



# City of Pensacola

## Architectural Review Board

### Agenda

City of Pensacola  
222 W. Main Street  
Pensacola, FL 32502

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**December 18, 2025, 2:00 PM**

**Hagler-Mason Conference Room, 2nd Floor**

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The meeting can be watched via live stream at [cityofpensacola.com/video](https://cityofpensacola.com/video).

#### **CALL TO ORDER / QUORUM**

#### **APPROVAL OF MINUTES**

1. 25-1630 ARCHITECTURAL REVIEW BOARD MEETING MINUTES FROM NOVEMBER 20, 2025

*Recommendation:*

*Sponsors:*

*Attachments: 11-20-25\_ARB minutes*

#### **OPEN FORUM**

#### **NEW BUSINESS**

2. 25-1634 520 N. ALCANIZ ST  
OLD EAST HILL PRESERVATION DISTRICT / ZONE OEHC-1 / CITY COUNCIL DISTRICT 6  
CONCEPTUAL REVIEW OF MODIFICATIONS TO AND NEW CONSTRUCTION AT A CONTRIBUTING STRUCTURE

*Attachments: 520 N. Alcaniz St\_Images  
520 N. Alcaniz St\_Application and Materials*

3. 25-1631 99 S. ALCANIZ ST  
PALAFOX HISTORIC DISTRICT / ZONE HC-1 / CITY COUNCIL DISTRICT 6  
REVIEW OF INSTALLATION OF A GENERATOR AT A NONCONTRIBUTING STRUCTURE

*Attachments: 99 S. Alcaniz St\_Images  
99 S. Alcaniz St\_Application and Materials*

4. 25-1633 1306 E. CERVANTES ST  
CITY COUNCIL DISTRICT 6  
HISTORIC STRUCTURE DEMOLITION APPLICATION

*Attachments: 1306 E. Cervantes St\_Images  
1306 E. Cervantes St\_Historic Demo Review\_Complete Packet*

## **ADJOURNMENT**

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-435-1606 (or TDD 850-435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.

If any person decides to appeal any decision made with respect to any matter considered at such meeting, he will need a record of the proceedings, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.



## **MINUTES OF THE ARCHITECTURAL REVIEW BOARD**

**November 20, 2025**

**MEMBERS PRESENT:** Chairperson Brantley, Board Member Mead, Board Member Fisher, Board Member Sisson, Board Member Garrett, Board Member Del Gallo, Board Member Ramos

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Assistant Planning & Zoning Manager Harding, Development Services Coordinator Statler, Historic Preservation Planner Foster, Advisor Ross Pristera, Digital Media Specialist Russo

**STAFF VIRTUAL:** None

**OTHERS PRESENT:** Paul Titus, Jon Shell, George Williams, Linda Sampson, Lynda Walker, Brett Ramsey, Stephanie Wilhelm, John Cummings, Nannette Chandler, Scott Sallis

### **AGENDA:**

- Quorum / Call to Order
- Swearing in New Appointments and Reappointment
- Approval of Meeting Minutes from October 16, 2025
- Open Forum
- **New Business:**
- 317 E. Jackson Street
- 309 N. 6<sup>th</sup> Avenue
- 1011 N. Reuss Street
- 710 N. Baylen Street
- 520 N. 6<sup>th</sup> Avenue
- 625 N. 6<sup>th</sup> Avenue
- 511 E. Gadsden Street
- 710 N. Barcelona Street
- 18 W. Wright Street
- 118 S. Palafox Street
- Discussion
- Adjournment

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

Chairperson Brantley called the meeting to order at 2:00 PM with a quorum present. Board Member Mead was sworn in. Board Member Ramos made a motion to nominate Chairperson Brantley and Vice Chairperson Mead to continue in their positions. The motion was seconded by Board Member Del Gallo and it carried 7-0.

### **Open Forum – none**

**Approval of Meeting Minutes** – Board Member Fisher made a motion to approve the October 16, 2025, minutes, seconded by Board Member Del Gallo, and it carried 7-0. Chairperson Brantley explained the procedures of the Board meeting, including requirements for audience participation.

### **New Business** –

#### **Item 3 – 317 E. Jackson Street**

**Old East Hill preservation district / Zone OEHC-1 / City Council District 6**

**Review of New In-ground Pool at a Contributing Structure**

**Action Taken – Application moved to end of meeting since applicant was not present.**

#### **Item 4 – 309 N. 6<sup>th</sup> Street**

**Old East Hill preservation district / Zone OEHR-2 / City Council District 6**

**Final Approval of a Chair Lift and Modifications to a Contributing Structure**

**Action Taken – Approved with comments.**

Philip Partington is requesting final approval to install an ADA compliant, 4' 2 ½' wide chair lift on a new 11' x 10' 9" concrete slab; a 5' 9" wood picket fence to screen the lift; and 3' 6" wood guard rails on the front porch of a contributing structure. All new woodwork will be painted to match the existing white trim.

Chairperson Brantley recused himself and explained that he was asked to present this project to the board seconds prior to the meeting. William Brantley presented to the board on behalf of Mr. Partington. Mr. Brantley addressed the comment from Old East Hill regarding the porch railing and baluster pattern by stating they are open to changing it and open to suggestions. Staff added that Old East Hill supports the project, they did have comments on the railing, and that these comments were sent to board members and applicants. Advisor Ross asked for clarification if the railing is on the outside of the column and Mr. Brantley confirmed it is. Board Member Ramos asked if the railing upstairs could be duplicated downstairs and recommended a simplistic design. Mr. Brantley explained that railing is being added to both sides of the porch for symmetry. Board Member Sisson asked if the code requires railing for the porch height and Mr. Brantley stated he believes the railing is an ADA requirement and that the fence is intended to conceal the lift. Board Member Mead suggested horizontal skipped railing to bring consistency to match the upper floor railing. Mr. Brantley asked if the board would be open to an abbreviated review for the railing. Board Member Ramos asked staff to show the railing on a neighboring property to showcase a style of railing that would be appropriate and staff used Google maps to illustrate this. He also asked about an abbreviated review and staff clarified that the maker of the motion can specify an abbreviated review is needed. Board Member



Ramos clarified with Advisor Pristera that the vertical railing style is acceptable and needs to be between the columns and not on the column face.

**Board Member Ramos made a motion to approve the application with the condition that the railing style match the neighboring residence to the North and that the railing is installed between the rails. The motion was seconded by Board Member Fisher and it carried 6-0, with Chairperson Brantley recused.**

**Item 5 – 1011 N. Reus St**

**North Hill preservation district / Zone PR-1AAA / City Council District 6**

**Review of Demolition or Modification of Detached Garage at a Contributing Structure**

**Action Taken – Approved as submitted.**

Stephanie Wilhelm is requesting approval for one of two options regarding an accessory structure behind a contributing 1914 Craftsman Bungalow home:

Option 1: To retain the noncontributing 20' x 30' cinderblock detached garage, close the door opening on the east side, and create a new opening on the west side of the building. The existing privacy fence will be replaced with a 6', flat topped, board on board style fence, and a new section of fence will be installed to separate the newly divided parcel.

Option 2: To demolish a noncontributing 20' x 30' cinderblock detached garage, replace the existing privacy fence with a 6', flat-topped, board on board style fence, and install a new section of fence to separate the newly divided parcel.

Mrs. Wilhelm presented to the board and gave additional background information regarding the history of the property lines and her intent to divide her property into two lots. Chairperson Brantley clarified what the applicants' original goal was and asked why it cannot be done. Staff explained that there are several options for dividing the lot in the PR-1AAA, but new lots must have a minimum of 9,000 square feet, this is the challenge on splitting the property, and this application provides options on what Mrs. Wilhelm can do with the detached garage depending on how the property can be split. Chairperson Brantley asked if two separate motions must be made for the two options listed and staff clarified that if the board is agreeable to the request as a whole that they can approve the application in one motion. Chairperson Brantley stated he is fine with either option and that Mrs. Wilhelm can return for an abbreviated for the garage door and the fence. Staff added that North Hill did have comments and did not have any objections to this request.

**Board Member De Gallo made a motion to approve as submitted. The motion was seconded by Board Member Mead.** Board Member Ramos interjected that he believed the application needed an abbreviated review for the fence and the garage. Board Member Mead asked staff if the fence must go through an abbreviated review anyway. Staff responded that the placement of the fence will go through an abbreviated review and there won't be any application fees since it's part of this packet. **The motion was carried unanimously.**

**Item 6 – 710 N. Baylen Street**

**North Hill Preservation District / Zone PR-2 / City Council District 6**

**Review of modifications to a noncontributing accessory dwelling unit behind a contributing structure**

**Action Taken – Approved as submitted with an abbreviated review to follow.**

John Cummings is requesting approval to perform work on a detached accessory dwelling

unit (ADU) above a garage. The block and brick will be covered with stucco in black and “Richmond Bisque” color. The four garage doors will be replaced. The rear stairs will be replaced with a deck. The four doors on the rear side will be removed. Lighting will be added, including an entry door sconce and a back deck barn light. Please note that the primary residence on the lot is a contributing structure, but the ADU is not.

Mr. Cummings presented to the board. Chairperson Brantley asked for clarification on the drawing of the side elevation. Mr. Cummings clarified that the posts do not extend to the second floor and stop under the balcony. Chairperson Brantley asked if he was adding structural terracotta masonry and if there was no air barrier; Mr. Cummings confirmed. Board Member Mead suggested that preserving the brick columns between the garage doors would tie it in with the primary residence and complimented Mr. Cummings on the proposed work. Board Member Mead asked if the doors on the rendering are the same doors and Mr. Cummings clarified that the door show in materials section of the packet with more muntins is what will be used. Board Member Ramos asked about the color of the windows since they appear to be black in the rendering. Mr. Cummings explained that he previously received ARB approval to do black sashes with sand trim windows on the primary residence and they will match this on the ADU. Staff added that the window color approval was an abbreviated review. Staff stated North Hill had no objections to this item. Board Member Mead asked how the stucco will be attached and what the thickness will be and Mr. Cummings stated that he doesn’t know how it will be attached but there will be a scratch coat and stucco. Board Member Mead stated he would like an abbreviated review for the coin affect on the brick corner and to preserve the band element.

**Board Member Mead made the motion to approve the project as submitted with the following changes: the brick on the columns between the garage doors be maintained or refurbished as they are in their existing condition; that the detail of the stucco to the brick at the northwest corner and the mid-body band be submitted for abbreviated review. Board Member Sisson seconded the motion and it carried unanimously.**

#### **Item 7 – 520 N. 6<sup>th</sup> Avenue**

#### **Old East Hill preservation district / Zone OEHR-2 / City Council District 6**

#### **Review of Repairs to a Contributing Residence**

#### **Action Taken – Approved as submitted with items for abbreviated review.**

Scott Sallis is requesting approval to make repairs to a contributing single-family residence that was constructed in 1892. The proposed work includes replacing the siding and porch board in-kind; Reworking the rear covered porch; Replacing the second story sleeping porch with a new structural wall and dormer; Removing post original roof wall and windows on the rear and side elevations; Replacing the front door with Mahogany French doors, adding a side door, and replacing the rear doors with Mahogany single doors; Reusing the existing wood materials for columns, rails, stairs, and porch decking and replacing in-kind as needed; Painting body of house, shutters, porch ceilings, all façade trim, siding, and columns; Installing a new shingles roof with Barkwood GAF Architectural shingles; Install new lighting on front, side and rear elevations; Tucking and pointing brick piers as needed repairing the asphalt shingle roof; Restoring all original windows and installing PGT aluminum clad wood windows in new openings; Replacing the existing brick wall on N. 6th Avenue and E. Jackson Street with new concrete masonry unit (CMU) and a painted trowel mortar finish.

