



City of Pensacola

Planning Board

Agenda - Final

Tuesday, May 11, 2021, 2:00 PM

Hagler-Mason Conference Room,
2nd Floor

Members of the public may attend in person; however, there will be limited seating capacity. Consistent with CDC guidelines, attendees will be required to sit at least 6 feet apart and to wear face coverings that cover the nose and mouth.

QUORUM / CALL TO ORDER

APPROVAL OF MEETING MINUTES

[21-00402](#) MINUTES FOR THE MEETING OF APRIL 13, 2021

Attachments: [April 13, 2021 Minutes](#)

REQUESTS

[21-00403](#) REQUEST FOR AESTHETIC REVIEW - 401 E. CHASE STREET

Sponsors: Grover C. Robinson, IV

Attachments: [Aesthetic Review 401 E. Chase Street](#)
[Aesthetic Review Comments](#)

[21-00407](#) REFERRAL TO THE PLANNING BOARD FOR REVIEW AND RECOMMENDATION OF A PROPOSED AMENDMENT TO THE LAND DEVELOPMENT CODE SECTION 12-6-6 (8), TREE ORDINANCE.

Attachments: [Council Tree Ordinance Memo Proposed Amendments.pdf](#)
[Proposed Amendment to 12-6-6\(8\) LDC.pdf](#)
[Council Report of Final Action - February 25, 2021](#)
[Tree Ordinance Review Comments](#)

[21-00408](#) REQUEST FOR A LICENSE TO USE - 1715 E. GONZALEZ STREET

Attachments: [LTU 1715 E Gonzalez St Hostetter Application](#)
[Code Enforcement Minutes](#)
[1715 E Gonzalez St. Review Comments](#)

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

File #: 21-00402

Planning Board

5/11/2021

SUBJECT:

Minutes for the Meeting of April 13, 2021



MINUTES OF THE PLANNING BOARD

April 13, 2021

MEMBERS PRESENT: Chairperson Paul Ritz, Vice Chairperson Larson, Board Member Grundhoefer, Board Member Murphy, Board Member Powell, Board Member Sampson

MEMBERS ABSENT: Board Member Wiggins

STAFF PRESENT: Assistant Planning Director Cannon, Historic Preservation Planner Harding, Network Engineer Johnston, Help Desk Technician Russo

STAFF VIRTUAL: Assistant City Attorney Lindsay, Planning Director Morris

OTHERS PRESENT: Brian Spencer, Michelle Burch (virtual), Randy Maxwell, Jaret Nichols, B. Diane Davis, Shawna Lane, John Mills

AGENDA:

- Quorum/Call to Order
- Approval of Meeting Minutes from March 9, 2021.

New Business:

- **Hilton Garden Inn – 9th Avenue**
- **Red Feather LTU – 150 S. Baylen Street**
- Open Forum
- Discussion
- Adjournment

Call to Order / Quorum Present

Chairperson Ritz called the meeting to order at 2:01 pm with a quorum present and explained the procedures of the partially virtual Board meeting.

Approval of Meeting Minutes

1. Board Member Murphy made a motion to approve the March 9, 2021 minutes, seconded by Board Member Sampson, and it carried unanimously.

222 West Main Street Pensacola, Florida 32502

www.cityofpensacola.com

New Business

2. Hilton Garden Inn – 9th Avenue Aesthetic Review

Brian Spencer, SMP Architecture, is requesting approval of minor exterior design changes to the previously approved Hilton Garden Inn located on the corner of 9th Avenue and Colfax Street. The original application for a 108 room, 4 story Hilton Garden Inn was approved by the Gateway Review Board on June 16, 2018.

Chairperson Ritz explained that the reviews of the Gateway Review Board were now the responsibility of the Planning Board. Mr. Spencer presented to the Board, and Randy Maxwell, the project architect for the hotel, was also present. Mr. Spencer indicated due to site expenses as well as COVID, this project was in hibernation mode for almost a year and a half, but they were able to obtain financing to restart the development. He explained the project had shifted to the north portion of the development parcel for cost savings reasons. They were assured by the civil engineer that the latest drawing had incorporated the recently adopted Tree Ordinance. He also advised this project benefited from the stormwater facility known as the Admiral Mason Park pond, so there was no necessary on-site stormwater facility since the stormwater would be channeled to that pond. He furnished the previously approved renderings showing the brick; the color palate remained the same, with minor changes using a modern flush panel. They convinced the clients that the stair tower needed to maintain windows and fenestration. Chairperson Ritz did not feel it was a vast difference to the previous submittal; the alteration from metal panels to flush siding was an acceptable approach and a welcomed addition to that area; it also met the guidelines of Gateway Redevelopment District.

Board Member Grundhoefer questioned not having the development along Colfax Street side; the frontage was now facing a parking lot. Mr. Spencer stated this move was very budget driven, and Colfax was a completely abandoned right-of-way vacated 18 years ago, and the street might not even remain. The discussions were that it might become a greenway. Board Member Grundhoefer asked if they could lose a parking space and save some of the existing trees. Mr. Spencer stated by abandoning Colfax, there was an opportunity to develop a greenway, meeting the requirements of the new Tree Ordinance. Board Member Murphy noted the heritage trees would be replaced by those approved by the Tree Ordinance in species and height. Regarding pervious pavers, Mr. Spencer stated the Hilton was safety driven, and the site was not a sandy site, and the water table was high; however, drains would channel the water into the stormwater pond.

Ms. Lane addressed the Live Oak trees being removed when the preference was to preserve these trees.

Board Member Powell made a motion to approve, seconded by Board Member Murphy. Board Member Grundhoefer stated he could not support the motion unless they retained brick on the corners and preserved at least two of the heritage trees on Colfax. Mr. Spencer explained he had no authority to guarantee those requests on his own, but he would earnestly convey those items to the client. **The motion then carried unanimously.** Board Member Grundhoefer took Mr. Spencer's word that he would convey those concerns to the client.

3. Red Feather LTU – 150 S. Baylen Street

Red Feather Developers LLC is requesting approval for a License to Use (LTU) for Red Feather Subdivision located at 150 S. Baylen Street. The LTU is for approximately 1223 SF along Baylen Street and would allow for outdoor seating, balcony overhangs, and

landscaping to enhance the streetscape.

This request has been routed through the various City departments and utility providers with comments provided.

Ms. Burch addressed the Board. Chairperson Ritz wanted to confirm the position of the visibility triangle. Staff advised that this site is designated C-2A and that this zoning district is exempt from the visibility triangle provision. Board Member Grundhoefer thought the project was appropriate and enhanced the visibility and the street. Ms. Burch first wanted to confirm they could receive the LTU, but amenities were in the works. Chairperson Ritz stated the LTU was very common on the Palafox corridor, and they enliven and unify the sidewalk. Since an LTU is a License to Use, the City would retain the property with the client providing a yearly fee to the City. Staff confirmed commercial would, but when the development went to residential, it would go the Homeowner's Association. Ms. Burch also indicated the project would not have columns.

