cause the final Official Statement for the Bonds to be prepared in substantially the form of the preliminary Official Statement, with such changes and additions as may be suggested from time to time by the proper officers and/or employees of the Issuer.

SECTION 5. CANCELLATION OF BALANCE OF BONDS. The authorization for the issuance of the \$1,855,000 balance of the Bonds is hereby cancelled and rescinded.

SECTION 6. NECESSARY ACTION. The proper officers of the Issuer are hereby designated agents of the Issuer in connection with the issuance of the Bonds, and are authorized and empowered, individually or collectively, to take all action and steps and to execute and deliver on behalf of the Issuer any and all instruments, documents or contracts, including the purchase contract for the Bonds in substantially the form attached hereto and the Official Statement for the Bonds described in Section 4 of this resolution, which are required by the Resolution and/or are necessary and desirable in connection with the execution and delivery of the Bonds, and which are not inconsistent with this resolution and any other action relating to the Bonds.

SECTION 7. EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption.

Passed: March 22, 1984

Approved:

t: 0~ ~ ~

Mayor

City Clerk

Legal in form and valid if

adopted:

City .. Attorney

-5-

PROOF OF PUBLICATION

ON FILE

IN THE

CITY CLERK'S OFFICE

RESOLUTION  
NO. 55-80

A RESOLUTION  
TO BE ENTITLED:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PENSACOLA PROVIDING FOR THE CREATION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY; PROVIDING FOR THE EXERCISE OF POWERS BY SAID AGENCY; ASSIGNING CERTAIN UNDEVELOPED AND UNDERDEVELOPED PROPERTIES TO THE COMMUNITY REDEVELOPMENT AGENCY FOR REDEVELOPMENT; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Part III, Chapter 163, Florida Statutes, entitled "Community Redevelopment", the City Council of the City of Pensacola has adopted Resolution No. 54-80; and

WHEREAS, Resolution No. 54-80 finds that the Pensacola Inner City area is a blighted area; and that the rehabilitation, conservation and redevelopment of the Pensacola Inner City is necessary in the public interest; and that there exists a need for a Community Redevelopment Agency to function in the City of Pensacola; and that the Pensacola Inner City area is designated a community redevelopment area and is appropriate for community redevelopment projects; and

WHEREAS, the City Council of the City of Pensacola has adopted Resolution No. 36-80 declaring the intent of City Council to cause the development of specified inner city properties for the public benefit; setting forth the basic land use intended for said properties; providing primary methods of involving private sector developers and investors; and providing for the use of the site specific zoning ordinance as a guideline in formulating development performance standards, NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. DEFINITIONS. The definition of terms as provided in Section 163.340, Florida Statutes, are hereby adopted by reference whenever used or referred to in this resolution.

SECTION 2. CREATION OF COMMUNITY REDEVELOPMENT AGENCY. Pursuant to Section 163.357, Florida Statutes, the City Council of the City of Pensacola hereby declares itself to be the Community Redevelopment Agency in the City of Pensacola. All rights, powers, duties, privileges, and immunities vested in a community redevelopment agency by Part III, Chapter 163, Florida Statutes, are hereby vested in the City Council of the City of Pensacola, subject to all responsibilities and liabilities imposed or incurred.

SECTION 3. EXERCISE OF POWERS.

- A. In the exercise of the rights, powers, duties, privileges, and immunities of a community redevelopment agency, the City Council of the City of Pensacola hereby authorizes, assigns, permits and directs its duly elected or appointed Mayor, Mayor Pro tempore, and City Manager, and all future incumbents to said offices, to be the members of the Executive Committee of the Community Redevelopment Agency and to perform the following functions in accordance with by-laws or procedural rules adopted by majority vote of the three aforementioned officers:

REPROFILMED

Roll 209 Frame 118

1. Employ any agents or employees, permanent or temporary, as may be required, and determine their qualifications, duties and compensation; subject to the limitations on funding as specified in Section 3(B). The City Manager may assign at his sole discretion employees of the City of Pensacola to provide services required by the Community Redevelopment Agency.
  2. Prepare community redevelopment plans and modifications thereof for community redevelopment projects in designated community redevelopment areas.
  3. Work with private investors, other governmental agencies, its agents and consultants, employees and community groups and interests to foster the development and redevelopment of City properties identified in Resolution No. 36-80.
  4. Exercise the powers enumerated in Sections 163.370, 163.380 and 163.385, Florida Statutes, except as they may be limited by Section 3(B).
  5. Comply with the reporting requirements and other requirements imposed on community redevelopment agencies by Part III, Chapter 163, Florida Statutes.
- B. The City Council of the City of Pensacola shall have sole power to:
1. Determine an area to be a slum or blighted area, or combination thereof, to designate such area as appropriate for a community redevelopment project, and to hold any public hearing required with respect thereto.
  2. Grant final approval to community redevelopment plans and modifications thereof, after receiving recommendation of the Executive Committee.
  3. Authorize the issuance of revenue bonds as set forth in Section 163.385, Florida Statutes.
  4. Approve the acquisition, demolition, removal or disposition of property as provided in Section 163.370, Florida Statutes, and the power to assume the responsibility to bear loss as provided in Section 163.370, Florida Statutes.
  5. Appropriate funds deemed necessary for the administration expense and overhead of the agency.
  6. Establish a Redevelopment Trust Fund as provided in Section 163.387, Florida Statutes.

#### SECTION 4. REDEVELOPMENT OF CITY CONTROLLED PROPERTY.

The City Council of the City of Pensacola hereby dedicates and assigns certain undeveloped and underdeveloped properties identified in Resolution No. 36-80 to the Community Redevelopment Agency for the purpose of promoting, planning, packaging and accomplishing the redevelopment of said properties in accord-

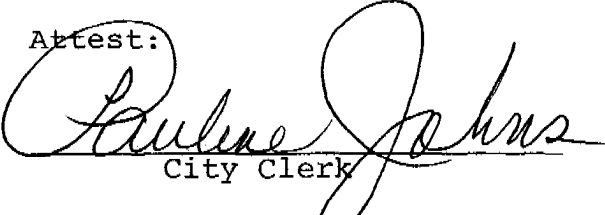
ance with the basic land use intent and methodology set forth in Resolution No. 36-80 and by means of the enabling provisions of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption by the City Council and shall be published as required by law.


Adopted: September 25, 1980

Approved:   
MAYOR

Attest:

  
City Clerk

Legal in form and valid if  
adopted:

  
City Attorney

# THE PENSACOLA NEWS

PUBLISHED DAILY EXCEPT SATURDAY AND SUNDAY

PENSACOLA, ESCAMBIA COUNTY, FLORIDA

State of Florida, }  
County of Escambia. }

Before the undersigned authority personally appeared \_\_\_\_\_

Mary Elizabeth Rost

who on oath says that she is Legal Advertising Supervisor

of The Pensacola News, a daily (except Saturday and Sunday) newspaper

published at Pensacola in Escambia County, Florida; that the attached

copy of advertisement, being a Notice in the matter of

RESOLUTION NO. 55-80

\_\_\_\_\_ in the \_\_\_\_\_ Court,

was published in said newspaper in the issues of \_\_\_\_\_

OCTOBER 3, 1980

Affiant further say that the said The Pensacola News is a newspaper published at Pensacola, in said Escambia County, Florida, and that the said newspaper has heretofore been continuously published in said Escambia County, Florida, each day except Sunday, and has been entered as second class mail matter at the post office in Pensacola, in said Escambia County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Mary Elizabeth Rost

Sworn to and subscribed before me this 7th

day of Oct., A.D., 19 80.

Ditty J. Roston

NOTARY PUBLIC.

MY COMMISSION EXPIRES OCT. 10, 1981

RESOLUTION  
NO. 55-80

A RESOLUTION  
OF THE CITY COUNCIL

OF THE CITY OF  
PENSACOLA PRO-  
VIDING FOR THE  
CREATION OF THE  
PENSACOLA COM-  
MUNITY REDE-  
VELOPMENT AGEN-  
CY; PROVIDING FOR  
THE EXERCISE OF  
POWERS BY SAID  
AGENCY; ASSIGN-  
ING CERTAIN  
UNDVELOPED AND  
UNDERDEVELOPED  
PROPERTIES TO THE  
COMMUNITY REDE-  
VELOPMENT AGEN-  
CY FOR REDEVELOP-  
MENT; PROVIDING  
AN EFFECTIVE  
DATE.

The Resolution provides for the creation of the Pensacola Community Redevelopment Agency pursuant to Section 143.557, Florida Statutes. The Resolution took effect immediately upon passage by City Council at its meeting on September 25, 1980.

Pauline Johns  
City Clerk

LEGAL NO. 1867 1-T OCT. 3, 1980

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PENSACOLA PROVIDING FOR THE CREATION OF THE PENSACOLA COMMUNITY REDEVELOPMENT AGENCY; PROVIDING FOR THE EXERCISE OF POWERS BY SAID AGENCY; ASSIGNING CERTAIN UNDEVELOPED AND UNDERDEVELOPED PROPERTIES TO THE COMMUNITY REDEVELOPMENT AGENCY FOR REDEVELOPMENT; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Part III, Chapter 163, Florida Statutes, entitled "Community Redevelopment", the City Council of the City of Pensacola has adopted Resolution No. 54-80; and

WHEREAS, Resolution No. 54-80, finds that the Pensacola Inner City area is a blighted area; and that the rehabilitation, conservation and redevelopment of the Pensacola Inner City is necessary in the public interest; and that there exists a need for a Community Redevelopment Agency to function in the City of Pensacola; and that the Pensacola Inner City area is designated a community redevelopment area and is appropriate for community redevelopment projects; and

WHEREAS, the City Council of the City of Pensacola has adopted Resolution No. 36-80 declaring the intent of City Council to cause the development of specified inner city properties for the public benefit; setting forth the basic land use intended for said properties; providing primary methods of involving private sector developers and investors; and providing for the use of the site specific zoning ordinance as a guideline in formulating development performance standards; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. DEFINITIONS. The definition of terms as provided in Section 163.340, Florida Statutes, are hereby adopted by reference whenever used or referred to in this resolution.

SECTION 2. CREATION OF COMMUNITY REDEVELOPMENT AGENCY.

Pursuant to Section 163.357, Florida Statutes, the City Council of the City of Pensacola hereby declares itself to be the Community Redevelopment Agency in the City of Pensacola. All rights, powers, duties, privileges, and immunities vested in a community redevelopment agency by Part III, Chapter 163, Florida Statutes, are hereby vested in the City Council of the City of Pensacola, subject to all responsibilities and liabilities imposed or incurred.

SECTION 3. EXERCISE OF POWERS.

A. In the exercise of the rights, powers, duties, privileges, and immunities of a community redevelopment agency, the City Council of the City of Pensacola hereby authorizes, assigns, permits and directs its duly elected or appointed Mayor, Mayor Pro tempore, and City Manager, and all future incumbents to said offices, to be the members of the Executive Committee of the Community Redevelopment Agency and to perform the following functions in accordance with by-laws or procedural rules adopted by majority vote of the three aforementioned officers:

1. Employ any agents or employees, permanent or temporary, as may be required, and determine their qualifications, duties and compensation; subject to the limitations on funding as specified in Section 3(B). The City Manager may assign at his sole discretion employees of the City of Pensacola to provide services required by the Community Redevelopment Agency.

2. Prepare community redevelopment plans and modifications thereof for community redevelopment projects in designated community redevelopment areas,

3. Work with private investors, other governmental agencies, its agents and consultants, employees and community groups and interests to foster the development and redevelopment of City properties identified in Resolution No. 36-80.

4. Exercise the powers enumerated in Sections 163.370, 163.380 and 163.385, Florida Sta-

utes, except as they may be limited by  
Section 3(B).  
5. Comply with the reporting requirements and  
other requirements imposed on community rede-  
velopment agencies by Part III, Chapter 163,  
Florida Statutes.  
B. The City Council of the City of Pensacola shall have  
sole power to:  
1. Determine an area to be a slum or blighted  
area, or combination thereof, to designate  
such area as appropriate for a community  
redevelopment project, and to hold any pub-  
lic hearing required with respect thereto.  
2. Grant final approval to community redevel-  
opment plans and modifications thereof, after  
receiving recommendation of the Executive  
Committee.  
3. Authorize the issuance of revenue bonds as  
set forth in Section 163.385, Florida Statutes.  
4. Approve the acquisition, demolition, removal  
or disposition of property as provided in  
Section 163.370, Florida Statutes, and the  
power to assume the responsibility to bear  
loss as provided in Section 163.370, Florida  
Statutes.  
5. Appropriate funds deemed necessary for the  
administration expense and overhead of the  
agency.  
6. Establish a Redevelopment Trust Fund as pro-  
vided in Section 163.387, Florida Statutes.

#### SECTION 4. REDEVELOPMENT OF CITY CONTROLLED PROPERTY.

The City Council of the City of Pensacola hereby dedicates and  
assigns certain undeveloped and underdeveloped properties iden-  
tified in Resolution No. 36-80 to the Community Redevelopment  
Agency for the purpose of promoting, planning, packaging and  
accomplishing the redevelopment of said properties in accord-  
ance with the basic land use intent and methodology set forth  
in Resolution No. 36-80 and by means of the enabling provisions  
of this Resolution.

SECTION 5. This Resolution shall take effect imme-  
diately upon its adoption by the City Council and shall be pub-  
lished as required by law.

Adopted:

Approved

City Attorney

Legal in form and valid if

adapted:

THE PENSACOLA NEWS

PUBLISHED DAILY EXCEPT SATURDAY AND SUNDAY

PENSACOLA, ESCAMBIA COUNTY, FLORIDA

Printed and Published by

QZ' nunc of otamhctt.

Before the undersigned authority personally appeared

Elizabeth Rost

who on oath says that she is Legal Advertising Supervisor

of The Pensacola News, a daily (except Saturday and Sunday) newspaper

published at Pensacola in Escambia County, Florida; that the attached

copy of advertisement, being a Notice in the matter of

-RE L(JTTQN NO. 55-80

in the

was published in said newspaper in the issues of

Court,

OCTOBER 3, 1980

Affiant further says that the said The Pensacola News is a news-

paper published at Pensacola, in said Escambia County, Florida, and

that the said newspaper has heretofore been continuously published in

said Escambia County, Florida, each day except Sunday, and has been

entered as second class mail matter at the post office in Pensacola,

in said Escambia County, Florida, for a period of one year next pre-

ceding the first publication of the attached copy of advertisement;

and affiant further says that he has neither paid nor promised any

person, firm or corporation any discount, rebate, commission or

refund

for the purpose of securing this advertisement for publication in the

said newspaper.

Sworn to and subscribed before me this--

day of October, 1980

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NOTARY PUBLIC.

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CITY CLERK'S OFFICE



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## Sec. 12-3-8. Commercial land use district.

The regulations in this section shall be applicable to the retail and downtown commercial and wholesale and light industry zoning districts: C-1, C-2A, C-2, and C-3.

(1) *Purpose of district.*

- a. The commercial land use district is established for the purpose of providing areas of commercial development ranging from compact shopping areas to limited industrial/high intensity commercial uses. Conventional residential use is allowed as well as residential uses on upper floors above ground floor commercial or office uses and in other types of mixed-use development. New development and redevelopment projects are strongly encouraged to follow the city's design standards and guidelines contained in section 12-3-121.
- b. The C-1 zoning district's regulations are intended to provide for conveniently supplying the immediate needs of the community where the types of services rendered and the commodities sold are those that are needed frequently. The C-1 zoning district is intended to provide a transitional buffer between mixed-use neighborhood commercial areas and more intense commercial zoning. The downtown and retail commercial (C-2A and C-2) zoning districts' regulations are intended to provide for major commercial areas intended primarily for retail sales and service establishments oriented to a general community and/or regional market. The C-3 wholesale and light industry zoning district's regulations are intended to provide for general commercial services, wholesale distribution, storage and light fabrication.
- c. The downtown retail commercial (C-2A) zoning district's regulations are intended to provide a mix of restaurants, retail sales, entertainment, and service establishments with an emphasis on pedestrian-oriented ground floor shops and market spaces.
- d. The commercial retail (C-2) zoning district's regulations are intended to provide for major commercial areas intended primarily for retail sales and service establishments oriented to a general community and/or regional market.
- e. The C-3 wholesale and light industry zoning district's regulations are intended to provide for general commercial services, wholesale distribution, storage and light fabrication.

(2) *Uses permitted.*

- a. *C-1, retail commercial zoning district.* Any use permitted in the R-NC district and the following uses, with no outside storage or repair work permitted:
  1. Retail sales and services.
  2. Motels/hotels.
  3. Vending machine when as accessory to a business establishment and located on the same parcel of land as the business.
  4. Car washes.
  5. Movie theaters, except drive-in theaters.
  6. Open air sales of trees, plants and shrubs. The business shall include a permanent sales or office building (including restrooms) on the site.
  7. Pet shops with all uses inside the principal building.
  8. Parking lots and parking garages.
  9. Pest extermination services.

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10. Animal hospitals and veterinary clinics with fully enclosed kennels and no outside runs or exercise areas.
  11. Business schools.
  12. Trade schools.
  13. Medical marijuana dispensary.
  14. Recreation or amusement places operated for profit.
  15. Accessory buildings and uses customarily incidental to the above uses.
- b. *C-2A, downtown retail commercial district*. Any use permitted in the C-1 district with the exception of manufactured home parks, and conditional uses. The following uses with no outside storage or repair work permitted:
1. Bars.
  2. Pool halls.
  3. Newspaper offices and printing firms.
  4. Marinas.
  5. Major public utility buildings and structures including radio and television broadcasting station.
  6. Accessory buildings and uses customarily incidental to the above uses.
- c. *C-2, commercial district (retail)*. Any use permitted in the C-2A district and the following uses with no outside storage or repair work permitted:
1. Cabinet shops and upholstery shops.
  2. Electric motor repair and rebuilding.
  3. Garages for the repair and overhauling of automobiles.
  4. Sign shop.
  5. Accessory buildings and uses customarily incidental to the above uses.
- d. *C-3, commercial zoning district (wholesale and limited industry)*.
1. Any use permitted in the C-2 district. Outside storage and work shall be permitted for those uses and the following uses, but shall be screened by an opaque fence or wall at least eight feet high at installation. Vegetation shall also be used as a screen and shall provide 75 percent opacity. The vegetative screen shall be located on the exterior of the required fence.
  2. Outside kennels, runs or exercise areas for animals subject to regulations in section 12-3-83.
  3. Growing and wholesale of retail sales of trees, shrubs and plants.
  4. Bakeries, wholesale.
  5. Ice cream factories and dairies.
  6. Quick-freeze plants and frozen food lockers.
  7. Boat sales and repair.

8. Outdoor theaters.
9. Industrial research laboratories and pharmaceutical companies.
10. Truck sales and repair.
11. Light metal fabrication and assembly.
12. Contractors shops.
13. Adult entertainment establishments subject to the requirements of chapter 7-3.
14. Industrial laundries and dry cleaners using combustible or flammable liquids or solvents with a flash point of 190 degrees Fahrenheit or less which provide industrial type cleaning, including linen supply, rug and carpet cleaning, and diaper service.
15. Retail lumber and building materials.
16. Warehouses.
17. Plumbing and electrical shops.
18. New car and used car lots, including trucks which do not exceed 5,000 pounds.
19. Car rental agencies and storage, including trucks which do not exceed 5,000 pounds.
20. Pawnshops and secondhand stores.
21. Mini-storage warehouses.
22. Advanced manufacturing and/or processing operations provided that such use does not constitute a nuisance due to emission of dust, odor, gas, smoke, fumes, or noise.
23. Accessory buildings and uses customarily incidental to the above uses.

- (3) *Regulations.* All developments are required to comply with design standards and are strongly encouraged to follow design guidelines as established in section 12-3-121. Table 12-3.7 describes height, area and yard requirements for the C-1, C-2, C-2A and C-3 commercial zoning districts:

TABLE 12-3.7. REGULATIONS FOR THE COMMERCIAL ZONING DISTRICTS

Standards	C-1	C-2A	C-2 and C-3
Minimum Yard Requirements (Minimum Building Setbacks)	There shall be no yard requirements, except that where any nonresidential use is contiguous to a residential zoning district there shall be a 20-foot yard unless the two districts are separated by a public street, body of water, or similar manmade or natural buffer of equal width. Inside the C-2A District and Dense Business Area: There shall be a maximum allowed front yard setback of 10 feet.		
Maximum Building Height	No building shall exceed 45 feet in height at the property or setback lines. (See Note 1)	No building shall exceed 100 feet in height at the property or setback lines. (See Note 1)	
Lot Coverage Requirements (The maximum combined area occupied by all	Shall not exceed 75 percent of the total site area for buildings up to 100 feet in height. For	Shall not exceed 100 percent of the total site area for buildings up to 100 feet in height. For	Inside the dense business area: shall not exceed 100 percent of the total site area for

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principal and accessory buildings)	buildings over 100 feet in height, lot coverage shall not exceed 65 percent.	buildings over 100 feet in height, lot coverage shall not exceed 90 percent.	buildings up to 100 feet in height. For buildings over 100 feet in height, lot coverage shall not exceed 90 percent (with the exception of the C-2A zoning district). Outside the dense business area: shall not exceed 75 percent of the total site area for buildings up to 100 feet in height. For buildings over 100 feet in height, lot coverage shall not exceed 65 percent.
Maximum Density Multiple-Family Dwellings	35 dwelling units per acre.	135 dwelling units per acre.	Inside the dense business area: 135 dwelling units per acre. Outside the dense business area: 35 dwelling units per acre.
Note 1: Three feet may be added to the height of the building for each foot the building elevation is stair-stepped or recessed back from the property or setback lines beginning at the height permitted up to a maximum height of 150 feet.			

- (4) *Additional regulations.* In addition to the regulations established above in subsection (3) of this section, all developments within the commercial zoning districts will be subject to, and must comply with, the following regulations:
- Supplementary district regulations subject to regulations in sections 12-3-55 through 12-3-69.
  - Off-street parking subject to regulations in chapter 12-4.
  - Signs subject to regulations in chapter 12-5.
  - Tree/landscape regulations subject to regulations in chapter 12-6.
  - Stormwater management and control of erosion, sedimentation and runoff subject to regulations in chapter 12-8.
  - Alcoholic beverages regulations subject to chapter 7-4.

(Code 1986, § 12-2-8; Ord. No. 25-92, § 1, 7-23-1992; Ord. No. 6-93, § 6, 3-25-1993; Ord. No. 29-93, § 6, 11-18-1993; Ord. No. 3-94, § 4, 1-13-1994; Ord. No. 44-94, § 1, 10-13-1994; Ord. No. 33-95, § 2 (exh. 1), 8-10-1995; Ord. No. 40-99, §§ 2, 3, 10-14-1999; Ord. No. 17-06, § 1, 7-27-2006; Ord. No. 11-09, § 1, 4-9-2009; Ord. No. 13-12, § 1, 6-14-2012; Ord. No. 12-13, § 1, 5-9-2013; Ord. No. 40-13, § 1, 11-14-2013; Ord. No. 01-16, § 1, 1-14-2016; Ord. No. 06-17, § 1, 3-9-2017; Ord. No. 12-19, § 1, 5-16-2019)

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## Sec. 12-3-109. Residential density bonuses.

**Residential density bonuses.** Residential density bonuses above the limit otherwise established by future land use category may be approved in exchange for the construction of affordable housing and as an incentive to achieve superior building and site design, preserve environmentally sensitive lands and open space, and provide public benefit uses including access to the waterfront. Standards for approval shall be as follows:

- (1) Density bonuses and transfers for superior building and site design, preservation of environmentally sensitive lands and open space, and provision of public benefit uses shall not exceed 10% of the limit otherwise established by land use category and shall be available to residential developments in the medium density residential land use district, high density residential land use district, office land use district, residential/neighborhood commercial land use district, commercial land use district, redevelopment land use district and business land use district.
- (2) Density transfers of up to 50% of the limit otherwise established by the land use category of the donor site may be approved for superior building and site design, preservation of archeologically and environmentally sensitive lands and open space, and provision of public benefit uses, and shall be available to residential developments in the medium density residential land use district, high density residential land use district, office land use district, residential/neighborhood commercial land use district, commercial land use district, redevelopment land use district and business land use district.
- (3) Density bonuses and transfers for superior building and site design, preservation of environmentally sensitive lands and open space, and provision of public benefit uses shall be based upon clear and convincing evidence that the proposed design will result in a superior product that is compatible with the surrounding land uses and produces a more desirable product than the same development without the bonus.
- (4) Density bonuses for the provision of affordable housing shall not exceed 25% of the limit otherwise established by land use category and shall be available to residential developments in the medium density residential land use district, high density residential land use district, office land use district, residential/neighborhood commercial land use district, commercial land use district, redevelopment land use district and business land use district.
- (5) Density transfers of up to 50% of the limit otherwise established by land use category of the donor site may be permitted for the provision of affordable housing, and shall be available to residential developments in the medium density residential land use district, high density residential land use district, office land use district, residential/neighborhood commercial land use district, commercial land use district, redevelopment land use district and business land use district.
- (6) Density bonuses and transfers for the provision of affordable housing shall be based upon ratios of the amount of affordable housing to market rate housing within a proposed residential development and shall include mechanisms to assure that the units remain affordable for a reasonable timeframe such as resale and rental restrictions and rights of first refusal.
- (7) Density transfers of up to 50% of the limit otherwise established by the land use category of the donor site may be permitted for proposed developments that are compatible with adopted neighborhood and Community Redevelopment Area plans, and shall be available to residential developments in the medium density residential land use district, high density residential land use district, office land use district, residential/neighborhood commercial land use district, commercial land use district, redevelopment land use district and business land use district.
- (8) The maximum combined density bonus for superior building and site design, preservation of environmentally sensitive lands and open space, provision of public benefit uses and affordable

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housing provided to any single development shall not exceed 35% of the limit otherwise established by land use category.

- (9) Density transfers shall be a direct transfer of up to 100% of unutilized residential density from a donor site to a receiving site, subject to applicable land use regulations and site requirements.

**(10) All density bonuses and density transfers shall be approved by the City Planning Board.**

(Code 1986, § 12-2-80; Ord. No. 13-13, § 1, 5-9-2013; Ord. No. 20-21, § 1, 9-23-2021)

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## Sec. 12-3-121. Design standards and guidelines.

- (a) *Purpose.* The requirements set forth in this section are intended to coordinate land development in accordance with orderly physical patterns; to implement goals, objectives and policies of the comprehensive plan; to provide for adequate access to building sites for ingress and egress; to improve the physical appearance of the city; and to preserve the environmental character of the city.
- (b) *Applicability.* This section shall be applicable to all new construction, additions to existing structures or additional structures on a developed site. For the purposes of this section, the term "shall" indicates a regulatory requirement or standard, and the term "should" indicates a suggested guideline that is not considered a regulatory requirement.

(c) *Design standards.* Except where specific approval is granted by the city engineer and planning services department due to unique and peculiar circumstances or needs resulting from the size, configuration or location of a site requiring a modification of the standards as set forth below, the minimum standards shall be as follows:

- (1) *Streets and rights-of-way.* Whenever public or private streets, rights-of-way, pedestrian ways, bikeways or driveway approaches are to be constructed as part of any development after the effective date of this chapter, they shall be designed in accordance with the requirements of this subsection. Whenever existing public or private streets, rights-of-way, pedestrian ways, bikeways or driveway approaches abutting a development do not meet the requirements of this subsection, the city engineer may require that they be improved to conform to these requirements.

a. *Driveway approaches and curb cuts.*

1. *Width (residential except multifamily).* In properties developed for residential use (except multifamily), curb cuts and driveway approach shall conform to the following requirements:

	Minimum Driveway	Maximum Driveway
Driveway	12 feet	24 feet
Joint-use driveway	20 feet	24 feet

2. *Width (residential multifamily).* Properties developed for residential multifamily use shall have curb cuts for driveways not less than 24 feet wide and not more than 40 feet wide.
3. *Width (nonresidential).* Properties developed for commercial use shall have curb cuts for driveways not less than 12 feet nor more than 40 feet wide.
4. *Distance from drainage inlet.* No curb cut shall be made within three feet of a drainage inlet.
5. *Spacing.* Where more than one curb cut is to be located on any single property, the minimum distance between such curb cuts on local streets shall be 42 feet, and on all arterial and collector streets shall be in accordance with the requirements set forth in subsection (c)(2) of this section.
6. *Number and location on midblock properties.* Except where specific approval is granted as provided above, there shall be no more than two curb cuts for the use of any single property fronting any single local street, and no more than one curb cut for the use of any single property fronting on any single arterial or collector.

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7. *Number and location on corner properties.* Where property is located on a corner lot fronting more than one street, not more than one curb cut for the benefit of such property shall be made on each street except where specific approval is granted as provided above. Corner safety islands shall be provided at all corners and no curb cuts or driveway shall be constructed or maintained on the radius of any curved curbing nor closer to the point of curvature than 15 feet on a local street and not within 30 feet on the point of curvature of an intersecting arterial or collector street.
  8. *Sidewalk section.* All driveway approaches constructed in areas of the city with existing or required sidewalks shall contain a sidewalk section of the width and grade and minimum construction standards established by the city engineer for sidewalks in such areas.
  9. *Pavers.* Any new pavers to be set in the City right-of-way shall be underlain with six (6) inches of concrete.
  10. *Removal.* All existing driveways or aprons not being reused shall be removed from the site.
  11. *Joint use driveways.* No curb cut for a driveway approach shall be made within one foot of the extended side property line of the property to be serviced by the driveway unless a joint-use driveway for the two adjoining properties shall be located on the common property line by written agreement running with the land, recorded in the public records of the county and signed by all the owners of the adjoining property using the common driveway. The execution of the said agreement must be notarized. The city engineer shall be authorized to require the establishment of joint-use driveways in connection with the reduction of the driveway spacing requirements of subsection (c)(1)a.5 of this section and of subsection (c)(2) of this section.
  12. *Authority to alter curb cuts.* Where the use, convenience and necessity of the public require, the city engineer shall have the authority to order the owners or agents in charge of property adjacent to which curb cuts are maintained, to alter the curb cut in such manner as he or she shall find reasonably necessary under the circumstances. The notice required by this section shall require compliance by permittee within 30 days of such notice; be in writing; and be served upon permittee as required by law.
  13. *Right-of-way construction.* Nothing shall be constructed in the city's right-of-way without first obtaining either a right-of-way permit or a License-to-Use permit (LTU). Any work done in the city's right-of-way must meet the specifications of the city engineer and the city's standard details. It is the responsibility of the individual to ensure that they have the most recent city standard detail.
  14. *Duty to repair and replace.* Any existing curb or sidewalk, along the frontage of a parcel, which was damaged before or during construction shall be the responsibility of the property owner to repair or replace during construction.
- b. *Vehicular access for multifamily, office, commercial or industrial developments.* Direct or indirect vehicular access to local residential streets shall not be permitted, other than from corner lots, for the uses described above when adequate access is available from either collector or arterial streets.
  - c. *Dedication of streets and rights-of-way.* No site plan shall be approved unless it is accompanied by a dedication of all streets and rights-of-way that are required to be dedicated under this section. The exception to this is private streets, which shall be provided for by the developer in accordance with the requirements of section 12-3-61. Any land lying within a proposed development that is necessary to widen or extend local streets, arterials or collectors as required to meet city standards shall be dedicated.



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- d. *Street improvements.* All streets and public ways shall be paved and curbed in accordance with standards established by the city engineer and the following requirements:
1. *Additional improvements for existing thoroughfares.* Where any existing arterial or collector lying within or abutting a proposed development requires construction of additional lanes or other improvements to meet the standards of the city engineer, the amount of construction required (or money escrowed) for such improvements shall be commensurate with the impact of the proposed development.
  2. *Missing arterial or collector links.* Where there are missing segments in the arterial or collector system or new arterials or collectors are to be constructed that are designated in the comprehensive plan, such segments lying within or abutting the proposed development shall be improved (or money escrowed in an appropriate manner) by the developer along with other required improvements. Where such construction creates an undue hardship in a particular case, appeals are available in accordance with chapter 12-12.
  3. *Traffic control devices.* Intersection improvements and traffic control devices such as acceleration, deceleration, and turning lanes, signalization devices, and other traffic control devices required by the development shall be installed at the developer's expense in accordance with the State of Florida Manual for Uniform Traffic Control Devices.
  4. *Improvements required to nearest acceptable paved public street.* Each development shall abut, or have as its primary access, a street improved to the minimum requirements of the city engineer. Wherever the abutting street does not meet these requirements, the developer shall construct the street where it abuts the development and to the nearest structurally acceptable paved public street as determined by the city engineer.
  5. *Street cut and patch.* The cut and patch of city streets shall comply with the city standard cut and patch detail. Should there be multiple adjacent patches, the entire road (width and length) shall be milled and overlaid in accordance with the city standard cut and patch detail. The contractor shall provide density testing results from a certified geotechnical laboratory for each cut and patch inspection prior to final approval.
- e. *Sidewalks.* For any new nonresidential, commercial, and industrial developments, all street frontages are required to have five feet (minimum) wide sidewalks with handicap ramps in the right-of-way adjacent to the proposed project. Proposed sidewalks shall be designed and constructed in accordance with the Florida Accessibility Code, City Standards, and any other state laws applicable to sidewalk design and construction. In addition, the physical location of the proposed sidewalks shall be depicted on the site plans submitted to the city.
- (2) *Driveway and curb cut design along arterial and collector streets.* Recognizing that the traffic movement function of arterial and collector streets can be compromised by the provision of unlimited access to individual properties. Whenever any building site will require vehicular access from an arterial or collector street as designated on the city's adopted Future Traffic Circulation Map, the development shall be designed in accordance with the requirements of this subsection.
- a. *Driveways and curb cuts.* In addition to any applicable driveway approach and curb cut requirements of subsection (c)(1) of this section, the following standards shall apply:
1. *Curb cut spacing.* The minimum distance between curb cuts on any one block face, whether or not such curb cuts are located on the same property, shall be based upon the posted speed of the thoroughfare, in accordance with the following schedule:

Posted Speed	Minimum Spacing
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30 mph	125 ft.
35 mph	150 ft.
40 mph	175 ft.
45 mph	200 ft.
50+ mph	250 ft.

2. *Spacing reductions and joint-use driveways.* Where the existing configuration of properties and curb cuts in the vicinity of the building site precludes spacing of a curb cut access in accordance with the schedule above, the city engineer shall be authorized to reduce the spacing requirement if he or she finds that all of the following conditions have been met: wherever feasible, the city engineer shall require the establishment of a joint-use driveway serving two abutting building sites, with cross-access easements provided; the property owner shall agree to close and eliminate any pre-existing curb cuts on the building site after the construction of both sides of the joint-use driveway; and where feasible, the building site shall incorporate unified access and circulation in accordance with the requirements of subsection (c)(2)a.3 of this section.
  3. *Unified access and circulation.* The planning services director, in coordination with the city engineer, shall be authorized to designate cross-access corridors on properties adjacent to arterial or collector streets. Such designation may be made in connection with the approval of any site plan within the affected area, or as part of an overall planning program. The planning services director, in coordination with the city engineer, shall be authorized to modify the requirements of this subsection where he or she finds that abutting properties have been so developed that it is clearly impractical to create a unified access and circulation system within part or all of the affected area.
- (3) *Public facilities.* All developments shall be provided with sufficient utility easements including potable water, sanitary sewer, electric power and light, telephone, natural gas, cable television, and any other franchised utilities, including access for maintenance. Sufficient easements shall be provided for stormwater management facilities, including access for maintenance. All public and private street networks and parking lots shall be designed to allow easy access for solid waste disposal and emergency service vehicles. In addition to new development, any remodeling, enlargement, reconstruction or redesign of any existing building site for specific uses and within the gateway redevelopment district and the resource protection overlay districts shall require submittal of a drainage plan to ensure that stormwater management requirements are met pursuant to chapter 12-8.
  - (4) *Private recreation and open space facilities for multifamily residential developments.* Multifamily residential developments, with the exception of those located within the boundaries of the city's dense business area, are required to reserve five percent of the total lot area for recreation and open space facilities. This land area requirement shall be provided in addition to the 20 percent landscaping area requirement established in section 12-6-4. In the event a buffer yard is required between the multifamily development and an adjacent single-family land use or zoning district, the buffer yard land area requirements may be credited toward the recreation/open space land area requirement.
  - (5) *Solid waste disposal facilities for multifamily residential, nonresidential, office, commercial or industrial developments.*
    - a. Dumpsters, centralized garbage storage areas, compactors and similar solid waste disposal facilities associated with the land uses described above shall not be allowed any closer than ten feet to either the property line or zoning district boundary line of a single-family or duplex residential development or zoning district.

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- b. Solid waste disposal facilities shall not be located within public street rights-of-way of arterial or collector streets in any zoning district, and they shall not be located within local street rights-of-way in mixed residential/office, residential/commercial or redevelopment zoning districts without the mayor's approval.
  - c. Solid waste facilities must be screened from adjoining property and from public view.
- (6) *Mechanical equipment.* Mechanical equipment for multifamily residential, nonresidential, office, commercial or industrial developments shall not be allowed any closer than ten feet to either the property line or zoning district boundary line of a single-family or duplex residential development or zoning district; and shall be screened from adjoining property and from public view. Roof-mounted electrical, mechanical, air conditioning and communications equipment shall be completely screened from adjacent properties and public view from the public right-of-way. The equipment screening shall be such that the equipment is not visible within a 200-foot radius. The radius shall be measured from the exterior side of the screen to a point ten feet above finished grade.

(7) *Parking.*

- a. The city discourages construction of more than the minimum number of parking spaces required by this title, in order that more natural vegetation may be preserved and in order to control stormwater runoff in a more natural manner. Parking in excess of more than ten spaces or ten percent (whichever is greater) above the parking total dictated by chapter 12-4 will require an administrative waiver as described in this subsection (c).
  - b. The use of permeable paving materials is encouraged for use in parking lots, especially for "overflow" parking or parking spaces in excess of the requirements of this title.  
  
Site design should minimize the impact of automobile parking and driveways on the pedestrian environment, adjacent properties and pedestrian safety.
  - c. The following are some examples of techniques used to minimize the impacts of driveways and parking lots:
    - 1. Locate surface parking at the rear or side of the zoning lot.
    - 2. Break large parking lots into multiple smaller ones.
    - 3. Minimize the number and width of driveways and curb cuts.
    - 4. Share driveways with abutting zoning lots.
    - 5. Locate parking in less visible areas of the site.
    - 6. Locate driveways so they are visually less dominant.
    - 7. Provide special pavers or other surface treatments to enhance and separate pedestrian areas from vehicle maneuvering and parking areas.
    - 8. Parking located along a commercial street front where pedestrian traffic is desirable lessens the attractiveness of the area to pedestrians and compromises the safety of pedestrians along the street. On-site surface parking on a commercial street front should be minimized and where possible should be located behind a building.
- (8) *Building facade finish.* Metal curtain walls shall be limited to a maximum of 30 percent per elevation of a building in the R-2 and R-NC districts, 40 percent per elevation in the remaining commercial districts (with the exception of historic and special aesthetic districts which have their own guidelines for review), and 75 percent per elevation of a building in industrial districts. The remaining percentage of each facade elevation shall have a finish treatment. Planning board may grant requests to exceed this

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maximum standard on a case-by-case basis with consideration being given to developments that incorporate design guidelines suggested in this section and exhibit superior site design.

- (9) *Nonresidential site lighting.* Nonresidential and multiple-family developments shall be designed to provide safe and efficient lighting for pedestrians and vehicles. Lighting shall be designed in a consistent and coordinated manner for the entire site (including outparcels). Lighting shall be designed so as to enhance the visual impact of the project and/or should be designed to blend into the surrounding landscape. Lighting design and installation shall ensure that lighting accomplishes on-site lighting needs without intrusion on adjacent properties and shall meet the following design requirements:
- a. *Fixture (luminaire).* When feasible, the light source shall be completely concealed within an opaque housing and shall not be visible from any street right-of-way or adjacent properties.
  - b. *Light source (lamp).* Only florescent, LED, metal halide, or color corrected high-pressure sodium may be used. The same light source type must be used for the same or similar types of lighting on any one site throughout any development.
  - c. *Mounting.* Fixtures shall be mounted in such a manner that the maximum candela from each fixture is contained on-site and does not cross any property line of the site.
  - d. *Limit lighting to periods of activity.* The use of controls such as, but not limited to, photocells, occupancy sensors or timers to activate lighting during times when it will be needed may be required by the planning services department to conserve energy, provide safety, and promote compatibility between different land uses.
  - e. *Illumination levels.*
    - 1. All site lighting levels shall be designed per the most recent IESNA (Illumination Engineering Society of North America) recommended standards and guidelines.
    - 2. Minimum and maximum levels are measured on the pavement within the lighted area. Average level is the overall, generalized ambient light level, and is measured as a not-to-exceed value calculated using only the area of the site intended to receive illumination.
    - 3. Lighting for automated teller machines shall be required to meet the standards of F.S. § 655.962.
  - f. *Excessive illumination.*
    - 1. Lighting unnecessarily illuminates another lot if it clearly exceeds the requirements of this section.
    - 2. All outdoor lighting shall be designed and located such that the maximum illumination measured in footcandles at the property line does not exceed 0.2 on adjacent residential sites, and 0.5 on adjacent commercial sites and public rights-of-way. These values may be adjusted based on unique and/or unusual needs of specific projects.
    - 3. Lighting shall not be oriented so as to direct glare or excessive illumination onto streets in a manner that may distract or interfere with the vision of drivers on such streets.
    - 4. Fixtures used to accent architectural features, landscaping or art shall be located, aimed or shielded to minimize light spill into the night sky.
    - 5. Reflectors and/or refractors within fixtures or fixtures with a top shield shall be utilized to assist in eliminating "sky glow."

(d) *Design guidelines.* Most development in the city is located on infill or redevelopment sites; therefore, projects should take their surroundings into account. These recommended design guidelines are intended as

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suggested methods to improve the character and fit of new development and to encourage respect for how architecture, landscape features, and public improvements help establish context, and steadily improve the quality of the city's residential and commercial neighborhoods. These guidelines are intended for designers and developers to look closely at the area surrounding their specific project and create developments that enhance and complement the built and natural environment. The design guidelines are flexible in their application and may be applied to specific projects during review by city staff and any applicable review boards. The intent is to create the highest level of design quality while providing the needed flexibility for creative site design. Use of the following design guidelines is a means for addressing aesthetic and environmental concerns in the development process:

- (1) Site planning.
  - a. The construction of roads across isolated wetlands shall be limited, and any roads that are built should be constructed on pilings or with adequate culverts to allow the passage of flood waters.
  - b. Runoff shall not be discharged directly into open waters. Vegetated buffers, swales, vegetated watercourses, wetlands, underground drains, catch basins, ponds, porous pavements and similar systems for the detention, retention, treatment and percolation of runoff should be used as appropriate to increase time of concentration, decrease velocity, increase infiltration, allow suspended solids to settle and remove pollutants.
  - c. Natural watercourses shall not be filled, dredged, cleared, deepened, widened, straightened, stabilized or otherwise altered.
  - d. The use of drainage facilities and vegetated buffer zones as open space, recreation and conservation areas is encouraged.
- (2) Building design and architectural elements. The placement of buildings should respond to specific site conditions and opportunities such as irregular-shaped lots, location on prominent intersections, views, or other natural features. On-site surface parking should be visually minimized and where possible should be located behind a building. Site characteristics to consider in building design include, but are not limited to, the following:
  - a. Site buildings to avoid or lessen the impact of development on environmentally sensitive and critical areas such as wetlands, stream corridors, fragile vegetation and wildlife areas, etc.
  - b. The design and placement of a structure and its massing on the site should enhance solar exposure for the project and consider the shadow impacts on adjacent buildings and public areas.
  - c. The placement of buildings and other development features should enable the preservation of significant or important trees or other vegetation.
  - d. Where a new structure shares a site with an existing structure, or a major addition to an existing structure is proposed, the design of the new should be designed to be compatible with the original structure. This is particularly important if the original structure has historical or architectural merit to the community.
  - e. The placement and massing of a building should preserve desirable public views that would otherwise be blocked by the new development.
  - f. The placement and orientation of buildings should acknowledge and reinforce the existing desirable spatial characteristics of the public right-of-way. For example, a multi-story mixed-use building proposed for a downtown corner zoning lot should reinforce the existing streetscape by utilizing the ground level for pedestrian oriented retail and restaurants and maintaining a consistent building edge abutting the sidewalk.

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- g. Building entrances should be clearly visible from the street. Using entries that are visible from the street makes a project more approachable and creates a sense of association with neighboring structures.
  - h. New development should be sited and designed to encourage human activity on the street. To accomplish this end, entrances, porches, balconies, decks, seating and other elements can be designed to promote use of the street front and provide places for human interaction. For example, for commercial developments such elements can include shop front windows, outdoor seating/dining, rooftop decks, balconies, and canopies that protect pedestrians from the elements.
  - i. Development projects that are adjacent to a less-intensive zoning district with differing development standards, may create substantial adverse impacts that result from inappropriate height, bulk and scale relative to their neighbors. Careful siting and design treatments can help mitigate some height, bulk and scale impacts; in other cases, actual reduction in the height, bulk and scale of a project are advisable to adequately mitigate adverse effects. In some instances, careful siting and design treatment may be sufficient to achieve reasonable transition and mitigation of height, bulk and scale differences. Some techniques for achieving compatibility are:
    - 1. Use of architectural style, details (such as rooflines or fenestration), exterior colors or materials that derive from the less intensive zone district.
    - 2. Creative use of landscaping or other screening.
    - 3. Location of features on-site to facilitate transition, such as locating required open space on the zone district edge so the building is located farther from the lesser intensity zone district.
    - 4. In a mixed-use project, siting the more compatible uses near the zone district edge.
  - j. The exterior architectural elements of buildings and structures (i.e., components which define the appearance of a building, such as roofs, windows, porches, modulations, entries, materials, balconies and details). New buildings developed in an established neighborhood with an identifiable character may be viewed as undesirable intrusions unless they respond positively to the architectural characteristic of existing buildings. Therefore, guidelines for architectural elements encourage new development in established neighborhoods to complement neighboring buildings and consider how design gives a neighborhood its identity. This does not mean that new buildings must excessively mimic older existing buildings. Rather, the guidelines suggest that new buildings use some traditional building concepts or elements. New buildings can successfully relate to older buildings while still looking contemporary, not stifling the designer's creativity and responding to changing societal needs and design opportunities.
  - k. Architectural context. New buildings proposed for existing neighborhoods with a well-defined and desirable character should be compatible with or complement the architectural character and siting pattern of neighboring buildings.
    - 1. Architectural features. Taking note of the architectural characteristics of surrounding buildings can help new buildings be compatible with their neighbors when a consistent pattern is already established by similar building articulation; building scale and proportions; architectural styles; roof forms, building details and fenestration patterns; or materials. Even when there is no consistent architectural pattern, building design and massing can be used to complement and enhance certain physical conditions of existing surrounding development.

