



City of Pensacola

City Council

Agenda Conference

Agenda

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

February 23, 2026, 3:30 PM

Hagler-Mason Conference Room, 2nd Floor

The meeting can be watched via live stream at cityofpensacola.com/video.

ROLL CALL

PRESENTATION ITEMS

REVIEW OF CONSENT AGENDA ITEMS

1. 26-264 APPOINTMENTS - ENVIRONMENTAL ADVISORY BOARD

Recommendation: That City Council appoint two individuals who are employed or retired environmental professionals, or members of local environmental organizations or businesses with an interest in City environmental issues and three individuals who are residents or property owners of the city to the Environmental Advisory Board for a two-year term expiring March 1, 2028.

Sponsors: Allison Patton, Council President

Attachments: *Member List*
Application of Interest - Blase Butts
Application of Interest - Kelly Hagen
Application of Interest- Jay Massey
Resume - Jay Massey
Application of Interest - Jordan Poole
Application of Interest - Neil Richards

2. 26-205 APPROVAL OF AMERICA'S FIRST SETTLEMENT TRAIL REVOCABLE LICENSE AGREEMENT

Recommendation: That City Council approve a revocable license agreement between the City of Pensacola and America's First Settlement Foundation Inc., for Florida Square Park. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this revocable license agreement, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: Revocable License Agreement

3. 26-198 AWARD OF CONTRACT BID NO. 26-011 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT LANGLEY AVENUE

Recommendation: That City Council award Bid No. 26-011 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Langley Avenue to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$104,170.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: Tabulation of Bids

4. 26-199 AWARD OF CONTRACT BID NO. 26-012 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT RENTAL CAR SERVICE FACILITY AND LONG TERM PARKING LOT

Recommendation: That City Council award Bid No. 26-012 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Rental Car Service Facility and Long Term Parking Lot to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$221,355.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: Tabulation of Bids

5. 26-200 AWARD OF CONTRACT BID NO. 26-013 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT SPANISH TRAIL

Recommendation: That City Council award Bid No. 26-013 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Spanish Trail to Nolanco Property Assistance of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$105,165.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *Tabulation of Bids*

6. 26-201 AWARD OF CONTRACT BID NO. 26-014 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT SUMMIT BOULEVARD

Recommendation: That City Council award Bid No. 26-014 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Summit Boulevard to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$148,500.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *Tabulation of Bids*

7. 26-202 AWARD OF CONTRACT BID NO. 26-015 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT TERMINAL AREA

Recommendation: That City Council award Bid No. 26-015 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Terminal Building to Nolanco Property Assistance of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$624,424.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *Tabulation of Bids*

8. 26-203 AWARD OF CONTRACT BID NO. 26-016 - REGIONAL STORMWATER MANAGEMENT POND QUARTERLY MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT

Recommendation: That City Council award Bid No. 26-015 for Regional Stormwater Management Pond Quarterly Maintenance for Pensacola International Airport to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$61,800.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's

Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *Tabulation of Bids*

9. 26-204 AWARD OF CONTRACT BID NO. 26-017 - SEASONAL OUTPARCEL AND RIGHT-OF-WAY MOWING SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT RIGHT-OF-WAY

Recommendation: That City Council award Bid No. 26-017 for Seasonal Outparcel and Right-of-Way Mowing Services for Pensacola International Airport to Big Orange Enterprises, LLC d/b/a Escape Landscaping and Lawn Care of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$179,450.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *Tabulation of Bids*

10. 26-237 DISCRETIONARY FUNDING ALLOCATION - CITY COUNCIL MEMBER DELARIAN WIGGINS - DISTRICT 7

Recommendation: That City Council approve funding of \$1,000 to the Ella L. Jordan African American History Museum and \$600 to the Black Girlz Magic Foundation from the City Council Discretionary Funds for District 7.

Sponsors: Delarian Wiggins, Council Member

Attachments: *None*

REVIEW OF REGULAR AGENDA ITEMS

11. 26-302 PROPOSED ORDINANCE NO. 4-26 - ZONING MAP AMENDMENT - LOTS 1-6 TERRACES AT TARRAGONA

Recommendation: That City Council adopt Proposed Ordinance No. 4-26 on second reading.

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Sponsors: Allison Patton, Council President

Attachments: *Proposed Ordinance No. 4-26*

*Business Impact Estimate Proposed Ordinance No. 4-26
Terraces at Tarragona Rezoning Complete Packet
Planning Board Minutes January 13, 2026
120 S Tarragona St Current Zoning
120 S Tarragona St Propsed Zoning
PROOF OF PUBLICATION*

CONSIDERATION OF ANY ADD-ON ITEMS

- 12. 26-326** FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT - 1800 NORTH PALAFOX STREET (HOLLICE T. WILLIAMS STORMWATER PARK PROJECT)

Recommendation: That City Council approve the First Amendment to the Purchase and Sale Agreement with Robert Lynn and Betty McNorton for the purchase of real property located at 1800 North Palafox Street (Parcel ID# 000S009010010106), as part of the Hollice T. Williams Stormwater Park Project, extending the closing date to on or before April 30, 2026. Also, that City Council authorize the Mayor to take actions necessary to execute and administer the acquisition, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *First Amendment to PSA - 1800 N Palafox*

- 13. 26-327** FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT - 1900 & 1924 NORTH PALAFOX STREET (HOLLICE T. WILLIAMS STORMWATER PARK PROJECT)

Recommendation: That City Council approve the First Amendment to the Purchase and Sale Agreement with Lakeview Center Inc. for the purchase of real property located at 1900 and 1924 North Palafox Street (Parcel ID# 000S009010001113, 000S009010007113), as part of the Hollice T. Williams Stormwater Park Project, extending the closing date to on or before April 30, 2026. Also, that City Council authorize the Mayor to take actions necessary to execute and administer the acquisition, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

Sponsors: DC Reeves, Mayor

Attachments: *First Amendment to PSA - 1900 & 1924 N Palafox*

DISCUSSION ITEMS

- 14. 26-290** DISCUSSION: CRA STAFF & REPORTING

Recommendation: That City Council hold a discussion regarding CRA Staff and reporting mechanisms.

Sponsors: Charles Bare, Council Member

Attachments: 2019 Amendment to 2016 Interlocal Agreement
2016 Interlocal Agreement

15. 26-291 DISCUSSION: PROPERTY TAXES

Recommendation: That City Council hold a discussion regarding Property Taxes.

Sponsors: Charles Bare, Council Member

Attachments: Estimate of Property Tax Bill Impact
Property Tax Data Packet compiled by FLC
House Joint Resolution 203
FLC Email RE: Legislative Updates

READING OF ITEMS FOR COUNCIL AGENDA

CITY ADMINISTRATOR'S COMMUNICATION

CITY ATTORNEY'S COMMUNICATION

CITY COUNCIL COMMUNICATION

ADJOURNMENT

Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

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

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



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-264

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: Allison Patton, Council President

SUBJECT:

APPOINTMENTS - ENVIRONMENTAL ADVISORY BOARD

RECOMMENDATION:

That City Council appoint two individuals who are employed or retired environmental professionals, or members of local environmental organizations or businesses with an interest in City environmental issues and three individuals who are residents or property owners of the city to the Environmental Advisory Board for a two-year term expiring March 1, 2028.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The Environmental Advisory Board is tasked with reviewing and providing recommendations to the City Council and Mayor on environmental policy issues as follows:

- (1) Proposed ordinances and codes of an environmental nature.
- (2) Proposed changes to existing environmental ordinances and codes.
- (3) Other environmental matters affecting the city referred to the Board by the City Council and Mayor.
- (4) Other environmental matters affecting the City that are initiated by the Board and approved by the City Council and/or Mayor.

The following are incumbents that would like to be considered for reappointment:

Nominee: Nominated by:

Employed or retired environmental professionals, or member of local environmental organization or business with an interest in City environmental issues.

William "Blase" Butts	Incumbent
P. Jay Massey	incumbent

At-Large members who are residents or property owners of the city.

Kelly Hagen	Incumbent
Jordan Poole	Incumbent

Neil Richards

Incumbent

PRIOR ACTION:

City Council makes appointments to this board every two years.

FUNDING:

N/A

FINANCIAL IMPACT:

N/A

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No**STAFF CONTACT:**

Ericka L. Burnett, City Clerk

ATTACHMENTS:

1. Member List
2. Application of Interest - Blase Butts
3. Application of Interest - Kelly Hagen
4. Application of Interest- Jay Massey
5. Resume - Jay Massey
6. Application of Interest - Jordan Poole
7. Application of Interest - Neil Richards

PRESENTATION: No

Environmental Advisory Board

Name	Profession	Appointed By	No. of Terms	Year	Exp Date	First Appointed	Term Length	Comments
Butts, William "Blase"	Employed Env Professional	Council	3	2026	3/1/2026	4/12/2018	2	
Dineen, Katie	Employed Env Professional	Council	1	2026	3/1/2026	3/24/2022	2	
Hagen, Kelly	At-large/City Resident	Council	1	2026	3/1/2026	1/21/2021	2	
Mahone, Rachel	At-Large/City Resident	Council	0	2026	3/1/2026	2/22/2024	2	
Massey, P. Jay	Employed Env Professional	Council	1	2026	3/1/2026	1/21/2021	2	
Poole, Jordan	At-Large	Council	0	2026	3/1/2026	6/13/2024	2	
Richards, Neil	At-large	Council	5	2026	3/1/2026	2/28/2014	2	
VACANT, VACANT	Environmental Group	Council	0	2026	3/1/2026	6/13/2024	2	
VACANT, VACANT	Environmental Profession	Council	2	2026	3/1/2026	2/28/2019	2	

Term Length: TWO YEAR TERMS

The Environmental Advisory Board may review and make recommendations to the City Council and Mayor on environmental policy issues as follows:

- (1) Proposed ordinances and codes of an environmental nature.
- (2) Proposed changes to existing environmental ordinances and codes.
- (3) Other environmental matters affecting the city referred to the Board by the City Council and Mayor.
- (4) Other environmental matters affecting the City that are initiated by the Board and approved by the City Council and/or Mayor.

The Board shall be composed of nine (9) members appointed by the City Council: Five (5) members who are employed or retired environmental professionals, or members of local environmental organizations or businesses with an interest in City environmental issues. To the extent practicable, members will be residents or property owners of the City. Four (4) at-large members who are residents or property owners of the City.

Ericka Burnett

From: noreply@civicplus.com
Sent: Thursday, January 22, 2026 7:44 AM
To: Ericka Burnett; Robyn Tice
Subject: [EXTERNAL] Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

⚠ THIS EMAIL IS FROM AN EXTERNAL EMAIL ACCOUNT ⚠

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Blase Butts
Home Address	2111 Bovary CRT Pensacola, FL 32504
Business Address	<i>Field not completed.</i>
To which address do you prefer we send correspondence regarding this application?	Home
Preferred Contact Phone Number(s)	8504355919
Email Address	Blasebutts2@outlook.com

Upload Resume (optional) *Field not completed.*

(Section Break)

Details

Are you a City resident? Yes

If yes, which district? 2

If yes, how long have you been a City resident? 10+

Do you own property within the City limits? No

Are you a registered voter in the city? No

Board(s) of interest: Environmental Advisory Board

Please list the reasons for your interest in this position: Present member. I am a chemist treating drinking and waste water to make clean

Do you currently serve on a board? Yes

If yes, which board(s)? Environmental Advisory Board

Do you currently hold a public office? No

If so, what office? *Field not completed.*

Would you be willing to resign your current office for the appointment you now seek? N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
Race	Caucasian
Physically Disabled	No
(Section Break)	
Acknowledgement of Terms	I accept these terms.

Email not displaying correctly? [View it in your browser.](#)



Ericka Burnett

From: noreply@civicplus.com
Sent: Thursday, January 29, 2026 12:38 PM
To: Ericka Burnett; Robyn Tice
Subject: [EXTERNAL] Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

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(Section Break)

Personal Information

Name	Kelly Hagen
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Home Address	705 S I Street
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Business Address	Field not completed.
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To which address do you prefer we send correspondence regarding this application?	Home
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Preferred Contact Phone Number(s)	8502178787
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Email Address	kellyohagen@gmail.com
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Upload Resume (optional)	<i>Field not completed.</i>
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(Section Break)

Details

Are you a City resident?	Yes
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If yes, which district?	7
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If yes, how long have you been a City resident?	Since December 2016
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Do you own property within the City limits?	Yes
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Are you a registered voter in the city?	Yes
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Board(s) of interest:	Environmental Advisory Board
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Please list the reasons for your interest in this position:	Perusing environmentally conscious ideas, projects and education for the city of Pensacola and its residents.
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Do you currently serve on a board?	Yes
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If yes, which board(s)?	EAB
-------------------------	-----

Do you currently hold a public office?	No
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If so, what office?	<i>Field not completed.</i>
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Would you be willing to resign your current office for the appointment you now seek?	N/A
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(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Female
Race	Caucasian
Physically Disabled	No
(Section Break)	
Acknowledgement of Terms	I accept these terms.

