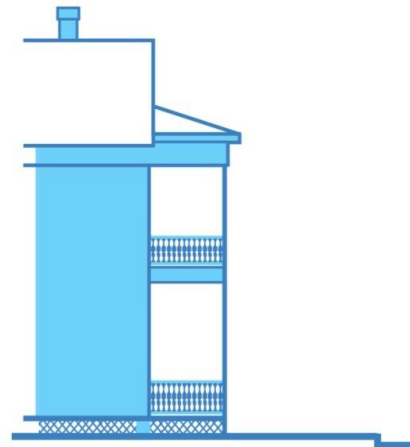
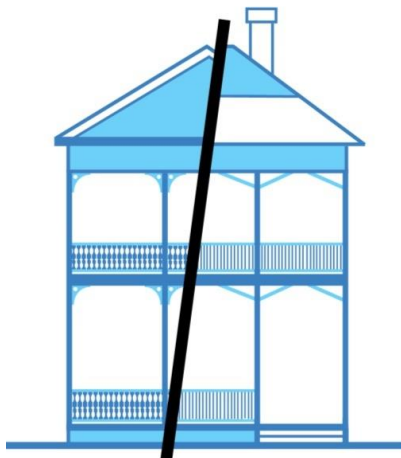
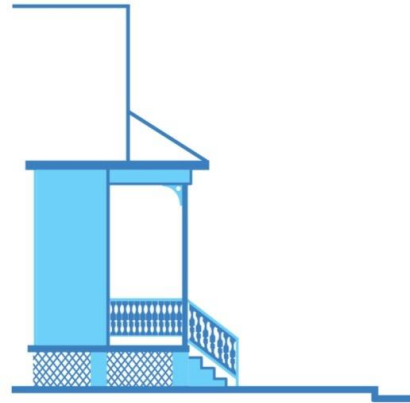
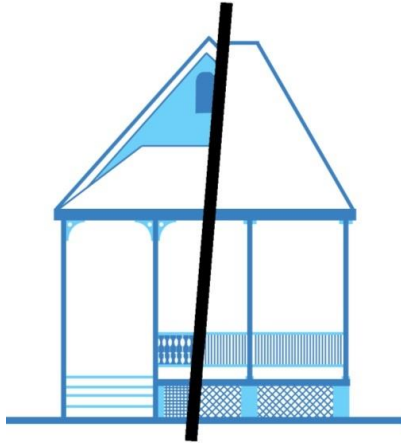


Preservation District Design Guidelines

Pensacola, Florida



*This document was drafted during the summers of 2014-15 with contributions from the University of West Florida
Historic Trust and members of the Pensacola Architectural Review Board.
Updated 2023*

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Introduction

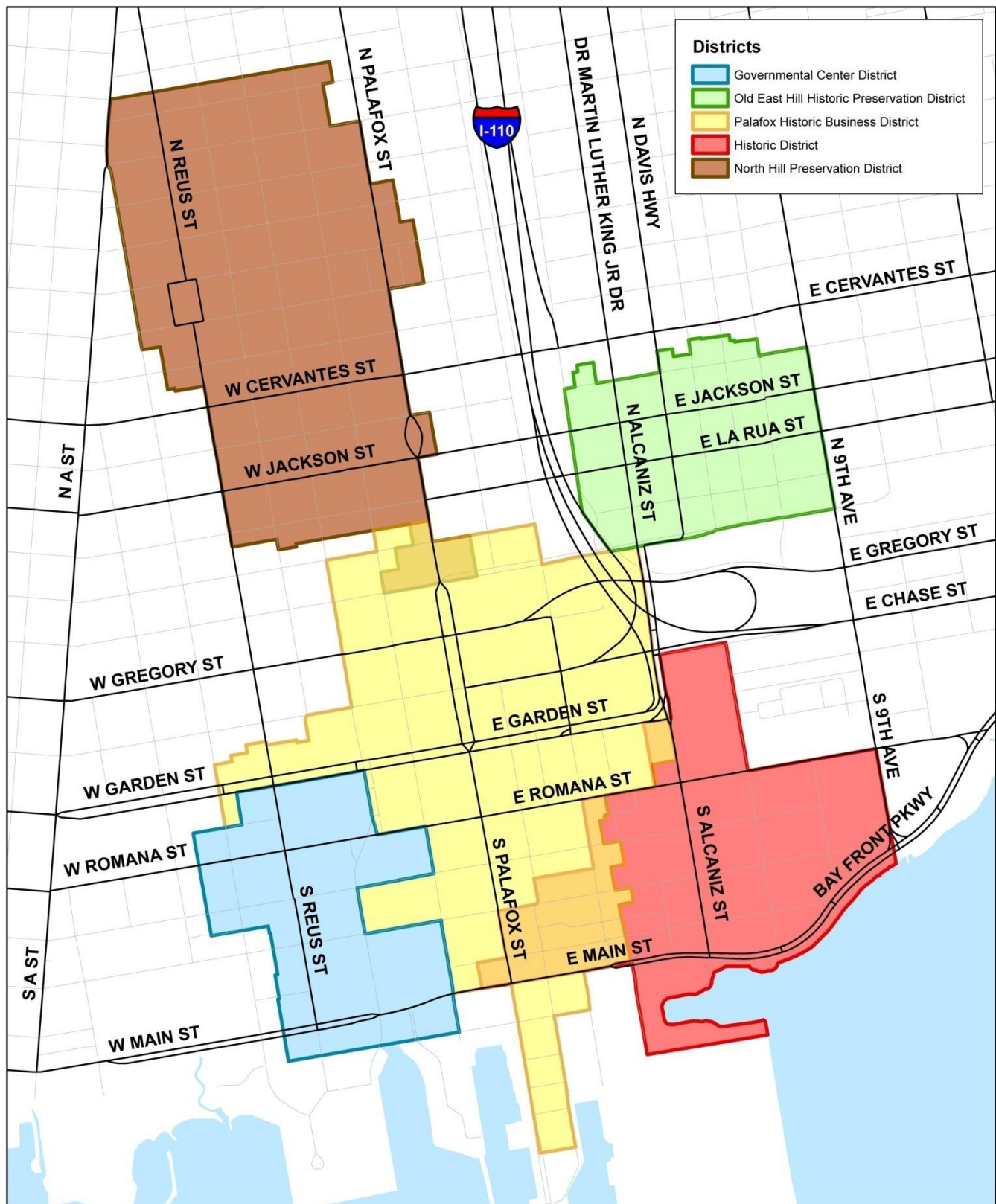
The Architectural Review Board evaluates all work that affects the built environment within each of Pensacola's historic, preservation, and aesthetic review districts. Pensacola's historic districts include the Pensacola, North Hill, and Old East Hill historic districts. The Palafox Historic Business District is primarily composed of Pensacola's commercial urban core. The Governmental Center District is an aesthetic review district that encompasses the City of Pensacola's seat of government. Each of these districts has their own distinctive history and architectural character.

During the 1960s, many of the structures within these historic areas were in severe decline or facing outright demolition. With the momentum of the newly-passed National Historic Preservation Act of 1966, Pensacola's preservation leaders and residents successfully lobbied for the establishment of the Historical Preservation and Restoration Commission. Shortly afterward, in 1968, the city formalized the boundaries of the Pensacola Historic District. Subsequently, both the North Hill and Old East Hill Historic Districts were formed. Both districts were established through the support and action of local residents, who sought to protect the unique character of their neighborhoods through formal zoning. Each formally-zoned historic district, and all properties contained therein, are placed under the review of the Pensacola Architectural Review Board (ARB).

The ARB members review all exterior renovations to existing structures, as well as the design of new construction within each district in order to maintain their overall integrity and historic character. The Preservation District Guidelines document is designed to serve as a resource and guide for owners of these properties which are subject to ARB regulation, as well as inform Board members while rendering their decisions.

This document consists of three Sections. Section I provides a brief overview of the predominant, historic architectural styles found in Pensacola, different architectural elements, and general district histories. Section II covers district regulations as outlined in the Pensacola Municipal code, as well as information on the ARB applications process submission materials. Section III provides further information on local and state preservation resources, a list of architectural terminology, and a quick-guide to specific ordinances referenced through the preservation-related municipal code. It is the intent of this document to provide clarity in regard to Pensacola's building and land use regulations to anyone who is undertaking an alteration to Pensacola's built environment. Further, it aims to aid the facilitation of both current and future building projects.

The guidelines listed in this document are not meant to be all-inclusive and are subject to change; each project is considered individually, and the Board members may exercise their best judgment in approving or disapproving project designs. Please refer to the appropriate area of Pensacola Municipal Code when necessary.

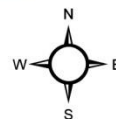


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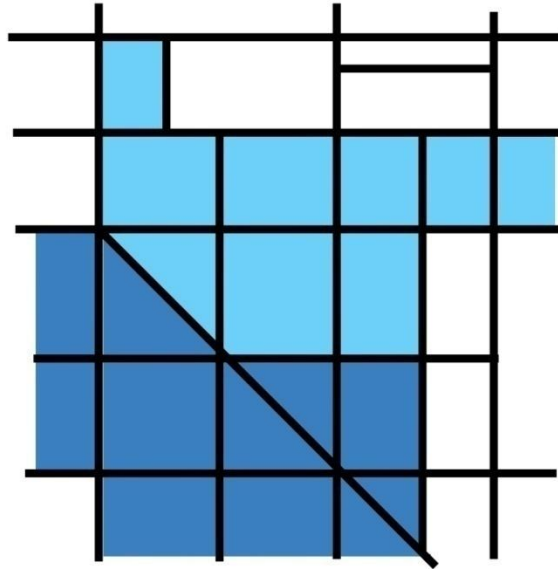
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Section I

Overview of Pensacola's Historic Districts

Major Events in Pensacola Preservation

1960 – The Pensacola Historical Society is established to help preserve and document Pensacola's historic structures and landmarks

1964 – The Pensacola Heritage Foundation is established to save Lee Square from being destroyed

1966 – The National Historic Preservation Act is passed, establishing preservation of the historic built environment as a national concern

1967 – The Pensacola Historical Restoration and Preservation Commission is established by the Florida Legislature

1968 – Preservation zoning ordinance and boundaries for the Pensacola Historic District are formalized

1970 – The Pensacola Historical Restoration and Preservation Commission becomes the Historic Pensacola Preservation Board (HPPB)

The Pensacola Historic District is listed on the National Register of Historic Places

1972 – The North Hill Preservation Association is created

1974 – City Council passes an ordinance describing the boundaries of the North Hill Preservation District

1978 – The city adopts preservation zoning for North Hill

1983 – The North Hill Preservation District is nominated to the National Register of Historic Places

HPPB staff and volunteers from the East Hill Preservation Association undertake a preliminary survey for the proposed East Hill Historic District

1984 – After a petition of support signed by 744 residents, a proposal for the East Hill Preservation District is submitted to city officials

1985 – Guidelines for the Pensacola Historic District are established during a 90 day moratorium on new construction within the District

The zoning ordinance is updated, listing the HPPB as the authority for the review of repairs to historic structures

1987 – The Historic Pensacola Village opens as a museum and living history exhibit

1992 – Review procedures, new construction guidelines, and the role of the HPPB are clarified within the City of Pensacola Land Development Code

1994 – The Pensacola city council and Escambia County Board of Commissioners adopt an ordinance for the Ad Valorem Tax Exemption for restoring historic properties

1997 – The West Hill neighborhood/Belmont DeVilliers was surveyed by the HPPB through a State grant

2001 – The Florida Legislature transfers the Historic Pensacola Preservation Board to the University of West Florida, and the agency becomes West Florida Historic Preservation, Inc.

2003 – Brownsville Architectural Survey and Historic District Evaluation conducted through a State grant

2009 – West Florida Historic Preservation, Inc. and the Pensacola Historical Society merge, resulting in the formation of the University of West Florida Historic Trust (UWF Historic Trust)

2019 – The City of Pensacola hires a Historic Preservation Planner

Architectural Styles and Terminology

The following section provides a brief overview of historical building elements and architectural styles found in Pensacola. This list of architectural elements is limited to exterior features, since building interiors typically are not regulated by the ARB. Also note that it is common for a building to undergo alterations or renovations during its history, and thus may have features of several architectural styles, or elements from different time periods.

Based on their age and architectural style, structures within Pensacola's historic districts are categorized as **contributing**, **non-contributing**, or **modern in-fill**. Surveyors from the Historic Pensacola Preservation Board, among other local preservation groups, made these determinations using the National Park Service's Fifty-Year Rule. This rule states that fifty years is the age at which a structure becomes "historic," unless that structure has exceptional architectural or historical significance. At the time each district was surveyed, structures that met the Fifty-Year Rule were listed as contributing to the historic character or significance of the neighborhood. Structures which did not meet the age criteria, or not considered to add to the significance of the district, were listed as non-contributing. Much later or modern buildings are categorized as modern in-fill.

Character Defining Features

Historic architectural styles are often discussed in terms of their **character defining features** – that is, the architectural elements that are associated with that particular style and are used as identifying markers. Altering or removing character defining features can result in an irrevocable loss of historic fabric and character. Preserving the character defining features of a building is therefore an integral part of preserving the overall look of the surrounding district. **Preservation Brief 17** from the National Park Service lists exterior features as follows:

Shape – The shape of a building is defined by its overall height, width, and depth. An excellent example of an architectural style characterized by shape is the *Shotgun House* – a vernacular cottage that is one room in width and multiple rooms in depth.

Openings – Openings include doors, windows, arcades, entryways, etc. – as well as their size, shape, location, materials, and craftsmanship.

Roof (and related features) – This includes not only the roof shape and pitch, but also features such as gables, dormers, eaves, chimneys, cupolas, and roofing materials (e.g. wood shakes, standing-seam metal, slate, etc.)

Projections – Projections are elements such as porches, balconies, turrets, or stairs which extend outward from the mass of the building.

Trim – Trim refers to elements such as cornices, moldings, carving, scrollwork, or brackets that add period detail to a building. A common example from Pensacola is the lacey wood trim often found on homes built in the Queen Anne or Gothic styles.

Setting – This includes a building's relationship to the street, the amount of setback (or lack thereof), or any landscape features which may contribute to the overall character of the site.

Materials and Craftsmanship – Both of these qualifications are important in defining the visual character of a building through texture, color, or arrangement – such as the variety of exterior finishes found on a home built in the Queen Anne style.

Architectural Styles

Frame Vernacular (ca. 1850-1890)

Frame vernacular refers to a modest wood home which was not designed according to any architectural fashion. Vernacular styles vary regionally, but in Pensacola the predominant forms include Gulf Coast (or Creole Style) cottages and shotgun houses. These simple structures typically have one or two rooms in width or depth, a full-width front porch, a wood-clad exterior, and double-hung sash windows. They are elevated on masonry-pier foundations and may feature later additions to the rear or sides of the house. Two-story forms typically have a double porch.

Homeowners often attempt to improve the look of their building through the addition of Victorian-style wood trim along the porch or cornice. These details include intricate Queen Anne, Italianate, or Gothic spindle-work, scrollwork, spandrels, eave brackets, and turned wood balusters or support posts. When a vernacular home features these details, the style is often referred to as **Folk Victorian (c. 1870-1910)**. Pensacola has a large concentration of these embellished, Gulf Coast cottages. These homes can be differentiated from true Victorian forms by their simple, symmetrical body plans and lack of variegated exterior finishes. Frame vernacular styles are found in North Hill, Old East Hill, and the Pensacola Historic District.



These drawings show typical front and side elevations for one- and two-story Gulf Coast cottages. Although the drawings are specific to the Pensacola Historic District, this type of vernacular building is common throughout all the residential districts.

Shotgun House (Vernacular)
Pensacola Historic District

Single-room width
Front gable
Full-width front porch
Wood-clad exterior
Masonry-pier foundations
Six-over-six double hung windows



Gulf Coast Cottage (Vernacular)
Pensacola Historic District

Recessed, full-width porch
Wood-clad exterior
Six-over-six double-hung windows
Masonry-pier foundations
Side-gable roofline
Central chimney
Symmetrical placement of double



Frame Vernacular
Old East Hill Preservation District

Simple, rectangular plan
 Full-height, triple-hung windows
 Double front porch
 Double-hung sash windows
 Decorative wood porch trim
 Simple gable bracket



Frame Vernacular
Pensacola Historic District

Simple, rectangular plan
 Wood-clad exterior
 Full-height windows
 Double porch
 (note that the
 original wood supports have
 been replaced in metal)



Folk Victorian (Vernacular)
Pensacola Historic District

Single-room width
 Recessed front porch
 Full-height, triple-hung front
 windows
 Wood-clad exterior
 Six-over-six double-hung sash
 windows
 Turned balusters and support posts
 Decorative wood trim

Gothic Revival (1840-1880)

The Gothic Revival style references medieval building forms through steeply-pitched, front- or cross-gabled roof shape, and may have a one-story entry- or full-width porch. The pointed arch is a common feature of the Gothic Revival style, and may be utilized in windows or front porch trim. Much like the Queen Anne, Gothic Revival is characterized by intricate exterior detailing – a way to feature the new scroll-saw technology of the time. Milled wood trim is often featured along front porches, cornice lines, or through the use of decorative gable-brackets or verge boards (also known as bargeboard, this refers to decorative boards installed within the sides of a gable).



Gothic Revival ***Pensacola Historic District***

Steeply-pitched, central front gable
Narrow, paired sash windows
Entry porch
Decorative wood trim on porch and gable

Queen Anne (1880-1910)

The Queen Anne style is one of the most common historic architectural styles found in Pensacola. This Victorian style is characterized by a massed, asymmetrical body plan and a variety of exterior textures, colors, and intricate wood details. Common Queen Anne features are gabled roofs, turrets, bay windows, sash windows with multiple panes of glass, chimneys with decorative brick-work, and a front porch which may cover the entry only, or expand to wrap around the side of the house. Exterior finishes may include a mix of wood clapboard and shingles, patterned masonry, or half-timbering. Exterior details often include turned wood support posts and balusters, as well as lacey, wood scrollwork along the porch, cornice, or gables. The North Hill District has a number of large Queen Anne homes, while the Pensacola and Old East Hill districts contain more modest examples of the style.



Queen Anne ***North Hill Preservation District***

Asymmetrical plan
Prominent front-gable
Bay windows
Double-hung sash windows
Multiple chimneys with decorative brickwork
Mixed exterior finishes
Decorative trim on porch and gable



Queen Anne
Old East Hill Preservation District

Asymmetrical plan
 Turret
 Chimney with decorative
 brickwork
 Clustered chimney pots
 Double-hung sash windows
 Bay windows
 Queen Anne windows
 Stained glass windows
 Decorative wood trim and
 eave brackets

Queen Anne
Old East Hill Preservation District

Asymmetrical body (with canted
 corner)
 Wrap-around porch
 Chimney with decorative
 brickwork
 Turned porch support posts and
 balusters



Colonial Revival (1880-1955)

The Colonial Revival style references the early forms of English and Dutch colonial architecture constructed along the Atlantic seaboard. Homes built in this style may have a mix of features drawn from the Georgian, Federal, as well as Dutch or post Medieval English styles. These homes often have a symmetrical front elevation with an accentuated, central door, and may have an entry- of full-width front porch on the first floor. Roofs are most commonly hipped, but may also be front-gabled, side-gabled, or gambrel in the Dutch style. Double-hung sash windows are common, often with multiple panes of glass. Exterior details may include cornice mouldings, pediments above doors and windows, and fanlights or sidelights on doors.

Colonial Revival ***North Hill Preservation District***

Symmetrical façade
Emphasized front-entry with
cornice
Cornice moulding with dentils
Fanlight in front gable
Keystone detailing over windows
Six-over-six double-hung
windows



Colonial Revival ***North Hill Preservation District***

Symmetrical front elevation
Dutch-style gambrel roof
Side-wings
Double-hung sash windows
Emphasized front entry porch
with pediment and columns
Entry door with transom and
side-lights



Classical Revival (1895-1950)

Much like Colonial Revival, the Classical Revival style typically features a symmetrical front elevation with an elaborated entryway. These homes often feature a dominating full-height porch that does not occupy the full width of the facade, with a roof supported by classical columns (often Ionic or Corinthian).

Classical Revival homes typically have double-hung sash windows, often with six or nine panes per sash, and feature exterior detailing in the form of cornices, dentil moldings, or wide frieze bands. Note the Mediterranean-style, tile roof alteration on the second example.



Classical Revival ***North Hill Preservation District***

Balanced, symmetrical façade
Central doorway
Full-height porch with classical columns
Cornice moulding with dentils
Double-hung sash windows



Classical Revival ***North Hill Preservation District***

Balanced, symmetrical facade
Full-height front porch with pediment
Cornice moulding with dentils
Doric columns and Ionic pilasters
Double-hung sash windows

**Mediterranean-style,
tile roof modification*

Spanish Revival (1915-1940)

The Spanish Revival style pulls from the Moorish, Byzantine, Gothic, and Renaissance influences present in Spanish architecture. These buildings often feature a low-pitched, red-tile roof (gabled, hipped, or sometimes flat) with little to no overhang. Spanish Revival homes often have stucco exteriors and may have ornate front doors with an arch above, or multiple panes of rectangular glass. Other details often include a large focal window, spiral columns, decorative window grilles, cantilever balconies with balustrades, tile-roofed chimney tops, brick or tile vents, fountains, and round or square towers.



Spanish Revival ***North Hill Preservation District***

Tile Roof
Stucco exterior
Asymmetrical façade
Wrap-around porch with
colonnade
Little to no eave overhang
Balcony doors with multiple
panes of glass
Elaborated chimney top

Mediterranean Revival (1890-1935)

Mediterranean Revival style buildings often feature a low-pitched hipped roof finished in ceramic tile. These buildings can have recessed porches, arched colonnades, and typically have wide, overhanging eaves supported by decorative brackets (as opposed to the Spanish Revival style, which often has little to no eave overhang). The front entryway may be accentuated by columns or pilasters, and decorative exterior features often borrowed from the Italian Renaissance – roof balustrades, pedimented windows, cornices, and classical door-surrounds. Stucco, masonry, and masonry-veneer are the most common exterior finishes (never wood). Mediterranean Revival homes in Pensacola often incorporate some Spanish Revival elements, such as the spiral columns used on the homes pictured below.



Mediterranean Revival ***North Hill Preservation District***

Low-pitched, tile roof
Stucco exterior
Asymmetrical façade
Window grille
Wide eave overhang with
brackets



Mediterranean Revival ***North Hill Preservation District***

Low-pitched, tile roof
Stucco exterior
Window grilles
Recessed central porch with
archway
Wide eave overhang with
brackets

Tudor Revival (1890-1940)

The Tudor Revival style loosely references the architecture of 16th century England, as well as a mix of late Medieval English forms. These buildings typically have steeply-pitched front or side gables, groupings of tall, narrow windows, clustered chimney pots, and decorative half-timbering. Tudor Revival homes may have a variety of exterior finishes including wood and patterned brick, stone, or stucco mixed with half-timbering. Front doors are often elaborate with decorative stonework and entry porches.

Tudor Revival ***North Hill Preservation District***

Steeply-pitched roof
Steeply-pitched front gables and
dormer
Patterned brick-work
Decorative half-timbering
Clustered chimney pots
Covered entry porch
Grouped, double-hung sash
windows



Bungalow (1905-1930)

The bungalow was the predominant form for smaller houses built throughout the country between 1905 and 1920. These homes have a massed plan with a low-pitched gabled (sometimes hipped) roof. Bungalows are often one-story and feature porches supported on thick piers or substantial columns. This style has design elements that emphasize the structure, materiality, and texture of the building; they often feature elements such as exposed rafter tails and roof beams, widely overhanging roof eaves with brackets or knee-braces, and a variety of exterior finishes including wood clapboard, shingles, brick, stone, or stucco.

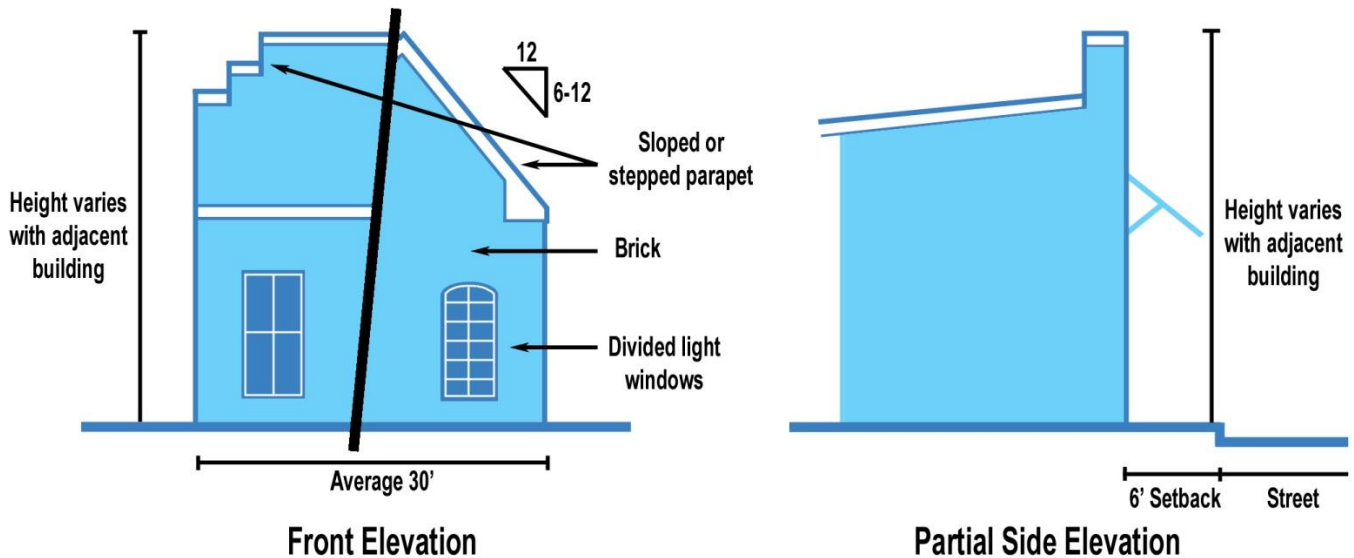
Bungalow ***North Hill Preservation District***

Low-pitched, gable roof
Wide eave overhang with brackets
Exposed rafter tails
Wrap-around porch
Nine-over-nine windows
Square porch columns



Commercial Architecture (1880-1940)

Commercial architecture from the late 19th to the mid-20th century is often discussed in terms of the materials used (masonry, cast iron, terracotta, wood) and the specific features used to divide the structure into horizontal or vertical units. Specific architectural styles are often apparent through the detailing – the use of color, the pattern of brick-laying, the shapes of doors and windows, and the types of façade ornamentation (or lack thereof). Pensacola contains excellent examples of 19th century commercial warehouses, as well as historic downtown storefronts featuring predominantly Classical Revival and Renaissance Revival details.



The drawings above show typical elevations for commercial masonry buildings within the Pensacola Historic District. With the stepped parapet, one-and-one-half story height and brick construction, this simple form is also similar to masonry commercial structures within North Hill and Old East Hill.

On historic storefronts, ornamentation was limited to the front façade and plainer materials were used on party walls. Rear elevations were often hidden from view. The historic storefronts of Pensacola typically extend one to two-and-one-half stories in height with a parapet roofline, and many feature the later addition of wrought-iron balconies and awnings. The predominant exterior finishes are exposed brick or stucco.

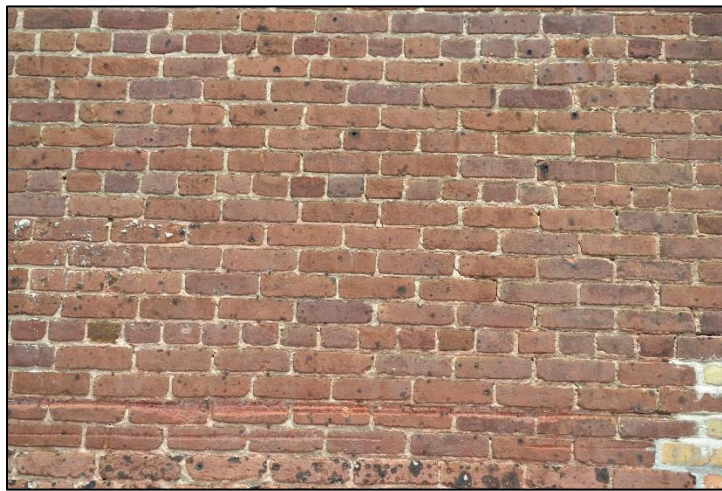
Larger-scale, Classical Revival architecture is often associated with financial or governmental buildings. Smaller storefronts often featured Classical Revival details done in cast iron – classical columns, pilasters, cornice mouldings with dentils, modillions or rosettes, or sets of stacked half-columns with an entablature.

The Renaissance Revival style on commercial architecture also utilizes Classical elements, such as columns, pediments, and cornice detailing with modillions. The arch is a predominant feature and is utilized in window and door construction. Renaissance Revival buildings often have strongly emphasized horizontal divisions through the use of string-courses, which may be done in a different material or color.



Commercial Masonry Architecture
Pensacola Historic District

English masonry bond
 Stepped parapet
 Canted entry
 Brick corbelling on street façade
 Minimal openings on side elevation



Common bond masonry in Pensacola Historic District.



Classical, cast-iron columns in the Palafox Historic Business District.



The Classical Revival details on this building are concentrated on its primary, Palafox-facing elevation. The simpler sash windows and lintel ornamentation are located on a secondary elevation, which faces Romana Street.



The Thiesen Building on Palafox Street is an excellent example of Renaissance Revival Architecture. Note the Classical elements, such as the column capitals and pedimented window (bottom center); the cornice detail with modillions and frieze bands add heavy, horizontal divisions to each floor.

Pensacola Historic District

Local Designation: 1968

National Designation: 1970

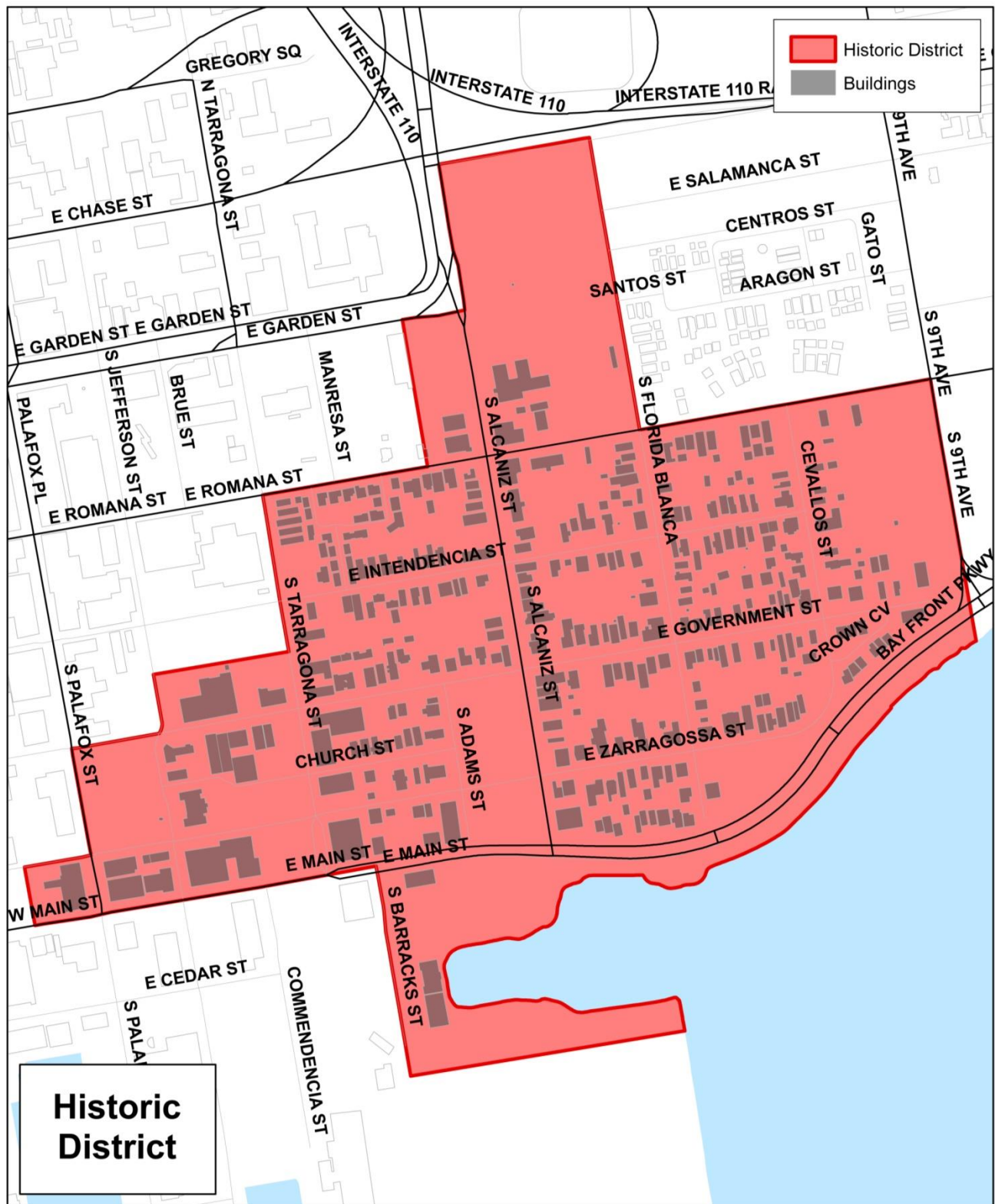
Period of Significance: 1800s

Predominant styles: *Frame vernacular, Folk Victorian, Queen Anne, and Commercial Masonry*

The Pensacola Historic District is bounded to the north by Chase Street, to the east by 9th Avenue, to the west by Palafox Street, and to the south by the Pensacola Bay. The 36-block district lies just south of Aragon Court, a modern, new urbanism development which adheres to its own, separate design code and review board.

The Pensacola Historic District was the first to be designated within the city of Pensacola – and is one of the oldest historic districts in the state of Florida. The area developed over a 200 year period, first as an early settlement during the Second Spanish period (c. 1757), then as the site of military barracks during the British occupation (1763-1781), as a burgeoning commercial and residential area during the last Spanish Period (1781-1821), and later as a hub of commercial activity for Pensacola's thriving 19th century fishing, transportation, and shipping industries. Although few of the early military structures remain, the district exhibits architectural influences from the last Spanish and early national periods of Pensacola's history. After Pensacola's commercial industries peaked in the early 20th century, the area experienced a prolonged period of decline until preservation and restoration efforts were undertaken in the 1960s.

Today, the district is an established business area, residential neighborhood, and tourist attraction. It contains the Historic Pensacola Village, a variety of specialty retail shops, restaurants, small offices, and residences. The large concentration of frame vernacular homes reflects Pensacola's role in the yellow pine lumber boom of the late 19th and early 20th centuries – historical styles primarily consist of vernacular homes and Gulf Coast/Creole cottages, with fewer examples of Queen Anne and Gothic Revival. The district's large, masonry warehouses, once servicing the nearby port, have been rehabilitated into museum space for the UWF Historic Trust, while the National Register-listed L&N Marine Terminal (built in 1902) serves as the center for the Florida Public Archaeology Network.