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2. In cases where an existing context is either not well defined, or may be undesirable, a well-designed new project has the opportunity to establish a pattern or identity that future redevelopment can build on.
- (3) Human scale. The design of new buildings should incorporate architectural features, elements and details that achieve a desirable human scale through the use of human-proportioned architectural features and site design elements clearly oriented to human activity. Building elements that may be used to achieve human scale are as follows:
    - a. Pedestrian-oriented storefront windows and doors directly facing the street or publicly accessible open space such as courtyards, gardens, patios, or other unified landscaped areas.
    - b. Window patterns, building articulation and other exterior treatments that help identify individual units in a multifamily building or mixed-use building.
    - c. Stepping back upper stories (generally above the third or fourth floor).
    - d. Porches or covered entries that offer pedestrian weather protection such as canopies, awnings, arcades, or other similar elements wide enough to protect at least one person.
  - (4) Structured parking garages.
    - a. The presence and appearance of structured parking garages and their entrances should be minimized so they do not dominate the street frontage. Ramps should be visually screened from streets and adjacent residential zoning districts and oriented towards the interior of the lot within a project where possible. Ramps profiles should be hidden on the exterior elevations. Roof top parking should be visually screened with articulated parapet walls or other architectural treatment. Exterior lighting should utilize fixtures provided with cut off shielding in order to eliminate glare and spillage onto adjacent properties and roadways. The openings of the garage should be designed in a manner that obscures parked vehicles. Decorative architectural elements on the ground floor level should be designed to accommodate the pedestrian scale. Parking levels above the ground floor should maintain the same vertical and horizontal articulation or rhythm and incremental appearance established on the ground floor.
    - b. Due to the requirements of a particular land use or structural needs, parking garages or the garage portion of the building may request an increase from the building frontage requirements (to a maximum of 100 percent for all floors) or a waiver from the setback requirements for portions of the structure subject to the following: The garage or garage portion of the building elevation provides unified design elements with the main building through the use of similar materials and color, vertical and horizontal elements, and architectural style.
    - c. Architectural features should be incorporated into the facade to mitigate the building's mass and bulk and along portions of the building adjacent to street rights-of-way.
  - (5) Rooftop mechanical equipment. All rooftop mechanical equipment should be screened from public view from both above and below by integrating it into building and roof design.
  - (6) Blank walls. Buildings should avoid large blank walls facing the street, especially near sidewalks. Where blank walls are unavoidable, due to the requirements of a particular land use or structural needs, they shall not exceed a length of 50 feet, or 20 percent of the length of the building facing the street, whichever is less, and should receive design treatment to increase pedestrian comfort and interest.
  - (7) Utilities and service areas. Building sites should locate service elements like trash dumpsters, loading docks and mechanical equipment away from the street front wherever possible. When elements such as dumpsters, utility meters, mechanical units and service areas cannot be located away from the street front, they should be situated and screened from view and should not be located near pedestrian routes.

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- (8) All telephones, vending machines, or any facilities dispensing merchandise, or a service on private property, should be confined to a space built into the building or buildings or enclosed in a separate structure compatible with the main building. All exterior forms, attached or not to buildings should be in conformity to and secondary to the building. They should be an asset to the aesthetics of the site and to the neighborhood.

(Code 1986, § 12-2-82; Ord. No. 11-94, § 3, 4-14-1994; Ord. No. 45-96, § 6, 9-12-1996; Ord. No. 13-06, § 15, 4-27-2006; Ord. No. 16-10, § 211, 9-9-2010; Ord. No. 25-10, § 1, 10-14-2010; Ord. No. 06-18, § 1, 4-12-2018; Ord. No. 29-21, § 1, 12-16-2021)



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## Sec. 12-4-1. Off-street parking spaces requirements.

Off-street parking is required in all zoning districts, except as provided below. The following off-street parking is required by this chapter:

- (1) *General provisions.*
  - a. Area calculations based on gross square footage.
  - b. Where the required number of parking spaces results in a fraction, the number of spaces required shall be construed to be the next whole number.
  - c. Where parking spaces are required based on number of employees or students/clients, the number of employees must reflect the largest shift and the number of students/clients must reflect the maximum capacity allowed.
  - d. For multiple land use developments, additional parking spaces will be required for each different land use and/or accessory use.
  - e. Handicapped parking spaces are required as a percentage of total required parking spaces for all developments other than single-family, duplex or zero-lot-line residential.
  - f. With respect to any parking lot that is required to be paved, the number of parking spaces required may be reduced by one, if the developer provides a bicycle rack or similar device that offers a secure parking area for at least five bicycles.
  - g. Neither off-street parking in the city right-of-way nor creation of a parking space in the right-of-way shall be permitted without obtaining a license-to-use to do so.
  - h. The number of off-street parking spaces provided for buildings constructed prior to October 13, 1994, shall be deemed in compliance with the requirements of this Code, for as long as the same land use is maintained within the same building footprint. Effective October 13, 1994, off-street parking requirements set forth in subsection (2) of this section shall be required for the following development or redevelopment activities except as specifically exempted in subsections (1)j. through l. of this section:
    1. New construction.
    2. Construction of an addition to an existing building. Whenever a building is enlarged or increased in floor area, number of dwelling units, seating capacity, intensity, density or in any manner so as to create a need for a greater number of parking spaces than currently existing, such additional spaces must be provided in accordance with subsection (2) of this section. The required number of additional parking spaces must be provided concurrently with the building enlargement. In the event that additional parking spaces are required, and the resulting number of spaces required for the whole building (existing and new) exceeds ten spaces, the entire parking lot shall comply with the provisions of section 12-4-3.
    3. A change in land use in an existing building or portion of a building. Whenever a land use is changed to another land use requiring a greater number of parking spaces than that existing, such additional spaces must be provided in accordance with subsection (2) of this section. The required number of additional parking spaces must be provided concurrently with the change in land use. In the event that additional parking spaces are required as a result of a change in land use for buildings constructed prior to October 13, 1994, the entire number of required parking spaces for the new land use must be provided in accordance with subsection (2) of this section. In the event that additional parking spaces

are required, and the resulting number of spaces required for the new land use exceeds ten spaces, the entire parking lot shall comply with the provisions of section 12-4-3.

- i. Except as provided in subsections (4) and (5) of this section, all required parking spaces must be located on the same lot or parcel with the building or use served or on an adjacent lot or parcel owned or leased by the same owner of the building site for which the parking is required. If the required parking is provided on an adjacent property separated from the common boundary by a street, appropriate measures shall be undertaken to provide pedestrian safety. Such measures include, but are not limited to, pedestrian crosswalk, pedestrian crossing with automated traffic control, pedestrian overpass, and underground pedestrian tunnel.
- j. Off-street parking is not required in the HC-1 and HC-2 districts (see section 12-3-10(1)e.7.iii).
- k. Off-street parking is not required in the dense business area for residential land uses.
- l. New construction of buildings within the South Palafox business district that do not exceed 40 feet in height, or the renovation or change in land use of existing buildings that do not exceed 40 feet in height are exempt from the off-street parking requirements (see also section 12-3-13(4)f).
- m. New construction of buildings within the C-2A district that do not exceed 40 feet in height and 5,000 square feet in total floor area, or the renovation or change in land use of existing buildings that do not exceed 40 feet in height and 5,000 square feet in total floor area are exempt from the off-street parking requirements.

(2) *Parking requirements for specific land uses.* The following list of requirements shall apply for any land use that is permitted or that is granted a conditional use within any zoning district.

Amusement center	1 space/250 s.f.
Art gallery	1 space/500 s.f.
Auditorium	1 space/50 s.f. of assembly area
Bank	1 space/300 s.f.
Barbershop/beauty parlor	2 spaces/chair
Bed and breakfast	1 space for owner/manager plus 1 space/ sleeping room
Billiard hall	2 spaces/table
Boarding house	1 space for owner/manager plus 1 space/ sleeping room
Bowling alley	3 spaces/lane plus spaces required for accessory uses
Car wash	
Full-service	2 spaces/washing stall
Self-service	2 stacking spaces and 1 drying space per wash stall
Child care facility	1 space/300 s.f.
Church	1 space/4 fixed seats
Note: On-street parking within 500 feet of the building, except in residential districts, may be used towards fulfilling this requirement.	
Cocktail bar	1 space/75 s.f.
Community center	1 space/300 s.f.
Community residential home	1 space/2 beds

Convenience store	1 space/200 s.f. plus accessory uses
Dormitory/fraternity/sorority residence	1 space/2 beds
Dry-cleaning shop	1 space/500 s.f.
Funeral parlor/mortuary	1 space/200 s.f.
Game room	1 space/250 s.f.
Garage, repair	1 space/200 s.f.
Gas station	1 space/200 s.f.
Greenhouse	1 space/1,000 s.f. of lot area
Group home	1 space/2 beds
Gymnasium	1 space/50 s.f. of assembly area
Health spa	1 space/200 s.f.
Hospital	1.5 spaces/bed
Hotel	1 space/room
Industrial	1 space/500 s.f.
Kennel	1 space/1,000 s.f.
Laundromat	1 space/2 washing machines
Library	1 space/250 s.f.
Note: on-street parking within 500 feet of the building, except in residential districts, may be used toward this requirement.	
Lodging house	1 space for owner/manager plus 1 space/sleeping room
Manufacturing	1 space/500 s.f.
Marina	1 space/4 boat slips
Miniature golf course	1 space/hole
Mini-warehouse	4 spaces/1,000 s.f. of office
Motel	1 space/room
Museum	1 space/300 s.f.
Nightclub	1 space/75 s.f.
Nursery	1 space/1,000 s.f. of lot area
Nursing home	1 space/2 beds
Office	
General office	1 space/300 s.f.
Accessory office unit	1 space/300 s.f.
Government office	1 space/500 s.f.
Note: On-street parking within 500 feet of the building, except in residential districts, may be used towards this requirement for non-employee parking only. In any event, one off-street parking space shall be required for each employee in the building.	
Medical/dental office	1 space/200 s.f.
Open air market	1 space/300 s.f.
Printing or publishing firm	1 space/300 s.f.
Private club	1 space/100 s.f.
Racquetball club	1 space/court
Radio or television station	1 space/300 s.f.

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Repair shop	1 space/300 s.f.
Residential	
Single-family, duplex and accessory residential unit	1 space/unit (public street) 2 spaces/unit (private street)
Multifamily, townhouse, manufactured home unit	1 space/unit
Rest home	1 space/2 beds
Restaurant	
Drive-in only	1 space/100 s.f.
Drive-through only	1 space/100 s.f.
Sit-down only	1 space/100 s.f. (including outdoor dining areas)
Combination drive-through/sit-down	1 space/100 s.f. (including outdoor dining and/or activity areas)
Retail sales/rental	
Boat	1 space/500 s.f.
Carpet	1 space/500 s.f.
Furniture	1 space/500 s.f.
Garment	1 space/300 s.f.
General	1 space/300 s.f.
Grocery store	1 space/300 s.f.
Hardware	1 space/500 s.f.
Home improvement	1 space/500 s.f.
Lumber and building materials	1 space/600 s.f.
Machinery and equipment	1 space/600 s.f.
School	
Business or trade	1 space/2 employees plus 1 space/200 s.f.
High school, college or junior college	1 space/2 employees plus 1 space/10 students
Kindergarten, elementary and middle/junior high school	1 space/2 employees plus 1 space/classroom
Self-service storage facility	4 spaces/1,000 s.f. of office plus 1 space/employee
Shopping center	1 space/300 s.f.
Skating rink	1 space/5 rated patron capacity
Stadium	1 space/5 seats
Studio	1 space/300 s.f.
Tavern	1 space/75 s.f.
Tennis club	1 space/court
Theater	1 space/6 seats
Vehicle sales/rental	1 space/400 s.f. sales area
Veterinary clinic or hospital	1 space/300 s.f.
Video arcade	1 space/300 s.f.
Warehousing	1 space/2,000 s.f.
Wholesale establishment	1 space/1,000 s.f.

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(Supp. No. 3)

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- (3) *All other uses.* Any use not covered by this chapter shall require one parking space for each 300 square feet of gross floor area in the building.
- (4) *Off-site parking.* The off-street parking requirements set forth in subsection (2) of this section may be provided off-site through a shared parking facility or leased parking facility.
- a. Off-site parking may be provided as specified below:
1. Shared use parking facility shared by uses that have different principal operating hours. The schedule of operation of all such land uses shall provide that none of the uses sharing the facilities normally require off-street parking facilities at the same time as other uses sharing them. The total number of required off-street parking spaces shall be determined by the combined peak hour parking requirement for all uses sharing the facility.
  2. Off-site parking spaces that are leased on an annual basis from a private owner or public agency.
  3. Off-site parking spaces located on a site owned and controlled by the owner/developer of the building site for which the off-street parking is required.
  4. When a portion or all of the required off-street parking is provided pursuant to one of the options specified above in subsections (4)a through c of this section a written agreement shall be drawn in a form satisfactory to the city attorney and executed by all parties concerned assuring the continued availability of the off-site parking facilities for the use they are intended to serve. Such written agreement shall be required as a prerequisite for the approval of a building permit for the new development or redevelopment proposed for which the parking is required. Such written agreement shall be reviewed annually as a condition for renewal of a business license required in chapter 7-2. If a written agreement securing the number of parking spaces is not provided as part of the annual business license certification, the license may be revoked by the city unless the required off-street parking is otherwise provided.
  5. When a portion or all of the required off-street parking is provided pursuant to one of the options specified above in subsections (4)a through c of this section a sign directing business patrons to the off-street parking shall be required and shall be placed in a clearly visible location in accordance with the provisions of section 12-5-4(g)(3).
  6. Off-site parking provided for businesses within the Brownsville Business Core must be located within the city limits.
  7. Downtown Pensacola parking reductions described in Table 12.3-1 shall apply only to the community redevelopment agency's boundaries, as defined in Resolution No. 13-84.

**TABLE 12.3-1. DOWNTOWN PENSACOLA CRA  
PARKING REDUCTIONS**

Educational	25%
Lodging	35%
Office	30%
Eating/drinking establishments	100%
Indoor amusement	40%
Services	50%
College	50%

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Places of worship	50%
Indoor recreation	50%
Apparel/furniture	50%
Retail < 5,000 s.f.	60%
Community services	75%
Single-family and multifamily	Only 1 space/unit required

- b. Approval of off-site parking will be based upon consideration of the following factors:
    1. The location of the business and the proposed off-site parking;
    2. The number of off-site parking spaces proposed;
    3. Intended users of the proposed off-site parking (i.e. employees, patrons or both);
    4. The distance of the proposed off-site parking measured along the shortest legal pedestrian route (i.e. along public sidewalks, crosswalks) from the nearest lot line of the building site for which the off-site parking is proposed to the nearest lot line of the off-site parking;
    5. Pedestrian safety;
    6. Nature of the business proposing the off-site parking;
    7. Potential conflicts/overlaps in any off-site shared parking arrangement;
    8. Recommendation of city attorney regarding the form of the written agreement specified in subsection (4)a.4 of this section.
- (5) The number of required parking spaces for the geographic areas and zoning districts identified in subsection (4) of this section may be reduced by the number of on-street parking spaces provided in accordance with the following criteria:
  - a. The on-street parking space must be located between the extended property lines of the property requesting the reduction. If a parking space straddles two properties owned by different property owners each property may count the space towards the required parking. Where the right-of-way contains a median and parking is provided along the median, the property owner requesting the reduction may include those spaces provided they are located between the extended property lines and the centerline of the median.
  - b. The on-street parking spaces must remain open for use by the public.
- (6) New construction, additions to existing buildings and changes in land use of existing buildings within the dense business area resulting in an increase of parking requirements may comply with the parking requirements through an in-lieu payment approved by the city council.
  - a. All funds collected through the in-lieu payment process shall be utilized for the express purpose of parking capital improvement projects within the dense business area.
  - b. The in-lieu payment will be calculated by the mayor and approved by the city council in accordance with the following formula:
 

In-lieu parking payment = (total spaces required to meet code - on-site spaces - approved off-site spaces - approved on-street parking spaces) × (in-lieu fee)

The in-lieu fee shall be based upon the cost of construction for parking spaces considering such factors as land acquisition, design fees, engineering, financing, construction, inspection, and other relevant factors.

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(Code 1986, § 12-3-1; Ord. No. 6-93, § 21, 3-25-1993; Ord. No. 29-93, § 26, 11-18-1993; Ord. No. 44-94, § 6, 10-13-1994; Ord. No. 33-95, § 9, 8-10-1995; Ord. No. 8-99, § 7, 2-11-1999; Ord. No. 44-99, § 3, 11-18-1999; Ord. No. 6-02, § 2, 1-24-2002; Ord. No. 05-06, § 1, 2-9-2006; Ord. No. 16-10, § 212, 9-9-2010; Ord. No. 39-13, § 1, 11-14-2013; Ord. No. 12-14, § 1, 3-27-2014; Ord. No. 29-21, § 2, 12-16-2021)



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 23-00630

Planning Board

9/12/2023

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**TO:** Planning Board Members

**FROM:** Gregg Harding, Assistant Planning & Zoning Division Manager

**DATE:** 9/5/2023

**CITY COUNCIL DISTRICT:** 6

**SUBJECT:**

524 E. Romana Street - Gateway Redevelopment District - Aesthetic Review Application

**BACKGROUND:**

Christy Cabassa is requesting site plan and aesthetic approval for a new single-family residence and a detached accessory dwelling unit over a garage in the Aragon subdivision. The buildings will have Hardi Cedarmill siding with galvalume metal roofs, windows will be metal clad with exterior grilles, and doors will be fiberglass. Approval has been received from the Aragon Architectural Review Board, along with a variance to the Aragon Design Code allowing the accessory structure to be closer than 12' to the primary structure and allowing the front stoop to encroach into the front setback due to FEMA flood plain requirements.

This request has been routed through the various City departments and utility providers. Those comments are attached for your review.

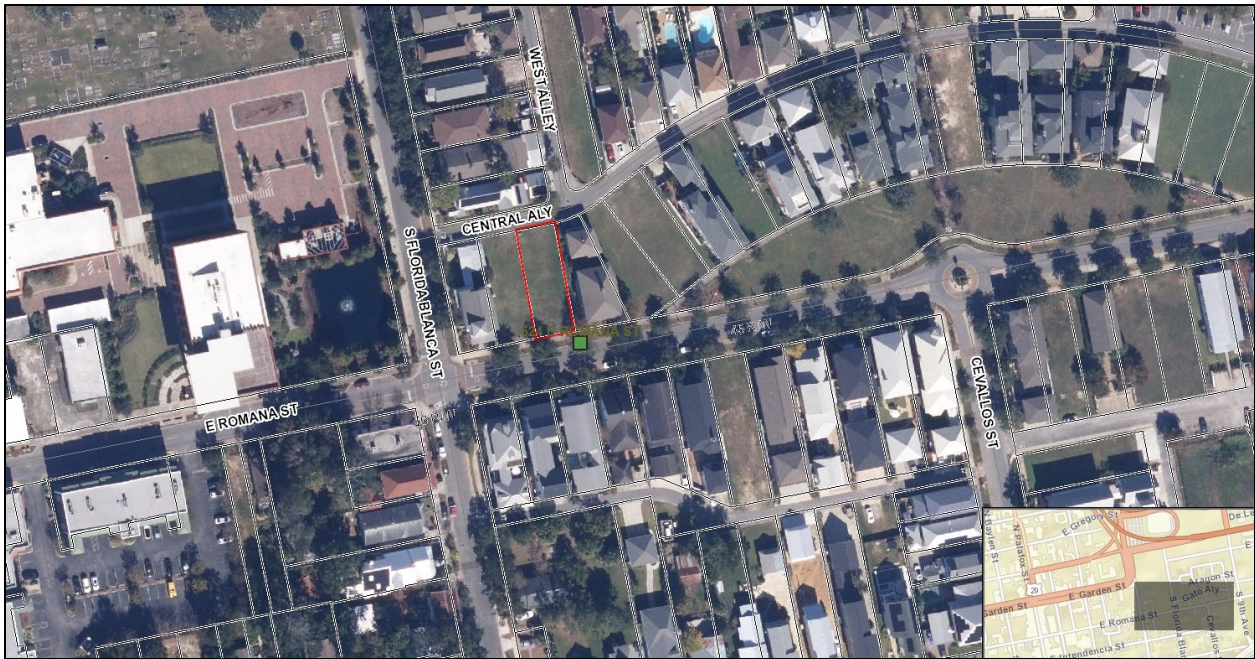
**RECOMMENDED CODE SECTIONS**

Sec. 12-3-12(2)d.2. Gateway review district, Decisions

[https://library.municode.com/fl/pensacola/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_TITXIILADECO\\_CH12-3ZODI\\_ARTIINGE\\_S12-3-12RELAUSD1](https://library.municode.com/fl/pensacola/codes/code_of_ordinances?nodeId=PTIICOOR_TITXIILADECO_CH12-3ZODI_ARTIINGE_S12-3-12RELAUSD1)



Aesthetic Review – 524 E. Romana Street





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

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

***Project Address:*** \_\_\_\_\_

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

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

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

Property Owner: \_\_\_\_\_

***Redevelopment  
District:***

***Waterfront***

***Gateway***

***South Palafox  
Business***

***North 9th  
Avenue***

*\* 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:***

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*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





Proposed Frerich Residence



Looking West



Aerial



Christina Lee Cabassa  
ARCHITECT  
Florida AR0014272  
Florida ID0003615

1189 Mary Lou Lane  
Gulf Breeze, Florida 32563  
Phone/Fax 850-916-9941

CERTIFICATION :

Looking South



Looking North



PROJECT – LOCATION :

Frerich  
Residence  
Aragon

524 East Romana  
Lot 3 Block J

Type II  
Cottage  
HR-2

ALL DRAWINGS AND WRITTEN MATERIAL  
HEREIN CONSTITUTE ORIGINAL AND UN-  
PUBLISHED WORK OF THE ARCHITECT  
AND MAY NOT BE DUPLICATED IN ANY  
PART WITHOUT THE WRITTEN CONSENT  
OF THE ARCHITECT.

REVISIONS :

Site Photos  
City Planning Board

House to the East



Looking East



DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

SHEET TITLE :

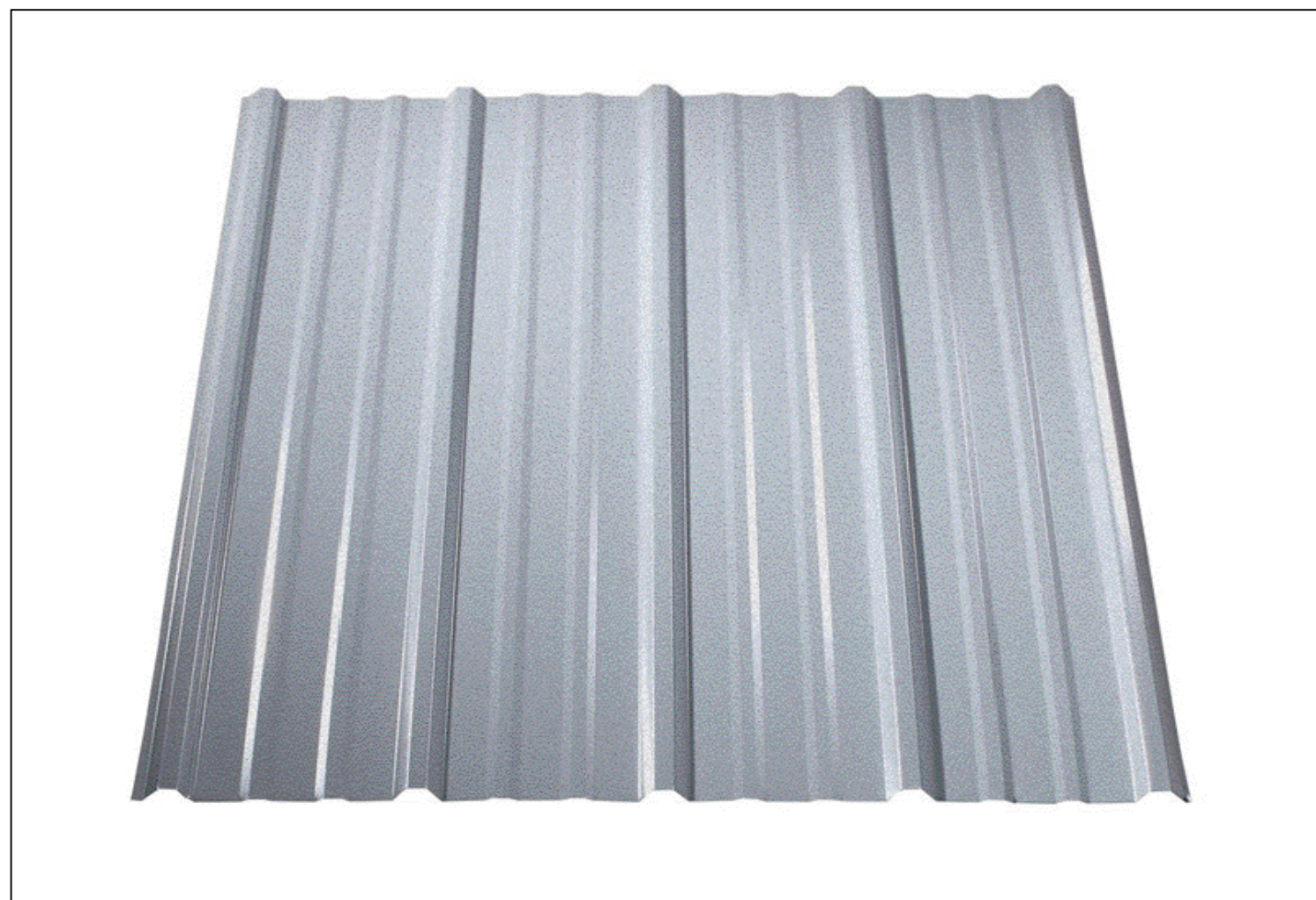
SHEET NO. :

SITE PHOTOS



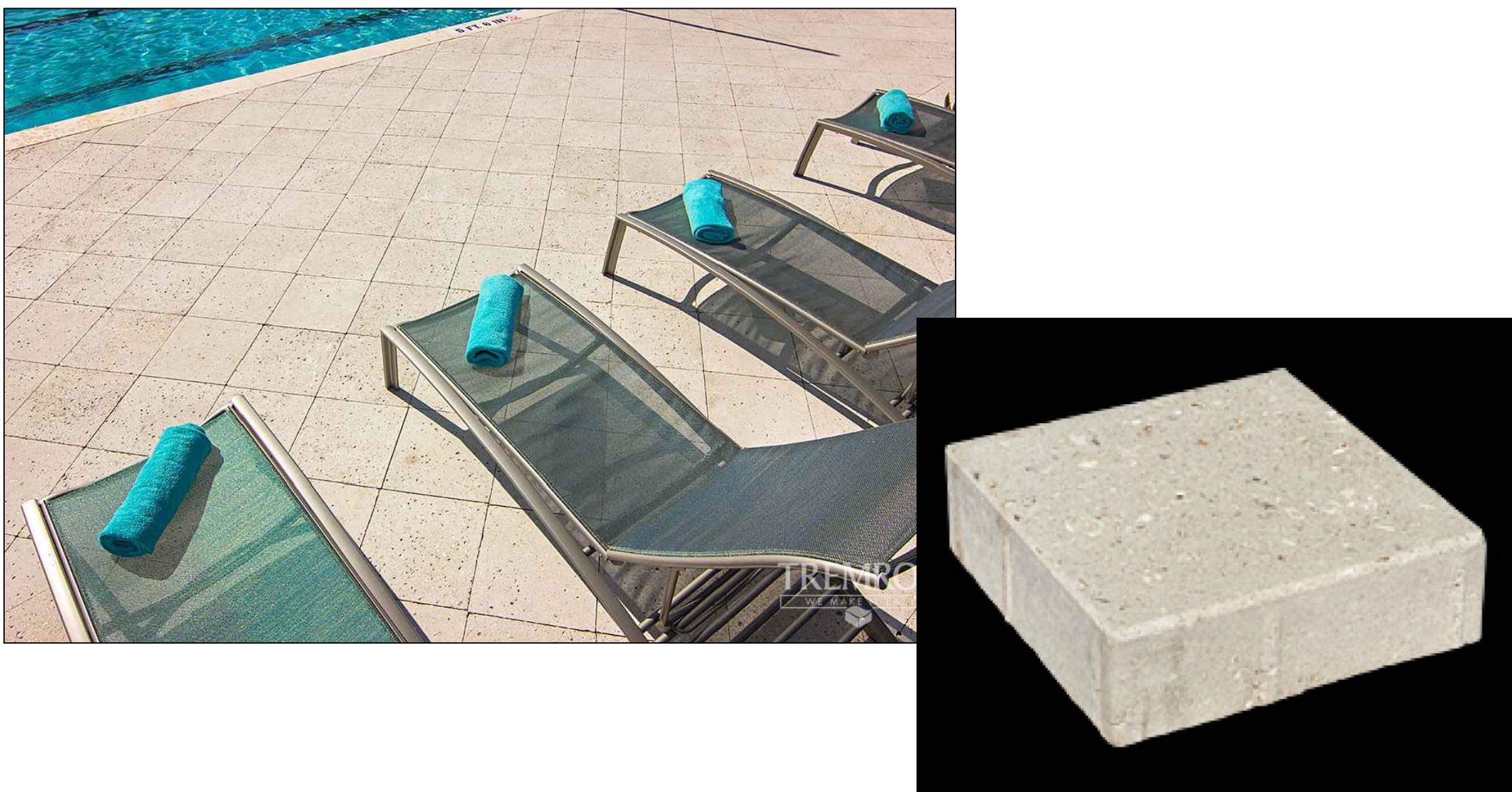
# Roof

Galvalume Prefinsihed-Natural



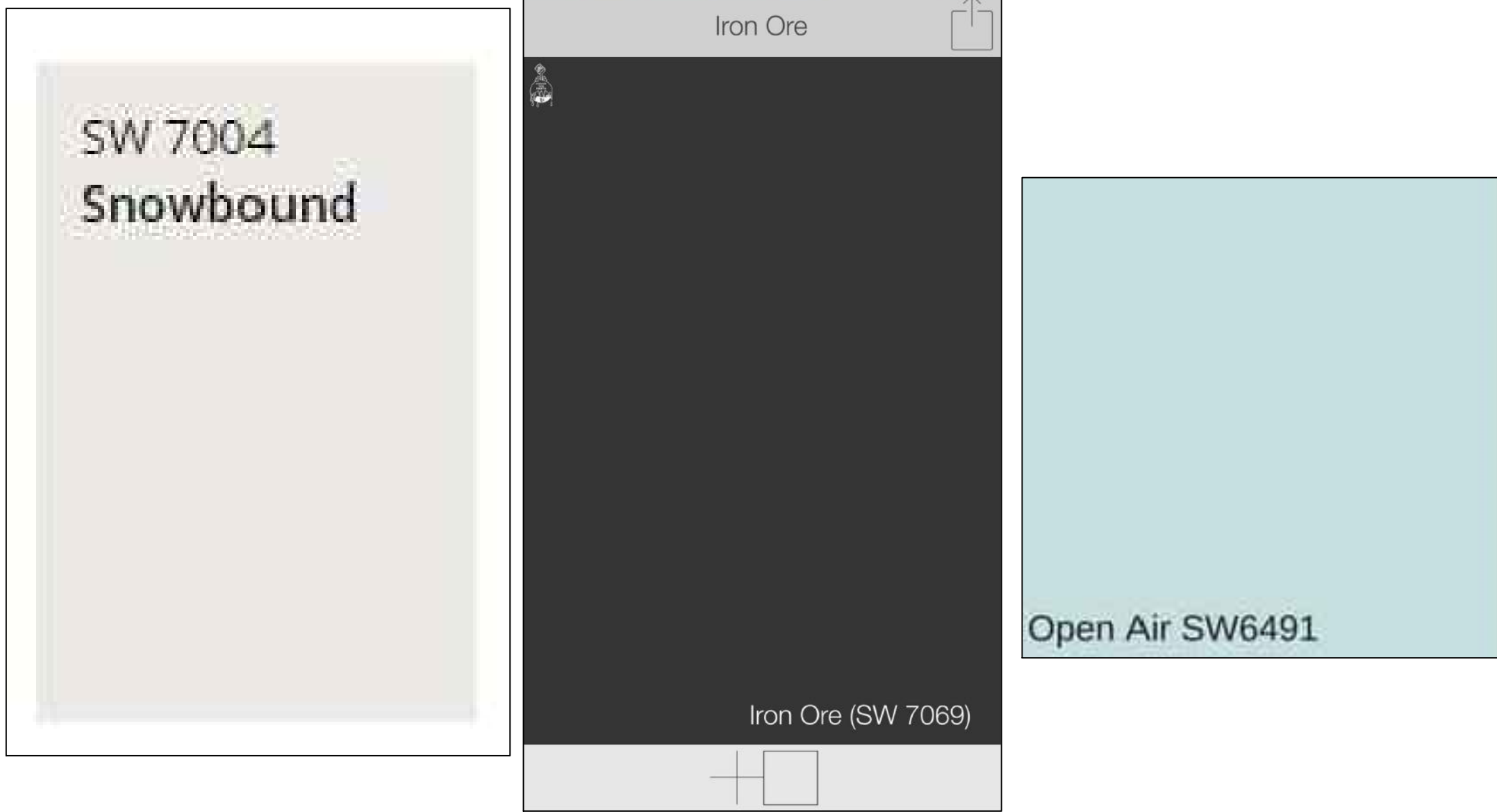
# Pool Deck Pavers

Tremron Shellstone White



# Paint Colors

Shervwin Williams Snowbound  
Iron Ore and Open Air



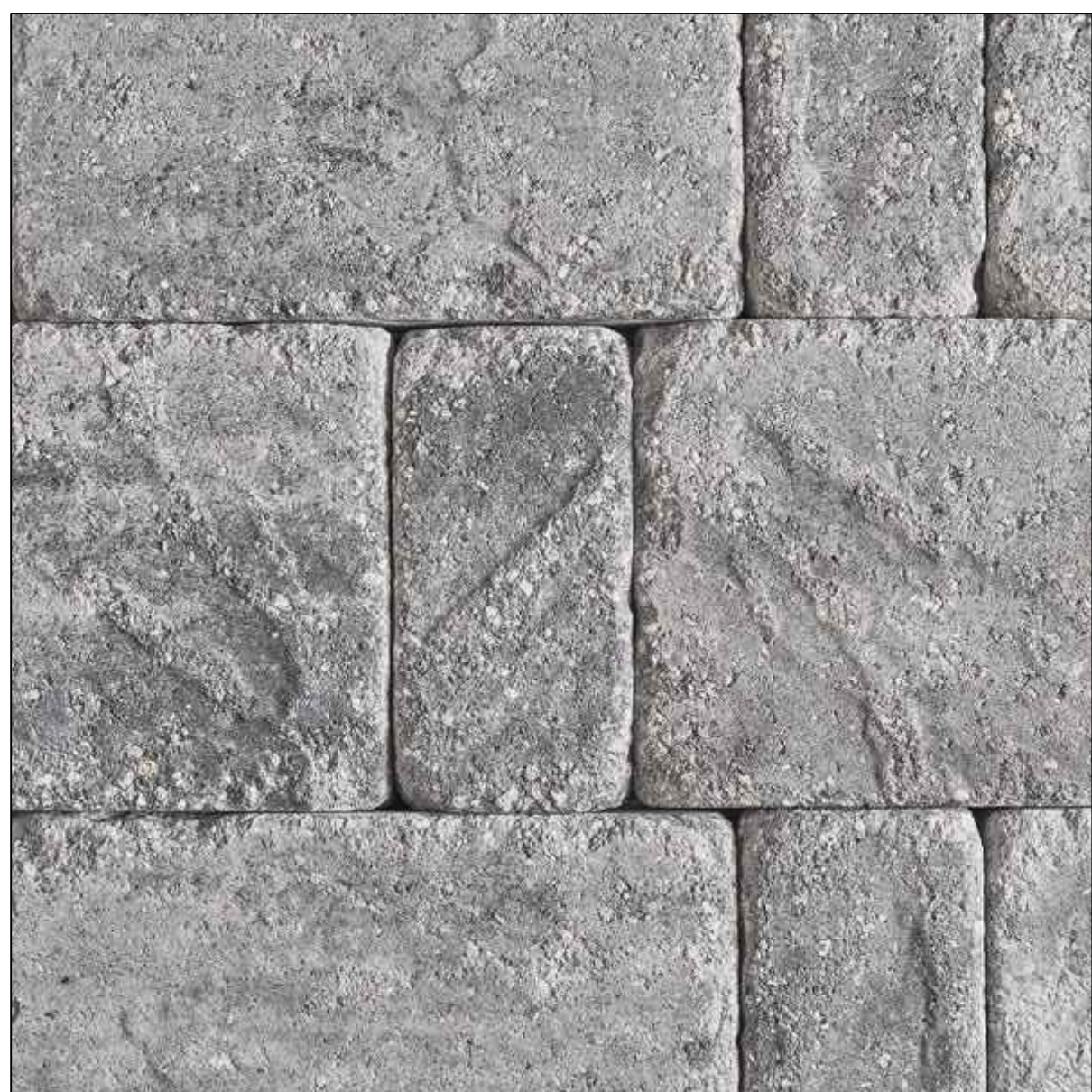
# French Doors & 3/4 Doors

Glasscraft Fiberglass w/impact glass  
Color Black Glass will be clear



# Drive & Sidewalk Pavers

Tremron Roma Glacier



# Siding

Hardi Cedarmill texture  
SW Snowbound



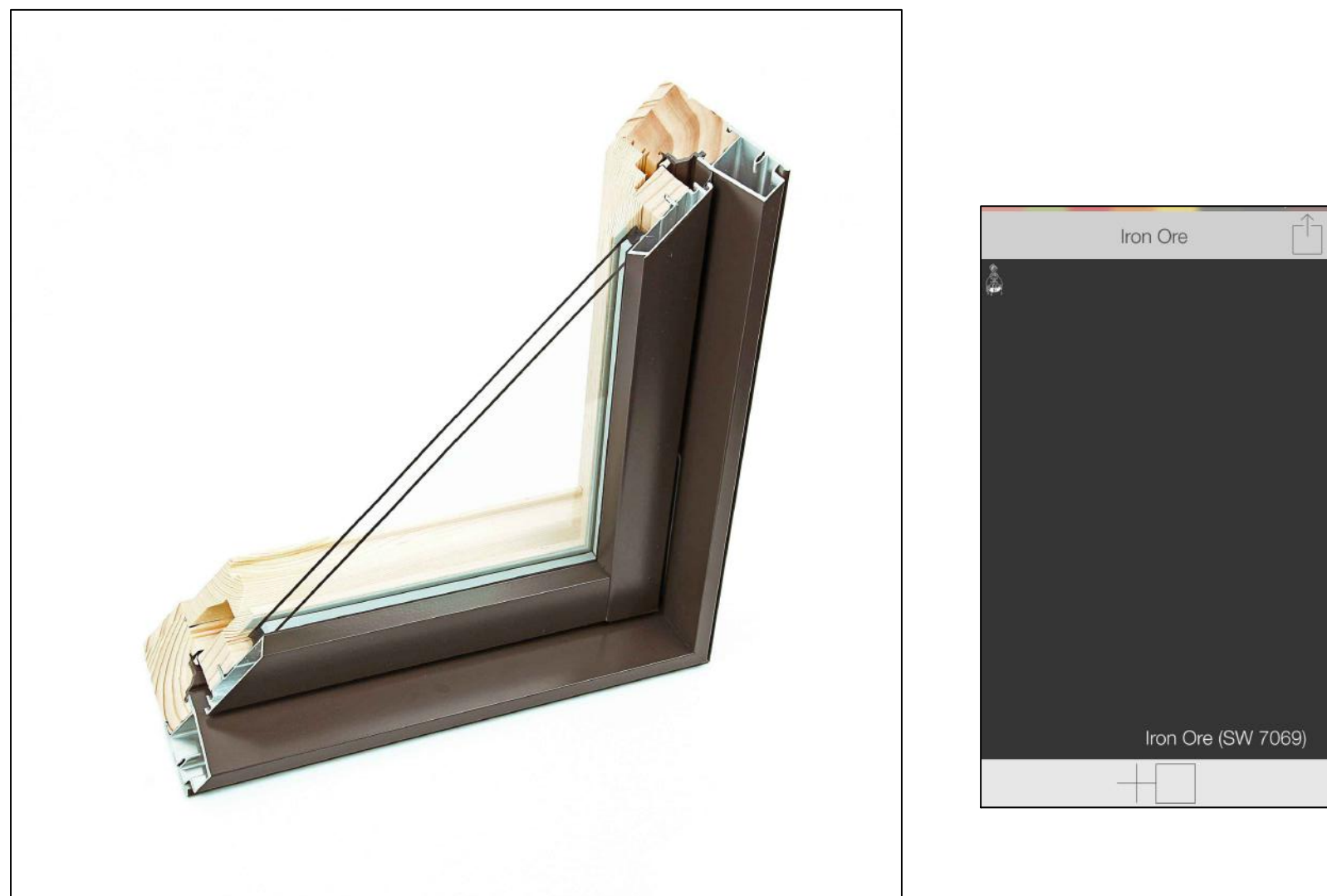
# Door/Window Header

Fypon Classic 9" Crosshead



# Windows

Windsor Pinnacle Impact Metal Clad  
Color Black



# Decking

Timbertech Legacy Color: Ashwood



Christina Lee Cabassa  
ARCHITECT

Florida AR0014272  
Florida ID0003615

1189 Mary Lou Lane  
Gulf Breeze, Florida 32563  
Phone/Fax 850-916-9941

CERTIFICATION :

PROJECT – LOCATION :

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Lot 3 Block J

Type II  
Cottage  
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PUBLISHED WORK OF THE ARCHITECT  
AND MAY NOT BE DUPLICATED IN ANY  
PART WITHOUT THE WRITTEN CONSENT  
OF THE ARCHITECT.

REVISIONS :

Product Pages  
City Planning Board

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

SHEET TITLE :

SHEET NO. :

PRODUCTS 1



Soffit  
Beadboard: SW Open air

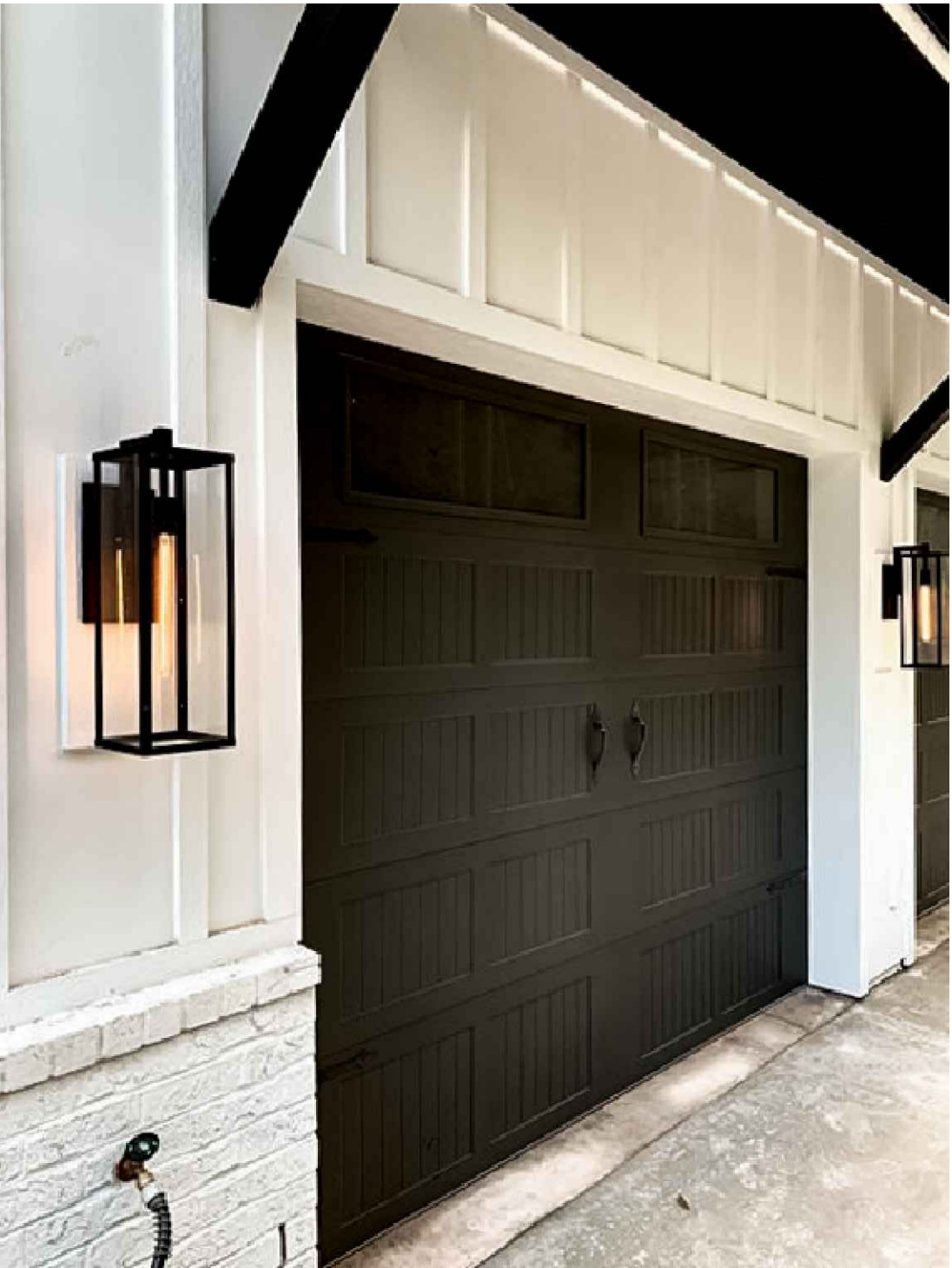


WOOD BEAD BOARD OR TONGUE AND GROOVE P.T. WOOD  
HARDI NO LONGER MAKES BEADBOARD

Shutters  
SW Open air



Garage Door  
Haas American Traditon in Black



Floodvent/Crawlspace  
White Freedom Vent



Shutter Dogs  
Color Black



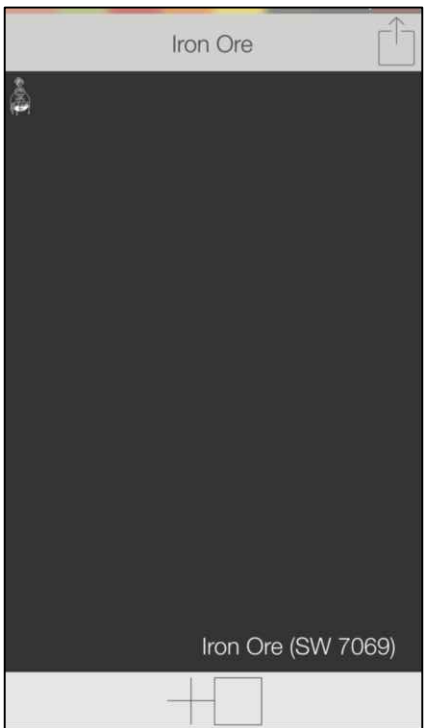
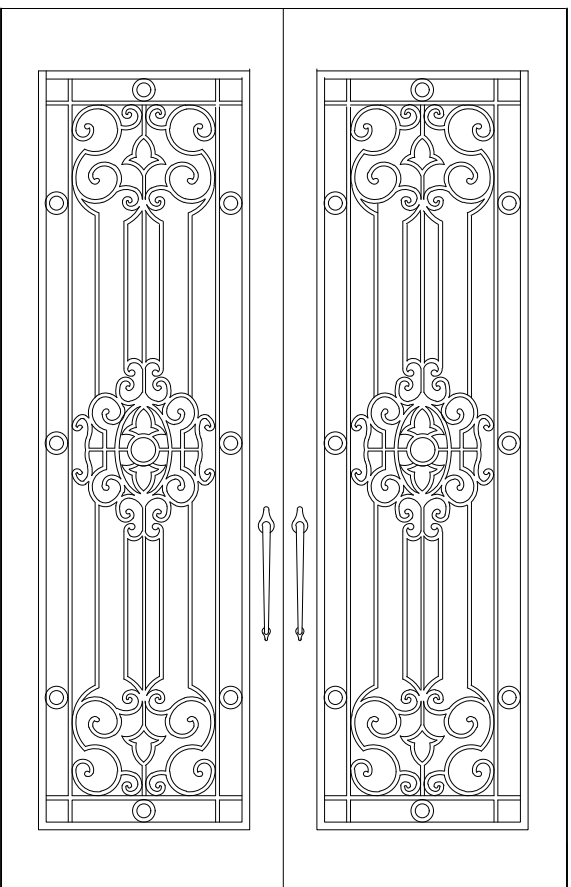
Lighting  
St. James Trinity Matte Black



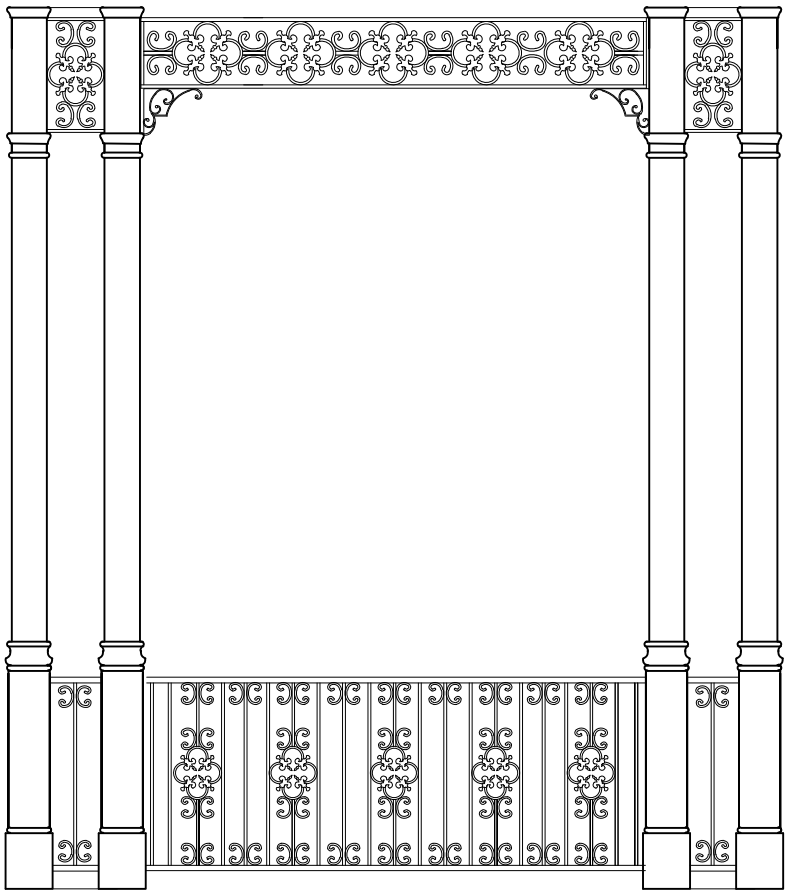
Gutter and Downspouts  
Ogee in white



Gate  
Custom in Black



Iron Work Railing-Example  
Custom in Black



Christina Lee Cabassa  
ARCHITECT  
Florida AR0014272  
Florida ID0003615

1189 Mary Lou Lane  
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CERTIFICATION :

PROJECT – LOCATION :

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PART WITHOUT THE WRITTEN CONSENT  
OF THE ARCHITECT.