Mr. Sallis presented to the board and included the history of the Lola Lee home. Board

Member Sisson commented on the removal of the sleeper porch and that the dormer that replaced is much smaller and doesn't feel like it fits. Mr. Sallis said the new one will mirror the original dormer on the other side. Board Member Ramos agreed with Mr. Sallis that the new dormer is appropriate. The board discussed the new dormer, how it changes the roofline, that it adds symmetry, and suggested adding impact shutters. Board Member Ramos asked about the new windowsill heights on the dormer and suggested elongating the new dormer windows to make the proportions better. Board Member Ramos brought up Old East Hill's comments about the front door and Mr. Sallis clarified that the existing door will be replaced with a Mahogany door or a more historic door. Staff added that the door can be done through an Abbreviated Review but that it is up to the board and Chairperson Brantley said he is fine with that.

**Board Member Mead made the motion to approve as submitted with the following items to be submitted for abbreviated review: the front door style and transom treatment in accordance with the comments and the changes to the fenestration that have been discussed consistent with the comments. Board Member De Gallo seconded the motion, and it carried unanimously.**

#### **Item 8 – 625 N. 6<sup>th</sup> Avenue**

**Old East Hill preservation district / Zone OEHC-1 / City Council District 6**

#### **Final Review of New Structure**

**Action Taken – Approved as submitted with comments.**

ASK Pensacola LLC is requesting final approval of a new two-story single-family residence with a detached garage. New plans (dated November 5, 2025) have been submitted since the applicant's last appearance before the ARB on October 16, 2025. Both buildings plan to have fiber cement lap siding and fiber cement shake shingles in the gables. Windows will be single-hung vinyl and doors will be fiberglass. The front elevation columns will be 10" squared wood. The primary structure will have an 18.5" finished floor elevation and a base covered with a heritage brick façade. The siding will be painted Sherwin Williams "Classical White", the trim will be "Colonial Revival Gray", and the columns will be "Downing Sand".

Paul Titus and Jon Shell presented to the board, specifying how they addressed the board's comments from the last meeting: centering the door between the columns and having the stairs line up; removed the transom window from the left side and adding faux shutters; added shutters to match the windows on the right side; added crown molding over the front door; added porch column corbels; replaced the shake siding in the gables with board and batten style. Mr. Titus addressed Old East Hill's comment about the partial driveway, stating it is intended to fit two cars off the road and that it will likely need to be extended to 40 ft. Board Member Fisher asked for clarification on which lot is being discussed and staff clarified that it is the interior lot. The board discussed adding mullion details to the center one. Board Member Garrett suggested that the new bathroom window's head height matches the other windows on that elevation and Mr. Titus stated it was designed that way to make it more accessible.

**Board Member Ramos made the motion to approve the application as submitted with the addition that the head height of the bathroom window on the left elevation match the head height of the other windows on the first floor of that same elevation.** He stated that in his opinion the simulated mullions are not needed so it will not be added to the motion. **Board Member Mead seconded the motion, and it carried unanimously.**

**Item 9 – 511 E. Gadsden Street**

**Old East Hill preservation district / Zone OEHC-1 / City Council District 6**

**Final Review of New Construction Updated Plans**

**Action Taken – Approved as submitted with items for abbreviated review.**

ASK Pensacola LLC is requesting final approval of a new two-story single-family residence with a detached accessory dwelling unit over a garage. New plans have been submitted since the applicant previously appeared before the ARB on October 16, 2025. The board granted conceptual approval to the plans at that time. Both buildings plan to have fiber cement lap siding with shingle roofs. Windows will be single-hung vinyl and doors will be fiberglass. The front elevation columns will be 8" squared wood with treated wood handrails. The primary structure will have an 18.5" finished floor elevation and a base covered with a heritage brick façade. The siding will be painted Sherwin Williams "Sage" while the trim and columns will be painted "Classical White".

Paul Titus and Jon Shell presented to the board and addressed Old East Hill's comment by stating that the finished floor is two feet. Mr. Titus addressed the board's comments from last month: aligned windows and header heights on the side elevation; added porch corbels and diagonal brackets; added mullions to the transom windows over the first-floor windows and doors on the front elevation; added a gable bracket inside the gable. Mr. Titus addressed Old East Hill's comments about the parking pad and stated that he could narrow the driveway to 16 ft. if there was a second smaller cut in. Staff added that 24 ft. is the maximum width of the curb cut per city engineering and that the minimum distance between curb cuts is 40 ft. Board Members asked for clarification on the ARB's purview over curb cuts and staff explained that the private property aspect within property lines is what is being reviewed, including the driveway. Mr. Shell explained the intent of the crushed limestone space as a social area. The board discussed the door on the rear of the garage and the placement and size of the three transom windows above the garage door. Board Member Mead recommended adding a transom window near the bath and near the stairs – two instead of three to give light for the rooms, more wall space, and symmetry. The board asked about flipping the stairs and Mr. Titus explained that its current location allows for storage space. The board discussed issues with the placement of the bedroom window in the corner of the ADU and moving it about 2.5 ft. from the edge.

**Board Member Ramos made the motion to approve with the condition that the location of the fenestration on the second story of the ADU and on the left elevation come back for abbreviated review. Board Member Mead seconded the motion, and it carried unanimously.** Mr. Titus asked about the abbreviated review process and Chairperson Brantley confirmed it only takes a few days and that staff will follow up with the applicant on next steps.

**Item 10 – 710 N. Barcelona Street**

**North Hill preservation district / Zone PR-2 / City Council District 6**

**Review of New Construction of Two-Story Residence**

**Action Taken – Approved as submitted with abbreviated review.**

Brett Ramsey is requesting approval for new construction of a new single-family residence. The proposed plans show a brick veneer and painted HardiePlank lap siding two-story building with a screened enclosure at the rear porch. A concrete driveway and garage door are adjacent to the front entryway. A 6' pressure treated pine privacy fence encircles the yard. The landscape plan indicates vegetation will be added along the front porch, driveway, back porch, and rear fence.

Mr. Ramsey presented to the board. Chairperson Brantley and other Board Members commended Mr. Ramsey on the design. Mr. Ramsey explained that the forward-facing garage is for accessibility for his mother, the homeowner. Staff added that North Hill has no objections to this item. Board Member Mead recommended carrying over the brick walkway between the pillars of the garage area so that it visually breaks the sense of driveway. Advisor Pristera asked about a carriage style garage door and Mr. Ramsey stated the cost is three times what the current selection is. The board discussed the garage door and stated that the current selection without glazing hides the content of the garage and keeps it discreet. Mr. Ramsey said his home has a beaded garage door and that this one can be changed to match it. Staff added that this packet will be used as an example for other applicants.

**Board Member Mead made a motion to approve with the following submitted for abbreviated review: the brick treatment of the pavers and columns be carried across between the two front columns at the drive at the bodyline of the house between the columns, with the option (but not a requirement) that if you want to add a similar treatment to the columns down the left elevation of the house that that also be submitted for abbreviated review. Board member Garrett seconded the motion, and it carried unanimously.**

#### **Item 11 – 18 W. Wright Street**

**North Hill preservation district and Palafox Historic Business District / Zone C-2A / City Council District 6**

**Review of a New Courtyard Enclosure at a Contributing Structure**

**Action Taken – Approved as submitted.**

Goodwyn Mills Cawood is requesting approval for new construction of a courtyard enclosure at Christ Church on the south side of the property between Parish Hall and the main campus. The church was built in 1911 and is a contributing structure. The proposed plans show a 6' black, aluminum, picket fence with a matching main double walk gate and side gate; four cast stone 8' columns; eight in-ground well lights (two at each column); and new aggregate paving. The columns will match the color and texture of the adjacent Parish Hall entry stone. The fence color and pickets will match the existing fence. Please note that the Columbarium is not part of this application.

Mr. Williams and Ms. Steele presented to the board and explained that the fountain has become a bathing area for homeless people and that the courtyard has become a dangerous area. Mrs. Steele distributed hard copies of the lighting specs and a landscape plan to board members and staff. Staff added that North Hill provided comments and had no objections. Mr. Williams stated that the two trees and the flagpole in front of the courtyard will be removed for the fence installation. Mr. Williams added that during normal business hours the front gates will be open, but at night it will be closed for security. Board Member Garrett thanked Mr. Williams for using a warm light for the in-ground lighting as opposed to the bright blue lighting around town.

**Board Member Del Gallo made a motion to be approved as submitted. Board Member Fisher seconded this motion, and it carried unanimously.**

#### **Item 12 – 118 S. Palafox Street**

**Palafox Historic Business district / Zone C-2A / City Council District 6**

**Review of Photo Murals and Lighting at a Contributing**

## **Structure**

### **Action Taken – Approved as submitted.**

UWF Historic Trust and Saenger Theater are requesting approval to install four 9' x 24' framed photo murals on the Jefferson Street side of Saenger Theater. Murals will be mounted using an 'invisible frame system'. A light will be centered above each mural.

Mr. Pristera presented to the board. Mr. Pristera said he is having trouble finding a fourth image because the panels are long, that a small sign at the street level will explain each of the murals and that there will be a QR code. Board Member Mead suggested doubling up panels in the two interior ones (two squares each) with long ones on the end. Mr. Pristera clarified that the panel over the loading dock will not be touched.

**Board Member Mead made a motion to approve as submitted with the option to double gang the two interior panels for two square a piece. Board Member De Gallo seconded the motion and it carried unanimously.** Board Member Ramos asked if the final images need approval from the ARB. Staff added that the board has done both in the past – trusted the applicant with the images, and had applicant submit images to the board. Mr. Pristera said he can alter the images because some of them are heavily cropped. The board emphasized that it needs to be symmetrical. Staff said regulating art is not the intent. Mr. Pristera said he can return if the frame sizes change and he can submit the final images.

## **Item 13 – 317 E. Jackson Street**

### **Old East Hill preservation district / Zone OEHC-1 / City Council District 6**

#### **Review of New In-ground Pool at a Contributing Structure**

### **Action Taken – Approved as submitted.**

Blue Haven Pools is requesting approval to install a new 20' x 10' in-ground pool behind a contributing structure. The pool will be positioned in the rear of the property, outlined with sandstone pavers.

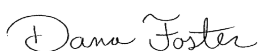
Staff stated that we typically require applicants to be here, but it is up to the board if they want to review it, though we do not want to set a precedence. The board agreed that the application was straightforward. Staff added that Old East Hill had no objections.

**Bord Member Mead motioned to waive appearance due to the straightforward nature of the packet and for it to be approved as submitted. Board Member Fisher seconded the motion and it carried unanimously.**

## **Discussion - none**

**Adjournment** – With no further business, the Board adjourned at 3:53 p.m.

Respectfully Submitted,



Dana Foster  
Historic Preservation Planner  
Secretary of the Board

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

|                                                                    |                           |                                                                                                                      |  |
|--------------------------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------------------------------------|--|
| LAST NAME—FIRST NAME—MIDDLE NAME<br><b>Biantley-William-Taylor</b> |                           | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE<br><b>ARB</b>                                            |  |
| MAILING ADDRESS<br><b>205 E Intendencia</b>                        |                           | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:                                |  |
| CITY<br><b>Pensacola</b>                                           | COUNTY<br><b>Escambia</b> | <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY |  |
| DATE ON WHICH VOTE OCCURRED<br><b>11/20/25</b>                     |                           | NAME OF POLITICAL SUBDIVISION:                                                                                       |  |
|                                                                    |                           | MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE                     |  |

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, William Blantley, hereby disclose that on 11/20, 2025:

(a) A measure came or will come before my agency which (check one or more)

- ☐ Inured to my special private gain or loss;
- ☒ Inured to the special gain or loss of my business associate, \_\_\_\_\_;
- ☐ Inured to the special gain or loss of my relative, \_\_\_\_\_;
- ☐ Inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- ☐ Inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

11/20/25

Signature

William Blantley

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 25-1634

Architectural Review Board

12/18/2025

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### **LEGISLATIVE ACTION ITEM**

#### **SUBJECT:**

520 N. Alcaniz St  
Old East Hill Preservation District / Zone OEHC-1 / City Council District 6  
Conceptual Review of modifications to and new construction at a contributing structure

#### **SUMMARY:**

William Brantley is requesting conceptual approval to construct a new two-story structure behind the historic facades on N. Alcaniz and E. Jackson Streets with a multifamily adaptive reuse design. A past fire destroyed a large portion of the masonry warehouse structure. There will be four residential units – two on the ground floor and two above, with a shared courtyard. The preserved portions of the existing masonry warehouse will become deep porches for each unit. The original window and door openings will become operable shutters. On the upper level, the existing parapet transforms into a terrace railing. Landscaping will include live oaks along the street; a bottle brush tree, Italian Cypress, and Japanese Yew in the entry courtyard; and Crape Myrtles and Confederate Jasmine as the landscape buffer.