PENSACOLA

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Pensacola Historic District

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North Hill Preservation District

Local Designation: 1974

National Designation: 1983

Period of Significance: 1870-1930

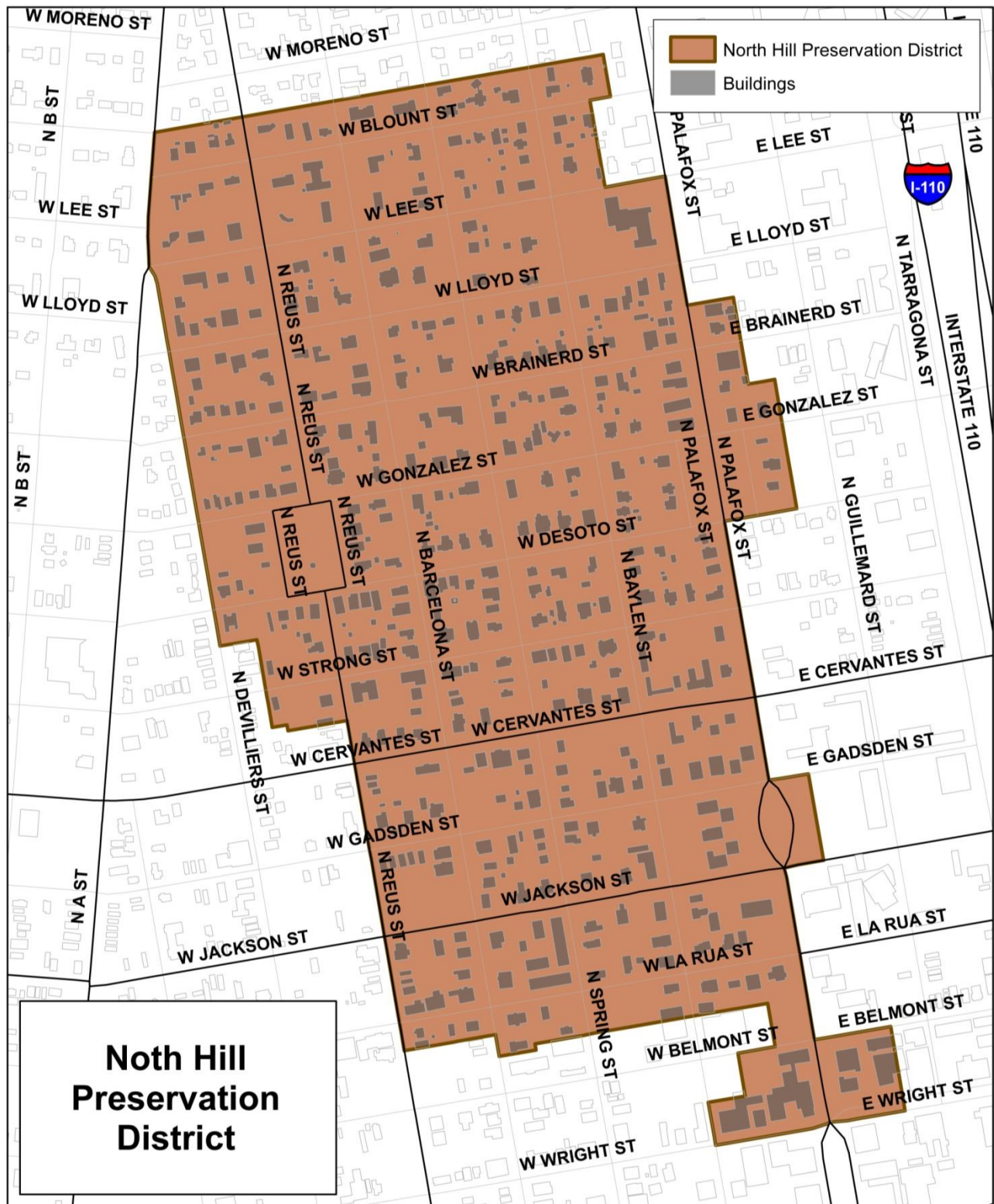
Predominant Styles: *Vernacular, Queen Anne, Classical Revival, Tudor Revival, Spanish Revival, Colonial Revival, Mediterranean Revival, Bungalow*

The North Hill Preservation District is roughly bounded to the north by Blount Street, to the west by DeVilliers Street, to the south by Wright Street, and to the east by Palafox Street.

Developed in the 1870s, North Hill served as a residential suburb for Pensacola's upper-middle class. Only a few homes within the district were constructed between 1850 and 1870, when the area was still considered the "country" outside town (and most residents lived south of Gregory Street). Around 1880, two of Pensacola's wealthiest businessmen – Henry Baars of the Baars Lumber Company and William Dudley Chipley of the Pensacola and Atlantic Railroad – built two "stately mansions" north of the Palafox Street business district. Although neither of the homes survive, they set the precedent for Pensacola's wealthy residents constructing their homes north of the business district. The area provided ready access to Palafox Street and the port, yet avoided the accompanying noise, crowding, filth, and disease. (Thanks to this concentration of Pensacola's elite residents, the area earned the moniker "Snob Hill" from those living near Seville Square.)

Today, the district is characterized by grand, single-family Queen Anne and Classical Revival homes, which were constructed at a "feverish rate" between 1870 and 1910. Vernacular styles and shotgun houses were also predominant during this period; many were constructed as inexpensive rental units for domestic workers and manual laborers and are concentrated largely along the western edge of the district. After 1913, the collapse of the lumber boom meant that new construction in North Hill was sluggish. Bungalow homes became popular during this period and were predominantly constructed in the district until the 1920s. Prior to the Great Depression, a variety of revival styles, including the Spanish, Mediterranean, Tudor, and Colonial, were constructed in the neighborhood.

In-filling with modern homes took place up until the 1960s, at which point the historic integrity of the district was threatened by new commercial construction projects along both Cervantes and Palafox streets. Concerned residents formed the North Hill Preservation Alliance in 1973 and requested that the neighborhood be placed under the authority of the Architectural Review Board. Today, North Hill is still primarily a residential district, but also contains a number of small businesses, shops, and restaurants.

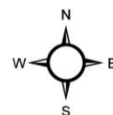


PENSACOLA

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North Hill Preservation District

Old East Hill Preservation District

Local Designation: 1984

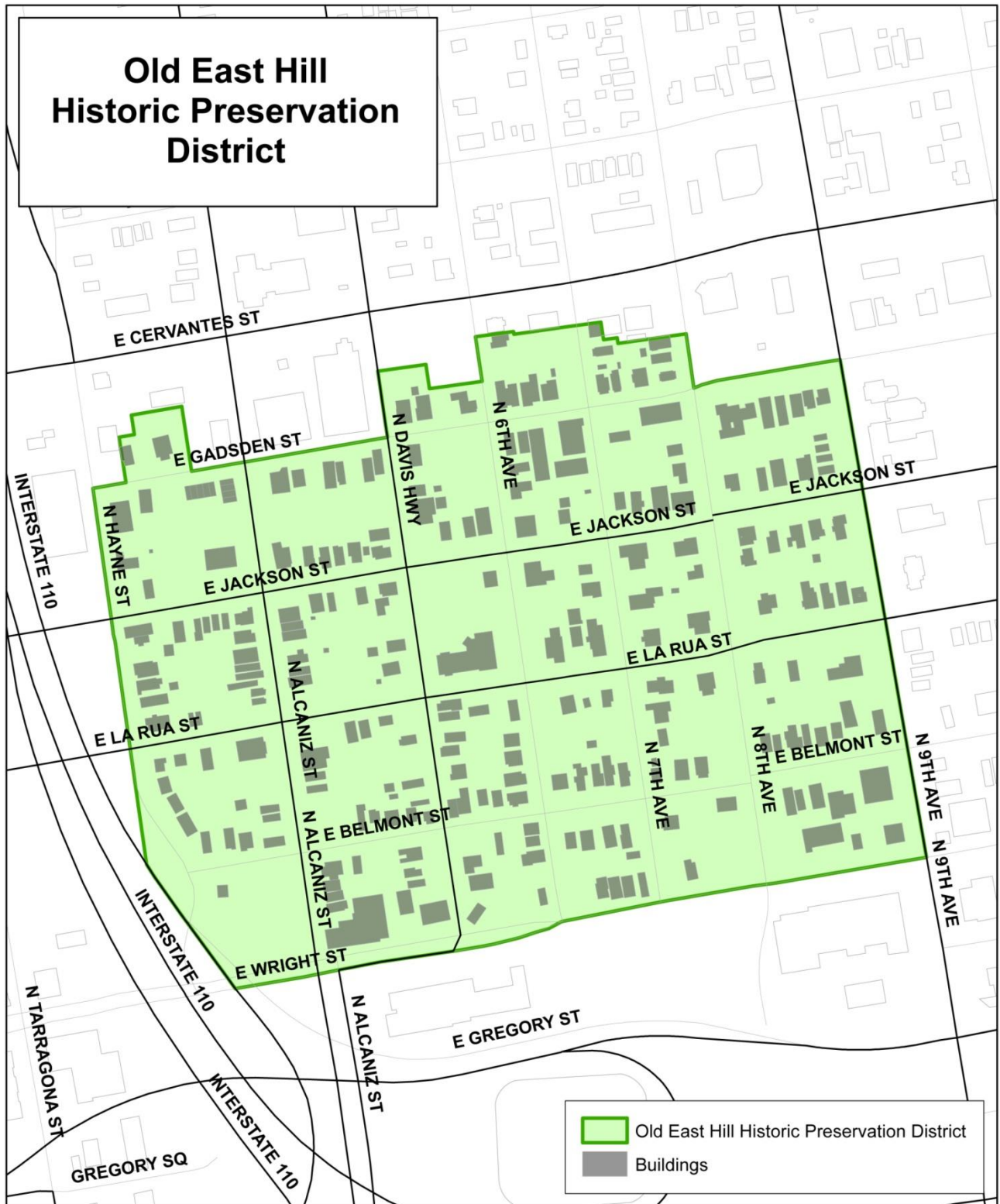
National Designation: N/A

Period of Significance: 1870-1920s

Predominant styles: *Frame vernacular, Queen Anne, Bungalow, commercial masonry*

The Old East Hill Preservation District is bounded roughly to the north by Gadsden Street, to the east by 9th Avenue, to the south by Wright Street, and the west by Hayne Street.

Much like North Hill, construction in the Old East Hill area occurred primarily after 1870 as part of Pensacola's turn-of-the-century industrial boom. The area developed primarily as a residential neighborhood, and contains a blend of smaller-scale, historic commercial and residential styles. The majority of homes within the district have been designed in both the frame vernacular and folk Victorian styles. However, Old East Hill contains several modest one-story buildings designed in the Queen Anne style. It also features several homes designed in the Bungalow style. The Bungalow style was popular during the first few decades of the 20th century. Although much of the historic fabric was lost during redevelopment in the 1960s, Old East Hill still contains several commercial masonry buildings from the early 20th century. Although the smallest of Pensacola's historic districts, it was created with the support of its residents. After forming the East Hill Preservation Association, they drafted a preservation zoning ordinance for the area in 1984.

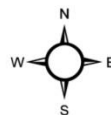


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Old East Hill Preservation District

Palafox Historic Business District

Local Designation: 1994

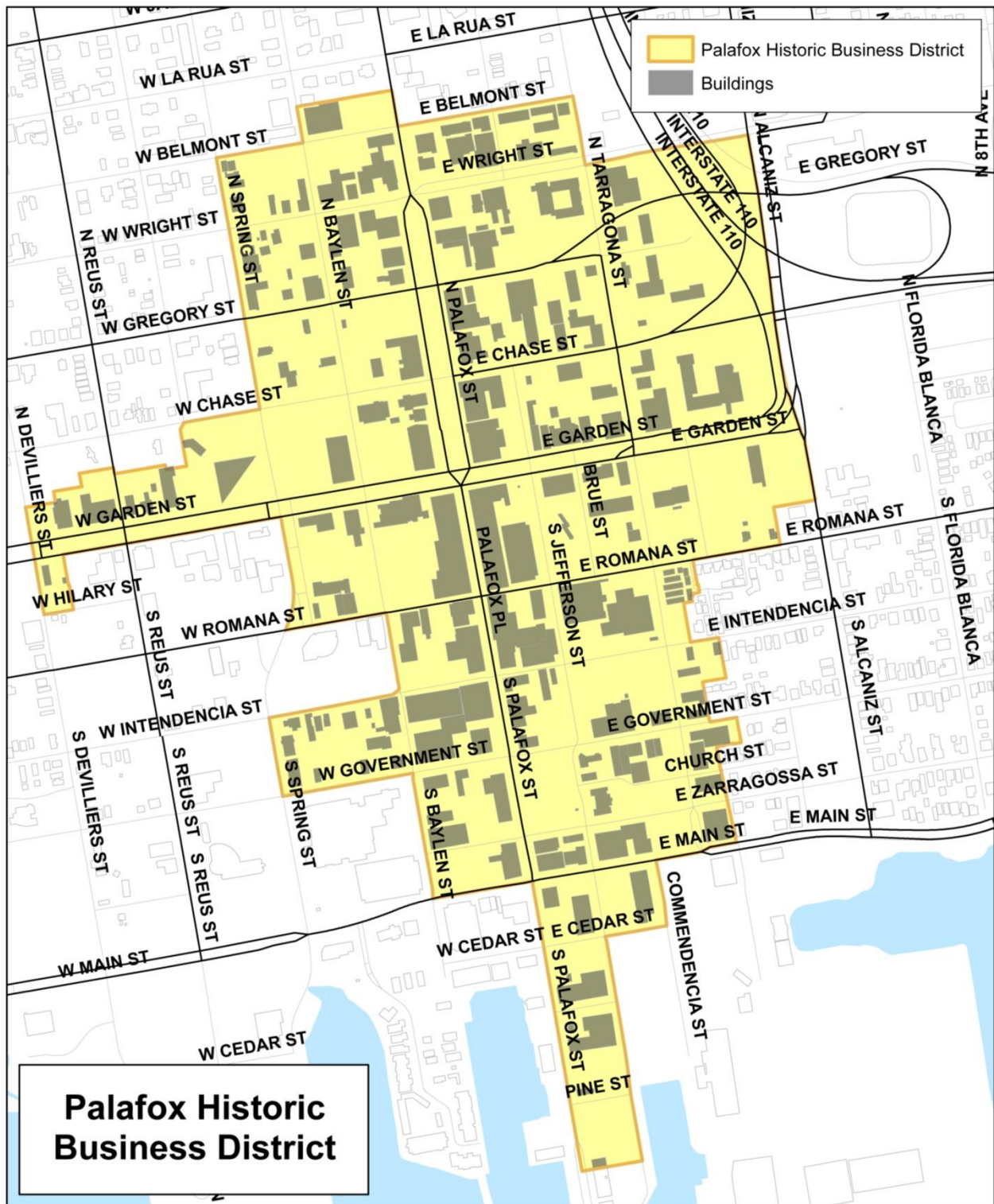
National Designation: 2016

Period of Significance: 1880-1914, 1915-1945, and 1945-1965

Predominant Styles: Commercial Vernacular Architecture

The eight-block Palafox Historic Business District was established to preserve the existing development pattern and distinctive architectural character of historic downtown commercial district. With direct access to the port, Pensacola's primary commercial thoroughfare adheres to the original grid-plan established by Elias Durnford in the 1760s. Though the street sits atop Pensacola's colonial foundations, many of the historic storefronts were constructed during Pensacola's turn-of-the-century yellow pine and transportation industrial boom. The street features one- to two-and-one-half story commercial masonry buildings, with Classical Revival, Renaissance Revival, and Mediterranean-style detailing.

Today, Palafox Street is still a thriving center for Pensacola's commerce and culture. The district is an established business area and tourist attraction. It features historic sites, a variety of specialty retail shops, restaurants, private and government offices, and entertainment centers.



Palafox Historic Business District

Governmental Center District

Local Designation: 1979

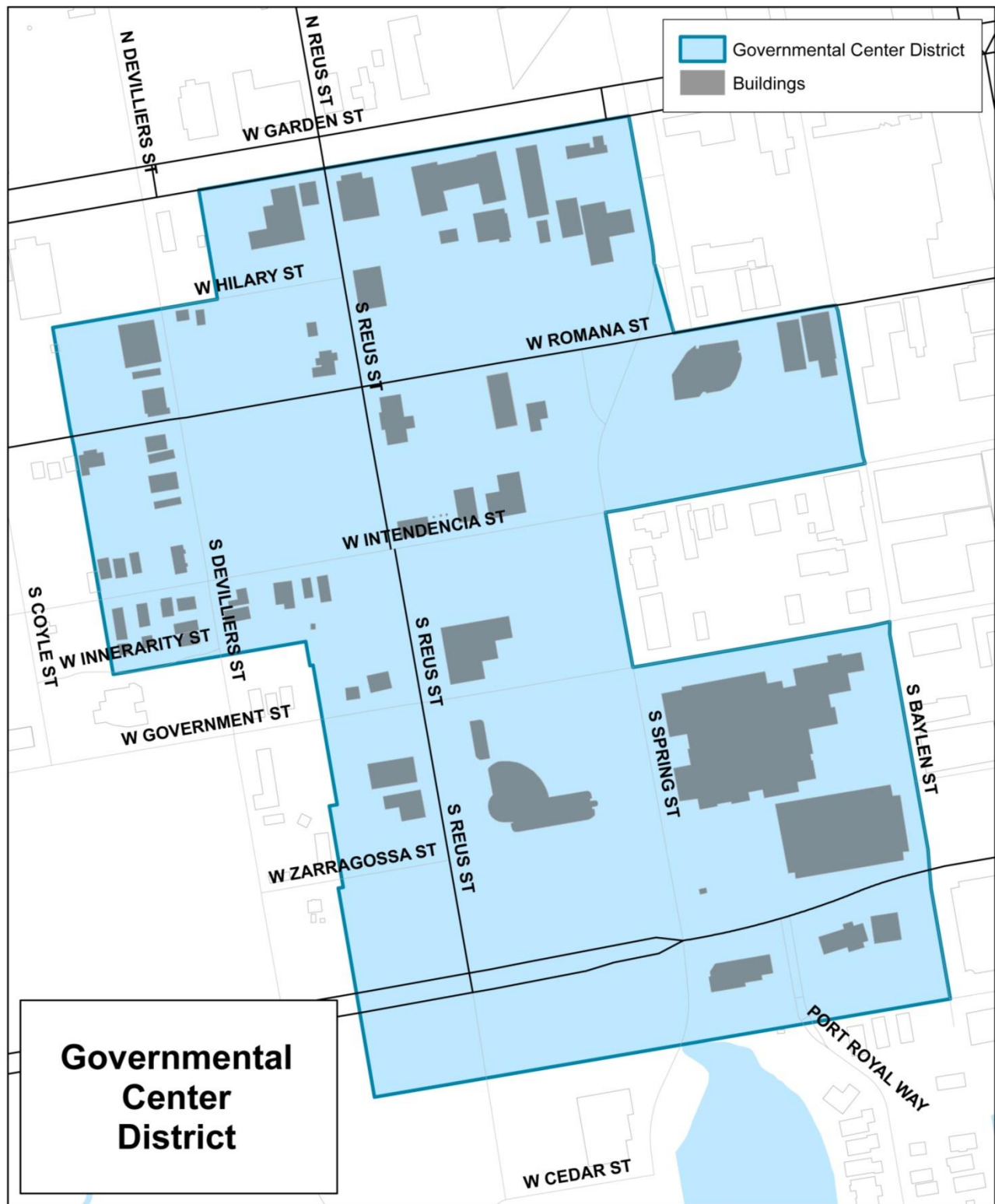
National Designation: N/A

Period of Significance: N/A

Predominant styles: N/A

The Governmental Center District was created on February 22, 1979 with the passage of Ordinance number 04-79 by the Pensacola City Council. Its primary purpose was to promote the redevelopment of a centralized area for governmental land use, while, simultaneously, encouraging a unified architectural character within the district itself. The Pensacola-Escambia Governmental Authority was created under Chapter 2001-328, Laws of Florida, in order to acquire, construct, improve, operate, maintain, and manage a governmental center complex for the use and occupancy of both the City of Pensacola and Escambia County's agencies and departments in addition to other governmental agencies and departments.

In 2001, following the repeal of Chapter 2001-328 by Florida House Bill 0827, the Pensacola-Escambia Governmental Authority was abolished. This, coupled with the completion of construction of the Governmental Center Complex within the district, rendered the Governmental Center District's objective obsolete. However, continued aesthetic controls are still deemed necessary for the area due to its significant redevelopment potential resulting from the closure of the ECUA wastewater treatment facility and the district's placement within the Urban Core Community Redevelopment Area designated by the Community Redevelopment Agency (CRA).

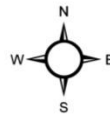


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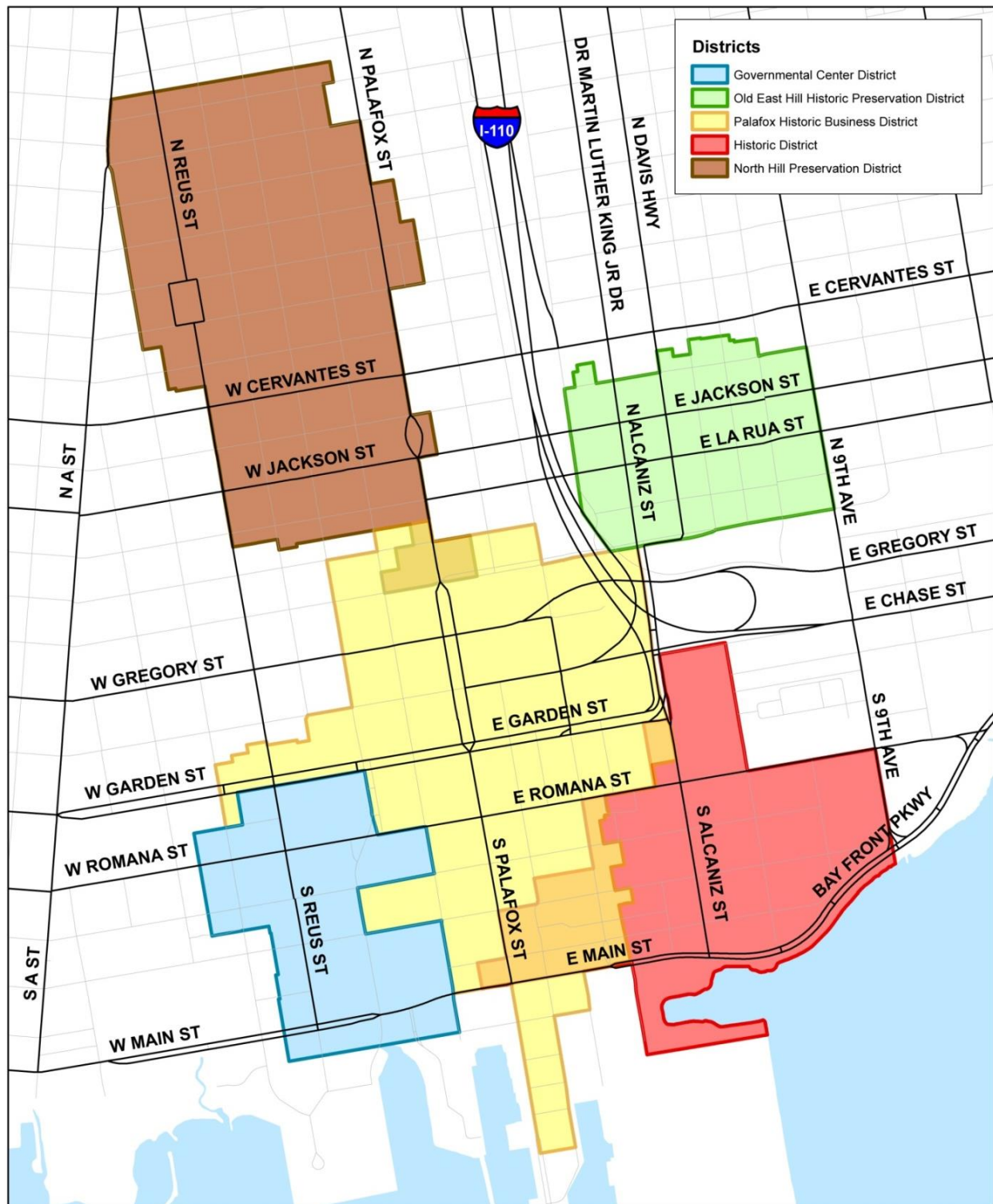
500 Feet



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Governmental Center District

Map of All Four Districts

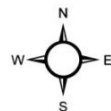


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The Pensacola Architectural Review Board

Section 12-12-3 of the Land Development Code

- (1) Membership.** The architectural review board shall be composed of the following members appointed by city council:
- Two (2) members nominated by West Florida Historic Preservation, Inc., each of whom shall be a resident of the city.
 - One (1) member who is either from the city planning board, or is a resident property owner of the Pensacola Historic District, North Hill Preservation District or Old East Hill Preservation District.
 - Two (2) registered architects, each of whom shall be a resident of the city.
 - One (1) member who is a resident property owner of the Pensacola Historic District, North Hill Preservation District or Old East Hill Preservation District.
 - One (1) member who is a property or business owner in the Palafox Historic Business District or the Governmental Center District.
- (2) Terms of office; vacancies; removal from office.** Members of the architectural review board shall serve for terms of two (2) years or thereafter until their successors are appointed. Any member of the board may be removed from office for just cause by the city council upon written charges, and after public hearing. Any vacancy occurring during the unexpired term of office of any member shall be filled by the city council for the remainder of the term. Such vacancy shall be filled as soon as is practical.
- (3) Officers; and technical assistance.** The board shall elect from among its members a chairman and such other officers as it may determine. The terms of officers shall be one (1) year, with eligibility for reelection, and officers shall serve until their successors are selected and qualified. The planning services department or a representative shall serve as secretary to the board. The building official shall serve as an advisor to the board. The board may call upon any branch of the city government at any time for information and advice which in the opinion of the board will ensure efficiency of its work.
- (4) Rules of procedure, meetings, and records.** The board shall adopt rules of procedure for the transaction of its business, and shall keep a record of its resolutions, transactions, findings and determinations. The board shall hold regular meetings once a month, and special meetings at such times as the board may determine or at the call of the chairman or the city planner. All regular and special meetings of the board shall be open to the public. A written record of the proceedings of the board shall be kept showing its actions on each question considered, and filed in the office of the secretary of the board.

Duties of the Architectural Review Board

Section 12-12-3(5) of the Land Development Code

(5) Duties

- The board shall have as its purpose the preservation and protection of buildings of historic and architectural value and the maintenance and enhancement of the following district:

1. Pensacola Historic District. Refer to subsection [12-3-10\(1\)](#).
 2. North Hill Preservation District. Refer to subsection [12-3-10\(2\)](#).
 3. Old East Hill Preservation District. Refer to subsection [12-3-10\(3\)](#).
 4. Palafox Historic Business District. Refer to [section 12-3-27](#).
 5. Governmental Center District. Refer to [section 12-3-38](#).
- b. It shall be the duty of the board to approve or disapprove plans for buildings to be erected, renovated or razed which are located, or are to be located, within the historical district or districts and to preserve the historical integrity and ancient appearance within any and all historical districts established by the governing body of the city, including the authority to grant variances, under the conditions and safeguards provided in subsection [12-11-2\(a\)\(2\)](#) from the zoning ordinances of the city applicable in the Pensacola Historic District, the North Hill Preservation District, the Old East Hill Preservation District, and the Palafox Historic Business District.
- 1. Conditions for granting a zoning variance.** In order to authorize any zoning variance from the terms of this title, the board must find in addition to the conditions specified in subsection [12-11-2\(a\)\(2\)](#):
- i. That the variance granted will not detract from the architectural integrity and/or historical accuracy of the development and of its surroundings;
 - ii. That the grant of the variance will be in harmony with general intent and purpose of this title and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.
- 2. Hearing of variance applications.**
- i. *Application procedure.*
 - (a) An application for variance must be submitted to the community development department at least twenty-one (21) days prior to the regularly scheduled meeting of the architectural review board.
 - (b) The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.
 - (c) Any party may appear in person, by agent, or by attorney.
 - (d) Any application may be withdrawn prior to action of the architectural review board at the discretion of the applicant initiating the request upon written notice to the board secretary.
 - ii. *Application submission requirements.* No application shall be considered complete until all of the following have been submitted:

(a) The application shall be submitted on a form provided by the board secretary.

(b) The application shall be accompanied by an accurate site plan drawn to scale and such other information as may be reasonably requested to support the application.

(c) The applicant shall be required to pay an application fee according to the current schedule of fees established by the city council for the particular category of application. This fee shall be nonrefundable irrespective of the final disposition of the application.

iii. *Public notice for variance.*

(a) A sign shall be prominently posted on the property to which the application pertains at least ten (10) days prior to the scheduled board meeting.

(b) Notice of the request(s) for variances shall be published by public notice advertised in a newspaper of general daily circulation published in the county at least ten (10) days prior to the scheduled board meeting at the expense of the applicant.

(c) 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 property proposed for a variance with a public notice by post card, and appropriate homeowners association, at least ten (10) days prior to the board meeting. The public notice shall state the date, time and place of the board meeting.

The agenda will be mailed to the board members and applicants and other interested parties. The applicant or their authorized agent shall appear at the meeting in order for the request to be considered by the board.

Appeals and Variances

Section [12-11-2](#) of the Land Development Code

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

(1) Appeals. To hear and decide appeals when it is alleged that there is error in any order, requirement, decision, or determination made by an administrative official in the enforcement of any provision of this title.

a. Appeals to the zoning board of adjustment may be filed by any person aggrieved or by any officer or board of the city affected by any decision of an administrative official under this title. Such appeal shall be filed within thirty (30) days after rendition of the order, requirement, decision, or determination appealed from by filing with the officer from whom the appeal is taken and with the board a notice of appeal specifying the grounds thereof.

b. The administrative official from whom the appeal is filed shall, upon notification of the filing of the appeal, forthwith transmit to the zoning board of adjustment all the documents, plans, papers, or other materials constituting the record upon which the action appealed from was made.

c. An appeal to the zoning board of adjustment stays all work on the premises and all proceedings in furtherance of the action appealed from, unless the official from whom the appeal was filed shall certify to the board that, by reason of facts stated in the certificate, a stay would cause imminent peril to life or property. In such case, proceeding or work shall not be stayed except by a restraining order which may be granted by the board or by a court of competent jurisdiction on application, on notice to the officer from whom the appeal is filed and on due cause shown.

(2) Variances.

a. To authorize upon appeal such variance from the terms of this title as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of this title would result in unnecessary and undue hardship. In order to authorize any variance from the terms of this title, the board must find:

1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district;
2. That the special condition and circumstances do not result from the actions of the applicant;
3. That granting the variance requested will not confer on the applicant any special privilege that is denied by this title to other lands, buildings, or structures in the same zoning district;
4. That literal interpretation of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this title and would work unnecessary and undue hardship on the applicant;
5. That the variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure;
6. That the grant of the variance will be in harmony with general intent and purpose of this title and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare;
7. That the variance will not constitute any change in the districts shown on the zoning map, will not impair an adequate supply of light and air to adjacent property, will not increase the congestion of public streets, or increase the danger of fire, will not diminish or impair established property values within the surrounding area, and will not otherwise impair the public health, safety, and general welfare of the city.

b. In granting any variance, the board may prescribe appropriate conditions and safeguards in conformity with this title. Violation of such conditions and safeguards,

when made a part of the terms under which the variance is granted, shall be deemed a violation of the code.

c. The board may prescribe a reasonable time limit within which the action for which the variance is required shall be begun or completed or both.

d. Under no circumstances, except as permitted above, shall the board grant a variance to permit a use not generally permitted in the zoning district involved or any use expressly or by implication prohibited by the terms of this title in the zoning district. No nonconforming use of neighboring lands, structures, or buildings in the same zoning district and no permitted use of lands, structures, or buildings in other zoning districts shall be considered grounds for the authorization of a variance.

(3) *Interpretation for Historic and Preservation Districts.* To hear and decide administrative applications for uses not expressly permitted by district regulations within the Pensacola Historic District, North Hill Preservation District and Old East Hill Preservation District.

(4) *Nonconforming uses.* To hear and decide requests for time extensions beyond the eighteen-month time period for the continuation of nonconforming uses that are damaged or destroyed as the result of fire, explosion or other casualty, or act of God, or the public enemy. Such time extensions may be granted by the zoning board of adjustment upon proof by the landowner that the landowner has proceeded with diligence to restore the use and circumstances beyond the landowner's control have made the period of time inadequate.

(b) *Hearing of applications.*

(1) *Application procedure.*

a. Any appeal or application for variance, interpretation for historic and preservation district or continuation of nonconforming use must be submitted to the planning department at least twenty-one (21) days prior to the regularly scheduled meeting of the zoning board of adjustment.

b. The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.

c. Any party may appear in person, by agent, or by attorney.

d. Any application may be withdrawn prior to action of the zoning board of adjustment at the discretion of the applicant initiating the request upon written notice to the board secretary.

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

a. The application shall be submitted on a form provided by the board secretary.

b. Each application shall be accompanied by an accurate site plan drawn to scale and such other information as may be reasonably requested to support the application.

c. The applicant shall be required to pay an application fee according to the current schedule of fees established by the city council for the particular category of application. This fee shall be nonrefundable irrespective of the final disposition of the application.

(3) Public notice requirements.

a. A sign shall be prominently posted on the property to which the application pertains at least ten (10) days prior to the scheduled zoning board of adjustment meeting. The sign shall state the date, time and place of the zoning board of adjustment meeting.

b. Notice of the appeal or application for variance, interpretation for historic and preservation district or continuation of nonconforming use shall be published by public notice advertised in a newspaper of general daily circulation published in the county at least ten (10) days prior to the scheduled zoning board of adjustment meeting.

c. The city shall notify addresses within a three hundred-foot radius, as identified by the current county tax roll maps, of the property for which an appeal or application for variance or continuation of nonconforming use is sought with a public notice by postcard, at least ten (10) days prior to the zoning board of adjustment meeting. The public notice shall state the date, time and place of the board meeting.

d. The city shall notify addresses within a five hundred-foot radius, as identified by the current county tax roll maps, of the property for which an interpretation in a historic or preservation district is sought with a public notice by postcard, at least ten (10) days prior to the zoning board of adjustment meeting. The public notice shall also be mailed to the appropriate neighborhood, homeowner, or property owner association at least ten (10) days prior to the zoning board of adjustment meeting. The public notice shall state the date, time and place of the board meeting.

(c) Decisions of the zoning board of adjustment. In exercising its powers, the board may, in conformity with provisions of this section, reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination made by an administrative official in the enforcement of this title, and may make any necessary order, requirement, decision, or determination, and to that end shall have all the powers of the officer from whom the appeal is taken. The concurring vote of a majority of all the members of the board shall be necessary to reverse any order, requirement, decision, or determination of any such administrative official or to decide in favor of the applicant on any matter upon which the board is required to pass under this section.

(d) Judicial review of decision of board of adjustment. Any person or persons, jointly or severally, aggrieved by any decision of the board, or the city, upon approval by the city council, may apply to the circuit court of the First Judicial Circuit of Florida within thirty (30) days after rendition of the decision by the board. Review in the circuit court shall be by petition for writ of certiorari or such other procedure as may be authorized by law.

(e) Administrative variances. Subject to the criteria in [section 12-11-2\(a\)\(2\)](#), the planning administrator or their designee may grant administrative variances to the following provisions of this chapter:

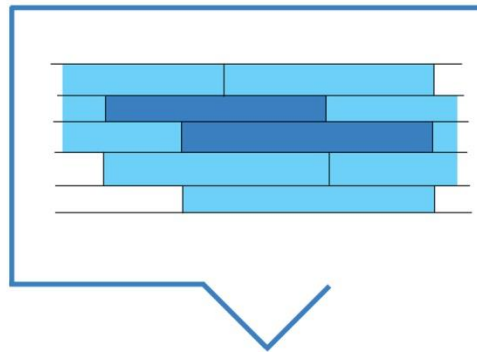
(1) Setback requirements may be varied up to ten (10) percent or two feet, whichever is less.

(2) Parking requirements may be varied up to ten (10) percent.

These requests must be submitted in writing and must include a to-scale site plan along with a detailed explanation and justification for the variance. Only one administrative variance per property may be granted. Denial of a request for an administrative variance under the provisions of this section may be appealed to the board of adjustment under the provisions of [section 12-11-2\(a\)\(1\)](#).