REVISIONS :

Product Pages  
City Planning Board

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

SHEET TITLE :

SHEET NO. :

PRODUCTS 2



# Patio Doors

# Pinnacle Swinging Patio Door

## Features and Benefits

- Stainless steel multi-point locking hardware option for added security
- Integral structural astragal allows for doors up to 12 feet wide to be placed in a single frame, which decreases the potential for air and water infiltration
- "Easy Adjust" hinge system for effortless operation and correction after installation
- Wept all system to eliminate water infiltration
- Dual-seal frame weatherstripping at panel face and edge improves air and thermal performance
- Toller all provides excellent water performance and design pressure ratings
- Foam-banded glass bed prevents prying and stain from bleeding
- Active sills constructed of an UVL core material for consistent strength and stability
- Panel exterior matches Pinnacle product line with consistent depth from glass to face of the panel for a clean, complementary appearance
- Panels available in traditional French or contemporary narrow stile
- Low clearance (ADA-approved) all options in in-swing and out-swing options available
- 1/2" and 3/4" lites available with flat or split panel option
- Step-top available

## Sizes

- Five standard heights: 6'6", 6'10", 8'0", 9'0" and 10'0" (8'0" and 10'0" doors available in French panels only)
- Custom sizes available

## Glazing

- Windsor Glazing System provides 3/4" double pane insulated glass. Cardinal® LSG 365 glass standard; tinted, tempered, obscure and laminated glass available
- Interior stop glazed with silicone sealant
- Custom and special glass sizes available

## Exterior Trim

- Cast doors available with WM 180 brockmold, Williamsburg or 3-1/2" flat casing; primed doors available with WM 180 brockmold, WM 180 handmold with flange, Williamsburg, 3-1/2" flat, 4-1/2" backband, 5-1/2" flat or plantation casing
- All prime door options are cellular PVC

## Grilles

- Windsor (WDL) Lite (WDL) = simulated divided lite
- 7/8" and 1-1/4" Perimeter Grille
- 3-4" and 1" Profiled Inner Grille
- 1/31" Flat Inner Grille
- 7/8" and 1-1/4" Ogee WDL
- 5/8", 7/8", 1-1/4" and 2" Short Putty WDL
- 5/8", 7/8", 1-1/4" and 2" Short Contour WDL
- 3-3/8" Simulated Mid Rail
- Standard and custom grille patterns available

## Weatherstripping

- Rigid, weatherable PVC or urethane foam encased in polyethylene film
- In-swing and out-swing doors feature bottom heavy-duty, self-adjusting awseal

## Finishes

- Interior – Available in Clear Select Pine, Douglas Fir or Natural Alder
- Exterior – White or black
- Painted: white, black or gray
- Stained: 3 color options
- Clear: Clear or black
- Heavy duty extruded aluminum cladding: primed doors offer an assortment of traditional cellular PVC trim options

## Color Colors

- All cast colors painted in-house with the highly durable AAMA 2604 standard finish, or upgrade to AAMA 2605 for the most challenging of environments
- 20 Standard Cast Colors available in 2604 and 2605 finish
- 20 Feature Cast Colors available in 2604 and 2605 finish (Custom color matching is also available)
- 7 Metals Cast Colors available in the 2604 finish only

## Hardware

- Classic or contemporary handle available in white, brushed chrome, polished chrome, satin nickel, antique nickel, brass, antique brass, taupe, oil rubbed bronze and black. Euro handle available in satin nickel and black.


## Performance Ratings

- For current performance ratings, visit our website at [windsorwindows.com](http://windsorwindows.com) and click on "Professional Information" in the menu bar

[www.windsorwindows.com](http://www.windsorwindows.com)

9/2022

# Casement Window




# Pinnacle Select Impact Casement & Awning


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## Features and Benefits

- Clear Select Pline, Douglas Fir or Natural Alder interior
- Constructed with 2-3/8" wide stile and rails that add structural stability and provide a more massive architectural appearance
- Require 2-3/8" thick sash adds dimension and strength
- Double mortise and tenon joint fastened with screws for strength and stability
- Select casement and awning available in two styles
  - Operating - standard crank
  - Push-out, lever handle
- Retractable screens available on operating and push-out products; pull bar, cartridge case and frame of screen produced from same solid species as window



- Full-width extension jambs standard
- Push-out hardware consists of an easy-to-operate lever with cam rollers and knippers. This mechanism provides a multi-point locking system that is standard\*



- Push-outs equipped with adjustable friction hinges and lock rollers in both casement and awning
- Friction device on larger push-out awning maintains sash opening
- Operating casement uses adjustable hinges
- Certified against hurricane blasts: Laminated glass allows unit to crack instead of shatter when under great pressure
- Meets and exceeds building codes for extreme coastal environment conditions
- Laminated glass dampens sound from traffic, neighbors and the outdoors
- Preserve protective film standard

## Sizes

Available in hundreds of standard and custom sizes

## Gazing

- Glazed with type and structural glazing sealant
- Cardinal Sea-Storm® LoE 366 insulated glass standard, featuring stainless steel spacers; tinted, tempered and laminated glass available
- Custom and special glass types available
- Insulated glass utilizes annealed glass on exterior and laminated glass on interior
- Laminated glass features PVB inner layer; operatings units with optional SGP inner layer; fixed units feature SGP inner layer

## Exterior Trim

Cad windows available with WM 180 Ironwood®, Willemburg or 3-1/2" x 12" casing, 3/8", 1-1/4" and 2-1/4" sub sill available

## Grilles

*Window Divider Liner (WDL) is simulated divider like*

- 7/8" and 1-1/4" Zirconoid Grille (NOT available in radius casements)
- 7/8" and 1-1/4" Steak Grille
- 3/4" and 1" Profiled Inner Grille
- 13/16" Flat Inner Grille
- 7/8" and 1-1/4" Cogee WDL
- 5/8", 7/8", 1-1/4" and 2" Tall and Short Reticu WDL

- 5/8", 7/8", 1-1/4" and 2" Tall and Short Contemporary WDL
- 2" Simulated Chalk grille
- Standard and custom grille patterns available

## Finishes

- Interior - Available in Clear Select Pline, Douglas Fir or Natural Alder
  - Primed: white or black
  - Painted: white, black or gray
  - Stained: 3 color options
- Exterior - Cad windows feature heavy-duty extruded aluminum cladding on ash and flame

## Cad Colors

All cad colors painted in-house with the highly durable ANAMA 2604 standard finish, or upgrade to ANAMA 2605 for the most challenging of environments

- 23 Standard Cad Colors available in 2604 and 2605 finish
- 26 Feature Cad Colors available in 2604 and 2605 finish (Custom color matching is also available)
- 7 Matts Cad Colors available in the 2604 finish only

## Hardware

- Encore sliding nesting crank and cover by Tufflok® polished in chrome, white, bronze and black, optional finishes in faux bronze, oil nubbed bronze, satin nickel or bright brass. Push-out available in white, black, faux bronze, satin nickel or oil nubbed bronze
- Units come standard with Seacoast upgraded hinges and locking hardware

## Performance Ratings

For current performance ratings, visit our website at [windorwindows.com](http://windorwindows.com) and click on "Professional Information" in the menu bar

[www.windorwindows.com](http://www.windorwindows.com)

10/2022

# Light

TRINITY MEDIUM  
STEEL WALL MOUNT

32½"

10"

Front View

14½"

Side View

6"

12"

1/4" Male Flare Fitting

3/4"

Backplate

Lights are hand crafted  
Dimensions may vary by 1/4"

Trinity Medium Steel Wall Mount	
St. James LIGHTING	
SCALE: N.T.S.	DRAWN BY: Vesi
FILE: 1104	APP'D BY: J. Rogan
JOB: X	DATE: 8/8/17



Christina Lee Cabassa  
ARCHITECT

Florida AR0014272  
Florida ID0003615

1189 Mary Lou Lane  
Gulf Breeze, Florida 32563  
Phone/Fax 850-916-9941

CERTIFICATION :

PROJECT - LOCATION :
----------------------

Frerich  
Residence  
Aragon

524 East Romana  
Lot 3 Block J

Type II  
Cottage  
HR-2

ALL DRAWINGS AND WRITTEN MATERIAL  
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AND MAY NOT BE DUPLICATED IN ANY  
PART WITHOUT THE WRITTEN CONSENT  
OF THE ARCHITECT.

REVISIONS :

Cut Sheets  
City Planning Board

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE : \_\_\_\_\_

SHEET TITLE :

SHEET NO. :

# Window Trim

# Window Mullions

## Garage Doors

# American Tradition™ series

American Tradition™ series has been expanded to include 9200 models with 2" thick base door options.

## 9200 Models

- 2 1/2" Thick with Overlay
- 17.66 Calculated R-Value
- Full Thermal Break
- Air Infiltration Joint Seal
- Environmentally Compliant Polyurethane Insulation
- 24-Gauge Galvanized Steel
- Polyurethane Overlay Boards
- Available with Wind Load & Impact Options
- Sizes available in top two sections
- Max Width = 20'2"
- Max Height = 10'0"

## 9600 Models

- 2" Thick with Overlay
- 13.45 Calculated R-Value
- Full Thermal Break
- Environmentally Compliant Polyurethane Insulation
- 24-Gauge Galvanized Steel
- Polyurethane Overlay Boards
- Available with Wind Load & Impact Options
- Uses available in top two sections
- Max Width = 18'2"
- Max Height = 10'0"

## Single Door Designs

9220 Plain 9221 Plain 9222 Plain 9240 Plain 9241 Plain 9242 Plain 9230 Arch 9231 Arch 9232 Arch 9250 Arch 9251 Arch 9252 Arch

## Double Door Designs

9220 Plain (9230 Arch) 9221 Plain (9231 Arch) 9222 Plain (9232 Arch) 9240 Plain (9250 Arch) 9241 Plain (9251 Arch) 9242 Plain (9252 Arch)

## Colors

Pole White

Almond

Sandstone

Bronze

Brown

Gray

Charcoal

Carbon Black\*\*

American Walnut

Mahogany

Ash

English Oak

Graywood

For an accurate color match, contact your Harris Door dealer.  
\*\*Carbon Black includes a cold chalking paint finish that is not recommended for projects with exterior exposure to heat and sunlight.

## CUT SHEETS





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REVISIONS :

Aragon Final Submittal

July 24 , 2023

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

SHEET TITLE :

Siteplan  
& Area Siteplan

SHEET NO. :

AS1-1

CENTRAL ALLEY

ROMANA STREET

(47' PUBLIC R/W)

Existing House

Proposed Residence

Area Siteplan & Siteplan

Scale: 1/4"=1'-0"

Vacant Lot

INDICATES THE FLOW OF WATER  
TO A COLLECTION SOURCE AND  
NOT ON NEIGHBORS

#### FEMA Note

NOTE: 12' WILL BE THE NEW FEMA REQUIREMENT  
ON THE NEW FLOODMAPS TO BE ADOPTED IN  
2023 OR IN THE NEAR FUTURE. THE PRELIMINARY  
FLOODMAP IS AE9' WITH 3' FREEBOARD FOR 12'.

#### Electrical Meter & Equipment Note

12' FOR FLOOD BOTTOM OF ALL EQUIPMENT  
ELECTRICAL METER, CONDENSING UNITS, GENERATOR  
SPRINKLER CONTROLS AND GAS TANKLESS WATER HEATERS  
\*POOL EQUIPMENT IS SHOWN AT 12' AS WELL

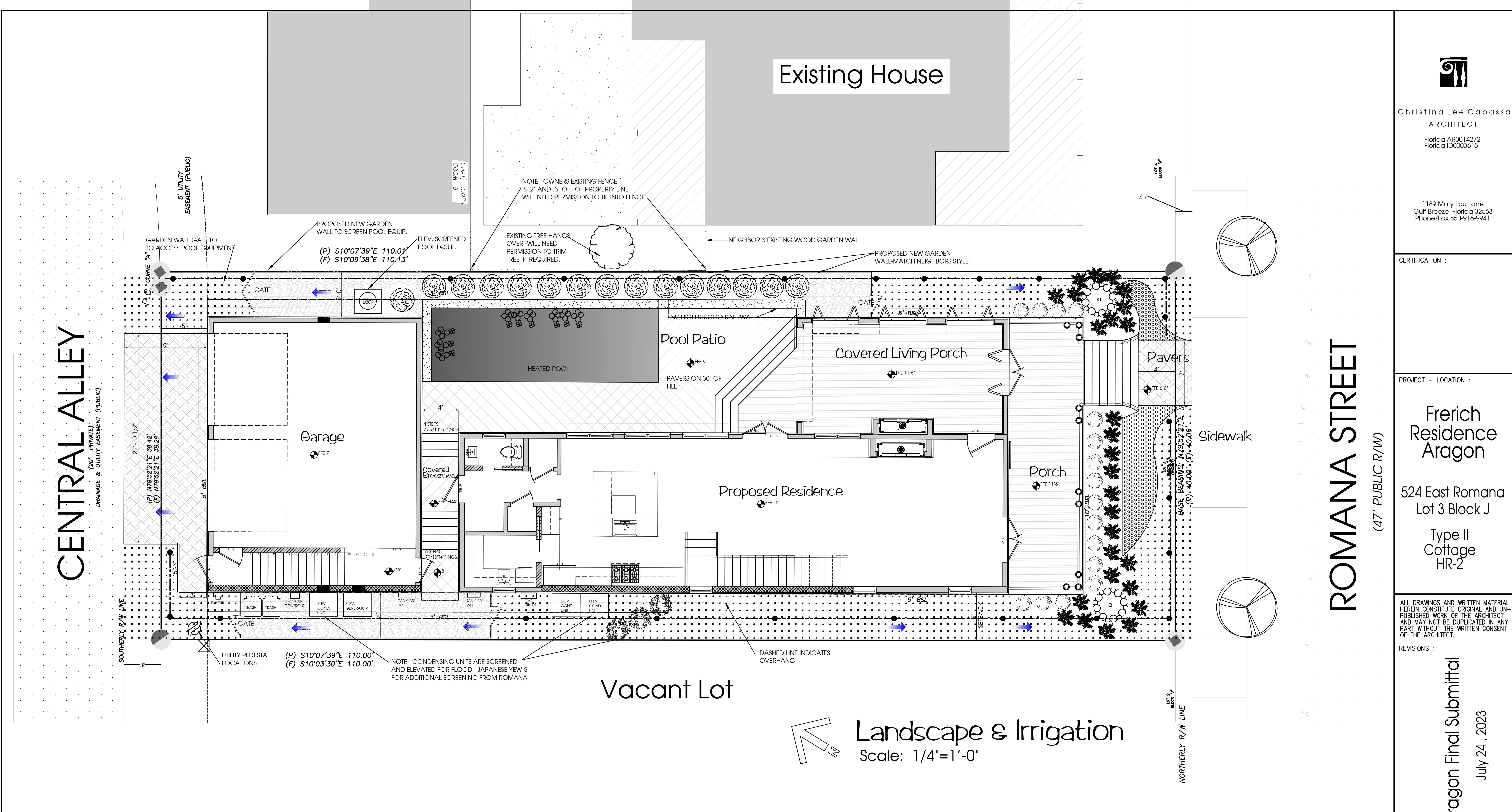
#### Lot Coverage Calculations

LOT SIZE 4396 SF  
1227 PVIOUS  
3169 SF IMPVIOUS  
61.2% IMPVIOUS  
38.8% PVIOUS

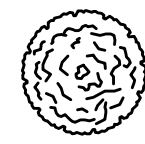
#### House Calculations


GROUND FLOOR	1038 SF
SECOND FLOOR	1328 SF
GROUND FRONT BALCONY PORCH	232 SF
SECOND FRONT BALCONY PORCH	232 SF
GARAGE/STAIRS GROUND	741 SF
GARAGE 2ND GUEST	620 SF
GARAGE 2ND STAIRS	121 SF
GARAGE GUEST BALCONY	72 SF
DECK AROUND POOL	381 SF

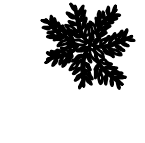


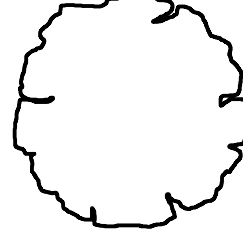



LEGEND

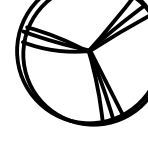
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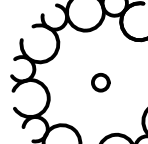
 MINIATURE AZALEAS/GARDENIAS

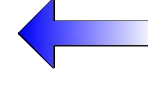
 VARIEGATED LILYS

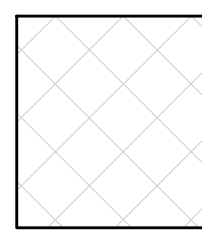
 NEIGHBORS EXISTING TREE TO BE TRIMMED.


 JAPANESE YEW HEDGE


 EXISTING STREET TREE TO REMAIN


 BOTTLE BRUSH TREE


 INDICATES THE FLOW OF WATER TO A COLLECTION SOURCE AND NOT ON NEIGHBORS


 INDICATES CONCRETE PAVERS TREMRON SHELLSTONE WHITE


 INDICATES CONCRETE PAVERS VEHICULAR GRADE TREMRON ROMA GLACIER


 GRASSED AREA ST. AUGUSTINE OR ZOYSIA


 PERVIOUS PEA GRAVEL

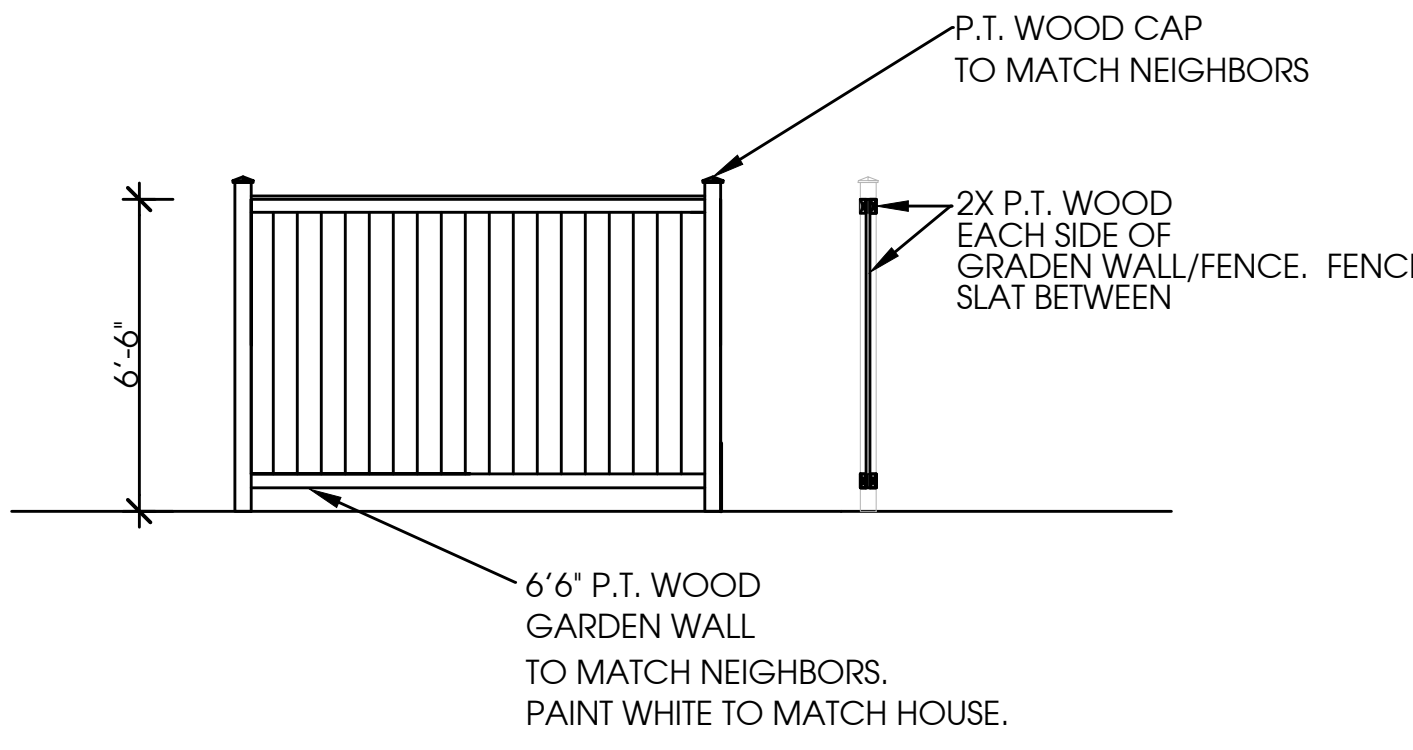
 ANNUAL FLOWERS

 INDICATES DECKING TIMBERTECH LEGACY, ASHWOOD

 SPRINKLER LINE

 SPRINKLER HEAD

 HOSEBIBS




GARDEN WALL/FENCE DETAILS

6'-6" P.T. WOOD GARDEN WALL TO MATCH NEIGHBORS. PAINT WHITE TO MATCH HOUSE.

2X P.T. WOOD EACH SIDE OF GARDEN WALL/FENCE. FENCE SLAT BETWEEN

P.T. WOOD CAP TO MATCH NEIGHBORS



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CERTIFICATION :

PROJECT - LOCATION :  
  
Frerich  
Residence  
Aragon  
  
524 East Romana  
Lot 3 Block J  
  
Type II  
Cottage  
HR-2

ALL DRAWINGS AND WRITTEN MATERIAL HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED IN ANY PART WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.

REVISIONS :  
  
Aragon Final Submittal  
  
July 24 , 2023

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

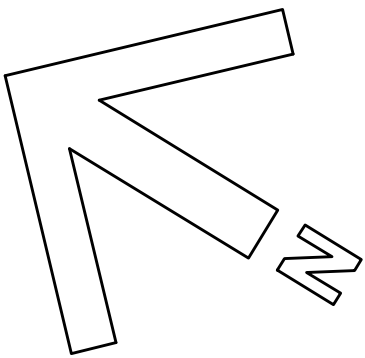
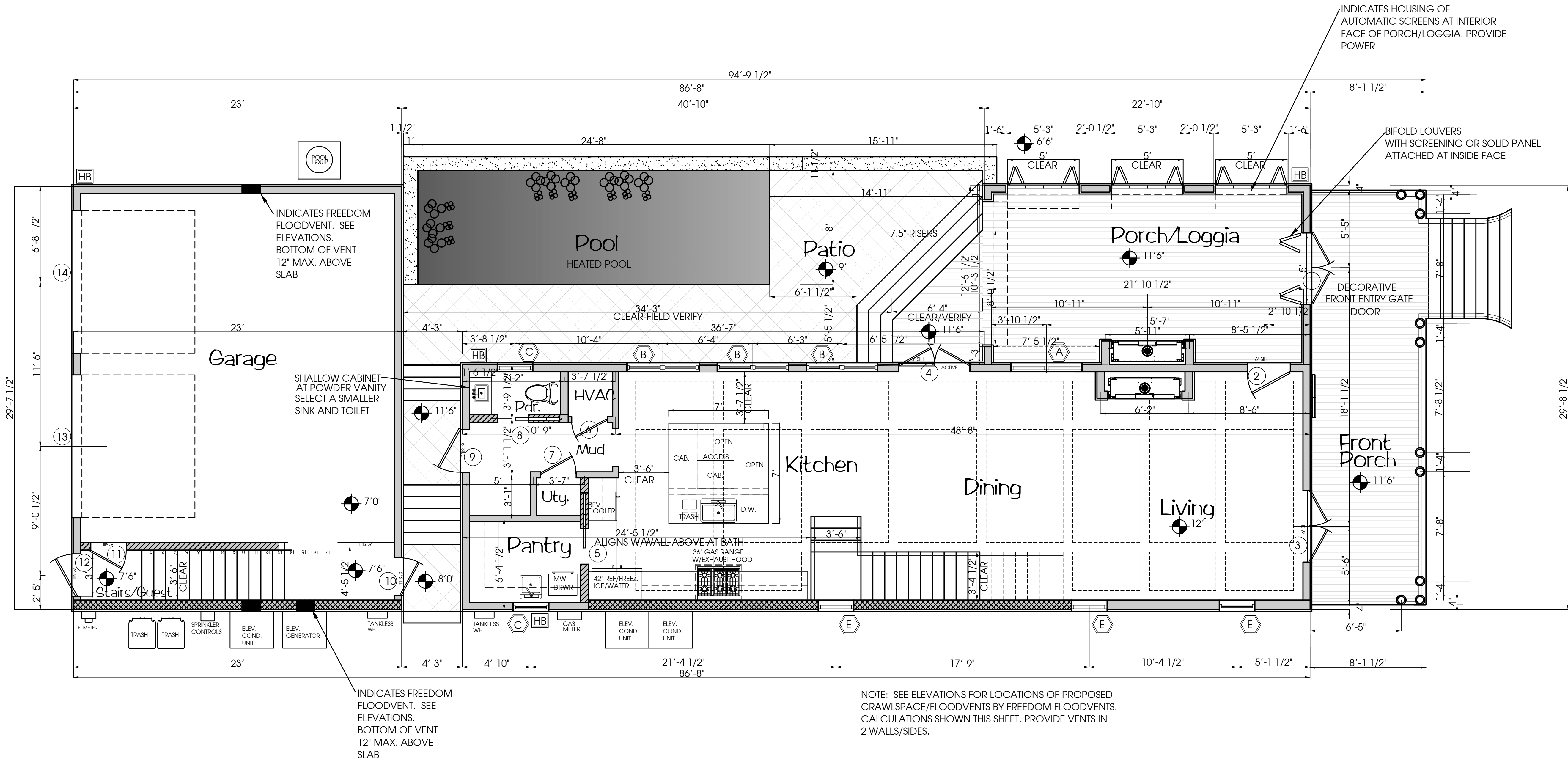
DATE :

SHEET TITLE :  
  
Landscape  
&Irrigation

SHEET NO. :  
  
AS1-2

59





# Ground Floorplan

Scale: 1/4"=1'-0"

## FLOOR PLAN NOTES

- DOOR CASING DIMENSIONS  
DOORS HAVE BEEN LOCATED TO ALLOW FOR CASING AND PAINTED SHEETROCK. LOCATE SWITCHES AND OUTLETS SO THEY CLEAR CASING.
- ACCESSORIES  
PROVIDE AN ADEQUATE ALLOWANCE FOR SELECTION OF TOILET PAPER HOLDERS, TOWEL HOLDERS AND HOOKS.
- SHELVING AND RODS  
PROVIDE AN ADEQUATE ALLOWANCE FOR SELECTION OF WOOD SHELVING AND METAL RODS IN CLOSETS.
- POCKET DOOR FRAMING  
VERIFY POCKET DOOR LOCATIONS AND REQUIRED FRAMING. IF CONFLICTS, CONSULT OWNER/ ARCHITECT. 6" WALLS ARE SHOWN FOR POCKET DOORS. Provide quality doors and hardware.
- CONFLICTS IN THE FIELD  
WHEN THERE IS A CONFLICT IN THE FIELD WITH THE DRAWINGS, CONTRACTOR AND/OR SUB SHALL IMMEDIATELY NOTIFY OWNER AND ARCHITECT FOR RESOLUTION.
- BLOCKING  
PROVIDE BLOCKING AS REQUIRED FOR ALL TOWEL BARS, SHELVING, TV MOUNTS, BARN DOOR SLIDING DOORS, ETC.
- SHOWER DRAINS  
VERIFY WITH OWNER IF ROUND STANDARD DRAIN OR LINEAR DRAINS ARE REQUIRED AT SHOWERS
- GARAGE SEPARATION REQUIREMENTS:  
Garage ceiling shall be 1 hour Type X Floodproof Material. 5/8" Certainteed GlassRoc or equal. Wall between house and garage shall also be 1 hour rated Type X floodproof material-5/8" Certainteed GlassRoc or Equal.

9. DOOR FROM GARAGE RATINGS  
Door from garage to guesthouse stairs shall be shall be 20 minute rated fiberglass. Door from guesthouse to stairs shall be shall be 20 minute rated fiberglass.
10. FLOODVENTS  
Floodvents are required 1 square inch of vent per 1 square foot of enclosed space. See plans for locations. Manufacturer shall be CrawlSpaceDoors.com. Engineered FEMA Compliant Flood Vent or Equal. Prior to construction verify size and quantity and manufacturer to make sure block openings are sufficient and that quantity and size will comply with required 1 square inch per 1 square foot of Gross Area (to include walls). Bottom of vent shall be no greater than 12" above the finish floor elevation. Vents are shown on elevations. Coordinate with structural plans.  
House and Porches are 1640 sf - 1640 si required for floodvents/crawlspace for house. Enclosed garage space is 695 sf which includes the outer walls. 695 si required for floodvents.
11. CRAWLSPACE VENTS  
At elevated foundation provide Crawl space vents to comply with Florida Residential code. 1 sf of opening per 150sf of enclosed.  
House and Porches 1640 sf /150 sf =11 sf required x 144si/sf = 1584 si  
An access door to all spaces enclosed is shown on west elevations. Vents shall be provided continuously at foudation walls to allow the flow of air. In addition in these areas there shall be 1 square inch per 1 square foot of floodvents to meet the Flood requirement. Open crawl space vents may count towards the Floodvent calculation. Engineered Floodvents cannot count towards crawl space as they are not open for the flow of air.  
\*FEMA requirements for flood are greater than the crawlspace. Therefore use 1640 for venting is required.

12. FLOODPROOFING BELOW AE12  
All material in garage and below 12' is required to be floodproof to comply with FEMA AE requirements..

## HOUSE CALCULATIONS

GROUND FLOOR	1038 SF
SECOND FLOOR	1328 SF
GROUND FRONT BALCONY PORCH	232 SF
SECOND FRONT BALCONY PORCH	232 SF
GARAGE/STAIRS GROUND	695 SF
GARAGE 2ND GUEST	582 SF
GARAGE 2ND STAIRS	113 SF
GARAGE GUEST BALCONY	72 SF
DECK AROUND POOL	355 SF
POOL	231 SF

## LEGEND

- (X) DOOR IDENTIFICATION
- (X) WINDOW IDENTIFICATION
- HB HOSEBIB LOCATION

## WALL LEGEND

VERIFY WITH STRUCTURAL WALLS REQUIRED TO BE SHEAR WALLS WITH PLYWOOD.

- EXTERIOR WALL-6" STUDS  
2X6 EXERIOR STUDS WITH EXT. PLYWOOD SHEATHING. 2 COATS WRB. WITH R19 BLOWN IN BATTS OR MINERAL WOOL AND HARDI SIDING- SELECT CEDARMILL.
- EXTERIOR WALL-6" STUDS  
2X6 EXERIOR STUDS WITH EXT. PLYWOOD SHEATHING, VAPOR BARRIER, EACH SIDE ANDHARDI SIDING-SELECT CEDARMILL.
- EXTERIOR WALL-8" STUDS  
2X8 EXERIOR STUDS WITH EXT. PLYWOOD SHEATHING, VAPOR BARRIER, WITH R19 OR BETTER ISONYNE INSULATION AND HARDI SIDING-SELECT CEDARMILL.
- 4" INTERIOR STUD  
2X4 INTERIOR STUD WITH ACOUSTICAL BATT INSULATION AND 1/2" GYPSUM WALL BOARD EACH SIDE.
- 6" INTERIOR STUD (for pocket door and/or structure)  
2X6 INTERIOR STUD WITH ACOUSTICAL BATT INSULATION AND 1/2" GYPSUM WALL BOARD EACH SIDE.



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Florida AR0014272  
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Phone/Fax 850-916-9941

CERTIFICATION :

PROJECT - LOCATION :

Frerich  
Residence  
Aragon

524 East Romana  
Lot 3 Block J

Type II  
Cottage  
HR-2

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REVISIONS :

Aragon Final Submittal  
July 24, 2023

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

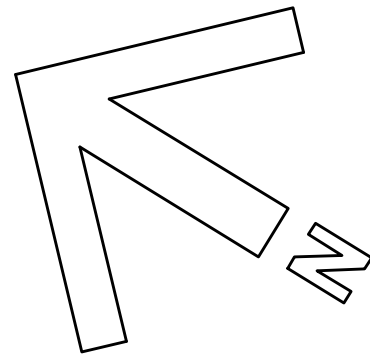
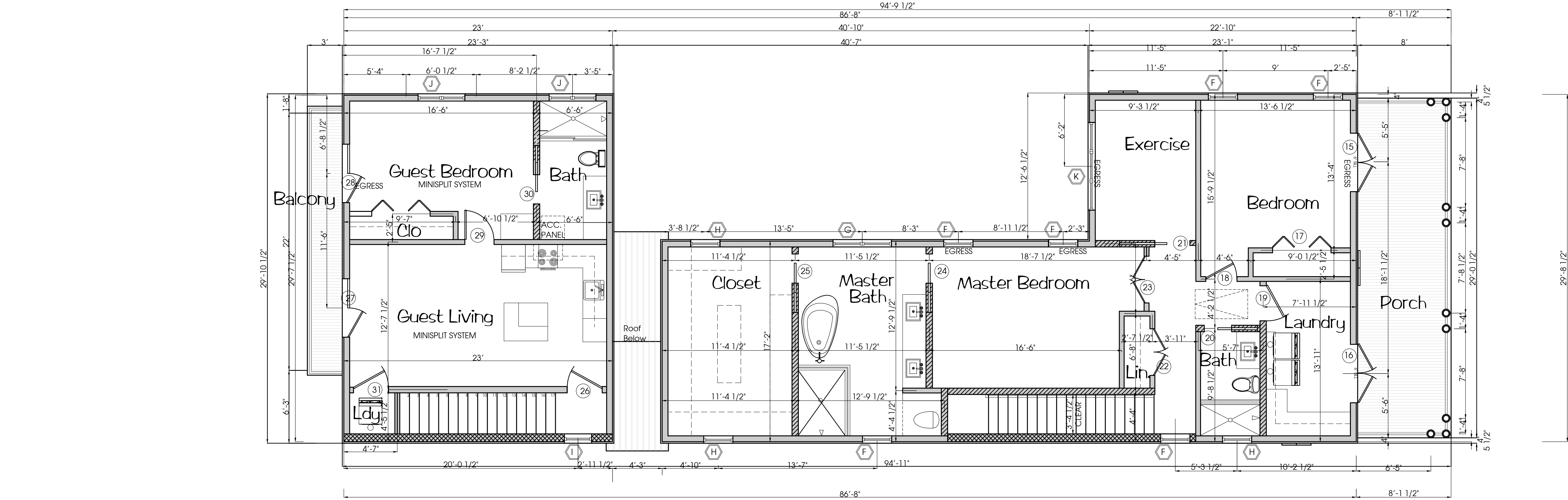
DATE :

SHEET TITLE :

Ground  
Floorplans

SHEET NO. :

A1-1



Second Floorplan

Scale: 1/4"=1'-0"

FLOOR PLAN NOTES

1. DOOR CASING DIMENSIONS  
DOORS HAVE BEEN LOCATED TO ALLOW FOR CASING AND PAINTED SHEETROCK.  
LOCATE SWITCHES AND OUTLETS SO THEY CLEAR CASING.
2. ACCESSORIES  
PROVIDE AN ADEQUATE ALLOWANCE FOR SELECTION OF TOILET PAPER HOLDERS,  
TOWEL HOLDERS AND HOOKS.
3. SHELVING AND RODS  
PROVIDE AN ADEQUATE ALLOWANCE FOR SELECTION OF WOOD SHELVING AND METAL  
RODS IN CLOSETS.
4. POCKET DOOR FRAMING  
VERIFY POCKET DOOR LOCATIONS AND REQUIRED FRAMING. IF CONFLICTS, CONSULT OWNER/  
ARCHITECT. 6" WALLS ARE SHOWN FOR POCKET DOORS.  
Provide quality doors and hardware.
5. CONFLICTS IN THE FIELD  
WHEN THERE IS A CONFLICT IN THE FIELD WITH THE DRAWINGS, CONTRACTOR AND/OR SUB  
SHALL IMMEDIATELY NOTIFY OWNER AND ARCHITECT FOR RESOLUTION.
6. BLOCKING  
PROVIDE BLOCKING AS REQUIRED FOR ALL TOWEL BARS, SHELVING, TV MOUNTS,  
BARN DOOR SLIDING DOORS, ETC.
7. SHOWER DRAINS  
VERIFY WITH OWNER IF ROUND STANDARD DRAIN OR LINEAR DRAINS ARE REQUIRED AT SHOWERS
8. GARAGE SEPARATION REQUIREMENTS:  
Garage ceiling shall be 1 hour Type X Floodproof Material. 5/8" Certainteed GlassRoc or equal.  
Wall between house and garage shall also be 1 hour rated Type X floodproof material-5/8"  
Certainteed GlassRoc or Equal.

9. DOOR FROM GARAGE RATINGS  
Door from garage to guesthouse stairs shall be shall be 20 minute rated fiberglass.  
Door from guesthouse to stairs shall be shall be 20 minute rated fiberglass.
10. FLOODVENTS  
Floodvents are required 1 square inch of vent per 1 square foot  
of enclosed space. See plans for locations. Manufacturer shall be CrawlSpaceDoors.com  
Engineered FEMA Compliant Flood Vent or Equal. Prior to construction verify size and quantity  
and manufacturer to make sure block openings are sufficient and that quantity and size will  
comply with required 1 square inch per 1 square foot of Gross Area (to include walls).  
Bottom of vent shall be no greater than 12" above the finish floor elevation.  
Vents are shown on elevations . Coordinate with strucural plans.  
  
House and Porches are 1640 sf - 1640 si required for floodvents/crawl/space for house.  
Enclosed garage space is 695 sf which includes the outer walls. 695 si required for floodvents.
11. CRAWLSPACE VENTS  
At elevated foundation provide Crawl space vents to comply with Florida Residential code.  
1 sf of opening per 150sf of enclosed.  
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An access door to all spaces enclosed is shown on west elevations. Vents shall be provided continuously at  
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towards the Floodvent calculator. Engineered Floodvents cannot count towards crawl space  
as they are not open for the flow of air.  
  
\*FEMA requirements for flood are greater than the crawlspace. Therefore use 1640 for venting is required.
12. FLOODPROOFING BELOW AE12  
All material in garage and below 12' is required to be floodproof to comply with FEMA AE requirements..

HOUSE CALCULATIONS






GROUND FLOOR	1038 SF
SECOND FLOOR	1328 SF
GROUND FRONT BALCONY PORCH	232 SF
SECOND FRONT BALCONY PORCH	232 SF
GARAGE/STAIRS GROUND	695 SF
GARAGE 2ND GUEST	582 SF
GARAGE 2ND STAIRS	113 SF
GARAGE GUEST BALCONY	72 SF
DECK AROUND POOL	355 SF
POOL	231 SF

LEGEND

- (X) DOOR IDENTIFICATION
- (X) WINDOW IDENTIFICATION
- [HB] HOSEBIB LOCATION

WALL LEGEND

VERIFY WITH STRUCTURAL WALLS REQUIRED  
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-  EXTERIOR WALL-6" STUDS  
2X6 EXTERIOR STUDS WITH EXT. PLYWOOD SHEATHING, 2 COATS WRB, WITH  
R19 BLOWN IN BATTIS OR MINERAL WOOL AND HARDI SIDING SELECT CEDARMILL.
-  EXTERIOR WALL-6" STUDS  
2X6 EXTERIOR STUDS WITH EXT. PLYWOOD SHEATHING, VAPOR BARRIER, EACH  
SIDE ANDHARDI SIDING SELECT CEDARMILL.
-  EXTERIOR WALL-8" STUDS  
2X8 EXTERIOR STUDS WITH EXT. PLYWOOD SHEATHING, VAPOR BARRIER, WITH  
R19 OR BETTER ISONYNE INSULATION AND HARDI SIDING SELECT CEDARMILL
-  4" INTERIOR STUD  
2X4 INTERIOR STUD WITH ACOUSTICAL BATT INSULATION AND 1/2" GYPSUM WALL BOARD  
EACH SIDE.
-  6" INTERIOR STUD (for pocket door and/or structure)  
2X6 INTERIOR STUD WITH ACOUSTICAL BATT INSULATION AND 1/2" GYPSUM WALL BOARD  
EACH SIDE.