Please find attached all relevant documentation for your review.

#### **RECOMMENDED CODE SECTIONS**

12-3-10(3)e.3.ii.(b) Old East Hill preservation district; Procedure for review; Decisions; Rules governing decisions

12-3-10(3)g. Old East Hill preservation district; Restoration, rehabilitation, alterations or additions to existing contributing structures in the Old East Hill preservation district.

#### **ATTACHMENTS:**

1. 520 N. Alcaniz St\_Images
2. 520 N. Alcaniz St\_Application and Materials

520 N. Alcaniz Street







**Architectural Review Board Application  
Full Board Review**

Application Date: 11/27/2025

**Project Address:** 520 N. Alcaniz St.

**Applicant:** William Brantley, SMP Architecture

**Applicant's Address:** 205 E Intendencia Street, Pensacola, FL 32502

**Email:** william@smp-arch.com **Phone:** 8509829042

**Property Owner:** Luke Infinger (Under Contract), luke@hipcreativeinc.com

**District:** ☐ PHD ☐ NHPD ☒ OEHPD ☐ PHBD ☐ GCD  
(If different from Applicant)

Application is hereby made for the project as described herein:

- ☐ Residential Homestead – \$50.00 hearing fee
- ☒ Commercial/Other Residential – \$250.00 hearing fee

*\* 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 seven (7) copies of the required information. Please see pages 3 – 4 of this application for further instruction and information.*

**Project specifics/description:**

**PLEASE SPECIFY IF CONCEPTUAL DISCUSSION ITEM, CONCEPTUAL REVIEW, OR FINAL REVIEW.**

- **Conceptual Review:** A past fire destroyed a large portion of the masonry warehouse structure, but the proposed multifamily adaptive-reuse design preserves the historic facades along N. Alcaniz and E. Jackson Streets while introducing a new two-story structure behind them. The existing façade geometry shapes the overall form, with the north and south bays providing the framework for four residential units—two on the ground floor and two above—while the center bay remains open as a shared courtyard and primary entry sequence anchored by a communal stair. The preserved portions of the existing masonry warehouse become deep porches for each unit, with original window and door openings reimaged as operable shutters. On the upper level, the existing parapet transforms into a terrace railing, allowing the historic façade to frame the new residential life within.

*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.*

William Brantley  
Applicant Signature

11/27/2025

Date

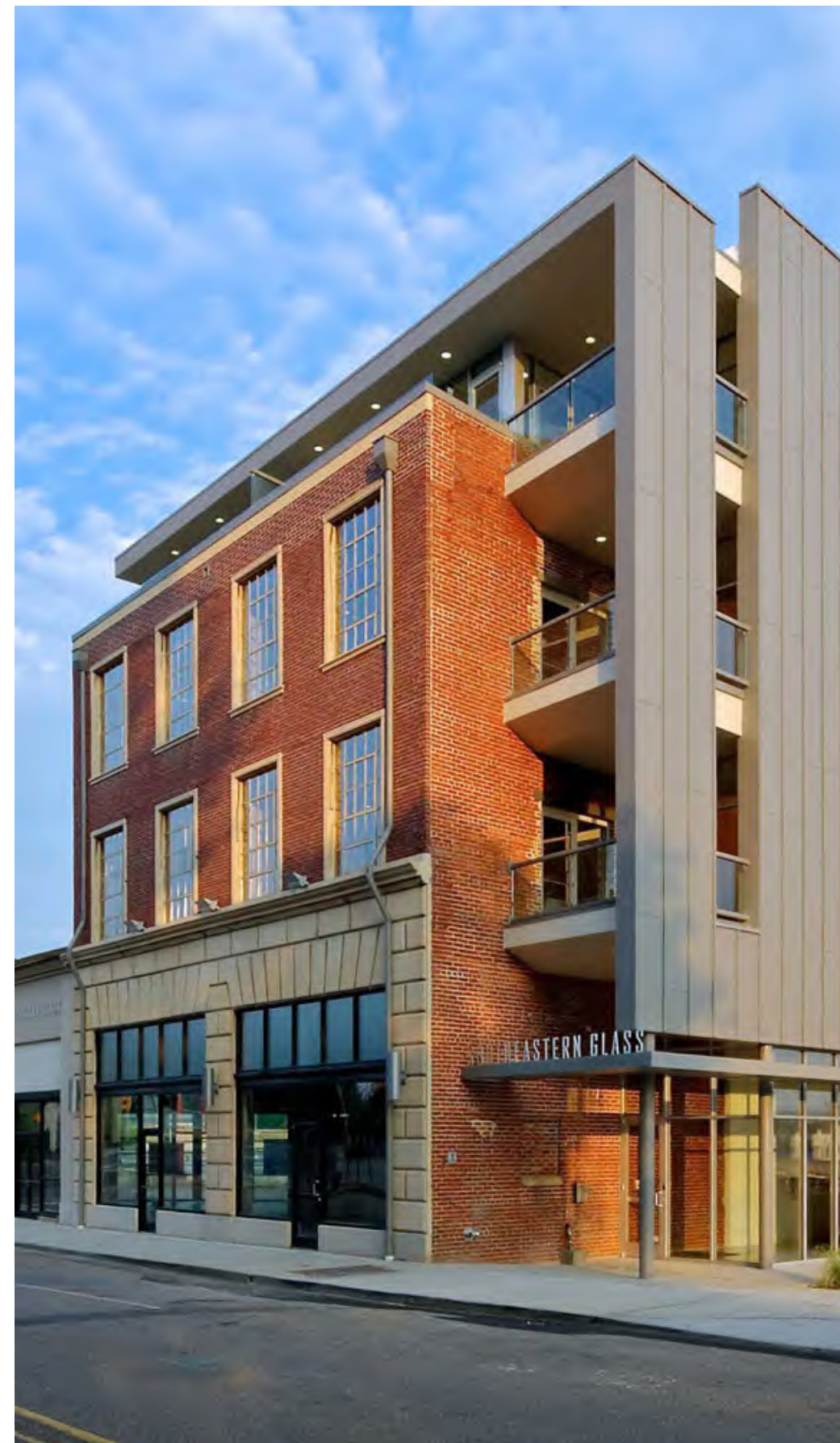
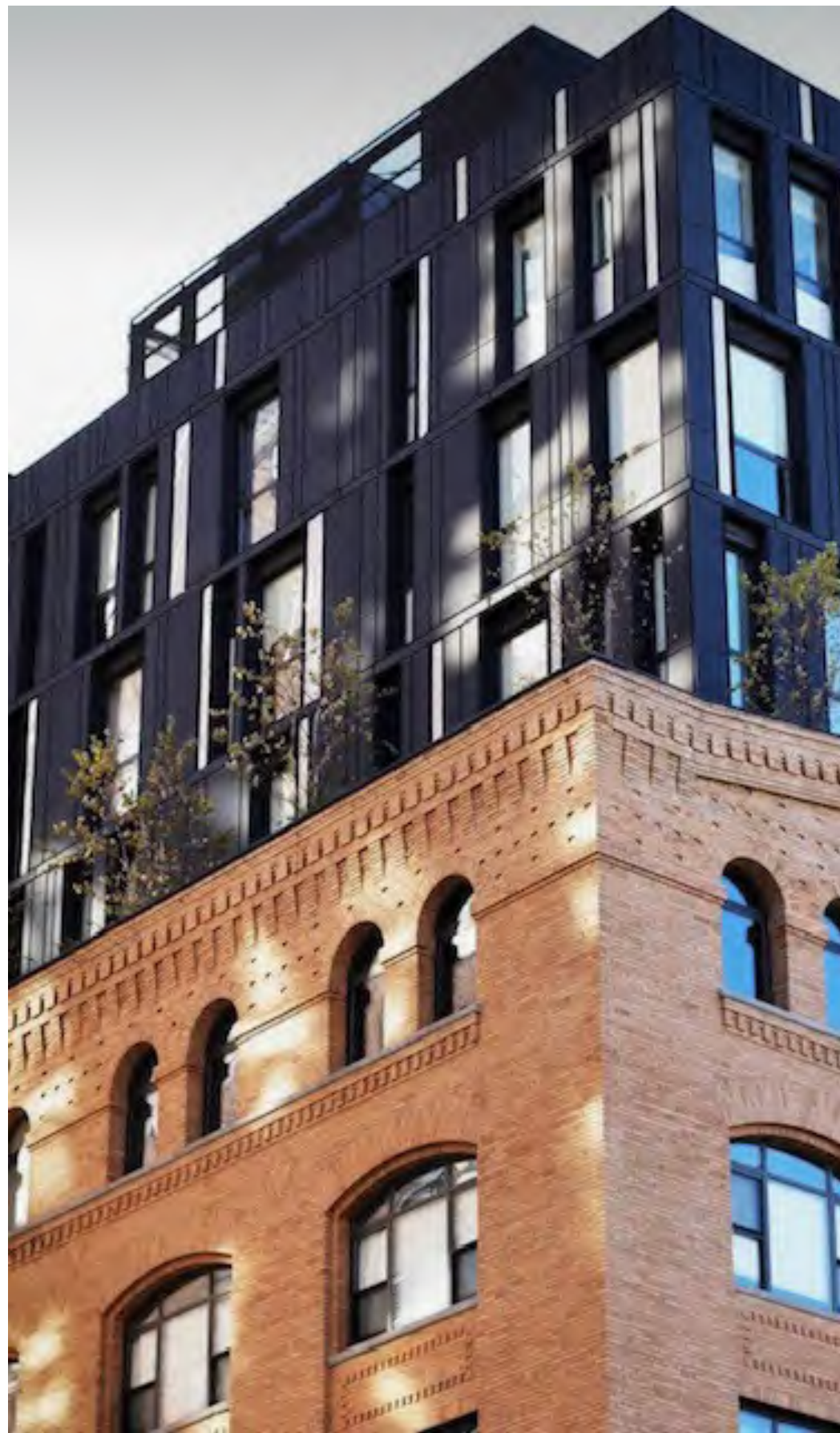


















## Landscape & Hardscape:

### Street:

1. Street Trees - Live Oaks

### Courtyard:

2. Central Tree - Bottlebrush Tree
3. Perimeter - Italian Cypress
4. Hedge - Japanese Yew
5. Pavers - Tremron Plank Pavers