Board Member Grundhoefer made a motion to approve, seconded by Vice Chair Larson, and it carried unanimously. Assistant Planning Director Cannon explained this was a recommendation by the Board which would proceed to the City Council meeting on May 13, 2021.

Open Forum – None

Discussion – None

Adjournment – With no further business, Chairperson Ritz thanked the Board for its patience and adjourned the meeting at 2:41 pm.

Respectfully Submitted,

Cynthia Cannon, AICP
Assistant Planning Director
Secretary to the Board



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00403

Planning Board

5/11/2021

TO: Planning Board Members

FROM: Cynthia Cannon, AICP, Assistant Planning Director

DATE: 5/4/2021

SUBJECT:

Request for Aesthetic Review - 401 E. Chase Street

BACKGROUND:

Kings Roofing LLC is requesting an aesthetic review to replace a roof at 401 E. Chase Street with "Bronze" colored Gulf Rib Panels. This property is located in the Gateway Redevelopment District and is subject to Sections 12-3-12.

Kings Roofing LLC initially submitted an Abbreviated Aesthetic Review application for a roof replacement on April 1, 2021 which was for "Terra Cotta" colored Gulf Rib Panels. This application was approved by the Planning Board Chair through an abbreviated review process on April 9, 2021. After installation began it was brought to staffs attention that the color of the roof panels being installed weren't "Terra Cotta" which is what was proposed in their application for an Abbreviated Aesthetic Review. Since the applicant deviated from the approved Abbreviated Aesthetic Review application a stop work order was issued by the Inspections Department and the applicant was asked to return to the full board for approval of the "Bronze" roof panels.

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



**Planning Board Application
Request for Aesthetic Review**

Application Date: 4/27/2021

Project Address: 401 East Chase Street Pensacola FL 32501

Applicant: Kings Roofing LLC

Applicant's Address: 1497 Creighton Road Pensacola FL 32504

Email: janna@kingsroofingllc.com **Phone:** 850 439 5700

Property Owner: Bacheal Jenkins

**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:

Remove existing roof system. Install ^{Gulf}~~wood~~ rib panels
on top of 1x4 wood purlins. The color is
bronze.

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.

Kings Roofing LLC
Applicant Signature

4/27/2021
Date

METAL ROOFING PROFILE GUIDE

**All measurements are nominal*



HIDDEN SCREWS

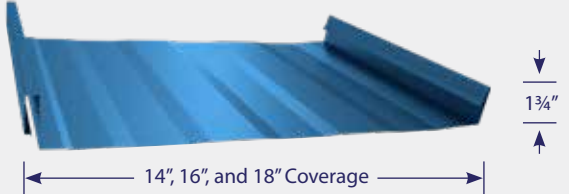
GULFLOK™

An integrated screw flange makes this clipless, snap-lock system perfect for residential and light commercial applications.



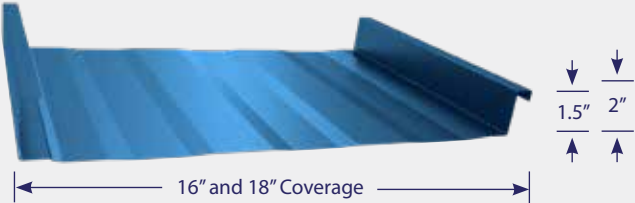
GULFSEAM™

A bold, 1 3/4 inch rib offers architectural distinction on this snap-lock system.



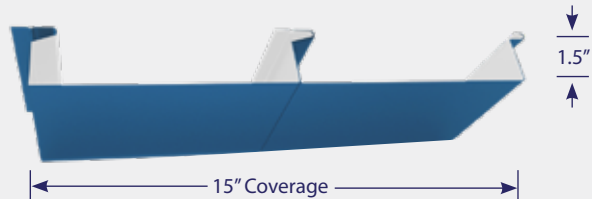
MEGALOC™ & VERSALOC™

These mechanically seamed panels offer 1.5 inch & 2 inch ribs and are ideal for commercial applications.



EAVESPAN SOFFIT

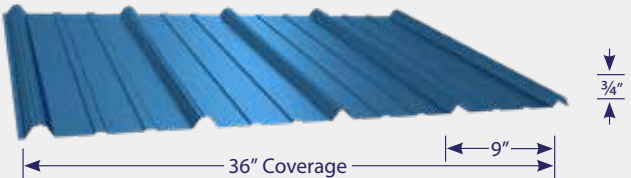
Designed to match commercial specifications, this sleek panel is available in smooth or perforated options.



EXPOSED SCREWS

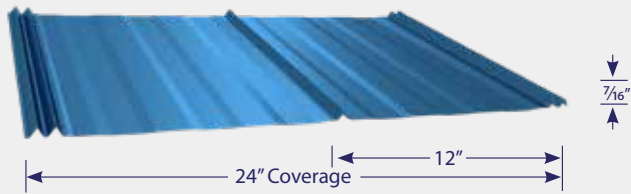
GULFRIB™

Durability, strength and ease of installation make this exposed fastener panel a top choice for many residential and agricultural applications.



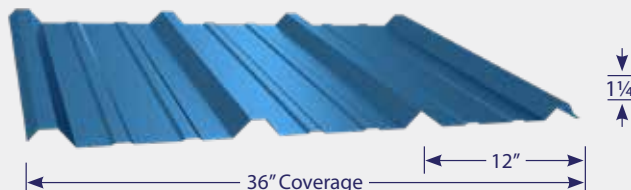
5VCRIMP

Get that "Traditional" look of metal roofing from yesteryear with this classic exposed fastener roofing system.



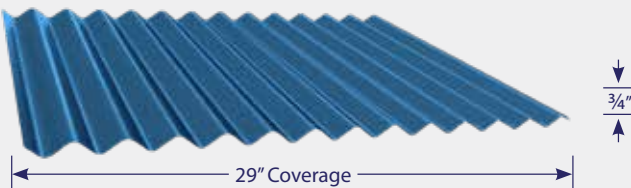
GULFPBR™

Strength and durability make this exposed fastener panel a top choice for many commercial and residential applications.



GULFWAVE™

Ride the wave of architectural distinction with this 3/4 inch high rolling rib exposed fastener panel.



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THE TRUSTED NAME IN METAL ROOFING

ROOFING GUIDE

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COLOR AND PROFILE OPTIONS.