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REVISIONS :

City Submittal  
July 19 , 2023

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

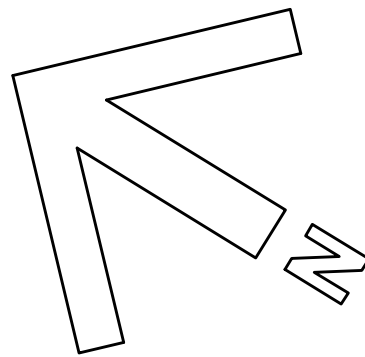
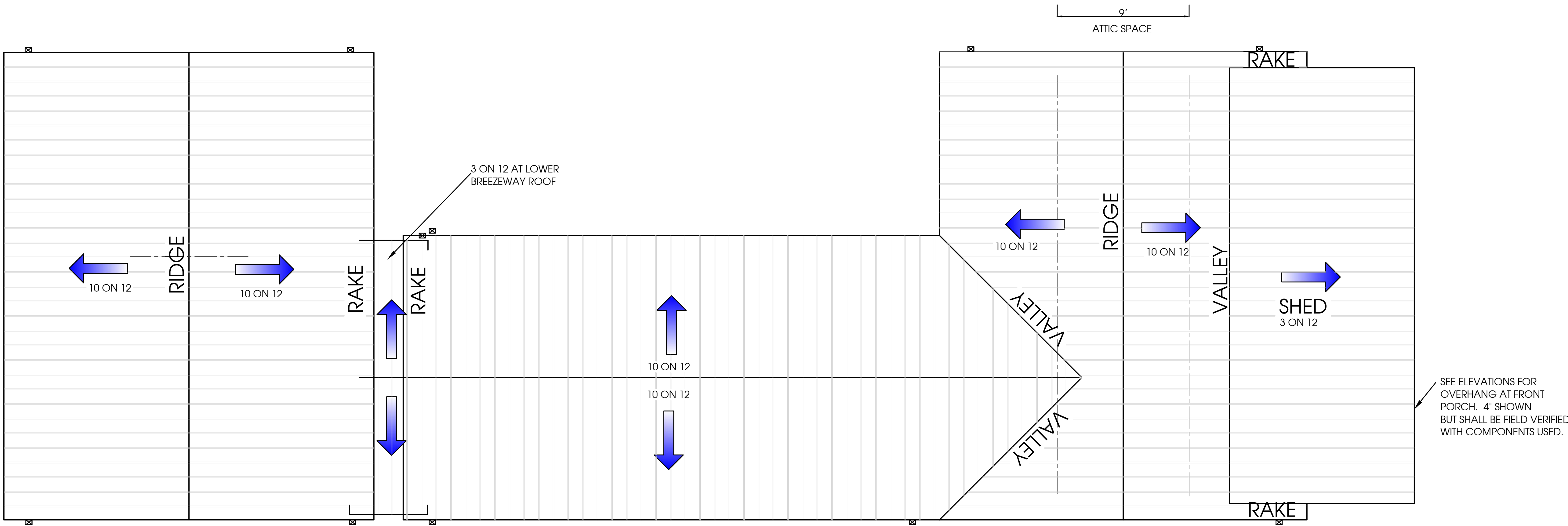
SHEET TITLE :

Second  
Floorplan

SHEET NO. :

A1-2





## Roof Plan

Scale: 1/4"=1'-0"

NOTE: ALL OVERHANGS AT GABLES AND WALLS SHALL BE 12" EXCEPT AT FRONT SHED

## ROOF NOTES

1. ROOFING SHALL BE PREFINISHED ALUMINUM GALVALUME ROOF/CONCEALED FASTENERS OVER ICE AND WATERSHIELD UNDERLAYMENT. COLOR AND STYLE SHALL BE SELECTED BY OWNER.
2. PROVIDE PREFINISHED ALUMINUM GUTTERS AND DOWNSPOUTS TO MATCH FASCIA TRIM. PROVIDE SPLASHGUARDS AS REQUIRED. FIELD VERIFY DURING RAIN EVENTS. TIE DOWNSPOUTS TO UNDERDRAIN SYSTEM AND POP OFF TOWARDS A COLLECTION SOURCE.
3. PROVIDE ATTIC ACCESS AS SHOWN TO ACCESS ATTIC SPACE PER CODE.
4. PROVIDE SMOKE BARRIERS IF REQUIRED BY CODE TO SEPARATE ATTIC SPACE.
5. PROVIDE PREFINISHED ALUM. DRIP EDGE TO MATCH FASCIA AND GUTTERS.
6. SEE DIMENSIONS ON ELEVATIONS FOR OVERHANGS
7. ALL SOFFITS SHALL BE HARDIBOARD . PROVIDE T&G SOFFITS AT PORCHES  
NOTE: HARDI NO LONGER MAKES BEADBOARD SOFFITS.
8. PROVIDE FLASHING AT ALL VALLEYS AND RAKEWALL CONDITIONS AND CAULK AND SEAL TO MAKE WATER TIGHT. PROVIDE EXPANISION JOINTS AT PORCH/HOUSE AND PORCH/GARAGE SO PORCH ROOF CAN EXPAND AND CONTRACT.
9. FLASH, CAULK AND SEAL ALL ROOF PENETATIONS TO MAKE WATER TIGHT. LOCATE ALL VENTS IN SOFFIT WHEN POSSIBLE. ALL OTHER VENTS SHALL BE PAINTED TO MATCH ROOF COLOR. NO VENTS SHALL PENETRATE THE ROOF AT THE FRONT ELEVATION.
10. AT ALL RAKEWALLS PROVIDE ICE AND WATERSHIELD 12" UP WALL AS WELL AS FLASHING 12" MINIMUM UP RAKE WALL  
CARE SHALL BE GIVEN TO ALL RAKEWALL CONDITIONS TO PREVENT WATER INTRUSION. A LIQUID APPLIED WRB SHALL BE APPLIED 2 COATS MINIMUM FOR THE HOUSE AND ADDITIONAL 2 COATS AT THESE CONDITIONS IN ADDITION TO THE ICE AND WATER SHIELD MEMBRANE.
11. TRUSS COMPANY: SEE PLANS FOR LOCATION OF FLOORED ATTIC SPACES WITHIN THE ROOF AND LOCATIONS OF ATTIC ACCESS STAIRS.
12. OPEN CELL ISONYNE AT ROOF DECK , SOFFIT VENTS NOT REQUIRED.



Christina Lee Cabassa  
ARCHITECT

Florida AR0014272  
Florida ID0003615

1189 Mary Lou Lane  
Gulf Breeze, Florida 32563  
Phone/Fax 850-916-9941

CERTIFICATION :

PROJECT - LOCATION :

Frerich  
Residence  
Aragon

524 East Romana  
Lot 3 Block J

Type II  
Cottage  
HR-2

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REVISIONS :

City Submittal

July 19 , 2023

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

SHEET TITLE :

Roof Plan

SHEET NO. :

A1-3



Christina Lee Cabasso  
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PROJECT NO.

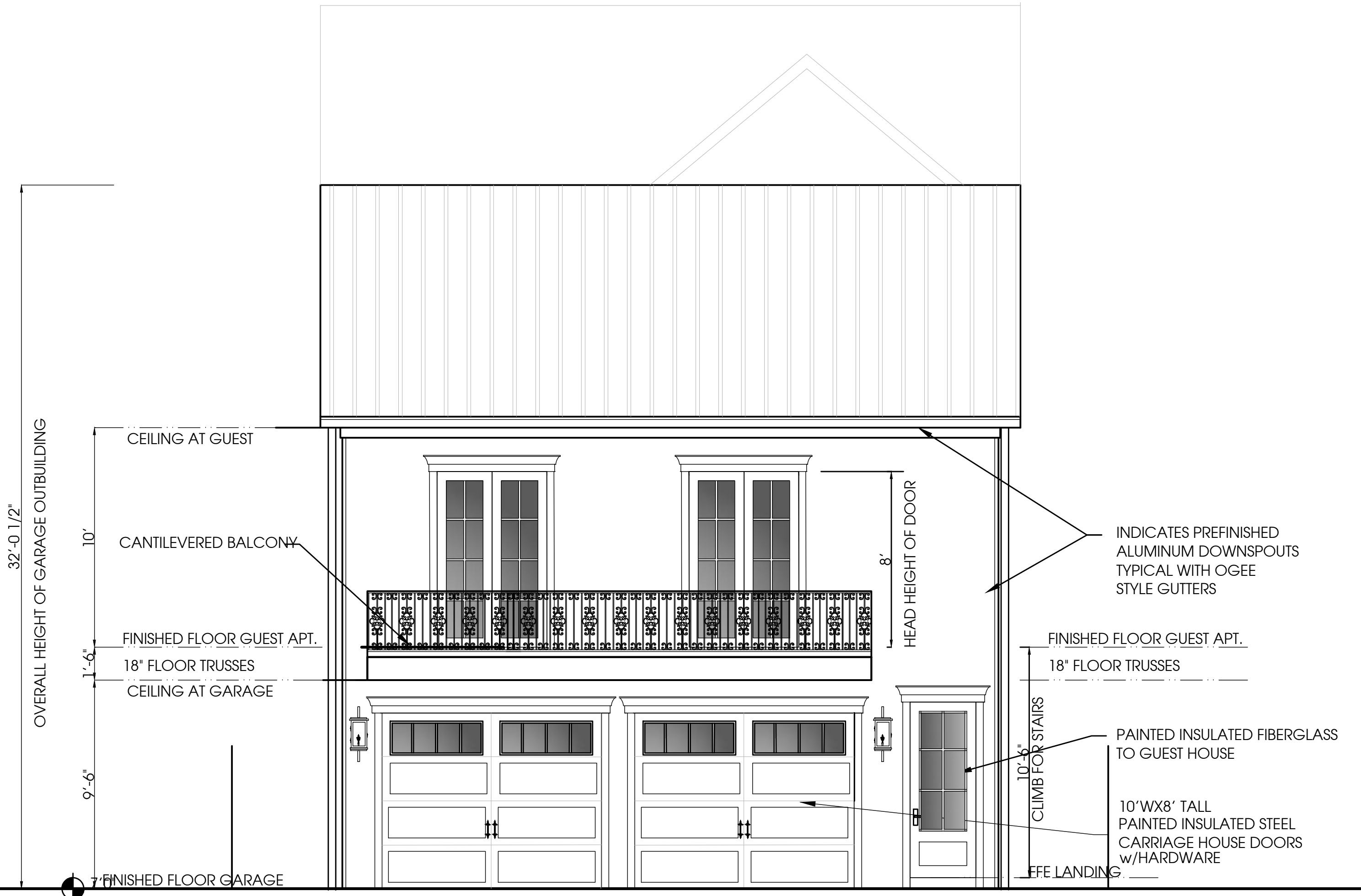
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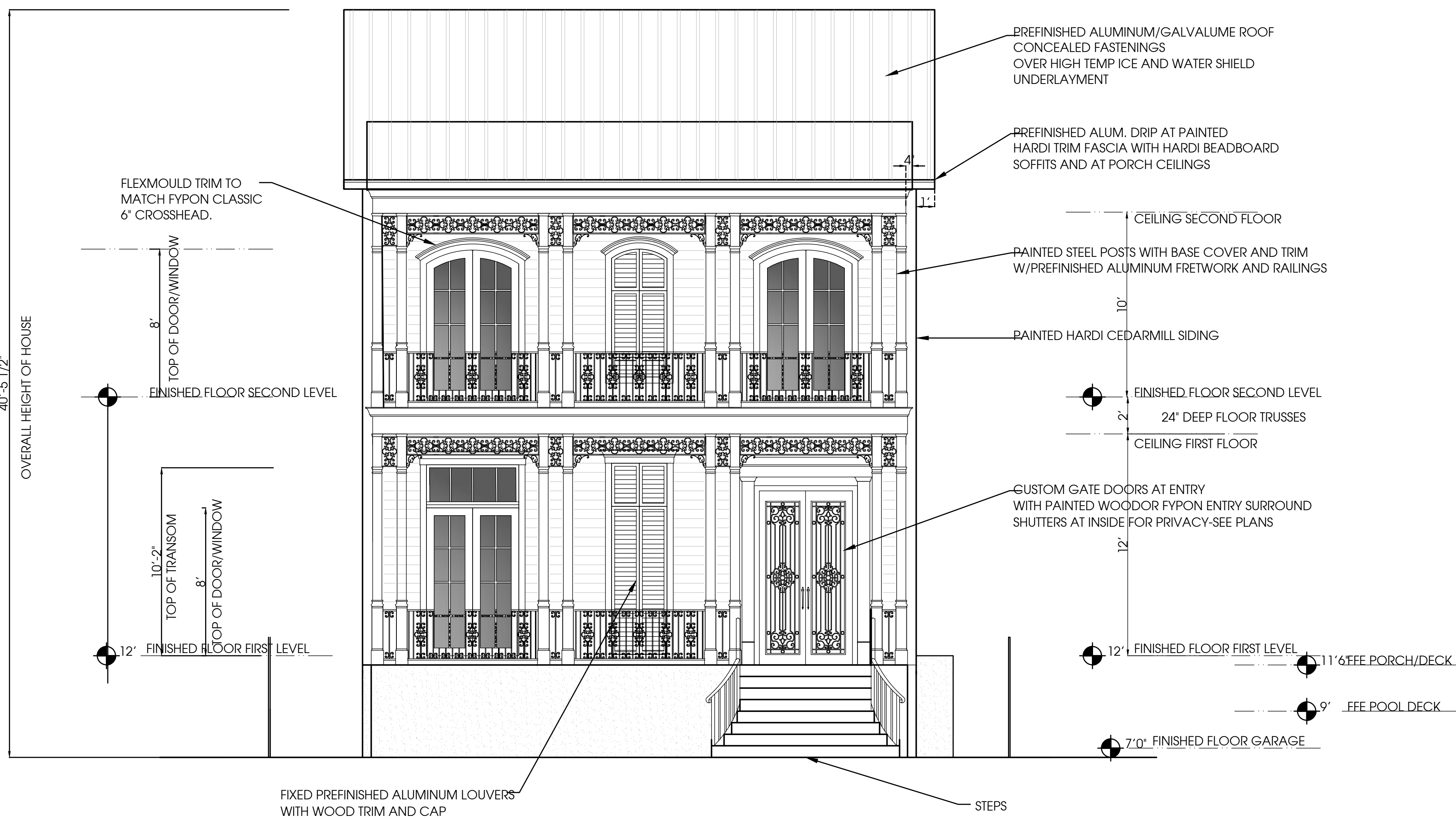
Elevations

SHEET NO. :

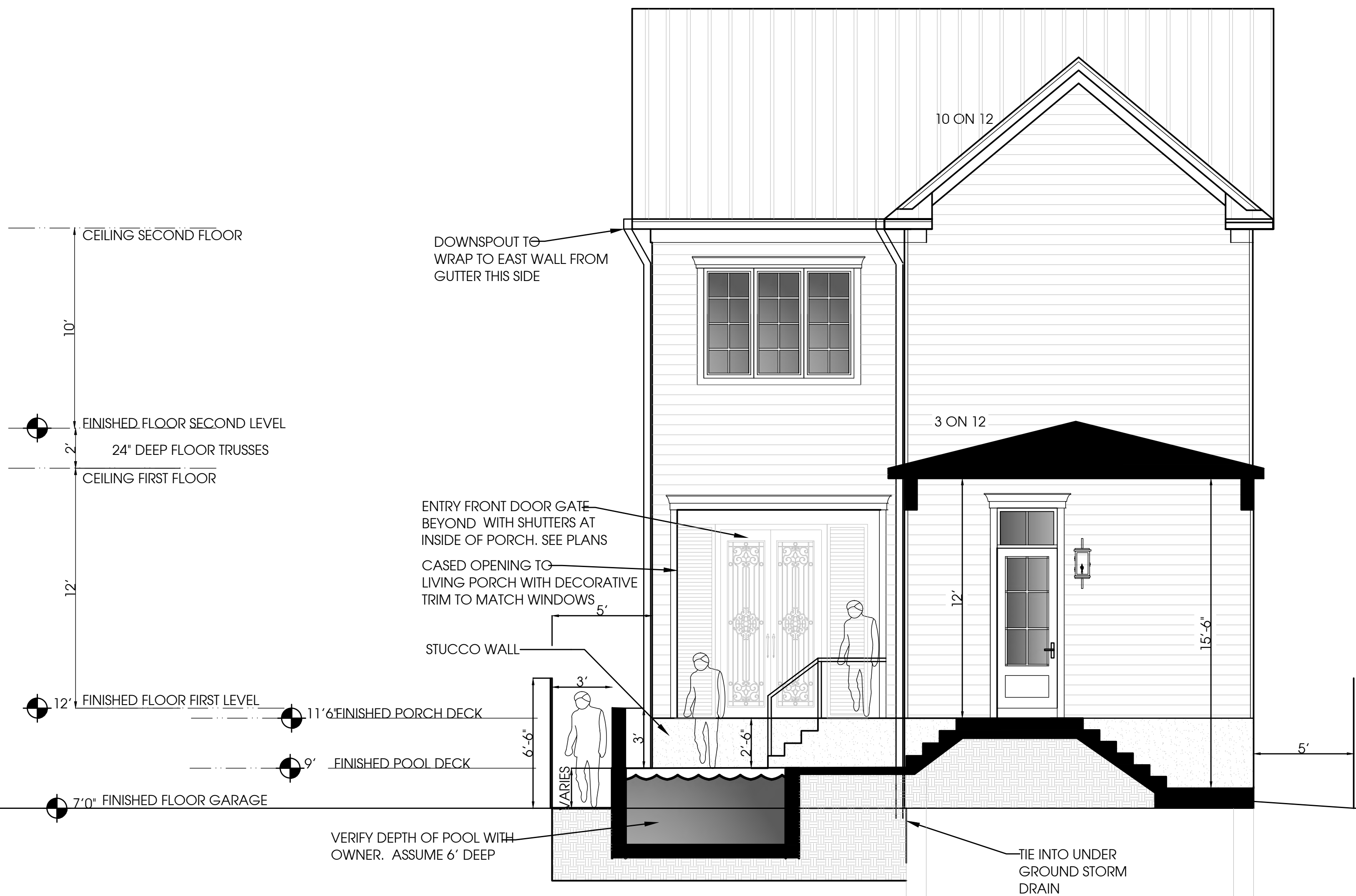
A2-1



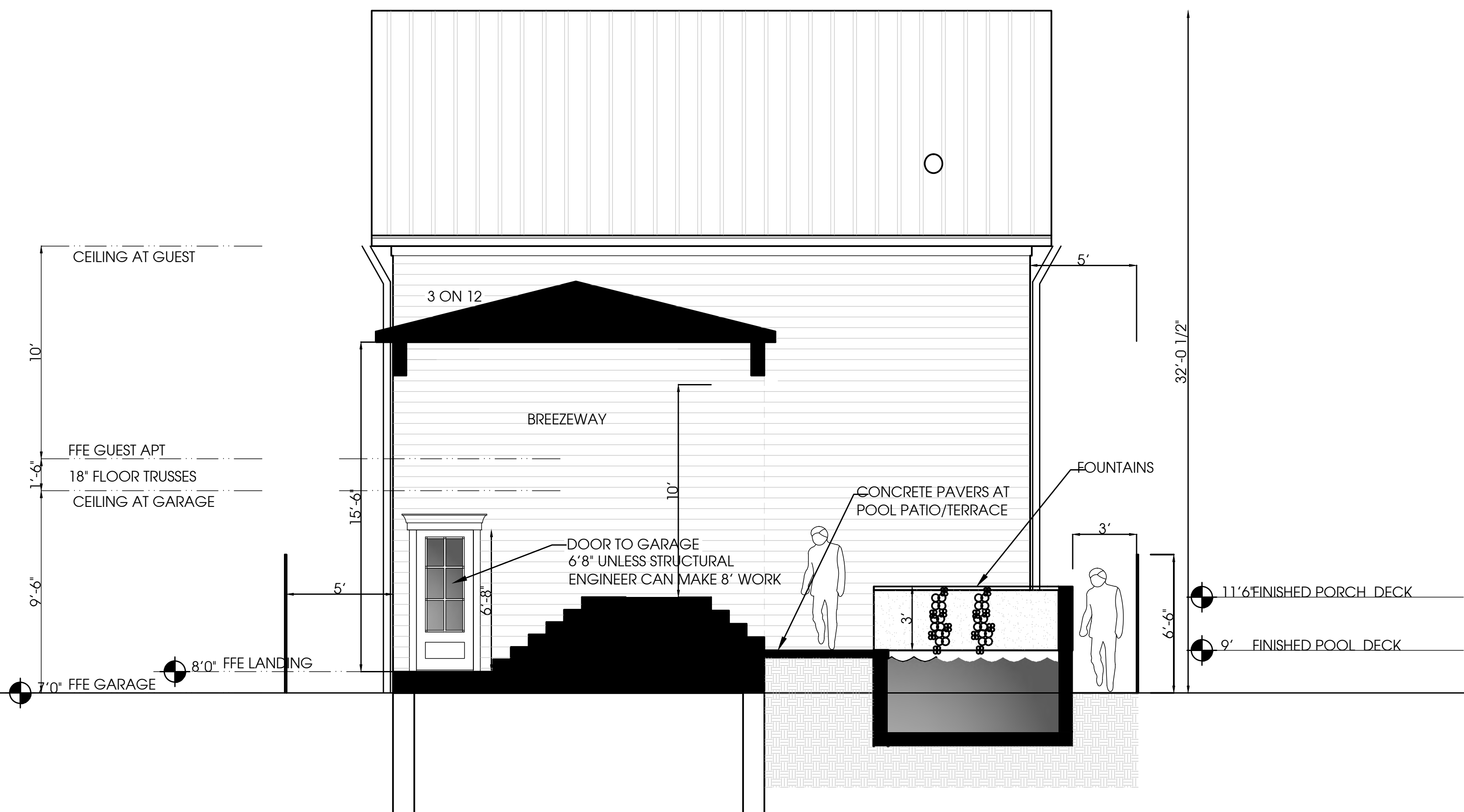
Elevation -North at garage  
Scale: 1/4"=1'-0"



Elevation -Front/South  
Scale: 1/4"=1'-0"



Elevation -North at courtyard  
Scale: 1/4"=1'-0"



Elevation South /Breezeway & rear of garage  
Scale: 1/4"=1'-0"





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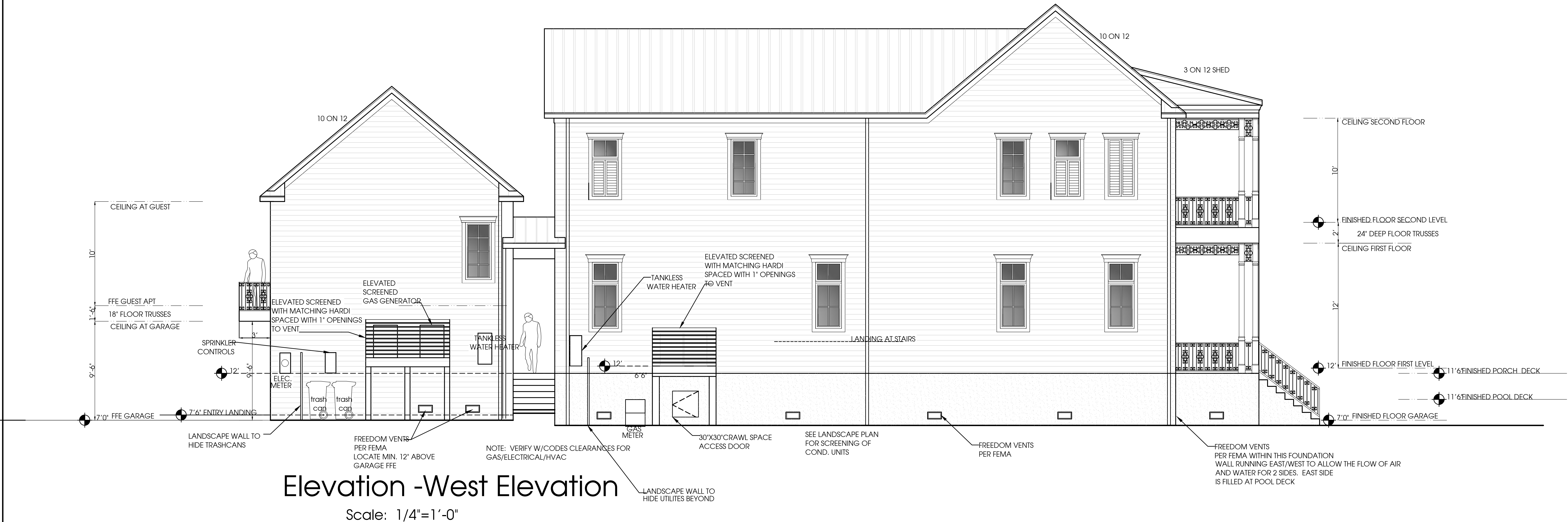
Elevations

SHEET NO. :

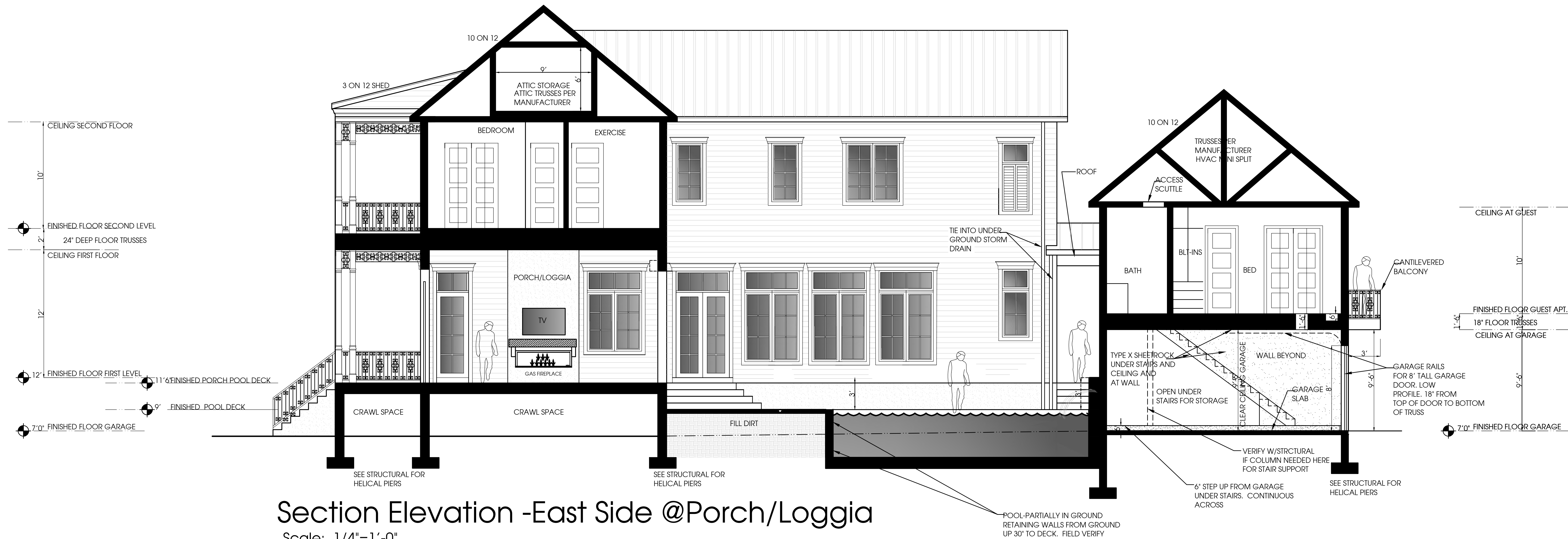
A2-2



Elevation -East Side  
Scale: 1/4"=1'-0"



Elevation -West Elevation  
Scale: 1/4"=1'-0"



Section Elevation -East Side @Porch/Loggia  
Scale: 1/4"=1'-0"



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DATE :

SHEET TITLE :

Elevations

SHEET NO. :

A2-3

GENERAL NOTES FOR ELEVATIONS

1. PROVIDE EXPANSION JOINTS AT ALL FLOOR CHANGES, DISSIMILAR MATERIALS, MOVEMENT JOINTS, SUBSTRATE CHANGES.
2. PROVIDE SEALANT AT ALL WINDOWS, DOORS, LIGHTS, ELECTRICAL OUTLETS, HOSEBIBS, DRYER VENTS, ETC. ALL PENETRATIONS.
3. BACKER ROD AND SEALANT AND FLASHING REQUIRED AT ALL DOOR AND WINDOW OPENINGS.
4. INSTALL STUCCO SYSTEM AS PER MANUFACTURER'S INSTRUCTIONS AND SPECIFICATIONS AND AS PER INDUSTRY STANDARDS.
5. PROVIDE EXPANSION JOINT BETWEEN REAR PORCH/HOUSE AND REAR PORCH GARAGE GUEST HOUSE, AT ALL RETAINING AND POOL WALLS NEAR THE HOUSE, DECKS, TO PROVIDE FLEX FOR MOVEMENT BETWEEN DIFFERENT STRUCTURES.
6. INSTALL HARDI MATERIAL AS PER JAMES HARDI INSTALLATION INSTRUCTIONS AND STANDARDS.

EXTERIOR PROPOSED MATERIALS

EXTERIOR BODY: HARDI CEDAR SAWN LAP SIDING  
COLOR: SW SNOWBOUND 7004

EXTERIOR HEADER TRIM: FYPON  
COLOR: SW SNOWBOUND 7004

WINDOWS: WINDSOR PINNACLE METAL WOOD CLAD W/ SIMULATED TRUE DIVIDED LITE  
COLOR: BLACK/IMPACT GLASS

FRONT GATE DOOR: CUSTOM METAL DOOR W/FRETWORK  
COLOR: SW IRON ORE. SHUTTERS BEHIND COLOR SW SNOWBOUND 7004

GARAGE DOORS: MFTR: HAAS INSULATED STEEL AMERICAN TRADITION 9000 SERIES  
STYLE: AS SHOWN ON DREAWINGS COLOR: SW IRON ORE

CRAWL SPACE VENTS: STEEL SUPPLY CAST IRON 708 -VERIFY WITH OWNER  
COLOR: SW SNOWBOUND

RAILING: CAST IRON FRETWORK  
COLOR: SW IRON ORE

ROOF: GALVALUME LOW PROFILE , CONCEALED FASTENERS

SOFFITS: HARDI SMOOTH BOARDS FOR 12"SOFFIT  
COLOR: SW SNOWBOUND 7004

FASCIA/FLASHING/DRIP: PREFINISHED ALUMINUM  
COLOR: WHITE

GUTTER AND DOWNSPOUTS: PREFINISHED ALUMINUM OGEE STYLE  
COLOR: WHITE

PORCH SHUTTERS: PREFINISHED ALUMINUM OR PAINTED PVC  
COLOR: SW WILLIAMS OPEN AIR

PORCH CEILINGS: T&G PT (HARDI NO LONGER MAKES BEAD BOARD)  
COLOR: SW OPEN AIR (HAINT BLUE)

EXTERIOR DRIVE AND SIDEWALK: PAVERS  
MANUFACTURER/STYLE TREMRON ROMA  
COLOR: GLACIER

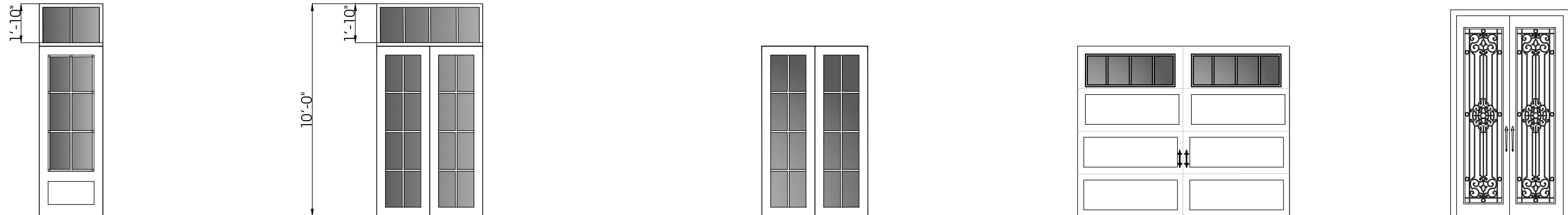
POOL DECK AND BREEZEWAY  
MANUFACTURER/STYLE: TREMERON SHELLSTONE  
COLOR: WHITE

FRONT PORCH/UPSTAIRS PORCH/PORCH LOGGIA/GUEST PORCH  
MANUFACTURER/STYLE: TIBERTECH LEGACY  
COLOR: ASHWOOD

FENCE AND LANDSCAPE WALL: HARDIBOARD OR P.T. 2X PAINTED  
COLOR: SW SNOWBOUND

EXTERIOR LIGHTING: ST. JAMES TRINITY MEDIUM  
COLOR: MATTE BLACK

## DOOR TYPES



A EXTERIOR 3/4 DOOR TRANSOM

B EXTERIOR FRENCH TRANSOM

C EXTERIOR FRENCH

D EXTERIOR GARAGE

E EXTERIOR GATE

F EXTERIOR

G INTERIOR  
\*OWNER TO SELECT PANEL CONFIGURATION

H INTERIOR DOUBLE  
\*OWNER TO SELECT PANEL CONFIGURATION

I INTERIOR LOUVERED

J EXTERIOR

K INTERIOR BIFOLD

L FRENCH TRANSOM

## DOOR NOTES

1. Provide weatherstripping at all doors all sides at exterior doors.
2. Provide floor or wall stops at all door locations. Owner to select style.
3. Provide allowance for nice latches/locks. Emtek hardware or equal. Lever style hardware
4. Owner shall select species on inside face of metal clad doors to be stained
5. Garage door style shown. Impact rated/wind rated door.
6. All glass in doors shall be tempered at interior doors where applicable.
7. All exterior door hardware shall be stainless steel such as hinges and butts.
8. Provide sills and flashing at all doors to prevent water intrusion. Seal.
9. Interior doors shall be solid core masonite, painted.
10. Verify prior to ordering with framing that door sizes shown will fit.
11. Doors from Garage to stairs and stairs to/guest quarters are required to be 20 min. to comply with the Florida Residential Building Code.
12. Provide Parex Weatherseal at all door rough openings and Dow 795 sealants. Install as per manufacturer's instructions. Provide flashing at all doors per mfr. instructions
13. Door sizes shown are for doors only, they do not include the frame. Verify with door supplier for required rough openings.

## DOOR SCHEDULE

DOOR MARK	ROOM LOCATION	TYPE/LOCKSET	TYPE	SIZE	MATERIAL	COMMENTS
<b>FIRST FLOOR</b>						
1	PORCH LOGGIA	ENTRY	E	PR 30"x9'-6"	CUSTOM PREFIN. ALUM OR WROUGHT IRON	
2	PORCH/LIVING	ENTRY	L	36"x8" W/TRANSOM	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
3	LIVING	ENTRY	B	PR 30"x8" W/TRANSOM	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
4	DINING	ENTRY	B	PR 30"x8" W/TRANSOM	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
5	PANTRY	POCKET/PASSAGE	G	30"x8"	SOLID CORE MASONITE	
6	HVAC	PASSAGE	G OR I	30"x8"	SOLID CORE MASONITE OR LOUVERED (VERIFY WITH HVAC SUB)	
7	UTILITY CLOSET	PASSAGE	G	30"x8"	SOLID CORE MASONITE	
8	POWDER	POCKET/PRIVACY	G	28"x8"	SOLID CORE MASONITE	
9	MUD	ENTRY	A	36"x8" W/TRANSOM	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
10	GARAGE BREEZEWAY	ENTRY	F	2'8"x6'8"	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	NOTE IT IS SHORTER
11	GARAGE STAIRS	ENTRY	J	2'6"x6'8"	INSULATED FIBERGLASS WOOD GRAIN-20 MINUTE	NOTE IT IS SHORTER
12	GUEST /STAIRS ENTRY	ENTRY	F	36"x8"	INSULATED FIBERGLASS WOOD GRAIN	
13	GARAGE	OVERHEAD MFTR.	D	10" *WX8" HIGH	INSULATED WIND RATED STEEL OR FIBERGLASS WITH IMPACT GLASS	
14	GARAGE	OVERHEAD MFTR.	D	10" *WX8" HIGH	INSULATED WIND RATED STEEL OR FIBERGLASS WITH IMPACT GLASS	
<b>SECOND FLOOR</b>						
15	BEDROOM-EGRESS	ENTRY	C	PR 30"x8"	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
16	LAUNDRY	ENTRY	C	PR 30"x8"	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
17	CLOSET	BIFOLD	K	PR 30"x8"	SOLID CORE MASONITE	
18	BEDROOM	PRIVACY	G	32"x8"	SOLID CORE MASONITE	
19	LAUNDRY	PASSAGE	G	32"x8"	SOLID CORE MASONITE	
20	BATH	POCKET/PASSAGE	G	28"x8"	SOLID CORE MASONITE	
21	EXERCISE	POCKET/PASSAGE	G	36"x8"	SOLID CORE MASONITE	
22	LINEN	PASSAGE	H	PR 24"x8"	SOLID CORE MASONITE	
23	M. BEDROOM	PRIVACY	H	PR 24"x8"	SOLID CORE MASONITE	
24	M. BATH	POCKET/PRIVACY	G	30"x8"	SOLID CORE MASONITE	
25	M. CLOSET	POCKET/PRIVACY	G	30"x8"	SOLID CORE MASONITE	
<b>SECOND FLOOR-GUEST HOUSE</b>						
26	GUEST/STAIRS	ENTRY	J	30"x8"	SOLID CORE MASONITE	
27	GUEST LIVING	ENTRY	C	PR 30"x8"	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
28	GUEST BEDROOM-EGRESS	ENTRY	C	PR 30"x8"	INSULATED FIBERGLASS WOOD GRAIN/IMPACT GLASS	
29	GUEST BEDROOM	PRIVACY	G	30"x8"	SOLID CORE MASONITE	
30	GUEST BATH	POCKET/PRIVACY	G	30"x8"	SOLID CORE MASONITE	
31	GUEST LAUNDRY	PASSAGE	G OR I	36"x8"	SOLID CORE MASONITE (MAY NEED TO BE LOUVERED FOR DRYER)	

  
Christina Lee Cabassa  
ARCHITECT  
Florida AR0014272  
Florida ID0003615  
  
1189 Mary Lou Lane  
Gulf Breeze, Florida 32563  
Phone/Fax 850-916-9941

CERTIFICATION :

PROJECT - LOCATION :

Frerich  
Residence  
Aragon

524 East Romana  
Lot 3 Block J

Type II  
Cottage  
HR-2

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REVISIONS :

City Submittal  
July 19, 2023

DRAWN BY : CLC

CHECKED BY : CLC

PROJECT NO.

DATE :

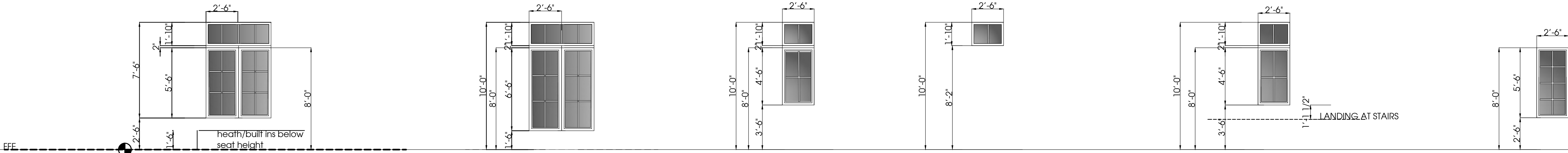
SHEET TITLE :

## Door & Window Schedules

SHEET NO.

A3-1

## WINDOW TYPES



**A** CASEMENT/TWIN MULLED TRANSOM

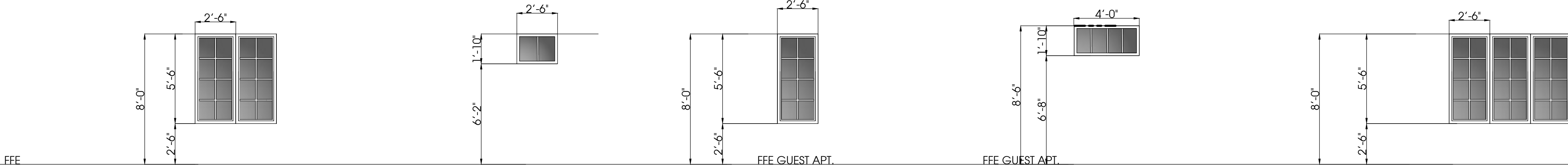
**B** CASEMENT/TWIN MULLED TRANSOM

**C** CASEMENT TRANSOM

**D** TRANSOM-FIXED GROUND FLOOR

**E** CASEMENT TRANSOM

**F** CASEMENT EGRESS



CASEMENT/TWIN MULLED	TRANSOM/FIXED	CASMENT	TRANSOM FIXED OR AWNING/VERIFY 1 UNIT	CASEMENT TRIPLE MULLED
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## WINDOW NOTES

- |  |   |
|--|---|
| 1. PROVIDE SUPPORT MULLION AND TRIM STRIP FOR MULLED WINDOWS.  | ARE MADE THAT REQUIRE STRUCTURAL REVISIONS, BOTH OWNER AND ARCHITECT SHALL BE ADVISED.  |
| 2. GLASS SHALL BE IMPACT RESISTANT WITH LOW E COATING ON THE 3RD FACE  |   |
| 3. PROVIDE SCREENS AT ALL OPERABLE WINDOWS-VERIFY W/OWNER.   | 10. WINDOW SILL HEIGHTS ARE SHOWN, VERIFY WITH OWNER/ARCHITECT DURING FRAMING IF DISCREPANCIES  |
| 4. WINDOWS SHALL BE SELECTED BY OWNER FOR EACH LOCATION.   |   |
| 5. WINDOWS SHALL COMPLY W/312.2 WINDOW FLASH PROTECTION.   | 11. PROVIDE PAREX WEATHERSEAL AT ALL WINDOWS ROUGH OPENINGS WITH DOW 795 SEALANTS.  |
| 6. PROVIDE FLASHING AT ALL WINDOWS AND PROVIDE BACKERROD & SEALANT TO PREVENT WATER INTRUSION. SEE NOTES 11/72 FOR FLASHING                          |   |
| 7. SIZES ARE SHOWN TO HELP W/PRICING. PRICE STANDARD SIZES AS CLOSE TO SIZES SHOWN AS POSSIBLE. OWNER TO APPROVE ALL WINDOW STYLES AND MANUFACTURER. | 12. CONTRACTOR, OWNER AND WINDOW SUPPLIER SHALL MEET AND REVIEW ALL WINDOWS, WINDOW TYPE, HARDWARE FINISH, OPERATING METHOD FOR OPENING, SIDE FOR CRANK AND HINGE PRIOR TO ORDERING AND TO VERIFY COLOR |
| 8. WINDOWS- WINDSOR PINNACLE METAL CLAD WINDOWS W/ APPLIED DIVIDED LITE. PGT VINYL WINGUARD IMPACT AS AN ALTERNATE                                   |   |



## Gregg Harding

---

**From:** Michael Crawford <michael@caldwell-assoc.com>  
**Sent:** Friday, July 21, 2023 9:51 AM  
**To:** Christy Cabassa; Gregg Harding  
**Subject:** [EXTERNAL] RE: Aragon preliminary approval - Frerich Residence

**THIS EMAIL IS FROM AN EXTERNAL EMAIL ACCOUNT**

Gregg – this email confirms that we have given Preliminary Review Approval for the Frerich Residence in Aragon. The Construction Document Review was received today.

Please let me know if you have any questions. Thank you.

### Michael Crawford

AIA, LEED AP, CPTED  
(850) 439.3237  
michael@caldwell-assoc.com  
caldwell-assoc.com

---

**From:** Christy Cabassa <christy931@mchsi.com>  
**Sent:** Wednesday, July 19, 2023 8:23 AM  
**To:** 'Gregg Harding' <GHarding@cityofpensacola.com>; Michael Crawford <michael@caldwell-assoc.com>  
**Subject:** Aragon preliminary approval

**CAUTION:** This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Michael

Can you confirm that we received preliminary approval for Gregg based on your email. The next submittal is final so I assume we received preliminary approval based on the variance approved.  
Can you please confirm?



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272

Florida Licensed Interior Designer ID0003615

## Gregg Harding

---

**From:** Christy Cabassa <christy931@mchsi.com>  
**Sent:** Friday, June 23, 2023 1:40 PM  
**To:** Gregg Harding  
**Cc:** 'Kristie Karl'; 'John Frerich'; kevin@hhbuildinggroup.com  
**Subject:** [EXTERNAL] Preliminary and Variance Request APPROVED

**THIS EMAIL IS FROM AN EXTERNAL EMAIL ACCOUNT**

Gregg

Please see below regarding 524 Romana.  
This is our preliminary approval and variance.  
I will be submitting within the next month or two but  
I wanted to get this to you now for your records.



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272 Florida Licensed Interior Designer ID0003615

---

**From:** Michael Crawford <michael@caldwell-assoc.com>  
**Sent:** Friday, June 23, 2023 1:33 PM  
**To:** Christy Cabassa <christy931@mchsi.com>  
**Cc:** 'Kristie Karl' <kkarl3825@gmail.com>; 'John Frerich' <johnfrerichdds@gmail.com>; Michelle MacNeil <michellemacneil22@gmail.com>; kelly.wieczorek@gmcnetwork.com; Nora Bailey <norabailey52@gmail.com>; Susan Moody <susan@professionalassociationmanagers.com>  
**Subject:** RE: Variance Request APPROVED

Christy – we have reviewed your request and have APPROVED the variance allowing the 17'-6" wide conditioned enclosure for the following reasons:

1. The soils conditions on this lot require that the two buildings remain as separate structures since they will have different foundation systems.
2. The outbuilding maintains the increased setbacks typical of attached outbuildings (i.e. 5' vs. 3').
3. Increased FEMA flood zone heights do not allow conditioned space below base flood elevation.
4. A much larger courtyard is created with the building design than would typically be required - 40' vs. the minimum 12'.
5. The overall form and massing is consistent with other buildings within Aragon.
6. No characteristic of the design creates adverse side effects on neighbors due to the requested variance.

Please note variance requests are made on an individual basis and do not set a precedent for future projects in Aragon. Please make any necessary changes to the documents, **including** any revisions requested within the **CD review**, and return to us for our records. Thank you and good luck with your project.

## Michael Crawford

AIA, LEED AP, CPTED

(850) 439.3237

michael@caldwell-assoc.com

caldwell-assoc.com

---

**From:** Christy Cabassa <[christy931@mchsi.com](mailto:christy931@mchsi.com)>

**Sent:** Tuesday, June 20, 2023 12:23 PM

**To:** Michael Crawford <[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)>

**Cc:** 'Kristie Karl' <[kkarl3825@gmail.com](mailto:kkarl3825@gmail.com)>; 'John Frerich' <[johnfrerichdds@gmail.com](mailto:johnfrerichdds@gmail.com)>

**Subject:** FW: Vairance floorplan and letter

**CAUTION:** This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Michael

Please find attached for the Frerich's variance request:

- letter requesting variance
- June 20 floorplan showing variance requests
- Connected houses document showing similar massing in Aragon
- Email from the City regarding pool

Thank you so much and we look forward to hearing from you soon.

Christy



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272

Florida Licensed Interior Designer ID0003615

## Gregg Harding

---

**From:** Michael Crawford <michael@caldwell-assoc.com>  
**Sent:** Monday, June 19, 2023 3:07 PM  
**To:** Christy Cabassa  
**Cc:** 'Kristie Karl'; 'John Frerich'; kevin@hhbuildinggroup.com; Nora Bailey; Susan Moody  
**Subject:** RE: Frerich's Preliminary Review

Christy - this is an interesting approach to the form-based code in Aragon. There are some concerns related to meeting the ADC requirements, so we would like to see responses to these before proceeding to CD's:

1. As submitted, this does not meet the requirements for separation between the outbuilding and the main building. Refer to p. 56 of the ADC which states that there must be 12'-0" minimum between these two structures. This separation is part of the DNA of the form-based code which creates a strong typological distinction between principal building, courtyard, and outbuilding. Attached garages can be connected by a narrow wing, no more than 25% of the lot width, but the 12'-0" separation must remain. You could connect the two buildings, but would need a variance for the wing to be wider than the maximum 25% lot width. If you went this route, the building would be a single structure, so the outbuilding setbacks would need to comply with the principal building setbacks (i.e. 5' instead of 3'). If connected, you would still be maintaining an area substantially larger than the 12'-0" minimum (about 40' it looks like) which helps improve your case for a successful variance (as a kind of trade off). Or you could redesign to not need a variance related to this. I would suggest figuring out what you want to do, then submitting a variance request if necessary, or resubmitting a modified preliminary package BEFORE proceeding since either solution would require discussion between the three board members.
2. An above ground pool is not specifically addressed by the ADC, but we take no exceptions to the concept. Since it is 4.5 feet above ground and physically connected to the principal building, it would need to comply with principal building setbacks – just like if it were an elevated concrete deck. I would suggest reviewing this with the City as well since pools are typically considered at grade, not involving vertical construction, and they may have different perspective on this condition.
3. With elevated FEMA flood elevations, special consideration should be given to screening of any equipment, as well as, in this case, the elevated courtyard you have that overlooks the neighbor's courtyard. Taller garden walls and landscape screening should be considered here since these areas are intended to be more private.
4. A gate or garden wall or screening is encouraged at the rear property line, and somewhere along the south side of the principal building to screen the trash cans and equipment. See pertinent language on p. 94 of the ADC.
5. Front stoop encroaches the allowed 3'-6", but is permissible due to increased FEMA flood plain requirements.
6. Front gate design is important due its dual duty as a visible front entrance and pool security.
7. Consider ornamentation at 2<sup>nd</sup> floor front/south elevation windows to be in line with the Victorian style/remainder of the home.
8. 2<sup>nd</sup> floor windows of east elevation appear to be slightly off from aligning with 1<sup>st</sup> floor – would be ideal to align, similar with the remaining elevations.