Architectural Review Processes

Board-for-Board Review



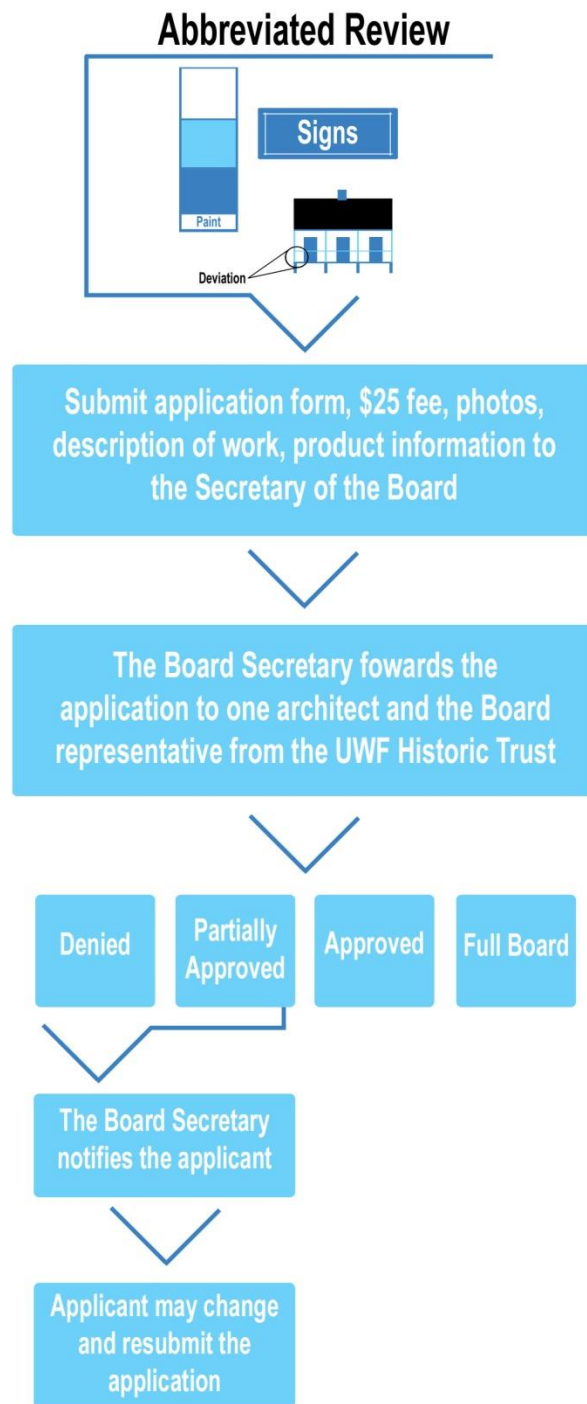
Submit application form, photos, description of work, product information to the Secretary of the Board



The Board Secretary reviews the request and either approves or denies the application

Board-for-Board

*This approval process is limited to the **repair or replacement of materials in-kind**, e.g. replacing siding, architectural elements, or paint colors which were approved at a prior date. The application and any supporting materials are submitted to the secretary of the ARB, who may then approve or deny the request.*



Abbreviated Review (\$25)

Abbreviated review is appropriate for new or replacement **signage**, changes in **paint color**, **fencing**, and **minor deviations** from approved projects. An abbreviated review form and all supporting materials are submitted to the Secretary of the ARB. The secretary then forwards the application package to two members of the ARB: the representative from West Florida Historic Preservation and one architect. These members will review the materials and may approve all or part of the application, or deny it. If the application is not approved, it may be referred for Full Board Review, which allows the ARB members an opportunity to comment and provide alternate design suggestions.

Full Board Review



Full Board Review (\$50.00 homeowner, \$250.00 commercial)

*Any exterior construction or renovation project not listed above must go through Full Board Review. The ARB may give both **Conceptual** and **Final** approval for a project. Conceptual review allows the Board to comment on project designs early in the planning process, giving the applicant time to change elements if needed. Applicants are encouraged to go before the ARB as early as possible during the project planning/development process.*

The Secretary of the Interior's Standards for Rehabilitation

In order to preserve and maintain the character of Pensacola's historic districts, the Architectural Review Board has adopted the Secretary of the Interior's Standards for Rehabilitation as revised by the National Parks Service in 1983. The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy; the guidelines encompass the exterior and the interior, related landscape features and the building's site and environment, as well as attached, adjacent, or related new construction. These are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Submissions to the Architectural Review Board

Every activity which 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 historic zoning districts shall be accompanied with drawings or sketches. All drawings must be drawn to scale and be legible. Major projects with very large buildings may vary from the scale referenced for ease of presentation.

The City of Pensacola offers a weekly open meeting for project review, which includes the Planning, Codes, and Engineering departments. The [“One Stop” Development Review](#) meetings are held virtually every Wednesday at 9 AM. Applicants may present their projects for early review and comment, before submitting a full application to the Architectural Review Board.

Use the following checklist to ensure necessary all materials are submitted for ARB consideration. Applications to the ARB should be as detailed as possible. **The more information that is clearly described or depicted, the easier it is for ARB members to understand, evaluate, and render their decision regarding the project.**

Please submit ten (10) copies of any color or oversized drawings. Supporting documentation provided for the ARB hearing may be retained and become the property of the ARB for reference purposes, and for enforcement of the construction of the project in compliance with the approved design.

All supporting materials are submitted to the secretary of the ARB. **Submission packages must be completed 21 days (3 weeks) prior to the next meeting date** in order to be considered.

When a zoning ordinance is being requested, the application must be included with the ARB submission.

Submission of Site Plans and Drawings

1. Site plan

- Minimum scale of 1" = 30'0"
- Scale for signs and details must be large enough to fully define the detail of those items
- Overall property dimensions and building size and location on the property
- Relationship of adjacent buildings, if any
- Layout of all driveways and parking on the site
- All fences, and signs with dimensions as required to show exact locations
- Existing trees and existing and new landscaping

2. Floor plan

- Minimum scale of 1/8" = 1'0"
- Locations and sizes of all exterior doors and windows
- All porches, steps, ramps and handrails
- 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

3. Exterior elevations

- Minimum scale of 1/8" = 1'0"
- All four (4) elevations of the exterior of the building
- The relationship of this project to adjacent structures, if any
- Exposed foundation walls, including the type of material, screening, dimensions, and architectural elements
- Exterior wall materials, including type of materials, dimensions, architectural elements and color
- Exterior windows and doors, including type, style, dimensions, materials, architectural elements, trim, and colors
- All porches, steps, and ramps, including type of materials, dimensions, architectural elements and color
- All porch, stair, and ramp railings, including type of material, dimensions, architectural elements, trim, and color
- Roofs, including type of material, dimensions, architectural elements, associated trims and flashing, and color
- All signs, whether 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.

4. Miscellaneous

- 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

Submission of Photographs

1. Renovations/additions to existing buildings

- At least four (4) overall photographs per building so that all sides are clearly shown. In addition, photographs depicting the "streetscape" — that is, the immediate vicinity and all adjacent buildings — should be supplied.
- If doors and/or windows are to be modified, provide a photograph of each door to be changed and at least one representative photograph of the type of window to be altered and replaced.
- Provide any additional photographs as required to show specific details of any site or building conditions that will be altered or modified in any way by the proposed construction.

2. New construction

- 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.
- Photographs of the adjoining "streetscape," including adjacent buildings to indicate the relationship of the new construction to these adjacent properties.

Submission of Descriptive Product Literature or Brochures

- 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.
- 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.
- Provide samples or descriptive literature on roofing material and trim to augment the information on the drawings. The information must indicate dimensions, details, material, color and style.
- 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.

Ad Valorem Tax Exemption

Chapter 3-4, Article III, Division II of the Finance and Taxation Code

The City of Pensacola authorized the Ad Valorem Tax Exemption for owners undertaking the restoration, rehabilitation, or renovation of historic properties – and may exempt these property owners taxation of up to 100 per cent of the assessed value of all improvements which result from said restoration, rehabilitations, or renovation work. Improvements must be consistent with the Secretary Standards for Rehabilitation, and exceed five thousand (\$5,000.00) in actual expenditures on the project.

Taxes to which exemptions apply:

Exemptions apply only to taxes levied by the city, excluding levies for the downtown improvement board. The exemptions do not apply to taxes levied for payment of bonds or to taxes authorized by a vote of the electors pursuant to s. 9(b) or s. 12, Art. VII of the State Constitution.

Property to which exemptions apply: *The property in question must*

- be individually listed in the National Register of Historic Places, or;
- be a contributing property to a National Register-listed district, or;
- be designated as a historic property, or as a contributing property to a historic or preservation district, under the terms of the Land Development Code or other ordinance of the city, or;
- The preservation board has certified to the city that the property for which an exemption is requested meets the above requirements.

Applications for the Ad Valorem exemption should be submitted to the ARB representative from the UWF Historic Trust before submittal of project plans to the full ARB. Exemption requests must be filed no later than March 1 next following the completion of construction and improvements. Applications must contain:

- The name of the property owner and the location of the historic property.
- A description of the improvements to real property for which an exemption is requested and the date of commencement of construction of such improvements.
- Proof, to the satisfaction of the UWF Historic Trust, that the property that is to be rehabilitated or renovated is a historic property under this section.
- Proof, to the satisfaction of the UWF Historic Trust, that the improvements to the property will be consistent with the United States Secretary of Interior's Standards for Rehabilitation and will be made in accordance with guidelines developed by the Department of State.
- Applications submitted for properties which have been individually designated as historic properties or landmarks shall include documentation substantiating such designation and describing the historic, archaeological or architectural features which provided the basis for designation. Acceptable documentation shall include a copy of the designation report for the property and official correspondence notifying the property owner of designation.
- Other information deemed necessary by the UWF Historic Trust.

*For further information on ARB review procedures and follow-up protocol, refer to **Chapter 3-4, Article III, Division II** of the Pensacola Finance and Taxation Code, entitled "Historic Properties Exemption."*

Archaeological Review Procedure

Adopted by Pensacola City Council by Resolution on November 14, 1985, Amended by Resolution on August 21, 2010 and effective as of Noon, January 10, 2011

I. Intent.

The following archaeological review procedure shall apply to all proposed construction projects on property owned by the City of Pensacola and identified on the attached map. This procedure is patterned after the Federal archaeological review procedure established in Section 106 of the national Historic Preservation Act of 1966. The procedure is designed to identify, evaluate and preserve the limited non-renewable archaeological remains and artifacts on City-owned property. Where possible, the intent of this policy is to undertake the review procedure in early stages of project planning so that no construction delays occur.

II. Responsibility.

The Mayor shall be responsible for coordinating the archaeological review procedure for City-owned property. Technical assistance in the review procedure shall be provided by a professional archaeologist meeting the standards of the Society of Professional Archaeology and having substantial experience in the archaeology and history of Pensacola. Said archaeologist will be appointed by the City Council to serve in this capacity.

III. Procedure

A. Initial Determination.

Prior to the development of preliminary plans for proposed construction projects on City-owned property, the Mayor and the appointed Archaeologist shall confer to review the nature and extent of the ground disturbance associated with the project. Proposed construction projects include but are not limited to building construction, renovation, additions, landscaping underground utility activities, and disturbances within street rights-of-way.

B. Review of Project Impact.

Based on the preliminary review required in III. A. above, if the proposed project is determined not to cause ground disturbance to the property, or there is no potential for archaeological deposits, then the archaeological review procedure will not be undertaken. If the proposed project is determined to cause ground disturbance to the property and there is a potential for archaeological deposits then the following review procedure shall be initiated.

1. The Mayor shall work with the appointed Archaeologist to determine if the site proposed for development contains significant archaeological resources. The criteria used to make this determination shall include, but not be limited to:

- a) National Register of Historic Places Criteria set forth in 36CFR800.10 which include sites:

- (1) That are associated with events that have made a significant contribution to the broad patterns of our history; or

- (2) That are associated with the lives of persons significant in our past; or

(3) That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

(4) That have yielded, or may be likely to yield, information important in prehistory or history

b) Inventory of significant archaeological sites identified by the Florida Bureau of Archaeological Research; and

c) Field survey of City-owned properties for possible archaeological potential prepared by UWF Archaeology Department.

2. If the presence of archaeological deposits is unknown and the location is at least of moderate potential for archaeological sites, a field assessment survey and possible testing (limited exploratory excavation) of that property shall be conducted, subject to the approval of the Mayor.

3. Determination of Effect.

For each property determined to contain significant archaeological resources, the appointed Archaeologist and the Mayor shall determine if the proposed project will affect the archaeological resources. The findings of effect shall include: 1) no adverse effect, or 2) adverse effect. If the findings indicate no adverse effect, then the archaeological review procedure stops. If the findings indicate an adverse effect, then a preliminary case report stating such findings shall be prepared.

4. Preliminary Case Report.

The appointed Archaeologist shall prepare a written preliminary report presenting the archaeological significance of the site, the determination of effect findings and the recommended archaeological activity, if any, to preserve the archaeological resources. This report shall be forwarded to the Mayor and the State Historic Preservation Office for comments.

a) Contents of the report shall address: a verification of the legal and historical status of the property; an assessment of the historical, architectural, archaeological, or cultural significance of the property; a statement indicating the special value of features to be most affected by the undertaking; an evaluation of the total effect of the undertaking upon the property; a critical review of any known feasible and prudent alternatives and recommendations to remove or mitigate the adverse effect.

5. Memorandum of Agreement.

In consultation with Mayor and the appointed Archaeologist, a proposed memorandum of agreement shall be prepared specifying actions to be taken to avoid or mitigate any adverse effects. Estimates of costs for such actions proposed to avoid or mitigate adverse effects shall be addressed in the memorandum. The proposed memorandum of agreement will be presented to the City Council for review and approval.

IV. Funding.

A. Public Lands. All archaeological activities established in this policy shall be funded by the City, or in the case of a leased site, the assigned leasee

1. Initial determination, review of project impact and preliminary case report activities performed by the appointed Archaeologist will be compensated through a limited work-as-needed contract approved by the Mayor.
2. Funding for implementing memorandums of agreement shall be decided on a case-by-case basis by the City Council.
3. Funding from other sources, such as the State of Florida and private sources to undertake archaeological activities will also be pursued by the City and appointed Archaeologist.

V. Prohibitions.

It shall be the policy of the City Council to prohibit the search for and/or removal of any archaeological material greater than 50 years old on City property. If such removal occurs, it will be considered a theft. This prohibition includes employees of the City and contractors working on City-owned property.

VI. Disposition of Archaeological Materials.

All archaeological materials excavated under this policy shall become the property of the City of Pensacola. Such materials shall be housed in facilities that meet the standards set forth in the Society for American Archaeology Standards for Quality Control. While such materials cannot be sold, the materials may be loaned or donated to appropriate State or non-profit associations with standard curatorial facilities.

VII. Archaeological Review of Private Property

The appointed Archaeologist shall be informed of all meetings of the Architectural Review Board and the Planning Board in order to monitor the sub-surface impact of proposed private construction projects and make suggestions to the owners and/or developers of the project site to perform voluntary archaeological activities. All archaeological activities suggested by the appointed Archaeologist and agreed to by the private property owner shall be funded by the private property owner.

VIII. Definitions.

- A. **Impacted area** – the land area, or areas, where land may be disturbed or the environment changed in such a way as to effect their historic value.
- B. **Significant date** – data that can be used to answer research questions, including questions of present importance to scholars and questions that may be posted in the future.
- C. **Archaeological data** – material remains (artifacts, refuse, etc.) produced purposely or accidentally by human beings, and in the spatial relationships among such remains.
- D. **Archaeological artifacts** – objects made or used by humans in historic or prehistoric times greater than 50 years old.
- E. **Ecofacts** – plant and animal remains associated with past human activities.

NOTE: This procedure was amended by adoption of Resolution No. 3-88 on January 14, 1988 so as to extend the application of such procedures to all public rights-of-way within the boundaries of the City of Pensacola which are maintained by the City government.

Design Standards and Guidelines.

Section [12-3-121](#) of the Land Development Code

(a) Purpose. The requirements set forth in this subsection 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.

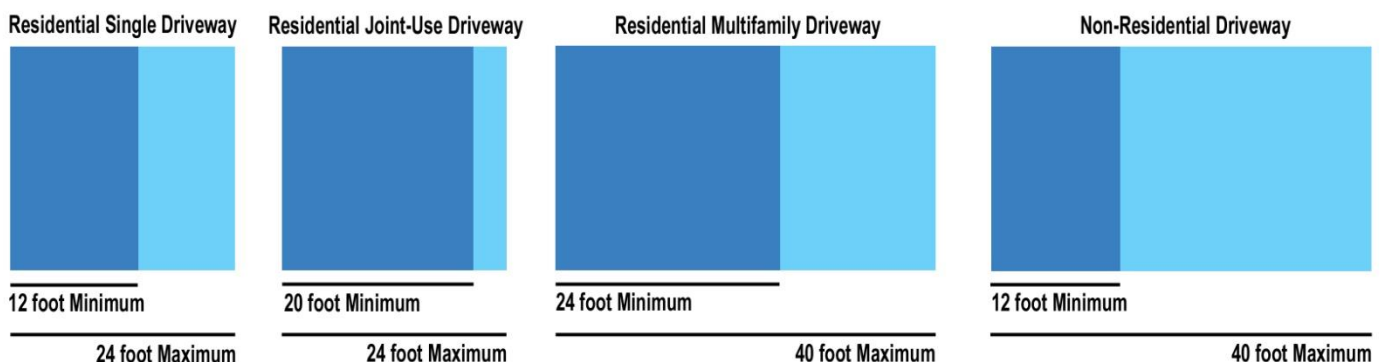
(c) Design standards. Except where specific approval is granted by the city engineer and city planner due to unique and peculiar circumstances or needs resulting from the size, configuration or location of a site requiring a modification of the standards as set forth below, the minimum standards shall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

2. Width (residential multifamily). Properties developed for residential multifamily use shall have curb cuts for driveways not less than twenty-four (24) feet wide and not more than forty (40) feet wide.



3. Width (nonresidential). Properties developed for commercial use shall have curb cuts for driveways not less than twelve (12) feet nor more than forty (40) feet wide.

4. Distance from drainage inlet. No curb cut shall be made within three (3) feet of a drainage inlet.

5. Spacing. Where more than one (1) curb cut is to be located on any single property, the minimum distance between such curb cuts on local streets shall be forty-two (42) feet, and on all arterial and collector streets shall be in accordance with the requirements set forth in subsection (2) below.

6. Number and location on midblock properties. Except where specific approval is granted as provided above, there shall be no more than two (2) 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.

7. Number and location on corner properties. Where property is located on a corner lot fronting more than one (1) street, not more than one (1) 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 fifteen (15) feet on a local street and not within thirty (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. Joint use driveways. No curb cut for a driveway approach shall be made within one (1) foot of the extended side property line of the property to be serviced by the driveway unless a joint-use driveway for the two (2) adjoining properties shall be located on the common property line by written agreement running with the land, recorded in the public records of Escambia 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 above and of subsection (c)(2) below.

10. 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 shall find reasonably necessary under the circumstances. The notice required by this section shall require compliance by permittee within thirty (30) days of such notice; be in writing; and be served upon permittee as required by law.

(b) Vehicular access for multi-family, 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 which 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 which is necessary to widen or extend local streets, arterials or collectors as required to meet city standards shall be dedicated.

(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 which 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.

(e) Sidewalks. Sidewalks shall be required on all street frontages in nonresidential, commercial and industrial developments in accordance with standards established by the city engineer.

(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 paragraph.

a. Driveways and curb cuts. In addition to any applicable driveway approach and curb cut requirements of subsection (1) above, 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:

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

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 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 (2) 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 below.

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 director, in coordination with the city engineer, shall be authorized to modify the requirements of this subparagraph where he 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 of this title.

(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 (5) percent of the total lot area for recreation and open space facilities. This land area requirement shall be provided in addition to the twenty (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 (10) feet to either the property line or zoning district boundary line of a single-family or duplex residential development or zoning district.
- 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 city manager'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 (10) 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 two hundred-foot radius. The radius shall be measured from the exterior side of the screen to a point ten (10) 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 (10) spaces or ten (10) 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 Façade Finish:

Metal curtain walls (an exterior building wall which carries no roof or floor loads and consists entirely or principally of metal, or a combination of metal and glass, and other surfacing materials supported by a metal framework) shall be limited to a maximum of thirty (30) percent per elevation of a building in the R-2 and R-NC districts, forty (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 seventy-five (75) percent per elevation of a building in industrial districts. The remaining percentage of each façade elevation shall have a finish treatment. Planning Board may grant requests to exceed this 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) Non-residential site lighting.

Non-residential 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 director of community development, or their designee, 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 non-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 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 maybe applied to specific projects during review by city staff and any applicable review board(s). 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 floodwaters.
- (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.

(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 in 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 use(s) 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 style(s); 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.

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 multi-family 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 one hundred (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 façade 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 fifty (50) feet, or twenty (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.

(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(s). 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.

Fencing

Section [12-3-63](#) of the Land Development Code

(a) General provisions.

(1) *Visibility triangle requirements.* All opaque fences shall conform to the required visibility triangle requirements as set forth in section [12-3-58](#).

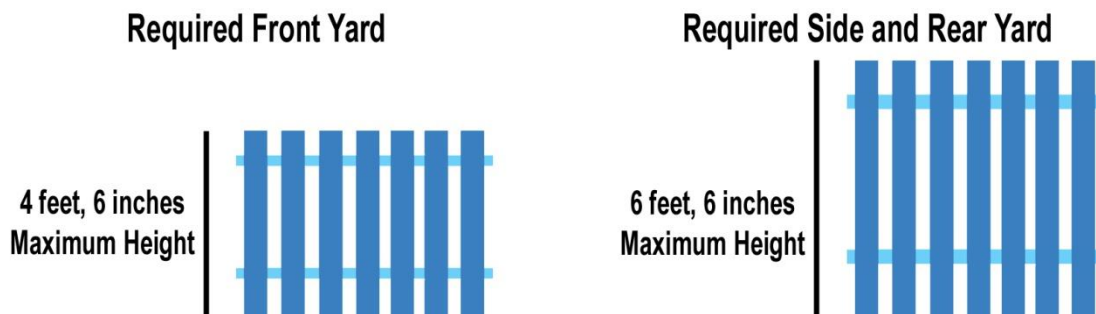
(2) *Prohibited fences.* No electrical fences or fences with cutting edges, including, but not limited to, fences using razor, ribbon or concertina wire, shall be permitted within the city. Notwithstanding the foregoing, electrical fences may be used at wildlife sanctuaries permitted by the U.S. Department of Wildlife and Fisheries to harbor and protect federally protected and/or endangered species. Electrical fences must be wholly within the interior of such sanctuaries and may not be used as perimeter fences. Site plans and installation diagrams must be submitted to the City Planning Department and the City Inspections Department for review and approval. Electrical fences may not be in use during hour of operation when the public is present and appropriate warning signs must be attached to electrical fences.

(3) *Pillars and posts.* Pillars and posts may extend up to twelve (12) inches above the height limitations of this section, provided such pillars and posts are no less than eight (8) feet apart.

(4) *Existing nonconforming fences.* Existing nonconforming fences in any zoning district may be repaired or replaced, with the exception of opaque fences in a visibility triangle.

(b) Regulations for the R-1AAAAA, R-1AAAA, R-1AAA, R-1AA, R-1A, R-ZL, R-2A, R-2, R-NC, WRD, GRD and airport zoning districts.

(1) *Maximum height of fences.* Fences may be built to the maximum heights within required yards as follows:



On corner lots, fences constructed within the required street side yard shall not exceed four (4) 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 (6) feet, six (6) inches.

(a) Fences may be built to the maximum height allowed for structures in the zoning district at the building setback line or within the buildable area of a site.

(b) Multifamily developments having a building site area of at least one acre and street frontage of at least two-hundred (200) feet shall be permitted fences six (6) feet, six (6) inches in height along property lines surrounding the development around the perimeter. All fences shall conform to visibility triangle requirements as set forth in [section 12-3-58](#).

(c) Subdivisions having an area of at least one acre and street frontage of at least two hundred (200) feet shall be permitted fences six (6) feet, six (6) inches along property lines surrounding the subdivision around the perimeter. All fences shall conform to visibility triangle requirements as set forth in [section 12-3-58](#).

(2) *Barbed wire fences.* In residential districts, barbed wire fences shall be permitted only to surround a public utility and federal, state, county or municipal property. Any such fence may incorporate three (3) strands of barbed wire only on top of a solid or chain-link fence at least six (6) feet high, but no higher than eight (8) feet.

(3) *Location of fences.* Fences shall be permitted to the right-of-way line of a public street.

(c) Regulations for the historic and preservation zoning districts. All requirements must be met as established in sections [12-3-10](#)(1)e.3 and (2)e.4 , and in addition the following provisions apply:

(1) No concrete block or barbed wire fences will be permitted. Approved fence materials will include, but are not limited to wood, brick, stone or wrought iron. Chain link fences shall be permitted in the PR-1AAA, PR-2 AND PC-1 zoning districts in side and rear yards only with the approval of the architectural review board.

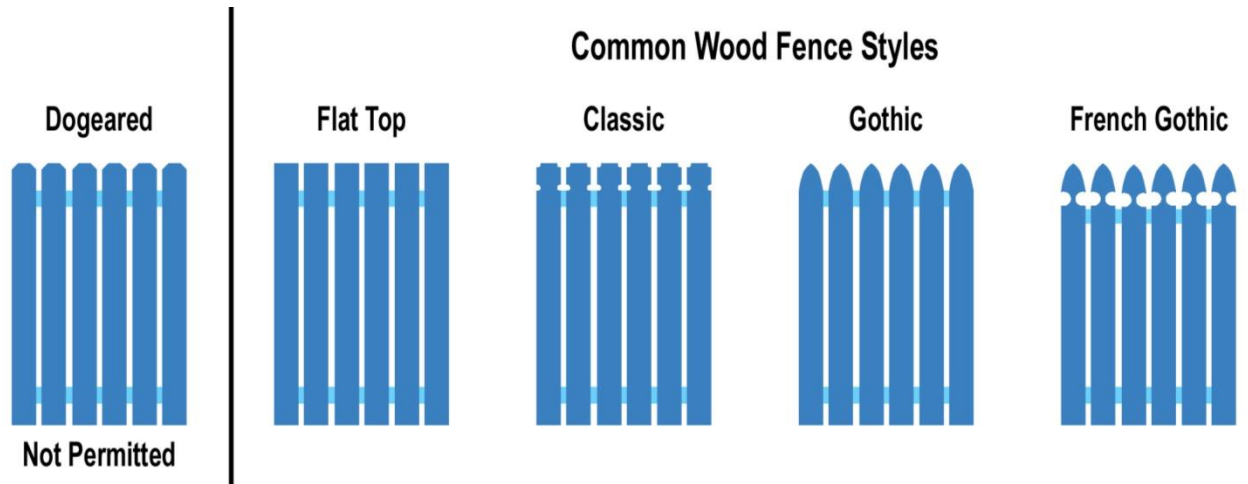
(2) Fences are subject to approval by the architectural review board.

(d) Regulations for the commercial and industrial zoning districts. All requirements established in subsection (a) must be met and in addition the following provisions apply: There shall be no maximum height for fences in these districts except as provided in subparagraphs (d)(2) and (3) of this section.

(1) Fences incorporating barbed-wire are permitted provided that barbed-wire may be used only on top of a six-foot-high or higher solid or chain-link fence surrounding a public utility, uses permitted in a C-3, M-1 or M-2 zoning district which are not permitted in an R-C zoning district, and federal, state, county or municipal property.

(2) Where a dwelling is located in a commercial, industrial or redevelopment district, subsection (b) shall regulate fences for that dwelling.

(3) Where a dwelling unit is located adjacent to an industrial or commercial use, a fence may be constructed to a maximum height of eight (8) feet, six (6) inches on the property line contiguous to the industrial or commercial use.



Note: The dogeared style is not permitted. The styles depicted in this diagram are NOT the only acceptable fence styles.

Accessory Uses and Structure Standards

Section [12-3-55](#) of the Land Development Code

In addition to the principal uses which are designated herein as being permitted within the several zoning districts established, it is intended that certain uses which are customarily and clearly accessory to such principal uses, which do not include structures or structural features inconsistent with the principal uses, and which are provided electrical and plumbing service from the main building service shall also be permitted.

For the purposes of this chapter, therefore, each of the following uses is considered to be a customary accessory use, and as such, may be situated on the same lot with the principal use or uses to which it serves as an accessory.

(1) *Uses and structures customarily accessory to dwellings.*

- (a) Private garage.
- (b) Open storage space or parking area for motor vehicles provided that such space shall not be used for more than one (1) commercial vehicle licensed by the State of Florida as one (1) ton or more in capacity per family residing on the premises.
- (c) Shed or building for the storage of equipment.
- (d) Children's playhouse.
- (e) Private swimming pool, bathhouse or cabana, tennis courts, and private recreation for tenants of principal buildings.
- (f) Structures designed and used for purposes of shelter in the event of manmade or natural catastrophes.
- (g) Noncommercial flower, ornamental shrub or vegetable greenhouse.
- (h) Television antenna or satellite TV receiving dish.
- (i) Attached or detached, uncovered decks.
- (j) Solar panels.
- (k) Screened enclosures.

(2) *Uses customarily accessory to multi-family residential, retail business, office uses, and commercial recreation facilities.*

- (a) Completely enclosed building not to exceed forty-nine (49) percent of the floor area of the main structure for the storage of supplies, stock, merchandise or equipment for the principal business.
- (b) Lounge as an accessory use to a package liquor store, not to exceed forty-nine (49) percent of the floor area of the package store.
- (c) Lounge as an accessory use to a restaurant, not to exceed forty-nine (49) percent of the floor area of the restaurant.

(d) Car wash as an accessory use to a service station not to exceed forty-nine (49) percent of the square footage of the total site.

(e) Restaurants, cafes, coffee shops and small scale retail uses are permitted as an accessory use in multifamily developments over twenty (20) units in size, and office buildings over four thousand (4,000) square feet, Such accessory uses shall be clearly subordinate to the principal use, shall be located on the first floor within the multi-family or office structure, and shall not exceed ten (10) percent of the gross floor area of the structure in which it is located.

(f) Standards for accessory structures shall be as follows:

1) The use shall be clearly incidental to the use of the principal building, and shall comply with all other city regulations. No accessory structure shall be used for activities not permitted in the zoning district except as noted above.

2) No insignia or design of any kind may be painted or affixed to an accessory use or structure except such signs as are permitted in the provisions of Chapter 12-4.

3) Detached vending and transaction machines shall meet the following restrictions:

i. Placement must be outside required landscape islands and stormwater management systems.

ii. Anchoring to trees, traffic signs, fire hydrants, fire connectors, lift stations or other site infrastructure is prohibited.

iii. Dispensers and service machines placed in parking lots shall have a finished exterior of brick, stucco, stone, stained wood or similar materials and shall not contain windmills or similar objects.

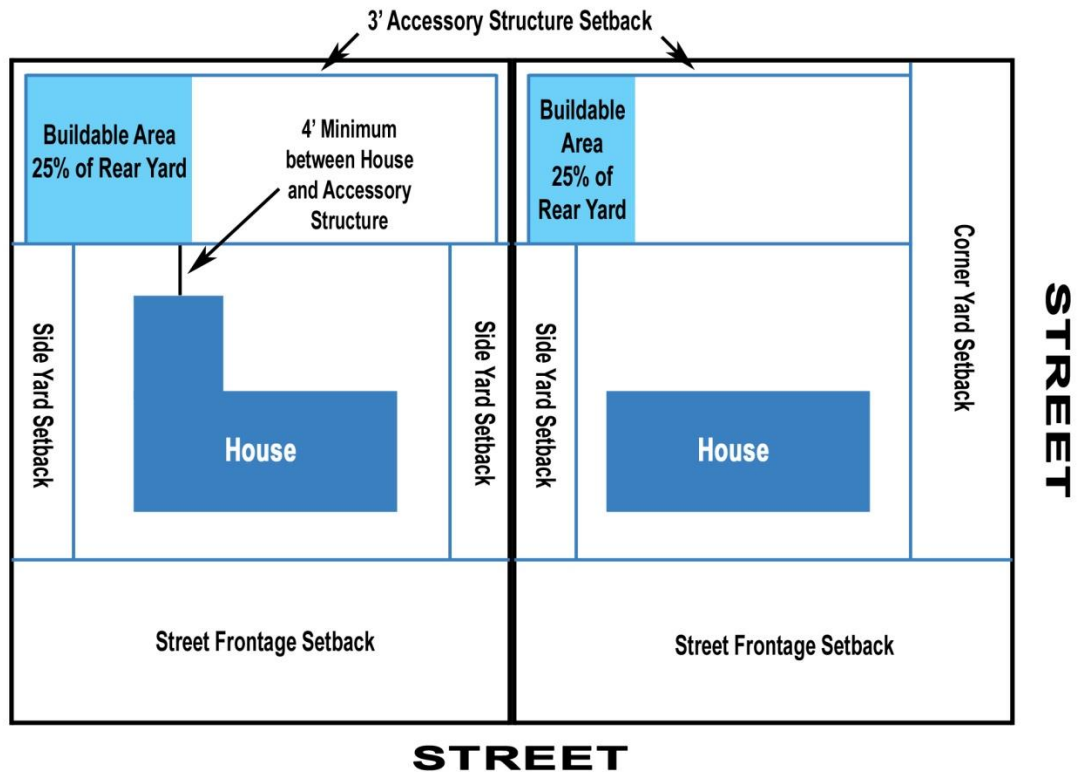
iv. A sloped roof with a peak or parapet roof is required to be affixed to dispensers placed in parking lots with shingle, tile or other roof material in accordance with Florida Building Codes.

v. Advertising, other than minimal signage with the logo and name of the item being dispensed or service provided is prohibited.

(3) *Uses customarily accessory to cemeteries.* A chapel is an accessory use to a cemetery.

(4) *Residential accessory structures standards.*

(a) Accessory structures shall not be permitted in any required front or required side yard except as exempted in this section. Accessory structures shall be permitted in a required rear yard. The figure below shows permitted locations for residential accessory structures.



1. Permitted only in shaded areas noted as buildable area or required rear yard as shown above.
2. Shall occupy not more than twenty-five (25) percent of required rear yard area. For purposes of calculating this percentage in a corner lot rear yard, the yard shall be measured from the interior side lot line to the street right-of-way line.
3. Except for corner lots, accessory structures shall not be located closer than three (3) feet from a property line in a required rear yard.
4. No part of an accessory structure may be located any closer than four (4) feet to any part of the main dwelling unit. An open covered walkway no more than six (6) feet wide may connect the main structure to the accessory structure.
5. Maximum height shall be determined as follows:
 - (i) Accessory structures located within three (3) feet of the side and rear property lines shall have a maximum allowed height of fifteen (15) feet.
 - (ii) Accessory structures exceeding fifteen (15) feet must meet the side yard setback requirements of the principal dwelling unit. For every additional one (1) foot that an accessory dwelling unit is setback from the rear property line above and beyond five (5) feet, an additional one (1) foot in height shall be allowed up to a maximum allowed height of twenty (20) feet as measured at the roof peak.
6. Accessory dwelling units must meet the requirements set forth in [section 12-3-81](#).

Siting of Rooftop Mounted Antennas

Section [12-3-68](#) of the Land Development Code

(a) *Commercial communications antennas.*

(1) Rooftop mounted commercial communications antennas may be installed, erected or constructed in the Governmental Center District, the Palafox Historic Business District and the Gateway Redevelopment District, subject to the review and approval of the appropriate review board based on the following standards:

- (a) Rooftop mounted commercial communications antennas shall not exceed the height of twenty (20) feet above the existing roofline of the building;
- (b) Antenna support structures shall be set back from the outer edge of the roof a distance equal to or greater than ten (10) percent of the rooftop length and width;
- (c) Such structures shall be the same color as the predominant color of the exterior of the top floor of the building, and/or the penthouse structure;
- (d) Where technically possible, microwave antennas shall be constructed of open mesh design rather than solid material;
- (e) Where possible, the design elements of the building (i.e., parapet wall, screen enclosures, other mechanical equipment) shall be used to screen the commercial communications antenna. Such rooftop mounted commercial communications antennas, which comply with the above standards and are approved by the appropriate review board, are exempt from the review and approval process set forth in subsection (a)(3) of this section.

(2) Rooftop mounted commercial communications antennas located in commercial and industrial zones outside the special districts identified in subsection (a)(1) of this section, will be permitted if such structures are determined to be in compliance with the standards set forth in subsection (a)(1)(a) through (e) by the building inspection department. Rooftop mounted commercial communications antennas which do not comply with said standards shall be subject to the review and approval process outlined in subsection (a)(3) of this section.

(3) City staff approval of plans. The city planning department and building inspection department shall approve the plans if they find:

- (a) That the height and mass of the antenna shall not exceed that which is essential for its intended use and public safety; and
- (b) That the proposed antenna support structure meets the applicable co-location requirements as specified in subsection [12-3-67](#)(d); and
- (c) That the proposed antenna support structure has been approved by the FAA, if required; and

(d) That there exists no other communications tower or antenna support structure that can reasonably serve the needs of the owner of the proposed rooftop mounted antenna; and

(e) That the proposed antenna or antenna support structure is not designed in such a manner as to result in needless height, mass and guy-wire supports, and

(f) That the color of the proposed antenna shall be of such light tone as to minimize its visual impact, and blend into the surrounding environment; and

(g) That the proposed antenna shall fully comply with all applicable building codes, safety codes, and local ordinances.

(4) Consultant expense. Costs incurred by the city for the use of outside consultants, both legal and technical, in the review of applications and plans for the installation of antennas and support structures shall be reimbursed to the city by the applicant.

(b) *Personal wireless antennas.*

(1) Permitted locations. Rooftop mounted personal wireless antennas may be installed in zoning districts R-1AAAAA, R-1AAAA, R-1AAA, R-1AA, R-1A, R-ZL, R-2A, R-2, R-NC, C-1, C-2A, C-2, R-C, C-3, M-1, and M-2 and in the Pensacola Historic District, the North Hill Preservation District, the Old East Hill Preservation District, the Governmental Center District, the Palafox Historic Business District, the South Palafox Business District, the Waterfront Redevelopment District, the Gateway Redevelopment District and the Airport Land Use District, provided that they are mounted on structures over forty (40) feet in height and have been approved by any applicable review board.