### Landscape Buffer:

6. Crape Myrtles
7. Confederate Jasmine (On Fence)



N ALCANIZ ST

E JACKSON STREET









N ALCANIZ ST





























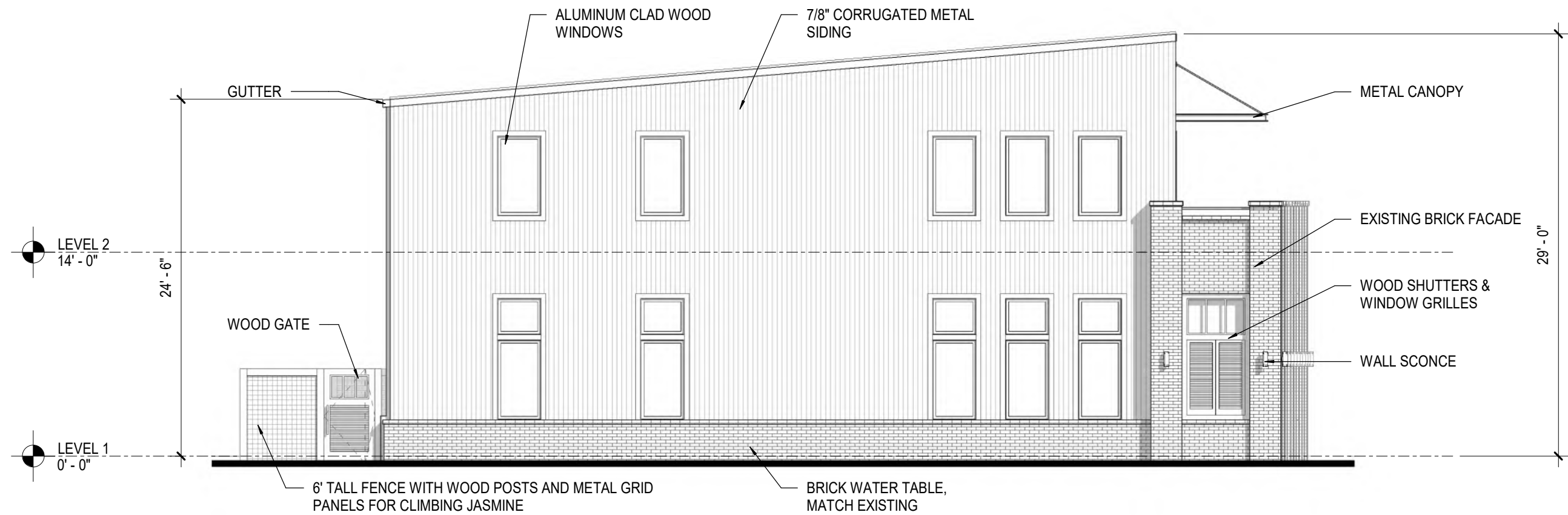




WEST ELEVATION  
N ALCANIZ ST

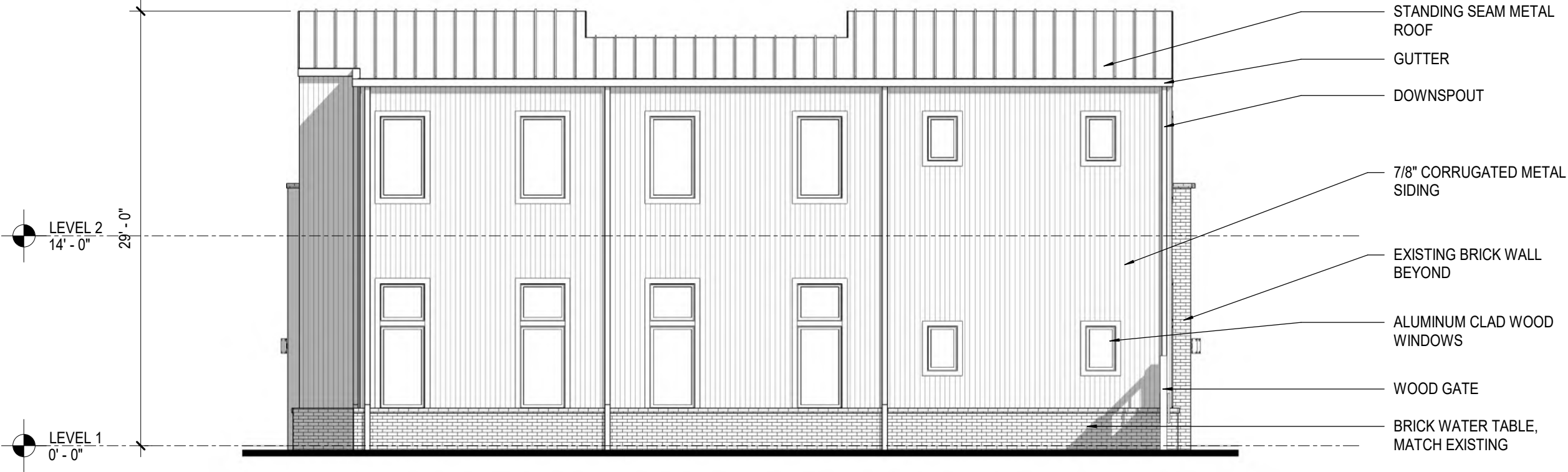


NORTH ELEVATION  
E JACKSON ST

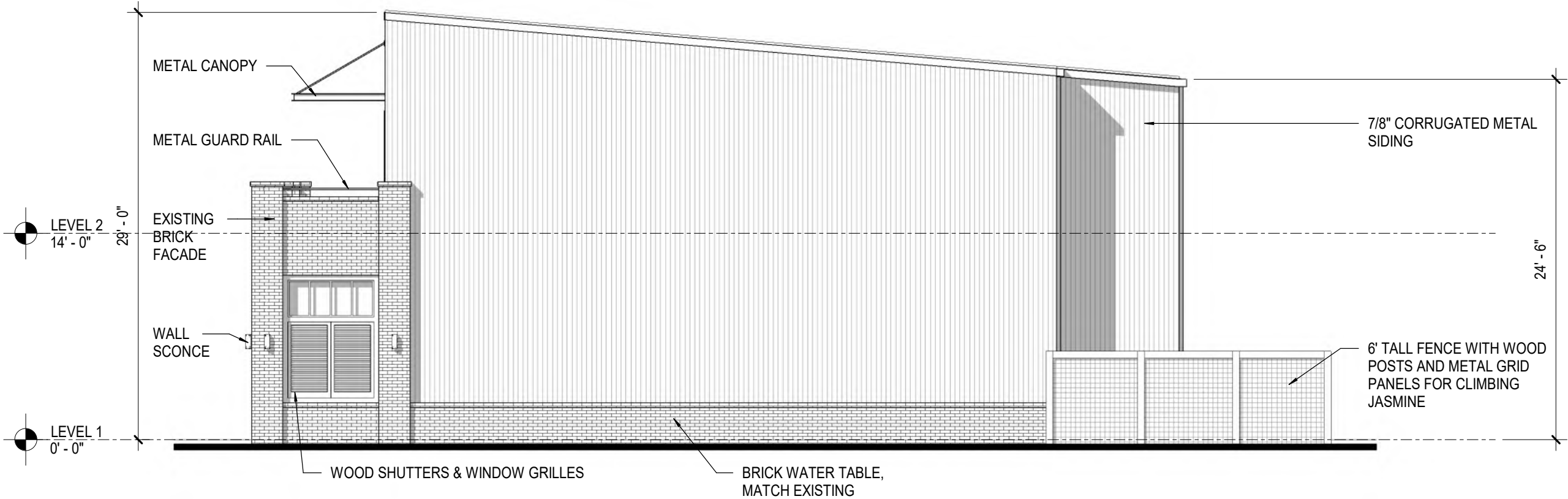




# **EAST ELEVATION** INTERIOR LOT LINE

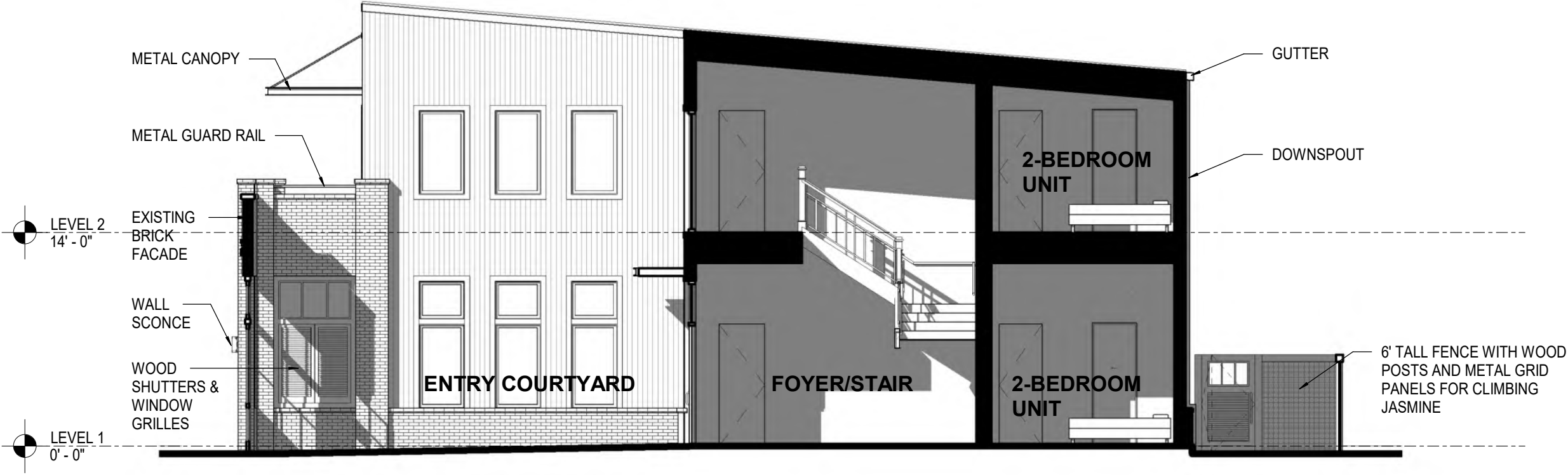


# **SOUTH ELEVATION** INTERIOR LOT LINE

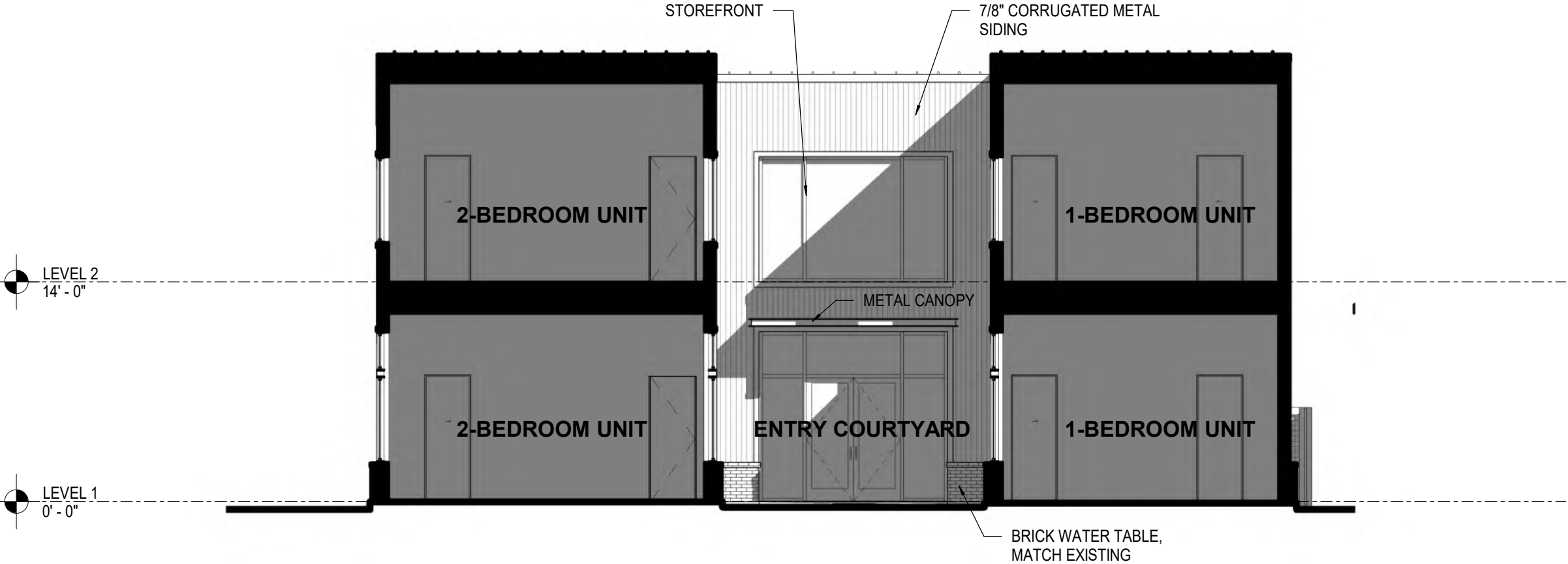




**LONGITUDINAL  
SECTION  
COURTYARD**

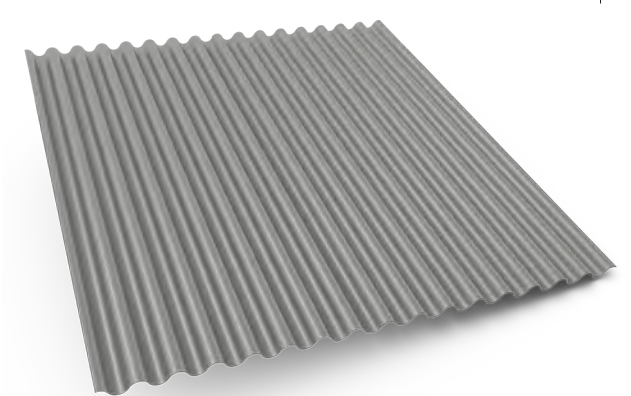
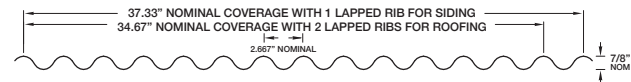