### Michael Crawford

AIA, LEED AP, CPTED

(850) 439.3237

michael@caldwell-assoc.com

caldwell-assoc.com

---

**From:** Christy Cabassa <christy931@mchsi.com>  
**Sent:** Monday, June 19, 2023 8:10 AM  
**To:** Michael Crawford <michael@caldwell-assoc.com>

**Cc:** 'Kristie Karl' <[kkarl3825@gmail.com](mailto:kkarl3825@gmail.com)>; 'John Frerich' <[johnfrerichdds@gmail.com](mailto:johnfrerichdds@gmail.com)>; [kevin@hhbuildinggroup.com](mailto:kevin@hhbuildinggroup.com)

**Subject:** RE: Frerich's Preliminary Review

**CAUTION:** This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Ok thank you!



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272

Florida Licensed Interior Designer ID0003615

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**From:** Michael Crawford <[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)>

**Sent:** Monday, June 19, 2023 6:52 AM

**To:** Christy Cabassa <[christy931@mchsi.com](mailto:christy931@mchsi.com)>

**Cc:** 'Kristie Karl' <[kkarl3825@gmail.com](mailto:kkarl3825@gmail.com)>; 'John Frerich' <[johnfrerichdds@gmail.com](mailto:johnfrerichdds@gmail.com)>; [kevin@hhbuildinggroup.com](mailto:kevin@hhbuildinggroup.com)

**Subject:** RE: Frerich's Preliminary Review

Christy – pulling these together and will have to you this morning.

**Michael Crawford**

AIA, LEED AP, CPTED

(850) 439.3237

[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)

[caldwell-assoc.com](http://caldwell-assoc.com)

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**From:** Christy Cabassa <[christy931@mchsi.com](mailto:christy931@mchsi.com)>

**Sent:** Friday, June 16, 2023 9:41 AM

**To:** Michael Crawford <[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)>

**Cc:** 'Kristie Karl' <[kkarl3825@gmail.com](mailto:kkarl3825@gmail.com)>; 'John Frerich' <[johnfrerichdds@gmail.com](mailto:johnfrerichdds@gmail.com)>; [kevin@hhbuildinggroup.com](mailto:kevin@hhbuildinggroup.com)

**Subject:** Frerich's Preliminary Review

**CAUTION:** This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Michael

Good Morning! Checking in on the Frerich's I sent in May 19<sup>th</sup>.

Please let us know when to expect your comments.

Thank you so much.



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272 Florida Licensed Interior Designer ID0003615

## Gregg Harding

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**From:** Christy Cabassa <christy931@mchsi.com>  
**Sent:** Friday, August 25, 2023 8:28 AM  
**To:** Gregg Harding; Leslie Statler  
**Subject:** [EXTERNAL] FW: RESPONSES - Frerich Residence - CD Review  
**Attachments:** 26ga-colorguide-eastern-digital Metal Sales Manufacturing 7-6-16.pdf

**THIS EMAIL IS FROM AN EXTERNAL EMAIL ACCOUNT**

Gregg

Scroll down to the highlighted "Approved" from Michael Crawford for the Frerich's home in Aragon.

This is the official approval letter.



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272 Florida Licensed Interior Designer ID0003615

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**From:** Christy Cabassa <christy931@mchsi.com>  
**Sent:** Friday, August 25, 2023 8:26 AM  
**To:** 'Michael Crawford' <michael@caldwell-assoc.com>; 'Kristie Karl' <kkarl3825@gmail.com>; 'John Frerich' <johnfrerichdds@gmail.com>; 'kevin@hhbuildinggroup.com' <kevin@hhbuildinggroup.com>  
**Cc:** 'Michelle MacNeil' <michellemacneil22@gmail.com>; 'kelly.wieczorek@gmcnetwork.com' <kelly.wieczorek@gmcnetwork.com>; 'Susan Moody' <susan@professionalassociationmanagers.com>; 'Nora Bailey' <norabailey52@gmail.com>  
**Subject:** RE: RESPONSES - Frerich Residence - CD Review

For the roof we will use the striated vertical seam 12".  
See attached literature where I have circled both color and style.  
Thank you so much.  
Christy



*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272 Florida Licensed Interior Designer ID0003615

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**From:** Michael Crawford <[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)>  
**Sent:** Thursday, August 24, 2023 4:33 PM  
**To:** Christy Cabassa <[christy931@mchsi.com](mailto:christy931@mchsi.com)>; 'Kristie Karl' <[kkarl3825@gmail.com](mailto:kkarl3825@gmail.com)>; 'John Frerich'

<[johnfrerichdds@gmail.com](mailto:johnfrerichdds@gmail.com)>; [kevin@hhbuildinggroup.com](mailto:kevin@hhbuildinggroup.com)

Cc: 'Michelle MacNeil' <[michellemacneil22@gmail.com](mailto:michellemacneil22@gmail.com)>; [kelly.wieczorek@gmcnetwork.com](mailto:kelly.wieczorek@gmcnetwork.com); 'Susan Moody'

<[susan@professionalassociationmanagers.com](mailto:susan@professionalassociationmanagers.com)>; 'Nora Bailey' <[norabailey52@gmail.com](mailto:norabailey52@gmail.com)>

**Subject:** RE: RESPONSES - Frerich Residence - CD Review

Christy – thank you for your responses. Thank you for the clarifications on your colors – I missed the schedule that you had included. Your Construction Document Review is APPROVED. Please follow up for our record clarification on WHICH “Striated” roof panel you are using and the size – there are two – one “Vertical Seam” and one “Image II”. I would suggest the 12” which has a better scale for smaller buildings such as houses.

Thank you.

## Michael Crawford

AIA, LEED AP, CPTED

(850) 439.3237

[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)

[caldwell-assoc.com](http://caldwell-assoc.com)

---

**From:** Christy Cabassa <[christy931@mchsi.com](mailto:christy931@mchsi.com)>

**Sent:** Wednesday, August 23, 2023 9:49 AM

**To:** Michael Crawford <[michael@caldwell-assoc.com](mailto:michael@caldwell-assoc.com)>; 'Kristie Karl' <[kkarl3825@gmail.com](mailto:kkarl3825@gmail.com)>; 'John Frerich' <[johnfrerichdds@gmail.com](mailto:johnfrerichdds@gmail.com)>; [kevin@hhbuildinggroup.com](mailto:kevin@hhbuildinggroup.com)

**Cc:** 'Michelle MacNeil' <[michellemacneil22@gmail.com](mailto:michellemacneil22@gmail.com)>; [kelly.wieczorek@gmcnetwork.com](mailto:kelly.wieczorek@gmcnetwork.com); 'Susan Moody' <[susan@professionalassociationmanagers.com](mailto:susan@professionalassociationmanagers.com)>; 'Nora Bailey' <[norabailey52@gmail.com](mailto:norabailey52@gmail.com)>

**Subject:** RESPONSES - Frerich Residence - CD Review

**CAUTION:** This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

All

Good morning. Please see below responses to your questions/clarifications. This should answer everything, the majority was already in the set we provided.

I hope we can hear back shortly with a final approval. Thank you so much. Christy Cabassa

- 1) Provide gate design for various locations including colors and materials.

See sheet attached AS1-2 for detail and color specified on sheet A2-3 as SW Snowbound (this was on the submittal I sent you)

- 2) Confirm all siding, trim, fascia and other components color.

This was all specified on sheet A2-3. I have attached again for your convenience. I have also attached “3 product page pdf” and “4 product page pdf” with color photos.

I also attached a “1 color Pdf” drawing for the colors.



- 3) Prefinished aluminum shutter color?

See sheet A2-3 it was specified as SW Open air. The color is also on the product pages I attached for visuals.

- 4) Painted column and trim color? Porch fascia? Many details are black, but not clear as to where black items and white body color starts and stops.

See sheet A2-3 that was submitted and I attached again and the color pdf and product pages for clarifications. This should clear it up. There is an inspiration photo on the product page. Only the columns, fretwork and windows are SW Iron Ore. All other items are white and the roof is acrylic coated galvalume.

- 5) Please clarify if all new garden walls are to match the detail on AS1-2. There is mention on this sheet of matching the neighbor's garden wall at the east property line which, from Google, appears to match the design depicted on AS1-2.

Clarified on sheet AS-1 Siteplan that the fence detail was on sheet AS1-2. See attached sheet AS-1 Siteplan. I thought because I detailed it that it was clear that it matched the neighbors.

- 6) Windows on east elevation of outbuilding are horizontal which are discouraged; three small vertical or square windows, more evenly spaced with high sill heights (two in the bedroom and one in the bathroom) may work better visually.

Owner desires to just have one in the bedroom centered between the 2 beds and one in the bath and leave as is to function with the space. This is at the Alley. I have attached a house with horizontal windows that was permitted. Image 3665. We hope that we can maintain the windows as designed as we do not think this adversely affects the neighborhood.

- 7) For the stucco material at the building base and foundation wall screening, what is the finish, how is it detailed at front porch, and what color is it?

The foundation wall is direct applied stucco to cmu, fine finish, color is Snowbound. (white) See attached detail A4-2, it has trim that will bridge the 2.

- 8) Show calculations that reflect percentage of permeability for gravel and pervious pavers – i.e. they are not 100% permeable.

Deleted gravel and showed grass and additional sprinkler heads. We did not include pervious pavers or have any pervious pavers in calculations. See attached AS1-2 for revisions.

- 9) Lot coverage calculation is incorrect – 3169 sf impervious of 4396 sf total is 72%.

Revised. See sheet AS-1 for new calculations.

10) The roof is called out to be galvalume, but no profile/type is specified. 5v crimp, standing seam, and corrugated are allowed. The R-panel shown is more commercial and is not. Please indicate manufacturer and product line. If roofing is natural galvalume, what about color of gutters and downspouts?

See attached literature on Metal Sales acrylic coated galvalume Striated profile. Gutters and downspouts shall be white to match house siding and blend in. These are called out on A2-3 which I attached again for your convenience.

11) Door/window head, jamb, and sill details missing

The door and window details are on sheet A4-2 which I attached again for your convenience.



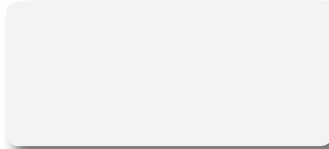
*Christy Cabassa, Architect*

1189 Mary Lou Lane phone 850-712-5788 + Gulf Breeze, FL 32563 + email: [christy931@mchsi.com](mailto:christy931@mchsi.com)

Florida Registered Architect AR0014272

Florida Licensed Interior Designer ID0003615

## PVDF Paint System



Linen White (81)<sup>1</sup>

SR = 0.73	TE = 0.86	SRI = 89
-----------	-----------	----------



Khaki (88)

SR = 0.35	TE = 0.87	SRI = 37
-----------	-----------	----------



Classic Green (66)

SR = 0.32	TE = 0.86	SRI = 33
-----------	-----------	----------



Zinc Grey (29)

SR = 0.41	TE = 0.86	SRI = 45
-----------	-----------	----------



Burnished Slate (49)

SR = 0.30	TE = 0.85	SRI = 30
-----------	-----------	----------



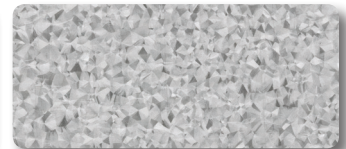
Ocean Blue (35)

SR = 0.29	TE = 0.86	SRI = 29
-----------	-----------	----------



Patriot Red (73)

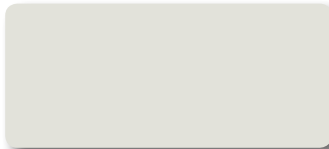
SR = 0.46	TE = 0.86	SRI = 52
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Acrylic Coated Galvalume® (41)<sup>2</sup>

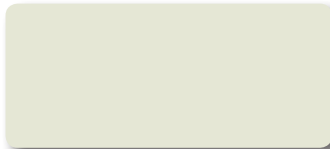
SR = 0.67	TE = 0.14	SRI = 56
-----------	-----------	----------

## MS Colorfast45® Paint System



Polar White (80)

SR = 0.58	TE = 0.87	SRI = 68
-----------	-----------	----------



White (30)

SR = 0.57	TE = 0.88	SRI = 67
-----------	-----------	----------



Light Stone (63)

SR = 0.50	TE = 0.88	SRI = 58
-----------	-----------	----------



Mocha Tan (22)

SR = 0.52	TE = 0.87	SRI = 60
-----------	-----------	----------



Brown (12)

SR = 0.31	TE = 0.87	SRI = 32
-----------	-----------	----------



Burgundy (15)

SR = 0.25	TE = 0.87	SRI = 24
-----------	-----------	----------



Patriot Red (73)

SR = 0.35	TE = 0.88	SRI = 38
-----------	-----------	----------



Red (24)

SR = 0.30	TE = 0.86	SRI = 30
-----------	-----------	----------



Burnished Slate (49)

SR = 0.31	TE = 0.87	SRI = 32
-----------	-----------	----------



Ocean Blue (35)

SR = 0.30	TE = 0.88	SRI = 31
-----------	-----------	----------



Hawaiian Blue (70)

SR = 0.32	TE = 0.87	SRI = 33
-----------	-----------	----------



Charcoal (17)

SR = 0.30	TE = 0.87	SRI = 31
-----------	-----------	----------



Ash Grey (25)

SR = 0.37	TE = 0.88	SRI = 40
-----------	-----------	----------



Forest Green (26)

SR = 0.27	TE = 0.87	SRI = 27
-----------	-----------	----------



Patina Green (58)

SR = 0.29	TE = 0.86	SRI = 29
-----------	-----------	----------



Black (06)

SR = 0.30	TE = 0.88	SRI = 31
-----------	-----------	----------

(Color Code) • SR = Initial Solar Reflectance • TE = Thermal Emittance • SRI = Solar Reflectance Index



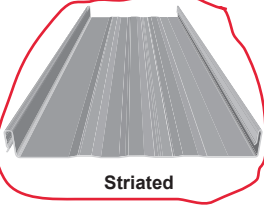
All Colors Meet or Exceed ENERGY STAR® Steep Slope Requirements

<sup>1</sup> Meets or Exceeds ENERGY STAR® Low Slope Requirements

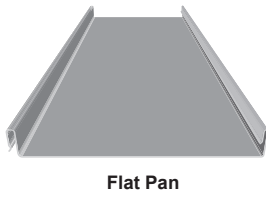
<sup>2</sup> Non-Painted Finish

## COMMON 26 GAUGE PANEL PROFILES (COVERAGE)

### Vertical Seam (12" & 16")

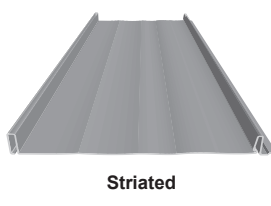


Striated

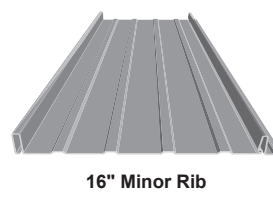


Flat Pan

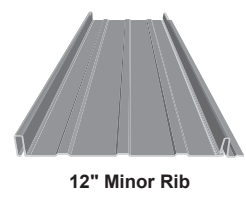
### Image II (12" & 16")



Striated

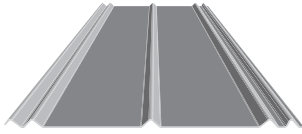


16" Minor Rib

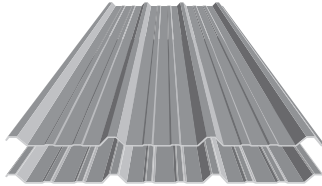


12" Minor Rib

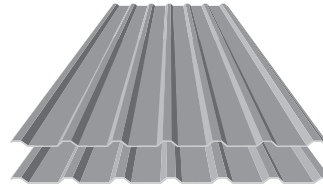
### 5V-Crimp (24")



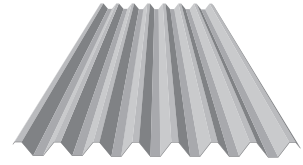
### PBR-Panel/R-Panel (36")



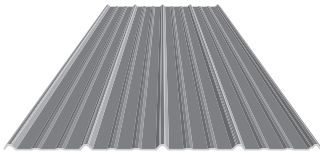
### PBU-Panel/U-Panel (36")



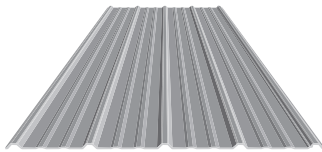
### V-Line 32 (32")



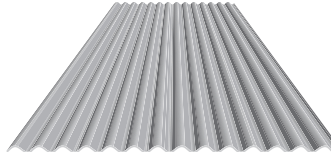
### Classic Rib® (36")



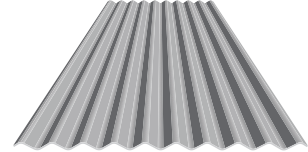
### Pro-Panel II® (36")



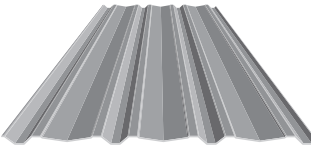
### 7/8" Corrugated (varies)



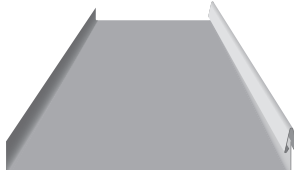
### 2.5" Corrugated (varies)



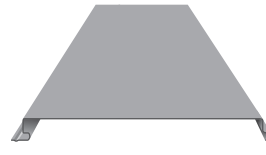
### Span-Line 36A (36")



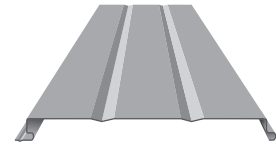
### Mini-Batten (12" & 16")



### Soffit Panel (12")



Flat



V-Grooves

Panels are also available in other gauges, please inquire. Not all colors and gauges are stocked at all branches. Color samples are close representations but are limited by processing and viewing conditions. Actual samples are available by request. For all specific warranty, application, installation and technical information regarding these products, contact your sales representative.

## PVDF PAINT PERFORMANCE

### Salt Spray Resistance

ASTM B 117	1,000 Hours	Creep from scribe no more than 1/8", no blisters
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### Humidity Resistance

ASTM D 2247	2,000 Hours	No blisters, cracking or peeling
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### Abrasion Resistance

ASTM D 968	Method A	65 ± 5 liters/mil falling sand
------------	----------	--------------------------------

### Chalk Resistance

ASTM D 4214	2,000 Hours	No chalking greater #8 rating
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## MS COLORFAST45® PAINT PERFORMANCE

### Salt Spray Resistance

ASTM B 117	1,000 Hours	Creep from scribe no more than 1/8", no blisters
------------	-------------	--

### Humidity Resistance

ASTM D 2247	1,200 Hours	No blisters, cracking or peeling
-------------	-------------	----------------------------------

### Abrasion Resistance

ASTM D 968	Method A	30 liters/mil falling sand
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### Chalk Resistance

ASTM D 4214	2,000 Hours	No chalking greater #8 rating
-------------	-------------	-------------------------------

11-2015 1095



Bay City, MI: 888.777.7640  
Deer Lake, PA: 800.544.2577  
Denver, CO: 800.289.7663  
Detroit Lakes, MN: 888.594.1394

Fort Smith, AR: 877.452.3915  
Independence, MO: 800.747.0012  
Jacksonville, FL: 800.394.4419  
Jefferson, OH: 800.321.5833

Mocksville, NC: 800.228.6119  
Nashville, TN: 800.251.8508  
Rock Island, IL: 800.747.1206  
Rogers, MN: 800.328.9316

Sellersburg, IN: 800.999.7777  
Sioux Falls, SD: 888.299.0024  
Temple, TX: 800.543.4415

[metalsales.us.com](http://metalsales.us.com)

Department:	Comments:
Planning	Plans reviewed for compliance with GRD-1 standards. Variance granted by Aragon ARB and for deviations to the Aragon Design Code acknowledged.
FIRE	No comments received.
PW/E	No comments.
Surveyor	No survey comments.
Inspection Svcs	No comments received.
Pensacola Energy	No comments received.
ECUA	ECUA Engineering has no comment on the aesthetic review. Please have the property owner contact ECUA Customer Service when they are ready to coordinate their water/sewer taps for the residential home.
FPL	No comments received.
ATT	No comments received.
Legal	No comments received.
CRA	No comments received.
Parking	No comments received.

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## Sec. 12-3-12. Redevelopment land use district.

(2) *GRD-1, Gateway redevelopment district, Aragon redevelopment area.*

- a. *Purpose of district.* The gateway redevelopment district, Aragon redevelopment area is established to promote the orderly development of the southern gateway to the city in order to enhance its visual appearance, preserve a unique shoreline vista, improve traffic safety, and encourage a high quality of site planning and architectural design. Site specific analysis of development proposed within the district is intended to ensure that the scenic orientation and open space image of the Bayfront Parkway is maintained and the boundary of the adjacent historic district is positively reinforced. Zoning regulations are intended to ensure that future development is compatible with and enhances the pedestrian scale of the existing structures and period architectural character of the adjacent historic district.
- b. *Urban character of the district.* The Aragon redevelopment area is characterized by integration of houses, shops, and work places. Mixed land use is encouraged by allowing home occupations and first floor work spaces with apartments and townhouses above. The historic district is the basis for district architectural guidelines, which reflect the scale and lot sizes, and the list of permitted uses is similar to those uses permitted in the historic district to the south.
- c. *Uses permitted.*
  1. *GRD-1, residential uses.*
    - i. Single-family and multifamily residential (attached or detached) at a maximum overall density of 17.4 units per acre.
    - ii. Bed and breakfast (subject to section 12-3-84).
    - iii. Home occupations allowing: not more than 60 percent of the floor area of the total buildings on the lot to be used for a home occupation; retail sales shall be allowed limited to uses listed as conditional uses in subsection (2)c.3.i of this section; two nonfamily members as employees in the home occupation; and a sign for the business not to exceed three square feet shall be allowed.
    - iv. Community residential homes licensed by the state department of children and family services with six or fewer residents providing that it is not to be located within 1,000 feet of another such home. If it is proposed to be within 1,000 feet of another such home, measured from property line to property line, it shall be permitted with city council approval after public notification of property owners in a 500-foot radius.
    - v. Limited office space allowed only with residential use occupying a minimum of 50 percent of total building square footage of principal and outbuildings.
    - vi. Family day care homes licensed by the state department of children and family services as defined in state statutes.
  2. *GRD-1, public uses.*
    - i. Meeting hall, U.S. Post Office pavilion, buildings used for community purposes, not to exceed 5,000 square feet.
    - ii. Publicly owned or operated parks and playgrounds.
    - iii. Churches, Sunday school buildings and parish houses.
  3. *GRD-1, commercial uses.*

- 
- i. The following uses limited to a maximum area of 5,000 square feet:
    - (a) Antique shops.
    - (b) Art galleries.
    - (c) Bakeries whose products are sold at retail and only on the premises.
    - (d) Banks (except drive-through).
    - (e) Barbershops and beauty shops.
    - (f) Child care facilities (subject to section 12-3-87).
    - (g) Health clubs, spas, and exercise centers.
    - (h) Jewelers.
    - (i) Laundry and dry-cleaning pick-up stations.
    - (j) Office buildings.
    - (k) Restaurants (except drive-ins).
    - (l) Retail sales and services.
    - (m) Retail food and drugstore.
    - (n) Specialty shops.
    - (o) Studios.

4. *GRD-1, miscellaneous uses.*

- i. Outbuildings and uses can include:
  - (a) Garage apartments.
  - (b) Carriage houses.
  - (c) Studios.
  - (d) Granny flats.
  - (e) Storage buildings.
  - (f) Garages.
  - (g) Swimming pools.
  - (h) Hot tubs.
  - (i) Offices.

Refer to Aragon Urban Regulations in Aragon Design Code for maximum impervious surface per lot type.

- ii. Minor structures for utilities (gas, water, sewer, electric, telephone).

d. *Procedure for review.*

- 1. *Review and approval by the planning board.* All activities regulated by this subsection, including preliminary and final site plan review, shall be subject to review and approval by the planning board as established in section 12-12-2. Abbreviated review for paint colors, minor repairs and minor deviations in projects already approved by the board shall be in accordance with section 12-12-2(11). If agreement cannot be reached as it pertains to such

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request for abbreviated review by the board secretary and chairperson then the matter will be referred to the planning board for a decision.

2. *Decisions.*

- i. *General consideration.* The board shall consider plans for buildings based on regulations described herein. In their review of plans for new construction, the board shall consider exterior design and appearance of the building, including the front, sides, rear and roof; materials, textures and colors; plot plans or site layout, including features such as walls, walks, terraces, off-street paved areas, plantings, accessory buildings, signs and other appurtenances; and relation of the building to the immediate surroundings and to the district in which it is located. The term "exterior" shall be deemed to include all of the outer surfaces of the building and exterior site work, including painting, and is not restricted to those exteriors visible from a public street or place.
- ii. *Rules governing decisions.* Before approving the plans for any proposed building located or to be located in a district, the board shall find:
  - (a) In the case of a proposed new building, that such building will not, in itself or by reason of its location on the site, impair the architectural or historic value of buildings in the immediate vicinity. No plans for new building will be approved if that building will be injurious to the general visual character of the district in which it is to be located considering visual compatibility standards such as height, proportion, shape, scale, style, materials and colors.
  - (b) In the case of a proposed alteration or addition to an existing building, that such alteration or addition will not impair the architectural value of the building.

3. *Plan submission.* Every activity that requires plans in order to erect, construct, demolish, renovate or alter an exterior of a building, sign or exterior site work, located or to be located in the GRD-1 district shall be accompanied with drawings or sketches. All drawings must be drawn to scale and be legible. The minimum size scale for site plans is 1" = 20'0"; the minimum scale for floor plans is 1/8" = 1'0"; and the minimum scale for exterior elevations is 1/8" = 1'0". The scale for other items, such as signs and details, shall be as large as necessary to fully define the detail of those items. Major projects with very large buildings may vary from the scale referenced above for ease of presentation.

i. *Site plan.*

- (a) Indicate overall property dimensions and building size, and building setback line and building frontage zone.
- (b) Indicate relationship of adjacent buildings, if any.
- (c) Indicate layout of all driveways and parking on the site including materials.
- (d) Indicate all fences, including materials, dimensions, architectural elements and color, and signs, with dimensions as required to show exact locations.
- (e) Indicate existing trees and existing and new landscaping.

ii. *Floor plan.*



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- (a) Indicate locations and sizes of all exterior doors and windows.
    - (b) Indicate all porches, steps, ramps and handrails.
    - (c) For renovations or additions to existing buildings, indicate all existing conditions and features as well as the revised conditions and features and the relationship of both.
  - iii. *Exterior elevations.*
    - (a) Indicate all four elevations of the exterior of the building.
    - (b) Indicate the relationship of this project to adjacent structures, if any.
    - (c) Indicate exposed foundation walls, including the type of material, screening, dimensions, and architectural elements.
    - (d) Indicate exterior wall materials, including type of materials, dimensions, architectural elements and color.
    - (e) Indicate exterior windows and doors, including type, style, dimensions, materials, architectural elements, trim, and colors.
    - (f) Indicate all porches, including ceilings, steps, and ramps, including type of materials, dimensions, architectural elements and color.
    - (g) Indicate all porch, stair, and ramp railings, including type of material, dimensions, architectural elements, trim, and color.
    - (h) Indicate roofs, including type of material, dimensions, architectural elements, associated trims and flashing, and color.
    - (i) Indicate all signs, whether they are building-mounted or freestanding, including material, style, architectural elements, size and type of letters, and color. The signs must be drawn to scale in accurate relationship to the building and the site.
  - iv. *Miscellaneous.*
    - (a) Show enlarged details of any special features of either the building or the site that cannot be clearly depicted in any of the above-referenced drawings.
  - 4. *Submission of photographs.*
    - i. Provide photographs of the site for the proposed new construction in sufficient quantity to indicate all existing site features, such as trees, fences, sidewalks, driveways, and topography.
    - ii. Provide photographs of the adjoining "street scape," including adjacent buildings to indicate the relationship of the new construction to these adjacent properties.
  - 5. *Submission of descriptive product literature/brochures.*
    - i. Provide samples, photographs, or detailed, legible product literature on all windows, doors and shutters proposed for use in the project. The information must be sufficiently detailed to show style, dimensions, detailing, material type, and color.

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- ii. Provide descriptive literature, samples, or photographs showing specific detailed information about signs and letters, if necessary, to augment or clarify information shown on the drawings. The information must be sufficiently detailed to show style, dimensions, detailing, material type, and color.
    - iii. Provide samples or descriptive literature on roofing material and type to augment the information on the drawings. The information must indicate dimensions, details, material, color and style.
    - iv. Provide samples or literature on any exterior light fixtures or other exterior ornamental features, such as wrought iron, railings, columns, posts, balusters, and newels. Indicate size, style, material, detailing and color.
  - e. *Regulations for any development within the GRD-1 zoning district.* These regulations are intended to address the design and construction of elements common to any development within the GRD-1 zoning district which requires review and approval by the planning board. Regulations and standards that relate specifically to new construction and/or structural rehabilitation and repairs to existing buildings, applicable to building heights, setbacks, architectural elements and construction types, are established below. The Aragon Design Code describes the building types and architectural styles that are considered to be compatible with the intent of the GRD-1 regulations. This definition of styles should be consulted to ensure that the proper elements are used in combination in lieu of combining elements that are not appropriate for use together on the same building. Amendments to the Aragon Design Code may be made by the city council following a recommendation of the planning board and a public hearing before the city council, without necessity for amending this chapter.
    - 1. *Building height limit.* No building shall exceed the following height limits: Type I Townhouses and Type III Park Houses shall not exceed 55 feet or 3½ stories. Type II Cottages, Type IV Sideyard House, Type V Small Cottage, and Type VI Row House shall not exceed 45 feet or 2½ stories. No outbuilding shall exceed 35 feet or 2½ stories. Refer to Aragon Design Code.
    - 2. *Landscaping.*
      - i. Landscaping requirements in the GRD-1 district shall be based on Aragon Design Code.
      - ii. All service areas (i.e., dumpsters or trash handling areas, service entrances or utility facilities, loading docks or space) must be screened from adjoining property and from public view by one of the following:
        - (a) Fence or wall, six feet high;
        - (b) Vegetation, six feet high (within three years);
        - (c) A combination of the above.
    - 3. *Protection of trees.* It is the intent of this section to recognize the contribution of shade trees and certain flowering trees to the overall character of the Aragon redevelopment area and to ensure the preservation of such trees as described below:
      - i. Any of the following species having a minimum trunk diameter of eight inches (25.1 inches in circumference) at a height of one foot above grade: Live Oak and Water Oak; Magnolia having a minimum trunk diameter of six inches (18.8 inches in circumference) at a height of one foot above grade; and

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- ii. Any of the following flowering trees with a minimum trunk diameter of four inches (12.55 inches in circumference) at a height of one foot above grade: Redbud, Dogwood, and Crape Myrtle.

No person, organization, society, association or corporation, or any agent or representative thereof, directly or indirectly, shall cut down, destroy, undertake tree removal, or effectively destroy through damaging, any specimen or flowering tree, whether it be on private property or right-of-way within the GRD-1 district, without first having obtained a permit from the city to do so. Refer to section 12-6-7 for tree removal permit application procedures and guidelines.

4. *Fences.*

- i. Original fences in the older sections of the city were constructed of wood with a paint finish in many varying ornamental designs, or may have been constructed of brick or wrought iron. The style of the fence and the materials used typically related directly to the style and type of materials used for the building on the property. Refer to Aragon Design Code for required types of fences at different locations.
- ii. On every corner lot on both public and private streets intersecting 9th Avenue a sight triangle described by the intersection of the projection of the outer curb (next to the driving lane) lines extended, and a line joining the points on those lines 30 feet from said intersection shall be clear of any structure, solid waste container, parked vehicles, including recreational vehicles, or planting of such nature and dimension as to obstruct lateral vision, provided that this requirement shall generally not apply to tree trunks trimmed of foliage to eight feet, and newly planted material with immature crown development allowing visibility, or a post, column, or similar structure that is no greater than one foot in cross-section diameter. Lateral vision shall be maintained between a height of three feet and eight feet above grade. All other streets and intersections within the GRD-1 district shall be exempt from the requirements of section 12-3-58, Required Visibility Triangle. In addition the following provisions apply:
  - (a) Chain-link, exposed masonry block and barbed wire are prohibited fence materials in the GRD-1 district. Approved materials will include but not necessarily be limited to wood, brick, stone (base only) and wrought iron, or stucco. Materials can be used in combination.
  - (b) All wood or wrought iron fences shall be painted if the principal building is painted. Wood fences shall be constructed utilizing one of a variety of designs, especially a design that will reflect details similar to those on the building. It is recommended that the use of wrought iron or brick fences be constructed in conjunction with buildings that use masonry materials in their construction or at locations requiring them. "Dog ear pickets" are not acceptable. Refer to Architectural Standards in Aragon Design Code.
  - (c) Fences in the required front yard will be no higher than four feet and six feet, six inches in the side and rear yards. On corner lots, fences constructed within the required street side yard shall not exceed four feet in height if the fence would obstruct the visibility from an adjacent residential driveway. Otherwise fences within the required street side yard may be built to a maximum of six feet, six inches.

5. *Signage.*

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- i. Informational signs. All informational signs, even if erected on private property, are subject to regulations contained in this section.
  - ii. Commercial signs. It is the intent of the Aragon redevelopment area to recapture the turn-of-the century feeling of commerce in Aragon's core neighborhood. To this end, special consideration will be given to a variety of painted signs on brick and stucco walls, building cornices, canopies and awnings, even on sidewalks and curbs.
  - iii. Sign style shall be complementary to the style of the building on the property. In the older sections of the city the support structure and trim work on a sign was typically ornamental, as well as functional.

Refer to sections 12-5-2 and 12-5-3 for general sign standards and criteria and for a description of sign area calculations. In addition to the prohibited signs listed below, all signs listed in section 12-5-7 are prohibited within the GRD-1 district. The design, color scheme and materials of all signs shall be subject to approval by the planning board. Only the following signs shall be permitted in the GRD-1 district:

(a) Permitted signs.

(1) Temporary accessory signs.

- a. One non-illuminated sign advertising the sale, lease, or rental of the lot or building, said sign not exceeding two square feet in area.
- b. One non-illuminated sign per street frontage, not more than 32 square feet in area in connection with new construction work related to Aragon's development, community sites, parks, or Privateer's Alley.

(2) Permanent accessory signs.

- a. Each mixed-use or commercial property shall be limited to one sign per lot for Type II through VI. The sign may be placed on the street side or alley frontage. Type I shall be limited to one sign per street and one for alley frontage. The sign may be projected from the building, a wall-mounted sign, or a painted sign. Signs projecting from a building or extending over public property shall maintain a clear height of nine feet six inches above the public property and shall not extend above the roof line on which it is attached. The sign may be mounted to or painted on the face of a wall of the building, hung from a bracket that is mounted to a wall of a building, or hung from other ornamental elements on the building. Attached or wall signs may be placed on the front or one side of the building. The sign may be illuminated provided the source of light is not visible beyond the property line of the lot on which the sign is located.
- b. Advertising display area.
  - 1. GRD-1, Type II through Type VI residential home occupation and mixed-use lots are not to exceed ten square feet.

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2. GRD-1, Type I commercial lots are not to exceed 35 square feet per street front.
        3. A combination of two attached wall signs may be used, but shall not exceed a total of 35 square feet.
        4. If fronting an alley the size shall not exceed 12 square feet.
      - c. One non-illuminated nameplate designating the name of the occupant of the property; the nameplate shall not be larger than three square feet and shall be attached flat against the wall of the building.
      - d. Municipal or state installed directional signs, historical markers and other signs of a general public interest when approved by the mayor and board.
    - (b) Prohibited signs.
      - (1) Any sign using plastic materials for lettering or background.
      - (2) Internally illuminated signs.
      - (3) Portable signs.
      - (4) Nonaccessory signs.
      - (5) Back lit canvas awnings.
      - (6) Flashing, strobe, or neon signs.
      - (7) Neon signs placed inside a window.
  6. *Driveways and sidewalks.* The following regulations and standards apply to driveways and sidewalks in the GRD-1 district:
    - i. Driveways shall be allowed at locations indicated in the Aragon Design Code.
      - (a) Where asphalt or concrete is used as a driveway material, the use of an appropriate coloring agent is allowed.
      - (b) From the street pavement edge to the building setback the only materials allowed shall be brick, concrete pavers, colored or approved stamped concrete or poured concrete.
    - ii. Sidewalks, construction, repair and maintenance of sidewalks are all required on public rights-of-way within the district. Sidewalks shall be constructed of concrete, a combination of concrete and either brick, concrete pavers or concrete poured and stamped with an ornamental pattern or smooth finish.
  7. *Off-street parking.* Off-street parking is required in the GRD-1 district. The requirements for off-street parking in this district recognize that the Aragon redevelopment area forms a transition neighborhood between the adjacent historic district to the south, where off-street parking is not required in the historic commercial zoning districts and the remainder of the gateway redevelopment district where conventional off-street parking requirements apply. The off-street parking requirements in the GRD-1 district reflect a land use pattern that encourages small scale commercial land uses adjacent to residential uses that are accessible through a network of pedestrian improvements, such as sidewalks, plazas and

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open spaces. Because parking areas were not a common land use in the older sections of the city, their location is set forth in the standards.

- i. Residential uses.
  - (a) Single-family and accessory unit—One space/unit.
  - (b) Townhouse and multifamily—One space/unit.
  - (c) Bed and breakfast—One space per owner plus one space/sleeping room.
  - (d) Home occupation—One space/nonfamily employee.
  - (e) Community residential home—One space/two beds.
- ii. Public uses.
  - (a) Meeting hall, U.S. Post Office pavilion, buildings used exclusively for federal, state, county or city governments for public purposes—One space/500 square feet.
  - (b) Publicly owned or operated parks and playgrounds—None required.
  - (c) Churches, Sunday school buildings and parish houses—One space/four fixed seats.
- iii. Commercial uses.
  - (a) Antique shops—One space/500 square feet.
  - (b) Art galleries—One space/500 square feet.
  - (c) Bakeries (retail only)—One space/500 square feet.
  - (d) Barbershops and beauty shops—One space/station and one space/employee.
  - (e) Day care centers—One space/employee plus one space/classroom.
  - (f) Health clubs, spas and exercise centers—One space/300 square feet.
  - (g) Jewelers—One space/500 square feet.
  - (h) Laundry and dry-cleaning pick-up stations—One space/employee.
  - (i) Office buildings—One space/500 square feet.
  - (j) Restaurants (except drive-ins)—One space/500 square feet.
  - (k) Retail sales and services—One space/500 square feet.
  - (l) Retail food and drugstore—One space/500 square feet.
  - (m) Specialty shops—One space/500 square feet.
  - (n) Studios—One space/50 square feet unless owner occupied.
- iv. For Type I Townhouse the uses identified in subsections (2)e.7.i through iii of this section, on-street parking on Romana Street and 9th Avenue within 500 feet of the building may be used towards this requirement for nonemployee parking only. One off-street parking space shall be required for each employee in the building.

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- v. Parking shall be screened from view of adjacent property and the street by fencing, landscaping or a combination of the two approved by the board, except in alley locations.
  - vi. Materials for parking areas shall be concrete, concrete or brick pavers, asphalt, oyster shells, clam shells or #57 granite, pea gravel or marble chips. Where asphalt or concrete are used, the use of a coloring agent is allowed. The use of acceptable stamped patterns on poured concrete is encouraged.
  - viii. For Type I Townhouse as an option to providing the required off-street parking as specified in subsections (2)e.7.i through iii of this section, the required parking may be provided off-site by the owner/developer as specified in section 12-4-1(4).
8. *Paint colors.* The planning board has adopted palettes of colors considered compatible with historic colors from several paint manufacturers that represent acceptable colors for use in the GRD-1 district. Samples of these palettes can be reviewed at the office of the building inspector or the secretary of the GRD board.
9. *Outbuildings.* Outbuildings shall not exceed a maximum height of 35 feet. The accessory structure shall match the style, roof pitch, and other design features of the main residential structure.
10. *Architectural review standards.*
- i. *Exterior lighting.* Exterior lighting in the district will be post-mounted street lights and building-mounted lights adjacent to entryways or landscaping lights that are shielded. Lamps shall be typically ornamental in design and appropriate for the building style. Refer to Aragon Design Code, Architectural Standards.
    - (a) Exterior lighting fixtures must be appropriate for building style. Refer to Aragon Design Code, Architectural Standards.
    - (b) Exterior. Where exterior lighting is allowed to be detached from the building, the fixtures visible from off-premises (other than landscape lighting that is permitted) shall be post-mounted and used adjacent to sidewalk or driveway entrances or around parking. If post-mounted lights are used, they shall not exceed 12 feet in height. Exterior lights shall be placed so that they do not shine directly at neighbors.
    - (c) The light element itself shall be a true gas lamp or shall be electrically operated using incandescent, halogen, metal halide or high pressure sodium lamps. Fluorescent and mercury vapor lamps are prohibited.
    - (d) The use of pole mounted high pressure sodium utility/security lights is prohibited.
  - ii. *Exterior building walls.* Exterior treatments will be of wood, cedar shingles, wood clapboard, board and batten or board on board, fiber-cement smooth lap siding (Hardiplank), brick, stone for Craftsman style buildings, or stucco. Building wall finish must be appropriate for building style (Refer to Aragon Design Code, Architectural Standards). Individual windows and porch openings, when rectangular, shall be square or vertical proportion and have multiple lights, unless architectural style dictates other combinations. Chimneys shall be architecturally compatible with the style. All primary structures are required to

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elevate their first finished floor 18 to 36 inches above grade, except Type I Townhouse. Base treatment shall be articulated.

- (a) Vinyl or metal siding is prohibited.
  - (b) Wood siding and trim shall be finished with paint or stain, utilizing colors approved by the board.
  - (c) Foundation piers shall be exposed brick masonry or sand textured plaster over masonry. If in-fill between piers is proposed, piers shall be skirted and screened in an opaque manner. It is encouraged that in-fill panels of wood lattice be utilized or brick screens where appropriate.
- iii. *Roofs.* Roofs may be of metal, wood shake, dimensional asphalt shingle, slate, diamond shape asphalt shingles or single ply membrane or built up (for flat roofs), and must be of the appropriate architectural style. Roof pitch for sloped roofs above the main body shall be at least eight on 12 on one- and two-story buildings and six on 12 on buildings with three stories, unless architectural style dictates other slope, for example Craftsman. Eaves shall be appropriate for the architectural style. Shed roofs shall be allowed only against a principal building or perimeter wall. Flat roofs shall not be permitted without parapets, cornices, eaves overhangs boxed with modillions, dentils, or other moldings. The maximum size of the roof deck, window's walks, towers, turrets, etc., is 200 square feet, with the maximum height of ten feet above the maximum allowable building height.
  - (a) Eaves and soffits may be: wood, painted or stained; smooth finish or sand textured stucco soffits, if detailed appropriately; or fiber-cement, if detailed appropriately ("Hardisoffit" or Hardipanel" vertical siding panels). Eaves shall be appropriate for architectural style and type.
  - (b) Flashing may be anodized or pre-finished aluminum, galvanized steel or naturally weathered copper.
  - (c) Gutters and downspouts may be anodized or pre-finished aluminum, galvanized steel or naturally weathered copper.
- iv. *Balconies and porches.* Front porches are required for all Type II through Type V principal structures, and porches or balconies are required for Type I and Type VI principal structures. Type I principal structure balconies supported by columns, the outside edge of the columns shall be located at the outside edge of the public sidewalk, and the balcony shall not extend past the columns. Balconies shall not be cantilevered more than eight feet. See the below figures for balcony and porch dimensions.
- v. *Doors.* Entrance doors with an in-fill of raised panels below and glazed panels above were typically used in older sections of the city. Single doorways with a glazed transom above allows for both light and ventilation to enter the entrance way or entrance foyer of the building. Double doors are usually associated with a larger home or building layout.
  - (a) Doors are to be appropriate for building style and type. Entrance doors shall be fabricated of solid wood, metal, or fiberglass. Refer to Aragon Design Code, Architectural Standards and Architectural Styles.
- vi. *Windows.* Individual windows shall have vertical proportion.



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- (a) Windows are to be fabricated of wood or vinyl clad wood windows. Solid vinyl windows may be used if the components (jamb, sash, frame, sill, etc.) are sized and proportioned to duplicate wood. Steel or aluminum windows are prohibited.
  - (b) All individual windows shall conform to vertical proportions of not less than 1:1.5, unless architectural styles dictate otherwise. Assemblage of complying window units to create large window openings is acceptable. Kitchen and bathroom windows are considered exceptions and are not regulated by vertical proportions, but are subject to approval if they detract from the overall vertical orientation.
  - (c) Window sections shall be appropriate for style. Refer to Aragon Design Code.
  - (d) The window frame will be given a paint finish appropriate to the color scheme of the exterior of the building.
  - (e) Window trim or casing is to be a nominal five-inch member at all sides, head and sill.
  - (f) Glass for use in windows shall typically be clear, but a light tinted glass will be given consideration by the planning board.
  - (g) Highly reflected glazing is prohibited. Insulated glass units are encouraged.
- vii. *Shutters.* Shutters are an exterior ornamental and functional architectural feature that have traditionally been used on windows, and occasionally, on doors.
- (a) Shutters may be operable or fixed.
  - (b) If shutters are to be used on a project, they must be dimensioned to the proper size so that they would completely cover the window both in width and height if they were closed.
  - (c) The style of the shutters must be louvered, flat vertical boards or paneled boards, with final determination being based on compatibility with the overall building design.
  - (d) Shutters to be fabricated of wood or vinyl.
  - (e) Shutters are to be appropriate for building style and type. Refer to Aragon Design Code, Architectural Styles.
- viii. *Chimneys.* Chimneys constructed of brick masonry, exposed or cement plastered, are architecturally compatible.
- (a) The chimneys are to be constructed of masonry with the exposed surface to be brick or sand textured plaster. Rough texture stucco is prohibited.
  - (b) The finished exposed surface of chimneys are to be left natural without any paint finish, unless the chimney is plastered or stuccoed.
  - (c) Flashing shall consist of galvanized steel, copper sheet metal or painted aluminum.