Email not displaying correctly? [View it in your browser.](#)



Ericka Burnett

From: noreply@civicplus.com
Sent: Thursday, January 22, 2026 1:20 PM
To: Ericka Burnett; Robyn Tice
Subject: [EXTERNAL] Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

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(Section Break)

Personal Information

Name	Jay Massey
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Home Address	1216 E Lee Street, Pensacola, FL 32503
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Business Address	101 W Main Street, Pensacola, FL 32502
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To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	850-384-1800
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Email Address	jm11826@gmail.com
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Upload Resume
(optional)

[Resume - P Jay Massey - 2025.pdf](#)

(Section Break)

Details

Are you a City resident? Yes

If yes, which district? 6

If yes, how long have
you been a City
resident? 30 years

Do you own property
within the City limits? Yes

Are you a registered
voter in the city? Yes

Board(s) of interest: Environmental Advisory Board (EAB)

Please list the reasons
for your interest in this
position: My degree is Biology / Wildlife Mgmt. with a minor in
Chemistry. I am actively involved with canopy restoration at
home and around the area. I am also on the board of BFA.

I am a current EAB board member and would like to continue
to contribute at the pleasure of the City.

Do you currently serve
on a board? Yes

If yes, which board(s)? Environmental Advisory Board (EAB)

Do you currently hold a
public office? No

If so, what office? *Field not completed.*

Would you be willing to
resign your current
office for the
appointment you now
seek? N/A

(Section Break)

Diversity

In order to encourage diversity in selections of members of government

committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
--------	------

Race	Other
------	-------

Physically Disabled	No
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(Section Break)

Acknowledgement of Terms	I accept these terms.
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BIOGRAPHICAL OVERVIEW

Transformative Leadership in Marketing and Technology

As CMO of Hixardt, I lead our mission with a focus on innovation in marketing, communications, and advertising within the realms of technology, cybersecurity, and artificial intelligence. My career is a testament to continuous education and dedication to transformative projects across diverse sectors including government, education, logistics, manufacturing, industrial, and finance. I specialize in transforming complex challenges into strategic opportunities, achieving measurable success.

Pioneering Digital Strategies

During my leadership as Director of Web Services at the University of West Florida and later at Coco Interactive, I led efforts to unify fragmented web presences into cohesive, engaging platforms that significantly improved user engagement and satisfaction. These initiatives were pivotal in modernizing digital communications to better connect with thousands of prospective students and their families.

Entrepreneurial Ventures and Vision

I founded Video Express and Coco Design Associates, driving forward mobile video distribution and accessible digital design. These ventures reflect my commitment to technological innovation and excellence, with a focus on empowering employees and exceeding customer expectations. Our work has influenced industry standards and established new benchmarks for quality and accessibility.

Early Career and Diverse Experiences

My formative roles at Analysts/Schlumberger, UPS, and Invesco have honed a diverse business acumen and a spirit of innovation, influencing my strategic and technological approaches.

Public Speaking and Advocacy

I regularly speak on topics like digital marketing trends, accessibility, and branding, aiming to inspire and advocate for inclusive technology practices. I also mentor graduate business students through the University of West Florida–Executive Mentor Program, sharing insights and fostering future leadership.

Looking Ahead

Professionally, I am advancing my expertise in generative AI and prompt engineering to remain at the cutting edge of technology. On a personal note, I am exploring the concept of universal optimism and its effects on leadership and societal progress.

When I'm not immersed in business, I enjoy being active outdoors, traveling to new places, watching science and technology channels, and contributing to our community.

EMPLOYMENT EXPERIENCE

Hixardt Technologies	Chief Marketing Officer (CMO) Pensacola, FL	2020 - PRESENT
Coco Interactive	Consulting Partner / Digital Accessibility Trainer	Pensacola, FL
University of West Florida	Director, Web Services	Pensacola, FL
Coco Design Associates	Co-founder / President	Pensacola, FL
Invesco Funds Group	Denver, CO	PC Systems Consultant, Series 6 License
Sun Bandits, Inc.	Ft Walton Beach, FL	Founder / President
Analysts / Schlumberger	Lafayette, LA	
	Senior Logging Engineer	

EDUCATION

Tennessee Tech University, BS, Wildlife Management / Biology / Chemistry

HONORS / AWARDS

University of West Florida – President’s Award for Leadership in Diversity
 Ford Next Generation Learning Community – Multimedia Industry Partner
 Advertising Federation – ADDY Awards
 Florida Public Relations Association – Partner Award
 Knights of Visio

INTERNSHIP / MENTORSHIP / STUDENT SUPERVISION

University of West Florida, 2002-2025
 College of Business, Executive Mentor Program – Executive Mentor
 UWF MEN – Mentor
 Interdisciplinary Information Technology
 Digital Art / Graphic Design
 Communication Arts
 West Florida High School, 2005-2006
 Academy of Information Technology (AOIT)

COMMUNITY AFFILIATIONS

Pensacola Environmental Advisory Board (EAB) – Board Member, 2021-present
 BFA (formerly Bream Fishermen Assn) – Board Member, 2013-present
 Appetite for Life – Board Member, 2010-2022
 American Advertising Federation (Fourth District) – Vice-Chair, 2010-2011
 American Advertising Federation (Pensacola) – President, 2008-09
 UWF Institute for Innovative Community Learning (ICL) – Advisory Board
 Jerry Maygarden Leaders in Education – Steering Committee
 Pensacola High Growth Business Club – Advisory Board
 George Stone Technical Center – Advisory Board

Northwest Florida IT Advisory Council – Member

Slowlane.com – Executive Director, 1997-2007

Pensacola Chamber of Commerce:

Small Business Council; Workforce Development Committee

Academic Selection Committees:

University of West Florida, Digital Media Professor - WSRE / PSC, Web Designer

PRESENTATIONS / TRAINING

Cybersecurity for Legal Professionals – Spotting & Avoiding Phishing Scams (CLE Training)

ADA Digital Document Accessibility Training for City/County Government

Digital Accessibility for the MarComm Professional

International Website: Things to Consider Before Talking to a Developer (FSBDC)

Google Analytics Snapshot for College of Business

Big Project, Small Staff, Tight Deadlines (Higher Ed)

Web Accessibility for Content Editors

Maximizing Your Web Content for SEO

Easy Marketing Strategy – A strategic marketing plan outline for entrepreneurs

Tips & Traps in Social Media Marketing

Using LinkedIn for Business Development

How to Set Up a Facebook Page for Business

Twitter Ideas for a Small Business – Ten ideas for your organization

Humanizing Social Media Strategy for Business – Where is the love?

Issues in Cross Media Design

Essentials of Internet Marketing – Basic/Advanced

PHILANTHROPY

Coco Cares, Entrepreneurial Grant Program – Founder

Kiva.org – Microfund Lender

SOCIAL

LI - PJayMassey

IG - JM11826

FB - JayMassey

X - JayMassey

FUN & FITNESS

Fast walking, e-skate commuting, tai chi, exploring new places, learning didgeridoo, finding joy, researching optimism, contemplating a novel, and occasionally writing bad haiku.

Ericka Burnett

From: noreply@civicplus.com
Sent: Monday, January 26, 2026 4:08 PM
To: Ericka Burnett; Robyn Tice
Subject: [EXTERNAL] Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

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(Section Break)

Personal Information

Name	Jordan Poole
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Home Address	1005 East Strong Street Pensacola, FL 32501
--------------	--

Business Address	<i>Field not completed.</i>
------------------	-----------------------------

To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	2516050930
-----------------------------------	------------

Email Address	jordan.poole@geosyntec.com
---------------	--

Upload Resume (optional)	<i>Field not completed.</i>
-----------------------------	-----------------------------

(Section Break)

Details

Are you a City resident?	Yes
--------------------------	-----

If yes, which district?	<i>Field not completed.</i>
-------------------------	-----------------------------

If yes, how long have you been a City resident?	2.5 years
---	-----------

Do you own property within the City limits?	Yes
--	-----

Are you a registered voter in the city?	Yes
--	-----

Board(s) of interest:	Environmental Advisory Board (EAB)
-----------------------	------------------------------------

Please list the reasons for your interest in this position:	To provide input on city updates that have an environmental impact. To vote on and brainstorm ideas that would benefit the city and the community. To meet with other individuals of different backgrounds to learn more about city happenings and potential outcomes regarding the environment.
---	--

Do you currently serve on a board?	Yes
---------------------------------------	-----

If yes, which board(s)?	Environmental Advisory Board (EAB)
-------------------------	------------------------------------

Do you currently hold a public office?	No
---	----

If so, what office?	<i>Field not completed.</i>
---------------------	-----------------------------

Would you be willing to resign your current office for the appointment you now seek?	N/A
--	-----

(Section Break)

Diversity

In order to encourage diversity in selections of members of government

committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Female
--------	--------

Race	Caucasian
------	-----------

Physically Disabled	No
---------------------	----

(Section Break)

Acknowledgement of Terms	I accept these terms.
--------------------------	-----------------------

Email not displaying correctly? [View it in your browser.](#)



Ericka Burnett

From: noreply@civicplus.com
Sent: Thursday, January 15, 2026 8:29 PM
To: Ericka Burnett; Robyn Tice
Subject: [EXTERNAL] Online Form Submittal: Application for Boards, Authorities, and Commissions - City Council Appointment

⚠ THIS EMAIL IS FROM AN EXTERNAL EMAIL ACCOUNT ⚠

Application for Boards, Authorities, and Commissions - City Council Appointment

This application will be utilized in considering you for appointment to a City Council board, authority, or commission. Pursuant to Florida Statutes, Chapter 119, all information provided on or with this form becomes a public record and is subject to disclosure, unless otherwise exempted by law.

Completed applications will be kept on file for a period of one (1) year from the date received in the Office of the City Clerk.

It is necessary to contact a member of Council to obtain a nomination in order to be placed on the ballot for consideration. Please go to cityofpensacola.com/council for Council Member contact information. If you have any questions, contact the City Clerk's Office.

(Section Break)

Personal Information

Name	Neil Richards
------	---------------

Home Address	4430 Youpon Rd Pensacola, FL 32526-4392
--------------	--

Business Address	4430 Youpon Rd
------------------	----------------

To which address do you prefer we send correspondence regarding this application?	Home
---	------

Preferred Contact Phone Number(s)	8502325625
-----------------------------------	------------

Email Address	abcnrr@yahoo.com
---------------	--

Upload Resume (optional)	<i>Field not completed.</i>
-----------------------------	-----------------------------

(Section Break)

Details

Are you a City resident?	No
--------------------------	----

If yes, which district?	<i>Field not completed.</i>
-------------------------	-----------------------------

If yes, how long have you been a City resident?	Pensacola
---	-----------

Do you own property within the City limits?	Yes
---	-----

Are you a registered voter in the city?	No
---	----

Board(s) of interest:	Environmental Advisory Board
-----------------------	------------------------------

Please list the reasons for your interest in this position:	Identity environmental issues within the City and make recommendations to Mayor and City Council for improvement
---	--

Do you currently serve on a board?	Yes
------------------------------------	-----

If yes, which board(s)?	Environmental Advisory Board
-------------------------	------------------------------

Do you currently hold a public office?	No
--	----

If so, what office?	<i>Field not completed.</i>
---------------------	-----------------------------

Would you be willing to resign your current office for the appointment you now seek?	N/A
--	-----

(Section Break)

Diversity

In order to encourage diversity in selections of members of government committees, the following information is required by Florida Statute 760.80 for some committees.

Gender	Male
Race	Caucasian
Physically Disabled	No
(Section Break)	
Acknowledgement of Terms	I accept these terms.

Email not displaying correctly? [View it in your browser.](#)





City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-205

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

APPROVAL OF AMERICA'S FIRST SETTLEMENT TRAIL REVOCABLE LICENSE AGREEMENT

RECOMMENDATION:

That City Council approve a revocable license agreement between the City of Pensacola and America's First Settlement Foundation Inc., for Florida Square Park. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this revocable license agreement, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action will advance City of Pensacola Strategic Plan Goal #8: Neighborhoods that Celebrate Culture and Honor Legacy.

The City of Pensacola and America's First Settlement Foundation Inc. are seeking City Council approval to enter into a revocable license agreement for Florida Square Park. The Foundation desires a license to conduct a brick fundraiser project within a designated area in the Park as a public enhancement initiative. The Foundation will sell and install commemorative engraved bricks and the City has agreed to grant a revocable license to the Foundation for the right to use its Park for the project, provided that the Foundation shall be solely responsible for the design, installation, maintenance, and removal of the purchased bricks in the Park. The term of this Agreement shall be for three (3) years.

PRIOR ACTION:

January 20, 2026 - License agreement reviewed by Parks and Recreation Board on January 20, 2026 and made recommendation for approval.

FUNDING:

America's First Settlement Foundation Inc. will be providing the funding for the project.

FINANCIAL IMPACT:

N/A

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: Yes

2/6/2026

STAFF CONTACT:

David Stafford, City Administrator
Amy Miller, Deputy City Administrator
Tonya Byrd, Parks and Recreation Director

ATTACHMENTS:

1. Revocable License Agreement

PRESENTATION: No

REVOCABLE LICENSE AGREEMENT BY AND BETWEEN
AMERICA'S FIRST SETTLEMENT FOUNDATION, INC.

AND

THE CITY OF PENSACOLA

This Revocable License Agreement (the “**Agreement**”) is dated and effective as of this _____ day of February, 2026 (“**Effective Date**”), and is by and between **AMERICA'S FIRST SETTLEMENT FOUNDATION, INC.**, a Florida not for profit corporation, located at 186 N. Palafox Street, Pensacola, Florida 32502 (the “**Licensee**” or “**Foundation**”), and **THE CITY OF PENSACOLA**, a Florida municipal corporation created and existing under the laws of the State of Florida, located at 222 W. Main Street, Pensacola, Florida 32502 (the “**Licensor**” or “**City**”) (the City and Foundation collectively referred to hereinafter as the “**Parties**”).