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Marine Green SMP

SR .36 TE .86 SRI 38

Patina Green SMP

SR .29 TE .87 SRI 29

Evergreen SMP

SR .27 TE .86 SRI 26

Forest Green SMP

SR .31 TE .85 SRI 31

Hawaiian Blue SMP

SR .32 TE .85 SRI 32

Gallery Blue SMP

SR .25 TE .86 SRI 24

Barn Red SMP

SR .36 TE .84 SRI 37

Patriot Red SMP

SR .40 TE .83 SRI 42

Burgundy SMP

SR .24 TE .83 SRI 21

Cocoa Brown SMP

SR .32 TE .85 SRI 32

Bronze SMP

SR .30 TE .85 SRI 30

Mocha Tan SMP

SR .44 TE .84 SRI 48

Clay SMP

SR .34 TE .86 SRI 35

Light Stone SMP

SR .55 TE .85 SRI 64

Ivory SMP

SR .60 TE .83 SRI 70

Polar White SMP

SR .63 TE .85 SRI 75

Pure White SMP

SR .68 TE .84 SRI 82

S M P PAINT FINISHES

PVDF PAINT FINISHES

Siliconized Modified Polyester

PVDF Resin Technology

See color profile availability matrix for lead times – Not all colors available in all profiles.

Regal White

SR .68 TE .86 SRI 82

Solar White

SR .68 TE .85 SRI 82

Sandstone

SR .54 TE .86 SRI 63

Sierra Tan

SR .35 TE .86 SRI 37

Ash Gray

SR .39 TE .84 SRI 41

Slate Gray

SR .36 TE .84 SRI 37

Dove Gray

SR .49 TE .86 SRI 56

Charcoal Gray

SR .29 TE .84 SRI 28

STOCK AVAILABILITY MATRIX

ROOFING GUIDE

Color	Reflectivity	Emissivity	SRI	Steel		
				24 ga	26 ga	29 ga
SMP						
Barn Red	0.36	0.84	37	▲	●	●
Black	0.25	0.84	23	▲	●	▲
Bronze	0.30	0.85	30	▲	●	▲
Burgundy	0.24	0.83	21	▲	●	▲
Charcoal Gray	0.25	0.86	24	▲	●	●
Clay	0.34	0.86	35	▲	●	▲
Cocoa Brown	0.32	0.85	32	▲	●	●
Evergreen	0.27	0.86	26	▲	●	▲
Forest Green	0.31	0.85	31	▲	●	●
Gallery Blue	0.25	0.86	24	▲	●	▲
Hawaiian Blue	0.32	0.85	32	▲	●	▲
Ivory	0.60	0.83	70	▲	●	▲
Light Gray	0.34	0.85	35	▲	●	●
Light Stone	0.55	0.85	64	▲	●	●
Marine Green	0.36	0.86	38	▲	●	▲
Mocha Tan	0.44	0.84	48	▲	●	●
Patina Green	0.29	0.87	29	▲	●	▲
Patriot Red	0.40	0.83	42	▲	●	▲
Polar White	0.63	0.85	75	▲	●	●
Pure White	0.68	0.84	82	▲	●	●
Mill Finish	0.69	0.06	55	●	●	●

Color	Reflectivity	Emissivity	SRI	Steel		Aluminum	
				24 ga	26 ga	0.032	0.040
PVDF							
Aged Copper	0.47	0.85	53	●	●	●	▲
Ash Gray	0.39	0.84	41	●	●	●	▲
Brook Blue	0.29	0.85	28	●	●	●	▲
Charcoal Gray	0.29	0.84	28	●	●	●	▲
Cobalt Stone	0.26	0.85	24	●	●	●	▲
Colonial Red	0.33	0.85	34	●	●	▲	▲
Copper	0.49	0.85	55	●	●	●	▲
Dark Bronze	0.26	0.84	24	●	●	●	▲
Dove Gray	0.49	.86	56	●	▲	●	▲
Evergreen	0.27	0.86	26	●	●	●	▲
Matte Black	0.27	0.86	26	●	●	▲	▲
Medium Bronze	0.30	0.87	31	●	●	●	▲
Napa Champagne	0.37	0.80	37	●	●	●	▲
Nevada Silver	0.60	0.77	68	●	●	●	●
Pre-Weathered	0.30	0.79	27	●	●	●	▲
Regal Red	0.42	0.84	45	●	●	▲	▲
Regal White	0.68	0.86	82	●	●	●	▲
Sandstone	0.54	0.86	63	●	●	●	▲
Sierra Tan	0.35	0.86	37	●	●	●	▲
Slate Gray	0.36	0.84	37	●	●	●	▲
Solar White	0.68	0.85	82	●	●	●	▲
Terra Cotta	0.35	0.87	37	●	●	●	▲

GUIDE

● Stocked Item

▲ Available on Custom Order Basis

SR SOLAR REFLECTIVITY
% of sun's rays reflected from roof

TE THERMAL EMISSIVITY
% of heat loss from roof surface

SRI SOLAR REFLECTANCE INDEX
overall performance rating

Light Gray SMP

SR .34 TE .85 SRI 35

Charcoal Gray SMP

SR .25 TE .86 SRI 24

Black SMP

SR .25 TE .84 SRI 23

Mill Finish *Unpainted Finish*

SR .69 TE .06 SRI 55



*Actual colors on this brochure and your computer monitor may vary slightly from color chart. Color differences shown are for illustrative purposes only. Request a metal sample to view exact color.

*Metallic Colors are Lot Specific

Pre-Weathered

Metallic Paint Finish

SR .30 TE .79 SRI 27

Copper

Metallic Paint Finish

SR .49 TE .85 SRI 55

Napa Champagne

Metallic Paint Finish

SR .37 TE .80 SRI 37

Nevada Silver

Metallic Paint Finish

SR .60 TE .77 SRI 68

Matte Black

SR .27 TE .86 SRI 26

Dark Bronze

SR .26 TE .84 SRI 24

Colonial Red

SR .33 TE .85 SRI 34

Mansard Brown

SR .27 TE .86 SRI 26

Medium Bronze

SR .30 TE .87 SRI 31



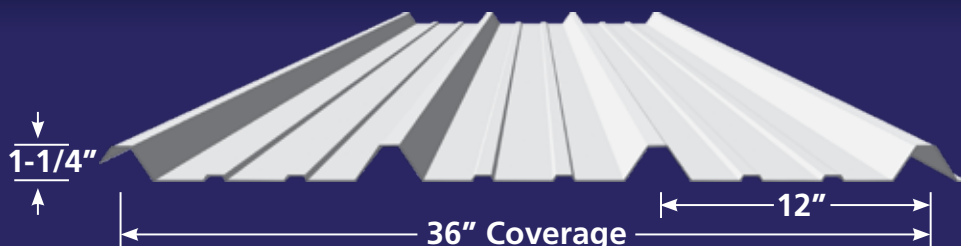
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TREMENDOUS STRENGTH & WATER TIGHTNESS

With its 36" panel width and exposed fastener application, GULFPBR[™] is one of our most economical roofing options.

Bold 1-1/4" high trapezoidal shaped ribs provide tremendous strength making it the panel of choice for structural applications such as large agricultural buildings, while at the same time providing a classy, dimensional look for residential and commercial applications.

*All measurements are nominal and can vary according to FL Building Code.