(2) Structures. Personal wireless antennas not mounted on communications towers may be installed as an ancillary use to any commercial, industrial, office, institutional, multi-family or public utility structure, or permanent nonaccessory sign.

(3) Conditional use. Rooftop mounted personal wireless antennas may be permitted by conditional use approval, as provided in [section 12-3-108](#), on structures less than forty (40) feet in height or on any lot whose primary use is as a single-family dwelling. In addition, personal wireless antennas shall not be installed, erected or constructed on any lot within three hundred (300) feet of Bayou Texar, Escambia Bay, Pensacola Bay or the Pensacola Historic District except in accordance with a conditional use permit.

(4) Inventory of existing sites. Each applicant for permission to install a personal wireless antenna shall provide to the city an inventory of its existing towers, antennas, or sites approved for towers or antennas, that are either within the jurisdiction of the city or within one (1) mile of the border thereof, including specific information about the location, height and design of each tower. The planning department may share such information with other applicants applying for administrative approvals or conditional use permits under this section and with other organizations seeking to locate antennas within the city, provided, however that the planning department shall not, by sharing such information, be deemed to be in any way representing or warranting that such sites are available or suitable.

(5) Plans approved.

(a) Review. Installation of personal wireless antennas and associated equipment cabinets must be reviewed and approved by the city planning department and building inspection department pursuant to the standards set forth in this section. Installations of personal wireless antennas and associated equipment cabinets in the Pensacola Historic District, the North Hill Preservation District, the Old East Hill Preservation District, the Governmental Center District and the Palafox Historic Business District must be approved by the Architectural Review Board in accordance with the standards applicable to the relevant district, in addition to the requirements of subsection (6) below. Installation of personal wireless antennas and accessory equipment within the Gateway Redevelopment District must be approved by the Gateway Review Board. Installations of personal wireless antennas and associated equipment cabinets in the Airport Land Use District must be approved by the city council after consultation with the Pensacola Regional Airport. Installation of personal wireless antennas on personal wireless towers shall be governed by [section 12-3-67](#).

(b) Contents of plans. Each applicant for a permit to install a personal wireless antenna shall submit a design plan showing how the applicant proposes to comply with the requirements of this section. Applicants shall make appropriate use of stealth technology and shall describe their plans for doing so.

(6) Site design standards. All installations of personal wireless antennas and associated equipment cabinets shall comply with the following requirements:

(a) No personal wireless antennas or associated equipment cabinets shall be installed on any lot whose primary use is as a single-family dwelling.

(b) No personal wireless antenna shall be installed on any structure that is less than forty (40) feet in height.

(c) No personal wireless antenna shall be mounted so as to extend more than twenty (20) feet above the highest point of the structure on which it is mounted.

(d) Equipment cabinets shall be completely screened from view by compatible solid wall or fence, except when a ground-mounted cabinet, or combination of all ground-mounted cabinets on a site, is smaller than one hundred eighty (180) cubic feet. Equipment cabinets smaller than one hundred eighty (180) cubic feet may not be required to be screened from view if the cabinets have been designed with a structure, material, colors or detailing that are compatible with the character of the area.

(e) All equipment cabinets with air conditioning units shall be enclosed by walls, if located within three hundred (300) feet of existing single-family detached homes.

(f) Any exterior lighting within a wall shall be mounted on poles or on the building wall below the height of the screening fence or wall.

(g) Rooftop-mounted equipment cabinets shall be screened from off-site views to the extent possible by solid screen walls or the building parapet.

(h) Building-mounted personal wireless antennas shall be mounted a minimum of two (2) feet below the top of the parapet, shall be extended no more than twelve (12) inches

from the face of the building, and shall be either covered or painted to match the color and texture of the building, as approved by the planning department. Where a building has a penthouse, a rooftop structure containing or screening existing equipment, or other structure set back from the outer perimeter of the building, building-mounted antennas shall be mounted on such structure rather than the outer parapet, if feasible.

(i) Building-mounted equipment, which is part of a new structural addition on top of a roof, shall not exceed heights allowed by this chapter and shall be either covered or painted to match the color and texture of the building, as approved by the planning department.

(j) The support structure for antenna arrays shall be minimized as much as possible, while maintaining structural integrity.

(k) All installations of personal wireless facilities shall comply with all applicable building codes and all applicable FCC and FAA regulations.

(7) Stealth technology. In addition to the site design standards required by subsection (b)(6) of this section, the planning services department and any applicable review board may impose additional requirements for stealth technology, depending on the nature and location of the planned installation and the character of the surrounding area.

(8) Removal of unused antennas. If a personal wireless antenna is no longer being used for its original intended purpose, the owner of the antenna shall notify the city in writing within thirty (30) days after the use of the antenna ceases. An antenna shall be considered abandoned if it has not been used for its original intended purpose for more than one hundred eighty (180) days. The city may require the owner of any abandoned antenna to remove the antenna and any associated equipment cabinets at the owner's expense within thirty (30) days after written notice from the city. The owner shall restore the site to a condition as good as or better than its condition prior to installation of the antenna and the equipment cabinet. If the owner of an abandoned antenna fails to remove the antenna and any associated equipment within thirty (30) days, the city may remove the antenna and the equipment and place a lien on the property for the amount required to reimburse the costs of removal.

(9) Sitting on city property. Personal wireless antennas to be located on city property shall be exempt from the provisions of this section, provided that the owner of the antenna enters into a lease with the city providing for the payment of compensation and compliance with such conditions, including, without limitation, requirements for co-location and stealth technology, that the city deems reasonable in light of the character of the site and the surrounding area.

ARB Policy on the Review of Solar Energy Systems in Pensacola Historic Districts

This policy is adopted by the Architectural Review Board [herein “ARB” or “Board”] and supersedes all previous policies concerning the review and installation of miscellaneous mechanical equipment as it pertains to solar energy systems.

The Board acknowledges the City of Pensacola’s efforts to encourage environmental sustainability, including the use of solar energy systems. The Board also acknowledges Florida’s Solar Rights Law (Florida Statute - Section 163.04) which prohibits governing bodies from proposing certain restrictions on the installation of solar collectors on roofs. Under Florida’s Solar Rights Law, however, the Board may still review the placement of solar energy systems, so long as the installation is within the area required for its effective operation, that is, south, or east or west of due south. The Board may also prescribe requirements for screening solutions so long as the result does not impair the efficiency of the system.

- 1) Any request for application of solar energy systems in the Pensacola historic districts may be reviewed by abbreviated review.
- 2) All applications shall be reviewed on a case-by-case basis to ensure that the historical appearance, architectural integrity, and character-defining features of the subject property are preserved as much as possible during and after the installation of equipment. Appropriate installations should not damage historic roof materials, require the removal of historic roof materials, or require any architectural features to be altered.
- 3) Submission materials for abbreviated review should include (but not be limited to) an abbreviated review application and fee, a site plan showing the layout and position of all equipment (including any equipment placed on exterior walls), product details and specifications on all materials and equipment, and photographs of the project areas.
- 4) Any equipment mounted on exterior walls shall be in side yards or rear yards only. No equipment shall be installed in a front yard. Visual screening consisting of ornamental fencing or landscaping shall be installed around any equipment installed on an exterior wall to conceal it from view from any adjacent street.

This policy was adopted by the Architectural Review Board of the City of Pensacola, Florida, on June 17, 2021.

ARB Policy Regarding Use of Alternative Building Materials

These recommendations supersede all previous policies concerning the use of vinyl, aluminum, fiber cement, or other artificial materials that previously have been adopted by the ARB.

It has been the general practice of the Architectural Review Board [herein “ARB” or “Board”] to duplicate documented building materials, types, styles, and construction methods when making repairs, alterations, and/or additions to contributing structures. However, the Board may consider any variances from the original materials, styles, etc. if circumstances unique to each project are found to warrant such variances. In reviewing such variances, the Board shall refer to the Secretary of the Interior’s Standards for Rehabilitation.

The Board acknowledges that the quality of non-traditional materials have greatly improved since the adoption of the City of Pensacola’s historic and preservation land use districts and that the quality of some traditional materials have declined and may no longer match the properties of original material. In regards to fiber cement siding, the Board shall consider the U.S. Secretary of the Interior’s Standard #6: “Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials.” Giving the increasing popularity of fiber cement products, continued requests for its use, and conditional approval by the National Park Service the following policy is proposed:

- 1) Any request for application of any siding to any building in the Pensacola historic districts shall be brought before the ARB prior to proceeding with the work.
- 2) Smooth finish fiber cement siding with lap exposure typically found on historic buildings in historic and preservation districts may be considered for:
 - new infill construction
 - new construction designed to match historical designs
 - new structures behind existing contributing structures new additions to existing contributing structures
 - elevations where fire-rated materials are required to meet code requirements.

Smooth finish fiber cement siding matching existing historic siding in design, lap exposure, profile, and dimensions may be considered for:

- historic corner property side and rear elevations not highly visible from the public street – on an elevation-by-elevation basis if the existing historic wood siding cannot be retained and repaired, as confirmed by UWF Historic Trust staff pending review of photographs and/or site visit as applicable
- historic mid-block property side elevations not highly visible from the public street and all rear elevations on an elevation-by-elevation basis if the existing historic wood siding cannot be retained and repaired, as confirmed by UWF Historic Trust staff pending review of photographs and/or site visit as applicable.

An application to use fiber cement siding shall include the following (though not limited to):

- supplemental illustrations, images, or photographs of proposed siding
- proposed texture
- profile details, dimensions, and thickness
- photographs and details of existing siding
- photographs of building elevations where proposed siding is to be used

3) The use of composite materials (mixture of wood and fibrous materials), polyurethane, PVC, or fiber cement materials for decking, railings, and other architectural details will be considered on a case-by-case basis for both contributing and non-contributing buildings, along with new construction. The ARB will require extensive documentation by the applicant to substantiate all claims of unique conditions and/or financial hardship to justify consideration of non-historic materials by the Board. Details, textures, profiles, and material properties shall closely match traditional building materials; samples and product information are required at the time of review; and documentation of current materials and building conditions shall be provided to the Board. If a project receives ARB approval, the ARB will limit the use of artificial materials, and the Board will closely monitor installation to insure correct application of materials.

4) The use of vinyl and aluminum siding on any “contributing” structure in any historic district is inappropriate; therefore, in virtually all circumstances, a request for permission to use nonhistoric materials will be denied. In order to maintain the character and ambiance of the historic districts, the ARB believes that it is inappropriate to use vinyl and aluminum siding material on structure that are considered “non-contributing” within the districts. Consequently, the ARB also will strongly discourage the use of these materials on “non-contributing” structures.

5) The continued research and consideration of non-traditional building materials in the Pensacola historic districts will be evaluated yearly by the UWF Historic Trust. If the review of a new material or change to an existing policy is deemed necessary, the UWF Historic Trust staff will make a recommendation to the UWF Historic Trust Property and Collection Committee for review. If the Committee approves staff recommendations, the request will go before the UWF Historic Trust Board of Directors, with the final review going before the ARB.

This policy was adopted by the Architectural Review Board of the City of Pensacola, Florida, on June 17, 2021.

District Signage Guidelines

Section [12-5-2](#) and [12-5-3](#) of the Land Development Code

General Sign Standards and Criteria

Section [12-5-2](#) of the Land Development Code

(a) *Permits.* No sign shall be erected without a permit except as provided for herein.

(b) *Sign placement and removal.*

(1) No signs other than those noncommercial signs authorized by the mayor are allowed on public rights-of-way, except as provided herein.

(2) No attached wall sign may project more than twelve (12) inches from a building wall.

(3) Signs projecting from a building or extending over public property shall maintain a clear height of nine (9) feet six (6) inches above the right-of-way and no part of such signs shall be closer than eighteen (18) inches to the vertical plane of the curb line or edge of pavement.

(4) No sign shall be located so as to restrict the view of drivers at an intersection or while entering and leaving a public right-of-way. See [section 12-3-58](#), relating to required visibility triangles.

(5) No sign shall project into the line of vision of any traffic-control sign or signal from any point in a moving traffic line.

(6) Signs on fences and walls are subject to all requirements of freestanding signs including maximum sign area, maximum height and minimum setback, unless otherwise specified herein.

(7) Setback of signs along certain roads may be required.

(c) *Illumination.*

(1) Illuminated signs, other than those identifying churches and schools, are not permitted in residential districts.

(2) Lighting directed toward a sign shall be shielded so that it illuminates only the face of the sign and does not shine directly onto a public right-of-way or residential premises.

(d) *Installation requirements.*

(1) All permanent nonaccessory signs which exceed fifty (50) square feet must be installed by a licensed contractor or sign contractor.

(2) Accessory signs may be installed by a property owner for his own business on his own lot.

(3) Accessory signs may be installed by a tenant for his own business provided that:

- a. The sign must not exceed thirty-two (32) square feet and/or a height of ten (10) feet; and
- b. The tenant must obtain written consent of the property owner to install the sign.

(4) All freestanding signs shall be supported by posts or uprights furnished by the installer of said sign and in no case will signs be supported by utility company poles, fences or fence posts, trees or any other structure not furnished specifically for the particular sign.

Sign area Calculations

Section [12-5-3](#) of the Land Development Code

- (a) The sign face is sum of the areas of any regular geometric shapes which contain the entire surface area of signs upon which copy may be placed. In the case of freestanding or awning signs, the sign face consists of the entire surface area of the sign on which copy could be placed and does not include the supporting or bracing structure of the sign unless such structure or bracing is made a part of the sign message. Where a sign has two (2) display faces back-to-back, the area of the largest face shall be calculated as the sign face area. Where a sign has more than one display face, all areas which can be viewed simultaneously shall be considered in the calculation of the sign face area.
- (b) For signs other than freestanding or awning signs whose message is applied to a background which provides no border or frame, the sign face area shall be the sum of the areas of the regular geometric shape which can encompass all words, letters, figures, emblems, and other elements of the sign message.

Temporary Signs.

Section [12-5-6](#) of the Land Development Code

- (a) Temporary signs shall meet the criteria and limitations set forth in Table 1, shown below:

Property Use	Residential	All Other
Maximum number of temporary signs per parcel	4	4
Maximum sign size (area) for a temporary sign ¹	4 sq. ft.	16 sq. ft.
Maximum sign height for a temporary freestanding sign ²	6 ft.	6 ft.
Maximum sign height for a temporary attached sign	15 ft.	15 ft.
Minimum sign setback required to be maintained by a temporary freestanding sign from any property line ³	5 ft.	5 ft.
Maximum aggregate surface area allocated for all temporary signs on a parcel ⁴	16 sq. ft.	64 sq. ft.
Whether temporary sign is allowed on public property or public right-of-way	No	No
Whether temporary sign is allowed within sight visibility triangle	No	No
Whether direct illumination of surface of a temporary sign is allowed	No	No
Duration allowed after event ends	14 calendar days	14 calendar days
¹ The square footage limitation is per side for a back-to-back sign. For example, a four square foot limitation means that there is a limit of four square feet of surface area per side of a back-to-back sign,		

and an aggregate limit of eight square feet is allowed if the sign is a back-to-back temporary sign.
² Not applicable to flags displayed on flag poles.
³ Minimum sign setbacks do not apply to attached signs. All temporary signs are prohibited on public property and from public rights-of-way.
⁴ There is no limit to the number of separate messages that may appear on the allowable surfaces of any temporary sign. The maximum aggregate surface area allowed is subject to circumstances that may reduce the maximum aggregate surface area allowable on some parcels.

- (b) Signs found to be in violation of this section will be removed. Further, violation of this section shall be punished by fine to be paid by any person recovering the removed sign as provided by [section 1-1-8](#).

Prohibited Signs

Section [12-5-7](#) of the Land Development Code

It shall be unlawful to erect or maintain the following signs within city limits:

- (1) Any sign containing or illuminated by flashing or intermittent lights of changing degrees of intensity, except for digital signs.
- (2) Those with visible motion, except for tri-faced non-accessory signs.
- (3) Those that incorporate projected images or emit sound.
- (4) Strings of light bulbs other than holiday decorations.
- (5) The use of gas or hot-air balloons, except on a temporary basis as provided for in [section 12-5-6](#).
- (6) The use of banners, pennants and streamers except on a temporary basis as provided for in [section 12-5-6](#).
- (7) Rooftop signs.
- (8) Signs which are posted, painted, or otherwise affixed to any rock, fence, tree or utility pole.
- (9) Signs which are not securely fixed on a substantial structure.
- (10) Signs which are not in good repair or which may create a hazardous condition.
- (11) Signs which are illegal under state laws and regulations.
- (12) Nonaccessory signs attached to any craft or structure in or on a water body designed or used for the primary purpose of displaying advertisements. Provided, however, that this section shall not apply to any craft or structure which displays an advertisement or business notice of its owner, so long as such craft or structure is engaged in the usual business or regular work of the owner, and not used merely, mainly or primarily to display advertisement.

See Sections [12-5-4](#) and [12-5-5](#) of the Land Development code for more information about signage regulations.

Damage from a Natural Disaster

Section [14-2-223](#) – Amendments, *Section 304.20*.

(p) Temporarily securing windows and doors. Create this paragraph to read as follows: Should an exterior window or door be broken or damaged in such a way to allow outside elements to freely enter the premises, plywood may be temporarily placed over the damaged exterior opening for a period of up to two (2) weeks to secure the building and make arrangements for a more permanent repair. Plywood covering an exterior window or door for more than fourteen (14) days after an incident that resulted in damage to the window or door shall not be allowed except in circumstances where the damage was caused by a natural disaster or Act of God. In situations where the damage was caused by the effects of a natural disaster or Act of God, plywood may stay in place to protect the building opening for a period of not more than six (6) months from the date of original damage in order to allow the property owner to repair the damaged window or door.

Moving Buildings

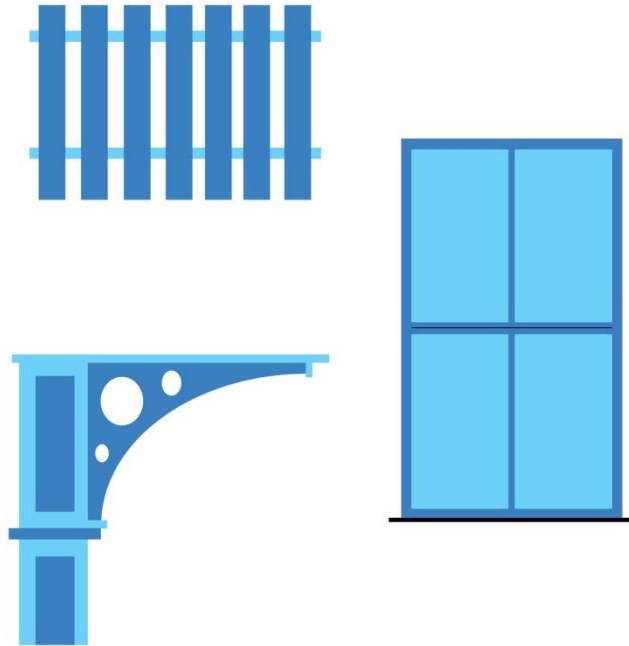
Section [14-2-135](#) of the Building Code

(a) No building, structure or assembly which exceeds the maximum highway limits of the state shall be moved over the public streets and thoroughfares of the city until a permit for the movement shall have been issued by the Building Official.

(b) Permit application forms shall be completed to show the route and time when any such move is requested under the authority of the permit, and shall contain the prior approval of the Police Department, Fire Department and the Traffic Engineer before issuance by the Building Official.

(c) All structures relocated within or brought into the city must be located, modified, remodeled or repaired so as to be in total compliance with the codes of the city. Such work is to commence immediately upon location or relocation within the city and to be actively continued until completed. Structures which are not located, modified and repaired, as required, shall be considered as unsafe structures and the Building Official shall take action in accordance with the International Property Maintenance Code or other applicable provisions of this Code.

(d) Before a permit to move a structure into or within the city is issued, a sewer tap, as appropriate, and a permit for an approved foundation and site plan shall have been obtained.

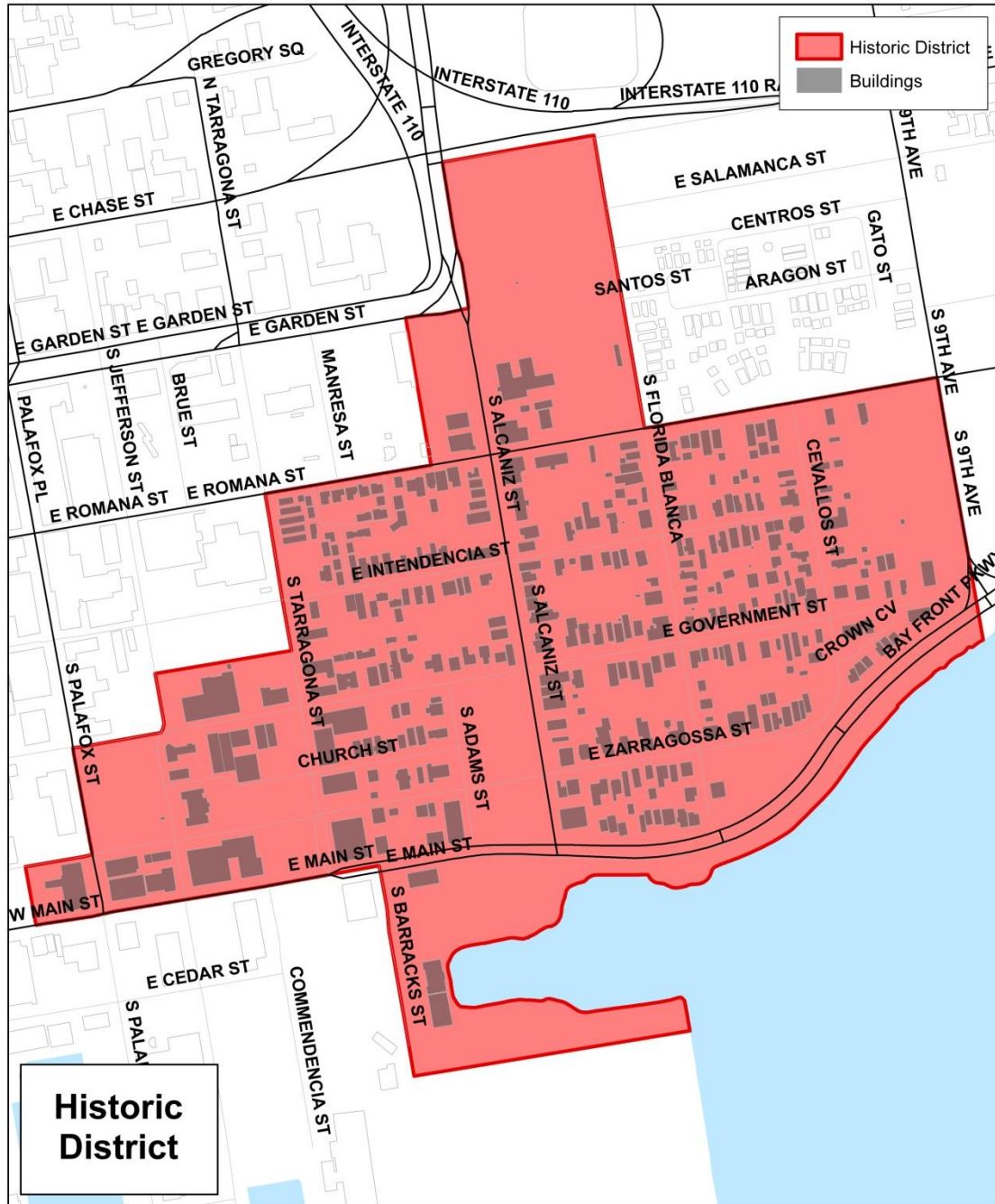


Section II

Preservation District Guidelines

Pensacola Historic District

Section 12-23-10 (1) of the Land Development Code



PENSACOLA

Date: 8/21/2015

Document Path: L:\GIS\Map_Archives\City\HistoricDistricts\Guidebook\HistoricDistrict1.mxd

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

Pensacola Historic District

Local Designation: 1968

National Designation: 1970

Period of Significance: 1800s

Predominant styles: Frame vernacular, Folk Victorian, Queen Anne, and Commercial Masonry

The Pensacola Historic District is bounded to the north by Chase Street, to the east by 9th Avenue, to the west by Palafox Street, and to the south by the Pensacola Bay. The 36-block district lies just south of Aragon Court, a modern, new urbanism development which adheres to its own, separate design code and review board.

The Pensacola Historic District was the first to be designated within the city of Pensacola – and is one of the oldest historic districts in the state of Florida. The area developed over a 200 year period, first as an early settlement during the Second Spanish period (c. 1757), then as the site of military barracks during the British occupation (1763-1781), as a burgeoning commercial and residential area during the last Spanish Period (1781-1821), and later as a hub of commercial activity for Pensacola's thriving 19th century fishing, transportation, and shipping industries. Although few of the early military structures remain, the district exhibits architectural influences from the last Spanish and early national periods of Pensacola's history. After Pensacola's commercial industries peaked in the early 20th century, the area experienced a prolonged period of decline until preservation and restoration efforts were undertaken in the 1960s.

Today, the district is an established business area, residential neighborhood and tourist attraction. It contains the Historic Pensacola Village, a variety of specialty retail shops, restaurants, small offices, and residences. The large concentration of frame vernacular homes reflects Pensacola's role in the yellow pine lumber boom of the late 19th and early 20th centuries – historical styles primarily consist of vernacular homes and Gulf Coast/Creole cottages, with fewer examples of Queen Anne and Gothic Revival. The district's large, masonry warehouses, once servicing the nearby port, have been rehabilitated into museum space for the UWF Historic Trust, while the National Register-listed L&N Marine Terminal (built in 1902) serves as the center for the Florida Public Archaeology Network.

Overview

(a) Purpose.

The historic zoning districts are established to preserve the development pattern and distinctive architectural character of the district through the restoration of existing buildings and construction of compatible new buildings. The official listing of the Pensacola Historic District (which includes all areas designated as historic zoning districts) on the National Register of Historic Places and the authority of the architectural review board reinforce this special character. 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 districts.

(b) Character of the district.

The Historic District is characterized by lots with narrow street frontage (based on the original British city plan, c. 1765), and the concentration of Frame Vernacular, Folk Victorian and Creole homes which date from the early 19th Century and form a consistent architectural edge along the street grid. These buildings and historic sites and their period architecture make the district unique and worthy of continuing preservation efforts. The district is an established business area, residential neighborhood and tourist attraction, containing historic sites and museums, a variety of specialty retail shops, restaurants, small offices, and residences.

Permitted Uses

(c) Uses permitted.

1. HR-1, one- and two-family.

- i. Single-family and two-family (duplex) dwellings.
- ii. Libraries, community centers and buildings used exclusively by the federal, state, county or city government for public purposes.
- iii. Churches, Sunday school buildings and parish houses.
- iv. Home occupations allowing: Not more than sixty (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 (b)6., below; Two (2) nonfamily members shall be allowed as employees in the home occupation; and a sign for the business not to exceed three (3) square feet shall be allowed.
- v. Publicly owned or operated parks and playgrounds.
- vi. Community residential homes licensed by the Florida Department of Health and Rehabilitative Services with six (6) or fewer residents providing that it is not to be located within one thousand (1,000) feet of another such home. If it is proposed to be within one thousand (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 five-hundred-foot radius.
- vii. Bed and breakfast subject to regulations in [section 12-3-84.](#)

viii. Conditional uses permitted:

a. Single-family attached dwellings (townhouses).

b. Multiple-family dwellings.

ix. Accessory buildings and uses customarily incidental to any of the above uses, including storage garages, when located on the same lot and not involving the conduct of business.

x. Family day care homes licensed by the Florida Department of Children and Family Services as defined in the Florida Statutes.

2. HR-2, multiple-family and office.

i. Any use permitted in the HR-1 district, including conditional uses.

ii. Boarding and lodging houses.

iii. Offices under five thousand (5,000) square feet.

iv. Community residential homes licensed by the Florida Department of Health and Rehabilitative Services with seven (7) to fourteen (14) residents providing that it is not to be located within one thousand two hundred (1,200) feet of another such home in a multifamily district, and that the home is not within five hundred (500) feet of a single-family zoning district. If it is proposed to be within one thousand two hundred (1,200) feet of another such home in a multifamily district, measured from property line to property line, and/or within five hundred (500) feet of a single-family zoning district, measured from property line to district line, it shall be permitted with city council approval after public notification of property owners in a five-hundred-foot radius.

v. Childcare facilities subject to regulations in section [12-3-87](#).

vi. Conditional use permitted:

The following uses limited to a maximum area of 3,000 square feet:

a. Antique shops.

b. Bakeries whose products are sold at retail and only on the premises.

c. Grocery stores.

d. Barbershops and beauty parlors.

e. Laundromats, including dry-cleaning pick-up stations.

f. Clothing and fabric shops.

g. Studios.

h. Vending machines when an accessory to a business establishment and located in the same building as the business.

i. Small appliance repair shops.

j. Floral gardens and shops.

k. Hand craft shops for custom work or making custom items not involving noise, odor, or chemical waste.

l. Secondhand stores.

m. Specialty shops.

vii. Accessory buildings and uses customarily incidental to any of the above uses, including storage garages, when located on the same lot.

3. *HC-1, historical commercial district:*

- i. Any use permitted in the HR-2 district, including the conditional uses, with no size limitations.
- ii. Small appliance repair shops.
- iii. Marinas.
- iv. Restaurants (except drive-ins).
- v. Motels.
- vi. Commercial parking lots.
- vii. Accessory buildings and uses customarily incidental to any of the above uses, including storage garages, when located on the same lot.

4. *HC-2, historical commercial district:*

- i. Any use permitted in the HC-1 district.
- ii. Private clubs and lodges except those operated as commercial enterprises.
- iii. Health clubs, spas and exercise centers.
- iv. Tavern, lounges, nightclubs, cocktail bars.
- v. Accessory buildings and uses customarily incidental to any of the above uses, including storage garages, when located on the same lot.
- vi. Adult entertainment establishments subject to the requirements of Chapter 7-3 of this Code when located within the dense business area as defined in Chapter 12-13, Definitions.

Procedure for Review

(d) Procedure for review.

1. Review and approval by the architectural review board:

All activities regulated by this subsection shall be subject to review and approval by the architectural review board as established in [section 12-12-3](#). The board shall adopt written rules and procedures for abbreviated review for paint colors, minor repairs and minor deviations in projects already approved by the board. This process may authorize the board to designate one of its members to undertake such abbreviated review without the necessity for review by the entire board, provided, however, such abbreviated review process shall require review by the staff of West Florida Historic Preservation, Inc. If agreement cannot be reached as it pertains to such request for abbreviated review by the board designee and West Florida Historic Preservation, Inc. staff, then the matter will be referred to the entire board for a decision.

2. Decisions.

i. General consideration.

The board shall consider plans for existing buildings based on their classification as contributing, non-contributing or modern infill as depicted on the map entitled "Pensacola Historic District" adopted herein, and shall review these plans based on regulations described herein for each of these building classifications. In their review of plans for both existing buildings and 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

immediate surroundings and to the district in which it is located or to be 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. The board shall consider requests for design materials, alterations or additions, construction methods, paint colors or any other elements regulated herein, which do not meet the regulations as established in this subsection, when documentary proof in the form of photographs, property surveys, indication of structural foundations, drawings, descriptive essays and similar evidence can be provided. The board shall not consider interior design or plan. The board shall not exercise any control over land use or construction standards such as are controlled by this chapter.

- 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 alteration or addition to an existing building, that such alteration or addition will not impair the architectural or historic value of the building.
 - b. 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 on adjacent sites or 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.
- iii. No provision of this section shall be interpreted to prevent the restoration or reconstruction of any historic building or feature (as listed by the Historic Pensacola Preservation Board) in its original style, dimensions or position on its original structural foundation.

3. Plan submission.

Every activity which 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 historic zoning districts 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" = 30'0"; 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 location on the property.
 - b. Indicate relationship of adjacent buildings, if any.
 - c. Indicate layout of all driveways and parking on the site.
 - d. Indicate all fences, and signs with dimensions as required to show exact locations.
 - e. Indicate existing trees and existing and new landscaping.

ii. Floor plan:

- 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 (4) 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, 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 built 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. Renovations/additions to existing buildings:
 - a. Provide at least four (4) overall photographs per building so that all sides are clearly shown. In addition, photographs depicting the "streetscape" — that is, the immediate vicinity and all adjacent buildings — should be supplied.
 - b. If doors and/or windows are to be modified, provide a photograph of each door to be changed and at least one representative photograph of the type of window to be altered and replaced.
 - c. Provide any additional photographs as required to show specific details of any site or building conditions that will be altered or modified in any way by the proposed construction.
- ii. New construction:

- a. 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.
- b. Provide photographs of the adjoining "streetscape," 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.
- 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 trim 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 and guidelines for any development within the historic zoning districts.

These regulations and guidelines are intended to address the design and construction of elements common to any development within the Historic District which requires review and approval by the architectural review board. Regulations and guidelines which relate specifically to new construction and/or structural rehabilitation and repair to existing buildings, applicable to building heights, setbacks, architectural elements and construction types, are established in paragraphs (6) through (8) below. Illustrations, photographs and descriptive examples of many of the design elements described in this subsection can be found in the document prepared by the Florida Northwest Chapter of the American Institute of Architects entitled "Seville Historic District Guideline Study."

1. Building height limit.

No building shall exceed the following height limit established by zone: HR-1 (one- and two-family), HR-2 (multiple-family), HC-1 (historic commercial), HC-2 (historic commercial)—thirty-five (35) feet.

- i. Bayfront Parkway setback/height requirement. The following height/setback requirement shall be observed along Bayfront Parkway between Tarragona Street and 9th Avenue (Setback distance measured from northern right-of-way line) to create a scenic open space image along the parkway.

Building height	Building setback
20 feet	20 feet
25 feet	25 feet
30 feet	30 feet
35 feet (Maximum height)	35 feet

2. 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 historic zoning districts and to ensure the preservation of such trees as described below:

- i. Any of the following "specimen tree" species having a minimum trunk diameter of eight (8) inches (twenty-five and one-tenths (25.1) inches in circumference) at a height of one (1) foot above grade: Live Oak, Water Oak, Pecan, and Magnolia having a minimum trunk diameter of six (6) inches (eighteen and eight-tenths (18.8) inches in circumference) at a height of one (1) foot above grade, and;
- ii. Any of the following flowering trees with a minimum trunk diameter of four (4) inches (twelve and fifty-five one hundredths (12.55) inches in circumference) at a height of one (1) 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 district, without first having obtained a permit from the department of leisure services to do so. Refer to [section 12-6-7](#) for tree removal permit application procedures and guidelines.

3. Fences. The majority of original fences in the Historic District were constructed of wood with a paint finish in many varying ornamental designs. To a lesser extent, fences 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.

All developments in the historic zoning districts shall comply with fence regulations as established in [section 12-3-63](#)(a) through (d), applicable to maximum heights permitted. In addition, the following provisions apply:

- i. Chain-link, concrete block and barbed-wire are prohibited fence materials in the Historic District. Approved materials will include but not necessarily be limited to wood, brick, stone and wrought iron.
- ii. 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 "picket" designs, especially a design which 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 which use masonry materials in their construction.

- 4. Signs.** Those few signs that may have originally been used in the Historic District, including those which were used in the commercial areas, were typically smaller in scale than many signs in current use. Ordinarily, their style was complementary to the style of the building on the property. 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 Historic District. The design, color scheme and materials of all signs shall be subject to approval by the architectural review board. All official signs within the District will be authorized, created, erected and maintained by the city of Pensacola or the Historic Pensacola Preservation Board using as their guide the document entitled "A Uniform System for Official Signs in the Seville Square Historical District." This document also includes recommendations for and descriptive drawings of commercial signs appropriate to the district.