W I T N E S S E T H:

WHEREAS, the City is the owner and operator of certain real property know as Florida Square park located at 602 North Palafox Street, Pensacola, Florida 32501 (the “**Park**”); and

WHEREAS, the Foundation desires a license to conduct a brick fundraiser project (the “**Fundraiser**”) within a designated area in the Park (the “**Subject Property**”); as a public enhancement initiative wherein the Foundation will sell and install commemorative engraved bricks; and

WHEREAS, the City has agreed to grant a revocable license to the Foundation for the right to use its Park for such Fundraiser, provided that the Foundation shall be solely responsible for the design, installation, maintenance, and removal of the purchased bricks in the Subject Property of the Park; and

WHEREAS, through this Agreement the Parties desire to set forth their mutual understanding regarding the revocable license and the installation and maintenance of the Subject Property in the Park.

NOW THEREFORE, for and in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Foundation and the City do hereby agree as follows:

- 1. Property and Use.** The City grants to the Foundation a revocable license (the “**License**”) to allow the Foundation’s employees, contractors, and agents access to and use of the Subject Property, a 28’ x 28’ section in the Park, more particularly depicted and described

in **Exhibit A**, attached hereto and incorporated herein by this reference, for the sole purpose of installing, maintaining, and removing engraved bricks.

2. **Brick Engraving Guidelines.** Prior to installation in the Subject Property, all bricks engraved by the Foundation shall be approved by the City's Parks and Recreation Department. Unauthorized bricks must be removed and replaced at the Foundation's sole expense.
3. **Term.** The term of this Agreement shall be for three (3) years, commencing on the Effective Date. This Agreement shall automatically continuously renew for subsequent three-year terms under the same terms and conditions at the end of the initial term, unless either party terminates the Agreement as provided herein.
4. **Termination/Surrender.** This Agreement may be terminated for cause or convenience by any party upon thirty (30) days written notice to the other party. Upon termination of this Agreement, the Foundation shall promptly restore the Subject Property to its original condition or better, including, without limitation, repair, replacement, and restoration of turf, landscaping, asphalt and concrete, in good order and repair, and free and clear of all liens and encumbrances caused directly or indirectly by its agents, contractors or employees.
5. **Condition, Maintenance, and Restoration of the Subject Property.** The City makes no warranties regarding suitability of the Subject Property for the Foundation's intended use. The Foundation shall take good care of the Subject Property and shall maintain the Subject Property in good order and repair. This includes, but is not limited to, regular cleaning, power washing, vegetation control, crack sealing, surface leveling, grinding or milling to remove trip hazards, edge restoration, replacement of any broken or deteriorated bricks or materials, and drainage maintenance (i.e., ensuring proper flow). The Foundation shall be responsible for replacing or repairing any bricks in the Subject Property that become damaged due to weather, vandalism, or other causes. Unless otherwise provided elsewhere in this Agreement, the Foundation shall, at its own expense, restore the Subject Property to its original condition, reasonable wear and tear excepted, upon the termination of the License granted hereby. The City reserves the right of entry to inspect the Subject Property at any time and shall provide prompt written notice to the Foundation upon discovering any condition that poses a hazard or threat to the safety of the City's agents or members of the public.
6. **Improvements.** The Foundation may not make any improvements to the Park outside of the Subject Property unless expressly authorized in writing by the City. At the termination

of the final term of the license, ownership of any improvements to the Park expressly authorized in writing by the City shall revert to the City.

- 7. Repairs and Maintenance.** As outlined in greater detail in Paragraph 4 above, the Foundation, at the Foundation's sole cost and expense, assumes all responsibility and obligation for the physical condition of the Subject Property, including replacing and repairing bricks as necessary, unless such repairs are occasioned by the sole negligence or misconduct of the City or its agents, contractors, and employees. In the event the City submits written notice to the Foundation alerting the Foundation to a needed repair, the Foundation has seven (7) business days to make the repair. In the event that the maintenance is conducted by the City, the Foundation agrees to reimburse the City for any cost related to the repair. The Foundation shall be responsible for any repairs or improvements to the Subject Property as may be required by any laws, rules, regulations, or requirements of all public authorities.
- 8. Liability and Insurance.** The Foundation and its contractors shall conduct all of its operations in a safe and workmanlike manner, at its own cost, expense and risk. The Foundation agrees to be responsible for its negligent or tortious acts or omissions, including such negligent or tortious acts or omissions of its contractors, and agrees to be liable for damages proximately caused by those acts or omissions to the extent set forth in Section 768.28, Florida Statutes.

 - a. Foundation's Insurance.** Until the termination of this License is acknowledged in writing by the City, the Foundation agrees to purchase and maintain in full force and effect, liability insurance coverage, including contractual liability coverage on the Subject Property of the type and in the amount as determined by the City as reasonable. Initially, the limits of liability of such coverage shall be at least \$1,000,000.00 combined single limits of liability per occurrence for bodily injury including death and property damage. The City will give the Foundation at least ninety (90) days prior written notice of any increase in the required limits of liability. The Foundation will agree to have in force, by the end of such ninety (90) day period, the newly required limits of liability. Prior to undertaking any activity upon the Subject Property, the Foundation shall provide the City with a certificate of insurance, satisfactory to the City, evidencing the existence of such insurance. Required insurance shall be documented in the Certificates of Insurance which provide that the City of Pensacola shall be notified at least thirty (30) days in advance of cancellation, non-renewal or adverse change or restriction in coverage. The City of Pensacola shall be named on each Certificate as an Additional Insured and this License Agreement shall be listed. If required by the City, the Foundation shall furnish copies of the Foundation's insurance policies, forms, endorsements,

jackets, and other items forming a part of, or relating to such policies. Certificates shall be on the "Certificate of Insurance" form equal to, as determined by the City an ACCORD 25. Any wording in a Certificate which would make notification of cancellation, adverse change or restriction in coverage to the City an option shall be deleted or crossed out by the insurance carrier or the insurance carrier's agent or employee. The Foundation shall replace any canceled, adversely changed, restricted or non-renewed policies with new policies acceptable to the City and shall file with the City the Certificates of Insurance under the new policies prior to the effective date of such cancellation, adverse change or restriction. The Certificate Holder shall be listed as follows: City of Pensacola, Risk Management, P.O. Box 12910, Pensacola, FL 32521-0063. Failure of the Foundation to provide and maintain the requisite insurance shall be cause for the City to terminate this Agreement and retake exclusive possession of the Subject Property immediately upon giving notice of its intention to do so to the Foundation.

b. Foundation's Contractor's Insurance. The Foundation shall require all of its contractors and subcontractors who access the Subject Property to procure and maintain insurance coverage in the types and amounts described in **Attachment B**, which is hereby incorporated into this Agreement by this reference.

9. Indemnification and Hold Harmless. The Foundation shall defend at its expense, pay on behalf of, hold harmless and indemnify the City, its officers, employees, agents, elected and appointed officials and volunteers (collectively "**Indemnified Parties**") from and against all claims, demands, liens, liabilities, penalties, fines, fees, judgments, losses and damages (collectively, "**Claims**"), whether or not a lawsuit is filed, including, but not limited to Claims for damage to property or bodily or personal injuries, including death at any time resulting therefrom, sustained by any persons or entities; and costs, expenses and attorneys' and experts' fees at trial and on appeal, which Claims are alleged or claimed to have arisen out of or in connection with, in whole or part, directly or indirectly:

- (i) The performance of this Agreement (including any amendments hereto) by the Foundation, its employees, volunteers, agents, representatives, or subcontractors; or
- (ii) The failure of the Foundation, its employees, volunteers, agents, representatives or subcontractors to comply and conform with applicable laws; or
- (iii) Any negligent act or omission of the Foundation, its employees, agents, representatives or subcontractors, whether or not negligence is claimed to

be either solely that of the Foundation, its employees, volunteers, agents, representatives or subcontractors, or to be in conjunction with the claimed negligence of others, including that of any of the Indemnified Parties; or

- (iv) Any reckless or intentional wrongful act or omission of the Foundation, its employees, volunteers, agents, representatives, or subcontractors; or
- (v) The Foundation's failure to maintain, preserve, retain, produce, or protect records in accordance with this Agreement and applicable laws (including but not limited to Florida's laws regarding public records and the Florida's laws regarding operation of government in the sunshine).

The provisions of this paragraph are independent of, and will not be limited by, any insurance required to be obtained by the Foundation pursuant to this Agreement or otherwise obtained by the Foundation and the provisions of this paragraph survive the termination of this Agreement with respect to any claims or liability arising in connection with any event occurring prior to such termination. Nothing contained in this paragraph shall be construed as a waiver of the City's sovereign immunity or limitations promulgated under Florida Statute 768.28.

10. No Third-Party Beneficiaries. There are no intended third-party beneficiaries to this Agreement and only the Parties hereto may enforce its terms.

11. Assignment. This Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by the Parties. The Foundation may contract with such persons as the Foundation deems appropriate to perform the Foundation's obligations hereunder.

12. Default and Remedies. The following shall constitute defaults by the Foundation:

- i. The failure in the performance of any obligation required by this Agreement;
- ii. The failure by the Foundation to make a repair once alerted by the City that such repair is needed;
- iii. The failure by the Foundation to reimburse the City when the City must make a repair to the Subject Property;
- iv. Abandonment of the Foundation's operations, which shall be defined as the Foundation's failure to conduct regular and continuing operations on the Subject Property.

If the Foundation defaults, the City may terminate this Agreement and License and, at the option of the City, any other agreement in effect between the City and the Foundation. Upon termination of this Agreement, the Foundation shall promptly restore the Subject Property to its original condition or better, including, without limitation, repair, replacement, and restoration of turf, landscaping, asphalt and concrete, in good order and repair, and free and clear of all liens and encumbrances caused directly or indirectly by its agents, contractors or employees.

- 13. Notices.** All notices which are required or permitted under this Agreement must be in writing and shall be deemed to have been given, delivered or made, as the case may be (notwithstanding lack of actual receipt by the addressee), (a) when delivered by personal delivery, (b) one business day after having been deposited with an expedited, overnight courier service, or (c) when delivered by electronic mail, in each case addressed to the party to whom notice is intended to be given at the address set forth below:

If to Foundation: America's First Settlement Foundation
Attn: President
186 N. Palafox Street
Pensacola, Florida 32502
Email: mcarro@svn.comrro@svn.com

If to City: City of Pensacola
Attn: Tonya Byrd, Parks & Recreation Director
222 West Main Street
Pensacola, Florida 32502
Email: tbyrd@cityofpensacola.com

With a copy to: City of Pensacola
Attn: David Stafford, City Administrator
222 West Main Street
Pensacola, Florida 32502
Email: dstafford@cityofpensacola.com

- 14. Governing Law and Venue.** This Agreement shall be governed by, and construed under, the laws of the State of Florida. Any claim, action, suit or proceeding seeking to enforce any provision of, or based on any matter arising out of or in connection with, this Agreement or the transactions contemplated hereby shall be brought only in Escambia County, State of Florida, and each of the parties hereto hereby consents to the jurisdiction of such court and irrevocably waives, to the fullest extent permitted by applicable law, any objection that it may now or hereafter have to the laying of venue of any such claim, action, suit, or proceeding in any such court or that any such claim, action, suit, or proceeding that is brought in any such court has been brought in an inconvenient forum.

- 15. Effect of Headings.** The title of this Agreement and the subject headings of the sections of this Agreement are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions.
- 16. Florida Public Records Act.** The Parties acknowledge, understand and agree that this Agreement, all associated documents, and all written and electronic communications between the parties are subject to public disclosure pursuant to Chapter 119, Florida Statutes (“Florida Public Records Act.”) The Foundation acknowledges that if the Foundation is a “contractor” as defined in F.S. 119.0701(1)(a), the Foundation shall comply with all applicable public records law, and specifically with the requirements listed in **Attachment A.**
- 17. Sovereign Immunity.** Nothing herein is intended to serve as a waiver of the City’s sovereign immunity to which sovereign immunity applies, nor as a waiver of any applicable limitation on the City’s liability for monetary damages as provided by the laws and/or Constitution of the State of Florida.
- 18. E-Verify.** In compliance with the provisions of F.S. 448.095, the parties to this Agreement and any subcontractors engaged in the performance of this Agreement hereby certify that, to the extent required by law, they have registered with and shall use the E-Verify system of the United States Department of Homeland Security to verify the work authorization status of all newly hired employees, within the meaning of the statute.

[A separate signature page follows.]

IN WITNESS WHEREOF, the Foundation and the City have caused this Agreement to be executed by their duly authorized representative as of the Effective Date.