EXPOSED SCREW ROOF SYSTEM

PREMIUM PAINT COATING
PVDF RESIN-BASED FINISH

ACCESSORY OPTIONS FOR + THE GULFPBR™ SYSTEM

Reflective Foil Insulation

- Reflect up to 97% of Radiant Energy
- Energy Star Compliant
- Save Big on Energy Bill



1x4 Wood Purlins

- Add Structural Stability
- Gain R-Value w/ Energy Efficient Air Space
- Install Directly Over Existing Roof



Weather-Armor® HT³ Underlayment

- 100% Waterproof and Nail Sealable
- UL Classified for Protection Against Fire Damage
- Maximum Flexibility and Longevity



Long-Life Screws

Upgrade to UltiMate® woodgrip fasteners with a zinc alloy cap.

Vented Ridge System

Maintain cooler attic temperatures effectively reducing energy costs.



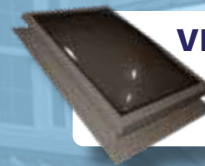
Titebond® Metal Roof Sealant

- Exceptional Adhesion
- Permanently Flexible



VELUX® Skylights

Replace traditional skylights with energy efficient metal roof skylights.



Closure Foam

Snug fitting foam fills the gap to prevent insect and moisture intrusion.



Color Match Pipe Boots

- Seal unsightly roof penetrations.
- Ask about color selection



GULFPBR™

PROFILE SPECIFICATIONS

Colors: 40+ Colors & Mill Finish Available

Coverage: 36" Net Coverage

Material: 26 & 24 Gauge Steel

Substrate/ AZ-50 / 35/30 Year Premium Paint Finish Warranty

Warranty: AZ-50 / 40/30 Year Standard Paint Finish Warranty

AZ-55 / 25 Year Unpainted Mill Finish Warranty

Approvals: FL Product Approvals: FL33818.1 (HVHZ)
FL33818.2 (Non-HVHZ), FL34538.1 (Open Framing)

Min. Slope: 3:12 FOR APPLICATIONS ON LOWER SLOPES, CONTACT MANUFACTURER

Substructure: 15/32" (min.) Plywood, 1"x4" SYP Purlins on Plywood or 16 Gauge (min.) Open Steel Framing

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Project: 401 E. Chase Aesthetic Review

Department:

Comments:

FIRE	No comments.
PW/E	No comments.
InspSvcs	No comments.
ESP	No comments.
ECUA	No comments.
GPW	No comments.
ATT	No comments.
Surveyor	No comments.
Planning	

I have no immediate concerns with this item and at this time. Multi-rib metal roofs are allowed in zoning district GRD (not GRD-1 though). Also, this property is not adjacent to a historic district, so special consideration to compatibility or as a buffer is not required. Other colored metal panels (as opposed to a plain galvalume) do exist in this zoning district and are found in green (Fin & Fork), red (Franco's Italian), and even orange and white (Whataburger).



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00407

Planning Board

5/11/2021

TO: Planning Board Members

FROM: Cynthia Cannon, AICP, Assistant Planning Director

DATE: 5/4/2021

SUBJECT:

Referral to the Planning Board for review and recommendation of a proposed amendment to the Land Development Code Section 12-6-6 (8), Tree Ordinance.

BACKGROUND:

At the City Council meeting held on February 25, 2021 City Council Member Jennifer Brahier sponsored an amendment to Section 12-6-6 (8) of the Land Development Code. City Council referred the proposed amendment to the Planning Board for review and recommendation.

The proposed amendment would include protecting the dripline of the heritage trees. These proposed amendments encompass the circumstance where there is a lot split for single family and duplex use; stating that the "land" shall be evaluated to determine whether a lot split will have a negative effect on any sensitive protected natural resource, including but not limited to heritage trees.

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

LEGISLATIVE ACTION ITEM

SPONSOR: City Council Member Jennifer Brahier

SUBJECT:

REFERRAL TO THE PLANNING BOARD – PROPOSED AMENDMENT TO SECTION 12-6-6 (8) OF THE LAND DEVELOPMENT CODE

RECOMMENDATION:

That City Council refer to Planning Board for review and recommendation a proposed amendment to the Land Development Code Section 12-6-6 (8).

HEARING REQUIRED: No Hearing Required

SUMMARY:

The City of Pensacola has a long history of prioritizing the protection of trees and recognizes their value as both an environmental and aesthetic amenity. To demonstrate the City's commitment to being a steward of the environment, the City of Pensacola created and codified tree/landscape regulations that provide protection of trees throughout the City of Pensacola. These regulations provide guidance to both community members and developers, the permitting process for which they can have the trees removed and provide enforcement authority to the City for failure to comply.

While there are protections for heritage trees, there is also an opportunity to protect more than just the trees by including Sensitive Protected Natural Resources which would include not only trees, their dripline and areas such as wetlands. These proposed amendments encompass the circumstance where there is a lot split for single family and duplex use; stating that the "land" shall be evaluated to determine whether a lot split will have a negative effect on any sensitive protected natural resource, including but not limited to heritage trees. This language will help ensure that the totality of the circumstances are reviewed in a view to protect the land, including heritage trees.

PRIOR ACTION:

February 11, 2020 – City Council approved, on first reading, other proposed amendments to Section 12-6 – Tree and Landscape Regulations of the Land Development Code.

FUNDING:

N/A

FINANCIAL IMPACT:

None

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

- 1) Proposed Amendments to Section 12-6-6 (8) of the Land Development Code

PRESENTATION: No

- (8) *Heritage trees, including their driplines.* No person or agency shall cut, remove, prune or in any way damage any heritage tree in any zoning district without first obtaining approval of a landscape and tree protection plan per section 12-6-4 for new development sites or a permit from the City's designated arborist as specified in section 12-6-7 for developed property; provided, however, that currently occupied residential property may qualify for removal or pruning of a heritage tree without incurring the cost of a permit so long as documentation of danger to person or property has been submitted to the City's designated arborist in advance of removal. For purposes of this provision, "documentation" means a completed two-page Tree Risk Assessment Form, which should be completed according to the standards found within Best Management Practices: Tree Risk Assessment, Second Edition, by E. Thomas Smiley, Nelda Matheny, and Sharon Lilly, and distributed by the International Society of Arboriculture Society; further, consistent with ISA standards and tree risk assessment, a tree or tree part is a "danger" when two conditions exist: 1) the failure of the tree part or of the tree is imminent or impact is likely, and 2) the consequences of that failure are high or extreme. In the case of lot splits for single family and duplex uses, ~~trees the land~~ shall be evaluated to determine whether the lot split will have a negative effect on any heritage tree(s), including their driplines. A tree survey shall be provided to the Planning Services department along with the lot split application, and the size of proposed lots shall be evaluated for the purpose of ensuring that a lot split will not require the removal of any heritage tree or damage the tree's dripline as a result of that lot split.