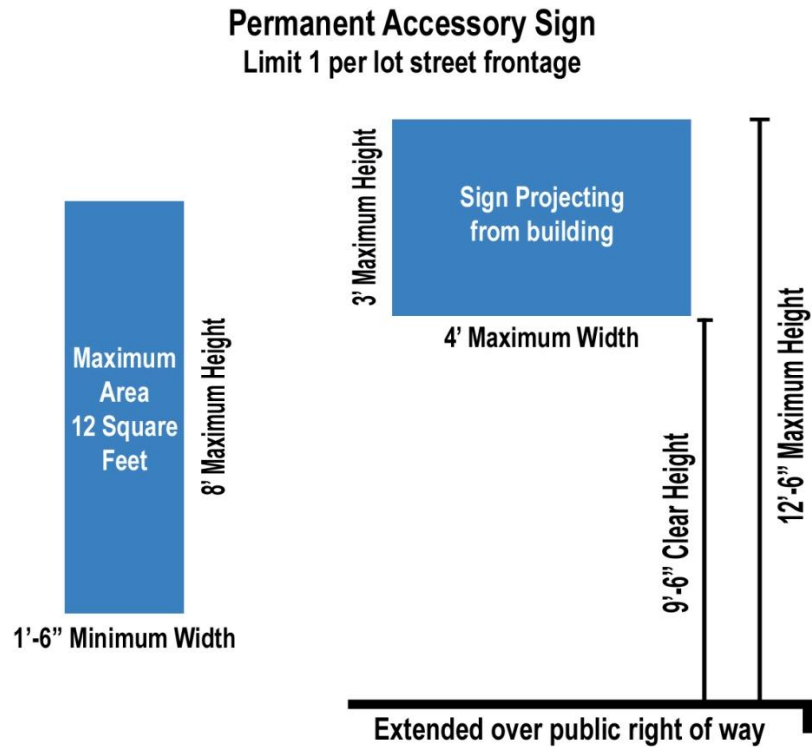
i. Permitted signs.

a. Temporary accessory signs.

1. One (1) non-illuminated sign advertising the sale, lease, or rental of the lot or building, said sign not exceeding six (6) square feet in area.
2. One (1) non-illuminated sign not more than fifty (50) square feet in area in connection with new construction work and displayed only during such time as the actual construction work is in progress.

b. Permanent accessory signs.

1. One (1) sign per lot per street frontage for churches, schools, apartment buildings, boarding or lodging houses, libraries, community centers, commercial buildings (including retail and office buildings) or historic sites serving as identification and/or bulletin boards not to exceed twelve (12) square feet in area and having a maximum height of eight (8) feet, provided, however that signs projecting from a building or extending over public property shall maintain a clear height of nine (9) feet six (6) inches above the public property and shall not exceed a height of twelve (12) feet six (6) inches. The sign may be mounted to the face of a wall of the building, hung from a bracket that is mounted to a wall of a building, hung from other ornamental elements on the building, or may be freestanding. Attached or wall signs may be placed on the front or one (1) 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.
2. One (1) non-illuminated nameplate designating the name of the occupant of the property; the nameplate shall not be larger than three (3) square feet and shall be attached flat against the wall of the building.
3. Municipal or state installed directional signs, historical markers and other signs of a general public interest when approved by the mayor and board.



ii. Prohibited signs

- a. Any sign using plastic materials for lettering or background.
- b. Internally illuminated signs.
- c. Portable signs.
- d. Nonaccessory signs.

5. Screening. The following uses must be screened from adjoining property and from public view with fencing and/or landscaping or a combination of the two (2) approved by the board:

- i. Parking lots.
- ii. Dumpsters or trash handling areas.
- iii. Service entrances or utility facilities.
- iv. Loading docks or spaces.

6. Landscaping. Within the original Historic District development, the majority of each site not covered by a building was typically planted in trees, shrubbery or ground cover. No formal landscape style has been found to predominate in the district. The following regulations apply for landscaping:

- i. Within the front yard setback the use of grass, ground cover or shrubs is required and trees are encouraged in all areas not covered by a drive or walkway.
- ii. The use of brick or concrete pavers set on sand may be allowed in the front yard in addition to drives or walkways, with board approval based on the need and suitability of such pavement.

7. Driveways, sidewalks and off-street parking. Original driveways in the Historic District were probably unimproved or sidewalks were typically constructed of brick, cobblestones or small concrete pavers using two different colors laid at diagonals in an alternating fashion. Parking lots were not a common facility in the Historic District. The following regulations and guidelines apply to driveways, sidewalks and parking lots in the Historic District:

i. Driveways. Unless otherwise approved by the board, each building site shall be allowed one driveway, standard concrete ribbons, or access drive to a parking lot. No new driveways or access drives to parking lots may be permitted directly from Bayfront Parkway to any development where alternative access from the inland street grid is available.

a. Where asphalt or concrete is used as a driveway material, the use of an appropriate coloring agent is required.

b. From the street pavement edge to the building setback the only materials allowed shall be shell, brick, concrete pavers, colored asphalt and approved stamped concrete or #57 granite or marble chips.

ii. Sidewalks.

Construction, repair and maintenance of sidewalks are all required on public rights-of-way within the district. Sidewalks shall be constructed of the following materials or combination of materials and approved by the board:

a. Brick pavers;

b. Concrete pavers;

c. Poured concrete stamped with an ornamental pattern and colored with a coloring agent;

d. A combination of concrete with brick or concrete paver bands along the edges of the sidewalk. This combination may also include transverse brick or concrete paver bands spaced at regular intervals.

Walkways shall be provided from the street side sidewalk to the front entrance as approved by the board.

iii. Off-street parking. Off-street parking is not required in the HC-1 and HC-2 zoning districts. Because parking lots have not been a common land use in the district, their location is encouraged behind the structures which they serve.

a. Parking lots shall be screened from view of adjacent property and the street by fencing, landscaping or a combination of the two approved by the board.

b. Materials for parking lots shall be concrete, concrete or brick pavers, asphalt, oyster shells, clam shells or #57 granite or marble chips. Where asphalt or

concrete are used, the use of a coloring agent is required. The use of acceptable stamped patterns on poured concrete is also encouraged.

8. Paint colors. The architectural review board has adopted palettes of historic colors from several paint manufacturers that represent acceptable historic colors for use in the Historic District. Samples of these palettes can be reviewed at the Historic Pensacola Preservation Board and at the office of the building inspector.

9. Residential accessory structures. Residential accessory structures shall comply with regulations set forth in [section 12-3-55](#) except that the following shall apply: Accessory structures shall not exceed one story in height for a maximum in height of twenty-five (25) feet in order for the accessory structure to match the style, roof pitch, or other design features of the main residential structure.

10. Additional regulations. In addition to the regulations established above in subsections (1)e.1 through 9 of this section, any permitted use within the Historic District where alcoholic beverages are ordinarily sold is subject to the requirements of [Chapter 7-4](#) of this Code.

Contributing Structures: Restoration, Rehabilitations, or Additions

f. Restoration, rehabilitation, alterations or additions to existing contributing structures in the Historic District.

The Secretary of the Interior's standards for rehabilitation, codified at 37 CFR 67, and the related guidelines for rehabilitating historic buildings shall form the basis for rehabilitation of existing contributing structures. The following regulations and guidelines for specific building elements are intended to further refine some of the general recommendations found in the Department of Interior's document to reflect local conditions in the rehabilitation of structures. In the case of a conflict between the Department of Interior's publication and the regulations set forth herein, the more restrictive shall apply. The "Seville Historic District Guideline Study" describes the building styles that are typical in the Historic District. This definition of styles should be consulted to insure that the proper elements are used in combination in lieu of combining elements that, although they may be typical to the district, are not appropriate for use together on the same building.

For all of the following elements, the documented building materials, types, styles and construction methods shall be duplicated when making repairs, alterations and/or additions to contributing structures. Any variance from the original materials, styles, etc. shall be approved only if circumstances unique to each project are found to warrant such variances. The following regulations and guidelines shall apply to renovations, repairs and alterations to contributing structures which may or may not have documentary proof of the original elements and to alterations or additions to a contributing structure which seek to reflect the original elements.

1. Exterior lighting. Exterior lighting in the district in its original development typically consisted of post mounted street lights and building mounted lights adjacent to entryways. Occasionally, post lights were used adjacent to the entry sidewalks to buildings. Lamps were typically ornamental in design with glass lenses and were mounted on ornamental cast iron or wooden posts.

i. Exterior lighting fixtures shall be in a design typical to the district in a pre-1925 Era. They shall be constructed of brass, copper, or painted steel and have clear lenses.

ii. If exterior lighting is detached from the building, the fixtures shall be post mounted and used adjacent to sidewalk or driveway entrances or around parking lots. If post mounted lights are used, they shall not exceed twelve (12) feet in height.

ii. The light element itself shall be a true gas lamp or shall be electrically operated using incandescent or high pressure sodium lamps. Fluorescent and mercury vapor lamps are prohibited.

iv. The use of pole mounted high pressure sodium utility/security lights is discouraged. If absolutely necessary, they will be considered, but only in the rear portions of the property.

2. Exterior walls. The two (2) building materials basic to the Historic District are clapboard style wood siding and brick masonry, the former being most prevalent. In general, the wood siding is associated with the residential-type buildings and the brick masonry is associated with more commercially-oriented buildings. Brick is used in predominantly wooden structures only for foundation piers and for fireplaces and chimneys.

i. **Vinyl or metal siding is prohibited.**

ii. Wood siding and trim shall be finished with paint, utilizing colors approved by the board. If documentary evidence is submitted showing that the original structure was unpainted, the board may not require a paint finish unless the condition of the wood warrants its use.

iii. Foundation piers shall be exposed brick masonry or sand textured plaster over masonry. If infill between piers was original then it must be duplicated. It is encouraged that infill of wood lattice panels is utilized.

3. Roofs. The gable roof is the most typical in the Historic District. On shotgun house types or buildings placed on narrow deep lots the gable-end is usually oriented toward the street. On the creole type houses or buildings having larger street frontages the gable-end is typically oriented towards the side yard. Some hip roofs are found in newer, typically larger than average buildings. Dormers are found typically in association with the creole type houses. The roof slope is at least six (6) on twelve (12), but can be found to slope as much as twelve (12) on twelve (12). Roofing materials typically consisted of wood shingles, tin and corrugated metal panels.

i. The combination of varying roof styles or shapes on a single building is prohibited. The only exception to this is when a three-sided hip roof is used over a porch on the front of a gable roofed building.

ii. In order to protect the architectural integrity of the district and structure, roof materials original to each structure should be used. Alternatives to the materials may be considered on a case-by-case basis, but shall match the scale, texture, and coloration of the historic roofing material. Unless original to the structure, the following materials shall be prohibited: less than thirty (30) year fiberglass or asphalt dimensional shingles, rolled roofing, and metal shingles. Thirty (30) year or forty (40) year dimensional shingles may

be permitted. Provided, however, existing flat-roofed commercial structures may retain the same style roof and continue to use built-up or single-ply roofing.

iii. Eave metal and flashing shall be naturally weathered copper or galvanized steel, or may be painted.

iv. Gutters and downspouts are discouraged within the district except on brick commercial buildings.

4. Porches. The porch, consisting of raised floor platform, sheltering roof, supporting columns, handrails and balustrade, and connecting steps is typical to wood structures in the district.

i. Porches are required in any renovation or alteration of a contributing structure which originally had a porch, and are encouraged as additions when the style of the building will allow it.

ii. The original materials, method of construction and style of building elements shall be duplicated when making repairs, alterations or additions to existing porches.

iii. The size and design of all porch elements, i.e., the flooring, the columns, the handrails, the pickets, the roof beam, the floor support piers, and any other ornamentation shall be consistent with any one single style that is typical to the district. The elements shall maintain proper historical scale, dimensions and detailing.

5. Doors. Entrance doors made up of a solid wood frame, with an infill of raised wood panels below and glazed panels above, are historically correct for the district. Single doorways with a glazed transom above allowed for both light and ventilation to enter the entrance way or entrance foyer of the building. Double doors were usually associated with a larger home or building layout.

The placement of the doorway was not necessarily in the center of the front wall; in fact it was usually off to one side in most cases, specifically in the shotgun house types. The larger creole cottage, and french creole house type, normally had the front door centered, leading to a center hallway or stair hall.

i. Doors are to be fabricated of solid wood, with three (3) horizontal rails and two (2) vertical stiles. The lower infill panels shall be constructed of wood and shall be located below the locking device with glazed panels located above the locking device. The top of the upper glazed panels can be semi-circular/half rounded. Beveled glass is encouraged.

ii. Panel infill may vary slightly from that noted in Item a. above, but usually shall not exceed six (6) panels. Variations must be approved by the architectural review board.

iii. Trim or casing shall be used on all doors and sidelights and shall typically range in width between 5" and 8".

6. Windows. Traditionally the windows employed in the Pensacola Historic District were constructed of wood and were the double hung or triple hung type. The windows opening toward the front porch of the building usually were triple hung with the sill close to or almost flush with the adjacent floors. This allowed for optimum flow of air, and for passage to and from the

exterior space. The other windows of the building had the normal placement of the window sill at approximately thirty (30) inches above finished floor. Typical windows ranged in width from thirty-two (32) to thirty-six (36) inches and ranged in height from six (6) to seven (7) feet exclusive of trim dimensions. The taller windows, when double hung, frequently had the lower section greater in vertical dimension than the upper section, giving freer movement through to the adjacent porch or veranda.

- i. Windows are to be fabricated of wood and must, in the judgment of the architectural review board, closely approximate the scale and configuration of the original window designs.
- ii. The window proportions/dimensions will be decidedly vertical, following the historic appearance and character of those encountered throughout the district.
- iii. Window sections shall typically be divided into two (2) to six (6) panes, and in the usual double hung window, the layout of window panes will be six (6) over six (6). All windows shall have true divided lites. Any variation to this division of the window opening shall be approved by the architectural review board.
- iv. The window frame will be given a paint finish appropriate to the color scheme of the exterior of the building.
- v. Window trim or casing is to be a nominal five (5) inch member at the two (2) sides and the head.
- vi. Other than the full height windows at the front porch and smaller windows at kitchens and bathrooms, all remaining windows shall be proportioned with the height between two (2) and two and one-half (2½) times the width. The sill height for standard windows shall be approximately thirty (30) inches above finished floor.
- vii. Glass for use in windows shall typically be clear, but a light tinted glass will be given consideration by the architectural review board.

7. Shutters. Shutters are an exterior ornamental and functional architectural feature that have traditionally been used on windows, and occasionally, on doors within the Historic District. On renovation projects to existing contributing structures, it is recommended that shutters not be installed unless they were original to the structure.

- i. 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.
- ii. The shutters must be installed in a manner that will appear identical to an original operable installation. Shutters installed currently are not required to be operational, but rather can be fixed in place; however, they must be installed with some space between the back of the shutter and the exterior wall surface material and must overlap the door or window trim in a fashion identical to an original operable installation.

iii. The style of the shutters must be louvered, flat vertical boards or panelled boards, with final determination being based on compatibility with the overall building design.

8. *Chimneys.* Chimneys constructed of brick masonry, exposed or cement plastered, are typical to original construction in the district. The chimney in the Historic District is that necessary element usually serving back-to-back fireplaces, and as such, would not be located on the exterior wall of the building. Consequently, the appropriate location for chimneys would be projecting through some portion of the roof of the building, in lieu of being placed on an exterior wall.

i. The chimney or chimneys are to be located within the slope of the roof, rather than being placed on an exterior wall, and shall extend above the roof ridge line.

ii. The chimney or chimneys are to be constructed of masonry with the exposed surface to be brick or sand textured plaster. Rough texture stucco is prohibited.

iii. The finished exposed surfaces of chimneys are to be left natural without any paint finish.

iv. Flashing shall consist of galvanized steel, copper sheet metal or painted aluminum.

v. The extent of simplicity or ornamentation shall be commensurate with the overall style and size of the building on which the chimney is constructed.

vi. The use in contributing structures of prefabricated fireplaces with steel chimneys is prohibited.

9. *Trim and miscellaneous ornament.* Most trim, except for window and door casings/trim, was used more for decorative than functional purposes. Trim and ornament was almost always constructed of wood, and was painted to match other elements (doors, windows, porches, et cetera) of the building. Ornament on masonry buildings was typically limited to corbelling or other decorative use of brick at window openings, door openings, columns, parapet walls and on major facades above the windows and doors.

i. In renovation work, only that decorative trim or ornament historically significant to the specific building will be permitted.

ii. The scale and profile/shape of existing ornament used within the district will dictate approval for all new proposals.

iii. Trim and ornament, where used, is to be fabricated of wood.

iv. 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.

10. *Miscellaneous mechanical equipment.*

i. Air conditioning condensing units shall not be mounted on any roof where they are visible from any street.

- ii. Air conditioning condensing units that are mounted on the ground shall be in either side yards or rear yards. No equipment shall be installed in a front yard.
- iii. 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.
- v. 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.

11. Accessibility ramps and outdoor stairs.

- i. Whenever possible, accessibility ramps and outdoor stairways shall be located to the side or the rear of the property.
- ii. The design of accessibility ramps and outdoor stairs shall be consistent with the architectural style of the building.
- iii. Building elements, materials and construction methods shall be consistent with the existing structure.

Non-Contributing Structures and Infill Projects: Renovations, Alterations, or Additions

(g) Renovation, alterations and additions to noncontributing and modern infill structures within the Historic District. Many of the existing structures within the district do not meet the criteria established for contributing structures, even though they may be similar in style to the historic structures, and some structures are modern in style with no relation to the historic structures. All of these buildings shall be recognized as products of their own time. The regulations and guidelines established in paragraph (5), relating to streetscape elements, and paint colors described in paragraph (6)(c) shall apply to noncontributing and modern infill structures. In review of these structures the board may make recommendations as to the use of particular building elements which will improve both the appearance of the individual structure, its relationship with surrounding structures and the overall district character.

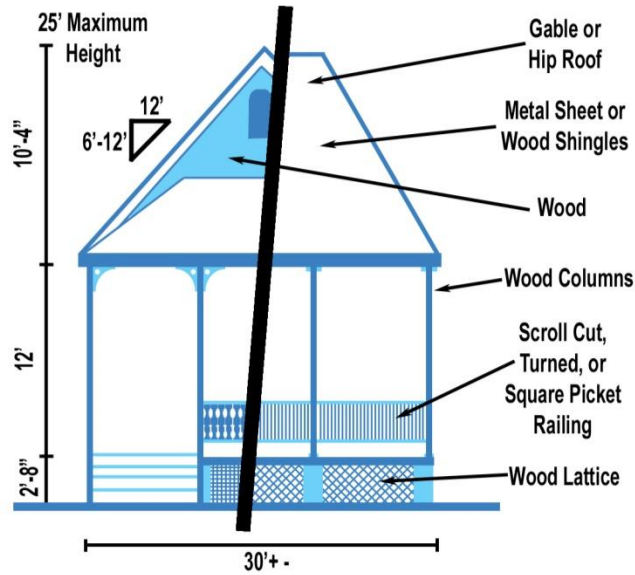
h. New construction in the Historic District. This subsection does not intend to mandate construction of new buildings of historical design. New construction shall complement original historic buildings or shall be built in a manner which is complementary to the overall character of the district in scale, building materials, and colors.

For purposes of describing the scale and character required in new construction within the Historic District, the district is herein subdivided into two (2) general building style districts as shown on Map 12-2.1: the "residential" wood cottages district and the "commercial" brick structures district. Within the wood cottages district all new construction shall conform to the building types I and II, described herein, in scale, building materials and colors. Within the brick structures district all new construction shall

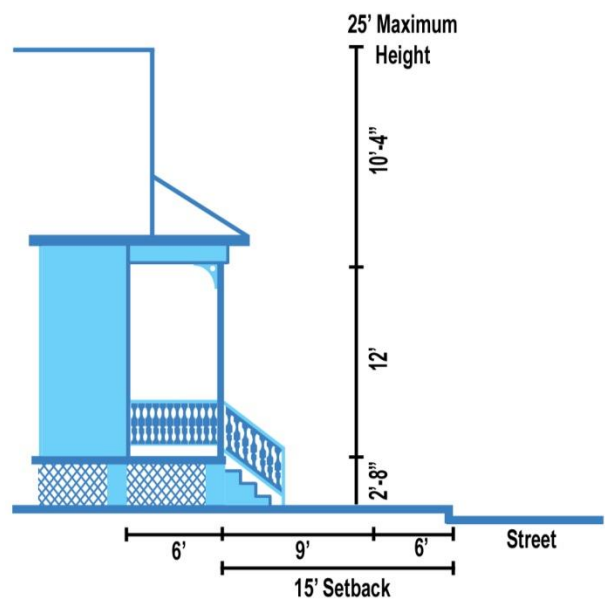
conform to the building types I, II, or III (described herein) in scale, building materials and colors. The regulations for the two (2) building style districts will establish building heights and setbacks and will illustrate relationships between the streetscape, the building and exterior architectural elements of the building. The streetscape element regulations established in paragraph (5), above, are applicable to all new construction in the Historic District, no matter what style building. If new construction is intended to match historical designs, then the building elements described in paragraphs (6)(a) to (I). should be utilized as guidelines. If it is to be a replica of a historic building, the building must be of a historic style characteristic of the Pensacola Historic District.

Residential Wood Cottages

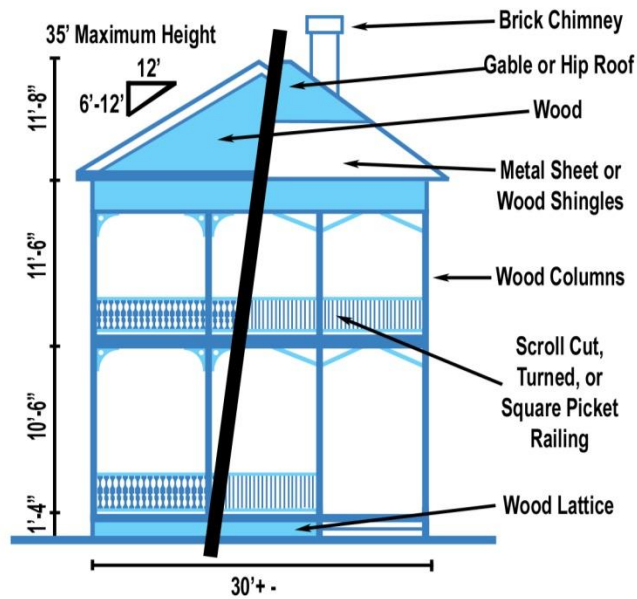
Pensacola District	Residential Wood Cottages
Max. Building Height	1½ story = 25'; 2½ stories = 35'
Setback – Front	15' from street edge
Setback – Side	(side) min. 5' from property line
Setback – Rear	20' min. from property line; 5' min. from property line adjacent to an alley



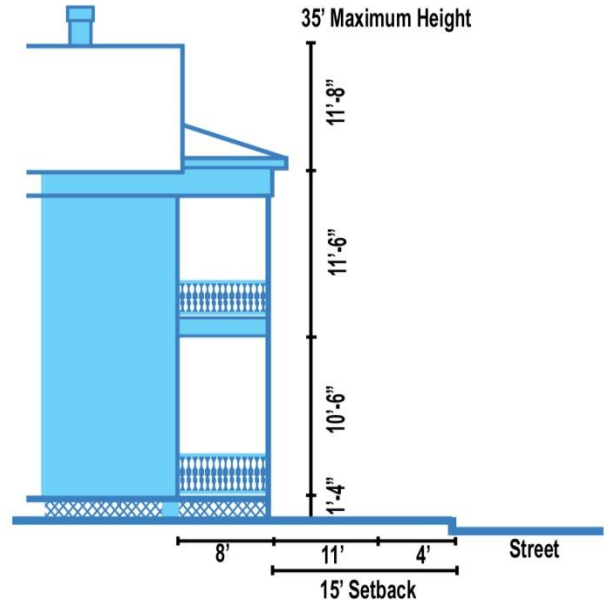
Front Elevation



Partial Side Elevation



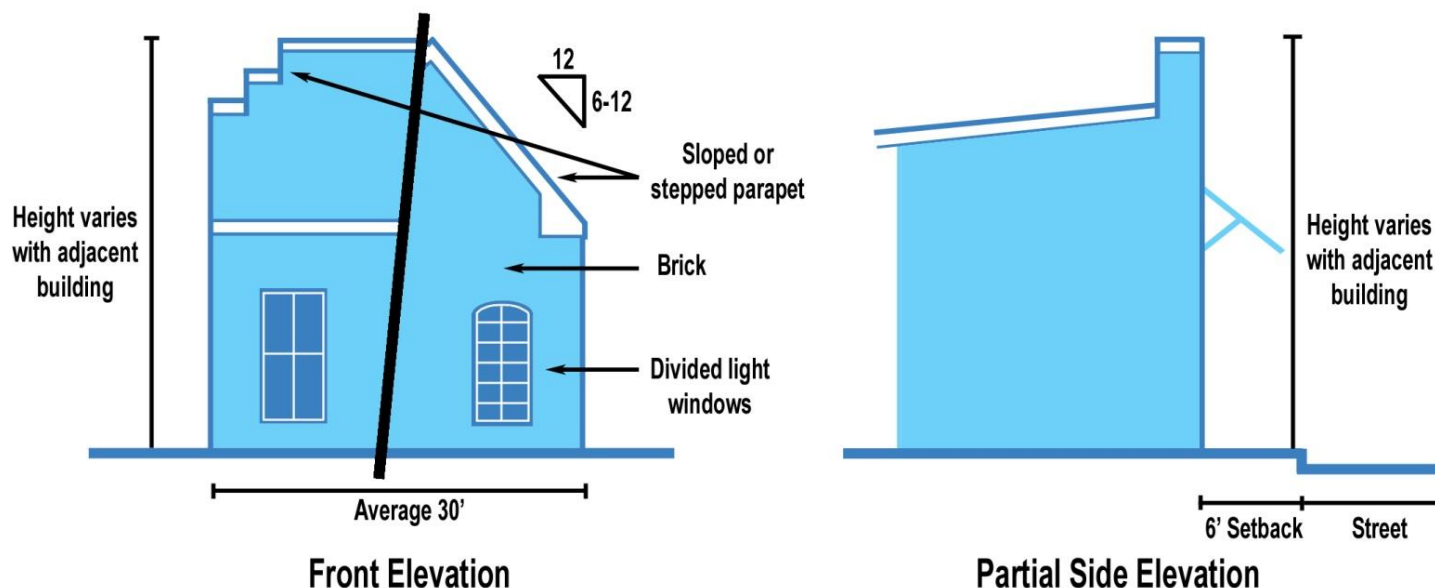
Front Elevation



Partial Side Elevation

Commercial Brick Structures

Pensacola District	Commercial Brick Structures
Max. Building Height	limited to the adjacent lots' streetscape type
Setback – Front	6' from street edge
Setback – Side	5' min. from property line; 0' min. from property line for lots within Aragon S/D Privateer's Alley
Setback – Rear	15' min. from property line; 5' min. from property line adjacent to an alley or within Aragon S/D Privateer's Alley



(i) Demolition of contributing structures. Demolition of a contributing structure constitutes an irreplaceable loss to the quality and character of the Historic District and is strongly discouraged. Therefore, no permit shall be issued for demolition of a contributing structure unless the owner demonstrates to the board clear and convincing evidence of unreasonable hardship. Provided, however, nothing herein shall prohibit the demolition of a contributing structure if the building official determines that there is no reasonable alternative to demolition in order to bring the structure in compliance with the unsafe building code. When the owner fails to prove unreasonable economic hardship the applicant may provide to the board additional information which may show unusual and compelling circumstances in order to receive board recommendation for demolition of the contributing structure.

The board shall be guided in its decision by balancing the historic, architectural, cultural and/or archaeological value of the particular structure against the special merit of the proposed replacement project.

(1) Unreasonable economic hardship. When a claim of unreasonable economic hardship is made, the public benefits obtained from retaining the historic resource must be analyzed and duly considered by the board. The owner shall submit to the board for its recommendation the following information:

- i. For all property:
 - a. The assessed value of the land and improvements thereon according to the two (2) most recent assessments;
 - b. Real estate taxes for the previous two (2) years;
 - c. The date of purchase of the property or other means of acquisition of title, such as by gift or inheritance, and the party from whom purchased or otherwise acquired;

- d. Annual debt service, if any, for the previous two (2) years;
 - e. All appraisals obtained within the previous two (2) years by the owner or applicant in connection with his purchase, financing or ownership of the property;
 - f. Any listing of the property for sale or rent, price asked and offers received, if any;
 - g. Any consideration by the owner as to profitable adaptive uses for the property;
 - h. Replacement construction plans for the contributing structure in question;
 - i. Financial proof of the ability to complete the replacement project which may include but not be limited to a performance bond, a letter of credit, a trust for completion of improvements, or a letter of commitment from a financial institution; and
 - j. The current fair market value of the property, as determined by at least two (2) independent appraisals made by appraisers with competent credentials.
- ii. For income-producing property:
- a. Annual gross income from the property for the previous two (2) years;
 - b. Itemized operating and maintenance expenses for the previous two (2) years, including proof that adequate and competent management procedures were followed;
 - c. Annual cash flow, if any, for the previous two (2) years; and
 - d. Proof that efforts have been made by the owner to obtain a reasonable return on his investment based on previous service.

The applicant shall submit all necessary materials to the board at least fifteen (15) days prior to the board hearing in order that staff may review and comment and/or consult on the case. Staff and/or professional comments shall be forwarded to the board for consideration and review and made available to the applicant for consideration prior to the hearing.

The board may require that an applicant furnish such additional information that is relevant to its determination of unreasonable economic hardship and may require that such additional information be furnished under seal. The board or its agent may also furnish additional information as the board believes is relevant. The board shall also state which form of financial proof it deems relevant and necessary to a particular case.

In the event that any of the required information is not reasonably available to the applicant and cannot be obtained by the applicant, the applicant shall file with his affidavit a statement of the information which cannot be obtained and shall describe the reasons why such information cannot be obtained.

(2) Unusual and compelling circumstances and demolition of a contributing structure.

When an applicant fails to prove economic hardship in the case of a contributing structure, the applicant may provide to the board additional information which may show unusual and compelling circumstances in order to receive board recommendation for demolition of the contributing structure. The board, using criteria set forth in this subsection, shall determine whether unusual and compelling circumstances exist and shall be guided in its recommendation in such instances by the following additional considerations:

- i. The historic or architectural significance of the structure;
- ii. The importance of the structure to the integrity of the Historic District;
- iii. The difficulty or the impossibility of reproducing such a structure because of its design, texture, material, detail, or unique location;
- iv. Whether the structure is one of the last remaining examples of its kind in the Historic District;
- v. Whether there are definite plans for reuse of the property if the proposed demolition is carried out and what effect such plans will have on the architectural, cultural, historical, archaeological, social, aesthetic, or environmental character of the surrounding area, as well as the economic impact of the new development; and
- vi. Whether reasonable measures can be taken to save the structure from further deterioration, collapse, arson, vandalism or neglect.

(3) Recommendation of demolition.

- i. Should the applicant for demolition of a contributing structure satisfy the board that he will suffer an economic hardship if a demolition permit is not recommended, or, if in failing to demonstrate economic hardship, the applicant demonstrates unusual and compelling circumstances which dictate demolition of the contributing structure, either a recommendation for demolition or a recommendation for a six-month moratorium on the demolition shall be made.
- ii. In the event that the board recommends a six-month moratorium on the demolition, within the moratorium period, the board shall consult with the Historic Pensacola Preservation Board, the city of Pensacola and any other applicable public or private agencies to ascertain whether any of these agencies or corporations can preserve or cause to be preserved such architectural or historically valuable buildings. If no agencies or organizations are prepared to preserve the building(s) or cause their preservation, then the board shall recommend approval of the demolition.
- iii. Following recommendation for approval of demolition, the applicant must seek approval of replacement plans prior to receiving a demolition permit and other building permits. Replacement plans for this purpose shall include, but shall not be restricted to, project concept, preliminary elevations and site plans, and adequate working drawings for at least the foundation plan which will enable the applicant to receive a permit for foundation construction. The board may waive the requirements

for replacement plans under extreme, unusual and compelling circumstances or public safety purposes.

- iv. Applicants that have received a recommendation for demolition shall be permitted to receive such demolition permit without additional board action on demolition, following the board's recommendation of a permit for new construction.

(4) Prevention of demolition by neglect.

- i. All contributing structures within the Historic District shall be preserved against decay and deterioration and kept free from certain structural defects by the owner thereof or such other person or persons who may have legal custody and control thereof. The owner or other person having such legal custody and control shall repair such building, object, site, or structure if it is found to have any of the following defects:
 - a. Deteriorated or inadequate foundation. Defective or deteriorated flooring or floor supports or flooring or floor supports of insufficient size to carry imposed loads with safety;
 - b. Members of walls, partitions or other vertical supports that split, lean, list or buckle due to defective material or deterioration. Members of walls, partitions or other vertical supports that are of insufficient size to carry imposed loads with safety;
 - c. Members of ceilings, roofs, ceiling and roof supports or other horizontal members which sag, split, or buckle due to defective materials or deterioration. Members of ceilings, roofs, ceiling and roof supports or other horizontal members that are of insufficient size to carry imposed loads with safety;
 - d. Fireplaces or chimneys which list, bulge or settle due to defective materials or deterioration. Fireplaces or chimneys which are of insufficient size or strength to carry imposed loads with safety;
 - e. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows or doors. Defective protection or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other protective covering. Any fault or defect in the building which renders same structurally unsafe or not properly watertight.

In addition, the owner or other person having legal custody and control of an historic landmark or a building, object, site, or structure located in an historic district shall keep all property, including vacant property, clear of all weeds, fallen trees or limbs, debris, abandoned vehicles, and all other refuse.

- ii. The board, on its own initiative, may file a petition with the building official requesting that he proceed to require correction of defects or repairs to any structure covered by a. above so that such structure shall be preserved and protected in accordance with the purposes of this ordinance and the public safety and housing ordinance.

(j) Other demolition permits.

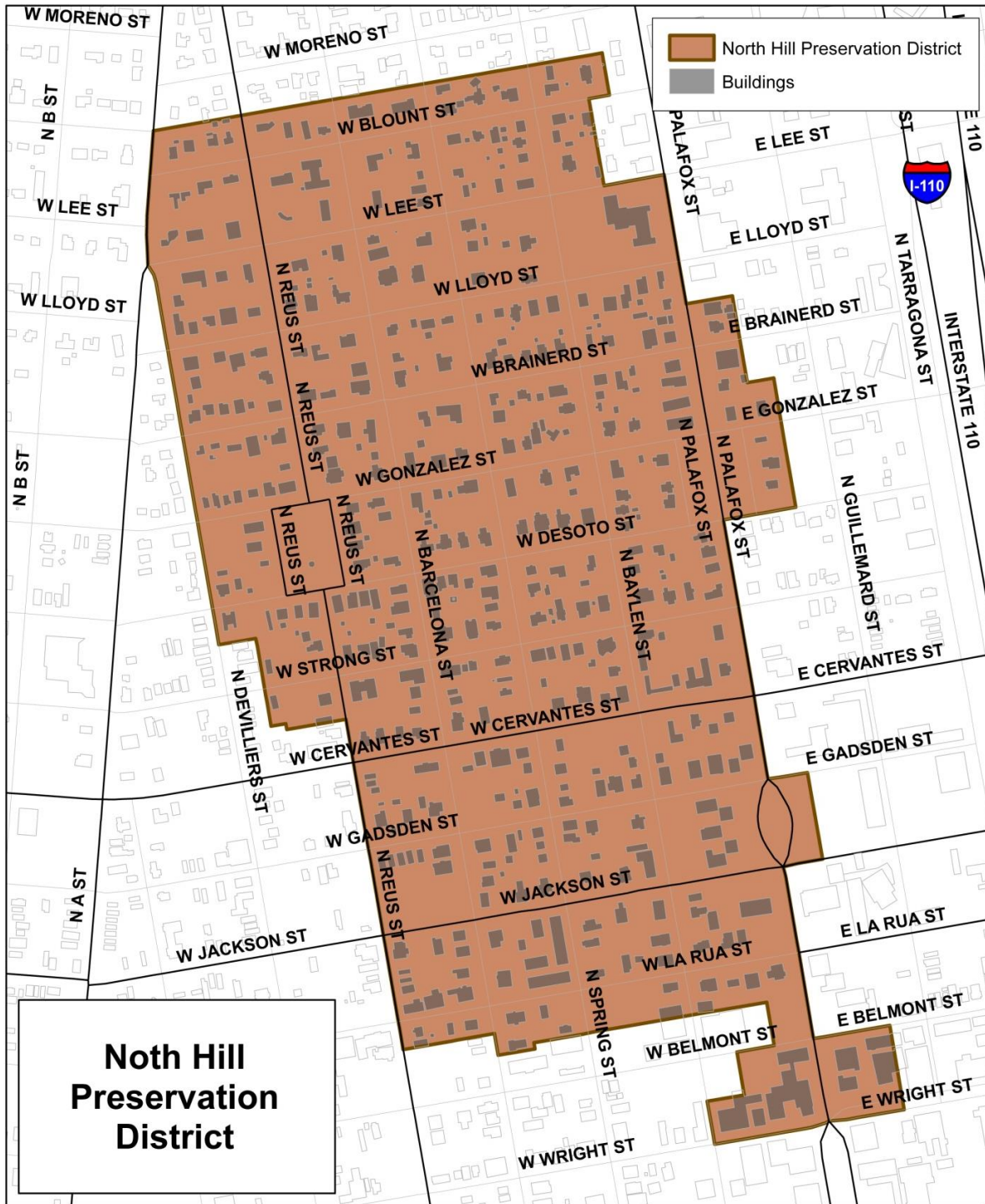
1. All applications for permits to demolish structures other than contributing structures shall be referred to the board for the purpose of determining whether or not the structure may have historical, cultural, architectural, or archaeological significance. Such determination shall be made in accordance with the criteria found in paragraph (9)(b)1. to 6., above.
2. The board shall make such determination within thirty (30) days after receipt of the completed application and shall notify the building official in writing. If the structure is determined to have no cultural, historical, architectural, or archaeological significance, a demolition permit may be issued immediately, provided such application otherwise complies with the provisions of all city code requirements.
3. If said structure is determined by the board to have historical significance, the board shall make such information available to the Preservation Board for review and recommendation as to significance. If the board concurs in the significance, using criteria set forth in paragraph (9)(b)1. to 6., above, the board shall recommend to the city council that the structure be designated a contributing structure.
4. Upon such a recommendation by the board, issuance of any permit shall be governed by paragraph (9)(c), above.