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- (d) The extent of simplicity or ornamentation shall be commensurate with the overall style and size of the building on which the chimney is constructed.
  - ix. *Trim and miscellaneous ornament.*
    - (a) Trim and ornament, where used, is to be fabricated of wood, stucco or stone.
    - (b) Trim and ornament will be painted to match, or be coordinated with, door and window casings, porch railings, porch columns, and basic projecting elements of the building.
  - x. *Miscellaneous mechanical equipment.*
    - (a) Air conditioning condensing units shall not be mounted on any roof where they are visible from any street.
    - (b) Air conditioning condensing units that are mounted on the ground shall be in either side yards or rear yards.
    - (c) Visual screening consisting of ornamental fencing or landscaping shall be installed around all air conditioning condensing units to conceal them from view from any adjacent street or property owner.
    - (d) Exhaust fans or other building penetrations as may be required by other authorities shall be allowed to penetrate the wall or the roof but only in locations where they can be concealed from view from any street. No penetrations shall be allowed on the front of the building. They may be allowed on side walls if they are properly screened. It is desirable that any penetrations occur on rear walls or the rear side of roofs.
  - xi. *Accessibility ramps and outdoor stairs.*
    - (a) Whenever possible, accessibility ramps and outdoor stairways shall be located to the side or the rear of the property.
    - (b) The design of accessibility ramps and outdoor stairs shall be consistent with the architectural style of the building.
    - (c) Building elements, materials and construction methods shall be consistent with the existing structure.
  - xii. *Outbuildings.*
    - (a) Outbuildings shall be detailed in a manner similar to the house. Detached garages are strongly encouraged.
    - (b) Accessory dwelling units are permitted and encouraged, and shall be detailed in a manner similar to the house.
11. *Additional regulations.* In addition to the regulations established above in subsections (2)e.1 through 10 of this section, any permitted use within the GRD-1 zoning district where alcoholic beverages are ordinarily sold is subject to the requirements of chapter 7-4, Alcoholic Beverages.
- f. *Procedures for review of renovation, alterations, and additions to structures within the GRD-1 district.* The regulations and standards established in subsections (2)a through e of this section,

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shall apply to all plans for the renovation, alteration and addition to structures within the GRD-1 district.

1. Abbreviated review. Sign requests, paint colors, fencing, and emergency repairs that are consistent with the regulations and standards set forth in subsection (2) of this section may be approved by letter to the building official from the board secretary and the chairperson of the planning board. If agreement cannot be reached as it pertains to such request for abbreviated review by the board secretary and chairperson, then the matter will be referred to the entire board for a decision.



# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 23-00631

Planning Board

9/12/2023

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**TO:** Planning Board Members

**FROM:** Gregg Harding, Assistant Planning & Zoning Division Manager

**DATE:** 9/5/2023

**CITY COUNCIL DISTRICT:** 6

**SUBJECT:**

801 E. Gregory Street - Gateway Redevelopment District - Aesthetic *Conceptual* Review Application

**BACKGROUND:**

Kerioth Corporation, Inc. is seeking conceptual site plan and aesthetic review for new construction of a Homewood Suites by Hilton. The proposed development will be a 6-story 132-key extended stay hotel. Since the property is in the Gateway Redevelopment District, development is subject to Sec. 12-3-12(1) concerning development guidelines. Additionally, and since this application is for conceptual review, a final development plan will return to the board in the near future. Final plans will also be subject to Sec. 12-3-120, *Development plan requirements*.

This request has been routed through the various City departments and utility providers. Those comments are attached for your review.

**RECOMMENDED CODE SECTIONS**

Sec. 12-3-12(1)c. Gateway review district, Procedure for review of plans

[https://library.municode.com/fl/pensacola/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_TITXIILADECO\\_CH12-3ZODI\\_ARTIINGE\\_S12-3-12RELAUSD1](https://library.municode.com/fl/pensacola/codes/code_of_ordinances?nodeId=PTIICOOR_TITXIILADECO_CH12-3ZODI_ARTIINGE_S12-3-12RELAUSD1)  
<[https://library.municode.com/fl/pensacola/codes/code\\_of\\_ordinances?%0bnodeId=PTIICOOR\\_TITXIILADECO\\_CH12-3ZODI\\_ARTIINGE\\_S12-3-12RELAUSD1](https://library.municode.com/fl/pensacola/codes/code_of_ordinances?%0bnodeId=PTIICOOR_TITXIILADECO_CH12-3ZODI_ARTIINGE_S12-3-12RELAUSD1)>

Sec. 12-3-120. Development plan requirements

[https://library.municode.com/fl/pensacola/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_TITXIILADECO\\_CH12-3ZODI\\_ARTVIIDEPLREDESTGU\\_S12-3-120DEPLRE](https://library.municode.com/fl/pensacola/codes/code_of_ordinances?nodeId=PTIICOOR_TITXIILADECO_CH12-3ZODI_ARTVIIDEPLREDESTGU_S12-3-120DEPLRE)

Aesthetic Review – 801 E. Gregory Street







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

Application Date: **8/11/2023**

**Project Address:** 801 E Gregory Street, Pensacola FL 32502

**Applicant:** Kerioth Corporation, Inc.

**Applicant's Address:** 361 Township Ave. Suite 200 Ridgeland MS 39157

**Email:** gcherring@kerioth.com **Phone:** 601-368-9950

**Property Owner:** PFLKH, LLC

**Redevelopment  
District:**



**Waterfront**



**Gateway**



**South Palafox  
Business**



**North 9th  
Avenue**

*\* 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:***

**\*\*\*\* CONCEPTUAL REVIEW \*\*\*\***

**Proposed new construction Homewood Suites by Hilton.  
6 story with approximately 132 keys, extended stay hotel**

**First Floor - Lobby, dining/breakfast, fitness, meeting room, back of house,  
laundry, kitchen, etc.**

**Second Floor through Sixth Floor - Hotel Guestrooms and Suites**

**Amenities to be located on the first floor. Outdoor grill area, pool and lawn for  
yard games.**

*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.*

\_\_\_\_\_  


**8/10/2023**

Date

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





# HOMEWOOD SUITES

PENSACOLA, FLORIDA

CONCEPTUAL REVIEW  
PLANNING BOARD

AUGUST 11, 2023





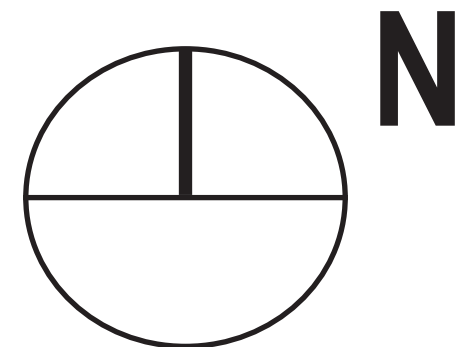
SITE LOCATION

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMEWOOD SUITES

PENSACOLA, FLORIDA DATE: AUGUST 11, 2023

A 001







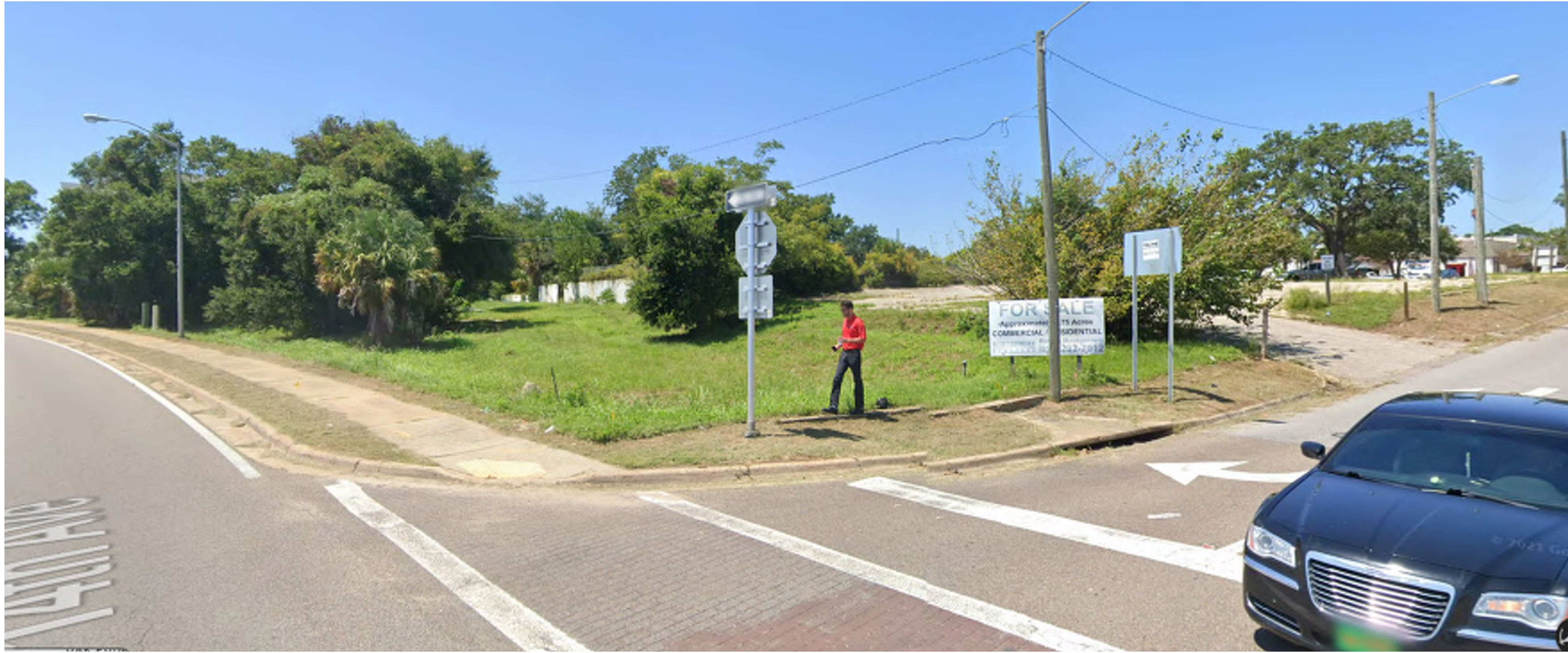
N 13TH STREET & E GREGORY STREET  
LOOKING SOUTH



E GREGORY STREET  
LOOKING SOUTH



N 14TH AVENUE & E GREGORY STREET  
LOOKING WEST



N 14TH AVENUE & BAYFRONT PKWY  
LOOKING NORTH-WEST



E DE LEON STREET  
LOOKING NORTH



E DE LEON STREET & N 13TH AVENUE  
LOOKING NORTH



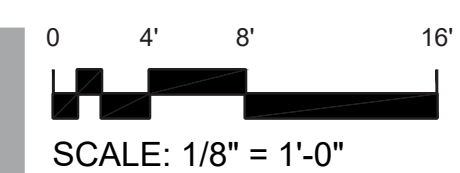


## SITE PLAN

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMEWOOD SUITES

PENSACOLA, FLORIDA



DATE: AUGUST 11, 2023

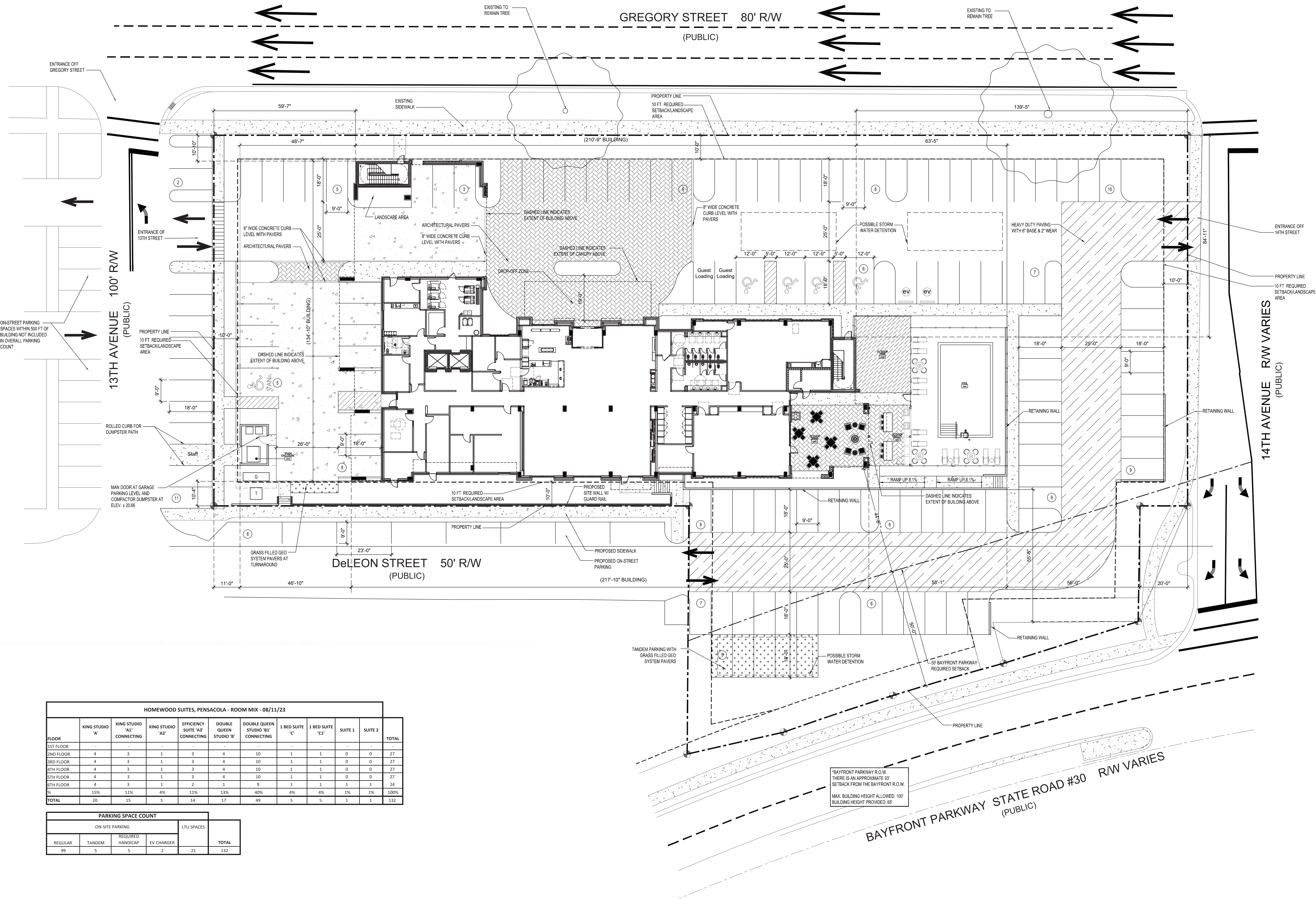
A 003



KERIOTH

**R**  
REESE VANDERBILT  
& ASSOCIATES



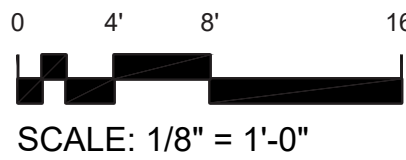


SITE PLAN & CHARTS

CONCEPTUAL REVIEW  
PLANNING BOARD

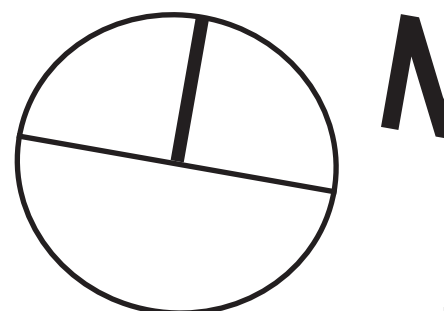
HOMWOOD SUITES

PENSACOLA, FLORIDA

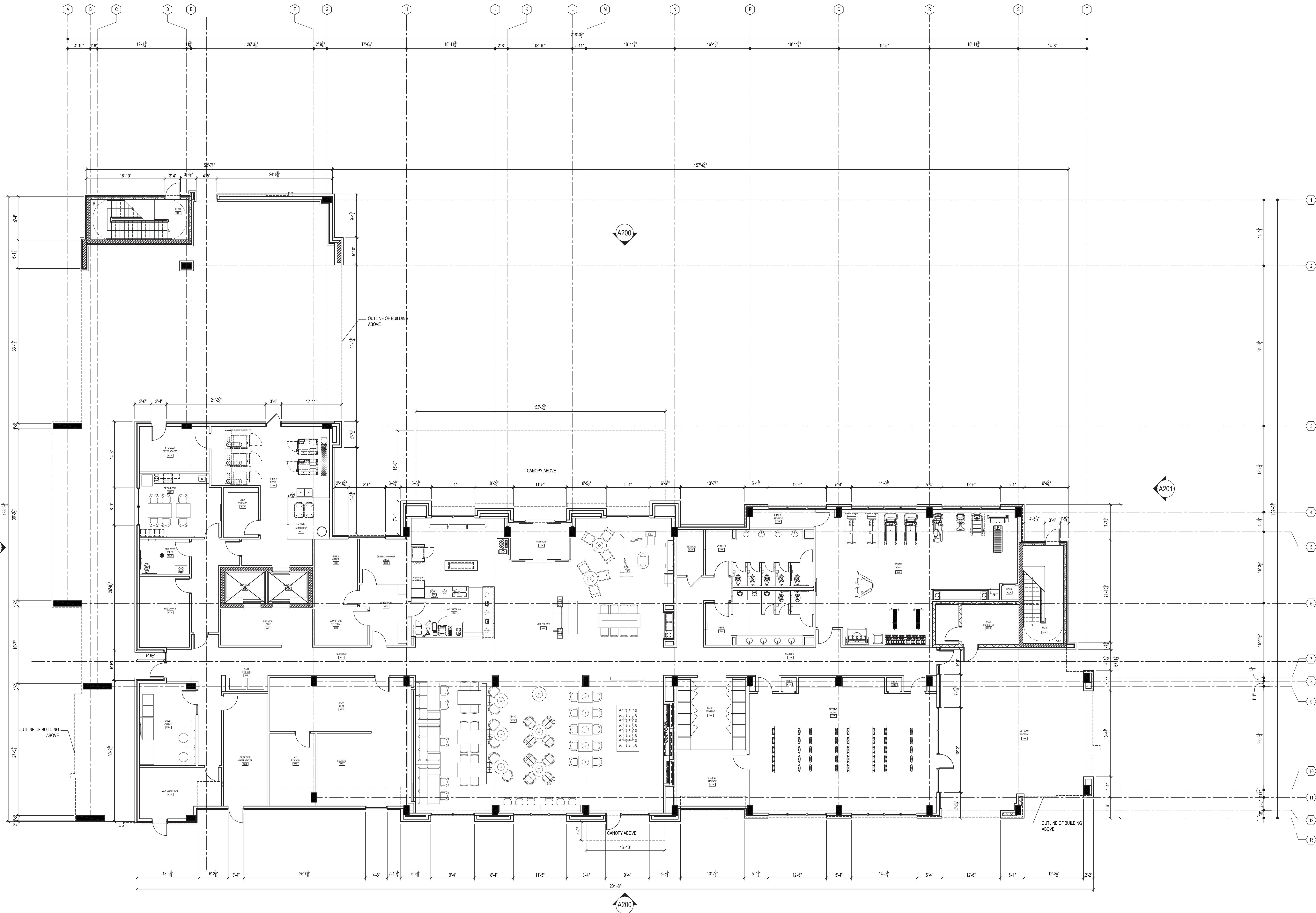


DATE: AUGUST 11, 2023

A 004





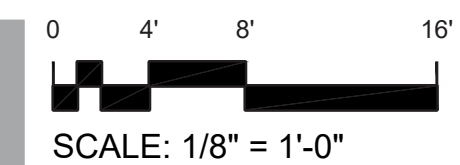


# FIRST FLOOR PLAN

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMESWOOD SUITES

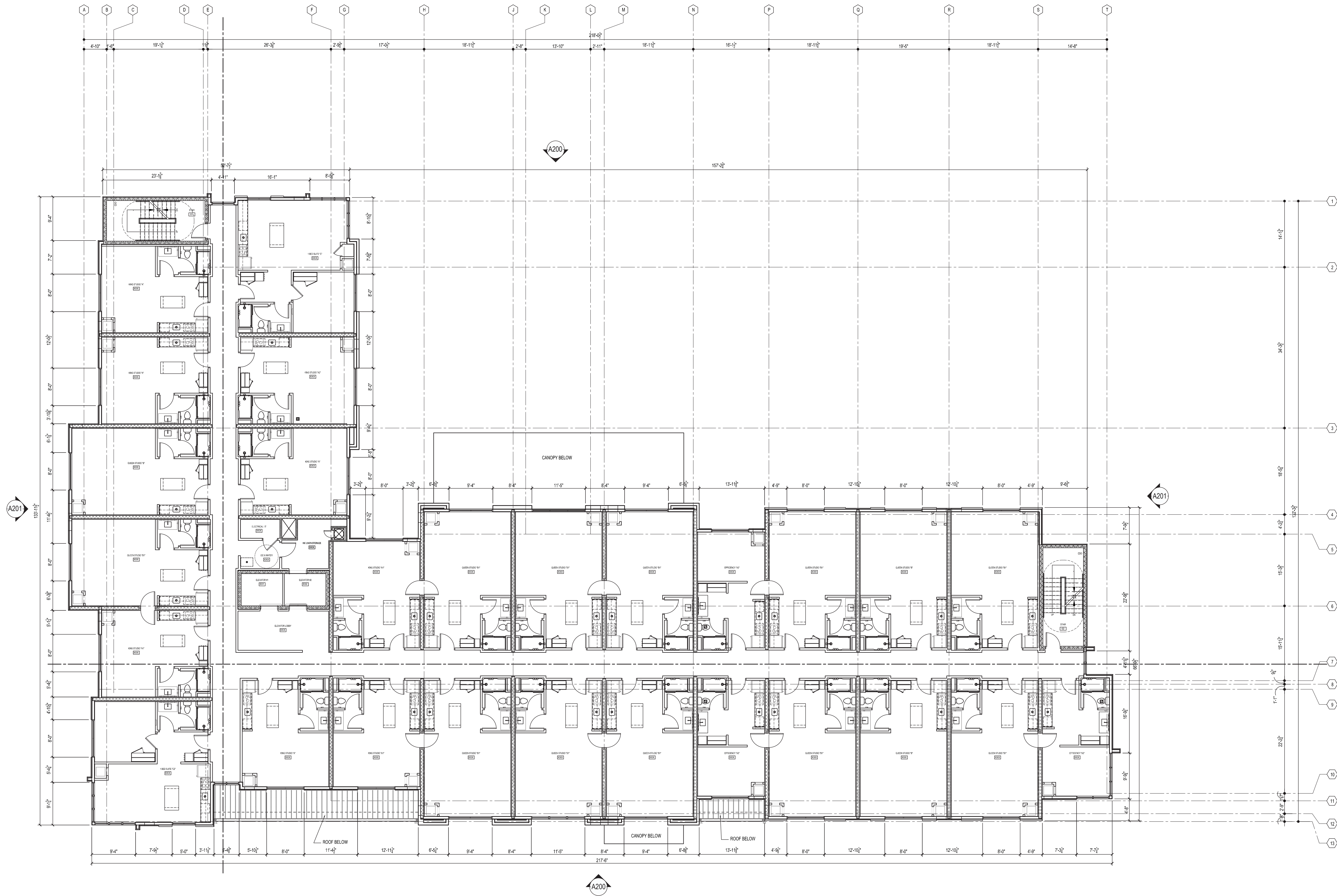
PENSACOLA, FLORIDA



DATE: AUGUST 11, 2023

# A 100



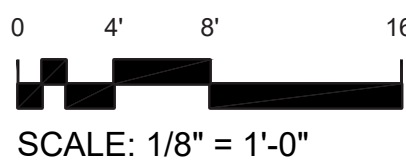


# SECOND FLOOR PLAN

CONCEPTUAL REVIEW  
PLANNING BOARD

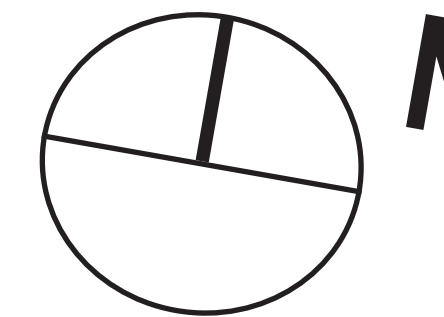
HOMWOOD SUITES

PENSACOLA, FLORIDA

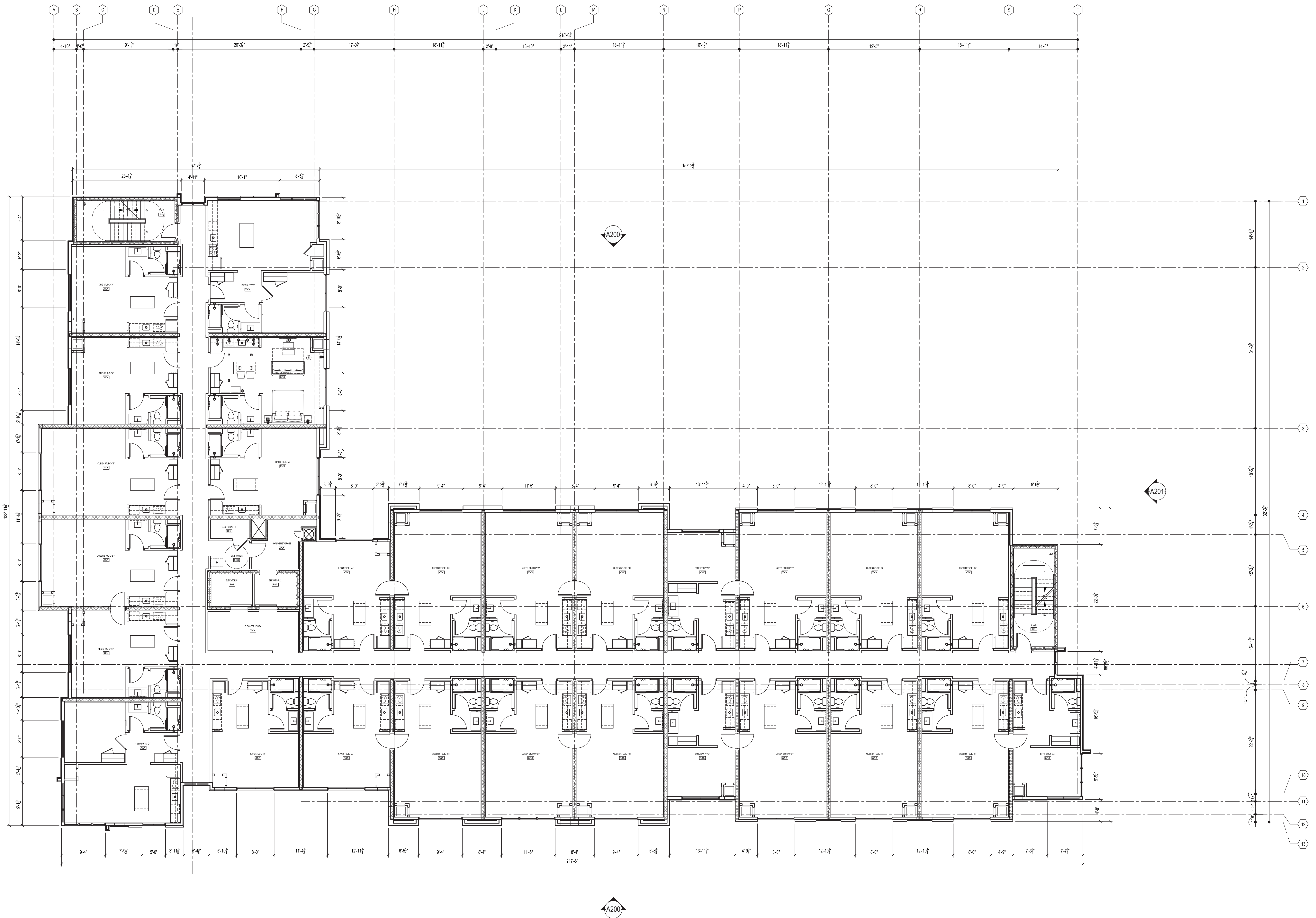


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A 101





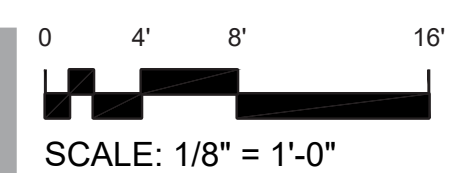


## THIRD-FIFTH FLOOR PLAN

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMESWOOD SUITES

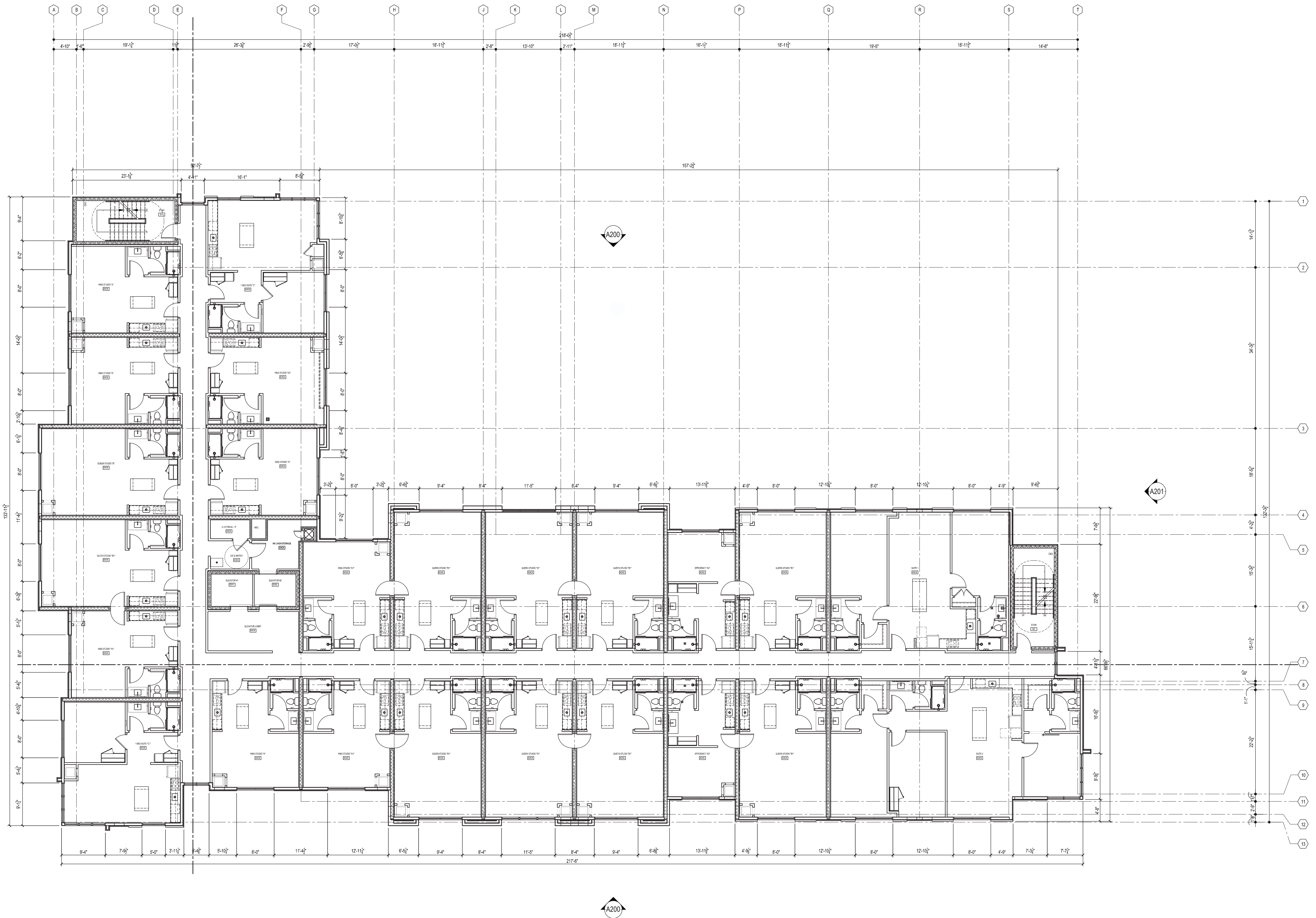
PENSACOLA, FLORIDA



DATE: AUGUST 11, 2023

A 102



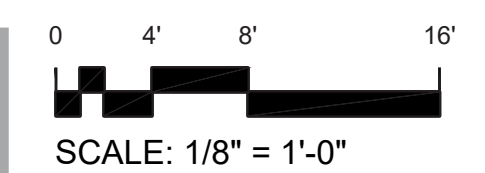


## SIXTH FLOOR PLAN

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMWOOD SUITES

PENSACOLA, FLORIDA

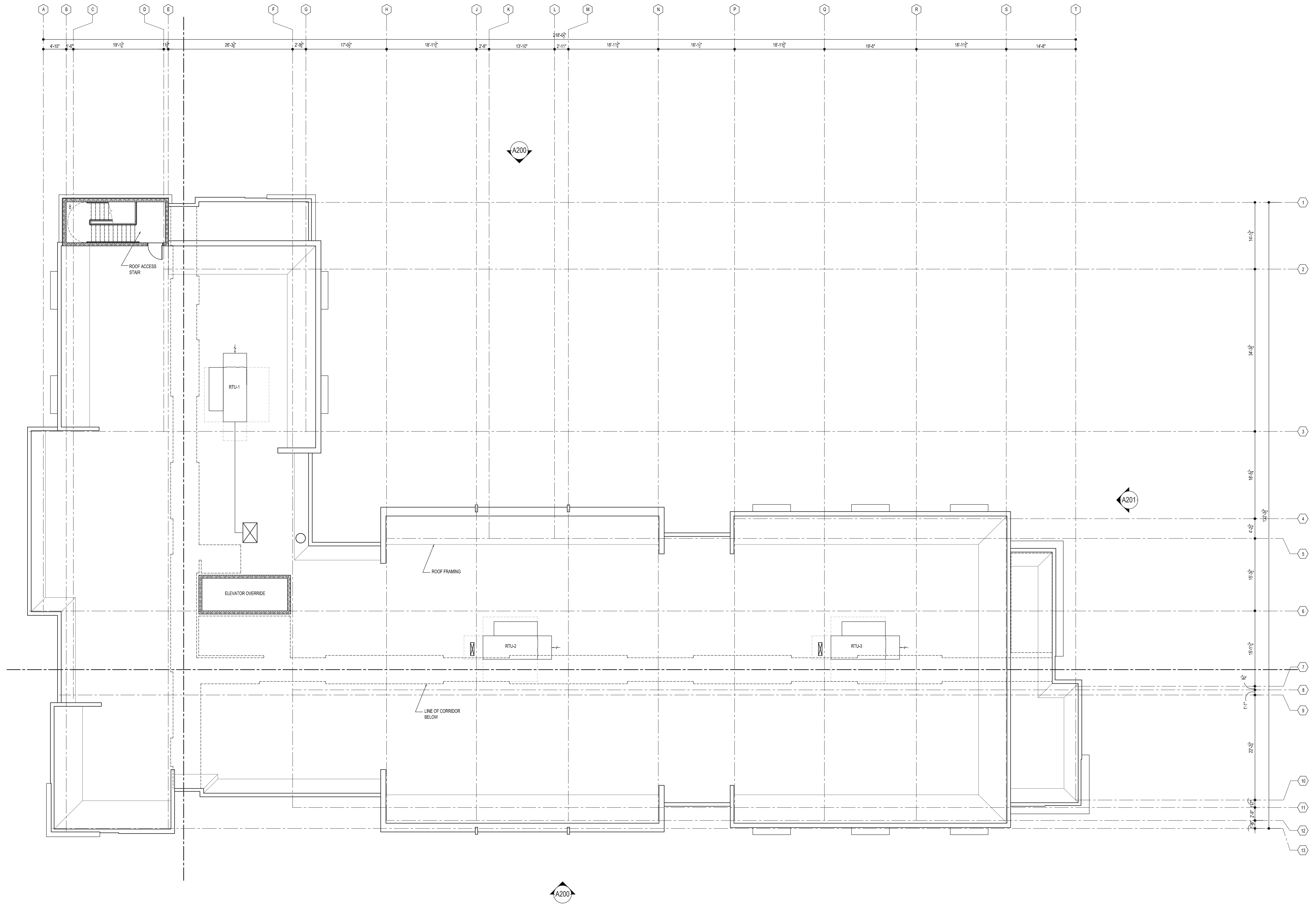


DATE: AUGUST 11, 2023

## A 103





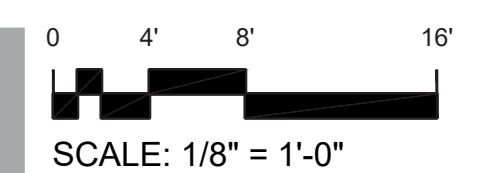


## ROOF PLAN

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMEWOOD SUITES

PENSACOLA, FLORIDA

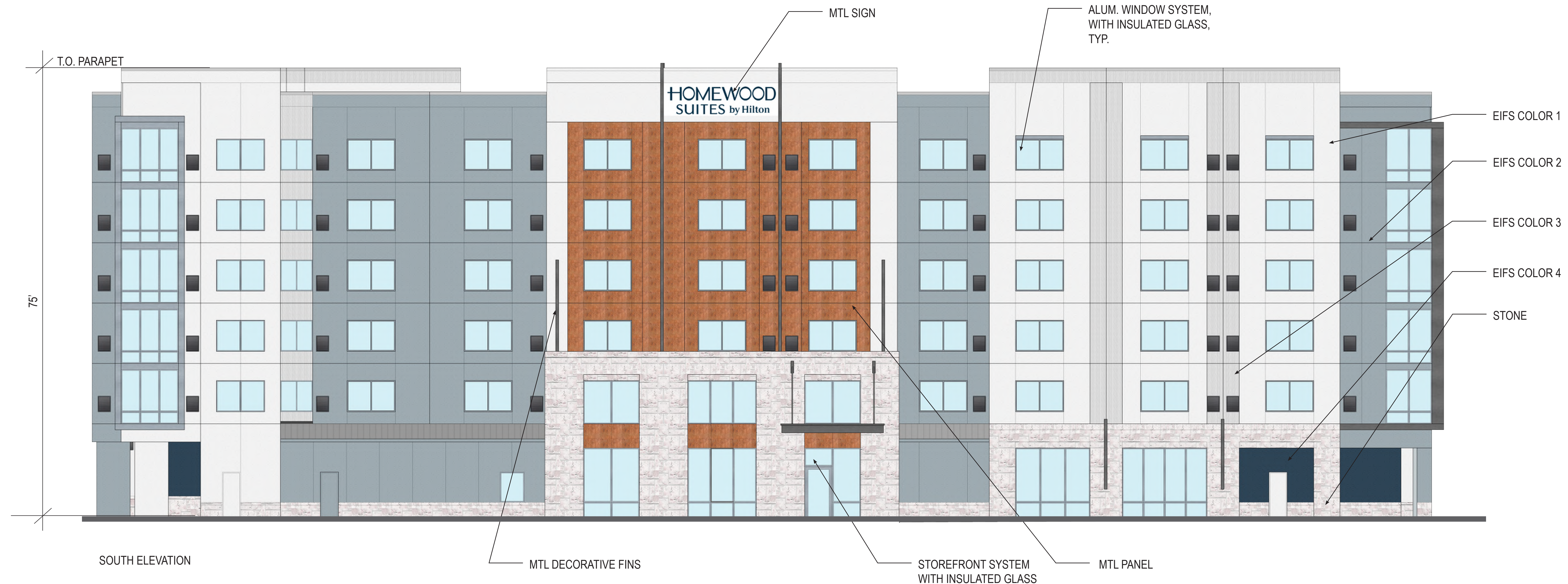
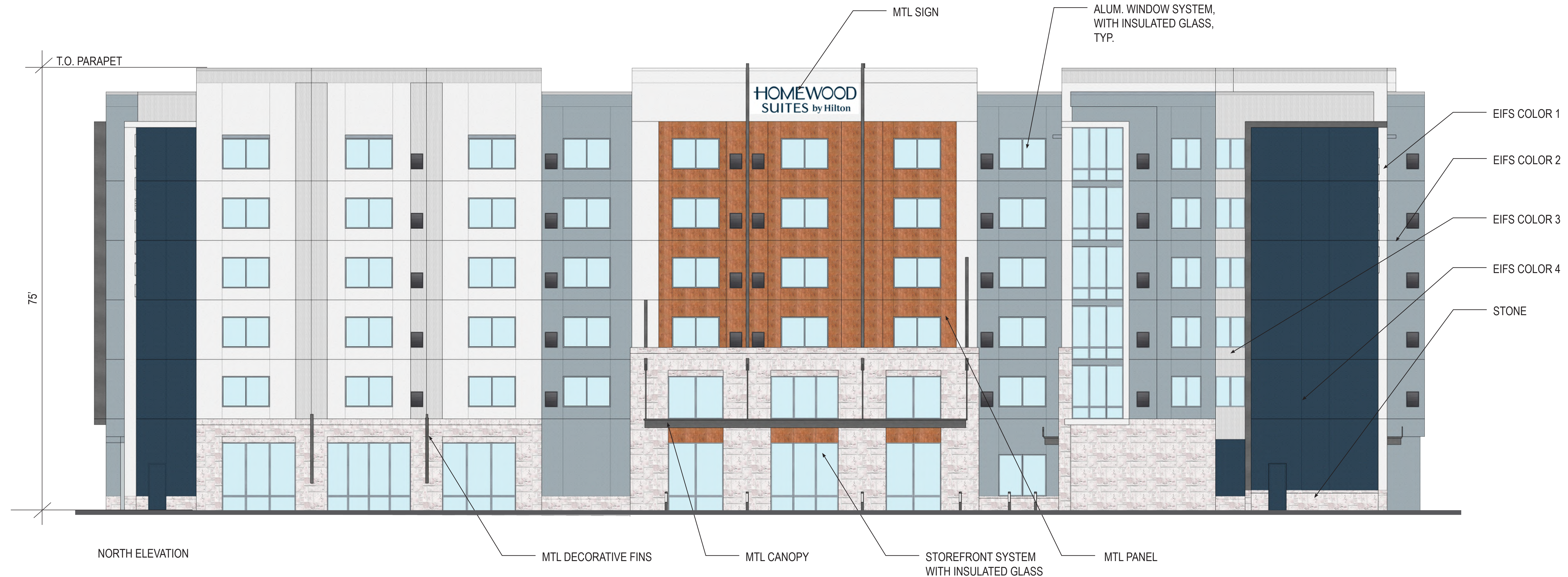


DATE: AUGUST 11, 2023

## A 104







## NORTH & SOUTH ELEVATIONS

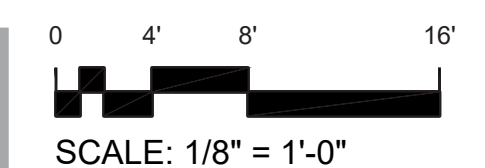
CONCEPTUAL REVIEW  
PLANNING BOARD

KERIO TH

REESE VANDERBILT  
& ASSOCIATES

HOMEWOOD SUITES

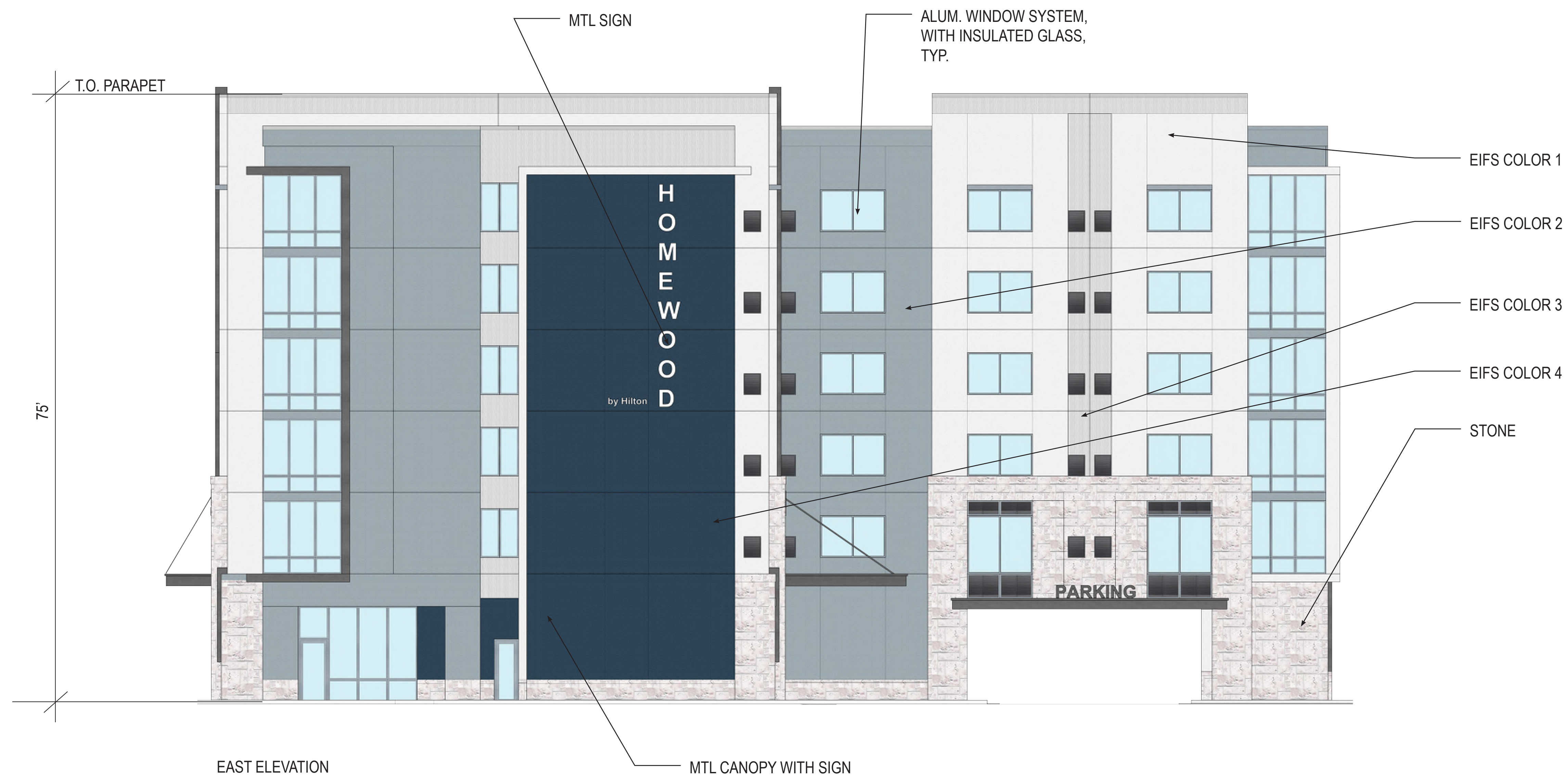
PENSACOLA, FLORIDA



DATE: AUGUST 11, 2023

A 200



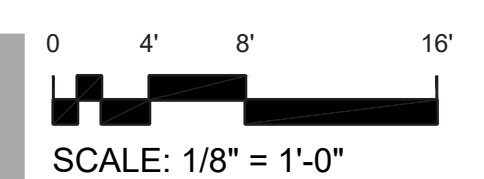


## WEST & EAST ELEVATIONS

## CONCEPTUAL REVIEW PLANNING BOARD

**HOMewood Suites**

PENSACOLA, FLORIDA



DATE: AUGUST 11, 2023

# A 201





E GREGORY STREET  
LOOKING WEST



CORAL STONE



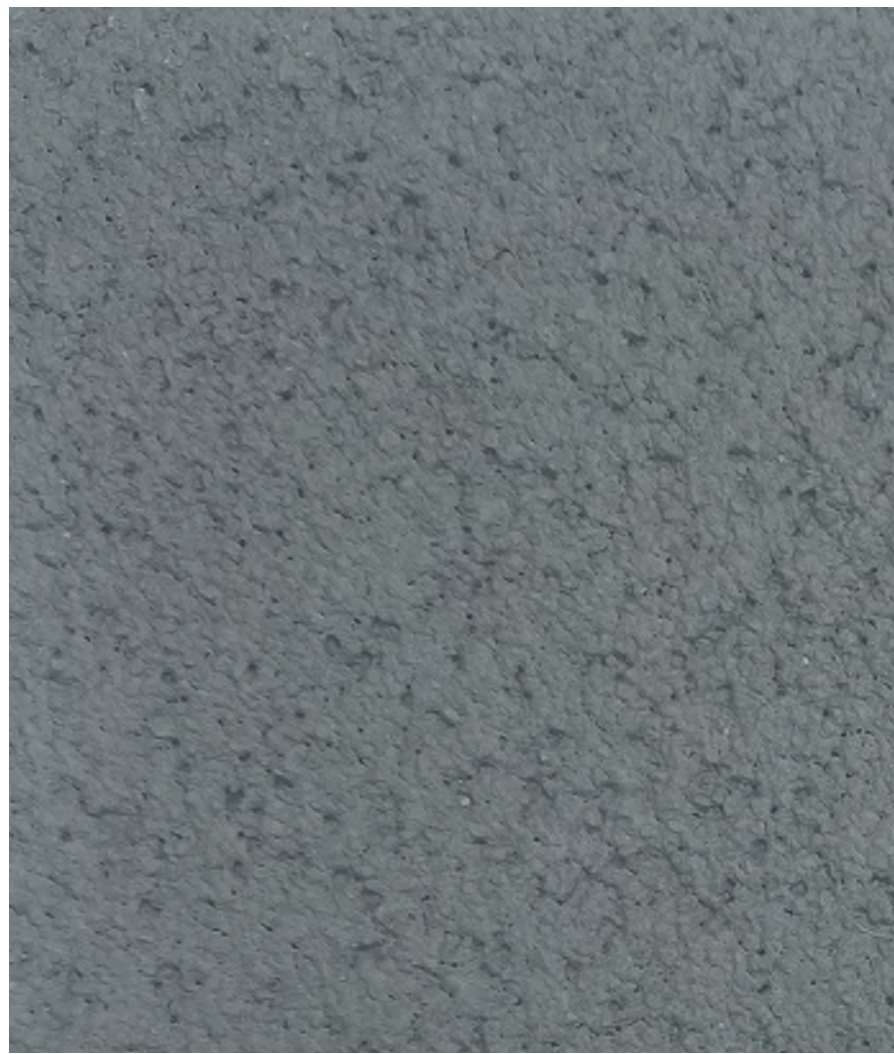
METAL PANEL ACCENT



METAL CANOPY



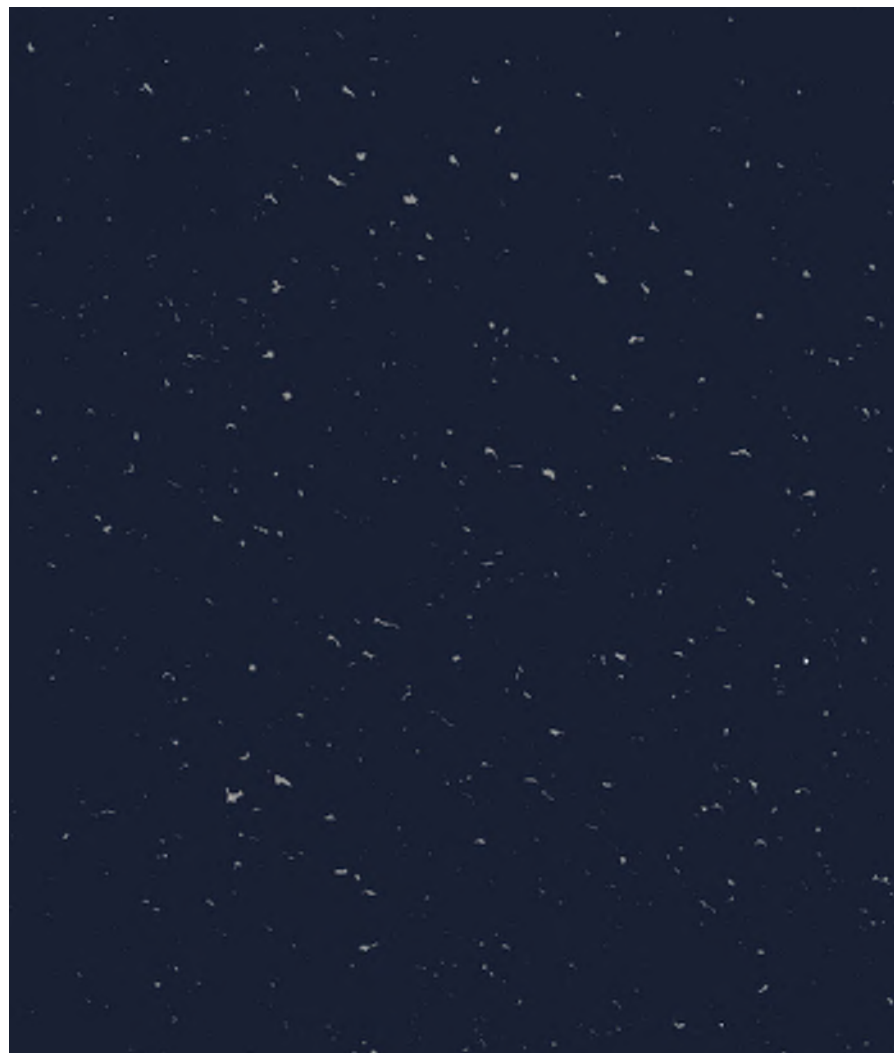
EIFS COLOR 1



EIFS COLOR 2



EIFS COLOR 3



EIFS COLOR 4

# BUILDING MATERIALS

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMWOOD SUITES

PENSACOLA, FLORIDA DATE: AUGUST 11, 2023





E GREGORY STREET  
LOOKING EAST

# PERSPECTIVE VIEW

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMEWOOD SUITES

PENSACOLA, FLORIDA DATE: AUGUST 11, 2023





BAYFRONT PKWY  
LOOKING WEST

# PERSPECTIVE VIEW

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMWOOD SUITES

PENSACOLA, FLORIDA DATE: AUGUST 11, 2023



Department:	Comments:
Planning	No comments.
FIRE	No comments provided.
PW/E	No comments provided.
Surveyor	No survey comments.
Inspection Svcs	No comments provided.
Pensacola Energy	No comments provided.
ECUA	ECUA has no comment on the aesthetic review of the hotel.
FPL	No comments provided.
ATT	No comments provided.
Legal	No comments provided.
CRA	No concerns.
Parking	No comments provided.