**TRANSVERSE  
SECTION  
COURTYARD**



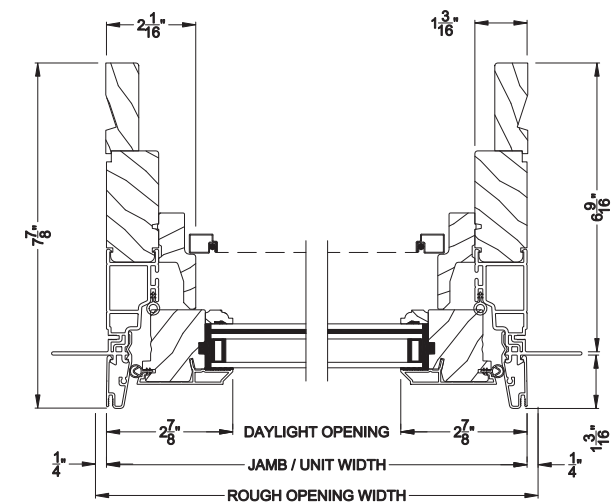


PAC Clad, 7/8" Corrugated Metal Siding



Oldcastle FG-5750 T  
StormMax Storefront  
System

Weather Shield Premium Coastal  
Aluminum Clad Wood Casement Windows



Anodic Clear

- Metal Siding
- Trim & Coping



Stone Gray

- Windows & Storefronts
- Metal Canopy



Existing Brick Facade



SW 2865, Classic  
Yellow Historic Color

- Wood Shutters, Doors, & Window Grilles at Porches
- Metal Balcony Railing
- Wall Sconce Light Fixtures



DMF Lighting, M Series  
Cylinder, Wall Mount, Up &  
Down Lighting, Color Match  
SW 2865 Classic Yellow



INTERIOR AREA

| Name | Area |
|------|------|
|------|------|

COMMON AREA - INTERIOR  
LEVEL 1

|                     |        |
|---------------------|--------|
| ENTRY FOYER & STAIR | 326 SF |
|---------------------|--------|

LEVEL 2

|             |        |
|-------------|--------|
| ENTRY FOYER | 131 SF |
|             | 458 SF |

RENTABLE - INTERIOR  
LEVEL 1

|           |          |
|-----------|----------|
| 2-BEDROOM | 1,278 SF |
| 1-BEDROOM | 895 SF   |

LEVEL 2

|           |          |
|-----------|----------|
| 2-BEDROOM | 1,278 SF |
| 1-BEDROOM | 895 SF   |
|           | 4,345 SF |
|           | 4,802 SF |

PORCH AREA

| Name | Area |
|------|------|
|------|------|

RENTABLE - EXTERIOR  
LEVEL 1

|                 |        |
|-----------------|--------|
| 2-BEDROOM PORCH | 170 SF |
| 1-BEDROOM PORCH | 171 SF |

LEVEL 2

|                   |        |
|-------------------|--------|
| 2-BEDROOM TERRACE | 144 SF |
| 1-BEDROOM TERRACE | 145 SF |
|                   | 629 SF |

DENSITY

OEHC-1 MAXIMUM DENSITY = 35 DWELLING UNITS PER ACRE

0.0991 ACRE PARCEL X 35 = 3.4685 DWELLING UNITS

3 DWELLING UNITS ALLOWED

25% DENSITY BONUS FOR GREEN BUILDING DESIGN:

(3.4685 X .25) + 3.4685 = 4.335625

4 DWELLING UNITS ALLOWED  
(WITH GREEN BUILDING DENSITY BONUS)

BUILDING LOT COVERAGE

OEHC-1 MAXIMUM BUILDING FOOTPRINT = 50% LOT COVERAGE

PER DISCUSSION WITH CITY, LOT COVERAGE CAN BE INCREASE TO THE LOT COVERAGE SHOWN IN 2017 APPROVED PLANS AND THE AMOUNT OF THE ORIGINAL STRUCTURE (BEFORE NORTH PORTION WAS DEMOLISHED)

LOT AREA = 4,319.21 SF

2017 APPROVED BUILDING FOOTPRINT AREA = 3,202.94 SF  
(74.2% LOT COVERAGE)

PROPOSED BUILDING FOOTPRINT AREA = 3,168.69 SF  
(73.3% LOT COVERAGE)

IMPERVIOUS AREA

EXISTING IMPERVIOUS AREA PER SURVEY = 3,541.10 SF  
(82% IMPERVIOUS)

IMPERVIOUS AREA PER 2017 APPROVED PLANS = 4,319.21SF  
(100% IMPERVIOUS)

PROPOSED DESIGN IMPERVIOUS AREA =3,541.04 SF  
(81.9% IMPERVIOUS)

STORMWATER

IT IS OUR UNDERSTANDING THAT BECAUSE WE ARE DECREASING THE IMPERVIOUS AREA, STORMWATER WILL NOT BE REQUIRED. FURTHER CONFIRMATION IS NEEDED FROM THE CITY & NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT.

SETBACK REQUIREMENTS

NO FRONT OR REAR YARD SETBACKS

5' SIDE YARD SETBACK  
(EXISTING NONCONFORMITY GRANDFATHERED IN)  
ALONG SOUTH FACADE BUILDING CAN EXTEND UP TO THE LOCATION OF EXISTING WALL, BUT FOOTPRINT OF ENCROACHMENT INTO THE SETBACK ZONE CAN NOT BE INCREASED.

BUILDING HEIGHT

MAX 35'

LANDSCAPE BUFFER

FOR MULTIFAMILY USES (3 OR MORE DWELLING UNITS), A 5' BUFFER WILL BE NEEDED ON ALL PROPERTY LINES ADJACENT TO SINGLE-FAMILY USES. (THE CITY HAS ADMINISTRATIVELY REDUCED THIS FROM 10'.) THE BUFFER YARD REQUIRES BOTH FENCING AND PLANTINGS PER SEC. 12-3-56d. ITEMS SUCH AS HVAC, TRASH CANS, DRIVEWAYS, ETC. MUST BE KEPT OUT OF THE LANDSCAPE BUFFER SINCE IT'S INTENDED TO BE HEAVILY PLANTED.

ON THE SOUTH PROPERTY LINE, THE LANDSCAPE BUFFER CAN BE OMITTED AT THE LOCATION OF THE EXISTING BUILDING FOOTPRINT. BUT BEYOND THE EXISTING BUILDING FOOTPRINT, THE LANDSCAPE BUFFER MUST BE PROVIDED.

PARKING

PER THE LDC 12-3-10.3.f.1, ONLY NONRESIDENTIAL DEVELOPMENTS SHALL BE REQUIRED TO COMPLY WITH OFF-STREET PARKING REQUIREMENTS FOR OEHC-1.

HOWEVER, AFTER FURTHER DISCUSSIONS WITH THE CITY THEY WILL BE REQUIRING 1 PARKING SPACE PER DWELLING UNIT. THE 2 ON-STREET PARKING SPACES DIRECTLY IN FRONT OF THE PROPERTY CAN BE COUNTED TOWARDS THIS CALCULATION. ALSO, THE GREEN BUILDING DESIGN ALLOWS FOR A 25% PARKING REDUCTION.

A MINIMUM OF 1 PARKING SPACE WILL BE LEASE FROM A NEIGHBORING PROPERTY.









# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 25-1631

Architectural Review Board

12/18/2025

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### **LEGISLATIVE ACTION ITEM**

#### **SUBJECT:**

99 S. Alcaniz St  
Palafox Historic District / Zone HC-1 / City Council District 6  
Review of installation of a generator at a noncontributing structure

#### **SUMMARY:**

Auxiliary Power Systems is requesting approval to pour a concrete slab, remove two palm trees and a shrub, and install a Generac Stationary Emergency Generator.

Please find attached all relevant documentation for your review.

#### **RECOMMENDED CODE SECTIONS**

12-3-10(1)e.5. Historic Zoning Districts: HR-1, HR-2, HC-1, and HC-2; Regulations and guidelines for any development within the historic zoning districts; Screening

12-3-121(c)(6) Design Standards and Guidelines; Design Standards; Mechanical equipment

#### **ATTACHMENTS:**

1. 99 S. Alcaniz St\_Images
2. 99 S. Alcaniz St\_Application and Materials

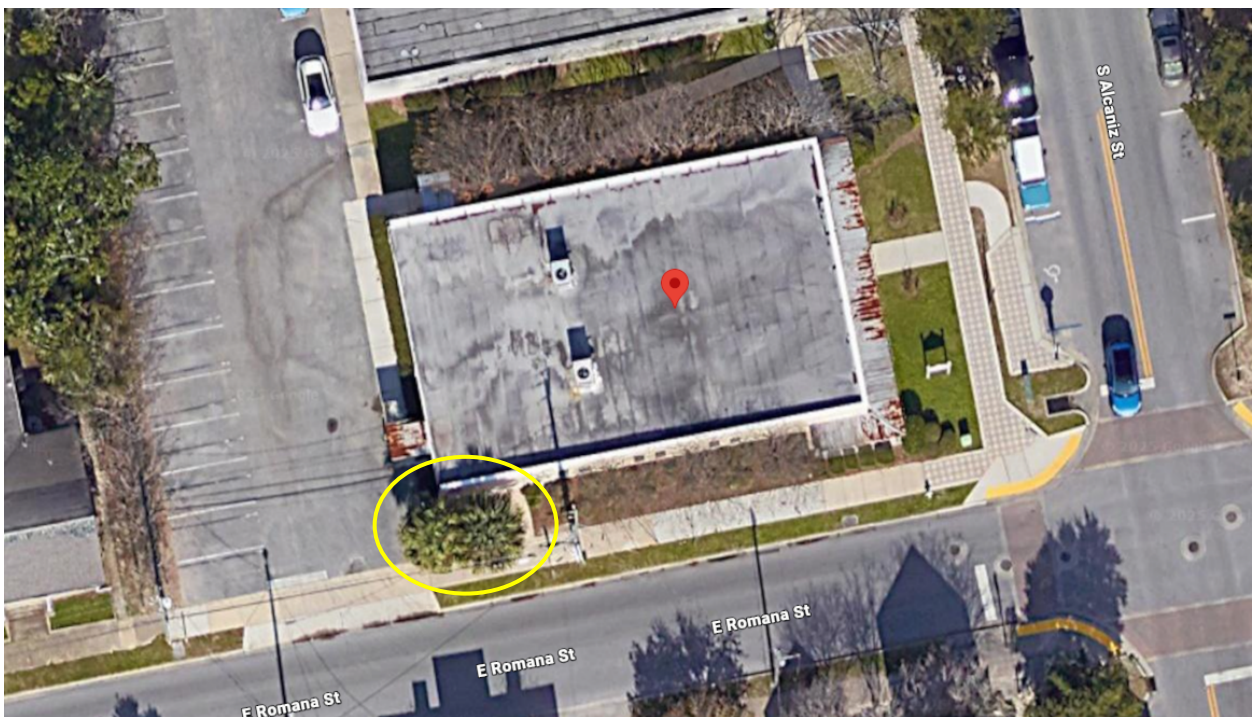


99 S. Alcaniz Street





Location of proposed generator:





**Architectural Review Board Application  
Abbreviated Review**



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

**Project Address:**

99 S. Alcaniz St 32502

**Applicant:**

Auxiliary Power Systems Inc.