8. 21-00180 APPOINTMENT - WEST FLORIDA PUBLIC LIBRARY BOARD OF GOVERNANCE

Sponsors: Jared Moore

Indexes:

Attachments: Application of Interest - Bradley Vinson

Ballot

Approved

REGULAR AGENDA

9. 21-00196 REFERRAL TO THE PLANNING BOARD - PROPOSED AMENDMENT TO SECTION 12-6-6 (8) OF THE LAND DEVELOPMENT CODE

Sponsors: Jennifer Brahier

Indexes:

Attachments: AS REVISED DURING COUNCIL MEETING Proposed Amendment to 12-6-6(8) LDC
Proposed Amendment to Section 12-6-6(8) Of the Land Development Code

Approved

Yes: 7 - Moore, Hill, Jones, Wiggins, Brahier, Myers, and Broughton

10. 21-00130 DEVELOPMENT OF COMMUNITY MARITIME PARK PARCELS (LOTS 3 THROUGH 9)

Sponsors: Grover C. Robinson, IV

Indexes:

Attachments: Kuhn Realty CMP Contract
EMAILING REVENUE INFO FROM FINANCE DIRECTOR
COUNCIL MEMBER BRAHIER HANDOUT

Approved

Yes: 3 - Moore, Jones, and Myers

No: 4 - Hill, Wiggins, Brahier, and Broughton

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Sponsors: Grover C. Robinson, IV

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EMAILING REVENUE INFO FROM FINANCE DIRECTOR
COUNCIL MEMBER BRAHIER HANDOUT

Approved

Yes: 3 - Moore, Jones, and Myers

No: 4 - Hill, Wiggins, Brahier, and Broughton

Project: Tree Ordinance Amendments Review

Department:	Comments:
FIRE	No comments.
PW/E	No comments.
Insp Svcs	No comments.
ESP	No comments.
ECUA	No comments.
GPW	No comments.
ATT	No comments.
Surveyor	No comments.
Planning	No comments.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00408

Planning Board

5/11/2021

TO: Planning Board Members

FROM: Cynthia Cannon, AICP, Assistant Planning Director

DATE: 5/4/2021

SUBJECT:

Request for a License to Use - 1715 E. Gonzalez Street

BACKGROUND:

Ms. Margaret Hostetter is requesting approval for a License to Use (LTU) for three existing rock/gravel parking spaces that are located in the City right-of-way at 1715 E. Gonzalez Street. The gravel parking spaces are currently serving an RV garage and apartment building.

Ms. Hostetter received a Notice of Violation from the Inspections Department because the parking areas were installed without permits and she does not have an LTU from the City. Ms. Hostetter subsequently went before the City's Special Magistrate Judge for a code enforcement hearing at which time her claim for continued use of the existing parking area was denied.

This request has been routed through the various City departments and utility providers. The comments received to date have been provided within your packet.

License To Use City Right-Of-Way



Residential License To Use

Application Fee: \$500.00
Rehearing/Rescheduling Fee: \$100.00
Annual Fee: N/A
Insurance Coverage: \$300,000.00



Commercial License To Use

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



**Pensacola Neighborhood
Challenge Grant**
Application Fee: N/A

Applicant:

Margaret Hostetter

Applicant's Address:

328 E. Sunset Ave Pensacola 32507

Email:

MargaretHost2012@
gmail.com

Phone: 850-512-7048

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:

Margaret Hostetter

Date:

April 9, 2021

**** If License Agreement is for business use or a Pensacola Neighborhood Challenge Grant application, please see the reverse side for additional information ****

Property information

Property Owner:

Margaret Hostetter

Revocable Living Trust

Phone:

850-512-7048

Location Address:

1715 E. Gonzalez St. 32501

Parcel ID #

00-05-00-9025-004-140

Purpose of Use of City Right-Of-Way:

allow continuation of parking on the existing rock parking area in the City right of way. It has been there since before 2012 when we got a CO. for the RV garage + apartment was built.
Please attach a map indicating the actual dimensions of the requested license.

For Office Use Only

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

License To Use City Right-Of-Way

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

(A) Application.

- (1)** An application for license to use right-of-way must be submitted to the Planning Department at least twenty-one (21) days prior to the regularly scheduled meeting of the Planning Board.
- (2)** The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.
- (3)** No application shall be considered complete until all of the following has been submitted:
 - (a)** The application shall be submitted on a form provided by the Board Secretary.
 - (b)** Each application shall be accompanied by the following information and such other information as may be reasonably requested to support the application:
 1. Accurate site plan drawn to scale;
 2. Reason for license to use request.
- (4)** The applicant shall be required to pay an application fee according to the current schedule of fees established by the City Council for the particular category of application. This fee shall be nonrefundable irrespective of the final disposition.
- (5)** Any party may appear in person, by agent, or by attorney.
- (6)** Any application may be withdrawn prior to action of the Planning Board or City Council at the discretion of the applicant initiating the request upon written notice to the Board secretary.

(B) Planning Board review and recommendation. The community development department will distribute copies of the request for a license to use right-of-way to the appropriate city departments and public agencies for review and comment. Said departments shall submit written recommendations of approval, disapproval or suggested revisions, and reasons therefore, to the community development department. The Planning Board shall review the license to use right-of-way request and make a recommendation to the City Council.

- (1)** Public Notice for license to use right-of-way.
 - (a)** The community development department shall notify addresses within a three hundred-foot radius, as identified by the current Escambia County tax roll maps, of the right-of-way proposed to be licensed with a public notice by post card at least five (5) days prior to the Board meeting. The public notice shall state the date, time, and place of the Board meeting.

(C) City Council review and action. The Planning Board recommendation shall be forwarded to the City Council for review and action.

- (1)** Notice and hearing. The community development department shall notify addresses within a three hundred-foot radius, as identified on the Escambia County tax roll maps, of the right-of-way proposed to be licensed with a public notice by post card at least five (5) days prior to the Council meeting. The public notice shall state the date, time, and place of the Council meeting.
- (2)** Action. The City Council shall approve, approve with modifications, or deny the license to use right-of-way request. If the request is approved by City Council, a license to use agreement will be drawn, at which time the license becomes effective upon execution by the applicant and the City and payment by the applicant of any required fee.