(k) Treatment of site following demolition. Following the demolition or removal of any buildings, objects or structures located in the Historic District, the owner or other person having legal custody and control thereof shall:

- (1) remove all traces of previous construction, including foundation
- (2) grade, level, sod and/or seed the lot to prevent erosion and improve drainage
- (3) repair at his own expense any damage to public rights-of-way, including sidewalks, curb and streets, that may have occurred in the course of removing the building, object, or structure and its appurtenances.

North Hill Preservation District

12-3-10(2) of the Land Development Code

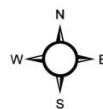


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Date: 8/21/2015

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1,000 Feet



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

North Hill Preservation District

Local Designation: 1974

National Designation: 1983

Period of Significance: 1870-1930

Predominant Styles: Vernacular, Queen Anne, Classical Revival, Tudor Revival, Spanish Revival, Colonial Revival, Mediterranean Revival, Bungalow

The North Hill Preservation District is roughly bounded to the north by Blount Street, to the west by DeVilliers Street, to the south by Wright Street, and to the east by Palafox Street.

Developed in the 1870s, North Hill served as a residential suburb for Pensacola's upper-middle class. Only a few homes within the district were constructed between 1850 and 1870, when the area was still considered the "country" outside town (and most residents lived south of Gregory Street). Around 1880, two of Pensacola's wealthiest businessmen – Henry Baars of the Baars Lumber Company and William Dudley Chipley of the Pensacola and Atlantic Railroad – built two "stately mansions" north of the Palafox Street business district. Although neither of the homes survive, they set the precedent for Pensacola's wealthy residents constructing their homes north of the business district. The area provided ready access to Palafox Street and the port, yet avoided the accompanying noise, crowding, filth, and disease. (Thanks to this concentration of Pensacola's elite residents, the area earned the moniker "Snob Hill" from those living near Seville Square.)

Today, the district is characterized by grand, single-family Queen Anne and Classical Revival homes, which were constructed at a "feverish rate" between 1870 and 1910. Vernacular styles and shotgun houses were also predominant during this period; many were constructed as inexpensive rental units for domestic workers and manual laborers, and are concentrated largely along the western edge of the district. After 1913, the collapse of the lumber boom meant that new construction in North Hill was sluggish. Bungalow homes became popular during this period, and were predominantly constructed in the district until the 1920s. Prior to the Great Depression, a variety of revival styles, including the Spanish, Mediterranean, Tudor, and Colonial, were constructed in the neighborhood.

In-filling with modern homes took place up until the 1960s, and which point the historic integrity of the district was threatened by new commercial construction projects along both Cervantes and Palafox streets. Concerned residents formed the North Hill Preservation Alliance in 1973, and requested that the neighborhood be placed under the authority of the Architectural Review Board. Today, North Hill is still primarily a residential district, but also contains a number of small businesses, shops, and restaurants.

Overview

(2) North Hill preservation zoning districts. PR-1AAA, PR-2, PC-1.

a. Purpose.

The North Hill preservation zoning districts are established to preserve the unique architecture and landscape character of the North Hill area, and to promote orderly redevelopment which complements and enhances the architecture of this area of the city.

b. Character of the district.

The North Hill Preservation District is characterized by mostly residential structures built between 1870 and the 1930's. Queen Anne, Neoclassical, Tudor Revival, Craftsman Bungalow, Art Moderne and Mediterranean Revival are among the architectural styles found in North Hill. North Hill is listed on the National Register of Historic Places.

Permitted Uses

c. Uses permitted.

(1) PR-1AAA, single-family district.

- i. Single-family dwellings at a maximum density of 4.8 units per acre.
- ii. Home occupations, as regulated in [section 12-2-33](#)
- iii. Community residential homes licensed by the Florida Department of Health and Rehabilitative Services with six (6) or fewer residents providing that it is not to be located within one thousand (1,000) feet of another such home. If it is proposed to be within one thousand (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 five-hundred-foot radius.
- iv. Municipally owned or operated parks or playgrounds.
- v. Public schools and educational institutions having a curriculum the same as ordinarily given in public schools and colleges.
- vi. Libraries, community centers and buildings used exclusively by the federal, state, regional, county and city government for public purposes.
- vii. Churches, Sunday school buildings and parish houses.
- viii. Conditional uses permitted: Two-family dwellings (duplex) at a maximum density of 9.6 units per acre.

ix. Accessory buildings and uses customarily incidental to the above uses not involving the conduct of a business.

x. Family day care homes licensed by the Florida Department of Children and Family Services as defined in the Florida Statutes.

(2) PR-2, multiple-family district.

i. Any use permitted in the PR-1AAA district.

ii. Single-family, two-family and multifamily residential attached or detached units with a maximum density of thirty-five (35) dwelling units per acre.

iii. Community residential homes licensed by the Florida Department of Health and Rehabilitative Services with seven (7) to fourteen (14) residents providing that it is not to be located within one thousand two hundred (1,200) feet of another such home in a multifamily district, and that the home is not within five hundred (500) feet of a single-family zoning district. If it is proposed to be within one thousand two hundred (1,200) feet of another such home in a multifamily district and/or within five hundred (500) feet of a single-family zoning district it shall be permitted with city council approval after public notification of property owners in a five-hundred-foot radius.

iv. Bed and breakfast subject to regulations in [section 12-3-84](#)

v. Conditional uses permitted:

- a. Private clubs and lodges except those operated primarily as commercial enterprises.
- b. Office buildings (under five thousand (5,000) square feet).
- c. Antique shops—No outside displays.
- d. Art galleries—No outside displays.
- e. Social services homes/centers.
- f. Boarding and lodging houses.
- g. Childcare facilities subject to regulations in [section 12-3-87](#)

vi. Accessory buildings. Buildings and uses customarily incidental to any of the above uses, including storage garages when located on the same lot not involving the conduct of a business.

(3) PC-1, preservation commercial district.

i. Any use permitted in the PR-2 district, including conditional uses.

ii. Hand craft shops for custom work or making custom items not involving unreasonable noise, odor or chemical waste.

iii. Office buildings (under seven thousand (7,000) square feet).

iv. Barbershops and beauty parlors.

v. Florists.

vi. Studios.

- vii. Vending machines when an accessory to a business establishment and located inside the same building as the business.
- viii. Conditional uses permitted:
 - a. Gas stations.
 - b. Other retail shops.
 - c. Office buildings (over seven thousand (7,000) square feet).
 - d. Restaurants, with the exception of drive-in restaurants.
- ix. Accessory buildings and uses customarily incidental to the above uses.

Procedure for Review

(d) Procedure for review.

(1) Review and approval. All activities regulated by this subsection shall be subject to review and approval by the architectural review board as established in [section 12-12-3](#). The board shall adopt written rules and procedures for abbreviated review for paint colors, minor repairs and minor deviations in projects already approved by the board. This process may authorize the board to designate one of its members to undertake such abbreviated review without the necessity for review by the entire board, provided, however such abbreviated review process shall require review by the staff of the Historic Pensacola Preservation Board. If agreement cannot be reached as it pertains to such request for abbreviated review by the board designee and Historic Pensacola Preservation Board staff, then the matter will be referred to the entire board for a decision.

(2) Decisions.

i. General consideration. The board shall consider plans for existing buildings based on their classification as contributing, non-contributing or modern infill as depicted on the map entitled "North Hill Preservation District" adopted herein, and shall review these plans based on regulations described herein for each of these building classifications. In their review of plans for both existing buildings and 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 immediate surroundings and to the district in which it is located or to be located. The term "exterior" shall be deemed to include all of the outer surfaces of the building and exterior site work, and is not restricted to those exteriors visible from a public street or place. The board shall consider requests for design materials, alterations or additions, construction methods, paint colors or any other elements regulated herein, which do not meet the regulations as established in this subsection, when documentary proof in the form of photographs, property surveys, indication of structural foundations, drawings, descriptive essays and similar evidence can be provided. The board shall not consider interior design or plan. The board shall not exercise any control over land use or construction standards such as are controlled by this chapter and Chapter 12-5.

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 alteration or addition to an existing building, that such alteration or addition will not impair the architectural or historic value of the building.
- b. 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 on adjacent sites or 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.

iii. No provision of this section shall be interpreted to prevent the restoration or reconstruction of any historic building or feature (as listed by the Historic Pensacola Preservation Board) in its original style, dimensions or position on its original structural foundation.

(3) Plan submission. Every application for a building permit to erect, construct, demolish, renovate or alter an exterior of a building, sign or exterior site work (i.e., paving and landscaping), located or to be located in the North Hill Preservation District, shall be accompanied with plans for the proposed work pursuant to subsections [12-2-10\(A\)\(4\)\(c\)](#) to (e), applicable to the Historic District.

(e) Regulations and guidelines for any development within the preservation district. These regulations and guidelines are intended to address the design and construction of elements common to any development within the North Hill preservation district which requires review and approval by the architectural review board. Regulations and guidelines which relate specifically to new construction and/or structural rehabilitation and repair to existing buildings, applicable to building heights, setbacks, architectural elements and construction types, are established in paragraphs (6) through (8) below.

- 1. Off-street parking.** All development within the North Hill preservation district shall comply with the regulations established in Chapter 12-4. Parking lots shall comply with the requirements of Chapter 12-6. Design of and paving materials for parking lots, spaces and driveways shall be subject to approval of the architectural review board. For all parking lots, a solid wall, fence or compact hedge not less than four (4) feet high shall be erected along the lot line(s) when autos or lots are visible from the street or from an adjacent residential lot.
- 2. Signs.** Refer to sections [12-5-2](#) and [12-5-3](#) for general sign standards and criteria and for a description of sign area calculations. The location, design and materials of all accessory signs, historical markers and other signs of general public interest shall be subject to the review and approval of the architectural review board. Only the following signs shall be permitted in the North Hill preservation district:

i. Temporary accessory signs.

- a. One (1) non-illuminated sign advertising the sale, lease or rental of the lot or building, said sign not exceeding six (6) square feet of area.

b. One (1) non-illuminated sign not more than fifty (50) square feet in area in connection with new construction work, and displayed only during such time as the actual construction work is in progress.

ii. Permanent accessory signs.

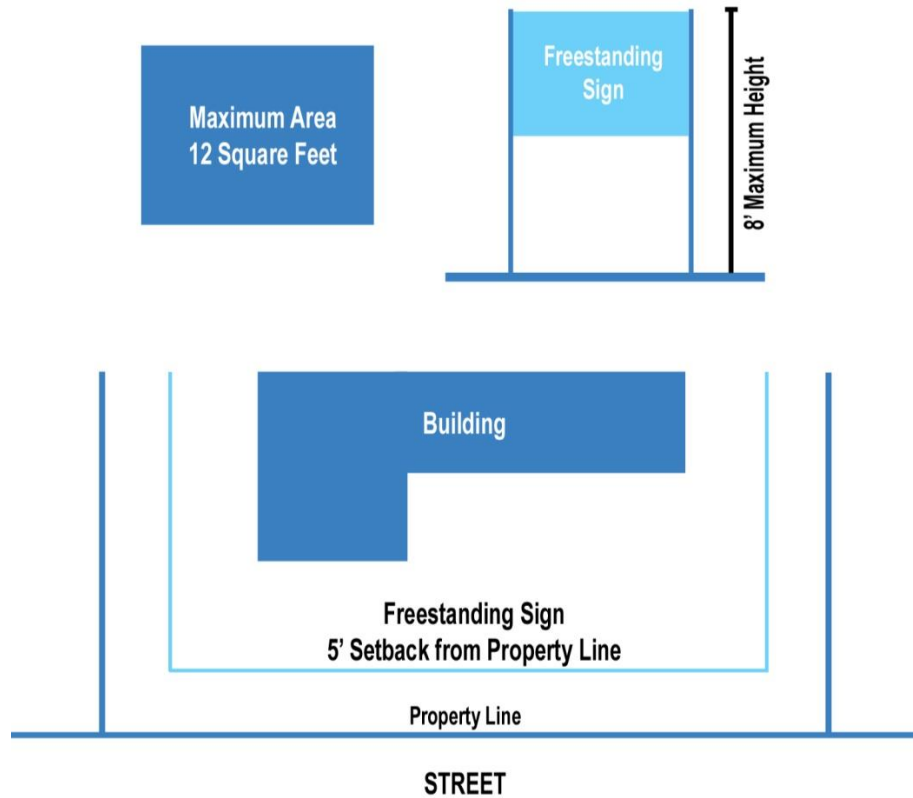
a. One (1) sign per street frontage for churches, schools, boarding and lodging houses, libraries, and community centers, multiple-family dwellings and historic sites serving as identification and/or bulletin boards not to exceed twelve (12) square feet in area. The signs shall be placed flat against the wall of the building, perpendicular or may be freestanding. Such signs may be illuminated provided that the source of light shall not be visible beyond the property line of the lot on which the sign is located.

b. Commercial establishments may have one (1) attached or one (1) freestanding sign per street frontage not to exceed twelve (12) square feet provided that the freestanding sign be no closer to any property line than five (5) feet. The attached or wall signs may be placed on the front or one side of the building. As used herein, "commercial establishments" shall mean an establishment wherein products are available for purchase. Such signs may be illuminated provided the source of light shall not be visible beyond the property line of the lot on which the sign is located. Office complexes may have one freestanding sign per street frontage not to exceed twelve (12) square feet.

c. One (1) non-illuminated nameplate designating the name of the occupant of the property; the nameplate shall not be larger than one hundred (100) square inches and may be attached to the dwelling. This section shall be applicable to occupants and home occupations.

d. Municipal or state installed directional signs, historical markers and other signs of a general public interest when approved by the mayor and board.

e. The maximum height for freestanding signs shall be eight (8) feet. No attached sign shall extend above the eave line of a building to which it is attached.



- 3. *Protection of trees.*** The purpose of this subsection is to establish protective regulations for specified trees within the North Hill preservation zoning districts. It is the intent of this subsection to recognize the contribution of shade trees and certain flowering trees to the overall character of the preservation district and to ensure the preservation of such trees as described below.
- i. Any of the following species having a minimum trunk diameter of eight (8) inches (twenty-five and one-tenth (25.1) inches in circumference) at a height of one (1) foot above grade: Live Oak and Water Oak; Magnolia having a minimum trunk diameter of six (6) inches (eighteen and eight-tenths (18.8) inches in circumference) at a height of one (1) foot above grade; and any of the following flowering trees with a minimum trunk diameter of four (4) inches (twelve and fifty-five one hundredths (12.55) inches in circumference) at a height of one (1) foot above grade: Redbud, Dogwood, and Crape myrtle.
 - ii. Tree removal: No person, organization, society, association or corporation, or any agent or representative thereof, directly or indirectly, shall cut down, destroy, remove, or effectively destroy through damaging, any specimen tree, whether it be on private property or right-of-way within the defined limits of the preservation district of the city, without first having obtained a permit from the department of leisure services to do so. Refer to [section 12-6-7](#) for application procedures and guidelines for a tree removal permit.
 - iii. In addition to the specific tree preservation provisions outlined in this subsection, the provisions of Chapter 12-6 shall be applicable in this district.

4. **Fences.** All developments in the North Hill preservation zoning districts shall comply with fence regulations as established in [Sec. 12-3-63](#). Fences are subject to approval by the architectural review board. Approved materials will include but not necessarily be limited to wood, brick, stone or wrought iron. No concrete block or barbed-wire will be permitted. Chain-link fences shall be permitted in side and rear yard only with board approval.
5. **Paint colors.** The architectural review board has adopted palettes of historic colors from several paint manufacturers that represent acceptable historic colors for use in the Preservation District. Samples of these palettes can be reviewed at the Historic Pensacola Preservation Board and at the office of the building inspector.
6. **Residential accessory structures.** Residential accessory structures shall comply with regulations set forth in [Sec. 12-3-55](#) except that the following shall apply: Accessory structures shall not exceed one story in height for a maximum in height of twenty-five (25) feet in order for the accessory structure to match the style, roof pitch, or other design features of the main residential structure.
7. **Additional regulations.** In addition to the regulations established above in subsection (2)e.1 through 6, any permitted use within the North Hill preservation district where alcoholic beverages are ordinarily sold is subject to the requirements of chapter 7-4 of this Code.

Contributing Structures: Renovations, Alterations, or Additions

(f) Restoration, rehabilitation, alterations or additions to existing contributing structures in the North Hill preservation district.

1. The document entitled "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings," published by the United States Department of Interior in 1983, shall form the basis for rehabilitation of existing contributing buildings. The proper building elements should be used in combinations which are appropriate for use together on the same building.
2. Documented building materials, types, styles and construction methods shall be duplicated when making repairs, alterations and/or additions to contributing structures. Any variance from the original materials, styles, etc. shall be approved only if circumstances unique to each project are found to warrant such variances.
3. Regulations established in Table 12-2.9 shall apply to alterations and additions to contributing structures. The regulations and guidelines established in paragraph (5), relating to streetscape elements, shall apply to contributing structures.

Non-Contributing Structures and Infill Projects: Renovations, Alterations, or Additions

(g) Renovation, alterations and additions to noncontributing and modern infill structures within the North Hill preservation district.

1. Many of the existing structures within the district do not meet the criteria established for "contributing" structures, even though they may be similar in style to the historic structures,

and some structures are modern in style with no relation to the historic structures. All of these buildings shall be recognized as products of their own time. The regulations and guidelines established in paragraph (5), relating to streetscape elements, shall apply to noncontributing and modern infill structures. Regulations established in Table 12-2.9 below, shall apply to alterations and additions to existing noncontributing structures. The architectural review board has adopted palettes of historic colors from several paint manufacturers that represent acceptable historic colors for use in the district. Only paint colors approved by the board shall be permitted.

2. In review of these structures the board may make recommendations as to the use of particular building elements which will improve both the appearance of the individual structure, its relationship with surrounding structures and the overall district character.

(h) Regulations for new construction and additions to existing structures in the North Hill

preservation district. New construction is encouraged to be built in a manner which is complementary to the overall character of the district in scale, building materials and colors. The regulations established in paragraph (5), relating to streetscape elements, shall apply to new construction. Table 12-2.9 describes height, area and yard requirements for new construction and, where applicable, for additions to existing structures in the North Hill preservation district.

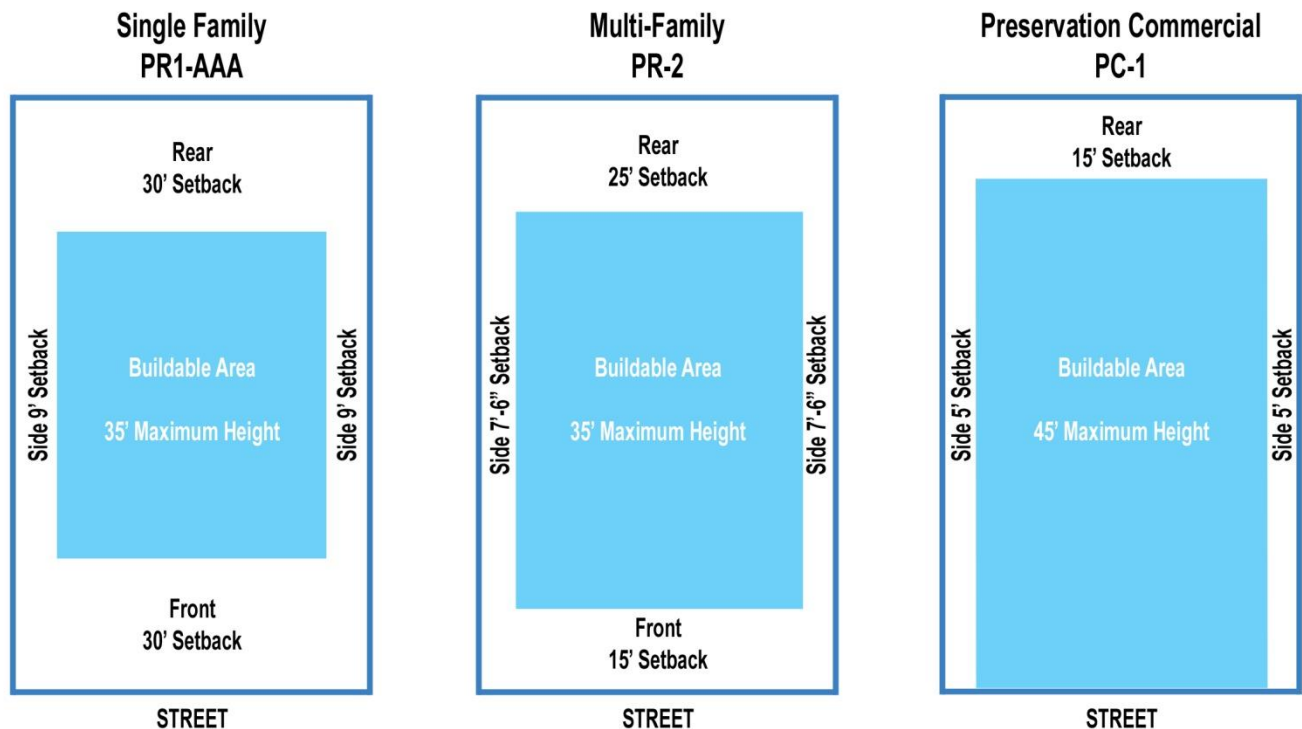


TABLE 12-2.9
REGULATIONS FOR THE NORTH HILL PRESERVATION ZONING DISTRICTS

Standards	PR-1AAA	PR-2	PC-1
Minimum Yard Requirement (Minimum Building Setbacks)			
Front Yard	*30 feet	*15 feet	None
Side Yard	9 feet	7.5 feet	5' for dwellings or wood

Rear Yard	25 feet	25 feet	frame structures only 15'
Minimum Lot Area for Residential Uses	9,000 s.f.	5,000 s.f. for single-family and 10,000 s.f. for multi-family	None
Minimum Lot Width at Street Row Line	50 feet	50 feet	None
Minimum Lot Width at Building Setback Line	75 feet	50 feet	None
Maximum Building Height (Except as Provided in Section 12-2-39)	35 feet	35 feet	45 feet
Minimum Floor Area	N/A	600 s.f. per dwelling unit for multi-family	None

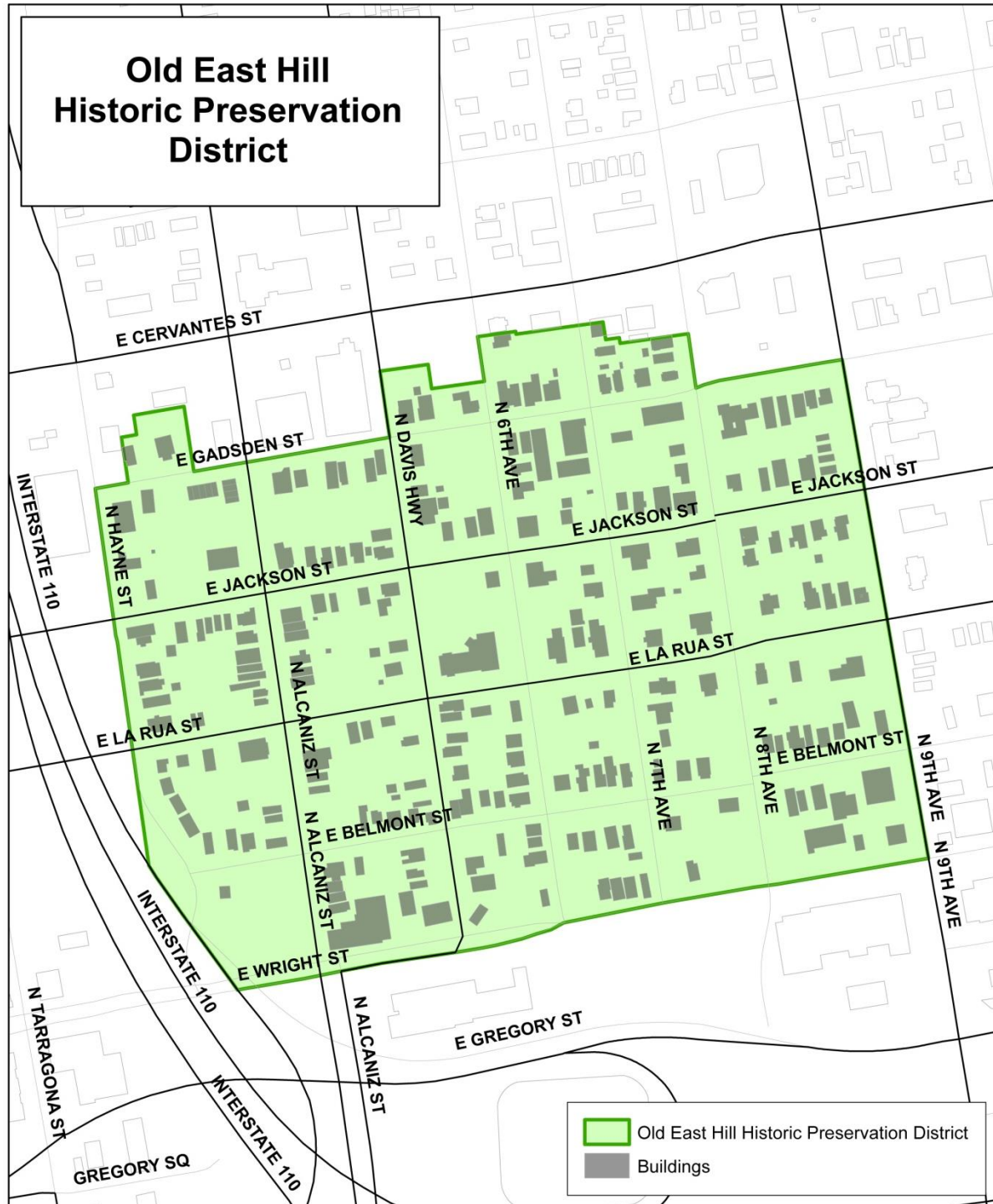
* Front yard depths in the North Hill Preservation zoning district shall not be less than the average depths of the front yards located on the block, up to the minimum yard requirement; in case there are no other dwellings, the front yard depths shall be no less than the footages noted.

<i>North Hill District</i>	Single Family (PR1-AAA)	Multi-Family (PR-2)	Preservation Commercial (PC-1)
Max. Building Height	35'	35'	45'
Setback – Front	30'	15'	None
Setback – Side	9'	7.5'	*5'
Setback – Rear	25'	25'	15'

(i) Demolition of structures within the North Hill Preservation District. The demolition provisions established in subsection (1)i through k of this section, applicable to contributing and noncontributing structures within the historic district, shall apply in the preservation district.

Old East Hill Preservation District

12-3-10 (3) of the Land Development Code

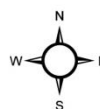


PENSACOLA

Date: 8/21/2015

Document Path: L:\GIS\Map_Archives\City\HistoricDistricts\Guidebook\OldEastHill1.mxd

650 Feet



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

Old East Hill Preservation District

Local Designation: 1984

National Designation: N/A

Period of Significance: 1870-1920s

Predominant styles: Frame vernacular, Queen Anne, Bungalow, commercial masonry

The Old East Hill Preservation District is bounded roughly to the north by Gadsden Street, to the east by 9th Avenue, to the south by Wright Street, and the west by Hayne Street.

Much like North Hill, construction in the Old East Hill area occurred primarily after 1870 as part of Pensacola's turn-of-the-century industrial boom. The area developed primarily as a residential neighborhood, and contains a blend of smaller-scale, historic commercial and residential styles. The majority of homes within the district have been designed in both the frame vernacular and folk Victorian styles. However, Old East Hill contains several modest one-story buildings designed in the Queen Anne style. It also features several homes designed in the Bungalow style. The Bungalow style was popular during the first few decades of the 20th century. Although much of the historic fabric was lost during redevelopment in the 1960s, Old East Hill still contains several commercial masonry buildings from the early 20th century. Although the smallest of Pensacola's historic districts, it was created with the support of its residents. After forming the East Hill Preservation Association, they drafted a preservation zoning ordinance for the area in 1984.

Overview

(3) Old East Hill preservation zoning districts. OEHR-2, OEHC-1, OEHC-2 and OEHC-3.

(a) Purpose. The Old East Hill preservation zoning districts are established to preserve the existing residential and commercial development pattern and distinctive architectural character of the structures within the district. The regulations are intended to preserve, through the restoration of existing buildings and construction of compatible new buildings, the scale of the existing structures and the diversity of original architectural styles.

(b) Character of the district. The Old East Hill neighborhood was developed over a fifty-year period, from 1870 to the 1920's. The architecture of the district is primarily vernacular, but there are also a few properties which display influences of the major architectural styles of the time, such as Craftsman, Mission and Queen Anne styles.

(c) Boundaries and zoning classifications. The boundaries of the Old East Hill preservation district shall be identified as per a map and legal description, and the zoning classifications of properties within the district shall be identified as per a map, filed in the office of the city clerk.

Permitted Uses

(d) Uses permitted.

1. OEHR-2, residential/office district.

- i. Single-family detached dwellings.
- ii. Single-family attached (townhouse or quadraplex type construction) and detached zero-lot-line dwellings. Development must comply with the minimum standards established for the R-ZL zoning district in [section 12-3-5\(1\)](#).
- iii. Two-family attached dwellings (duplex).
- iv. Multiple-family attached dwellings (three or more dwelling units).
- v. Community residential homes licensed by the Florida Department of Health and Rehabilitative Services with seven (7) to fourteen (14) residents providing that it is not to be located within one thousand two hundred (1,200) feet of another such home in a multi-family district, and that the home is not within five hundred (500) feet of a single-family zoning district. If it is proposed to be within one thousand two hundred (1,200) feet of another such home in a multi-family district and/or within five hundred (500) feet of a single family zoning district it shall be permitted with city council approval after public notification of property owners in a five hundred-foot radius
- vi. Home occupations subject to regulations in (1)c.1.iv of this section.
- vii. Bed and breakfast subject to regulations in [section 12-3-84](#)

- viii. Boarding and lodging houses.
- ix. Office buildings.
- x. Studios.
- xi. Municipally owned or operated parks or playgrounds.
- xii. Public schools and educational institutions having a curriculum the same as ordinarily given in public schools and colleges subject to regulations in [section 12-3-94](#)
- xiii. Libraries, community centers and buildings used exclusively by the federal, state, regional, county and city government for public purposes subject to regulations in [section 12-3-90](#)
- xiv. Churches, Sunday school buildings and parish houses subject to regulations in [section 12-3-68](#)
- xv. Minor structures for the following utilities: unoccupied gas, water and sewer substations or pumpstations, electrical substations and telephone substations subject to regulations in [section 12-3-88](#)
- xvi. Accessory structures, buildings and uses customarily incidental to the above uses subject to regulations in [section 12-3-55](#), except that the following shall apply:
 - a. Accessory structures shall not exceed one-story in height for a maximum height of twenty-five (25) feet in order for the accessory structure to match the style, roof pitch, or other design features of the main residential structure.
 - b. The wall of an accessory structure shall not be located any closer than six (6) feet to the wall of the main residential structure.
- xvii. Family day care homes licensed by the Florida Department of Children and Family Services as defined in the Florida Statutes.

2. OEHC-1, neighborhood commercial district.

- i. Any use permitted in the OEHR-2 district.
- ii. Child care facilities subject to regulations in [section 12-2-58](#)
- iii. Nursing homes, rest homes, convalescent homes.
- iv. Parking lots.
- v. The following uses, retail only, with no outside storage or work permitted, except as provided herein:
 - a. Food and drugstore.
 - b. Personal service shops.
 - c. Clothing and fabric stores.
 - d. Home furnishing, hardware and appliance stores.
 - e. Craft and specialty shops.

- f. Banks.
- g. Bakeries.
- h. Secondhand stores.
- i. Floral shops.
- j. Martial arts studios.
- k. Outdoor sales of trees, shrubs, plants and related landscaping materials as an accessory to indoor retail sales uses permitted by this paragraph, provided that the area is enclosed within a fence attached to the rear or side of the main building, and provided that the outdoor area does not exceed twenty (20) percent of the total area of the main building.
- l. Restaurants.
- m. Mortuary and funeral parlors.
- n. Pet shops with all uses inside the principal building.
- o. Printing firms.
- p. Business schools.
- q. Upholstery shops.
- vi. Conditional uses permitted. Animal hospitals and veterinary clinics with fully enclosed kennels and no outside runs or exercise areas.

3. OEHC-2, retail commercial district.

- i. Any use permitted in the OEHC-1 district.
- ii. Open air sales of trees, plants and shrubs. The business shall include a permanent sales or office building (including restrooms) on the site.
- iii. Hospitals, clinics.
- iv. Private clubs and lodges, except those operated as commercial enterprises.
- v. Electric motor repair and rebuilding.
- vi. Appliance repair shop.
- vii. Garages for the repair and overhauling of automobiles.
- viii. Sign shop.
- ix. Photo shop.
- x. Plumbing and electrical shop.
- xi. Pest extermination services.

4. OEHC-3, commercial district.

- i. Any use permitted in the OEHC-2 district.
- ii. Dive shop.
- iii. Fitness center.
- iv. Theater, except for drive-in.
- v. Taverns, lounges, nightclubs, cocktail bars.

Procedure for Review

e. Procedure for review of plans.

1. **Plan submission.** Every application for a building permit to erect, construct, demolish, renovate or alter an exterior of a building or sign, located or to be located in the Old East Hill Preservation

District, shall be accompanied with plans as necessary to describe the scope of the proposed work pursuant to paragraph to subsections (1)d.3 through 5 of this section.

- 2. *Review and approval.*** All such plans shall be subject to review and approval by the architectural review board established in [section 12-12-3](#). The board shall adopt written rules and procedures for abbreviated review for minor repairs and minor deviations in projects already approved by the board. This process may authorize the board to designate one of its members to undertake such abbreviated review by the entire board, provided, however, such abbreviated review process shall require review by the staff of West Florida Historic Preservation, Inc. If agreement cannot be reached as it pertains to such request for abbreviated review by the board designee and West Florida Historic Preservation, Inc. staff, then the matter will be referred to the entire board for a decision.

3. *Decisions.*

i. General consideration.

The board shall consider plans for existing buildings based on their classification as contributing, non-contributing or modern infill as depicted on the map entitled "Old East Hill Preservation District" adopted herein, and shall review these plans based on regulations described herein for each of these building classifications. In their review of plans for both existing buildings and new construction, the board shall consider exterior design and appearance of the building, including the front, sides, rear and roof; materials and textures; 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 immediate surroundings and to the district in which it is located or to be located. The term "exterior" shall be deemed to include all of the outer surfaces of the building and exterior site work, and is not restricted to those exteriors visible from a public street or place. The board shall consider requests for design materials, alterations or additions, construction methods or any other elements regulated herein, which do not meet the regulations as established in this subsection, when documentary proof in the form of photographs, property surveys, indication of structural foundations, drawings, descriptive essays and similar evidence can be provided. The board shall not consider interior design or plan. The board shall not exercise any control over land use or construction standards such as are controlled by this chapter.

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 alteration or addition to an existing building, that such alteration or addition will not impair the architectural or historic value of the building.

(b) 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 on adjacent sites or 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 and materials.

iii. No provision of this section shall be interpreted to prevent the restoration or reconstruction of any historic building or feature (as listed by West Florida Historic Preservation, Inc.) in its original style, dimensions or position on its original structural foundation.

iv. No provision of this section shall be interpreted to require a property owner to make modifications, repairs or improvements to property when the owner does not otherwise intend to make any modifications, repairs or improvements to the property, unless required by chapter 7-13.

f. Regulations and guidelines for any development within the Old East Hill preservation district. These regulations and guidelines are intended to address the design and construction of elements common to any development within the Old East Hill preservation district which requires review and approval by the architectural review board. Regulations and guidelines which relate specifically to new construction and/or structural rehabilitation and repair to existing buildings, applicable to building heights, setbacks, architectural elements and construction types, are established in paragraphs (6) through (8) below.