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## Sec. 12-3-12. Redevelopment land use district.

The regulations in this section shall be applicable to the gateway and waterfront redevelopment zoning districts: GRD and WRD.

(1) *GRD, Gateway Redevelopment District.*

- a. *Purpose of district.* The gateway redevelopment district is established to promote the orderly redevelopment of the southern gateway to the city in order to enhance its visual appearance, preserve a unique shoreline vista, improve traffic safety, and encourage a high quality of site planning and architectural design. Site specific analysis of each development proposal within the gateway district is intended to ensure that the scenic orientation and open space image of the Bayfront Parkway is maintained, the development character of the Chase-Gregory corridor is upgraded, and the boundary of the adjacent historic district is positively reinforced.
- b. *Uses permitted.*
  1. Single-family residential (attached or detached) at a maximum density of 17.4 units per acre. Multifamily residential at a maximum density of 100 dwelling units per acre.
  2. Home occupations, subject to regulations in section 12-3-13.
  3. Offices.
  4. Adult entertainment establishments subject to the requirements of chapter 7-3 when located within the dense business area as defined in chapter 12-13, Definitions.
  5. All commercial uses permitted in the C-2A zone, with no outside storage or repair work allowed, with the exception:
    - i. Mortuaries and funeral parlors.
    - ii. Appliance and repair shops.
    - iii. Public parking lots and parking garages.
    - iv. New car lots or used car lots.
    - v. Public utility plants, transmission and generating stations, including radio and television broadcasting stations.
    - vi. Car or truck rental agencies or storage facilities.
  6. Family day care homes licensed by the state department of children and family services as defined in state statutes.
- c. *Procedure for review of plans.*
  1. *Plan submission.* All development plans must comply with development plan requirements set forth in section 12-3-120(c) and (d), and design standards and guidelines established in section 12-3-121. Every application for a new certificate of occupancy or a building permit to erect, construct, demolish, renovate or alter a building or sign, or exterior site work (i.e., paving and landscaping of off-street parking areas), located or to be located in the gateway redevelopment district shall be accompanied with drawings or sketches with sufficient detail to show, as far as they relate to exterior appearances, the architectural design of the building, sign, or exterior work (both before and after the proposed work is done in cases of altering, renovating, demolishing or razing a building or structure) including proposed materials, textures and colors, and the plot plan or site layout including all site

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improvements or features such as walls, fences, walks, terraces, plantings, accessory buildings, paved areas, signs, lights, awnings, canopies and other appurtenances.

2. *Review and approval.* All plans shall be subject to the review and approval of the planning board established in chapter 12-12. At the time of review the board may require that any aspect of the overall site plan which does not meet the standards established in this section be incorporated and brought into compliance within a time limit approved by the board.
  3. *Abbreviated review.* Sign requests, paint colors, fencing, and emergency repairs that are consistent with the regulations and guidelines set forth in this section, may be approved by letter to the building official from the planning board secretary and the chairperson of the board. This provision is made in an effort to save the applicant and the board time for routine approval matters. If agreement cannot be reached as it pertains to such requests by the board secretary and chairperson, then the matter will be referred to the board for a decision.
  4. *Final development plan.* If the planning board approves a preliminary development plan, the owner shall submit a final development plan in accordance with the procedure set forth below within six months of the date of approval of the preliminary plan of development. For good cause shown, the planning board may, in its discretion, extend the time within which to file the final development plan for successive periods, the total of which shall not be more than an additional six months. The final development plan shall be in basic conformity with the preliminary plan of development and comply with the other provisions of section 12-3-120 pertaining to the final development plan. If the applicant submits a final development plan that conforms to all the conditions and provisions of this chapter, then the planning board shall conclude its consideration at its next regularly scheduled meeting.
- d. *Regulations.* Except where specific approval is granted by the planning board for a variance due to unique and peculiar circumstances or needs resulting from the use, size, configuration or location of a site, requiring the modification of the regulations set forth below the regulations shall be as follows:
1. Signs. Refer to sections 12-5-2 and 12-5-3 for general sign regulations and for a description of sign area calculations. In addition, the following regulations shall be applicable to signs only in the gateway redevelopment district:
    - i. *Number of signs.* Each parcel under single ownership shall be limited to one sign per street adjacent to the parcel; provided, however, if there exists more than one establishment on the parcel, there may be one attached sign per establishment.
    - ii. *Signs extending over public property.* Signs extending over public property shall maintain a clear height of nine feet above the sidewalk and no part of such signs shall be closer than 18 inches to the vertical plane of the curb line or edge of pavement.
    - iii. *Permitted signs.*
      - (a) Gregory, Chase and Alcaniz Streets, 9th Avenue.
      - (1) *Attached signs.*
        - a. *Height.* No sign may extend above the roof line of the building to which it is attached. For purposes of this section roof

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surfaces constructed at an angle of 75 degrees or more from horizontal shall be regarded as wall space.

- b. *Size.* Ten percent of the building elevation square footage (wall area) which fronts on a public street, not to exceed 50 square feet.

(2) *Freestanding signs.*

- a. Maximum sign height—20 feet.
- b. Maximum area for sign face—50 square feet.

(b) Bayfront Parkway.

(1) *Attached signs.*

- a. *Height.* No sign shall extend above the roof line of a building to which it is attached.
- b. *Size.* Ten percent of the building elevation square footage (wall area) which fronts on a public street, not to exceed 50 square feet.

(2) *Freestanding signs.*

Distance from Curb (Feet)	Maximum Area Sign Face (Square Feet)	Maximum Sign Height (Feet)
10	20	5
20	35	7
30	50	9

(c) All other streets and areas within the gateway redevelopment district:

(1) *Attached signs.*

- a. *Height.* No sign shall extend above the main roof line of a building to which it is attached.
- b. *Size.* Ten percent of the building elevation square footage (wall area) which fronts on a public street, not to exceed 25 square feet.

(2) *Freestanding signs.*

Distance from Curb (Feet)	Maximum Area Sign Face (Square Feet)	Maximum Sign Height (Feet)
10	20	5
20	35	7
30	50	9

iv. *Other permitted signs.*

- (a) Signs shall not exceed three square feet in size.

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- (b) Official traffic signs or signals, informational signs erected by a government agency and temporary signs indicating danger.
  - v. *Submission and review of sign plans.* It shall be the responsibility of the contractor or owner requesting a sign permit to furnish two plans of sign drawn to scale, including sign face area calculations, wind load calculations and construction materials to be used.
  - vi. *Review of sign plans.* All permanent signs within the gateway redevelopment district shall be reviewed as follows:
    - (a) The contractor or owner shall submit sign plans for the proposed sign as required herein. The planning services department shall review the sign based on the requirements set forth in this section and the guidelines set forth in subsection (1)e.2.vii of this section and forward a recommendation to the planning board.
    - (b) The planning board shall review the planning staff recommendation concerning the sign and approve, or disapprove, the sign, it shall give the owner written reasons for such action.
    - (c) The owner shall have the right to appeal an adverse decision of the planning board to the city council within 30 days of the decision of the planning board.
  - vii. *Prohibited signs.* Refer to section 12-5-7 for prohibited signs. In addition the following signs are prohibited within the gateway redevelopment district:
    - (a) Portable signs are prohibited except as permitted in section 12-5-6(5).
    - (b) Signs that are abandoned or create a safety hazard are not permitted. Abandoned signs are those advertising a business that becomes vacant and is unoccupied for a period of 90 days or more.
    - (c) Signs that are not securely fixed on a permanent foundation are prohibited.
    - (d) Signs that are not consistent with the standards of this section are not permitted.
  - viii. *Temporary signs.* Only the following temporary signs shall be permitted in the gateway redevelopment district:
    - (a) Temporary banners indicating that a noncommercial special event, such as a fair, carnival, festival or similar happening, is to take place, are permitted with the following conditions:
      - (1) Such signs may be erected no sooner than two weeks before the event.
      - (2) Such signs must be removed no later than three days after the event.
      - (3) Banners extending over street rights-of-way require approval from the mayor.
    - (b) One non-illuminated sign per street frontage advertising the sale, lease or rental of the lot or building upon which the sign is located. Such sign shall

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not exceed 12 square feet in size, and shall be removed immediately after occupancy.

- (c) One non-illuminated sign not more than 50 square feet in area in connection with the new construction work and displayed only during such time as the actual construction work is in progress.

- (d) Temporary signs permitted in section 12-5-6(8).

ix. *Nonconforming signs.*

- (a) *Compliance period.* All existing signs that do not conform to the requirements of this section shall be made to comply by April 24, 1991. Provided, however, existing portable signs must be removed immediately.
- (b) *Removal of nonconforming signs.* The building official shall notify the owner of a nonconforming sign in writing of compliance period specified above. Nonconforming signs shall either be removed or brought up to the requirements stated herein within the period of time prescribed in the compliance schedule. Thereafter, the owner of such sign shall have 30 days to comply with the order to remove the nonconforming sign, or bring it into compliance. Upon expiration of the 30-day period, if no action has been taken by the owner, he or she shall be deemed to be in violation of this section and the building official may take lawful enforcement action.

2. Off-street parking. The following off-street parking requirements shall apply to all lots, parcels or tracts in the gateway redevelopment district:

- i. Off-street parking requirements in the district shall be based on the requirements set forth in chapter 12-4. The required parking may be provided off-site by the owner/developer as specified in section 12-4-1(4).
- ii. Off-street parking and service areas are prohibited within the Bayfront Parkway setback described in subsection (1)d.3 of this section, unless these requirements cannot be met anywhere else on the site due to its size or configuration.
- iii. Screening. Screening shall be provided along the edges of all parking areas visible from street rights-of-way. The screening may take the form of:

A solid wall or fence (chain-link fences are prohibited) with a minimum height of four feet that is compatible in design and materials with on-site architecture and nearby development; or an earth berm approximately three feet in height that is landscaped to provide screening effective within three years; or a combination of walls or fences and landscape screening; or landscape screening designed to provide positive screening within three years.

3. Street setback. The following building setbacks shall apply to the district:

- i. Bayfront Parkway setback/height requirements. All buildings located adjacent to the Bayfront Parkway shall be set back a minimum of 50 feet from the northern parkway right-of-way line. At this minimum setback, building height may not exceed 50 feet. Above 50 feet in height, an additional one-foot setback shall be required for each additional two feet in building height. This setback is



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intended as a landscaped buffer zone that preserves the open space character of the parkway.

- ii. Gregory, Alcaniz and Chase Streets, 9th Avenue. Ten feet from the right-of-way line.
  - iii. All other streets. Five feet from the right-of-way line.
4. Street frontage. Every lot, tract, or parcel of land utilized for any purpose permitted in this district shall have a street frontage of not less than 50 feet. Any lot of record on the effective date of this title which is less than 50 feet may be used as a site for only one establishment listed as a permitted use in subsection (1)b of this section.
5. Building height. No building shall exceed a maximum height of 100 feet.
6. Vehicular access. Access to the following streets shall be limited as follows:
  - i. Bayfront Parkway. No access shall be permitted from the parkway unless no other means exist for ingress and egress from the site.
  - ii. Gregory Street, Chase Street, Alcaniz Street, 9th Avenue and 14th Avenue. For each lot, tract, or parcel under single ownership, the maximum number of access points shall not exceed two per street footage if driveway spacing standards can be met pursuant to section 12-3-121(c)(2).
7. Landscaping. Landscaping requirements in the gateway redevelopment district shall be based on applicable requirements of chapter 12-6. All service areas (i.e., trash collection containers, compactors, loading docks) shall be screened from street and adjacent buildings by one of the following techniques:
  - i. Fence or wall, six feet high;
  - ii. Vegetation, six feet high (within three years);
  - iii. A combination of the above.
8. Underground utility services. All new building construction or additions of floor area to existing structures along Bayfront Parkway, Chase Street, Gregory Street, 9th Avenue and all property fronting Salamanca Street, shall be required to install underground utilities.
9. Lot coverage. The total coverage of all development sites within the gateway redevelopment district, including all structures, parking areas, driveways and all other impervious surfaces, shall not exceed 75 percent.
10. Sidewalks. Developers of new construction or redevelopment projects shall repair, reconstruct, or construct new sidewalks on all sides of property fronting on a street.
11. Consideration of floodprone areas. Portions of the district are within the 100-year floodplain. Site planning shall consider the special needs of floodprone areas.
12. Storm drainage. Adequate storm drainage must be provided to prevent flooding or erosion. The surface drainage after development should not exceed the surface drainage before development. Flexibility in this guideline shall be considered by the city engineer based on capacity of nearby off-site stormwater drainage systems, the surrounding topography and the natural drainage pattern of the area.
13. All mechanical equipment, satellite dishes and other similar equipment should be completely screened by the architecture of the structure, or fences, walls, or vegetation.

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14. Exemptions. All detached single-family and duplex residential development proposals are exempt from the provisions of this section and shall be developed in accordance with R-1A regulations set forth in section 12-3-4(5), with the exception of the height requirements.
- e. *Development guidelines.* The gateway redevelopment district is characterized by a variety of architectural styles with no common theme. The intent of these guidelines is to reduce the level of contrast between buildings and to create a more compatible appearance in architectural design, scale, materials and colors. All development within the gateway redevelopment district is encouraged to follow design guidelines as established in section 12-3-121(d). In addition, the following site planning guidelines shall be used by the planning board in the review and approval of all development plans:
1. *Site planning.* The integration of site features such as building arrangement, landscaping and parking lot layout is critical in producing a pleasant and functional living or working environment. In reviewing development proposals, the following guidelines shall be taken into consideration.
    - i. *Maximum preservation of bay views.* Considering the bayfront location within the district, the placement of buildings, signs, service areas, parking and landscaping shall be planned to maximize the preservation of views of the bay and to protect the bayfront's scenic open space character. To prevent the effect of a "wall" of development along the inland edge of the parkway, the long axis of all buildings located on the corridor should be oriented parallel to the inland street grid, rather than parallel to the parkway itself. The preservation of ample open space between buildings, and the creation of a campus-like development pattern, are encouraged especially in the bayfront area. In addition, site planning throughout the district should recognize existing topographical variations and maximize this variation to maintain bay views.
    - ii. *Development coordination.* The preservation of bay views and the creation of a campus character development pattern cannot be achieved through the site planning of any single development; all development efforts within the district must be coordinated to achieve these objectives.
    - iii. *Off-street parking and service.* Off-street parking shall be discouraged within all street setbacks. Where possible, any service areas (i.e. trash collection, loading docks) shall be located to be screened by the building itself; otherwise, walls, fences, landscaping and earth berms shall be used to achieve effective screening.
  2. *Architectural design and building elements.*
    - i. Buildings or structures that are part of a present or future group or complex shall have a unity of character and design. The relationship of forms and the use, texture, and color of materials shall be such as to create a harmonious whole.
    - ii. Buildings or structures located along strips of land or on single sites and not a part of a unified multibuilding complex shall strive to achieve visual harmony with the surroundings. It is not to be inferred that buildings must look alike or be of the same style to be compatible with the intent of the district. Compatibility can be achieved through the proper consideration of scale, proportions, site planning, landscaping, materials and use of color.

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- iii. Materials such as metal and plastic shall be discouraged on exterior surfaces of buildings.
  - iv. Severe or angular roof lines that exceed a pitch of 12-12 (45-degree angle) are discouraged. Exceptions to this guideline (i.e., churches) shall be considered on a case-by-case basis.
  - v. Bright colors and intensely contrasting color schemes are discouraged within the district.
  - vi. Proposed development adjacent to the historic district should give special consideration to visual compatibility in scale and architectural design in order to positively reinforce the character of the historic area and provide a buffer and transition.
  - vii. The following guidelines concerning design, materials, lighting, landscaping, and positioning of permitted signs shall be considered:
    - (a) Design/materials. The architectural character of the building to which the sign relates should be reflected in the lettering of the sign, the materials used for the supporting structure and the sign face.
    - (b) Lighting. Indirect and internal lighting is encouraged. Neon and exposed fluorescent lighting is not encouraged.
    - (c) Landscaping. The landscaping and positioning of the sign should compliment the overall site plan and landscaping of the development.
- f. *Maintenance standards.* The following maintenance standards shall be applied to all structures and land parcels respectively, whether occupied or vacant within the gateway redevelopment district, subject to review and approval by the planning board. Properties that do not conform to the maintenance standards described in subsections (1)f.1 through 7 of this section shall be made to comply as required by the city inspections office based on regular inspections or complaints.
- 1. *Building fronts, rears, and sides abutting streets and public areas.* Rotten or weakened portions shall be removed, repaired or replaced.
  - 2. *Windows.* All windows must be tight-fitting. All broken and missing windows shall be replaced with new glass.
  - 3. *Show windows and storefronts.* All damaged, sagging or otherwise deteriorated storefronts, show windows or entrances shall be repaired or replaced.
  - 4. *Exterior walls.*
    - i. Existing miscellaneous elements on the building walls, such as empty electrical conduit, unused signs and/or sign brackets, etc., shall be removed.
    - ii. Sheet metal gutters, downspouts and copings shall be repaired or replaced as necessary and shall be neatly located and securely installed.
    - iii. All exterior finishes and appurtenances such as paint, awnings, etc., shall be kept in a state of repair.
  - 5. *Roofs.*
    - i. All auxiliary structures on the roofs shall be kept clean, repaired or replaced.

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- ii. Roofs shall be cleaned and kept free of trash, debris or any other elements that are not a permanent part of the building.
  - 6. *Front, rear, and side yards, parking areas and vacant parcels.*
    - i. When a front, rear or side yard, parking area or vacant parcel exists or is created through demolition, the owner may utilize the space in accordance with the provisions of the zoning district; provided, however, that the site shall be properly maintained free of weeds, litter, and garbage.
    - ii. Any landscaping that was installed to comply with regulations of this subsection must be maintained.
  - 7. *Walls, fences, signs.* Walls, fences, signs and other accessory structures shall be repaired and maintained.

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## Sec. 12-3-120. Development plan requirements.

- (a) *Development requiring development plans.* All development described herein shall submit development plans that comply with requirements established in subsections (c) and (d) of this section. These development plans must comply with design standards and are encouraged to follow design guidelines as established in section 12-3-121.
- (1) Nonresidential parking in R-1AAA, R-1AA, R-1A, R-ZL, R-2A, R-2, R-NCB, PR-1AAA, and PR-2 zoning districts. A development plan shall be submitted and the following process shall be used for the foregoing uses:
- A pre-application conference will be held at which time a decision will be made as to which elements of the final development plan are applicable to the review of a specific use.
  - Applicant files an application with the planning services department.
  - The planning services department must mail a letter describing the development and, if necessary, a map or other graphic information to all property owners within 300 feet of the development, at least 15 days prior to the planning board public hearing.
  - Submit final development plan 30 days prior to the planning board public hearing.
  - Planning board conducts a public hearing and makes the final decision about the plan.
  - Any person aggrieved by a decision of the planning board may, within 15 days thereafter, apply to the city council for review of the board's decision.
- (2) New development within the: conservation, airport (except single-family in an approved subdivision), waterfront redevelopment, business, interstate corridor and the governmental center (except for single-family or duplex residential) districts; multifamily developments over 35 feet in height within the R-2A district; buildings over 45 feet in height in the R-2, R-NC, R-NCB and C-1 districts. A development plan shall be submitted and the following process shall be used for the review of these developments:
- A pre-application conference is held, at which time a decision will be made as to whether a separate preliminary and final development plan shall be submitted, or if a combined preliminary and final plan shall be submitted.
  - Applicant submits the preliminary plan or combined preliminary/final development plan to the planning services department 30 working days prior to the planning board meeting.
  - Planning board meeting is held.
  - The planning board will send a recommendation for the plan to city council.
  - City council holds a public hearing. If a combined preliminary/final development plan was submitted, the final decision will be made at this meeting.
  - Applicant submits final plan to the planning board.
  - A planning board meeting is held with a recommendation being forwarded to the city council.
  - City council holds a public hearing and makes the final decision about the plan.
- (3) Conditional uses, special planned developments, major revisions to SSDs and exceptions to the 4,000 square foot maximum area for a commercial use in an R-NC district shall require a development plan and the following process shall be used for the review of these developments:



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- a. A pre-application conference is held, at which time a decision will be made as to whether a separate preliminary and final development plan shall be submitted, or if a combined preliminary and final development plan shall be submitted.
  - b. Applicant submits the preliminary plan or combined preliminary/final development plan to the planning services department 30 days prior to the planning board meeting.
  - c. The planning services department shall notify property owners within a 500-foot radius, as identified by the current county tax roll, of the property proposed for development with a public notice at least five days prior to the board meeting. The public notice shall state the date, time and place of the board meeting. Notice shall be at the expense of the applicant.
  - d. Planning board meeting is held and the final plan is forwarded to city council for review and action.
  - e. The city council shall set a date for a public hearing.
  - f. The city shall mail a letter describing the development and, if necessary, a map or other graphic information to all property owners within 500 feet of the development, at least 30 days prior to the city council public hearing.
  - g. A public notice shall be published in a local newspaper of general distribution stating the time, place and purpose of the hearing at least ten days prior to the public hearing.
  - h. City council conducts a public hearing and makes the final decision.
- (b) *General conditions, procedures and standards.*
- (1) *Preapplication conference.* Prior to submitting a formal application for approval of a proposed new development plan or plan for an addition to an existing development, the owners shall request a preapplication conference with city staff to review:
- a. The relationship between the proposed development plan and the surrounding land usage and the comprehensive plan of the city.
  - b. The adequacy of the existing and proposed vehicular and pedestrian right-of-way, utilities and other public facilities and services, which will serve the proposed development.
  - c. The character, design and applicability of the following factors:
    - 1. Traffic control;
    - 2. Noise reduction;
    - 3. Sign and light control;
    - 4. Preservation of open space and visual corridors;
    - 5. Police and fire protection;
    - 6. Storm drainage;
    - 7. Landscaping;
    - 8. Fencing and screening; and
    - 9. Other matters specifically relevant to the proposed development site necessary to foster desirable living and working conditions and compatibility with the existing environment.
- At the time of the preapplication conference, the developer shall provide a sketch plan indicating the location of the proposed development and its relationship to surrounding properties. The advisory meeting should provide insight to both the developer and the city staff regarding potential

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development problems that might otherwise result in costly plan revisions or unnecessary delay in development. At this time a decision will be made as to whether the review process will require a separate preliminary and final plan or if they can be combined.

(2) *Preliminary development plan.*

- a. Subsequent to the preapplication conference, the owner shall submit a formal application for development plan approval along with a preliminary plan of development to the planning services department at least 30 days prior to the meeting at which it is to be considered by the planning board. This preliminary development plan must cover the entire property under consideration. Prior to the planning board meeting scheduled to consider the preliminary development plan, appropriate city departments, divisions, and utility companies shall submit written recommendations of approval or disapproval, or suggested revisions as may be deemed appropriate, and reasons therefore.
- b. The city staff shall review the preliminary plan of development with respect to its design and compatibility with surrounding uses, major thoroughfare plan, comprehensive land use plan and existing and future community services. Efforts to resolve differences between the developer's proposal and staff positions shall be made prior to submittal of the plan to the planning board.
- c. If the planning board does not approve the preliminary plan of development, it shall give the owner a reasonable period of time to make appropriate amendments to the plan. The owner shall have the right to appeal an adverse decision of the planning board to the city council within 30 days of the decision of the planning board.

(3) *Development of regional impact.*

- a. If, at the time of submission of a preliminary plan, the planning board or planning staff determines that a proposed project could constitute a development of regional impact (DRI) pursuant to F.S. § 380.06, the developer will be notified that compliance with the DRI procedure will be necessary prior to final local approval of the development. At that time, the developer will contact the Emerald Coast Regional Planning Council to apply for a binding letter of interpretation to determine the DRI status of the proposal or to initiate the DRI review process. This process shall not prohibit the concurrent review of the development plan while the determination for DRI is being made. Provided, however, no final plan approval shall be granted until a determination has been made whether or not the development has to undergo DRI review.
- b. After the planning board has reviewed the proposal that has been determined to be a DRI and makes a recommendation for approval of the preliminary plan, the developer or his or her authorized representative will be required to complete an application for DRI approval. Copies of the completed application will be filed with the city, the Emerald Coast Regional Planning Council, and the Bureau of Resource Planning and Management, Florida Department of Community Affairs.
- c. Within 30 days of receipt of the application, the Emerald Coast Regional Planning Council will determine the sufficiency of the information presented in the application. If the application is considered insufficient to complete a review, the developer will be requested to furnish the additional information requested by the planning council. When the application is considered sufficient, the regional planning council will give notice to the city to schedule a public hearing. Public notice of the hearing will then be published at least 60 days in advance of the public hearing. Development may begin 45 days after the issuance of the development order by the city council.

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- (4) *Public notification.* If public notification is required the city clerk will set a date for a public hearing to be conducted during a regularly scheduled city council meeting.
- (5) *Final development plan.*
- a. The owner shall submit to the planning services department final development plan at least 30 days prior to the meeting at which it is to be considered by the planning board. The plan will be distributed to appropriate city departments. The city shall attempt to resolve any differences between city departments and divisions and the developer prior to submittal of the final development plan to the planning board. If such differences are not resolved within 30 days of submission by the owner of a final development plan, the plan shall be submitted to the planning board at its next meeting whether or not such differences are resolved. If the planning board approves the final development plan a favorable recommendation shall be forwarded to the architectural review board (ARB), if required, as outlined in subsection (b)(4) of this section. Upon the review and approval of the ARB, the city council shall then hold a meeting for the purpose of determining whether the final plan should be approved. If the planning board does not approve the final plan of development, it shall give the owner written reasons for such action giving the owner a reasonable period of time to make appropriate amendments to the plan. The owner shall have the right to appeal an adverse decision of the planning board to the city council within 30 days of the decision of the planning board.
  - b. If the city council approves the plan of development, the original shall be filed with the city clerk, planning services department and additional copies shall be filed with the city building official and such other places as required by law.
  - c. Any plan approved and filed hereunder shall be binding upon the owner, his or her successors and assigns, and the subject property, and shall limit and control the issuance and validity of all building permits and shall restrict and limit the construction, location, use and operation of all land and structures included within the plan to all conditions and limitations set forth in the plan. Application for a building permit shall be initiated within six months from the date of approval of the final development plan. If such application has not been filed within such period, the applicant shall be required to resubmit the development plan in accordance with this subsection, prior to obtaining a building permit.
  - d. Minor changes to the final development plan may be approved by the city engineer, planning services director, and building official when, in their opinion, the changes do not violate the provisions of this title, do not make major changes in the arrangement of the buildings or other major features of the final development plan, and do not substantially conflict with action taken by the city council. Major changes such as, but not limited to, changes in land use or an increase or decrease in the area covered by the final development plan may be made only by following the procedures outlined in filing a new preliminary development plan. The city council shall approve such modification only if the revised plan meets the requirements of this title.
  - e. A building permit may be revoked in any case where the conditions of the final development plan have not been or are not being complied with, in which case the building official shall follow permit revocation procedure.
- (6) *Review of preliminary plan by planning board.* All final development plans within the gateway redevelopment district shall be subject to review and approval by the planning board as established in chapter 12-12.
- (7) *Concurrent submission of preliminary and final development plans.* For review of specific uses and upon approval of the planning services department and the mayor for applicable new development and conditional uses, development plans may be reviewed and approved through an abbreviated procedure that provides for the submittal of both preliminary and final plan concurrently. All plan

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requirements set forth in this section shall be complied with when exercising this abbreviated procedure. When this concurrent submission option is exercised, the planning board review of development plans will take place prior to city council review/approval.

(c) *Contents of the preliminary development plan.*

- (1) General information. The following information shall be provided in graphic or written form as necessary to satisfy the requirements:
  - a. Legend, including:
    1. Name of the development;
    2. Total area of the property in square feet and acres;
    3. Scale (at a minimum of 1" = 100');
    4. North arrow;
    5. Existing zoning on the property, including any overlay districts; and
    6. Date of preparation.
  - b. Vicinity map, at a scale not less than 1" = 2,000', showing the relationship of the proposed development to surrounding streets and public facilities within a one-mile radius.
- (2) Existing conditions, including:
  - a. Existing streets, both on and within 300 feet of the proposed development;
  - b. Zoning districts, major shopping areas, residential areas, public buildings, rights-of-way, public utilities and other major facilities surrounding the proposed development for a radius of 300 feet;
  - c. Existing lot lines and major easements on the property indicating the purpose of each easement;
  - d. Existing land uses and location of buildings and structures on the property;
  - e. 100-year flood elevation and limits of the 100-year floodplain;
  - f. The approximate normal high water elevations or boundaries of existing surface water bodies, wetlands, streams and canals; and
  - g. Generalized tree cover and existing vegetation cover limits.
- (3) Proposed development. Preliminary layout showing as applicable:
  - a. Location of proposed lots, land uses and building sites, including, among other things, total area in square feet and acres, number of dwelling units, dwelling unit density by land use, floor area minimum standards, lot size, height of structures, yard and spacing requirements and amount and location of recreation and common open space areas;
  - b. General location of all existing and proposed off-street parking and loading areas and roadways, by type, including width of right-of-way and paved streets;
  - c. If applicable, a statement proposing how the developer plans to limit adverse effects on threatened or endangered native flora or fauna;
  - d. Location of all rights-of-way, easements, utilities and drainage facilities that are proposed for the development; and
  - e. A general statement of the proposed development schedule.

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- (d) *Contents of final development plan.* The final development plan may be on several sheets. However, in that event, an index shall be provided. For a large project, the final development plan may be submitted for approval progressively in contiguous sections satisfactory to the planning board.
- (1) *General information.* The same information as required in subsection (b)(1) of this section shall be provided in graphic or written form as necessary to satisfy the requirements.
- (2) *Existing conditions.* The same information as required in subsection (b)(2) of this section shall be provided with the addition of the following detailed information:
- a. Existing streets, both on and within 300 feet of the proposed development, shall be described including:
    - 1. Street names;
    - 2. Right-of-way width of each street;
    - 3. Driveway approaches and curb cut locations; and
    - 4. Medians and median cuts locations.
  - b. Conceptual drainage report showing direction of flow and proposed methods of stormwater retention.
  - c. The location of any geodetic information system monuments.
- (3) *Proposed development.* The same information as required in subsection (b)(3) of this section shall be provided with the addition of the following detailed information:
- a. A detailed statement of agreement, provisions, and covenants that govern the ownership, development, use maintenance, and protection of the development, in any common or open areas;
  - b. Location of existing and proposed land uses and exact locations of all existing and proposed improvements including:
    - 1. Buildings and structures;
    - 2. Curb cuts;
    - 3. Driveways and interior drives;
    - 4. Off-street parking and loading;
    - 5. Storage facilities;
    - 6. Proposed roadways, by type, including width of right-of-way and paved streets; and
    - 7. Traffic control features and signage.
  - c. Exact location of lots and building sites, including, among other things, total acreage of the proposed project; total acreage in residential use, commercial use, common open space, recreational area, parking lots; number of dwelling units broken down by type (garden apartments, single-family, etc.) and overall dwelling unit density, floor area minimum standards, lot size, height of structures, yard and spacing requirements and amount and location of recreation and common open space areas;
  - d. The exact location and use of existing and proposed public, semipublic or community facilities including areas proposed to be dedicated or reserved for community or public use;

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- e. If applicable, drawings depicting general architectural features and appearance of representative building types, locations of entrances, and types of surfacing such as paving, gravel and grass, and signing and lighting devices;
  - f. Location of outdoor waste disposal facilities, if applicable;
  - g. Provisions for access by emergency vehicles, if applicable; and
  - h. A specific statement of the development schedule including, if applicable, a phasing plan.

(Code 1986, § 12-2-81; Ord. No. 6-93, § 20, 3-25-1993; Ord. No. 29-93, § 25, 11-18-1993; Ord. No. 3-94, § 8, 1-13-1994; Ord. No. 44-94, § 5, 10-13-1994; Ord. No. 15-00, §§ 2, 3, 3-23-2000; Ord. No. 12-09, § 1, 4-9-2009; Ord. No. 16-10, §§ 209, 210, 9-9-2010; Ord. No. 20-19, § 5, 9-26-2019)





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

**File #:** 23-00632

Planning Board

9/12/2023

**TO:** Planning Board Members

**FROM:** Gregg Harding, Assistant Planning & Zoning Division Manager

**DATE:** 9/5/2023

**CITY COUNCIL DISTRICT:** 6

**SUBJECT:**

Request for License to Use City Right of Way - 801 E. Gregory Street

### **BACKGROUND:**

Kerioth Corporation, Inc. is requesting approval for a license to use for additional parking and improvements within the N. 13th Avenue and E. DeLeon Street rights-of-way. The additional parking is being requested in connection with a proposed 132-room hotel. Per Sec. 12-4-1(2), Parking requirements for specific land uses, hotels require 1 parking space per room. In addition to being located in the Gateway Redevelopment District and the Dense Business District, this property is also in the CRA Urban Core where certain land uses are eligible for reduced parking, and where "lodging" may apply a 35% reduction. However, the applicants do not wish to apply the reduction and are seeking the license to use to meet their full 132-parking calculation requirement. If granted, the license to use would allow the owners to designate the on-street parking for their exclusive use. Additionally, the applicants would be responsible for all right-of-way improvements, maintenance, insurance coverage, and an annual fee. The plans currently reflect the following parking calculation:

- 111 parking stalls proposed on-site
- 13 parking stalls proposed in 13th Avenue right-of-way (requiring a license to use)
- 8 parallel parking stalls proposed in 13th Avenue right-of-way (requiring a license to use)

This request has been routed through the various City departments and utility providers. Those comments are attached for your review.

### RECOMMENDED CODE SECTIONS

Sec. 12-4-1. Off-street parking spaces requirements

[https://library.municode.com/fl/pensacola/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_TITXILADECO\\_CH12-4OREPA\\_S12-4-1OREPASPRES](https://library.municode.com/fl/pensacola/codes/code_of_ordinances?nodeId=PTIICOOR_TITXILADECO_CH12-4OREPA_S12-4-1OREPASPRES)

Sec. 12-11-7. License to use right-of-way

[https://library.municode.com/fl/pensacola/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_TITXILADECO\\_CH12-11ADEN\\_S12-11-7LIUSRI-W](https://library.municode.com/fl/pensacola/codes/code_of_ordinances?nodeId=PTIICOOR_TITXILADECO_CH12-11ADEN_S12-11-7LIUSRI-W)

License to Use Review – 801 E. Gregory Street



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

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**Minor License To Use**

Application Fee: \$500.00  
 Rehearing/Rescheduling Fee: \$100.00  
 Annual Fee: \$500.00  
 Insurance Coverage: \$1,000,000.00

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**Major License To Use**


Application Fee: \$1,000.00  
 Rehearing/Rescheduling Fee: \$100.00  
 Annual Fee: (Major) \$1,000.00  
 Insurance Coverage: \$1,000,000.00

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

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

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

I, the undersigned applicant, understand that submittal of this application does not entitle me to approval of this License to use. I have received a copy of the applicable regulations and understand that I must be present on the date of the Planning Board and City Council meetings. In the case of the Pensacola Neighborhood Challenge Grant applications, I understand that this application will be considered during the execution of the contract and does not require further review from the Planning Board or City Council. If applicable, I understand a City Right-of-Way permit must be acquired from the City Engineering Department prior to any work commencing within the right-of-way.

Applicant's Signature: \_\_\_\_\_  \_\_\_\_\_ Date: 8/11/2023

**Property Information**

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Location Address: \_\_\_\_\_

Parcel ID # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Purpose of Use of City Right-Of-Way: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

***Please attach a map indicating the actual dimensions of the requested license.***

<u>For Office Use Only</u>		
District: _____		Zoning: _____
Date Received: _____	Case Number: _____	Annual Fee: _____
Planning Board date: _____	Recommendation: _____	Amount of Insurance Coverage: _____
City Council date: _____	Council Action: _____	

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



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

Sec. 12-11-7. 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***



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

Sec. 12-11-7(e). License to use right-of-way.

(e) Approval of minor encroachments. Minor encroachments into the right-of-way may be approved administratively if the conditions of this section are met. Minor encroachments allowed under this section include, but are not limited to, awnings, driveways, and out-swinging doors.

(1) Design standards and regulations. The request shall be reviewed to ensure the minor encroachment does not pose any safety concerns, that a six-foot wide pedestrian path is maintained, and that the minor encroachment does not interfere with any utilities or facilities within the right-of-way.

- a. For out-swinging doors, the permittee must demonstrate a physical barrier has been provided to prevent the door from swinging into anyone within the public right-of-way.
- b. Awnings that project over the right-of-way but do not require support columns in the right-of-way may be considered a minor encroachment.
- c. The building official or city engineer will determine the boundaries of the minor encroachment area.
- d. Failure to maintain the minor encroachment area may result in citations being issued.

Application. Applications for minor encroachments shall be made jointly by the property owner and the business owner for the respective property that is seeking an extension of its business premises. 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 - \_\_\_\_\_

Minor encroachments shall be reviewed by the building official or his or her designee prior to the issuance of building permits. For minor driveway encroachments, the city engineer or his or her designee shall review the request prior to the issuance of a permit.

If the request is denied or if it is determined that the encroachment is major and therefore administrative approval is not allowed, the permittee may either withdraw the request or may submit a request for a license-to-use pursuant to subsections 12-11-7(a) through (c).

Building Official Signature - \_\_\_\_\_

Comments - \_\_\_\_\_

City Engineer Signature - \_\_\_\_\_

Comments - \_\_\_\_\_



# City of Pensacola

## License to Use City Right-of-Way Application

August 11, 2023

### **Additional Project Narrative: Homewood Suites by Hilton**

#### **Project Description:**

The Homewood Suites by Hilton hotel project is located at 801 E Gregory Street and bound by Bayfront Parkway to the south, 13<sup>th</sup> Street to the west, 14<sup>th</sup> Street to the east and E Gregory Street to the north.

As presented, the project will be a 132 key hotel project with a mixture of rooms sizes meeting (or exceeding) Hilton brand standard design requirements. The Homewood Suites planned for 801 E Gregory is the most recent generation of design by Hilton for the Homewood Suites extended stay brand. Meaning, it will be the most current Homewood Suites design, providing a long lasting, contemporary and current hotel experience for visitors and guests.

#### ***The License to Use City Right-of-Way is being requested for the following reasons:***

- 1) Parking requirements direct one (1) space per room (132 total spaces required). The License To Use will provide twenty-one (21) parking spaces for the project, allowing it to meet the one space per room/key parking requirement.
- 2) The site has elevation and infrastructure constructability challenges. An ECUA sewer line is also located within the developable site boundaries. To limit impact to the existing sewer main, several design adjustments were made to the building and site, specifically parking lot layout.
- 3) An area not too dissimilar from the proposed LTU area is currently in use and has been for an undetermined amount of time (prior to PFLKH, LLC's procurement of the site). The existing condition will be modified and improved to meet current City of Pensacola guidelines and requirements. Note sheet A002 for street view photos of the existing parking spaces and utilization.
- 4) The property immediately to the west of E Gregory Street is utilizing City of Pensacola Right-of-Way in a similar manner. The proposed improvements inside the Right-of-Way will provide uniform and consistent parking infrastructure along 13<sup>th</sup> Street.
- 5) Parallel parking spaces (8 total) are proposed along DeLeon Street. The installation of curb and gutter, sidewalks and required drainage will improve all portions of the transportation infrastructure along DeLeon Street. Parallel parking will also provide a



buffer for pedestrians utilizing sidewalks in and around the Homewood Suites project property.

- 6) Lastly, Kerioth Corporation (as developer and owner) desires to improve the site and boundaries of the property that impact the experience of future guests / customers. Sidewalks, adequate and convenient parking, new curb and gutter conditions, etc. will all add to the guest experience and are important to both Hilton and Kerioth.

We appreciate your consideration of this Right-to-Use Application and look forward to working with the City of Pensacola.