**Applicant's Address:**

944 Fall Branch Rd Remlap AL 35133

**Email:**

also - 503 W. Detroit Blvd, Pens FL 32534

Krooker@auxpowsys.com

Phone: 850-293-0923

**Property Owner:**

Limitless Biotech Brian Nixon

(If different from Applicant)

**District:**

PHD ☒

NHPD ☐

OEHPD ☐

PHBD ☐

GCD ☐

**There is a \$25 Application Fee for the following project types:**

☐

Change of Paint Color(s)

Body: \_\_\_\_\_

Trim: \_\_\_\_\_

Accent: \_\_\_\_\_

☐

New/Replacement Sign(s)

Sign Type: \_\_\_\_\_

Dimensions: \_\_\_\_\_

☒

Minor Deviation to an  
Approved Project / Change  
of Roofing Material / Fence

Colors: \_\_\_\_\_

Description: \_\_\_\_\_

Generator Install

Solar Panels Pour concrete slab, remove two palm trees and one shrub; no screening for  
clearance / safety; Generac Emergency Stationary Generator Protector Series

(Office Use)

This request was reviewed and meets the criteria for an Abbreviated Review.

Dana Foster

ARB Secretary Signature

12/8/2025

Date

This request was reviewed and approved by the following members of the Architectural Review Board:

Comments: \_\_\_\_\_

\_\_\_\_\_  
Architect Signature / Date

Comments: \_\_\_\_\_

\_\_\_\_\_  
UWFHT Representative Signature / Date

**Planning Services**

222 W. Main Street \* Pensacola, Florida 32502

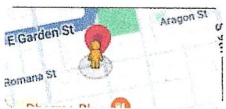
(850) 435-1670

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





331 E Romana St



Proposed Generator 30kw location -

2 palm trees to remain, bush to be removed.  
This is the best location for the generator due  
to the location of the Electric service and also,  
new gas is to be at the corner of the building  
When the bush is removed we are going to  
Pour a concrete slab for the generator to sit on.  
This is a combustible unit and needs to have  
Proper Clearances for code thru the permitting dept.  
3 Ft from structures, equipment & shrubs or bushes.  
10 Ft of clearance from Doors & windows, from exhaust  
end of generator- all listed in the attachment I am  
sending.

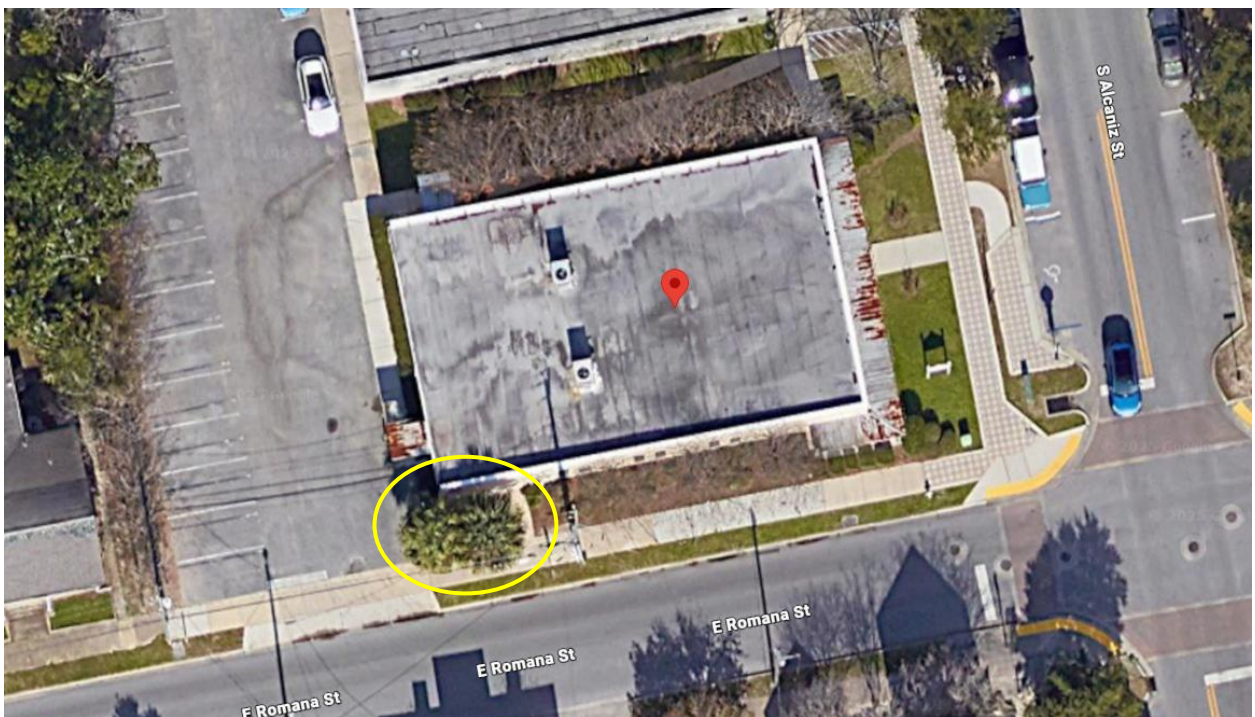


99 S. Alcaniz Street





Location of proposed generator:

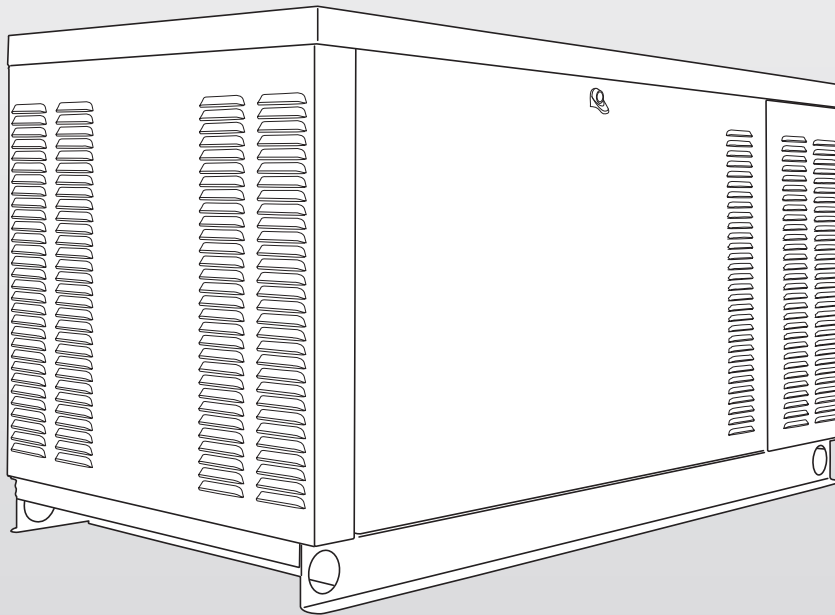




Sample for Visual  
Reference

# Owner's Manual

## Stationary Emergency Generator



**⚠ CAUTION!**

**⚠ NOT INTENDED FOR USE IN CRITICAL LIFE SUPPORT APPLICATIONS.  
ONLY QUALIFIED ELECTRICIANS OR CONTRACTORS SHOULD ATTEMPT INSTALLATION! DEADLY EXHAUST FUMES! OUTDOOR INSTALLATION ONLY!**

**2.4L**  
**22/27kW Models**  
**EPA Certified**

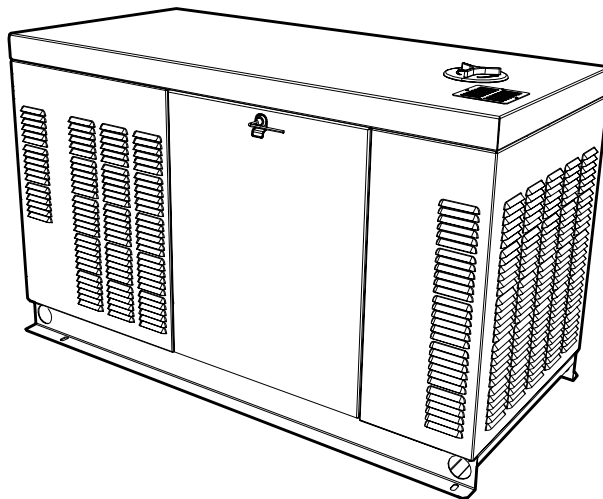
**This manual should remain with the unit.**



# *Installation Guidelines*

## *Spark-Ignited Stationary Generators*

Protector Series 22 kW to 60 kW



**WARNING**

Loss of life. This product is not intended to be used in a critical life support application. Failure to adhere to this warning could result in death or serious injury. (000209b)

Register your Generac product at:  
WWW.GENERAC.COM  
1-888-GENERAC  
(888-436-3722)

Para español , visita: <http://www.generac.com/service-support/product-support-lookup>

Pour le français, visiter : <http://www.generac.com/service-support/product-support-lookup>

**SAVE THIS MANUAL FOR FUTURE REFERENCE**



## Fire Prevention

The generator must be installed at a safe distance away from combustible materials. Engine, alternator, and exhaust system components become very hot during operation. Fire risk increases if unit is not correctly ventilated, is not correctly maintained, operates too close to combustible materials, or if fuel leaks exist. Also, accumulations of flammable debris within or outside the generator enclosure may ignite.

## Distance Requirements

See [Figure 3-2](#). Minimum clearances must be maintained around the generator enclosure. These clearances are primarily for fire prevention, but also to provide sufficient room for removing front and end panels for maintenance purposes.

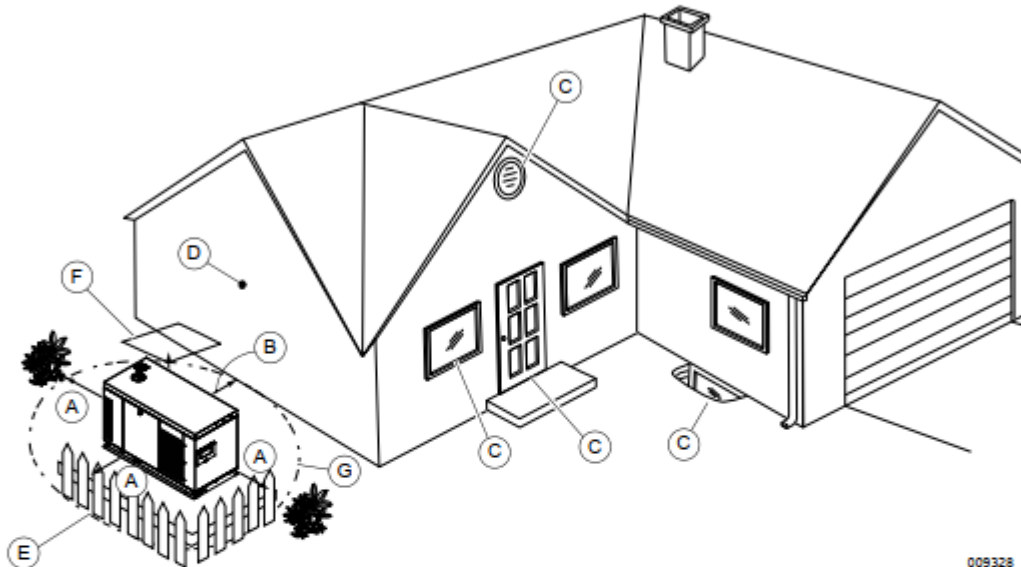


Figure 3-2. Generator Distance Requirements

| ID | Description                  | Definition                                                                                                                                                                                                                                                                                                                                                                      |
|----|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A  | Front and end clearance      | Minimum clearance from the front and ends of generator must be 3 ft (0.91 m). This includes shrubs, bushes, and trees.                                                                                                                                                                                                                                                          |
| B  | Rear clearance               | For products NOT showing SWRI on the data plate: <ul style="list-style-type: none"> <li>• 5 ft (1.52 m) minimum distance if the wall is <b>not</b> fire rated.</li> <li>• 3 ft (0.91 m) minimum distance if the wall is <b>one hour fire rated</b>.</li> </ul> If the data plate indicates the product is SWRI rated: 18 in (47.7 cm) minimum distance from a combustible wall. |
| C  | Windows, vents, and openings | No operable windows, doors, vents, window wells, or openings in the wall are permitted near any point of the generator. See <a href="#">Potential CO Entry Points</a> for more information.                                                                                                                                                                                     |
| D  | Existing wall                | The generator should not be placed closer than 18 in (457 mm) from existing walls.                                                                                                                                                                                                                                                                                              |
| E  | Removable fence              | A removable barrier (non-permanent; without footings) installed as a visual surround. Removable fence panels for servicing cannot be placed less than 3 ft (0.91 m) in front of the generator.                                                                                                                                                                                  |
| F  | Overhead clearance           | 5 ft (1.52 m) minimum distance from any structure, overhang, or projections from wall.                                                                                                                                                                                                                                                                                          |
| G  | Maintenance and servicing    | Maneuvering space around generator for performing routine maintenance tasks such as battery replacement and engine service. Do not attempt to conceal generator with shrubs, bushes, or plants. See NEC Article 110.26 for more information.                                                                                                                                    |