AMERICA’S FIRST SETTLEMENT FOUNDATION

CITY OF PENSACOLA, FLORIDA

Printed Name

D.C. Reeves, Mayor

Signature

Date

Title

Date

Attest: _____

Ericka Burnett, City Clerk

Date

Approved as to substance:

Department Director

Date

Legal in form and valid as drawn:

Grace Parola, Assistant City Attorney

ATTACHMENT "A"

PUBLIC RECORDS: Contractor shall comply with Chapter 119, Florida Statutes. Specifically, Contractor shall:

- A. Keep and maintain public records required by the City to perform the service.
- B. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following the completion of the Contract if Contractor does not transfer the records to the City.
- D. Upon completion of the Contract, transfer, at no cost, to the City, all public records in possession of Contractor or keep and maintain public records required by the City to perform the service. If Contractor transfers all public records to the City upon completion of the Contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Contract, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request of the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

Failure by Contractor to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Contract by the City.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE PUBLIC RECORDS COORDINATOR AT:

THE OFFICE OF THE CITY CLERK, (850) 435-

1715

PUBLICRECORDS@CITYOFPENSACOLA.COM

222 WEST MAIN STREET, PENSACOLA, FL

32502

State of Florida

ATTACHMENT “B”
CONTRACTOR INSURANCE AND INDEMNIFICATION

GENERAL

Before starting and until termination of the Agreement, the Licensee shall ensure that its contractor procures and maintains insurance of the types and limits specified below.

The term City, as is used in this section, is defined to mean the City of Pensacola, itself, any subsidiaries or affiliates, elected and appointed officials, employees, volunteers, representatives and agents.

The City of Pensacola shall be an Additional Insured and such coverage shall be at least as broad as that provided to the Named Insured under the policy for the terms and conditions of this Contract. The City shall not be considered liable for premium payment, entitled to any premium return or dividend and shall not be considered a member of any mutual or reciprocal company. **Minimum limits of \$1,000,000 per occurrence,** and per accident, combined single limit for liability must be provided, with umbrella insurance coverage making up any difference between the policy limits of underlying policies coverage and the total amount of coverage required. If the required limits of liability afforded should become impaired by reason of any claim, then the Licensee agrees to have its contractor procure insurance with such limits of \$1,000,000 per occurrence, reinstated under the policy.

COVERAGE

Workers’ Compensation. The Licensee’s contractor shall purchase and maintain Worker’s Compensation Insurance Coverage for all Workers’ Compensation as legally required. Additionally, the policy, or separately obtained policy, must include Employers Liability **Coverage of at least \$100,000 each person – accident, \$100,000 each person – disease, \$500,000 aggregate – disease.**

Commercial General Liability coverage must be provided, including bodily injury and property damage liability for premises, operations, products and completed operations (including pollution related claims), independent contractors, and property damage resulting from, explosion, collapse or underground (x,c,u) exposures. The coverage shall be written on occurrence-type basis. **Minimum limits of \$1,000,000 per occurrence required.**

CERTIFICATES OF INSURANCE

Required insurance shall be documented in the Certificates of Insurance which provide that the City shall be notified at least thirty (30) days in advance of cancellation, nonrenewal or adverse change or restriction in coverage. **The City of Pensacola shall be named as an Additional Insured** and this contract shall be listed. If required by the City, the Licensee shall have its contractor furnish copies of the contractor’s insurance policies, forms, endorsements, jackets and other items forming a part of, or relating to such policies. Certificates shall be on the “Certificate of Insurance” form equal to, as determined by the City, an ACORD 25. **Any wording in a**

Certificate which would make notification of cancellation, adverse change or restriction in coverage to the City an option shall be deleted or crossed out by the insurance carrier or the insurance carrier's agent or employee. If on an ACORD 25 or similar form, the words "endeavor to" and "but failure..." shall be deleted so that the sentence ends with the word "left" or signed endorsements for the cancellation clauses MUST accompany Certificate(s) of Insurance. The contractor shall replace any canceled, adversely changed, restricted or non-renewed policies with the new policies acceptable to the City and shall file with the City, Certificate of Insurance under the new policies prior to the effective date of such cancellation, adverse change or restriction.

LOSS CONTROL AND SAFETY

Licensee's contractor shall retain control over its employees, agents, servants, and subcontractors, as well as control over its invitees, and its activities on and about the subject premises and the manner in which such activities shall be undertaken and to that end, the Contractor shall not be deemed to be an agent of the City. Precaution shall be exercised at all times by Licensee's contractor for the protection of all persons, including employees and property. Licensee's contractor shall make special effort to detect hazards and shall take prompt action where loss control/safety measures should reasonably be expected.

**Affidavit Regarding the Use of Coercion for Labor and Services
Pursuant to Florida Statute 787.06(13)**

Vendor Name: _____

Vendor FEIN: _____

Vendor's Authorized Representative Name and Title: _____

Address: _____

City: _____ State: _____ ZIP: _____

Section 787.06(13) Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services.

The undersigned hereby certifies that he/she is an officer or authorized representative of the vendor identified above and that said vendor does not use coercion for labor or services as defined in Section 787.06 Florida Statutes.

Florida Statute 787.06

(2)(a) "Coercion" means:

1. *Using or threatening to use physical force against any person;*
2. *Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;*
3. *Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;*
4. *Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;*
5. *Causing or threatening to cause financial harm to any person;*
6. *Enticing or luring any person by fraud or deceit; or*
7. *Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.*

(2)(e) "Labor" means work of economic or financial value.

(2)(h) "Services" means any act committed at the behest of, under the supervision of, or for the benefit of another.

The term includes, but is not limited to, forced marriage, servitude, or the removal of organs.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: _____

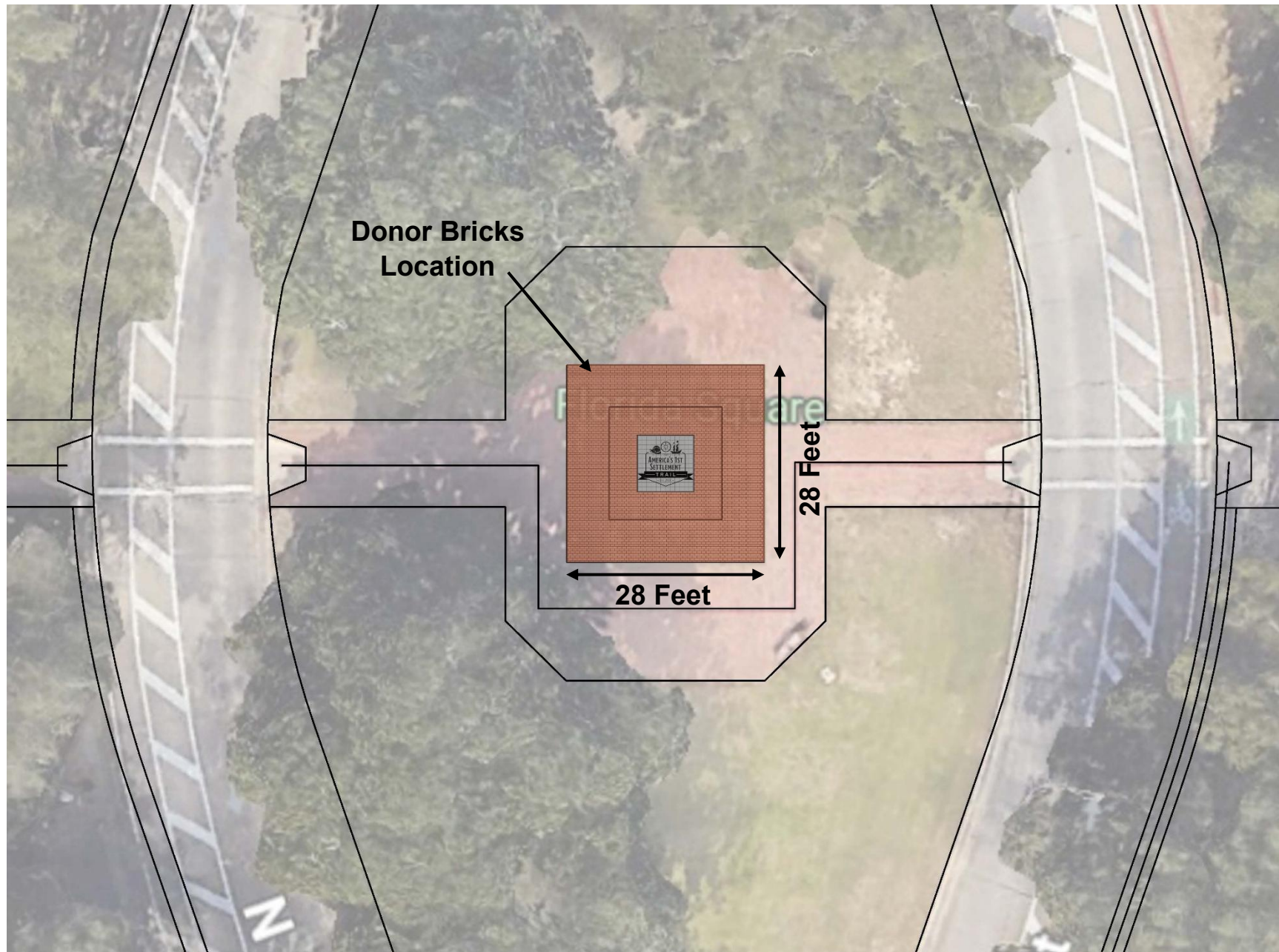
AUTHORIZED
SIGNATURE

Print Name and Title: _____

Date: _____

Exhibit "A"

A1S Trail
Florida Square Brick Fundraiser and Sculpture





City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-198

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-011 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT LANGLEY AVENUE

RECOMMENDATION:

That City Council award Bid No. 26-011 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Langley Avenue to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$104,170.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-011, Landscape and Irrigation System Maintenance Services for Pensacola International Airport Langley Avenue. The area to be serviced consists of the area between the southern edge of Langley Avenue, along the Airport perimeter fence, and the 3' wide mulch areas directly inside the Airport security fence. The services also include mowing, weed eating, and trimming along the tree line and bus bench area. Based on the bid documents, the contract term shall be for a five (5) year period beginning March 1, 2026, and ending February 28, 2031. Bids closed on January 7, 2026, and the City received nine (9) responsive bidders. The City intends to award the five (5) year contract to Gulf Coast Environmental Contractors, Inc., of Pensacola, FL, the lowest responsive bidder, with a base bid of \$20,834.00 per year for a total contract price of \$104,170.00.

PRIOR ACTION:

None

FUNDING:

Budget:	\$20,900.00	Airport Fund
Actual:	\$20,834.00	Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-011

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT LANGLEY AVENUE

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	GULF COAST ENVIRONMENTAL CONTRACTORS, INC.	A CUT ABOVE LANDSCAPING & PROPERTY MAINTENANCE	NOLANCO PROPERTY ASSISTANCE	BRIGHTVIEW LANDSCAPE SERVICE, INC.	KEN GRIFFIN LANDSCAPE CONTRACTORS
DEPARTMENT: Airport	Pensacola, FL	Pensacola, FL	Pensacola, FL	Pensacola, FL	Gulf Breeze, FL
Year 1:	\$20,834.00	\$21,397.80	\$22,255.00	\$21,950.00	\$22,500.00
Year 2:	\$20,834.00	\$21,397.80	\$22,255.00	\$22,608.50	\$22,500.00
Year 3:	\$20,834.00	\$21,397.80	\$22,255.00	\$23,286.75	\$22,500.00
Year 4:	\$20,834.00	\$21,397.80	\$22,255.00	\$23,985.35	\$25,000.00
Year 5:	\$20,834.00	\$21,397.80	\$22,255.00	\$24,704.91	\$25,000.00
Contract Total 5 Years:	\$104,170.00	\$106,989.00	\$111,275.00	\$116,535.51	\$117,500.00
Est. ann. irrigation cost (50 hrs):	\$6,000.00	\$6,000.00	\$3,000.00	\$4,700.00	\$7,500.00
Hrly Rate - Irrigation System Repairs	\$120.00	\$120.00	\$75.00	\$125.00	\$150.00
Hrly Rate - Additional Services	\$120.00	\$120.00	\$75.00	\$50.00	\$150.00
DBE / MWBE / SBE / VBE	SBE, WBE	SBE	N/A	N/A	N/A

TABULATION OF BIDS

BID NO: 26-011

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT LANGLEY AVENUE

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE Pensacola, FL	BLUE SKY LANDSCAPES, LLC Pensacola, FL	RUSSELL LANDSCAPE FLORIDA, LLC Pensacola, FL	THE WALLACE COMPANY Pensacola, FL	GREEN EARTH SOUTHEAST, LLC Freeport, FL
DEPARTMENT: Airport					

Year 1:	\$23,520.00	\$23,070.00	\$29,344.84	\$41,933.02	<i>Non-Responsive</i>
Year 2:	\$23,520.00	\$23,070.00	\$30,224.78	\$41,933.02	
Year 3:	\$23,520.00	\$24,623.00	\$31,131.53	\$41,933.02	
Year 4:	\$23,520.00	\$24,623.00	\$32,065.47	\$41,933.02	
Year 5:	\$23,520.00	\$25,854.00	\$33,027.43	\$41,933.02	
Contract Total 5 Years:	\$117,600.00	\$121,240.00	\$155,794.05	\$209,665.10	
Est. ann. irrigation cost (50 hrs):	\$3,000.00	\$6,000.00	\$4,250.00	\$2,250.00	
Hrly Rate - Irrigation System Repairs	\$120.00	\$120.00	\$85.00	\$65.00	
Hrly Rate - Additional Services	\$120.00	\$120.00	\$75.00	\$60.00	
DBE / MWBE / SBE / VBE	SBE	SBE	N/A	N/A	



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-199

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-012 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT RENTAL CAR SERVICE FACILITY AND LONG TERM PARKING LOT

RECOMMENDATION:

That City Council award Bid No. 26-012 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Rental Car Service Facility and Long Term Parking Lot to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$221,355.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-012, Landscape and Irrigation System Maintenance Services for Pensacola International Airport Rental Car Service Facility and Long Term Parking Lot. The areas to be serviced include the turf and landscaping around the Rental Car Service Facility, the Cargo Facility, and the Long-Term Parking Lot, including the Airport-owned 12th Avenue/Tippin Avenue roadway system and all pavement, curbing and sidewalks within the service area. Based on the bid documents, the contract term shall be for a five (5) year period beginning May 1, 2026, and ending April 30, 2031. Bids closed on January 7, 2026, and the City received eight (8) responsive bidders. The City intends to award the five (5) year contract to Gulf Coast Environmental Contractors, Inc., of Pensacola, FL, the lowest responsive bidder, with a base bid of \$44,271.00 per year for a total contract price of \$221,355.00.