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

Corporation:

Full legal name of the Corporation: _____

Official Corporate Address: _____

President or Vice-President: _____

Name & Title – _____

Corporate Secretary: Name – _____

Limited Liability Company (LLC):

Full legal name of company: _____

Official Address: _____

Managing Member or member: _____

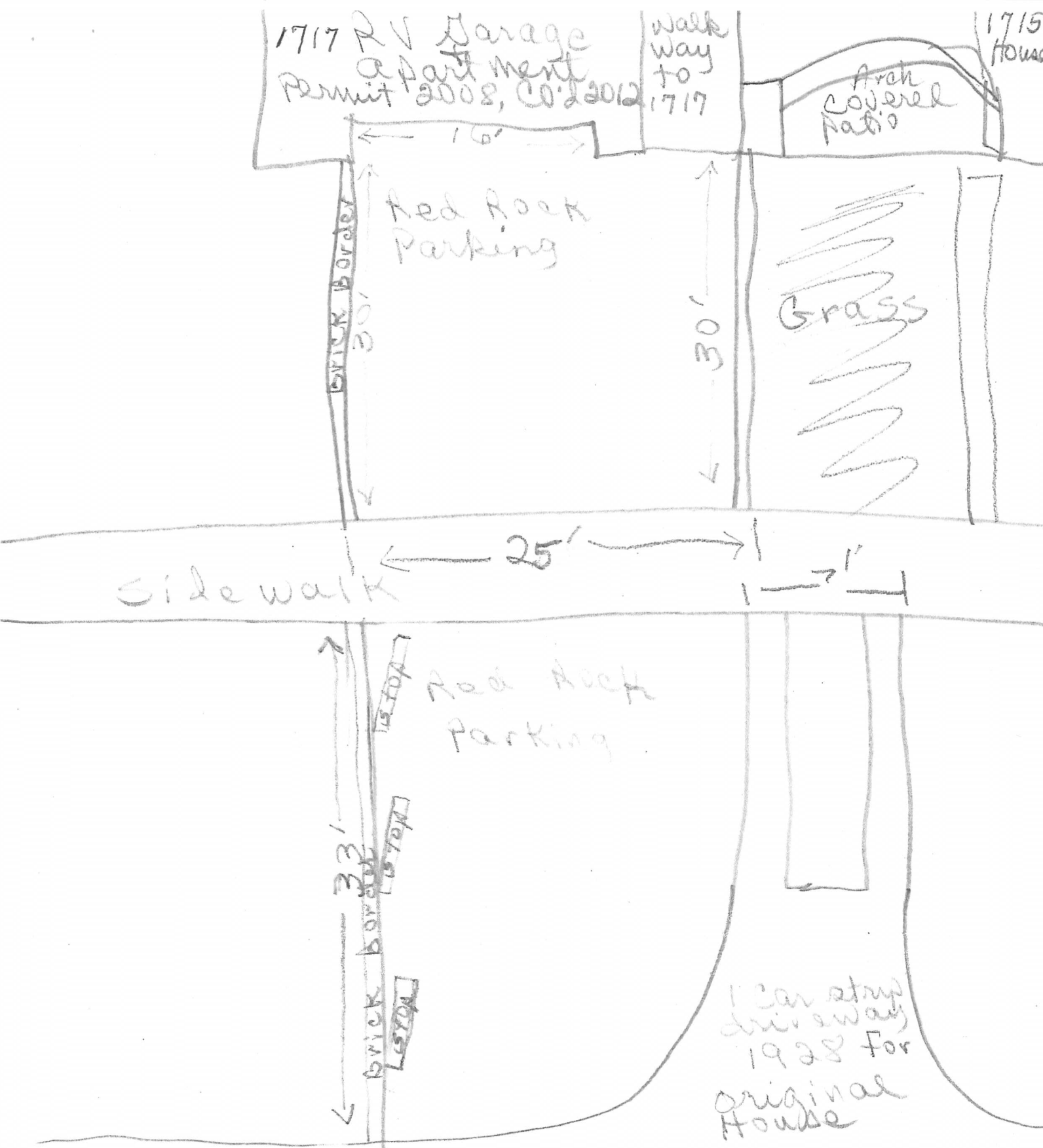
Name & Title – _____

Planning Services

222 W. Main Street * Pensacola, Florida 32502

(850) 435-1670

Mail to: P.O. Box 12910 * Pensacola, Florida 32521



E. Gonzalez St.

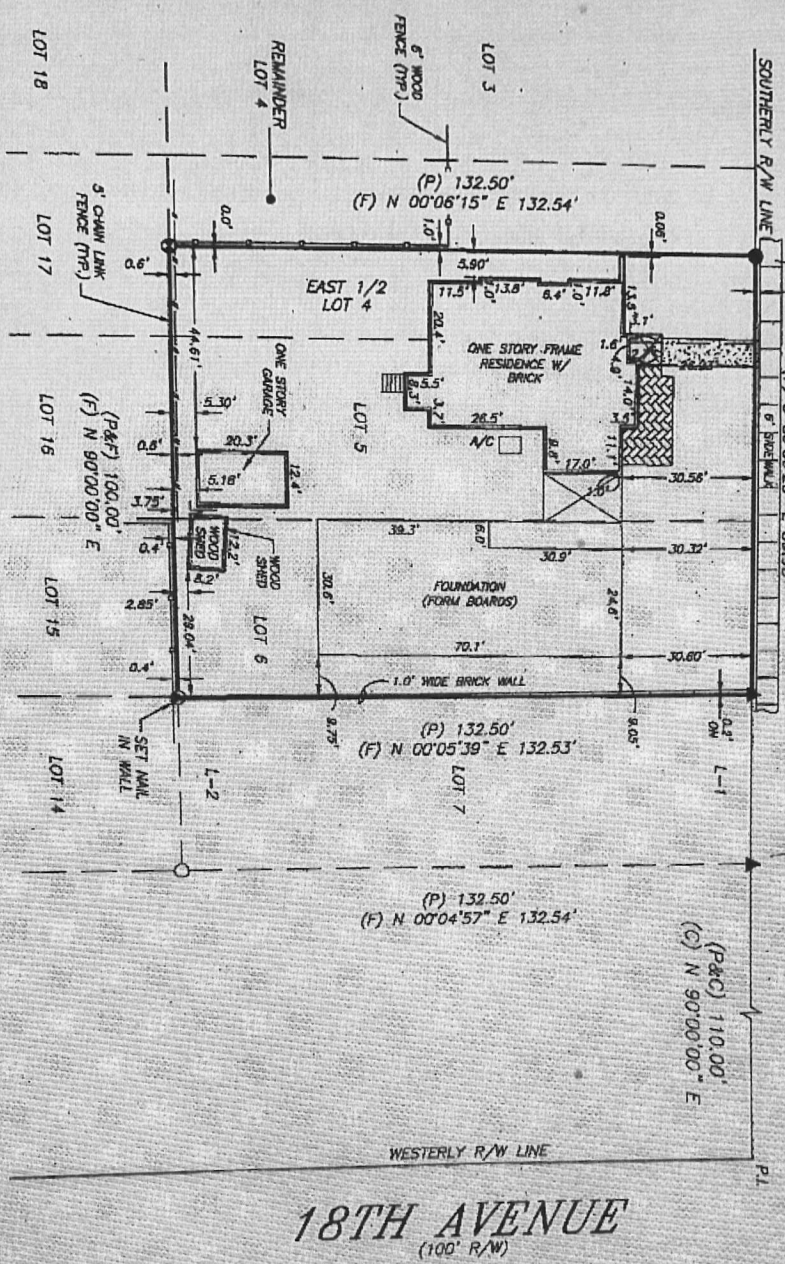
1715 E. Gonzalez St



CONZALEZ STREET

(100' R/W)