1. Off-street parking. Design of, and paving materials for, parking lots, spaces and driveways shall be subject to approval of the architectural review board. For all parking lots, a solid wall, fence or compact hedge not less than three (3) feet high shall be erected along the lot line(s) when automobiles or parking lots are visible from the street or from an adjacent residential lot.

i. OEHR-2 district. All non-residential development shall comply with off-street parking requirements established in chapter [12-4](#).

ii. OEHC-1, OEHC-2 and OEHC-3 districts. All non-residential development shall comply with off-street parking requirements established in chapter 12-3. The required parking may be provided off-site by the owner/developer as specified in [section 12-4-1\(4\)](#).

2. Landscaping. Landscape area requirements and landscape requirements for parking lots within the OEHR-2, OEHC-1 and OEHC-2 districts shall comply with regulations established in [section 12-6-3](#) for the R-2, C-1 and C-2 zoning districts.

3. Signs. Refer to sections [12-5-2](#) and [12-5-3](#) for general sign standards and criteria and for a description of sign area calculations. The location, design and materials of all accessory signs, historical markers and other signs of general public interest shall be subject to the review and approval of the architectural review board. Only the following signs shall be permitted in the Old East Hill preservation district:

i. Temporary accessory signs.

(a) One non-illuminated sign advertising the sale, lease or rental of the lot or building, said sign not exceeding six (6) square feet of area.

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

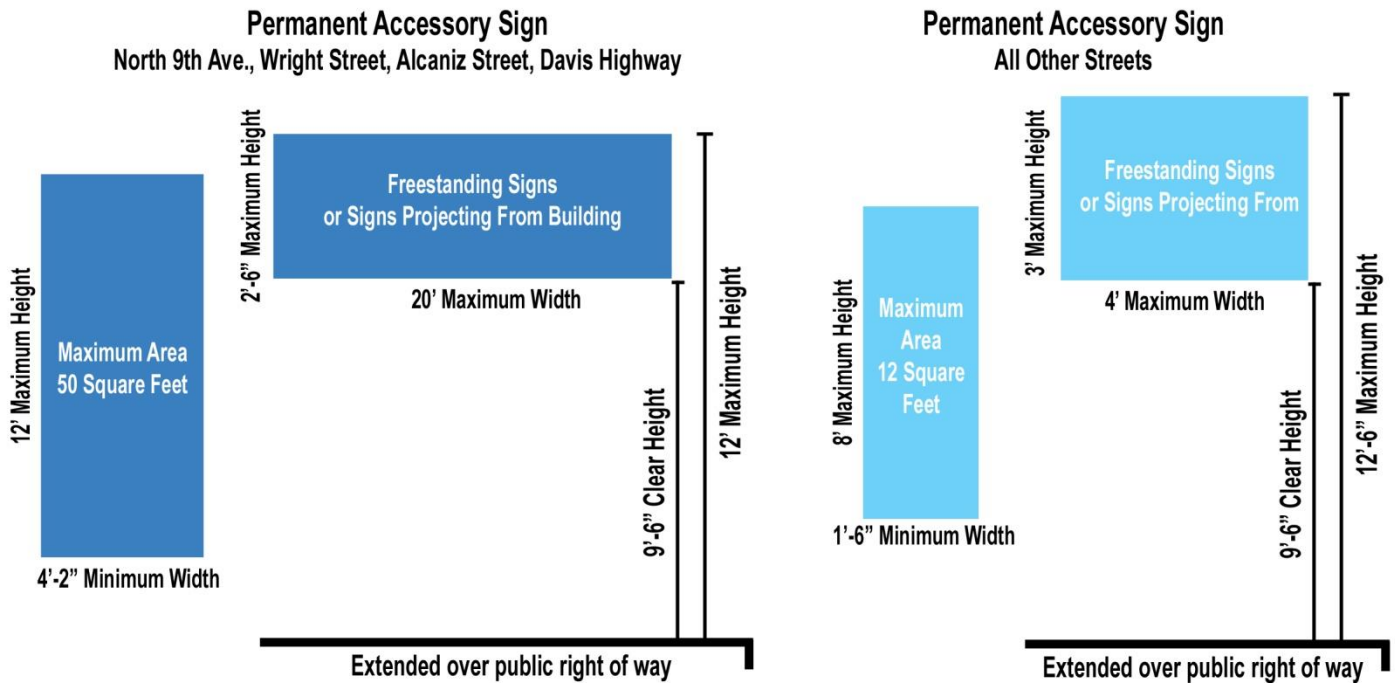
ii. Permanent accessory signs.

(a) North 9th Avenue, Wright Street, Alcaniz Street and Davis Street. For churches, schools, apartment buildings, boarding or lodging houses, libraries, community centers, commercial buildings (including office and retail buildings) or historic sites serving as identification and/or bulletin boards, one freestanding or projecting sign and one attached wall sign or combination of wall signs placed on the front or one side of the building not to exceed fifty (50) square feet in area. The signs may be painted on the building, mounted to the face of the wall of the building, hung from a bracket that is mounted to a wall of a building, hung from other ornamental elements on the building, or may be freestanding. Signs projecting from a building or extending over public property shall maintain a clear height of nine (9) feet, six (6) inches above the public property and shall not exceed a height of twelve (12) feet. Freestanding signs shall not exceed a height of twelve (12) feet.

(b) All other streets in the district. One sign per lot per street frontage for churches, schools, apartment buildings, boarding or lodging houses, libraries, community centers, commercial buildings (including office and retail buildings) or historic sites serving as identification and/or bulletin boards not to exceed twelve (12) square feet in area and eight (8) feet in height, provided, however that signs projecting from a building or extending over public property shall maintain a clear height of nine (9) feet six (6) inches above the public property and shall not exceed a height of twelve (12) feet six (6) inches. The sign may be mounted to the face of the wall of the building, hung from a bracket that is mounted to a wall of a building, hung from other ornamental elements on the building, or may be freestanding. The sign may be illuminated provided that the source of light is not visible beyond the property line of the lot on which the sign is located.

(c) One non-illuminated nameplate designating the name of the occupant of the property; the nameplate shall not be larger than three (3) square feet and shall be attached to the dwelling. This section shall be applicable to occupants and home occupations.

(d) Municipal or state installed directional signs, historical markers and other signs of a general public interest when approved by the board.



4. Fences. All developments in the Old East Hill preservation zoning districts shall comply with fence regulations as established in section [12-3-63](#). Fences are subject to approval by the architectural review board. Approved materials will include but not necessarily be limited to wood, brick, stone or wrought iron. No concrete block or barbed-wire fences will be permitted. Chain-link fences shall be permitted in side and rear yard only.

5. Additional regulations. In addition to the regulations established above in subsections (1)f.1 through 4 of this section, any permitted use within the Old East Hill preservation district where alcoholic beverages are ordinarily sold is subject to the requirements of Chapter 7-4 of this Code.

Contributing Structures: Renovations, Alterations, or Additions

g. Restoration, rehabilitation, alterations or additions to existing contributing structures in the Old East Hill preservation district.

The document entitled "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings," published by the United States Department of Interior in 1983, shall form the basis for rehabilitation of existing contributing buildings. The proper building elements should be used in combinations which are appropriate for use together on the same building. Documented building materials, types, styles and construction methods shall be duplicated when making repairs, alterations and/or additions to contributing structures. Any variance from the original materials, styles, etc. shall be approved only if circumstances unique to each project are found to warrant such variances.

The regulations established in subsection (3)f of this section, relating to streetscape elements, shall apply to contributing structures. Regulations established in Table 12-3.10 shall apply to alterations and additions to contributing structures.

Non-Contributing Structures and Infill Projects: Renovations, Alterations, or Additions

h. Renovation, alterations and additions to non-contributing and modern infill structures within the Old East Hill preservation district.

1. Many of the existing structures within the district do not meet the criteria established for contributing structures, even though they may be similar in style to the historic structures, and some structures are modern in style with no relation to the historic structures. All of these buildings shall be recognized as products of their own time. The regulations established in paragraph (6), relating to streetscape elements, shall apply to non-contributing and modern infill structures. Regulations established in Table 12-3.10 shall apply to alterations and additions to existing non-contributing structures.
2. In review of these structures the board may make recommendations as to the use of particular building elements which will improve both the appearance of the individual structure, its relationship with surrounding structures and the overall district character.

i. Regulations for new construction in the Old East Hill preservation district. New construction shall be built in a manner which is complementary to the overall character of the district in height, proportion, shape, scale, style and building materials. The regulations established in subsection (3)f of this section, relating to streetscape elements, shall apply to new construction. Table 12-3.10 describes height, area and yard requirements for new construction in the Old East Hill preservation district.

<i>Old East Hill</i>	Residential/Office (OEHR-2)	Neighborhood Commercial (OEHC-1)	Retail Commercial (OEHC-2)	Commercial (OEHC-3)
Setback – Front	15'	None	None	None
Setback – Side	5'	5'	5'	None
Setback – Rear	15'	None	None	None



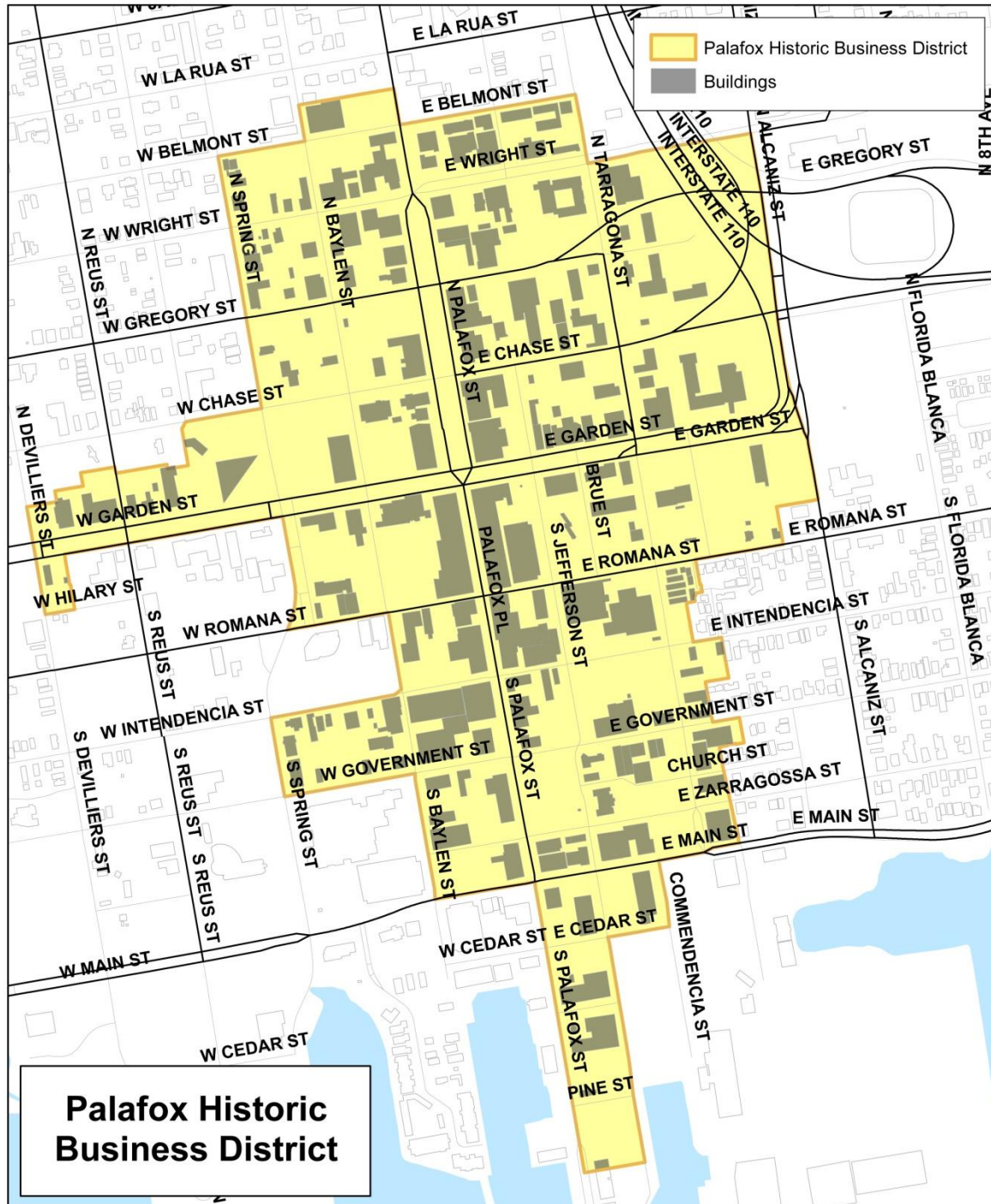
Table 12-3.10 REGULATIONS FOR OLD EAST HILL PRESERVATION ZONING DISTRICTS

Standards	OEHR-2	OEHC-1	OEHC-2	OEHC-3
Front Yard Side Yard Rear Yard	*15 feet 5 feet 15 feet	There shall be a 5’ side yard setback, but no front or rear yard setbacks, unless this chapter requires a larger yard or buffer yard.		None
Single-family Detached Residential Duplex Residential Multi-family Residential	3,500 s.f. 5,000 s.f. 9,000 s.f.	None		
Minimum Lot Width at Street Row Line	30 feet	None		
Minimum Lot Width at Building Setback Line	30 feet	None		
Maximum Lot Coverage	N/A	The maximum combined area of all principal and accessory buildings shall not exceed 50% of the square footage of the lot.		None
Maximum Building Height (except as provided in section 12-2-39)	Residential buildings shall not exceed two (2) stories in height, with a usable attic. No building shall exceed thirty-five (35) feet in height, except that three (3) feet may be added to the height of the building for each foot the building is set back from the building setback or property lines to a maximum height of 45’ with approval of the architectural review board.			
Minimum Floor Area For Multi-Family Developments	600 square feet per dwelling unit			
* Front yard depths in the Old East Hill preservation zoning district shall not be less than the average depths of all of the front yards facing the street on the block, up to the minimum yard requirement; in case there are no other dwellings, the front yard depth shall be no less than the footage noted.				

j. Demolition of structures within the Old East Hill preservation district. The demolition provisions established in subsections (1)l through k of this section, applicable to contributing and non-contributing structures within the Historic District, shall apply in the preservation district.

Palafox Historic Business District

Section [12-3-27](#) of the Land Development Code

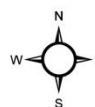


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1,000 Feet



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Palafox Historic Business District

Local Designation: 1994

National Designation: 2016

Period of Significance: 1880-1914, 1915-1945, and 1945-1965

Predominant Styles: Commercial Vernacular Architecture

The eight-block Palafox Historic Business District was established to preserve the existing development pattern and distinctive architectural character of historic downtown commercial district. With direct access to the port, Pensacola's primary commercial thoroughfare adheres to the original grid-plan established by Elias Durnford in the 1760s. Though the street sits atop Pensacola's colonial foundations, many of the historic storefronts were constructed during Pensacola's turn-of-the-century yellow pine and transportation industrial boom. The street features one- to two-and-one-half story commercial masonry buildings, with Classical Revival, Renaissance Revival, and Mediterranean-style detailing.

Today, Palafox Street is still a thriving center for Pensacola's commerce and culture. The district is an established business area and tourist attraction. It features historic sites, a variety of specialty retail shops, restaurants, private and government offices, and entertainment centers.

Overview

(a) Purpose. The Palafox historic business district is established to preserve the existing development pattern and distinctive architectural character of the historic downtown commercial district. The regulations are intended to preserve, through the restoration of existing buildings and construction of compatible new buildings, the scale of the existing structures and the diversity of original architectural styles, and to encourage a compact, convenient arrangement of buildings.

(b) Character of the district. The Palafox historic business district is characterized by sites and facilities of historical value to the city. These buildings and historic sites and their period architecture (i.e., Sullivanesque, Classical Revival, Renaissance Revival, and Commercial Masonry) blend with an overall pattern of harmony, make the district unique and represent the diversity of business activity and commercial architecture over a long period of Pensacola history. The district is an established business area, tourist attraction, containing historic sites, and a variety of specialty retail shops, restaurants, private and governmental offices, and entertainment centers.

(c) Historic theme area. That portion of Palafox Place between Garden Street and Main Street is hereby designated a historical theme area, with a theme based on materials, signs, canopies, facades or other features as they existed in 1925 or earlier.

(d) Boundaries of the district. The boundaries of the Palafox historic business district shall be the same as the Pensacola downtown improvement district, plus the west 14.25 feet of lot 214 and all of lots 215 and 216, old city tract.

Review Procedure

(e) Procedure for review and submission of development plan.

(1) Submission of plans. Every application for a building permit to erect, construct, renovate and/or alter an exterior of a building, or sign, located or to be located in the district shall be accompanied by plans for the proposed work. As used herein, "plans" shall mean drawings or sketches with sufficient detail to show, as far as they relate to exterior appearance, the architectural design of the building or sign, (both before and after the proposed work is done in the cases of altering, renovating, demolishing or razing a building or structure) including proposed materials, textures and colors, and the plat plan or site layout, including all site improvements or features such as walls, fences, walks, terraces, plantings, accessory buildings, paved areas, signs, lights, awnings, canopies and other appurtenances. Such plans shall be promptly forwarded by the building official to the architectural review board. The building official or his designee shall serve as secretary to the board.

(2) General conditions, procedures and standards. Prior to submitting a formal application for approval of a proposed exterior alteration, the owner(s) shall confer with the staff of the architectural review board, who will seek the advice of the downtown improvement board

staff, the Historic Pensacola Preservation Board staff and appropriate city staff if necessary to review:

- a. The relationship between the proposed exterior alteration or proposed exterior to buildings in the immediate surroundings and to the district in which it is located or to be located.
- b. At the time of the predevelopment conference, the applicant shall provide a sketch plan indicating the location of the proposed exterior alteration and its relationship to surrounding properties. The advisory meeting should provide insight to both the developer, the city, the downtown improvement board, and the Historic Pensacola Preservation Board staff regarding potential development problems which might otherwise result in costly plan revisions or unnecessary delay in development.

(3) Review and approval by the architectural review board. All such plans shall be subject to review and approval by the architectural review board as established in [section 12-12-3](#) and in accordance with the provisions of [section 12-3-10](#)(1)d.1 through 3, applicable to the historic zoning districts. The board shall adopt written rules and procedures for abbreviated review for paint colors, minor repairs, emergency repairs and minor deviations in projects already approved by the board. This process may authorize the board to designate one of its members to undertake such abbreviated review without the necessity for review by the entire board, provided, however such abbreviated review process shall require review by the director of the downtown improvement board and the staff of the Historic Pensacola Preservation Board. If agreement cannot be reached as it pertains to an abbreviated review by the board designee, director of the downtown improvement board, Historic Pensacola Preservation Board staff and secretary to the architectural review board then the matter will be referred to the full board for a decision.

(f) Architectural review of proposed exterior development.

(1) General considerations. The board shall consider plans for existing buildings based on their classification as significant, supportive, compatible or nonconforming as defined and documented in files located at the office of the downtown improvement board. In reviewing the plans, the board shall consider exterior design and appearance of the building, including the front, sides, rear and roof, materials, textures and colors; plot plan or site layout, including features such as walls, walks, terraces, plantings, accessory buildings, signs, lights, awnings, canopies, and other appurtenances; and conformity to plans and themes promulgated, approved and/or amended from time to time by the city council; and relation of the building to immediate surroundings and to the district in which it is located or to be located. The term "exterior" shall be deemed to include all of the outer surfaces of the building and is not restricted to those exteriors visible from a public street or place. The board shall not consider interior design or plan. The board shall not exercise any control over land use, which is governed by particular provisions of this title, or over construction, which is governed by [Chapter 14-2](#).

(2) Decision guidelines. Every decision of the board, in their review of plans for buildings or signs located or to be located in the district, shall be in the form of a written order stating the findings of the board, its decision and the reasons therefor, and shall be filed with and posted with the building permit on site. Before approving the plans for any proposed building, or signs located or to be located in the district, the board shall find:

- a. In the case of a proposed alteration or addition to an existing building, that such alteration or addition will not impair the architectural or historic value of the building or if due to a new use for the building the impairment is minor considering visual compatibility standards such as height, proportion, shape, and scale.
- b. 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 or character of buildings on adjacent sites or in the immediate vicinity.
- c. In the case of a proposed new building, that such building will not 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, and scale.
- d. In the case of the proposed razing or demolition of an existing building, that the regulations established in [section 12-2-10\(A\)\(9\)](#) to (11) shall apply.
- e. In the case of a proposed addition to an existing building or the base of a proposed new building, or building relocation, that such addition, new building or relocation will not adversely affect downtown redevelopment plans or programs or the Comprehensive Plan of the city.

(3) Recommendation for changes. The board shall not disapprove any plans without giving its recommendations for changes necessary to be made before the plans will be reconsidered. Such recommendations may be general in scope, and compliance with them shall qualify the plans for reconsideration by the board.

(4) Board review standards. The architectural review board shall use the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitation of Historic Buildings as the general governing standards for existing structures. New construction shall maintain scale and quality of design. All new construction shall be reviewed in terms of massing, rhythm, materials and details, building elements and site. Generally, all structures should be compatible in these categories to surrounding structures. In addition the following standards shall apply:

- a. Signs.** In the case of any proposed new or altered sign, that the sign will not impair the architectural or historical value of any building to which it is attached, nor any adjacent building, and that such sign is consistent with the theme and spirit of the

block where it is to be located, and that such sign is consistent with the following provisions:

1. Within the Palafox historic business district, signs protruding into or overhanging the public right-of-way are permitted subject to prior approval by the board, and are subject to removal on thirty (30) days notice if the city actually requires the space for any public purpose. Such signs must be of a character and size consistent with maintenance of the theme and character of the district. Existing overhanging signs are hereby approved and will not require further board approval unless altered.

2. Businesses located within the Palafox Historic Business District may place one portable (two-sided A-frame) sign on the sidewalk adjacent to the business location subject to the following conditions:

- i. The maximum size of the sign shall not exceed two (2) feet wide by three (3) feet high;
- ii. The sidewalk width shall be a minimum of eight (8) feet;
- iii. A one time fee of forty dollars (\$40.00) shall be paid to the City of Pensacola for a license to use the sidewalk for placement of a sign;
- iv. A license to use agreement, with proof of insurance, shall be required to use an identified area of the sidewalk for locating a sign;
- v. The sign shall be removed from the sidewalk at the close of business hours daily;
- vi. Signs shall require approval by the Downtown Improvement Board and Architectural Review Board.

3. Rooftop signs are prohibited, provided the business for which the sign is erected remains continuously in business, existing signs violating this provision may continue in use. Upon application to and approval by the board, such existing signs may be permitted to remain in place for a longer period if the board finds that the sign is consistent with the theme and character of the district.

4. Whirling and flashing signs attached to a building are prohibited, unless such signs replicate an original sign used at that location in the historical theme area. Balloon-type, portable or nonaccessory signs are prohibited.

b. Building fronts, rears, and sides abutting streets and public areas. All structural and decorative elements of building fronts, rears, and sides abutting streets or public improvement areas shall be repaired or replaced to match as closely as possible the original materials and construction of that building.

c. Windows.

1. Window openings in upper floors of the front of the building shall not be covered from the outside.
2. Window panes shall not be painted.
3. The number of window panes and use of shutters should reflect the style and period of the structure.
4. Windows not in front of buildings shall be kept properly repaired or, with fire department approval, may be closed, in which case sills, lintels and frame must be retained and the new enclosure recessed from the exterior face of the wall.

d. Show windows and storefronts:

1. A show window shall include the building face, porches, and entrance area leading to the door, sidelights, transoms, display platforms, and devices including lighting and signage designated to be viewed from the public right-of-way.
2. Show windows, entrances, signs, lighting, sun protection, porches, security grilles, etc., shall be compatible with the original scale and character of the structure and the surrounding structures.
3. Show windows shall not be painted for advertising purposes but may be painted for authorized identification of the place of business as authorized by the architectural review board.
4. Show windows with aluminum trim, mullions, or muntins shall be placed or painted consistent with and compatible to the overall facade design as authorized by the Board.
5. Solid or permanently closed or covered storefronts shall not be permitted, unless treated as an integral part of the building facade using wall materials and window detailing compatible with the upper floors, or other building surfaces.

e. Exterior walls:

1. All exterior front or side walls which have not been wholly or partially resurfaced or built over shall be repaired or replaced in a manner approved by the Board. Existing painted masonry walls shall have loose material removed and painted a single color except for trim which may be another color. Patched walls shall match the existing adjacent surfaces as to materials, color, bond and joining.
2. Historic painted advertising on walls should be preserved at the discretion of the board.

3. Rear and side walls, where visible from any of the streets or alleys, shall be finished so as to harmonize with the front of the building.

f. Roofs:

1. Chimneys, elevator penthouses or other auxiliary structures on the roofs shall be repaired or replaced to match as closely as possible the original.
2. Any mechanical equipment placed on a roof shall be so located as to be hidden from view or to be as inconspicuous from view as possible. Equipment shall be screened with suitable elements of a permanent nature or finished in such a manner as to be compatible with the character of the building or to minimize its visibility.

g. Walls and fences. The size, design and placement of these features within the Palafox historic business district shall be consistent with the architectural character within the immediate area of their location.

h. Landscaping and screening. Landscaping and screening requirements in the Palafox historic business district shall be based on applicable requirements of Chapter 12-6. All service areas (i.e. trash collection containers, compactors, loading docks) shall be fully screened from street and adjacent buildings by one of the following techniques: Fence or wall, six (6) feet high; Vegetation six (6) feet high (within three (3) years); A combination of the above.

(5) Review. Any person aggrieved by a decision of the board may, within fifteen (15) days thereafter, apply to the city council for review of the board's decision. He shall file with the city clerk a written notice requesting the council to review said decision.

Palafox Historic Business District: Rehabilitation, Repair and Maintenance

(g) District rehabilitation, repair and maintenance guidelines. The following rehabilitation, repair and maintenance standards shall be applied to all existing structures and land parcels respectively, whether occupied or vacant within the Palafox Historic Theme Area. These standards shall be considered as guidelines by the board when reviewing development plans in other areas of the Pensacola historic business district. In cases where an owner owns property comprising a total city block, the board shall consider the burden on the owner and may approve an incremental adherence to the standards or guidelines.

(1) Building fronts, rears, and sides abutting streets and public areas. Rotten or weakened portions shall be removed, repaired and replaced to match as closely as possible the original.

(2) Windows.

- a. All windows must be tight-fitting and have sashes of proper size and design. Sashes with rotten wood, broken joints or loose mullions or muntins shall be replaced. All broken and missing windows shall be replaced with new glass.
- b. Window openings in upper floors of the front of the building shall not be filled or boarded-up. Window panes shall not be painted.

(3) Show windows and storefronts. All damaged, sagging or otherwise deteriorated storefronts, show windows or entrances shall be repaired or replaced.

(4) Exterior walls.

- a. Existing miscellaneous elements on the building walls, such as empty electrical conduit, unused signs and/or sign brackets, etc., shall be removed.
- b. Sheet metal gutters, downspouts and copings shall be repaired or replaced as necessary.
- c. Rear and side walls shall be repaired and finished as necessary to cover evenly all miscellaneous patched and filled areas to present an even and uniform surface.

(5) Roofs. Roofs shall be cleaned and kept free of trash, debris or any other element which is not a permanent part of the building.

(6) Auxiliary structures. Structures, at the rear of buildings, attached or unattached to the principal structure, which are structurally deficient shall be properly repaired or demolished as authorized by the architectural review board.

(7) Front, rear, and side yards, parking areas and vacant parcels. 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 in which the space is located, provided, however, that the site shall be properly maintained free of weeds, litter, and garbage in accordance with applicable provisions of the code.

(8) Walls, fences, signs. Walls, fences, signs and other accessory structures shall be properly maintained.

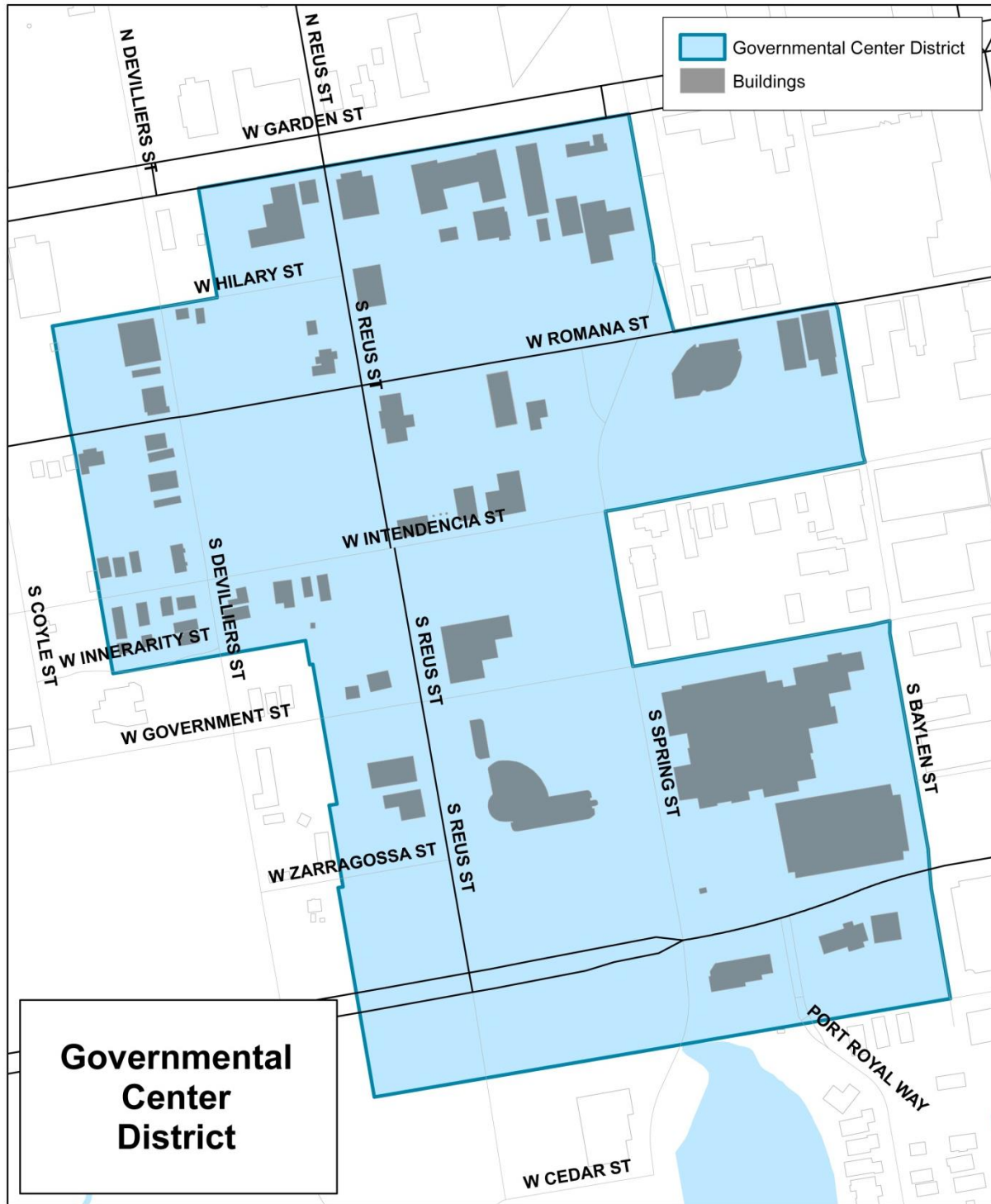
(h) Survey, classification and technical assistance.

(1) Survey and classification. A survey of the district to determine in which areas historical themes are appropriate, and to classify buildings, by architectural design, and materials as historically significant, supportive, neutral, and nonconforming shall be available at the offices of the downtown improvement board and the Community Redevelopment Agency of Pensacola.

(2) Technical assistance. Within the limits of staff capability and availability of funds, the board may provide sketches or renderings to property owners and/or merchants, showing suitable designs and themes for facade improvement.

Governmental Center District

Section [12-3-28](#) of the Land Development Code

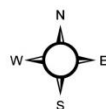


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Governmental Center District

Local Designation: 1979

National Designation: N/A

Period of Significance: TBD

Predominant styles: TBD

The Governmental Center District was created on February 22, 1979 with the passage of Ordinance number 04-79 by the Pensacola City Council. Its primary purpose was to promote the redevelopment of a centralized area for governmental land use, while, simultaneously, encouraging a unified architectural character within the district itself. The Pensacola-Escambia Governmental Authority was created under Chapter 2001-328, Laws of Florida, in order to acquire, construct, improve, operate, maintain, and manage a governmental center complex for the use and occupancy of both the City of Pensacola and Escambia County's agencies and departments in addition to other governmental agencies and departments.

In 2001, following the repeal of Chapter 2001-328 by Florida House Bill 0827, the Pensacola-Escambia Governmental Authority was abolished. This, coupled with the completion of construction of the Governmental Center Complex within the district, rendered the Governmental Center District's objective obsolete. However, continued aesthetic controls are still deemed necessary for the area due to its significant redevelopment potential resulting from the closure of the ECUA wastewater treatment facility and the district's placement within the Urban Downtown Community Redevelopment Agency (CRA). The CRA is subject to the recently adopted Urban Core Community Redevelopment Plan.

Overview

(a) Purpose of district. The purpose for the establishment of this district is to provide the redevelopment of a centralized area for government related land use; and to encourage a coordinated architectural character within the district.

Procedure for Review

(b) Procedure for review of plans.

(1) Submission of plans. Every application for a building permit to erect, construct, renovate and/or alter an exterior of a building, or sign, located or to be located in the district shall be accompanied by plans for the proposed work. As used herein, "plans" shall mean drawings or sketches with sufficient detail to show, as far as they relate to exterior appearance, the architectural design of the building or sign, (both before and after the proposed work is done in the cases of altering, renovating, demolishing or razing a building or structure) including proposed materials, textures and colors, and the plat plan or site layout, including all site improvements or features such as walls, fences, walks, terraces, plantings, accessory buildings, paved areas, signs, lights, awnings, canopies, screening and other appurtenances. Such plans shall be promptly forwarded by the building official to the architectural review board. The building official or his designee shall serve as secretary to the board.

(2) Review and approval by the architectural review board. All such plans shall be subject to review and approval by the architectural review board as established in [section 12-12-3](#) and in accordance with the provisions of [section 12-3-10\(1\)d.1](#) through 3, applicable to the historic zoning districts. The board shall adopt written rules and procedures for abbreviated review for paint colors, minor repairs, emergency repairs and minor deviations in projects already approved by the board. This process may authorize the board to designate one of its members to undertake such abbreviated review without the necessity for review by the entire board, provided, however such abbreviated review process shall require review by the director of the downtown improvement board and the staff of the Historic Pensacola Preservation Board. If agreement cannot be reached as it pertains to an abbreviated review by the board designee, director of the downtown improvement board, Historic Pensacola Preservation Board staff and secretary to the architectural review board then the matter will be referred to the full board for a decision.

(3) Notification and building permit. Upon receiving the order of the board, the board's secretary shall thereupon notify the applicant of the board's decision. If the board approves the plans, and if all other requirements of the city have been met, the building official shall issue a permit for the proposed building or sign. If the board disapproves the plans, the building official shall not issue such permit. In a case where the board disapproves the plans, the secretary of the board shall furnish the applicant with a copy of the board's written order, and may at the discretion of the board include recommendations for changes necessary to be made before the board will reconsider the plans.

(4) Failure to review plans. If no action upon plans submitted to the board has been taken at the expiration of thirty-one (31) days from the date of submission of the application for a building permit and required plans to the board, such plans shall be deemed to have been approved, and if all other requirements of the city have been met, the building official shall issue a permit for the proposed building or sign.

(c) Decisions. Every decision of the board, in their review of plans for building or signs located or to be located in the district, shall be in the form of a written order stating the finding of the board, its decision and the reasons therefor. The board may at its discretion make recommendations for changes necessary to be made before the plans will be reconsidered. If recommendations for changes are made by the board, they may be general in scope and compliance with them shall only qualify the plans for reconsideration by the board but compliance with recommendations shall not bind or stop the board from disapproving the plans under reconsideration.

(1) Proposed plans shall be approved unless the board finds that the proposed erection, construction, renovation and/or alteration is not compatible with the built environment of the governmental center district.