PRIOR ACTION:

None.

FUNDING:

Budget:	\$44,300.00	Airport Fund
Actual:	\$44,271.00	Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-012

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT RENTAL CAR SERVICE FACILITY AND LONG TERM PARKING LOT

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	GULF COAST ENVIRONMENTAL CONTRACTORS, INC.	BLUE SKY LANDSCAPES, LLC	BRIGHTVIEW LANDSCAPE SERVICE, INC.	ROTOLO CONSULTANTS, INC.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE
DEPARTMENT: Airport	Pensacola, FL	Pensacola, FL	Pensacola, FL	Slidell, LA	Pensacola, FL
Year 1:	\$44,271.00	\$48,045.00	\$62,288.00	\$64,756.61	\$74,340.00
Year 2:	\$44,271.00	\$48,045.00	\$55,916.64	\$64,756.61	\$74,340.00
Year 3:	\$44,271.00	\$48,045.00	\$57,594.13	\$64,756.61	\$74,340.00
Year 4:	\$44,271.00	\$50,445.00	\$59,321.95	\$64,756.61	\$74,340.00
Year 5:	\$44,271.00	\$50,445.00	\$61,101.60	\$64,756.61	\$74,340.00
Contract Total 5 Years:	\$221,355.00	\$245,025.00	\$296,222.32	\$323,783.05	\$371,700.00
Est. ann. irrigation cost (50 hrs):	\$6,000.00	\$6,000.00	\$6,000.00	\$6,250.00	\$6,000.00
Hrly Rate - Irrigation System Repairs	\$120.00	\$120.00	\$120.00	\$125.00	\$120.00
Hrly Rate - Additional Services	\$120.00	\$120.00	\$50.00	\$45.00	\$120.00
DBE / MWBE / SBE / VBE	SBE / WBE	SBE	N/A	N/A	SBE

TABULATION OF BIDS

BID NO: 26-012

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT RENTAL CAR SERVICE FACILITY AND LONG TERM PARKING LOT

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	NOLANCO PROPERTY ASSISTANCE	RUSSELL LANDSCAPE FLORIDA, LLC	A CUT ABOVE LANDSCAPING & PROPERTY MAINTENANCE	KEN GRIFFIN LANDSCAPE CONTRACTORS	GREEN EARTH SOUTHEAST, LLC
DEPARTMENT: Airport	Pensacola, FL	Santa Rosa Bch, FL	Pensacola, FL	Gulf Breeze, FL	Freeport, FL

Year 1:	\$80,852.00	\$96,259.07	\$129,904.00	<i>Non-Responsive</i>	<i>Non-Responsive</i>
Year 2:	\$88,052.00	\$101,106.84	\$129,904.00		
Year 3:	\$88,052.00	\$104,140.05	\$129,904.00		
Year 4:	\$88,052.00	\$107,264.25	\$129,904.00		
Year 5:	\$88,052.00	\$110,482.18	\$129,904.00		

Contract Total 5 Years:	\$433,060.00	\$519,252.39	\$649,520.00		
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Est. ann. irrigation cost (50 hrs):	\$3,000.00	\$4,250.00	\$6,000.00		
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Hrly Rate - Irrigation System Repairs	\$75.00	\$85.00	\$120.00		
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Hrly Rate - Additional Services	\$75.00	\$75.00	\$120.00		
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DBE / MWBE / SBE / VBE	N/A	N/A	SBE		
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City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-200

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-013 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT SPANISH TRAIL

RECOMMENDATION:

That City Council award Bid No. 26-013 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Spanish Trail to Nolanco Property Assistance of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$105,165.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-013, Landscape and Irrigation System Maintenance Services for Pensacola International Airport Spanish Trail. The area to be serviced include is located between the western edge of Spanish Trail and the Airport perimeter fence both north and south of the intersection with Maygarden Road. Also included is the 3' wide mulch area directly inside the fence. Based on the bid documents, the contract term shall be for a five (5) year period beginning March 1, 2026, and ending February 28, 2031. Bids closed on January 7, 2026, and the City received eight (8) responsive bidders. The City intends to award the five (5) year contract to Nolanco Property Assistance of Pensacola, FL, the lowest responsive bidder, with a base bid of \$20,793.00 for the first year and \$21,093.00 for each subsequent year for a total contract price of \$105,165.00.

PRIOR ACTION:

None.

FUNDING:

Budget:	\$21,800.00	Airport Fund
Actual:	\$21,793.00	Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-013

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT SPANISH TRAIL

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	NOLANCO PROPERTY ASSISTANCE	BRIGHTVIEW LANDSCAPE SERVICE, INC.	GULF COAST ENVIRONMENTAL CONTRACTORS, INC.	BLUE SKY LANDSCAPES, LLC
DEPARTMENT: Airport	Pensacola, FL	Pensacola, FL	Pensacola, FL	Pensacola, FL
Year 1:	\$20,793.00	\$20,337.00	\$23,600.00	\$23,275.00
Year 2:	\$21,093.00	\$21,977.11	\$23,600.00	\$23,275.00
Year 3:	\$21,093.00	\$22,636.42	\$23,600.00	\$24,438.00
Year 4:	\$21,093.00	\$23,315.51	\$23,600.00	\$25,171.00
Year 5:	\$21,093.00	\$24,014.97	\$23,600.00	\$25,926.00
Contract Total 5 Years:	\$105,165.00	\$112,281.01	\$118,000.00	\$122,085.00
Est. ann. irrigation cost (50 hrs):	\$3,000.00	\$5,500.00	\$6,000.00	\$6,000.00
Hrly Rate - Irrigation System Repairs	\$75.00	\$125.00	\$120.00	\$125.00
Hrly Rate - Additional Services	\$75.00	\$50.00	\$120.00	\$125.00
DBE / MWBE / SBE / VBE	SBE	N/A	MBE	SBE

TABULATION OF BIDS

BID NO: 26-013

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT SPANISH TRAIL

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE Pensacola, FL	KEN GRIFFIN LANDSCAPE CONTRACTORS Gulf Breeze, FL	RUSSELL LANDSCAPE FLORIDA, LLC Santa Rosa Bch, FL	THE WALLACE COMPANY Pensacola, FL	GREEN EARTH SOUTHEAST, LLC Freeport, FL
DEPARTMENT: Airport					

Year 1:	\$24,640.00	\$23,550.00	\$33,566.40	\$49,341.01	<i>Non-Responsive</i>
Year 2:	\$24,480.00	\$23,950.00	\$34,563.37	\$49,071.10	
Year 3:	\$24,480.00	\$23,950.00	\$35,500.27	\$49,071.10	
Year 4:	\$24,480.00	\$26,950.00	\$36,668.28	\$49,071.10	
Year 5:	\$24,480.00	\$29,000.00	\$37,768.33	\$49,071.10	
Contract Total 5 Years:	\$122,560.00	\$127,400.00	\$178,066.65	\$245,625.41	
Est. ann. irrigation cost (50 hrs):	\$3,000.00	\$7,500.00	\$4,250.00	\$3,250.00	
Hrly Rate - Irrigation System Repairs	\$120.00	\$150.00	\$85.00	\$65.00	
Hrly Rate - Additional Services	\$120.00	\$150.00	\$75.00	\$60.00	
DBE / MWBE / SBE / VBE	SBE	SBE	N/A	N/A	



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-201

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-014 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT SUMMIT BOULEVARD

RECOMMENDATION:

That City Council award Bid No. 26-014 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Summit Boulevard to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$148,500.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-014, Landscape and Irrigation System Maintenance Services for Pensacola International Airport Summit Boulevard. The area to be serviced begins at the western edge of Summit Boulevard and Firestone Boulevard along the Airport perimeter fence, running eastward to Maygarden Road. The landscaped areas on the western side of Maygarden Road at Summit Boulevard are included. Also included is the 3' wide mulch area directly inside the Airport security fence. Based on the bid documents, the contract term shall be for a five (5) year period beginning March 1, 2026, and ending February 28, 2031. Bids closed on January 7, 2026, and the City received eight (8) responsive bidders. The City intends to award the five (5) year contract to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest responsive bidder, with a base bid of \$29,700.00 per year for a total contract price of \$148,500.00.

PRIOR ACTION:

None.

FUNDING:

Budget: \$29,700.00 Airport Fund
Actual: \$29,700.00 Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-014

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT SUMMIT BOULEVARD

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	GULF COAST ENVIRONMENTAL CONTRACTORS, INC.	NOLANCO PROPERTY ASSISTANCE	KEN GRIFFIN LANDSCAPE CONTRACTORS	BRIGHTVIEW LANDSCAPE SERVICE, INC.	BLUE SKY LANDSCAPES, LLC
DEPARTMENT: Airport	Pensacola, FL	Pensacola, FL	Gulf Breeze, FL	Pensacola, FL	Pensacola, FL
Year 1:	\$29,700.00	\$31,506.00	\$30,530.00	\$31,365.00	\$32,415.00
Year 2:	\$29,700.00	\$31,505.00	\$30,530.00	\$32,305.95	\$32,415.00
Year 3:	\$29,700.00	\$31,505.00	\$30,530.00	\$33,275.12	\$34,035.00
Year 4:	\$29,700.00	\$31,505.00	\$33,000.00	\$34,273.37	\$34,035.00
Year 5:	\$29,700.00	\$31,505.00	\$36,000.00	\$35,301.57	\$35,056.00
Contract Total 5 Years:	\$148,500.00	\$157,526.00	\$160,590.00	\$166,521.01	\$167,956.00
Est. ann. irrigation cost (50 hrs):	\$6,000.00	\$3,000.00	\$7,500.00	\$6,250.00	\$6,000.00
Hrly Rate - Irrigation System Repairs	\$120.00	\$75.00	\$150.00	\$125.00	\$120.00
Hrly Rate - Additional Services	\$120.00	\$75.00	\$150.00	\$50.00	\$120.00
DBE / MWBE / SBE / VBE	MBE	SBE	SBE	N/A	SBE

TABULATION OF BIDS

BID NO: 26-014

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT SUMMIT BOULEVARD

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE Pensacola, FL	RUSSELL LANDSCAPE FLORIDA, LLC Santa Rosa Bch, FL	THE WALLACE COMPANY Pensacola, FL	A CUT ABOVE LANDSCAPING & PROPERTY MAINTENANCE Pensacola, FL	GREEN EARTH SOUTHEAST, LLC Freeport, FL
DEPARTMENT: Airport					

Year 1:	\$36,480.00	\$34,769.32	\$40,255.22	Non-Responsive	Non-Responsive
Year 2:	\$36,480.00	\$35,811.91	\$40,255.65		
Year 3:	\$36,480.00	\$36,886.26	\$40,255.65		
Year 4:	\$36,480.00	\$37,992.85	\$40,255.65		
Year 5:	\$36,480.00	\$39,132.64	\$40,255.65		
Contract Total 5 Years:	\$182,400.00	\$184,592.98	\$201,277.82		
Est. ann. irrigation cost (50 hrs):	\$4,500.00	\$4,250.00	\$3,250.00		
Hrly Rate - Irrigation System Repairs	\$120.00	\$85.00	\$65.00		
Hrly Rate - Additional Services	\$120.00	\$75.00	\$60.00		
DBE / MWBE / SBE / VBE	N/A	N/A	N/A		



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-202

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-015 - LANDSCAPE MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT TERMINAL AREA

RECOMMENDATION:

That City Council award Bid No. 26-015 for Landscape and Irrigation System Maintenance Services for Pensacola International Airport Terminal Building to Nolanco Property Assistance of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$624,424.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-015, Landscape and Irrigation System Maintenance Services for Pensacola International Airport Terminal Area. The area to be serviced includes the turf and landscaping around the main terminal building, public parking garage and surface lot, parking lot 1, parking lot 2, parking lot 3, short-term parking lot, overflow parking lot, terminal building roadway system, Administration/management parking, College Boulevard, Skye Way, Francis Taylor Boulevard, and along Airport owned 12th Avenue/Tippin Avenue roadway system and all pavement, curbing and sidewalks within the service area. Based on the bid documents, the contract term shall be for a five (5) year period beginning May 1, 2026, and ending April 30, 2031. Bids closed on January 7, 2026, and the City received nine (9) responsive bidders. The City intends to award the five (5) year contract to Nolanco Property Assistance of Pensacola, FL, the lowest responsive bidder, with a base bid of \$127,848.00 for the first year and \$124,144.00 for each subsequent year for a total contract price of \$624,424.00.