BASE BEARINGS:
(ASSUMED) N 90°00'00" E
(P) 140.00' (F) 139.95'



LINE TABLE	
L-1	(P) 140.00'
L-1	(F) N 89°59'28" E 39.97'
L-2	(P) 140.00'
L-2	(F) S 89°59'00" E 40.00'

ROAD LEGEND	
●	SPR 5/8" (P&B)
○	SET NAIL
●	FR 1/2" NO L.D.
○	RP 1"
▲	FOUND NAIL

18TH AVENUE

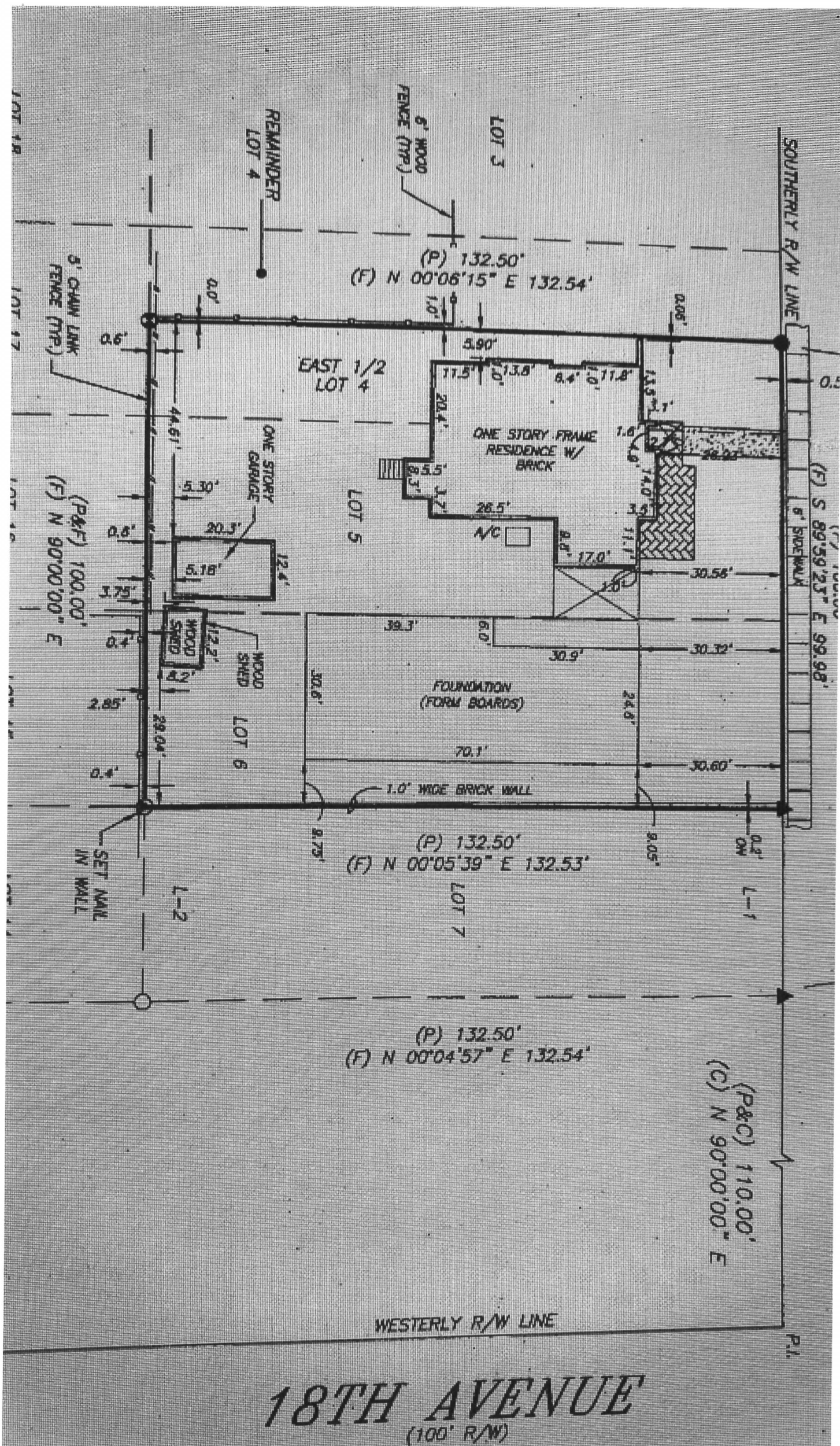
(100' R/W)

L.E. SHONTZ
AND ASSOCIATES, INC.
1715 E. GONZALEZ STREET
MIAMI, FL 33132
TEL: 305-555-1234
FAX: 305-555-5678

THIS SURVEY WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND I AM A LICENSED SURVEYOR IN THE STATE OF FLORIDA. I HAVE PERSONALLY CONDUCTED THE SURVEY AND HAVE BEEN AWARE OF THE FACTS AND CIRCUMSTANCES OF THE SURVEY. I HAVE BEEN AWARE OF THE FACTS AND CIRCUMSTANCES OF THE SURVEY. I HAVE BEEN AWARE OF THE FACTS AND CIRCUMSTANCES OF THE SURVEY.

- LEGEND**
- 1. - CENTER LINE
 - 2. - RIGHT OF WAY LINE
 - 3. - EASEMENT
 - 4. - FLOOD ZONE
 - 5. - FLOOD ELEVATION
 - 6. - FLOOD STATEMENT
 - 7. - FLOOD ZONE
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 - 97. - FLOOD ZONE
 - 98. - FLOOD ELEVATION
 - 99. - FLOOD STATEMENT
 - 100. - FLOOD ZONE

SECTION	2	TOWNSHIP	3-S	RANGE	20-W	COUNTY	ESC.
BASE OF BEARINGS (ASSUMED) N 90°00'00" E ALONG SOUTH R/W OF GONZALEZ ST.							
THIS SURVEY IS NOT VALID WITHOUT THE ORIGINAL RAISED SEAL & SIGNATURE OF A LICENSED SURVEYOR							
L.E. SHONTZ AND ASSOCIATES, INC. 1715 E. GONZALEZ STREET MIAMI, FL 33132 TEL: 305-555-1234 FAX: 305-555-5678							
DATE: 9/12/07							
SCALE: 1" = 30'							
BOUNDARY: ENT 9/12/07							
SITE PLAN: ENT 9/12/07							
STAKE OUT: ENT 9/12/07							
FOUNDATION: ENT 9/12/07							
FINAL: ENT 9/12/07							
ADDRESS: 1715/1717 EAST GONZALEZ STREET							
REVISIONS							
DATE							
REVISIONS							



18TH AVENUE
(100' R/W)



**CITY OF PENSACOLA
CODE ENFORCEMENT AUTHORITY MINUTES
MARCH 16, 2021 PUBLIC, QUASI-JUDICIAL HEARINGS**

Present: Special Magistrate Judge

Louis F. Ray, Jr.