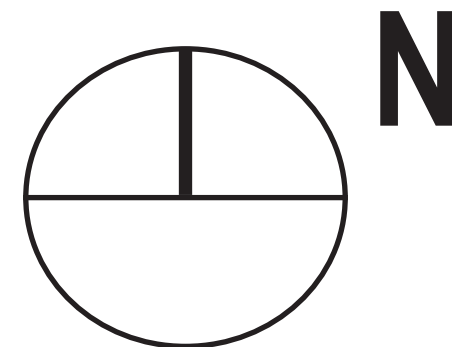
SITE LOCATION

CONCEPTUAL REVIEW  
PLANNING BOARD

HOMEWOOD SUITES

PENSACOLA, FLORIDA    DATE: AUGUST 11, 2023

A 001







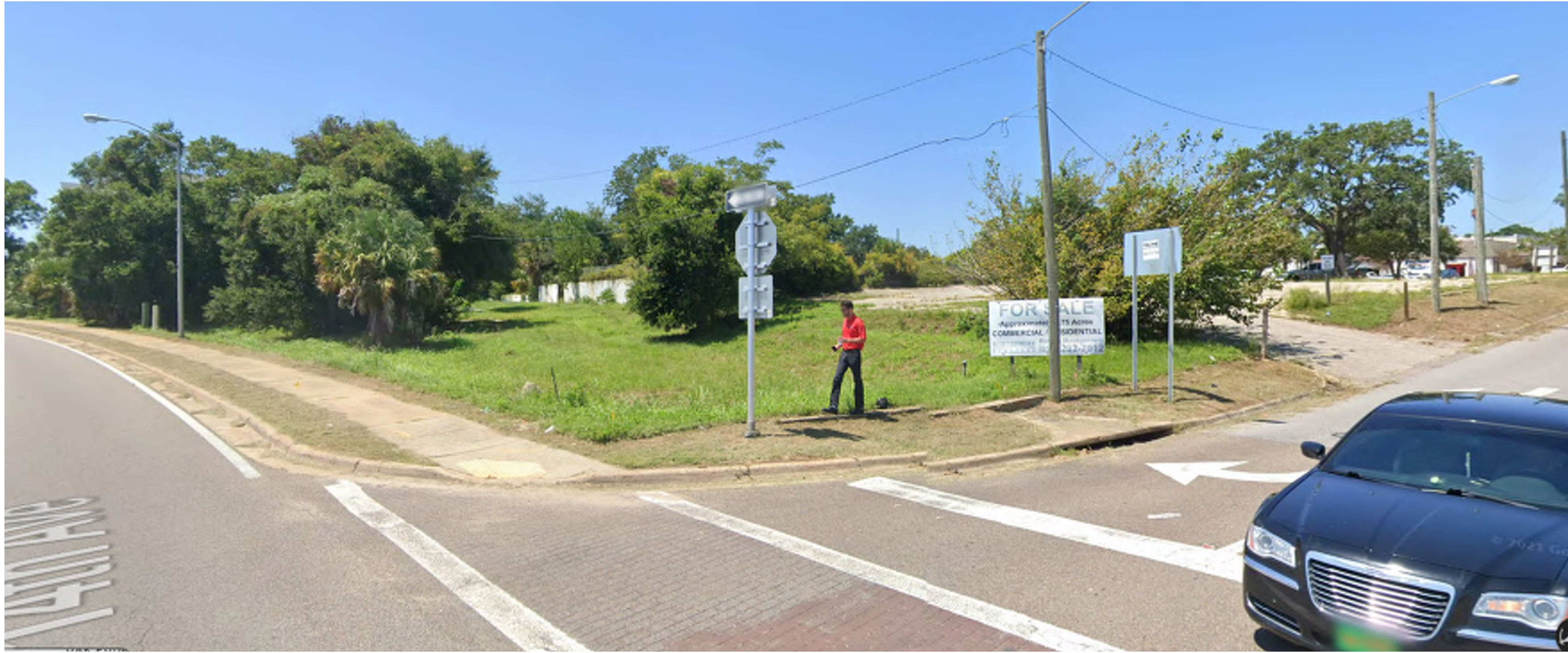
N 13TH STREET & E GREGORY STREET  
LOOKING SOUTH



E GREGORY STREET  
LOOKING SOUTH



N 14TH AVENUE & E GREGORY STREET  
LOOKING WEST



N 14TH AVENUE & BAYFRONT PKWY  
LOOKING NORTH-WEST



E DE LEON STREET  
LOOKING NORTH



E DE LEON STREET & N 13TH AVENUE  
LOOKING NORTH



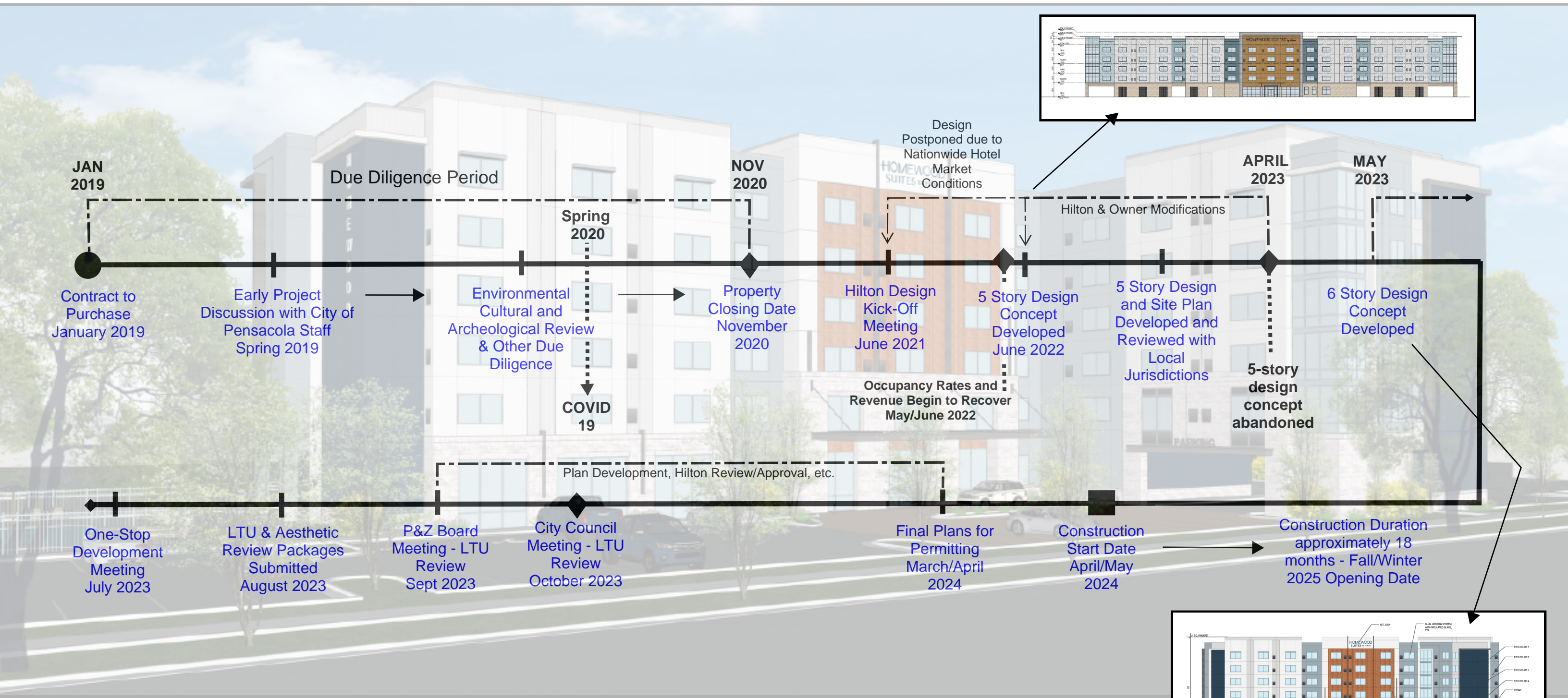




DRAFT  
ONLY

# Project Timeline

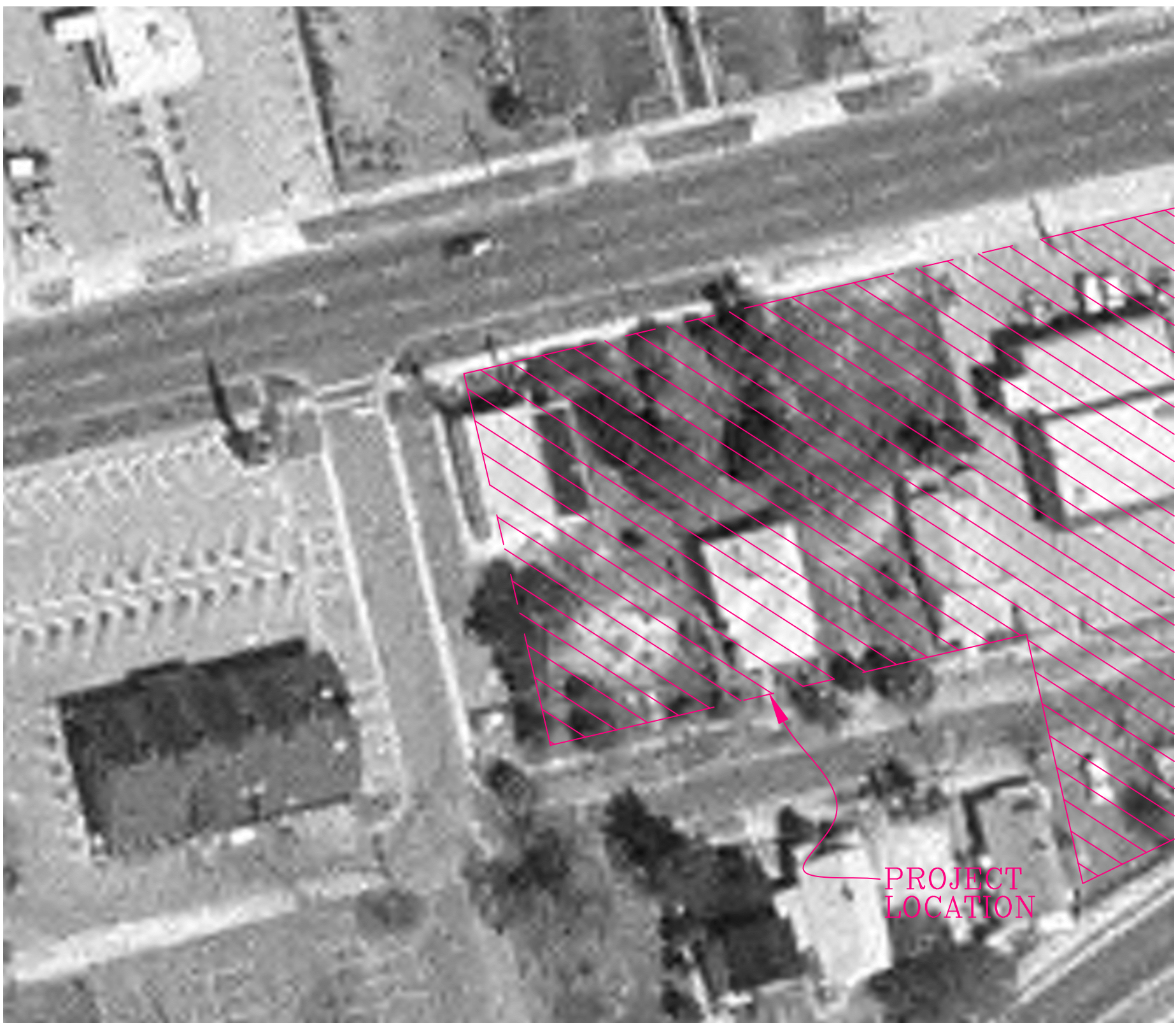
Homewood Suites / 801 E Gregory  
Street - Pensacola, FL



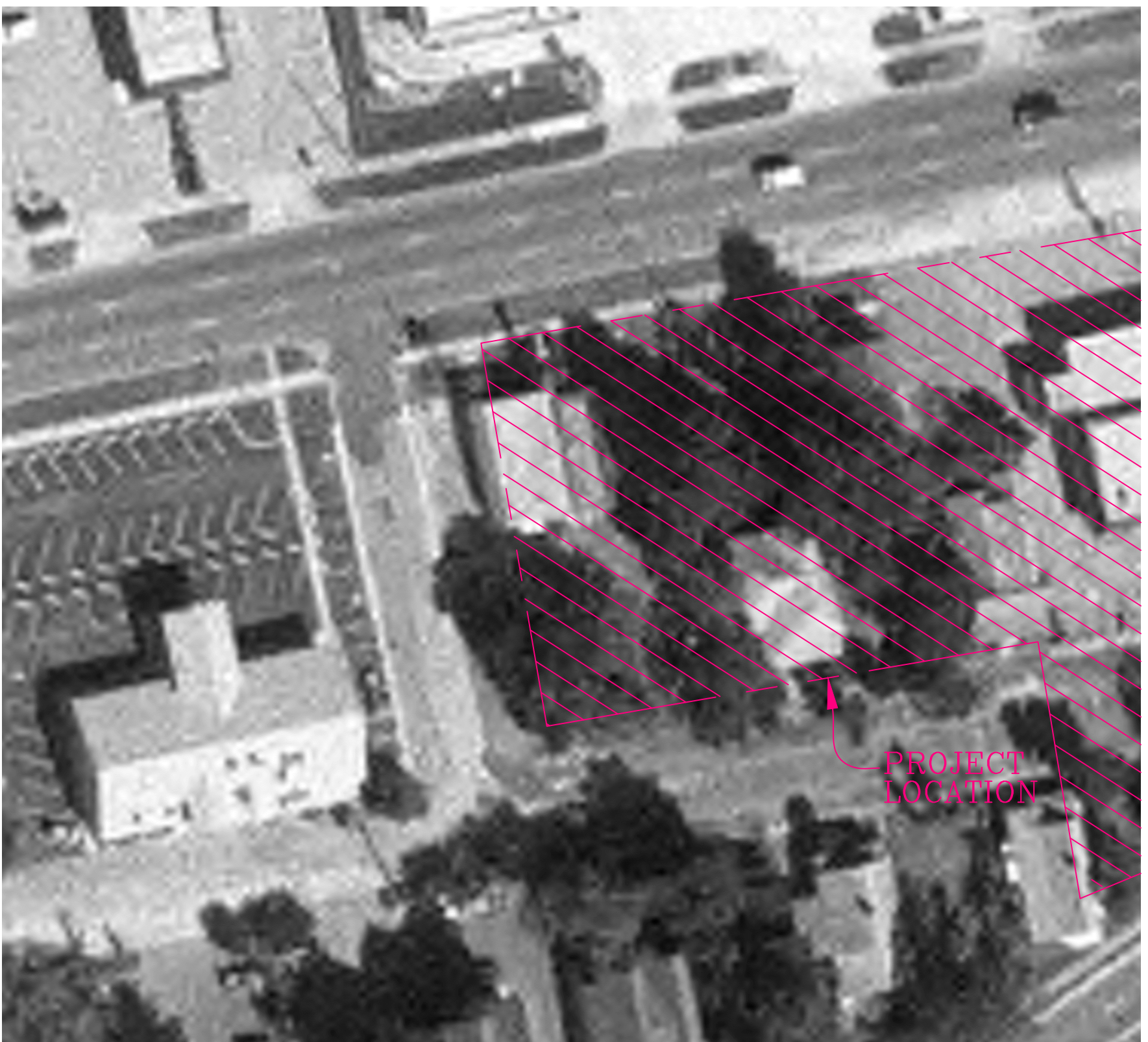




801 EAST GREGORY STREET  
HISTORICAL AERIAL: YEAR 1973



801 EAST GREGORY STREET  
HISTORICAL AERIAL: YEAR 1981



801 EAST GREGORY STREET  
HISTORICAL AERIAL: YEAR 1989



801 EAST GREGORY STREET  
HISTORICAL AERIAL: YEAR 1997




801 EAST GREGORY STREET  
HISTORICAL AERIAL: YEAR 2010



801 EAST GREGORY STREET  
HISTORICAL AERIAL: YEAR 2021



REVISIONS	
NO.	DATE



**HAMMOND ENGINEERING, INC.**  
FLORIDA AUTHORIZATION NO. 9130  
ALABAMA AUTHORIZATION NO. 3277  
3802 NORTH "S" STREET  
PENSACOLA, FLORIDA 32505  
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PRELIMINARY DEVELOPMENT PLANS FOR
HOMWOOD SUITES
HISTORICAL SITE AERIALS PLAN
CITY OF PENSACOLA, FLORIDA

DRAWN BY: CUG	DATE:
DESIGNED BY: RLS	DATE:
CHECKED BY: TGH	DATE:
DATE: 08/23/23	DATE:
SCALE: AS SHOWN	DATE:
NOT RELEASED FOR CONSTRUCTION	DATE:
BY:	DATE:

PROJECT NO: 23-012
SHEET:



Department:	Comments:
Planning	No comments.
FIRE	No comments received.
PW/E	No comments received.
Surveyor	No survey comments.
Inspection Svcs	No comments received.
Pensacola Energy	No comments received.
ECUA	ECUA has no objection to the LTU, however, there are active facilities in this area which may be impacted by the use. ECUA owns and operates a 2-inch water main which is planned to be updated as part of this development. If they are going to be paving and parking on 13 <sup>th</sup> Ave, this water main should be replaced as ductile iron. Additionally, ECUA may want to inspect the lining of the sewer mains in this area prior to it being paved over. This development has been submitted to ECUA for review of water and sewer permitting. Please have the EOR contact their ECUA reviewer to discuss these matters prior to any construction in the rights-of-way.
FPL	No comments received.
ATT	Any requested relocation of AT&T facilities would be at the expense of the requesting party. I do not see any major items. Perhaps the aerial facilities on the south side of DeLeon St in the area of the 8 new parking stalls.
Legal	No comments received.
CRA	No concerns.
Parking	There are concerns with restricting on-street parking for exclusive use. As well as, an internal review of the city's current LTU process for on-street parking, which may impact this proposed project.



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## Sec. 12-4-1. Off-street parking spaces requirements.

Off-street parking is required in all zoning districts, except as provided below. The following off-street parking is required by this chapter:

- (1) *General provisions.*
  - a. Area calculations based on gross square footage.
  - b. Where the required number of parking spaces results in a fraction, the number of spaces required shall be construed to be the next whole number.
  - c. Where parking spaces are required based on number of employees or students/clients, the number of employees must reflect the largest shift and the number of students/clients must reflect the maximum capacity allowed.
  - d. For multiple land use developments, additional parking spaces will be required for each different land use and/or accessory use.
  - e. Handicapped parking spaces are required as a percentage of total required parking spaces for all developments other than single-family, duplex or zero-lot-line residential.
  - f. With respect to any parking lot that is required to be paved, the number of parking spaces required may be reduced by one, if the developer provides a bicycle rack or similar device that offers a secure parking area for at least five bicycles.
  - g. Neither off-street parking in the city right-of-way nor creation of a parking space in the right-of-way shall be permitted without obtaining a license-to-use to do so.
  - h. The number of off-street parking spaces provided for buildings constructed prior to October 13, 1994, shall be deemed in compliance with the requirements of this Code, for as long as the same land use is maintained within the same building footprint. Effective October 13, 1994, off-street parking requirements set forth in subsection (2) of this section shall be required for the following development or redevelopment activities except as specifically exempted in subsections (1)j. through l. of this section:
    1. New construction.
    2. Construction of an addition to an existing building. Whenever a building is enlarged or increased in floor area, number of dwelling units, seating capacity, intensity, density or in any manner so as to create a need for a greater number of parking spaces than currently existing, such additional spaces must be provided in accordance with subsection (2) of this section. The required number of additional parking spaces must be provided concurrently with the building enlargement. In the event that additional parking spaces are required, and the resulting number of spaces required for the whole building (existing and new) exceeds ten spaces, the entire parking lot shall comply with the provisions of section 12-4-3.
    3. A change in land use in an existing building or portion of a building. Whenever a land use is changed to another land use requiring a greater number of parking spaces than that existing, such additional spaces must be provided in accordance with subsection (2) of this section. The required number of additional parking spaces must be provided concurrently with the change in land use. In the event that additional parking spaces are required as a result of a change in land use for buildings constructed prior to October 13, 1994, the entire number of required parking spaces for the new land use must be provided in accordance with subsection (2) of this section. In the event that additional parking spaces



are required, and the resulting number of spaces required for the new land use exceeds ten spaces, the entire parking lot shall comply with the provisions of section 12-4-3.

- i. Except as provided in subsections (4) and (5) of this section, all required parking spaces must be located on the same lot or parcel with the building or use served or on an adjacent lot or parcel owned or leased by the same owner of the building site for which the parking is required. If the required parking is provided on an adjacent property separated from the common boundary by a street, appropriate measures shall be undertaken to provide pedestrian safety. Such measures include, but are not limited to, pedestrian crosswalk, pedestrian crossing with automated traffic control, pedestrian overpass, and underground pedestrian tunnel.
- j. Off-street parking is not required in the HC-1 and HC-2 districts (see section 12-3-10(1)e.7.iii).
- k. Off-street parking is not required in the dense business area for residential land uses.
- l. New construction of buildings within the South Palafox business district that do not exceed 40 feet in height, or the renovation or change in land use of existing buildings that do not exceed 40 feet in height are exempt from the off-street parking requirements (see also section 12-3-13(4)f).
- m. New construction of buildings within the C-2A district that do not exceed 40 feet in height and 5,000 square feet in total floor area, or the renovation or change in land use of existing buildings that do not exceed 40 feet in height and 5,000 square feet in total floor area are exempt from the off-street parking requirements.

(2) *Parking requirements for specific land uses.* The following list of requirements shall apply for any land use that is permitted or that is granted a conditional use within any zoning district.

Amusement center	1 space/250 s.f.
Art gallery	1 space/500 s.f.
Auditorium	1 space/50 s.f. of assembly area
Bank	1 space/300 s.f.
Barbershop/beauty parlor	2 spaces/chair
Bed and breakfast	1 space for owner/manager plus 1 space/ sleeping room
Billiard hall	2 spaces/table
Boarding house	1 space for owner/manager plus 1 space/ sleeping room
Bowling alley	3 spaces/lane plus spaces required for accessory uses
Car wash	
Full-service	2 spaces/washing stall
Self-service	2 stacking spaces and 1 drying space per wash stall
Child care facility	1 space/300 s.f.
Church	1 space/4 fixed seats
Note: On-street parking within 500 feet of the building, except in residential districts, may be used towards fulfilling this requirement.	
Cocktail bar	1 space/75 s.f.
Community center	1 space/300 s.f.
Community residential home	1 space/2 beds



Convenience store	1 space/200 s.f. plus accessory uses
Dormitory/fraternity/sorority residence	1 space/2 beds
Dry-cleaning shop	1 space/500 s.f.
Funeral parlor/mortuary	1 space/200 s.f.
Game room	1 space/250 s.f.
Garage, repair	1 space/200 s.f.
Gas station	1 space/200 s.f.
Greenhouse	1 space/1,000 s.f. of lot area
Group home	1 space/2 beds
Gymnasium	1 space/50 s.f. of assembly area
Health spa	1 space/200 s.f.
Hospital	1.5 spaces/bed
Hotel	1 space/room
Industrial	1 space/500 s.f.
Kennel	1 space/1,000 s.f.
Laundromat	1 space/2 washing machines
Library	1 space/250 s.f.
Note: on-street parking within 500 feet of the building, except in residential districts, may be used toward this requirement.	
Lodging house	1 space for owner/manager plus 1 space/sleeping room
Manufacturing	1 space/500 s.f.
Marina	1 space/4 boat slips
Miniature golf course	1 space/hole
Mini-warehouse	4 spaces/1,000 s.f. of office
Motel	1 space/room
Museum	1 space/300 s.f.
Nightclub	1 space/75 s.f.
Nursery	1 space/1,000 s.f. of lot area
Nursing home	1 space/2 beds
Office	
General office	1 space/300 s.f.
Accessory office unit	1 space/300 s.f.
Government office	1 space/500 s.f.
Note: On-street parking within 500 feet of the building, except in residential districts, may be used towards this requirement for non-employee parking only. In any event, one off-street parking space shall be required for each employee in the building.	
Medical/dental office	1 space/200 s.f.
Open air market	1 space/300 s.f.
Printing or publishing firm	1 space/300 s.f.
Private club	1 space/100 s.f.
Racquetball club	1 space/court
Radio or television station	1 space/300 s.f.

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Repair shop	1 space/300 s.f.
Residential	
Single-family, duplex and accessory residential unit	1 space/unit (public street) 2 spaces/unit (private street)
Multifamily, townhouse, manufactured home unit	1 space/unit
Rest home	1 space/2 beds
Restaurant	
Drive-in only	1 space/100 s.f.
Drive-through only	1 space/100 s.f.
Sit-down only	1 space/100 s.f. (including outdoor dining areas)
Combination drive-through/sit-down	1 space/100 s.f. (including outdoor dining and/or activity areas)
Retail sales/rental	
Boat	1 space/500 s.f.
Carpet	1 space/500 s.f.
Furniture	1 space/500 s.f.
Garment	1 space/300 s.f.
General	1 space/300 s.f.
Grocery store	1 space/300 s.f.
Hardware	1 space/500 s.f.
Home improvement	1 space/500 s.f.
Lumber and building materials	1 space/600 s.f.
Machinery and equipment	1 space/600 s.f.
School	
Business or trade	1 space/2 employees plus 1 space/200 s.f.
High school, college or junior college	1 space/2 employees plus 1 space/10 students
Kindergarten, elementary and middle/junior high school	1 space/2 employees plus 1 space/classroom
Self-service storage facility	4 spaces/1,000 s.f. of office plus 1 space/employee
Shopping center	1 space/300 s.f.
Skating rink	1 space/5 rated patron capacity
Stadium	1 space/5 seats
Studio	1 space/300 s.f.
Tavern	1 space/75 s.f.
Tennis club	1 space/court
Theater	1 space/6 seats
Vehicle sales/rental	1 space/400 s.f. sales area
Veterinary clinic or hospital	1 space/300 s.f.
Video arcade	1 space/300 s.f.
Warehousing	1 space/2,000 s.f.
Wholesale establishment	1 space/1,000 s.f.

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(Supp. No. 3)



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- (3) *All other uses.* Any use not covered by this chapter shall require one parking space for each 300 square feet of gross floor area in the building.
- (4) *Off-site parking.* The off-street parking requirements set forth in subsection (2) of this section may be provided off-site through a shared parking facility or leased parking facility.
- a. Off-site parking may be provided as specified below:
1. Shared use parking facility shared by uses that have different principal operating hours. The schedule of operation of all such land uses shall provide that none of the uses sharing the facilities normally require off-street parking facilities at the same time as other uses sharing them. The total number of required off-street parking spaces shall be determined by the combined peak hour parking requirement for all uses sharing the facility.
  2. Off-site parking spaces that are leased on an annual basis from a private owner or public agency.
  3. Off-site parking spaces located on a site owned and controlled by the owner/developer of the building site for which the off-street parking is required.
  4. When a portion or all of the required off-street parking is provided pursuant to one of the options specified above in subsections (4)a through c of this section a written agreement shall be drawn in a form satisfactory to the city attorney and executed by all parties concerned assuring the continued availability of the off-site parking facilities for the use they are intended to serve. Such written agreement shall be required as a prerequisite for the approval of a building permit for the new development or redevelopment proposed for which the parking is required. Such written agreement shall be reviewed annually as a condition for renewal of a business license required in chapter 7-2. If a written agreement securing the number of parking spaces is not provided as part of the annual business license certification, the license may be revoked by the city unless the required off-street parking is otherwise provided.
  5. When a portion or all of the required off-street parking is provided pursuant to one of the options specified above in subsections (4)a through c of this section a sign directing business patrons to the off-street parking shall be required and shall be placed in a clearly visible location in accordance with the provisions of section 12-5-4(g)(3).
  6. Off-site parking provided for businesses within the Brownsville Business Core must be located within the city limits.
  7. Downtown Pensacola parking reductions described in Table 12.3-1 shall apply only to the community redevelopment agency's boundaries, as defined in Resolution No. 13-84.

TABLE 12.3-1. DOWNTOWN PENSACOLA CRA  
PARKING REDUCTIONS

Educational	25%
Lodging	35%
Office	30%
Eating/drinking establishments	100%
Indoor amusement	40%
Services	50%
College	50%

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Places of worship	50%
Indoor recreation	50%
Apparel/furniture	50%
Retail < 5,000 s.f.	60%
Community services	75%
Single-family and multifamily	Only 1 space/unit required

- b. Approval of off-site parking will be based upon consideration of the following factors:
    - 1. The location of the business and the proposed off-site parking;
    - 2. The number of off-site parking spaces proposed;
    - 3. Intended users of the proposed off-site parking (i.e. employees, patrons or both);
    - 4. The distance of the proposed off-site parking measured along the shortest legal pedestrian route (i.e. along public sidewalks, crosswalks) from the nearest lot line of the building site for which the off-site parking is proposed to the nearest lot line of the off-site parking;
    - 5. Pedestrian safety;
    - 6. Nature of the business proposing the off-site parking;
    - 7. Potential conflicts/overlaps in any off-site shared parking arrangement;
    - 8. Recommendation of city attorney regarding the form of the written agreement specified in subsection (4)a.4 of this section.
- (5) The number of required parking spaces for the geographic areas and zoning districts identified in subsection (4) of this section may be reduced by the number of on-street parking spaces provided in accordance with the following criteria:
  - a. The on-street parking space must be located between the extended property lines of the property requesting the reduction. If a parking space straddles two properties owned by different property owners each property may count the space towards the required parking. Where the right-of-way contains a median and parking is provided along the median, the property owner requesting the reduction may include those spaces provided they are located between the extended property lines and the centerline of the median.
  - b. The on-street parking spaces must remain open for use by the public.
- (6) New construction, additions to existing buildings and changes in land use of existing buildings within the dense business area resulting in an increase of parking requirements may comply with the parking requirements through an in-lieu payment approved by the city council.
  - a. All funds collected through the in-lieu payment process shall be utilized for the express purpose of parking capital improvement projects within the dense business area.
  - b. The in-lieu payment will be calculated by the mayor and approved by the city council in accordance with the following formula:
 

In-lieu parking payment = (total spaces required to meet code - on-site spaces - approved off-site spaces - approved on-street parking spaces) × (in-lieu fee)

The in-lieu fee shall be based upon the cost of construction for parking spaces considering such factors as land acquisition, design fees, engineering, financing, construction, inspection, and other relevant factors.



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(Code 1986, § 12-3-1; Ord. No. 6-93, § 21, 3-25-1993; Ord. No. 29-93, § 26, 11-18-1993; Ord. No. 44-94, § 6, 10-13-1994; Ord. No. 33-95, § 9, 8-10-1995; Ord. No. 8-99, § 7, 2-11-1999; Ord. No. 44-99, § 3, 11-18-1999; Ord. No. 6-02, § 2, 1-24-2002; Ord. No. 05-06, § 1, 2-9-2006; Ord. No. 16-10, § 212, 9-9-2010; Ord. No. 39-13, § 1, 11-14-2013; Ord. No. 12-14, § 1, 3-27-2014; Ord. No. 29-21, § 2, 12-16-2021)



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## Sec. 12-11-7. License to use right-of-way.

(a) *Application.*

- (1) An application for license to use right-of-way must be submitted to the planning services department at least 30 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 have 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 of the application.
- (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 request will be distributed 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 therefor, to the planning services 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.* The city shall notify addresses within a 300-foot radius, as identified by the current county tax roll maps, of the right-of-way proposed to be licensed with a public notice by post card at least five 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.* The city shall notify addresses within a 300-foot radius, as identified by the current county tax roll maps, of the right-of-way proposed to be licensed with a public notice by post card at least five 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.

(d) *Approval of outdoor seating areas.* Outdoor seating areas shall be approved by the city via an annual permit, and must comply with the following outdoor seating area standards and regulations:

- (1) *Outdoor seating area standards and regulations for the city.* The issuance of an outdoor seating area permit is a privilege granted by the city. The city requires compliance with all rules and regulations



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outlined or referenced in this set of standards as well as respect for the community in which the establishment is located. The city will monitor and enforce the proper operation of outdoor seating areas and is empowered to issue citations for ordinance or rule and regulation violations.

- a. An outdoor seating area permit is valid from the date of issuance for one year.
- b. Outdoor seating areas shall not operate earlier or later than the hours of operation of the licensed establishment.
- c. All establishments offering an outdoor seating area and their employees shall be subject to and comply with all applicable requirements and standards for a retail food establishment.
  1. Patrons must wear shoes and shirts at all times.
  2. All outdoor seating areas must have an opening for ingress and egress at all times.
  3. All outdoor seating areas must adhere to the size, design, and any other specifications approved by the city at all times. Strict adherence to required design standards as set forth herein is mandatory.
  4. Strict adherence to hours of operation, approved layout of all components of the outdoor seating area, clear space for pedestrians and required landscaping is mandatory.
- d. Where the city has installed a permanent structure such as a parking meter, planter, light pole or other device, the permittee of the outdoor seating area shall make accommodation for the required clearance for pedestrian passage. All establishments granted a license to use permit, shall remain in compliance with approved design standards. Permittees of outdoor seating areas shall be mindful of the rights of pedestrians traveling past their outdoor seating area at all times during the operation of the outdoor seating area. Complaints regarding outdoor seating areas will be investigated by the city, and violations of the ordinance or the rules and regulations promulgated will result in citations being issued to the permittee and/or revocation of permittee's outdoor seating area permit. Permittee shall be required to fully abide by all federal, state, and local laws, rules and regulations applicable to the operation of an outdoor seating area in the city.
- e. All areas within and surrounding the outdoor seating area must be maintained in a clean, neat and sanitary condition and shall be policed routinely by permittee to ensure removal of all wrappings, litter, debris, spills, and food therefrom. Permittee shall be responsible for sanitary cleaning of the sidewalk between pressure washing scheduled by the city or its designated agent.
- f. Establishments permitted to have outdoor seating areas offering amplified and/or live music must control and limit the ambient noise in conformance with the city noise ordinance. Any projection of music within or upon any part of the license-to-use area shall be done in such a way as to direct the sound transmission towards the face and interior of the permittee's building and away from the street and adjoining businesses.
- g. All tables, chairs, plants, planters, and any other items of the outdoor seating area, hereinafter defined as outdoor seating area elements, shall be approved as part of the permit approval process as set forth in the ordinance regulating outdoor seating areas.
- h. The approved outdoor seating area plan shall be displayed inside the establishment in a prominent and conspicuous location clearly visible to permittee, his or her employees and all of the public so that the approved location of outdoor seating area elements is evident. Permittee and his or her employees are responsible for immediately returning outdoor seating area elements to their approved locations if they are moved by patrons or become otherwise dislocated.



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- i. A portion of the annual outdoor seating area permit fee will be used to periodically pressure wash, steam clean, or sanitary clean the sidewalk areas used for outdoor seating and adjacent rights-of-way. The city or its designated agent may contract for such services, but such service in no way exempts the permittee from maintaining the cleanliness and upkeep of the sidewalk. The permittee will be expected to cooperate with periodic appropriate washing and cleaning by removing outdoor seating area elements with notice for cleaning.
  - j. The city will inspect all outdoor seating areas after permits have been issued, and also enforce outdoor seating area permit standards. Any violations of the provisions of these rules and regulations, or any deviation from approved plans or willful omissions of the application may result in citations being issued to the operator and/or revocation of permittee's outdoor seating area permit.
  - k. Any permittee or his or her employees, agents or contractors who violate or resist enforcement of any provision of the outdoor seating area ordinance and/or these rules and regulations may be subject to immediate permit revocation by the city. Any expenses incurred for restoration or repair of the public right-of-way to its original condition, reasonable wear and tear excepted, shall be the responsibility of the permittee.
  - l. The outdoor seating area permit may be terminated by the city without cause and for any reason by giving 90 days prior written notice to permittee. In the event that the permittee receives notice from the city of termination of the outdoor seating area permit, the city shall not be liable for any claim from permittee, its legal representatives, successors or assigns arising out of the termination. The permittee may also terminate the outdoor seating area permit by giving written notice of its intention to do so to the city, removing any outdoor seating area elements, and restoring the sidewalk to its original condition, reasonable wear and tear excepted. When the city has acknowledged in writing its satisfaction therewith, this permit shall be terminated, and the city and permittee shall have no further obligation arising hereunder.
  - m. Permittee shall be required to maintain a current city business license.
- (2) *Design standards outdoor seating areas.* In order to remain consistent with the city's objective of developing attractive outdoor dining spaces, including the furniture, objects, structures and décor associated therewith, in as much that applicants desiring to use public space for semiprivate use are enhancing the private interests of their enterprise as well that of the city, the following design standards shall apply to establishments seeking permission to erect outdoor seating areas throughout the city:
- a. *Space and clearances.*
    - 1. The area designated for the outdoor seating area shall be considered an extension of the permittee's establishment; therefore, the location of the outdoor seating area must be directly in front of the permittee's establishment.
    - 2. An outdoor seating area is required to maintain a clear unimpeded pedestrian path of six feet minimum at all times that is free from any permanent or semi-permanent structure or other impediment. In areas of higher pedestrian traffic or other activity, or in conditions that suggest the need for additional clearance, a clear pedestrian path greater than six feet may be required. This area shall also be free of any obstructions such as trees, parking meters, utility poles and the like in order to allow adequate pedestrian movement.
    - 3. Outdoor seating areas shall not interfere with any utilities or other facilities such as telephone poles, fire hydrants, signs, parking meters, mailboxes, or benches located on the sidewalk or public right-of-way.



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4. The outdoor seating area shall maintain clear distances for maneuvering around entrances or exits. The outdoor dining area shall be accessible to disabled patrons and employees, and buildings adjacent to these areas shall maintain building egress as defined by the state and federal accessibility standards.
  5. When an outdoor seating area is located at a street corner or adjacent to an alley or driveway, visual clear-zone requirements shall be maintained and specified through the permit review process. This requirement may be modified at the discretion of the city in locations where unusual circumstances exist and where public safety could be jeopardized.
- b. *Furniture, objects, structures and décor.*
1. Tables, chairs, umbrellas, awnings, barriers and any other object associated with an outdoor seating area ("outdoor seating area elements") shall be of quality design, materials and workmanship both to ensure the safety and convenience of users and to enhance the visual and aesthetic quality of the urban environment. All outdoor seating area elements shall be reviewed by the city and as a part of the outdoor seating area permitting process. In reviewing outdoor seating area elements, the city shall consider the character and appropriateness of design, including, but not limited to, scale, texture, materials, color and the relation of the outdoor seating area elements to the adjacent establishments, to features of structures in the immediate surroundings, as well as to the streetscape and adjacent neighborhoods, if applicable.
  2. Tables and chairs for sidewalk dining shall be placed in the area designated for sidewalk dining only. Appropriate density of tables and chairs is to be reviewed by the city and may be affected by specific conditions of the location. Table sizes should be kept to a minimum so as not to cause crowding, a disturbance or a nuisance.
  3. Permanent structures in outdoor seating areas are not permitted. All furniture, umbrellas or other outdoor seating area elements shall not be attached permanently to the sidewalk or public right-of-way. The permittee shall be responsible for the restoration of the sidewalk or public right-of-way if any damage is caused as a result of the issuance of the outdoor seating area permit.
- c. *Overhead structures.*
1. Umbrellas and any type of temporary overhead structure may be utilized if approved by the city as part of the outdoor seating area permitting process. The use of overhead structures over the outdoor dining areas and removable umbrellas may be permitted provided they do not interfere with street trees. No portion of the umbrella shall be less than six feet above the sidewalk. Umbrellas and any type of overhead structure shall be designed to be secure during windy conditions and shall be weather resistant.
  2. Awnings, either permanent or temporary, may be utilized if approved by the city and the appropriate review board, if applicable, through a separate license to use the right-of-way approval process. Awnings shall have no support posts located within the public right-of-way, and no portion of an awning shall be less than eight feet above the sidewalk. A building permit must be obtained prior to the installation of an awning and is subject to all applicable sections of this Code.
- d. *Signage.* Aside from properly permitted sandwich boards, signs at an outdoor seating area shall be prohibited. This prohibition includes, but is not limited to, banners, writing, or signs as part of the furniture or on umbrellas, pamphlets, podiums, or any other outdoor seating area element containing a sign or advertisement.



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- e. *Lighting.* Lighting for outdoor seating areas may be utilized if approved by the city as a part of the outdoor seating area permitting process. Any such lighting shall complement the existing building and outdoor seating area design and shall not cause a glare to passing pedestrians or vehicles. Temporary electrical wires shall not be permitted to access the outdoor seating area. Possible lighting sources include tabletop candles or low wattage battery operated fixtures. Additional lighting may be attached to the permittee's establishment provided permittee obtains all necessary approvals for such lighting from the city and any applicable review boards.
  - f. *Outdoor heaters.* Outdoor heaters may be utilized upon the approval by the city as a part of the outdoor seating area permitting process.
  - g. *Vending machines, carts prohibited.* No vending machines, carts, or objects for the sale of goods shall be permitted in an outdoor seating area.
  - h. *Service and use.*
    - 1. All services provided to patrons of an outdoor seating area and all patron activity (i.e., sitting, dining, waiting, etc.) shall occur within the designated outdoor seating area, and shall not impinge on the required clear distance for pedestrian passage at any time.
    - 2. No alcoholic beverages may be stored or mixed in the outdoor seating area. Equipment necessary for the dispensing of any other items should be reported as part of the operation of the outdoor seating area and is subject to review.
    - 3. The permittee must provide supervision of the outdoor seating area to ensure the conduct of patrons and operations of the area are in compliance with this section at all times.
  - i. *Insurance required.*
    - 1. Each permittee of an outdoor seating area permit shall furnish a certificate of insurance evidencing commercial general liability insurance with limits of not less than \$1,000,000.00 in the aggregate combined single limit, for bodily injury, personal injury and property damage liability. The insurance shall provide for 30 days prior written notice to be given to the city if coverage is substantially changed, canceled, or nonrenewed. The city will give permittee at least 90 days prior written notice of any increase in the required limits of liability. The permittee will agree to have in force, by the end of such 90-day period, the newly required limits of liability.
    - 2. The city shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the operation of an outdoor seating area; and the permittee shall indemnify, defend and hold the city harmless from any loss that results directly or indirectly from the permit issuance or the operation of the outdoor seating area.
    - 3. Each permittee shall maintain the insurance coverage required under this section during the permit period. The certificate of insurance shall be presented to the city prior to the issuance of a permit under this section. Failure of the permittee to maintain the insurance required by this section shall result in the revocation of the outdoor seating area permit.
    - 4. In order to receive a permit for an outdoor seating area on a public right-of-way, the applicant must demonstrate that the provisions of these guidelines will be met. Documentation demonstrating that the provisions of this guideline will be complied with must accompany the application in order to receive a permit. An outdoor seating area permit will not be issued to a permittee until after the city has conducted a site inspection of the approved outdoor seating area and all outdoor seating area elements placed therein to ensure that the outdoor seating area and all outdoor seating area elements are in



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compliance with the approved permit and that the permittee is in compliance with all other requirements of the permit.

- j. *Indemnification.* Permittee shall indemnify and hold harmless the city from any and all liability, claims, demands, damages, expenses, fees, fines, penalties, expenses (including attorney's fees and costs), suits, proceedings, actions or causes of action, of every kind and nature whatsoever, arising out of or occurring in connection with the occupancy and/or use of the permitted area by permittee, its successors, assigns, officers, employees, servants, agents, contractors, or invitees, of whatsoever description, or resulting from any breach, default, non-performance, or violation of any of permittee's obligations. The permittee shall at his or her own expense defend any and all actions, suits, or proceedings that may be brought against the city or in which the city may be impleaded with others in any such action or proceeding arising out of the use or occupancy of the outdoor seating area. This subsection shall survive the termination of this permit.
  - k. *Transferability.* A permit to allow an outdoor seating area is not transferable from one owner or ownership group to another due to a sale or transfer of the property or business. Each new ownership entity shall be required to apply for a permit to allow outdoor seating as set forth in the ordinances of the city and its standards and regulations for outdoor seating.
  - l. *Application.* Applications for a permit to have outdoor seating shall be made jointly by the property owner and the business owner for the respective property that is seeking an extension of its business premises.
- (e) *Approval of minor encroachments.* Minor encroachments into the right-of-way may be approved administratively if the conditions of this section are met. Minor encroachments allowed under this section include, but are not limited to, awnings, driveways, and out-swinging doors.
- (1) *Design standards and regulations.* The request shall be reviewed to ensure the minor encroachment does not pose any safety concerns, that a six-foot wide pedestrian path is maintained, and that the minor encroachment does not interfere with any utilities or facilities within the right-of-way.
    - a. For out-swinging doors, the permittee must demonstrate a physical barrier has been provided to prevent the door from swinging into anyone within the public right-of-way.
    - b. Awnings that project over the right-of-way but do not require support columns in the right-of-way may be considered a minor encroachment.
    - c. The building official or city engineer will determine the boundaries of the minor encroachment area.
    - d. Failure to maintain the minor encroachment area may result in citations being issued.
  - (2) *Insurance required.* Each permittee of a minor encroachment area permit shall furnish a certificate of insurance evidencing commercial general liability insurance with limits of not less than \$1,000,000.00 in the aggregate combined single limit, for bodily injury, personal injury and property damage liability. The insurance shall provide for 30 days prior written notice to be given to the city if coverage is substantially changed, canceled, or nonrenewed. The city will give permittee at least 90 days prior written notice of any increase in the required limits of liability. The permittee will agree to have in force, by the end of such 90-day period, the newly required limits of liability. The city shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the operation of a minor encroachment area; and the permittee shall indemnify, defend and hold the city harmless from any loss that results directly or indirectly from the permit issuance or the operation of the minor encroachment area. Each permittee shall maintain the insurance coverage required under this section during the permit period. The certificate of insurance shall be presented to the city prior to the issuance of a permit under this section. Failure of the permittee to maintain the



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insurance required by this section shall result in the revocation of the minor encroachment area permit.

- (3) *Transferability.* A permit for a minor encroachment area is transferable from one owner or ownership group to another due to a sale or transfer of the property or business so long as the new owner provides the city a new proof of insurance for the minor encroachment area.
- (4) *Indemnification.* Permittee shall indemnify and hold harmless the city from any and all liability, claims, demands, damages, expenses, fees, fines, penalties, expenses (including attorney's fees and costs), suits, proceedings, actions or causes of action, of every kind and nature whatsoever, arising out of or occurring in connection with the occupancy and/or use of the permitted area by permittee, its successors, assigns, officers, employees, servants, agents, contractors, or invitees, of whatsoever description, or resulting from any breach, default, non-performance, or violation of any of permittee's obligations. The permittee shall at his or her own expense defend any and all actions, suits, or proceedings that may be brought against the city or in which the city may be impleaded with others in any such action or proceeding arising out of the use or occupancy of the minor encroachment area. This subsection shall survive the termination of this permit.
- (5) *Application.* Applications for minor encroachments shall be made jointly by the property owner and the business owner for the respective property that is seeking an extension of its business premises.

Minor encroachments shall be reviewed by the building official or his or her designee prior to the issuance of building permits. For minor driveway encroachments, the city engineer or his or her designee shall review the request prior to the issuance of a permit.

If the request is denied or if it is determined that the encroachment is major and therefore administrative approval is not allowed, the permittee may either withdraw the request or may submit a request for a license-to-use pursuant to subsections (a) through (c) of this section.

(Code 1986, § 12-12-7; Ord. No. 15-00, § 9, 3-23-2000; Ord. No. 12-09, § 3, 4-9-2009; Ord. No. 16-10, § 226, 9-9-2010; Ord. No. 26-12, § 1, 12-13-2012; Ord. No. 06-14, § 1, 2-27-2014; Ord. No. 23-20, 7-16-2020)