PRIOR ACTION:

None.

FUNDING:

Budget:	\$127,900.00	Airport Fund
Actual:	\$127,848.00	Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-015

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT TERMINAL AREA

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	NOLANCO PROPERTY ASSISTANCE	GULF COAST ENVIRONMENTAL CONTRACTORS, INC.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE	BLUE SKY LANDSCAPES, LLC	KEN GRIFFIN LANDSCAPE CONTRACTORS
DEPARTMENT: Airport	Pensacola, FL	Pensacola, FL	Pensacola, FL	Pensacola, FL	Gulf Breeze, FL
Year 1:	\$127,848.00	\$149,004.00	\$150,060.00	\$165,400.00	\$188,028.00
Year 2:	\$124,144.00	\$149,004.00	\$150,060.00	\$165,400.00	\$188,028.00
Year 3:	\$124,144.00	\$149,004.00	\$150,060.00	\$173,670.00	\$188,028.00
Year 4:	\$124,144.00	\$149,004.00	\$150,060.00	\$173,670.00	\$191,000.00
Year 5:	\$124,144.00	\$149,004.00	\$150,060.00	\$182,003.00	\$194,000.00
Contract Total 5 Years:	\$624,424.00	\$745,020.00	\$750,300.00	\$860,143.00	\$949,084.00
Est. ann. irrigation cost (50 hrs):	\$3,000.00	\$6,000.00	\$3,000.00	\$6,000.00	\$10,000.00
Hrly Rate - Irrigation System Repairs	\$75.00	\$120.00	\$120.00	\$120.00	\$150.00
Hrly Rate - Additional Services	\$75.00	\$120.00	\$120.00	\$120.00	\$150.00
DBE / MWBE / SBE / VBE	N/A	MBE	SBE	SBE	SBE

TABULATION OF BIDS

BID NO: 26-015

TITLE: FIVE (5) YEAR CONTRACT FOR LANDSCAPE AND IRRIGATION SYSTEM MAINTENANCE SERVICES FOR
PENSACOLA INTERNATIONAL AIRPORT TERMINAL AREA

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	BRIGHTVIEW LANDSCAPE SERVICE, INC.	ROTOLO CONSULTANTS, INC.	THE WALLACE COMPANY	RUSSELL LANDSCAPE FLORIDA, LLC	GREEN EARTH SOUTHEAST, LLC
DEPARTMENT: Airport	Pensacola, FL	Slidell, LA	Pensacola, FL	Santa Rosa Bch, FL	Freeport, FL

Year 1:	\$173,008.00	\$245,506.54	\$292,016.83	\$336,172.86	Non-Responsive
Year 2:	\$211,158.24	\$245,506.54	\$292,016.87	\$345,883.25	
Year 3:	\$217,492.98	\$245,506.54	\$292,016.87	\$356,259.75	
Year 4:	\$224,017.76	\$245,506.54	\$292,016.87	\$366,947.54	
Year 5:	\$230,738.29	\$245,506.54	\$292,016.87	\$377,955.97	
Contract Total 5 Years:	\$1,056,415.27	\$1,227,532.70	\$1,460,084.31	\$1,783,219.37	
Est. ann. irrigation cost (50 hrs):	\$4,500.00	\$6,250.00	\$3,250.00	\$4,250.00	
Hrly Rate - Irrigation System Repairs	\$120.00	\$125.00	\$65.00	\$85.00	
Hrly Rate - Additional Services	\$50.00	\$45.00	\$60.00	\$75.00	
DBE / MWBE / SBE / VBE	N/A	N/A	N/A	N/A	



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-203

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-016 - REGIONAL STORMWATER MANAGEMENT POND QUARTERLY MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT

RECOMMENDATION:

That City Council award Bid No. 26-015 for Regional Stormwater Management Pond Quarterly Maintenance for Pensacola International Airport to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$61,800.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-016, Regional Stormwater Management Pond Quarterly Maintenance for Pensacola International Airport. The area to be serviced includes the approximately 48 acre stormwater pond including floor, sloped sides, stabilized access paths and top shelf using best practices for specific turf grass species; quarterly string trimming and/or cutting of all vegetation along outfalls and inlets and surrounding interior fence lines; quarterly removal of litter and trash within the stormwater management pond area; and any additional maintenance as may be required by FDEP/NWFWMD. Based on the bid documents, the contract term shall be for a five (5) year period beginning June 1, 2026, and ending May 31, 2031. Bids closed on January 7, 2026, and the City received four (4) responsive bidders. The City intends to award the five (5) year contract to Gulf Coast Environmental Contractors, Inc. of Pensacola, FL, the lowest responsive bidder, with a base bid of \$12,360.00 per year for a total contract price of \$61,800.00.

PRIOR ACTION:

None.

FUNDING:

Budget:	\$12,400.00	Airport Fund
Actual:	\$12,360.00	Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-016

TITLE: FIVE (5) YEAR CONTRACT FOR REGIONAL STORMWATER MANAGEMENT POND
QUARTERLY MAINTENANCE SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	GULF COAST ENVIRONMENTAL CONTRACTORS, INC.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE	NOLANCO PROPERTY ASSISTANCE	BRIGHTVIEW LANDSCAPE SERVICE, INC.	CERTIFIED BACKFLOW SERVICES, LLC	GREEN EARTH SOUTHEAST, LLC	RUSSELL LANDSCAPE FLORIDA, LLC
DEPARTMENT: Airport	Pensacola, FL	Pensacola, FL	Pensacola, FL	Pensacola, FL	Ormond Beach, FL	Freeport, FL	Santa Rosa Bch, FL
Year 1:	\$12,360.00	\$13,000.00	\$15,000.00	\$14,448.00	Non-Responsive	Non-Responsive	Non-Responsive
Year 2:	\$12,360.00	\$13,000.00	\$15,000.00	\$14,881.44			
Year 3:	\$12,360.00	\$13,000.00	\$15,000.00	\$15,327.88			
Year 4:	\$12,360.00	\$13,000.00	\$15,000.00	\$16,261.34			
Year 5:	\$12,360.00	\$13,000.00	\$15,000.00	\$16,749.18			
Contract Total 5 Years:	\$61,800.00	\$65,000.00	\$75,000.00	\$77,667.84			
Hourly Rate - Additional Svcs	\$120.00	\$120.00	\$75.00	\$50.00			
DBE / MWBE / SBE / VBE	MBE	SBE	N/A	N/A			



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-204

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

AWARD OF CONTRACT BID NO. 26-017 - SEASONAL OUTPARCEL AND RIGHT-OF-WAY MOWING SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT RIGHT-OF-WAY

RECOMMENDATION:

That City Council award Bid No. 26-017 for Seasonal Outparcel and Right-of-Way Mowing Services for Pensacola International Airport to Big Orange Enterprises, LLC d/b/a Escape Landscaping and Lawn Care of Pensacola, FL, the lowest and most responsible bidder, with a base bid of \$179,450.00. Further, that City Council authorize the Mayor to take the actions necessary to execute and administer this contract and complete the work, consistent with the bid, contracting documents, and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan but is a necessary function of municipal government.

On December 2, 2025, the City solicited Bid No. 26-017, Seasonal Outparcel and Right-of-Way Mowing Services for Pensacola International Airport. The areas to be serviced include Emily Street Outparcels, Baldwin Right-of-Way, 12th Avenue Right-of-Way, Roger Scott Entrance Right-of-Way, Inverness Circle, Long and Nightingale, Burgess Road, Summit Field, Summit Boulevard, Heyward Drive cul-de-sac, New Hope Road Right-of-Way, Spanish Trail, Spanish Trail/Britney Place, Castalys Road, Montage, Langley Fields, Merlion Road, Maygarden Road, Customs and Border Protection Parcel, and Airfield Road. Based on the bid documents, the contract term shall be for a five (5) year period beginning March 1, 2026, and ending February 28, 2031. Bids closed on January 7, 2026, and the City received five (5) responsive bidders. The City intends to award the five (5) year contract to Big Orange Enterprises, LLC d/b/a Escape Landscaping and Lawn Care of Pensacola, FL, the lowest responsive bidder, with a base bid of \$35,890.00 per year for a total contract price of \$179,450.00.

PRIOR ACTION:

None.

FUNDING:

Budget:	\$35,900.00	Airport Fund
Actual:	\$35,890.00	Services Year 1

FINANCIAL IMPACT:

The funds for these services were appropriated in the Airport's Fiscal Year 2026 budget via Budget Resolution No. 2025-65 at the September 10, 2025 City Council Meeting.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David H. Stafford, City Administrator
Amy Miller, Deputy City Administrator
Matthew F. Coughlin, Airport Executive Director

ATTACHMENTS:

1. Tabulation of Bids

PRESENTATION: No

TABULATION OF BIDS

BID NO: 26-017

TITLE: FIVE (5) YEAR CONTRACT FOR SEASONAL OUTPARCEL AND RIGHT-OF-WAY
MOWING SERVICES FOR PENSACOLA INTERNATIONAL AIRPORT

SUBMITTALS DUE: 01/07/2026, 2:30 P.M.	BIG ORANGE ENTERPRISES, LLC DBA ESCAPE LANDSCAPING & LAWN CARE Pensacola, FL	NOLANCO PROPERTY ASSISTANCE Pensacola, FL	GULF COAST ENVIRONMENTAL CONTRACTORS, INC. Pensacola, FL	BRIGHTVIEW LANDSCAPE SERVICE, INC. Pensacola, FL	RUSSELL LANDSCAPE FLORIDA, LLC Santa Rosa Bch, FL	GREEN EARTH SOUTHEAST, LLC Freeport, FL
DEPARTMENT: Airport						
Year 1:	\$35,890.00	\$37,780.00	\$43,890.00	\$44,124.00	\$50,400.06	Non-Responsive
Year 2:	\$35,890.00	\$37,830.00	\$43,890.00	\$45,447.72	\$51,429.96	
Year 3:	\$35,890.00	\$37,830.00	\$43,890.00	\$46,811.15	\$52,972.86	
Year 4:	\$35,890.00	\$37,830.00	\$43,890.00	\$48,215.48	\$54,962.04	
Year 5:	\$35,890.00	\$37,830.00	\$43,890.00	\$49,661.94	\$56,198.91	
Contract Total 5 Years:	\$179,450.00	\$189,100.00	\$219,450.00	\$234,260.29	\$265,963.83	
Hourly Rate - Additional Services	\$120.00	\$75.00	\$120.00	\$50.00	\$75.00	
DBE / MWBE / SBE / VBE	SBE	SBE	MBE	N/A	N/A	



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-237

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: Delarian Wiggins, Council Member

SUBJECT:

DISCRETIONARY FUNDING ALLOCATION - CITY COUNCIL MEMBER DELARIAN WIGGINS - DISTRICT 7

RECOMMENDATION:

That City Council approve funding of \$1,000 to the Ella L. Jordan African American History Museum and \$600 to the Black Girlz Magic Foundation from the City Council Discretionary Funds for District 7.

HEARING REQUIRED: No Hearing Required

SUMMARY:

In accordance with Section 3.28-3.33 of the Policies of the City Council, prior to any distribution of grant or sponsorship funds from the City Council Discretionary Funds, approval by City Council is required.

The mission of the Ella L. Jordan African American History Museum is to honor the significant political, social and economic contributions of the African American women in our community throughout our history, particularly that of Ms. Ella L. Jordan. Additionally, their organization strives to provide a space where citizens can come together across race and gender to continue the betterment of our community and, finally, to provide educational opportunities for those interested in learning more about African American history in Pensacola. On November 15, 2025, the museum honored our local veterans with a luncheon for them, their families and friends. There were sixteen veterans honored during this program including at least two Bronze Star and one Purple Heart recipient. Funds will be used to offset costs associated with this event.

The mission of the Black Girlz Magic Foundation is to empower girls and women — especially aspiring entrepreneurs — through mentorship, education, and hands-on resources that build confidence, strengthen brands, and create economic opportunities. They serve our community through workshops, outreach and support for single mothers and families in times of need, helping individuals set and achieve short-term goals, earn their GED or diploma, pursue college and build sustainable futures — welcoming all who are ready to grow. On February

21, 2026, The Black Girlz Magic Foundation held their annual fundraising gala which recognizes outstanding individuals in the community as well as hear from motivational speakers. Funds will be used to offset costs associated with this event.

PRIOR ACTION:

July 21, 2022 - City Council adopted Resolution No. 2022-065 establishing the City Council Discretionary Fund Policy

FUNDING:

Budget:	\$ 6,855	District 7 Discretionary Funds
Actual:	\$ 1,000	Ella L. Jordan African American History Museum
	<u>600</u>	Black Girlz Magic Foundation
	<u>\$ 1,600</u>	

FINANCIAL IMPACT:

A balance of \$6,855 is currently within the District 7 Discretionary Fund Account. Upon approval by City Council, a balance of \$5,255 will remain in the District 7 Discretionary Fund Account.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

Don Kraher, Council Executive
Yvette McLellan, Special Assistant to the Council Executive

ATTACHMENTS:

None

PRESENTATION: No



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-302

Agenda Conference

2/23/2026

ORDINANCE

SPONSOR: Allison Patton, Council President

SUBJECT:

PROPOSED ORDINANCE NO. 4-26 - ZONING MAP AMENDMENT - LOTS 1-6 TERRACES AT TARRAGONA

RECOMMENDATION:

That City Council adopt Proposed Ordinance No. 4-26 on second reading.