### Fire Codes, Standards, and Guidelines

Generator installation must comply strictly with ICC IFGC, NFPA 37, NFPA 54, NFPA 58, and NFPA 70 standards. These standards prescribe the minimum safe clearances around and above the generator enclosure.

#### NFPA 37

NFPA 37 is the The National Fire Protection Association's standard for the installation and use of stationary combustion engines. Its requirements limit the spacing of an enclosed generator set from a structure or wall, and require generator to be located where it is readily accessible for maintenance, repair, and first responders.

*NFPA 37, Section 4.1.4, Engines Located Outdoors:* Engines, and their weatherproof housings if provided, installed outdoors shall be located at least 5 ft (1.52 m) from openings in walls and at least 5 ft (1.52 m) from structures having combustible walls. A minimum separation shall not be required where either of the following conditions exist:

1. The adjacent wall of the structure has a fire resistance rating of at least one hour.
2. The weatherproof enclosure is constructed of non-combustible materials and it has been demonstrated that a fire within the enclosure will not ignite combustible materials outside the enclosure.

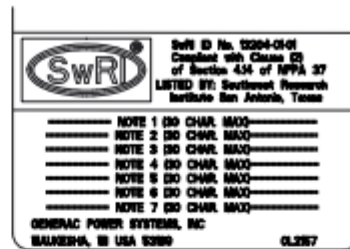
#### Annex A—Explanatory Material

A4.1.4 (2) Means of demonstrating compliance are by means of full scale fire test or by calculation procedures.

Because of the limited spaces frequently available for installation, it has become apparent that exception (2) would be beneficial for many residential and commercial installations. The manufacturer contracted with an independent testing laboratory to run full scale fire tests.

**NOTE:** The Southwest Research Institute (SwRI) is a nationally recognized third party testing and listing agency. SwRI testing approves 18 in (457 mm) installation minimum from the rear panel of the generator to an adjacent structure for fire protection.

The criteria was to determine the worst case fire scenario within the generator and to determine the ignitability of items outside the engine enclosure at various distances. The enclosure is constructed of non-combustible materials, and the results and conclusions from the independent testing lab indicated that any fire within the generator enclosure would not pose any ignition risk to nearby combustibles or structures, with or without fire service personnel response.



002158

Figure 3-3. Southwest Research Institute Marking

<http://www2.swri.org/www2/listprod/DocumentSelection.asp?ProductID=973&IndustryID=2>

Based on this testing and the requirements of NFPA 37, Sec 4.1.4, the guidelines for installation of the generators listed above are changed to 18 in (457 mm) from the back side of the generator to a stationary wall or building. For adequate maintenance and airflow clearance, the area above the generator should be at least 5 ft (1.52 m) with a minimum of 3 ft (0.91 m) at the front and ends of the enclosure. This includes trees, shrubs, and bushes. Vegetation not in compliance with these clearance parameters could obstruct air flow. In addition, exhaust fumes from the generator could inhibit plant growth. See [Figure 3-2](#) and the accompanying descriptions.

#### Generator Maintenance

Regular maintenance is crucial for minimizing exhaust emissions and reducing the risk of fire or equipment failure. For example:

- A dirty air filter or low engine oil level may cause engine to overheat.
- Incorrect spark plug gaps may cause engine backfiring and incomplete combustion.

**IMPORTANT NOTE:** See Maintenance section of generator owner's manual to view a table of scheduled maintenance tasks and procedures. Perform all maintenance tasks as directed.



## Fresh Air for Ventilation and Cooling

Install unit where air inlet and outlet openings will not become obstructed by leaves, grass, snow, etc. If prevailing winds will cause blowing or drifting, consider using a windbreak at a safe distance to protect the unit.

## Water Ingress Avoidance

- Select a location on high ground where water levels will not rise and flood the generator. This unit should not operate in, or be subjected to, standing water.
- Install unit where rain gutter downspouts, roof runoff, landscape irrigation, water sprinklers, or sump pump discharge does not flood unit or spray enclosure, including any air inlet or outlet openings.
- Excess moisture can cause excess corrosion and decrease life expectancy of the unit.

## Proximity to Utilities

- Contact local utility providers and verify proposed site selection meets all required utility placement requirements before installation. This could affect warranty coverage.
- Remember, laws and or codes may regulate distance and location of unit to specific utilities.
- It is recommended to pick a location where the generator is as close as possible to the transfer switch and the fuel supply, while verifying the site location conforms to the rest of the Site Selection section.

**NOTE:** Be aware one or both sides of generator may need to be accessed in order to perform routine and periodic maintenance.

## Transportation Recommendations

Use a suitable cart or equipment to carry generator, including wooden pallet, to installation site. Place cardboard between cart and generator to prevent any damage or scratches to generator.

**Do not lift, carry, or move generator by grasping the louvers.** Doing so may bend or damage the sheet metal.

## Site Preparation

### Generator Foundation

Install the generator on a concrete pad or base slab able to support its weight and accessories. A correct foundation is needed to resist dynamic loading and reduce transmitted noise and vibration. The exact composition of the mounting pad must follow standard engineering practices for the required loading and application. **Securely fasten generator to the foundation using suitable grade, size, and style fasteners.** Holes are provided in the base frame for this purpose.

### Concrete Pad

Follow all federal, state, and local codes when designing a concrete pad or base slab.

Seat concrete pad on a prepared solid subsurface and use appropriate reinforcing bar or expanded wire mesh. A common specification calls for 2,500 psi (17.24 MPa) concrete reinforced with 8 gauge wire mesh.

### Dimensions

Extend concrete pad beyond the frame of the unit at least 3 in (7.62 cm). A concrete pad extending 6 in (15.2 cm) beyond the frame of the unit is suggested to provide a mounting surface for fuel line support, and space for maintenance and repair.

The base pad must be:

- Capable of supporting 125% of the unit wet weight for single unit applications.
- Flat and level to within 0.5 in (13 mm).
- Capable of withstanding severe torque reactions.

To calculate the depth of the concrete pad, the following formula may be used:

$$\text{Depth of Base} = \frac{W}{\text{Density} \times B \times L}$$

W = Total wet weight of generator set in pounds (kg)

Density = Density of the concrete:

- 150 pounds per cubic foot
- 2,400 kilograms per cubic foot

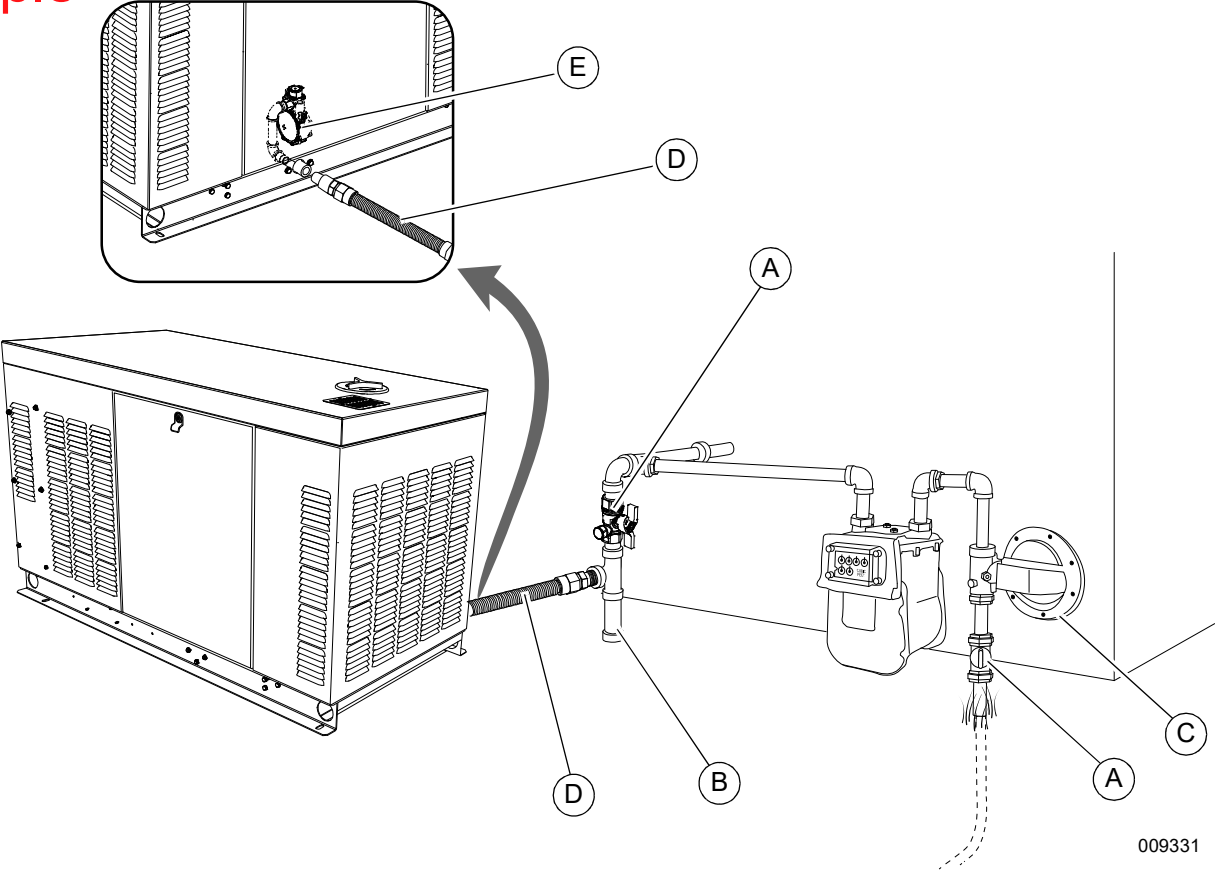
B = Foundation width in feet (meters)

L = Foundation length in feet (meters)

Suggested mixture of concrete (by volume) is 1:2:3 of cement, sand, and aggregate with a maximum 4 in (100 mm) slump with a 28 day compression strength of 3,000 psi (20.7 MPa).