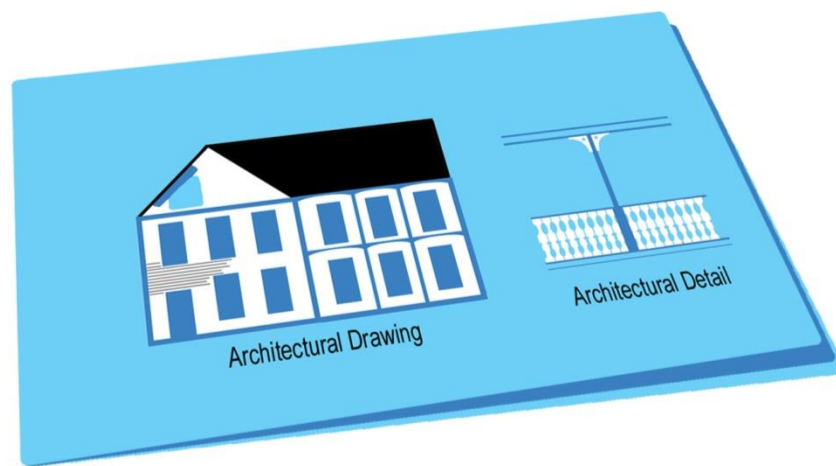
(2) The board shall not consider interior design or plan. The board shall not exercise any control over land use, such as is governed by the city's zoning ordinance, Chapters 12-2 and 12-3 hereof, or over construction, such as is governed by the city's building codes.

(3) Plans for proposed new or altered signs shall be approved unless the board finds that the sign is inconsistent with the theme and character of the district, or that such sign does not comply with the requirements of the code or with any of the following provisions:

- a. The board may adopt and promulgate rules and regulations controlling the number and size of signs, their heights and materials, relating such rules to the number of square feet served, frontage, and type of business. Such rules and regulations shall be subject to review and approval by the city council.
- b. Within the governmental center district, roof signs, flashing and/or rotating signs, and signs protruding into or overhanging the public right-of-way are hereby prohibited except as set forth herein.
- c. Signs existing prior to February 22, 1979, may remain until the business for which the sign was erected ceases to do business at that location or until the property on which such sign is located is acquired for a public purpose, whichever shall first occur.
- d. On application to the approval of the board, rules relating to the number and size of signs may be waived for grand openings, special sales, going-out-of-business sales, and similar occasions when consistent with the city code.

(d) Disqualification of member from voting. Any member of the board who shall be employed to design or construct a building or who shall have any proprietary tenancy or personal interest in such building requiring approval of plans by the board shall be disqualified from voting thereon.

(e) Boundaries of the district. The boundaries of the governmental center district shall be as outlined on Map 12-3.2.



Section III

Additional Information and Resources

Application for Demolition of a Contributing Structure

Section [12-11-5](#) of the Buildings Code

General Guidelines for Demolition

(a) The demolition of buildings and structures shall be controlled by provisions of the Florida Building Code and the International Property Maintenance Code, as adopted herein, by those additional provisions, outlined for special review districts, contained in Chapter 12-3, Code of the City of Pensacola and those guidelines as established in this part.

(b) No building or structure shall be demolished, razed, dismantled or removed in whole or in part without first obtaining a permit issued by the Building Official of the city. A permit issued for demolition shall be valid for ninety (90) days. Extensions for periods not exceeding thirty (30) days each may be granted in writing by the building official.

(c) Applications for demolition permits must include an affidavit, signed by the applicant or the property owner, indicating that all gas, water and electrical utilities have been cut off or disconnected. Utilities shall be cut off at the property line or off premises when a building or structure is to be totally demolished.

(d) Demolition permits for structures larger than three thousand (3,000) square feet in floor area or over thirty-five (35) feet in height at any point shall require a current certificate of insurance showing general liability coverage of at least three hundred thousand dollars (\$300,000.00), per occurrence and per accident, for products and completed operations.

(e) When required by the Building Official, the Florida Building Code, or by the International Property Maintenance Code, as adopted herein, barricades and other shielding shall be used to protect adjacent property and the public. At the end of each working day the remainder of the structure shall be left in a stable condition with no dangerous unsupported roofs, walls or other elements. Fencing or continuous security guard(s) may be required.

(f) All footings, foundations, piers, etc. of one- and two-family dwellings which have been demolished, shall be removed to a depth of not less than twelve (12) inches below the natural ground level. Utility supply and sewer piping shall be removed so as to be flush with grade level. The footings, foundations, utility supply and sewer piping and all pilings of structures larger than a one- or two-family dwelling shall be removed to not less than four (4) feet below the natural ground level. Remaining sections of footings, foundations, pilings, and piping may be buried provided they have not been disturbed from their original position and are surrounded by compacted earth or other permitted backfill. All excavations are to be filled to the natural grade; unnatural hills or mounds of earth are to be leveled or removed.

(g) Debris and waste materials shall not be allowed to accumulate or be buried on the premises. Usable, recyclable by products of demolition including, but not limited to, steel beams and rip-rap may be stored only where permitted by the provisions of Chapter 12-3, Code of the City of Pensacola.

(h) Demolition work shall be conducted in compliance with the noise regulations for construction contained in the Code of the City of Pensacola.

(i) The owner of a building or structure or his duly authorized agent may appeal a decision or requirement of the Building Official, concerning demolition, to the Construction Board of Adjustment and Appeals.

Filing of an appeal will stay the work until a decision has been rendered by the board. When an appeal is made, the Building Official shall require appropriate safeguards to protect the public and adjacent buildings. If deemed necessary, an immediate meeting of the Construction Board of Adjustment and Appeals shall be called by the chair of the board.

Submitting Application Materials

The applicant shall submit all necessary materials to the board at least **fifteen (15) days** prior to the board hearing in order that staff may review and comment and/or consult on the case. Staff and/or professional comments shall be forwarded to the board for consideration and review and made available to the applicant for consideration prior to the hearing.

The board may require that an applicant furnish such additional information that is relevant to its determination of unreasonable economic hardship and may require that such additional information be furnished under seal. The board or its agent may also furnish additional information as the board believes is relevant. The board shall also state which form of financial proof it deems relevant and necessary to a particular case.

In the event that any of the required information is not reasonably available to the applicant and cannot be obtained by the applicant, the applicant shall file with his affidavit a statement of the information which cannot be obtained and shall describe the reasons why such information cannot be obtained.

Demolition of Contributing Structures (sec. 12-3-10(1)i. through k.)

i. Demolition of contributing structures. Demolition of a contributing structure constitutes an irreplaceable loss to the quality and character of the Historic District and is strongly discouraged. Therefore, no permit shall be issued for demolition of a contributing structure unless the owner demonstrates to the board clear and convincing evidence of unreasonable hardship. Provided, however, nothing herein shall prohibit the demolition of a contributing structure if the building official determines that there is no reasonable alternative to demolition in order to bring the structure in compliance with the unsafe building code. When the owner fails to prove unreasonable economic hardship the applicant may provide to the board additional information which may show unusual and compelling circumstances in order to receive board recommendation for demolition of the contributing structure.

The board shall be guided in its decision by balancing the historic, architectural, cultural, and/or archaeological value of the particular structure against the special merit of the proposed replacement project.

Requesting Demolition for Unreasonable Economic Hardship

1. **Unreasonable economic hardship.** When a claim of unreasonable economic hardship is made, the public benefits obtained from retaining the historic resource must be analyzed and duly considered by the board. The owner shall submit to the board for its recommendation the following information:

i. For all property

- (a) The assessed value of the land and improvements thereon according to the two (2) most recent assessments.
- (b) Real estate taxes for the previous two (2) years.
- (c) The date of purchase of the property or other means of acquisition of title, such as by gift or inheritance, and the party from whom purchased or otherwise acquired.
- (d) Annual debt service, if any, for the previous two (2) years.
- (e) All appraisals obtained within the previous two (2) years by the owner or applicant in connection with his purchase, financing, or ownership of the property.
- (f) Any listing of the property for sale or rent, price asked, and offers received, if any.
- (g) Any consideration by the owner as to profitable adaptive uses for the property.
- (h) Replacement construction plans for the contributing structure in question.
- (i) Financial proof of the ability to complete the replacement project which may include but not be limited to a performance bond, a letter of credit, a trust for completion of improvements, or a letter of commitment from a financial institution.
- (j) The current fair-market value of the property, as determined by at least two (2) independent appraisals made by appraisers with competent credentials.

ii. For income-producing property:

- (a) Annual gross income from the property for the previous two (2) years.
- (b) Itemized operating and maintenance expenses for the previous two (2) years, including proof that adequate and competent management procedures were followed.
- (c) Annual cash flow, if any, for the previous two (2) years.
- (d) Proof that efforts have been made by the owner to obtain a reasonable return on his or her investment based on previous service.

The applicant shall submit all necessary materials to the board at least 15 days prior to the board hearing in order that staff may review and comment and/or consult on the case. Staff and/or professional comments shall be forwarded to the board for consideration and review and made available to the applicant for consideration prior to the hearing.

The board may require that an applicant furnish such additional information that is relevant to its determination of unreasonable economic hardship and may require that such additional information be furnished under seal. The board or its agent may also furnish additional information as the board believes is relevant. The board shall also state which form of financial proof it deems relevant and necessary to a particular case.

In the event that any of the required information is not reasonably available to the applicant and cannot be obtained by the applicant, the applicant shall file with his or her affidavit a statement of the information that cannot be obtained and shall describe the reasons why such information cannot be obtained.

Requesting Demolition for Unusual and Compelling Circumstances

- 2. Unusual and compelling circumstances and demolition of a contributing structure.*** When an applicant fails to prove economic hardship in the case of a contributing structure, the applicant may provide to the board additional information which may show unusual and compelling

circumstances in order to receive board recommendation for demolition of a contributing structure. The board, using criteria set forth in this section, shall determine whether unusual and compelling circumstances exist and shall be guided in its recommendation in such instances by the following additional considerations:

- i. The historic or architectural significance of the structure.
- ii. The importance of the structure to the integrity of the Historic District.
- iii. The difficulty or impossibility of reproducing such a structure because of its design, texture, material, detail, or unique location.
- iv. Whether the structure is one of the last remaining examples of its kind in the Historic District.
- v. Whether there are definite plans for reuse of the property if the proposed demolition is carried out and what effect such plans will have on the architectural, cultural, historical, archaeological, social, aesthetic, or environmental character of the surrounding area, as well as the economic impact of the new development
- vi. Whether reasonable measures can be taken to save the structure from further deterioration, collapse, arson, vandalism, or neglect.

Receiving a Recommendation for Moratorium or Demolition

3. *Recommendation of demolition.*

- i. Should the applicant for demolition of a contributing structure satisfy the board that he or she will suffer an economic hardship if a demolition permit is not recommended, or, if in failing to demonstrate economic hardship, the applicant demonstrates unusual and compelling circumstances which dictate demolition of the contributing structure, either a **recommendation for demolition** or a **recommendation for a six-month moratorium** on the demolition shall be made.
- ii. In the event that the board recommends a six-month moratorium on the demolition, within the moratorium period, the board shall consult with the Historic Pensacola Preservation Board, the city of Pensacola and any other applicable public or private agencies to ascertain whether any of these agencies or corporations can preserve or cause to be preserved such architectural or historically valuable buildings. If no agencies or organizations are prepared to preserve the building(s) or cause their preservation, then the board shall recommend approval of the demolition.
- iii. Following recommendation for approval of demolition, the applicant must seek approval of replacement plans prior to receiving a demolition permit and other building permits. Replacement plans for this purpose shall include, but shall not be restricted to, project concept, preliminary elevations and site plans, and adequate working drawings for at least the foundation plan that will enable the applicant to receive a permit for foundation construction. The board may waive the requirements for replacement plans under extreme, unusual, and compelling circumstances or public safety purposes.
- iv. Applicants that have received a recommendation for demolition shall be permitted to receive such demolition permit without additional board action on demolition, following the board's recommendation of a permit for new construction.

4. Prevention of Demolition by Neglect

i. All contributing structures within the Historic District shall be preserved against decay and deterioration and kept free from certain structural defects by the owner thereof or such other person or persons who may have legal custody and control thereof. The owner or other person having such legal custody and control shall repair such building, object, site, or structure if it is found to have any of the following defects:

- (a) Deteriorated or inadequate foundation. Defective or deteriorated flooring or floor supports or flooring or floor supports of insufficient size to carry imposed loads with safety;
- (b) Members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration. Members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety;
- (c) Members of ceilings, roofs, ceiling and roof supports or other horizontal members that sag, split, or buckle due to defective materials or deterioration. Members of ceilings, roofs, ceiling and roof supports or other horizontal members that are insufficient size to carry imposed loads with safety;
- (d) Fireplaces or chimneys which list, bulge, or settle due to defective materials or deterioration; fireplaces or chimneys which are of insufficient size or strength to carry imposed loads with safety.
- (e) Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows or doors; defective protection or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other protective covering; any fault or defect in the building which renders same structurally unsafe or not properly watertight.

In addition, the owner or other person having legal custody and control of a historic landmark or a building, object, site, or structure located in a historic district shall keep all property including vacant property, clear of all weeds, fallen trees or limbs, debris, abandoned vehicles, and all other refuse.

- ii. The board, on its own initiative, may file a petition with the building official requesting that he or she proceed to require correction of defects or repairs to any structure covered by subsection (1)i.4.i so that such structure shall be preserved and protected in accordance with the purposes of this ordinance and the public safety and housing ordinance.

j. Other Demolition Permits

- 1. All applications for permits to demolish structures other than contributing structures shall be referred to the board for the purpose of determining whether or not the structure may have historical, cultural, architectural, or archaeological significance. Such determination shall be made in accordance with the same six criteria listed in "Requesting Demolition for Unusual and Compelling Circumstances."
- 2. The board shall make such determination within thirty (30) days after receipt of the completed application and shall notify the building official in writing. If the structure is determined to have no cultural, historical, architectural, or archaeological significance, a demolition permit may be issued immediately, provided such application otherwise complies with the provisions of all city code requirements.

3. If said structure is determined by the board to have historical significance, the board shall make such information available to the Preservation Board for review and recommendation as to significance. If the board concurs in the significance, using criteria set forth by the criteria listed under "Requesting Demolition for Unusual and Compelling Circumstances," the board shall recommend to the city council that the structure be designated a contributing structure.
4. Upon such recommendation by the board, issuance of any permit shall be governed by the criteria listed in "Recommendation for Demolition."

k. Treatment of Site Following Demolition

Following the demolition or removal of any buildings, objects, or structures located in the Historic District, the owner or other person having legal custody and control thereof shall:

1. Remove all traces of previous construction, including foundation
2. Grade, level, sod and/or seed the lot to prevent erosion and improve drainage.
3. Repair at his or her own expense any damage to the public right-of-way, including sidewalks, curb, and streets, that may have occurred in the course of removing the building, object, or structure and its appurtenances.

Resources

Pensacola Planning Department

Fifth Floor, City Hall
222 West Main Street
Pensacola, Florida 32591
Phone: 850-436-5655

UWF Historic Trust

J. Earl Bowden Building
120 Church Street
Pensacola, Florida 32591
Phone: 850-595-5985
Fax: 850-595-5989



Local Resources

[City of Pensacola Architectural Review Board](http://www.ci.pensacola.fl.us/164/Architectural-Review-Board)

<http://www.ci.pensacola.fl.us/164/Architectural-Review-Board>

Find board member information, agendas and minutes from ARB monthly meetings, and monthly meeting information.

[UWF Historic Trust](http://www.historicpensacola.org/)

<http://www.historicpensacola.org/>

Find information on historic sites and resources within Pensacola, as well as contact information for UWF Historic Trust employees.

[Pensacola Municipal Code](https://www.municode.com/library/fl/pensacola/codes/code_of_ordinances)

https://www.municode.com/library/fl/pensacola/codes/code_of_ordinances

Subjects are searchable by keyword and ordinance number.

[City of Pensacola One-Stop Development](http://www.cityofpensacola.com/onestop)

<http://www.cityofpensacola.com/onestop>

Check the Quick Links section for a list of necessary materials to provide the review boards (note: for residential/commercial building additions and new construction).

[Pensapedia](http://www.pensapedia.com/wiki/Main_Page)

http://www.pensapedia.com/wiki/Main_Page

A wiki-based encyclopedia on Pensacola and the surrounding areas, featuring articles in history, neighborhoods, culture, etc.

[North Hill Preservation Association](http://historicnorthhill.com/)

<http://historicnorthhill.com/>

Find information on the district history, monthly meetings, and becoming a member.

[Old East Hill Preservation Association – Facebook](https://www.facebook.com/Old.East.Hill)

<https://www.facebook.com/Old.East.Hill>

Find updated information on events and meetings for the Old East Hill Preservation District.

Preservation Resources

A Field Guide to American Houses by Virginia and Lee McAlester

ISBN-10: 0394739698

The book provides a thorough overview of the history of American architecture, and a detailed guide on how to identify historic architectural styles.

[Florida Division of Historic Resources](http://www.flheritage.com/)

<http://www.flheritage.com/>

A great source of information on Florida history, archaeology, and state-wide preservation programs.

[Florida Trust for Historic Preservation](http://www.floridatrust.org/)

<http://www.floridatrust.org/>

A statewide nonprofit that promotes the preservation of Florida's architectural, historic, and archaeological heritage.

[National Center for Preservation Technology and Training](http://ncptt.nps.gov/)

<http://ncptt.nps.gov/>

Located in Natchitoches, LA, the NCPTT advances the application of science and technology within the preservation field.

[National Register of Historic Places](http://www.nps.gov/subjects/nationalregister/index.htm)

<http://www.nps.gov/subjects/nationalregister/index.htm>

Find National Register-listed properties, and instructions for submitting a historic property to be listed on the Register.

[National Park Service, Technical Preservation Services](http://www.nps.gov/orgs/1739.htm)

<http://www.nps.gov/orgs/1739.htm>

NPS Technical Preservation Services Division develops historic preservation policy and provides guidance for preserving and rehabilitating historic buildings.

- [Preservation Briefs](http://www.nps.gov/orgs/1739/preservation-briefs.htm)

<http://www.nps.gov/orgs/1739/preservation-briefs.htm>

These short publications are a great source of information for identifying, cleaning, restoring, and maintaining historic features and building materials.

- [Tax Incentives](http://www.nps.gov/subjects/taxincentives/index.htm)

<http://www.nps.gov/subjects/taxincentives/index.htm>

Get more information on the Federal Tax Incentive program for preserving historic, income-producing or non-residential properties.

[Old House Journal](http://www.oldhouseonline.com/)

<http://www.oldhouseonline.com/>

A great resource for historic home restoration projects – find how-to articles, product literature, and supplier information.

[Secretary of the Interior's Standards](http://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm)

<http://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm>

Find the complete documents on the Secretary of the Interior's Standards for preservation, rehabilitation, restoration, and reconstruction.

[This Old House](http://www.thisoldhouse.com)

<http://www.thisoldhouse.com>

The website features brief, informative how-to articles on home restoration projects.

Historic Paint Palettes

[Benjamin Moore Gallery of Historic Paint Colors](https://www.benjaminmoore.com/en-us/paint-colors/historical-collection)

<https://www.benjaminmoore.com/en-us/paint-colors/historical-collection>

The gallery includes over one hundred historic paint colors.

[Sherwin Williams Historic Collection](http://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/paint-colors-by-collection/historic-collection/)

<http://www.sherwin-williams.com/homeowners/color/find-and-explore-colors/paint-colors-by-collection/historic-collection/>

Sherwin Williams provides style-based color palettes for both interior and exterior, including suggestions for wall, trim, and accent colors. Please note that not all paint colors are appropriate for certain architectural styles and the Architectural Review Board reviewers will determine appropriateness for the style and placement on the building.

[Sherwin Williams HGTV American Heritage Paint Colors](https://www.hgtvhomebysherwinwilliams.com/en/design-help/color-collections/american-heritage)

<https://www.hgtvhomebysherwinwilliams.com/en/design-help/color-collections/american-heritage>

The gallery includes 20 historic-inspired paint colors.

Architectural Terminology

Baluster: the individual, vertical posts which support a rail

Bay: a regularly repeated architectural element (windows, columns, beams, etc.) which divides an elevation into separate, vertical units

Bracket: a projecting piece of trim, often triangular in shape, which is affixed to a wall, post, or beneath an eave

Cant: an angled, exterior building corner

Capital: the uppermost portion of a column or pilaster, typically decorated

Cladding: the material which covers the exterior of a wall

Clapboard: horizontal wood siding comprised of overlapping boards

Colonnade: A row of columns or pillars along a building, or incorporated within the body of the building

Common bond: a pattern of laying brick with alternating rows of stretchers (long side) and headers (short side); typically has three to nine rows of stretchers between each row of headers

Coping: a protective cap or covering designed to prevent water intrusion along the top of a wall, parapet, pilaster, or chimney; often constructed in stone, terracotta, concrete, metal, or wood

Corbel: in masonry construction, a projection or series of projections where each element steps forward with height

Cornice: a decorative, horizontal band which runs the length of a wall beneath the ceiling (interior) or roofline (exterior)

Cupola: a small structure or dome set atop the roofline

Dentil molding: a decorative row of rectangular or square blocks within a cornice (literal translation of dentil is *tooth*)

Dormer: a projection out from a sloped roofline, often containing a window or vent

Eave: the portion of the roofline which hangs over the wall

Elevation: the wall of a building opposite the viewer (e.g. the north elevation)

Entablature: the horizontal beam or decorative members supported atop columns

Fabric: the basic materials making up a building

Façade: the exterior face, or architectural front, of a building

Fan light: an arched or semi-circular window

Flashing: sheets of metal installed along chimneys, gutters, joints, etc. to prevent water intrusion

Foundation piers: individual columns of brick, masonry stone, or poured concrete which support the overlying structure

Gable: the upper, triangular portion of a wall created by a double-sloped roof

Gable, front: a roofline where the gable-ends are located at the front and rear of the house

Gable, side: a roofline where the gable-ends are located at either side of the house

Grille: a grate or openwork covering, typically metal, installed to protect, conceal, or decorate openings

Half-timbering: an exterior finish in which the wood frame is exposed and filled in with brick or stucco

Keystone: the central, often embellished stone at the crown of an arch

Linear plan: a house plan that is either one room wide with multiple rooms in depth, or one room in depth and multiple rooms in width – so that the plan is comprised of a single line of rooms

Lintel: a horizontal support member installed above an opening (such as a window or door), which carries the weight of the overlying structure

Masonry: stacked block construction with brick, stone, or concrete

Massing: the bulk, or overall shape, of a structure

Modillion: A horizontal bracket beneath a cornice, often scroll-shaped with rosettes or leaf motifs

Mullions: the vertical support member which separates and supports a series of windows, doors, or panels

Muntins: the secondary, dividing posts which hold the panes of glass within a window sash

Opening: any opening in the fabric of a building (e.g. doors, windows, arches)

Parapet: the portion of an exterior wall which extends above the roof

Parapet, stepped: a parapet which steps successively upward in height

Parging: a layer of plaster or mortar used to cover masonry

Pendent: A decorative feature which hangs down from a roof or gable

Pediment: a triangular ornament installed above a door, window, or on the front of a building

Pilaster: square pillar which is joined to a wall

Pitch: the slope of a roofline – low, moderate, or steep

Porch, double: A porch constructed on both levels of a two-story building

Porch, entry: a narrow porch which frames an entryway only

Porch, full-height: a porch which extends the height of a building to meet the roof

Porch, full-width: a porch which extends along the entire width of an elevation

Porch, wrap-around: a porch which extends around two or more sides of a building

Rafter: the inclined support member of a roofing system

Rafter tail: the end of a rafter which may be exposed under an eave

Rail: the horizontal beam or post supported by balusters

Roof, gambrel: a roof with two pitches on each side

Roof, hipped: a roof style where each plane is equally slanted

Roof, flat: a roofline with little to no discernible pitch

Rosette: a flower ornament

Sash: the framework of a window which can be slid up or down (as in double-hung), pivoted (casement) or fixed

Scrollwork: decorative wood trim which is cut using a scroll-saw

Side-light: narrow windows or panes of glass installed along the side of a door

Site plan: a drawing of the overall lot, which often includes the footprint of a building, property boundaries, vegetation, and landscaping features

Soffit: the underside of an overhead architectural element (e.g. arches, door and window frames, cornices, stairways)

String-course: a horizontal band, typically masonry, which extends across the width of an elevation

Stucco: an exterior finish composed of cement, lime and sand mixed with water; the finish can be smooth or textured

Texture: the tactile or visual quality of a surface other than color (Harris, *Illustrated Dictionary*)

Transom: window or panes of glass installed directly above a door

Trim: the finishing, decorative elements of a building

Turned: the process for shaping rounded elements of wood or stone where the piece is cut on a lathe

Turret: a small tower which extends outward from the corner of a building

Verge board: decorative board which is affixed along the inner edge of a gable (also called barge board)

Window, bay: a window or series of windows installed in a structure that protrudes outward from the body of a house

Window, casement: a window where the sash is hinged on one side and opens outward

¹**Window, double- or triple-hung:** a window system where each sash slides up or down

Window, Queen Anne: a window sash with multiple, small panes of glass surrounding a larger, central pane

Window, single-hung: a window system where only one sash slides up and down, and the other sash is fixed

¹Windows are also described by the number of panes per sash, e.g. a “six-over-six” double-hung window has six panes of glass in the upper sash and six panes of glass in the lower sash; likewise, a “two-over-one” has two panes in the upper sash and one in the lower, and so on.

Quick Guide – Pensacola Municipal Code

Note: For information on demolition requests or district-specific zoning areas, signage and fencing, please refer to the section for Pensacola Historic District, North Hill Preservation District, Old East Hill Preservation District, or Palafox Historic Business District.

Accessory Uses and Structures Standards (General Provisions)

[12-3-81](#)

Ad Valorem Tax Exemption

[3-4, Article III, Division II of the Finance and Taxation Code](#)

Appeals and Variances

[12-11-2](#)

Aragon Redevelopment District

[12-3-12](#)

Architectural Review Board

[12-12-3](#)

Buffer Yards

[12-3-56](#)

Enforcement

[12-11-1](#)

Establishment of Future Land Use and Zoning Districts and Official Maps

[12-3-1](#)

Fences (General Provisions)

[12-3-63](#)

Governmental Center District

[12-3-12](#)

Height Exceptions for Buildings (including North Hill)

[12-3-62](#)

Landscape/Tree Regulations (General Provisions)

[12-6](#)

North Hill Preservation District

[12-3-10\(2\)](#)

Off-Street Parking Requirements

[12-4](#)

Old East Hill Preservation District

[12-3-10\(3\)](#)

Palafox Historic Business District

[12-3-27](#)

Pensacola Historic District

[12-3-10\(1\)](#)

Protected Trees

[12-6-6](#)

Rooftop Mounted Antennas, Siting of (Governmental Center District, Palafox Historic Business District)

[12-3-68](#)

Signage (General Provisions)

[12-5](#)

Signage (Prohibited)

[12-5-8](#)

Tree Removal, Application and Guidelines

[12-6-7](#)

Yard Requirements

[12-3-64](#)

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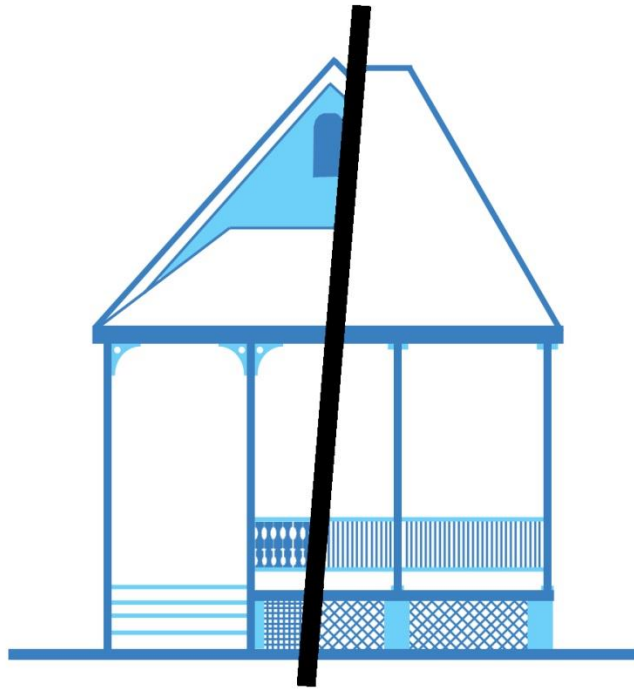
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Pensacola Historical Information:


Pensacola Preservation timeline events and district histories were adapted from the *Pensacola Historic Districts Update: An Architectural Survey of the Pensacola Historical District and North Hill Preservation District, Pensacola, Florida: 1994-1995* as well as the *Old East Hill Survey 1991-1992*. Both documents are available in the administrative offices of the UWF Historic Trust.


The information for this document was compiled by UWF Historic Trust Intern's Anna Duvall and Sean McGee; updated by City Staff 2023.





Appendix

Application Forms

Architectural Review Board Application Board for Board Repair	 City of Pensacola <i>America's First Settlement</i> <i>And Most Historic City</i>
	Application Date: <input style="width: 100px;" type="text"/>
Project Address:	<input style="width: 95%;" type="text"/>
Applicant:	<input style="width: 95%;" type="text"/>
Applicant's Address:	<input style="width: 95%;" type="text"/>
Email:	<input style="width: 40%;" type="text"/> Phone: <input style="width: 40%;" type="text"/>
Property Owner:	<input style="width: 95%;" type="text"/>
District:	<small>(If different from Applicant)</small>
	PHD <input type="checkbox"/> NHPD <input checked="" type="checkbox"/> OEHPD <input type="checkbox"/> PHBD <input type="checkbox"/> GCD <input type="checkbox"/>
Project specifics/description:	
	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
(Office Use)	
This request was reviewed and the Scope of Work described above was determined to be a Board for Board Repair. It is approved as follows:	
	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
APPROVED: _____	
<i>Planning Services Staff</i>	<i>Date</i>
<ul style="list-style-type: none">• Any variation from the Scope of Work approved above will require additional approval from the above signatory or the Architectural Review Board.• The above signatory of City staff have the right to reject colors or signs which may be deemed to be controversial and will refer those requests to the ARB for review at a regularly scheduled meeting.• You should be aware that this approval is for appropriateness of design only, and compliance with other City codes and ordinances may be required. The City Inspection Services can answer any questions that you may have in this regard. They may be reached at (850) 436-5600.	
 Planning Services 222 W. Main Street * Pensacola, Florida 32502 (850) 435-1670 Mail to: P.O. Box 12910 * Pensacola, Florida 32521	

<p>Architectural Review Board Application Abbreviated Review</p>	 City of Pensacola <i>America's First Settlement And Most Historic City</i>
Application Date: <input style="width: 100px;" type="text"/>	
Project Address:	<input style="width: 400px;" type="text"/>
Applicant:	<input style="width: 400px;" type="text"/>
Applicant's Address:	<input style="width: 400px;" type="text"/>
Email:	<input style="width: 150px;" type="text"/> Phone: <input style="width: 100px;" type="text"/>
Property Owner:	<input style="width: 400px;" type="text"/>
<small>(If different from Applicant)</small>	
District:	PHD <input type="checkbox"/> NHPD <input type="checkbox"/> OEHPD <input type="checkbox"/> PHBD <input checked="" type="checkbox"/> GCD <input type="checkbox"/>
There is a \$25 Application Fee for the following project types:	
<input type="checkbox"/> Change of Paint Color(s)	Body: <input style="width: 250px;" type="text"/>
	Trim: <input style="width: 250px;" type="text"/>
	Accent: <input style="width: 250px;" type="text"/>
<input type="checkbox"/> New/Replacement Sign(s)	Sign Type: <input style="width: 250px;" type="text"/>
	Dimensions: <input style="width: 250px;" type="text"/>
	Colors: <input style="width: 250px;" type="text"/>
<input checked="" type="checkbox"/> Minor Deviation to an Approved Project / Change of Roofing Material / Fence Solar Panels	Description: <input style="width: 250px;" type="text"/>
	<input style="width: 250px;" type="text"/>
	<input style="width: 250px;" type="text"/>
	(Office Use)
This request was reviewed and meets the criteria for an Abbreviated Review.	
_____ ARB Secretary Signature	_____ Date
This request was reviewed and approved by the following members of the Architectural Review Board:	
	Comments: <input style="width: 150px;" type="text"/>
	<input style="width: 150px;" type="text"/>
_____ Architect Signature / Date	
	Comments: <input style="width: 150px;" type="text"/>
	<input style="width: 150px;" type="text"/>
_____ UWFHT Representative Signature / Date	
	<input style="width: 150px;" type="text"/>
	<input style="width: 150px;" type="text"/>
 Planning Services 222 W. Main Street * Pensacola, Florida 32502 (850) 435-1670 Mail to: P.O. Box 12910 * Pensacola, Florida 32521	

Architectural Review Board Application Full Board Review	 City of Pensacola <i>America's First Settlement</i> <i>And Most Historic City</i>
Application Date: <input style="width: 150px;" type="text"/>	
Project Address:	<input style="width: 450px;" type="text"/>
Applicant:	<input style="width: 450px;" type="text"/>
Applicant's Address:	<input style="width: 450px;" type="text"/>
Email:	<input style="width: 200px;" type="text"/> Phone: <input style="width: 150px;" type="text"/>
Property Owner:	<input style="width: 450px;" type="text"/>
District:	<div style="display: flex; justify-content: space-around; align-items: center;"><div><input type="checkbox"/> PHD</div><div><input checked="" type="checkbox"/> NHPD</div><div><small>(If different from Applicant)</small> <input type="checkbox"/> OEHPD</div><div><input type="checkbox"/> PHBD</div><div><input type="checkbox"/> GCD</div></div>
Application is hereby made for the project as described herein:	
<input type="checkbox"/> Residential Homestead – \$50.00 hearing fee	
<input type="checkbox"/> Commercial/Other Residential – \$250.00 hearing fee	
<p><i>* An application shall be scheduled to be heard once all required materials have been submitted and it is deemed complete by the Secretary to the Board. You will need to include ten (10) copies of the required information. Please see pages 3 – 4 of this application for further instruction and information.</i></p>	
Project specifics/description:	
<div style="border: 1px solid black; height: 150px; width: 100%;"></div>	
<p><i>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. I have reviewed the applicable zoning requirements and understand that I must be present on the date of the Architectural Review Board meeting.</i></p>	
<div style="border-bottom: 1px solid black; width: 300px; margin: 0 auto;"></div> Applicant Signature	<div style="border-bottom: 1px solid black; width: 150px; margin: 0 auto;"></div> Date
<p>Planning Services 222 W. Main Street * Pensacola, Florida 32502 (850) 435-1670 Mail to: P.O. Box 12910 * Pensacola, Florida 32521</p>	

Architectural Review Board Application Abbreviated Review for Historic Structure Demolition		 City of Pensacola <i>America's First Settlement</i> <i>And Most Historic City</i>
		Application Date: <input style="width: 100px;" type="text"/>
Project Address:	<input style="width: 975px;" type="text"/>	
Applicant:	<input style="width: 975px;" type="text"/>	
Applicant's Address:	<input style="width: 975px;" type="text"/>	
Email:	<input style="width: 200px;" type="text"/>	Phone: <input style="width: 100px;" type="text"/>
Signature of Property Owner or Agent:	<input style="width: 975px;" type="text"/>	
<i>(If different from Applicant)</i>		
(Office Use)		
Construction Year:	<input style="width: 975px;" type="text"/>	
Current Use:	<input style="width: 975px;" type="text"/>	
Ownership History:	<input style="width: 975px;" type="text"/>	
	<input style="width: 975px;" type="text"/>	
Meets NRHP criteria:	<input style="width: 975px;" type="text"/>	
	<input style="width: 975px;" type="text"/>	
Notes:	<input style="width: 975px;" type="text"/>	
	<input style="width: 975px;" type="text"/>	
<hr/>		
<small>Historical significance determination based on National Register of Historic Places criteria (see Sec. 12-11-5(E)(3). If applicable, provide photographs of all elevations and a completed FMSF Historical Structures Form.</small>		
<hr/>		
<small>This request was reviewed by the following member of Planning Staff.</small>		
<hr/>		<hr/>
<small>ARB Secretary Signature</small>		<small>Date</small>
<small>This request was reviewed by the following members of the Architectural Review Board:</small>		
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<hr/>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<small>Architect Signature / Date</small>		
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<hr/>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<small>UWFHT Representative Signature / Date</small>		
<small>Planning Services 222 W. Main Street * Pensacola, Florida 32502 (850) 435-1670 Mail to: P.O. Box 12910 * Pensacola, Florida 32521</small>		