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

HEARING REQUIRED: Public Hearing Required

SUMMARY:

This action does not directly advance a goal of the City of Pensacola Strategic Plan, but is a necessary function of municipal government.

Sally Fox, representing Dabo's Holdings, LLC is requesting a Zoning Map Amendment for the properties located at Lots 1 through 6 Terraces at Tarragona, which were previously addressed 120 S. Tarragona Street prior to its subdivision. The properties are currently zoned SSD, "site specific development zoning", and the applicant is proposing an amendment to HC-1, "historic commercial". The existing Future Land Use category of "Historic & Preservation" is not proposed to change.

The subject area measures approximately 84' wide and 171' long and is around 14,375 square feet in area (0.33 acres). Under the current SSD zoning, the parcels may only be developed together as a 3-story, 6-unit townhome complex. The owner intends to place the properties on the market for sale, and the requested zoning change is intended to provide greater development flexibility.

The subject area was originally zoned HC-1 prior to a 1989 amendment which established the current SSD zoning. If approved, the request would return the properties to their original HC-1

designation, which is consistent with the surrounding Pensacola Historic District to the north, south, and east. HC-1 permits residential, office, mixed-use, and select commercial development. In addition, HC-1 includes clear aesthetic development standards overseen by the Architectural Review Board (ARB), whereas the former SSD guidelines were non-specific, though review by ARB was still required.

On January 13, 2026, the Planning Board voted 6:0 to recommend approval of the modified request.

PRIOR ACTION:

February 12, 2026, City Council voted to approve Proposed Ordinance No 4-26 on first reading.

January 2024, City Council, Final Subdivision Approval

December 2023, Planning Board, Final Subdivision Approval

September 2022, Architectural Review Board, Final Aesthetic Review

July 2006, City Council, Approves Major Revision to Site Specific Development

FUNDING:

N/A

FINANCIAL IMPACT:

None

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: Yes

1/13/2026

STAFF CONTACT:

David Stafford, City Administrator

Cliff Collins, Associate City Administrator

Sherry Morris, AICP, Development Services Director

Cynthia Cannon, AICP, Planning and Zoning Division Manager

ATTACHMENTS:

1. Proposed Ordinance No. 4-26
2. Business Impact Estimate Proposed Ordinance No. 4-26
3. Terraces at Tarragona Rezoning Complete Packet
4. Planning Board Minutes January 13, 2026
5. 120 S Tarragona St Current Zoning
6. 120 S Tarragona St Propsed Zoning
7. PROOF OF PUBLICATION

PRESENTATION: No

PROPOSED
ORDINANCE NO. 4-26

ORDINANCE NO. ____

AN ORDINANCE
TO BE ENTITLED:

AN ORDINANCE AMENDING THE ZONING
CLASSIFICATION OF CERTAIN PROPERTY PURSUANT
TO AND CONSISTENT WITH THE COMPREHENSIVE
PLAN OF THE CITY OF PENSACOLA; AMENDING THE
ZONING MAP OF THE CITY OF PENSACOLA;
PROVIDING FOR SEVERABILITY; REPEALING CLAUSE;
AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the city adopted a comprehensive plan on October 4, 1990, pursuant to applicable law; and

WHEREAS, a proposed amended zoning classification has been referred to the local planning agency pursuant to F.S. section 163.3174, and a proper public hearing was held on February 12, 2026, concerning the following proposed zoning classification affecting the property described therein; and

WHEREAS, after due deliberation, the city council has determined that the amended zoning classification set forth herein will affirmatively contribute to the health, safety, and general welfare of the citizens of the city; and

WHEREAS, said amended zoning classification is consistent with all applicable elements of the Comprehensive Plan as amended;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. That the Zoning Map of the City of Pensacola and all notations, references and information shown thereon is hereby amended so that the following described real property located in the City of Pensacola, Florida, to-wit:

LT 1 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P
1924 CA 74

Parcel ID: 000S007901000001

LT 2 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P
1924 CA 74

Parcel ID: 000S007901000002

LT 3 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P
1924 CA 74

Parcel ID: 000S007901000003

LT 4 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P
1924 CA 74

Parcel ID: 000S007901000004

LT 5 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P
1924 CA 74

Parcel ID: 000S007901000005

LT 6 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P
1924 CA 74

Parcel ID: 000S007901000006

shall be amended such that the above-described properties zoning classifications are hereby changed from "SSD," Site Specific Zoning District to "HC-1," Historical Commercial District.

SECTION 2. If any word, phrase, clause, paragraph, section, or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

THIS SPACE INTENTIONALLY LEFT BLANK

SECTION 4. This ordinance shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk



Business Impact Estimate

This form should be included in agenda packet for the item under which the proposed ordinance is to be considered, and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: P.O. No. 4-26. AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

The City is of the view that the exception(s) to the Business Impact Estimate requirement that are checked off in a box below apply to the above-referenced proposed ordinance, although the City is implementing the procedure required by statutory law to ensure that no inadvertent procedural issue could impact the enactment of the proposed ordinance.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, *Florida Statutes*, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, *Florida Statutes*, regarding community development districts;
 - c. Section 553.73, *Florida Statutes*, relating to the *Florida Building Code*; or
 - d. Section 633.202, *Florida Statutes*, relating to the *Florida Fire Prevention Code*.

In accordance with the provisions of controlling law, even notwithstanding the fact that, an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

That the Zoning Map of the City of Pensacola and all notations, references and information shown thereon is hereby amended so that the following described real property located in the City of Pensacola, Florida, to-wit:

LT 1 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924
CA 74

Parcel ID: 000S007901000001

LT 2 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924
CA 74

Parcel ID: 000S007901000002

LT 3 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924
CA 74

Parcel ID: 000S007901000003

LT 4 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924
CA 74

Parcel ID: 000S007901000004

LT 5 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924
CA 74

Parcel ID: 000S007901000005

LT 6 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924
CA 74

Parcel ID: 000S007901000006

shall be amended such that the above-described properties zoning classifications are hereby changed from "SSD," Site Specific Zoning District to "HC-1," Historical Commercial District.

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the City: N/A

3. Estimate of direct compliance costs that businesses may reasonably incur: N/A

4. Any new charge or fee imposed by the proposed ordinance: N/A

5. Estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs: N/A

6. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: N/A

7. Additional information (if any, but may wish to include the methodology used to derive information for #1 and #2, above. For example: City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses based on feedback from businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not impose costs only upon businesses.):

The proposed ordinance would amend the zoning map for a currently vacant privately-owned parcel and would not have an adverse economic impact on a private, for-profit business in the city.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-110

Planning Board

1/13/2026

ACTION ITEM

SUBJECT:

Request for Zoning and Future Land Use Map Amendment for Lots 1-6 Terraces at Tarragona

SUMMARY:

Sally Fox, representing Dabo's Holdings, LLC, is requesting a Zoning Map Amendment for the properties located at Lots 1 through 6 Terraces at Tarragona, previously addressed 120 S. Tarragona Street prior to its subdivision. The properties are currently zoned SSD, "site specific development zoning", and the applicant is proposing an amendment to HC-1, "historic commercial". The existing Future Land Use category of "Historic & Preservation" is not proposed to change.

The subject area measures approximately 84' wide and 171' long and is around 14,375 square feet in area (0.33 acres). Under the current SSD zoning, the parcels may only be developed together as a 3-story, 6-unit townhome complex. The owner intends to place the properties on the market for sale, and the requested zoning change is intended to provide greater development flexibility.

The subject area was originally zoned HC-1 prior to a 1989 amendment which established the current SSD zoning. If approved, the request would return the properties to their original HC-1 designation, which is consistent with the surrounding Pensacola Historic District to the north, south, and east. HC-1 permits residential, office, mixed-use, and select commercial development. In addition, HC-1 includes clear aesthetic development standards overseen by the Architectural Review Board (ARB), whereas the former SSD guidelines were non-specific, though review by ARB was still required.

This packet includes the rezoning application, maps, a timeline for the subject area, background information for the SSD, and a zoning analysis comparing SSD and HC-1 standards.

Existing Zoning	Proposed Zoning	Existing FLU	Proposed FLU
SSD	HC-1	HP	HP (no change)

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

RECOMMENDED CODE SECTIONS

[Sec. 12-3-10\(1\) Historic and preservation land use district, Pensacola historic district](#)

[Sec. 12-3-15 Site specific zoning district](#)

[Sec. 12-11-3 Amendments](#)

ATTACHMENTS:

1. Application and Materials
2. Maps
3. Zoning Comparison SSD to HC-1
4. Timeline and Attachments
5. Review Comments
6. Sec._12_3_10(1).___Historic_and_preservation_land_use_district.
7. Sec._12_3_15. ___Site_specific_zoning_district.
8. Sec._12_11_3. ___Amendments.



EMMANUEL SHEPPARD & CONDON

ATTORNEYS AT LAW SINCE 1913

Sally B. Fox, Esq.

Board Certified Real Estate Attorney
For the Firm

30 South Spring Street
Pensacola, FL 32502
sfox@esclaw.com | 850.433.6581
www.esclaw.com

November 20, 2025

Mr. Gregg Harding, RPA
Assistant Planning & Zoning Division Manager
City of Pensacola
222 West Main St.
Pensacola, FL 32502

Re: Dabo's Holdings, LLC - Tarragona
Application to Rezone – 00-0S-00-7901-000001, -000002, -000003,
-000004, -000005 & -000006

Dear Mr. Harding:

We represent property owner, Dabo's Holdings, LLC, who is applying to rezone the property described in the attached Application to Rezone package from SSD to HC-1. This is because Dabo's Holdings is not going forward with the site-specific development previously approved. The property will be being placed on the market for sale. The zoning change is being requested to provide development options for the property and for the property to blend with the historic district's design elements.

I understand that the property was zoned HC-1 prior to the rezoning to SSD, so we are not seeking something different from the zoning prior to the SSD.

I previously delivered to your office the rezoning application fee. I understand that this Application will go before the Planning Commission on January 13, 2026 at 2:00.

If you have any questions, please let me know.

Sincerely,

Sally B. Fox

SBF/sbf

cc: Dabo's Holdings, LLC, w/ encls.



REZONING

Please check application type:

Conventional Rezoning

Application Fee: \$2,500.00

Rehearing/Rescheduling (Planning Board): \$250.00

Rehearing/Rescheduling (City Council): \$750.00

Comprehensive Plan / FLUM Amendment

(< 10 acres)

\$3,500.00

\$250.00

\$750.00

(> 10 acres)

\$3,500.00

\$250.00

\$1,000.00

Applicant Information:

Name: Dabo's Holdings, LLC through its attorney, Sally Fox Date: November 5, 2025

Address: Emmanuel, Sheppard & Condon, P.A. 30 South Spring Street

Phone: 850-433-6581 Fax: 850-433-3829 Email: sfox@esclaw.com

Property Information:

Owner Name: Dabo's Holdings, LLC Phone: 850-324-3200

Location/Address: Lots 1, 2, 3, 4, 5 and 6 Terraces at Tarragona (on Tarragona and E. Intendencia St.

Parcel ID: 00-0S-00-7901-000001, 000002, 00003, 00004, 00005, 00006 Acres/Square Feet: 1-2860 sf, 2-2247, 3-2246, 4-2245, 5-2244, 6-2205

Zoning Classification: Existing SSD with overlay PHD, PHBD, DBA Proposed HC-1

Future Land Use Classification: Existing _____ Proposed No Change

Reason Rezoning Requested: The development of 6 townhomes "Terraces at Tarragona" is not going forward. Applicant is seeking the removal of SSD to go back to HC-1 which was the zoning prior to the change to SSD.

Required Attachments: (A) Full legal description of property (from deed or survey)
(B) General location map with property to be rezoned indicated thereon

The above information, together with all other answers and information provided by me (us) as petitioner (s)/applicant (s) in the subject application, and all other attachments thereto, is accurate and complete to the best of my (our) knowledge and belief as of this 5th day of November, 2025.

Applicant Signature

Sally Fox

Owner Signature

David Richbourg

Applicant Name (Print) Sally Fox, Applicant's Attorney Owner Name (Print) David Richbourg, Its Manger
Emmanuel, Sheppard & Condon

State of Florida, County of Escambia

The foregoing instrument was acknowledged before me by means of physical presence by David Richbourg, as Manager of Dabo's Holdings, LLC and Sally Fox for Emmanuel, Sheppard & Condon, both of whom are personally known.



ALISA J. KIKER
Notary Public, State of Florida
My Comm. Expires Mar. 25, 2026
Commission No. HH 219994

Alisa J. Kiker
Notary Pubic

FOR OFFICE USE ONLY

Council District: _____ Date Received: _____ Case Number: _____

Date Postcards mailed: _____ Planning Board Date: _____ Recommendation: _____

Committee Date: _____ Council Date: _____ Council Action: _____

Second Reading: _____ Ordinance Number: _____

Sec. 12-12-3. Amendments

The city council may, from time to time on its own motion, or on petition, or on recommendation of the planning board or the zoning board of adjustment or any department or agency of the city, amend, supplement, or repeal the regulations and provisions of this title and the comprehensive plan.