Sample



|   |                           |   |                    |   |                        |
|---|---------------------------|---|--------------------|---|------------------------|
| A | Manual fuel shutoff valve | C | Primary regulator  | E | Unit mounted regulator |
| B | Sediment trap             | D | Flexible fuel line | — | —                      |

Figure 4-1. Typical NG System





# City of Pensacola

222 West Main Street  
Pensacola, FL 32502

## Memorandum

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**File #:** 25-1633

Architectural Review Board

12/18/2025

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### **LEGISLATIVE ACTION ITEM**

#### **SUBJECT:**

1306 E. Cervantes St  
City Council District 6  
Historic Structure Demolition Application

#### **SUMMARY:**

Per the City of Pensacola's Historic Building Demolition Review Ordinance, the referenced structure has been found to be potentially significant in regard to its architecture. Per the ordinance, the Board is tasked with determining whether or not this structure meets the criteria for listing in the National Register of Historic Places. If eligible and deemed historically significant by those criteria, the Board must also determine if the building is subject to a demolition delay of no more than 60 days. To determine that a historically significant building is subject to a demolition delay, the Board must find that in the interest of the public it is preferable that the building be preserved or rehabilitated rather than demolished.

#### **Recommended Code Sections:**

Sec. 12-11-5(5) Historic Building Demolition Review Ordinance.

Sec. 12-11-5(5)e.3. Historic Building Demolition Review Ordinance; Procedure; Criteria for determining significance.

Sec. 12-11-5(5)e.4. Historic Building Demolition Review Ordinance; Procedure; Criteria for determining that building is subject to demolition delay.

#### **ATTACHMENTS:**

1. 1306 E. Cervantes St\_Images
2. 1306 E. Cervantes St\_Historic Demo Review\_Complete Packet



1306 E. Cervantes Street







City of  
**Pensacola**  
*America's First Settlement  
And Most Historic City*

**Architectural Review Board Application  
Abbreviated Review for Historic Structure  
Demolition**

Application Date: 11/13/2025

**Project Address:** 1306 E Cervantes St., Pensacola, FL 32501

**Applicant:** Curtis Reed

**Applicant's Address:** 5415 Primrose Drive, Pensacola, FL 32504

**Email:** curtis@architecturebtc.com **Phone:** (636) 866-9961

**Signature of Property Owner or Agent:** Curtis Reed  
(If different from Applicant)

**(Office Use)**

**Construction Year:** 1908

**Current Use:** Occupied, office

**Ownership History:** John & Millie Pharr, 2025 - 2001; AM South Bank, 2001; George St. Aubin, 2001 - 1999; Pamela St. Aubin, 1999 - 1982; Paul Bruno Jr. 1982 - ?

**Meets NRHP criteria:** \_\_\_\_\_

**Notes:** No earlier records of ownership history

Historical significance determination based on National Register of Historic Places criteria (see Sec. 12-11-5(E)(5)(c)). If applicable, provide photographs of all elevations and a completed FMSF Historical Structures Form.

This request was reviewed by the following member of Planning Staff.

Dana Foster  
ARB Secretary Signature

11/14/2025  
Date

This request was reviewed by the following members of the Architectural Review Board:

Comments: \_\_\_\_\_

\_\_\_\_\_  
Architect Signature / Date

Rose Paiter 12/5/25  
UWFHT Representative Signature / Date

Comments: Send to Full Board  
Potential architectural and development  
significance based on NRHP criteria A-D.

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



[Restore Full Version](#)

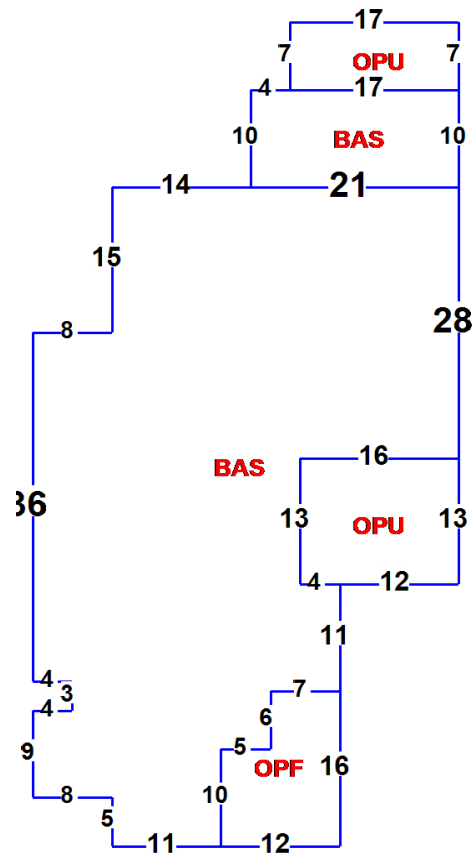
| General Information                                                                                             |                                               | Assessments                                                                                               |             |              |              |                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------|--------------|--------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>Parcel ID:</b>                                                                                               | 000S009025160112                              | <b>Year</b>                                                                                               | <b>Land</b> | <b>Imprv</b> | <b>Total</b> | <a href="#">Cap Val</a>                                                                                                           |
| <b>Account:</b>                                                                                                 | 140842100                                     | 2025                                                                                                      | \$137,270   | \$164,636    | \$301,906    | \$301,906                                                                                                                         |
| <b>Owners:</b>                                                                                                  | PHARR JOHN T<br>PHARR MILLIE A                | 2024                                                                                                      | \$137,270   | \$176,353    | \$313,623    | \$274,665                                                                                                                         |
| <b>Mail:</b>                                                                                                    | 1107 PANFERIO DR<br>PENSACOLA BEACH, FL 32561 | 2023                                                                                                      | \$125,014   | \$167,118    | \$292,132    | \$249,696                                                                                                                         |
| <b>Situs:</b>                                                                                                   | 1306 E CERVANTES ST 32501                     | <a href="#">Open TRIM Notice</a>                                                                          |             |              |              |                                                                                                                                   |
| <b>Use Code:</b>                                                                                                | OFFICE, MULTI-STORY                           | <a href="#">Tax Estimator</a>                                                                             |             |              |              |                                                                                                                                   |
| <b>Taxing Authority:</b>                                                                                        | PENSACOLA CITY LIMITS                         | <a href="#">Change of Address</a>                                                                         |             |              |              |                                                                                                                                   |
| <b>Tax Inquiry:</b>                                                                                             | <a href="#">Open Tax Inquiry Window</a>       | <a href="#">Report Storm Damage</a>                                                                       |             |              |              |                                                                                                                                   |
| Tax Inquiry link courtesy of Scott Lunsford<br>Escambia County Tax Collector                                    |                                               | <a href="#">Enter Income &amp; Expense Survey</a><br><a href="#">Download Income &amp; Expense Survey</a> |             |              |              |                                                                                                                                   |
| <b>Sales Data</b> <a href="#">MLS Listing #652095</a> <b>Type List:</b>                                         |                                               | <b>2025 Certified Roll Exemptions</b>                                                                     |             |              |              |                                                                                                                                   |
| Sale Date                                                                                                       | Book Page                                     | Value                                                                                                     | Type        | Multi Parcel | Records      | None                                                                                                                              |
| 12/2001                                                                                                         | 4826 869                                      | \$83,500                                                                                                  | WD          | N            |              | <b>Legal Description</b><br>W 34 FT OF LT 16 ALL LT 17 BLK 112 NEW CITY TRACT OR 4826 P 869 LESS ST RD 10-A R/W LAW #68-710 CA 48 |
| 06/2001                                                                                                         | 4722 664                                      | \$71,000                                                                                                  | CT          | N            |              |                                                                                                                                   |
| 04/1999                                                                                                         | 4392 339                                      | \$10,000                                                                                                  | QC          | N            |              |                                                                                                                                   |
| 08/1982                                                                                                         | 1679 20                                       | \$29,500                                                                                                  | WD          | N            |              |                                                                                                                                   |
| Official Records Inquiry courtesy of Pam Childers<br>Escambia County Clerk of the Circuit Court and Comptroller |                                               |                                                                                                           |             |              |              | <b>Extra Features</b><br>CONCRETE PAVING<br>UTILITY BLDG<br>WOOD FENCE                                                            |
| <b>Parcel Information</b> <a href="#">Launch Interactive Map</a>                                                |                                               |                                                                                                           |             |              |              |                                                                                                                                   |
| <b>Section</b>                                                                                                  |                                               |                                                                                                           |             |              |              |                                                                                                                                   |
| <b>Map Id:</b>                                                                                                  | <a href="#">CA048</a>                         |                                                                                                           |             |              |              |                                                                                                                                   |
| <b>Approx. Acreage:</b>                                                                                         | 0.2254                                        |                                                                                                           |             |              |              |                                                                                                                                   |
| <b>Zoned:</b>                                                                                                   | R-2                                           |                                                                                                           |             |              |              |                                                                                                                                   |
| <b>Evacuation &amp; Flood Information</b>                                                                       | <a href="#">Open Report</a>                   |                                                                                                           |             |              |              |                                                                                                                                   |
| <a href="#">View Florida Department of Environmental Protection(DEP) Data</a>                                   |                                               |                                                                                                           |             |              |              |                                                                                                                                   |



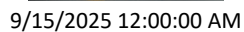
## Buildings

## Structural Elements

## STRUCTURAL FRAME-WOOD FRAME



UPPER STORY FIN - 296



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1306 E. Cervantes Street





Front elevation





Rear Elevation





## Side Elevations

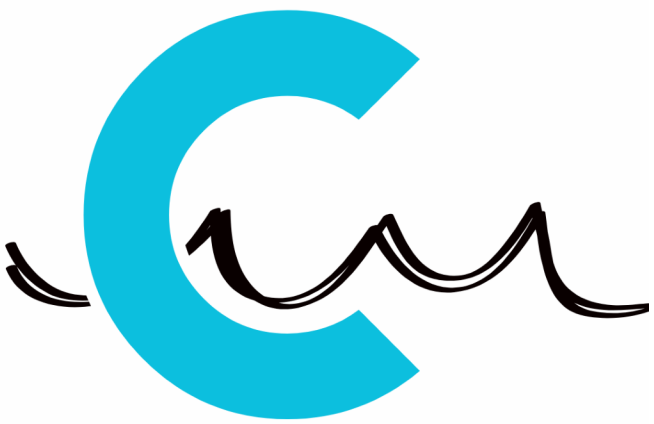




2,283 GSF FOOTPRINT  
1,960 OCCUPIED GSF (EXCLUDES RESTROOMS, CLOSETS).



**1 FLOOR PLAN**  
3/8" = 1'-0"



**By the C**

architecture. art. consulting. design  
by Curtis Reed

**OWNER:**  
John Pharr  
105 E. Gregory Street, Pensacola, FL 32502  
(850) 435-8844  
john@pharrcpa.com

**ARCHITECT:**  
By the C  
architecture. art. consulting. design.  
Attn: Curtis Reed, AIA  
(636) 866-9961  
Curtis@ArchitectureBTC.com

**ENGINEER:**  
**STRUCTURAL ENGINEERING**  
Dean A. Spencer Engineering Inc.  
ATTN: Max Spencer, PE  
103 South Alcaniz, Pensacola, FL  
(850) 932 8730  
dean.spencer.pe@gmail.com

**MECHANICAL ENGINEERING**  
W3 Engineering Inc.  
James E. Wells III, P.E., LEED AP BD+C  
110 E. Wright St., Pensacola, FL  
(850) 629-8270  
jay@w3engineeringinc.com

**ELECTRICAL ENGINEERING**  
Ruby Engineering, Inc.  
James Tatone, PE  
3 W Garden St Ste 414, Pensacola, FL  
(850) 455-5540  
james@rubyelec.com

| REVISION | DESCRIPTION | DATE |
|----------|-------------|------|
|----------|-------------|------|

Project:  
**1306 CERVANTES**

Project Number: **25-18**

Sheet Title:  
**1306 CERVANTES FLOOR PLAN**

Issue Date **12/8/2025**

Drawn By **CR**

Drawing No.

**A102**

NOTE: IF SHEET CONTAINS COLOR ELEMENTS, SHEET MUST BE PRINTED IN COLOR. ARCHITECT IS NOT RESPONSIBLE FOR ERRORS MADE DUE TO IMPROPER PRINTING.