Present: Staff Members

Steve Richards, Code Enforcement Administrator
Joanna Walker, Administrative Officer
Ricky Lewis, Code Enforcement Supervisor
Jason Hendricks, Code Enforcement Officer
Kevin Smith, Code Enforcement Officer
Tom Lucia, Code Enforcement Officer
Robbie Weekley, Inspections Supervisor
Chris Mauldin, Engineering Specialist

Respondent(s)/Representative(s)/Citizens

Donna Goff
Dennis Shea
Margaret Hostetter
Del Sherburne

- I. CALL TO ORDER 3:00 pm**
- II. PLEDGE OF ALLEGIANCE**
- III. ADMINISTRATION OF OATHS – Swearing in of City Staff and Respondents**
- IV. REQUEST TO APPROVE 3/6/21 MINUTES**
- V. REQUESTS TO FIND CODE VIOLATIONS**

- 1. Case # 21-053 501 North G St – Derrick & Terrie Racine – Jonathan Bilby
MO/Building permits

Inspections Supervisor Robbie Weekley testified that staff requests to table the case until 4/6/21. Respondent(s) did not appear. The SMJ granted staff's request and tabled the case until 4/6/21.

- 2. Case # 21-068 1380 N Spring St – Richard & Elizabeth Sherrill – Chris Mauldin
MO/Off-street parking space requirements

Engineering Specialist Chris Mauldin testified that staff requests to table the case until 4/6/21. The SMJ granted staff's request and tabled the case until 4/6/21.

- 3. Case # 21-067 1715 E Gonzalez St – Margaret Hostetter – Chris Mauldin
MO/Off-street parking space requirements; Ancillary, temporary off-street parking; License to use right-of-way; Parking for certain use prohibited

Engineering Specialist Chris Mauldin testified that the cited code violation(s) first observed on - 1/18/21 still exist(s). Respondent(s) appeared and testified. The SMJ found the property and the respondent(s) in violation of the specified sections of the City Code and entered a standard Code Violation Order giving the respondent(s) until 5/4/21 to correct the violation(s) and providing in part for the subsequent assessment of a fine and filing of a lien against the respondent(s) and the property without further hearing or notice to the respondent(s) if the property is not timely brought into compliance.

4. Case # 21-069 1507 E Gonzalez St – Dennis Shea – Jason Hendricks
MO/Nuisance

Officer Jason Hendricks testified that the cited code violation(s) first observed on 12/11/20 still exist(s). Respondent(s) appeared and testified. The SMJ tabled the case until 4/6/21.

5. Case # 21-074 719 Woodland Dr – Lloyd Tharpe – Jason Hendricks
IPMC/Vacant structures and land; Window, skylight and door frames; Doors

Officer Jason Hendricks testified that the cited code violation(s) first observed on 11/25/20 still exist(s). Respondent(s) did not appear. The SMJ found the property and the respondent(s) in violation of the specified sections of the City Code and entered a standard Code Violation Order giving the respondent(s) until 4/6/21 to correct the violation(s) and providing in part for the subsequent assessment of a fine and filing of a lien against the respondent(s) and the property without further hearing or notice to the respondent(s) if the property is not timely brought into compliance.

6. Case # 21-072 6141 Walton St – Victor Mabire & Mexine May – Ricky Lewis
MO/Nuisance
IPMC/General; Exterior walls; Doors

Code Enforcement Supervisor Ricky Lewis testified that the cited code violation(s) first observed on 12/8/20 still exist(s). Respondent(s) did not appear. The SMJ found the property and the respondent(s) in violation of the specified sections of the City Code and entered a standard Code Violation Order giving the respondent(s) until 4/20/21 to correct the violation(s) and providing in part for the subsequent assessment of a fine and filing of a lien against the respondent(s) and the property without further hearing or notice to the respondent(s) if the property is not timely brought into compliance.

7. Case # 21-073 423 W Gregory St – Adelante Sherburne – Ricky Lewis
MO/Nuisance
IPMC/Parking and storage of major recreational equipment

Code Enforcement Supervisor Ricky Lewis testified that the cited code violation(s) first observed on 12/11/20 still exist(s). Respondent(s) appeared and testified. The SMJ found the property and the respondent(s) in violation of the specified sections of the City Code and entered a standard Code Violation Order giving the respondent(s) until 4/20/21 to correct the violation(s) and providing in part for the subsequent assessment of a fine and filing of a lien against the respondent(s) and the property without further hearing or notice to the respondent(s) if the property is not timely brought into compliance.

8. Case # 21-070 6312 Summer Cir – Christopher Koivu – Tom Lucia
MO/Use of solid waste collection services required

Officer Tom Lucia testified that the cited code violation(s) first observed on 1/13/21 still exist(s). Respondent(s) did not appear. The SMJ found the property and the respondent(s) in violation of the specified sections of the City Code and entered a standard Code Violation Order giving the respondent(s) until 4/6/21 to correct the violation(s) and providing in part for the subsequent assessment of a fine and filing of a lien against the respondent(s) and the property without further hearing or notice to the respondent(s) if the property is not timely brought into compliance.

VI. REQUESTS TO ASSESS FINES

1. Case # 21-056 1005 W Lloyd St – Jeremy Hicks – Jonathan Bilby
MO/Building permits

Inspections Supervisor Robbie Weekley testified that the Respondent(s) did not bring the property into complete compliance by 3/16/21 as previously ordered by the SMJ and that one or more of the code violation(s) still exist(s). Respondent(s) did not appear. The SMJ assessed a fine of \$25.00 per day starting on 3/16/21 and continuing each and every day thereafter the violation continues to exist, that on or after 90 days, without further hearing or notice to the respondent(s), a lien for any and all unpaid fines and costs be filed in the public records of the County against the respondent(s) and the property.

VII. REQUESTS TO INCREASE FINES/LIENS

VIII. UNFINISHED BUSINESS

IX. REQUESTS TO REDUCE/RESCIND/CANCEL FINES/LIENS

1. Case # 18-110 467 Woodbine Dr – Donna Goff – Ricky Lewis \$4,387.00

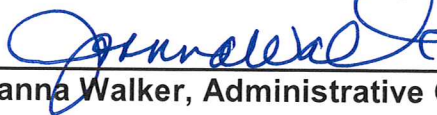
Officer Ricky Lewis testified to the history of the case and that staff has no objection to reducing the fines to approximate staff costs of \$500.00. The Respondent appeared and testified. The SMJ granted staff's recommendation and reduced the fines to zero (0) and assessed approximate staff costs of \$500.00.

X. ANY NEW BUSINESS?

Xi. ADJOURNMENT 4:10 pm



Louis F. Ray, Jr., Special Magistrate Judge



Joanna Walker, Administrative Officer

Approved on: 4/6/21

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