(A) *Authorization and responsibility.* Every such proposed amendment or change, whether initiated by the city council or by petition, shall be referred to the planning board who shall study such proposals and make recommendation to the city council.

If a rezoning of a parcel of land is proposed by the owner of the parcel or another interested person, it shall be the responsibility of such owner or other interested person to comply with the provisions of this chapter. If such rezoning of a parcel or parcels of land is proposed by the city, its staff, or the planning board, it shall be the responsibility of the city planner to comply with the provisions of this section.

(B) *Initiation.* An amendment may be initiated by:

- (a) The city.
- (b) The owners of the area involved in a proposed zoning or future land use amendment.

(C) *Application.*

- (a) An application for zoning or comprehensive plan future land use amendment must be submitted to the community development department at least thirty (30) days prior to the regularly scheduled meeting of the planning board.
- (b) The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.
- (c) No application shall be considered complete until all of the following have been submitted:
 - 1. The application shall be submitted on a form provided by the board secretary.
 - 2. Each application shall be accompanied by the following information and such other information as may be reasonably requested to support the application:
 - (a) A legal description of the property proposed to be rezoned or its land use changed;
 - (b) Proof of ownership of the property, including a copy of the deed and a title opinion, title insurance policy, or other form of proof acceptable to the city attorney;
 - (c) Existing zoning and future land use classification;
 - (d) Desired zoning and future land use classification;
 - (e) Reason for the rezoning or comprehensive plan future land use amendment.
 - 3. 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.
- (d) Any party may appear in person, by agent, or by attorney.
- (e) Any application may be withdrawn prior to action of the planning board or city council at the discretion of the applicant initiating the request upon written notice to the board secretary.

(D) *Planning board review and recommendation.* The planning board shall review the proposed rezoning or comprehensive plan future land use amendment at the advertised public meeting and make a recommendation to the city council. Such recommendation:

- 1. Shall be for approval, approval with modification, or denial, including its reasons for any modifications or denial.
- 2. Shall include consideration of the following criteria:
 - a. Whether, and the extent to which, the proposal would result in incompatible land use considering the type and location of the proposed amendment and the surrounding land use.
 - b. Whether, and the extent to which, the proposed amendment would affect the carrying capacity of public facilities and services.
 - c. Whether the proposed amendment would be in conflict with the public interest and welfare.
 - d. Whether, and the extent to which, the proposed amendment would adversely affect the property values in the area.
 - e. Whether, and the extent to which, the proposed amendment would result in significant adverse impact on the natural environment.
 - f. The relationship of the proposed amendment to proposed public and private projects (i.e., street improvements, redevelopment projects, etc.).

(E) *City council review and action.*

- (a) *Public hearing.* The city council shall hold up to two public hearings, depending on the type of amendment, after 5:00 p.m. on a weekday to review the proposed zoning amendment. Public notice shall be provided, through applicable procedures as outlined in subsection (F) below.

- (b) *Action.* The city council shall review the proposed zoning amendment, and the recommendation of the planning board and the recommendation of the Department of Community Affairs, if applicable, and either approve, approve with modification or deny the proposed amendment at the city council public hearing. If the zoning amendment is approved by council, the adoption ordinance will be read two times following the first public hearing. For comprehensive plan amendments, the adopted ordinance will not become effective until the Department of Community Affairs has completed its 45-day compliance review.

(F) *Procedures.*

(1) *Zoning amendments*

- (a) Rezoning requests must be submitted to the community development department at least thirty (30) days prior to the planning board meeting.
- (b) The community development department shall publish a notice in the newspaper announcing the planning board meeting at least seven (7) days prior to the planning board meeting.
- (c) The community development department shall place a sign on the property to be rezoned at least seven (7) days prior to the planning board meeting.
- (d) Notice shall be published by public notice advertised in a newspaper of general daily circulation published in Escambia County at least seven (7) days prior to the scheduled board meeting at the expense of the applicant.
- () The planning department shall notify property owners within a five hundred (500) radius, as identified by the current Escambia County tax roll maps, of the property proposed for rezoning with a public notice by post card, at least seven (7) days prior to the board meeting. The public notice shall state the date, time and place of the board meeting.
- (e) The planning board shall review the proposed rezoning request and make a recommendation to the city council.
- (f) The city clerk shall set a date for a public hearing to be conducted during a regularly scheduled city council meeting.
- (g) The community development department shall notify property owners within a five hundred (500) foot radius of the property proposed to be rezoned with a public notice (letter and a map) mailed certified with return receipt at least thirty (30) days prior to the scheduled city council public hearing dates. The public notice shall state the date, time and place of the public hearing.
- (h) The community development department shall place a sign on the property to be rezoned announcing date, time and location of the city council public hearing at least fifteen (15) days prior to the hearing.
- (i) A legal notice of the city council public hearing shall be published in the newspaper at least ten (10) days prior to the hearing.
- (j) The city council shall review the proposed amendment and take action as described in subsection (E) above.
- (k) In addition to subsections (a) through (f) the city strongly encourages that the applicant hold an informational meeting with any applicable neighborhood groups and/or property owners associations prior to proceeding with an application involving a zoning and/or comprehensive plan amendment.
- (l) For proposals initiated by the city to rezone ten or more contiguous acres, subsections (a) through (f) shall be applicable in addition to the following. The city shall hold two advertised public hearings on the proposed ordinance as follows:
 - 1. Public notice of actual zoning changes, including zoning district boundary changes; consolidation or division of existing zones involving substantive changes; and the addition of new zoning districts shall be mailed by first class mail at least thirty (30) days prior to the first city council public hearing to consider the change, to every owner of real property, as identified by the current tax roll, within five hundred (500) feet of the boundaries of the subject parcel(s) to be changed.
 - 2. The community development department shall place a sign on the property to be rezoned announcing date, time and location of the first city council public hearing at least fifteen (15) days prior to the hearing.
 - 3. The first public hearing shall be held at least 7 days after the day that the first advertisement is published. The second hearing shall be held at least 10 days after the first hearing and shall be advertised at least 5 days prior to the public hearing. At least one hearing shall be held after 5 p.m. on a weekday.
 - 4. The required advertisements shall be no less than two columns wide by ten inches long in a standard size or a tabloid size newspaper, and the headline in the advertisement shall be in a type no smaller than 18 point. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.

The city council shall review the proposed zoning amendment, and the recommendation of the planning board and either approve, approve with modification or deny the proposed amendment at the first city council public hearing. If the zoning amendment is approved by council, the adoption ordinance will be read two times following the first public hearing.

- (2) *Small scale development comprehensive plan future land use map amendments.* Future land use map amendments which comply with the small scale development criteria in section 163.3187, Florida Statutes, may be considered by the planning board and the city council at any time during the calendar year until the annual maximum acreage threshold is met. The petitioner shall be required to complete the steps

listed above in subsection 12-12-3(F)(1)(a) through (l).

- (3) *Comprehensive plan future land use map amendments for other than small scale development activities.* Comprehensive plan future land use map amendments for other than small scale development activities shall be considered twice a year by the planning board and the city council.
- (a) Comprehensive plan future land use map amendment requests must be submitted to the planning department at least thirty (30) days prior to the planning board public hearing.
 - (b) The community development department shall publish a display advertisement in a standard size or a tabloid size newspaper with type no smaller than eighteen (18) point in the headline announcing the planning board and city council public hearings at least seven (7) days prior to the planning board hearing. The advertisement shall be no less than two (2) columns wide by ten (10) inches long. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.
 - (c) The community development department shall place a sign on the property to be rezoned at least seven (7) days prior to the planning board hearing.
 - (d) The planning board shall review the proposed future land use map amendment at the advertised public hearing and make a recommendation to the city council.
 - (e) The appropriate city council committee shall review the planning board recommendation and report to city council with recommendation for transmittal to the Florida Department of Community Affairs for review and action.
 - (f) The city council shall review the comprehensive plan future land use map amendment at the advertised public hearing and either approve the request for transmittal to the Department of Community Affairs or disapprove the request for transmittal and further consideration.
 - (g) The community development department shall transmit the future land use map amendment request to the Department of Community Affairs, the appropriate regional planning council and water management district, the Department of Environmental Protection and the Department of Transportation. The city shall also transmit a copy of the plan amendment to any other unit of local government or government agency in the state that has filed a written request with the city for the plan amendment.
 - (h) After a sixty-day review period, the Department of Community Affairs shall transmit in writing its comments to the city, along with any objections and any recommendations for modifications.
 - (i) The appropriate city council committee shall review the Department of Community Affairs comments and forward to city council for review and action.
 - (j) The city clerk shall set a date for a public hearing to be conducted during a regularly scheduled city council meeting.
 - (k) The community development department shall notify property owners within a five hundred (500) foot radius of the property where the land use is to be changed with a public notice (letter and a map) mailed certified with return receipt at least thirty (30) days prior to the scheduled city council public hearing dates. The public notice shall state the date, time and place of the public hearing.
 - (l) The community development department shall place a sign on the property where the land use is to be changed announcing date, time and location of the city council public hearing at least fifteen (15) days prior to the hearing.
 - (m) The community development department shall publish a display advertisement in a standard size or a tabloid size newspaper, with type no smaller than eighteen (18) point in the headline. The advertisement shall be no less than two (2) columns wide by ten (10) inches long. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear. The advertisement shall be published at least five (5) days prior to the final city council public hearing.
 - (n) Subsections (k) above shall not be applicable to proposals initiated by the city to change the future land use of ten (10) or more contiguous acres. In such cases, the procedure shall be as follows: Public notice of comprehensive plan future land use map, including future land use district boundary changes; consolidation or division of existing future land use districts involving substantive changes; and the addition of new future land use districts shall be mailed by first class mail at least thirty (30) days prior to the city council public hearing to consider the change to every owner of real property, as identified by the current tax roll, within five hundred (500) feet of the boundaries of the subject parcel to be changed.
 - () The city council shall review the proposed amendment and take action as described in subsection (E) above.

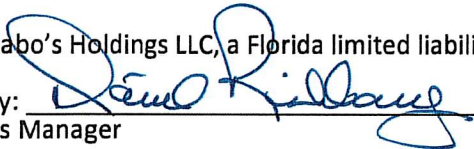
AFFIDAVIT OF OWNER AND LIMITED POWER OF ATTORNEY

As owner of the 6 lots located at South Tarragona Street and East Intendencia Street, Pensacola, Florida, property reference numbers 000S007901000001, 002, 003, 004, 005 and 006, I hereby designate Sally Fox, attorney with the law firm of Emmanuel, Sheppard & Condon, 30 South Spring St., Pensacola, FL 32502 as my attorney in fact for the sole purpose of completing this application to rezone and making a presentation to the City of Pensacola Development Services Department, to the City Council and such others are appropriate. This Limited Power of Attorney is granted on this 5th day of November 2025, and is effective until a final decision has been rendered and any appeal period has expired. The owner reserves the right to rescind this Limited Power of Attorney at any time with a written, notarized notice to the Development Services Department.

Agent Name: Sally Fox, Attorney Email: sfox@esclaw.com

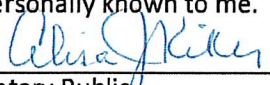
Address: 30 South Spring Street, Pensacola, FL 32502 Phone: 850-433-6581

Dabo's Holdings LLC, a Florida limited liability company

By: 
Its Manager

State of Florida
County of Escambia

The foregoing instrument was acknowledged before me by physical presence by David Richbourg, who is personally known to me.


Notary Public



ALISA J. KIKER
Notary Public, State of Florida
My Comm. Expires Mar. 25, 2026
Commission No. HH 219994

DESCRIPTION OF THE REMAINING PORTION OF PLOT 2 NOT INCLUDED IN THIS PLAN AS PROVIDED BY PLANS AND COPIES.

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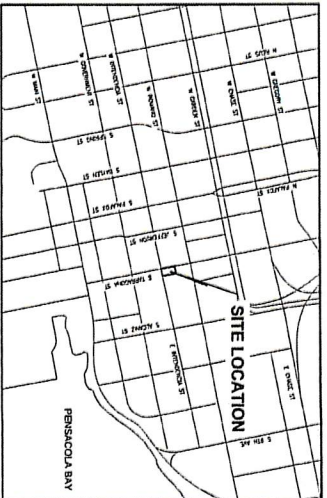
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TERRACES AT TARRAGONA

A 6 LOT RESIDENTIAL SUBDIVISION, BEING A RE-PLAT OF LOT 359, BLOCK 23, OLD CITY TRACT, CITY OF PENSACOLA, ESCAMBA COUNTY, FLORIDA, ACCORDING TO THE MAP OF SAID CITY COPYRIGHTED BY THOMAS C. WATSON IN 1906, BEING A PORTION OF SECTION 46, TOWNSHIP 2 SOUTH, RANGE 30 WEST, CITY OF PENSACOLA, ESCAMBA COUNTY, FLORIDA.

CIVIL ENGINEER: SURVEYOR: OWNER AND DEVELOPER:



NOTICE: THE ENGINEER HAS CONDUCTED A VISUAL SURVEY OF THE SITE AND HAS FOUND THAT THE SITE IS IN CONFORMANCE WITH THE CITY OF PENSACOLA ORDINANCES.

TABLE with 4 columns: STATION, DISTANCE, BEARING, and REMARKS. It contains survey data for the site.

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TO THE ENGINEER: THE ENGINEER HAS CONDUCTED A VISUAL SURVEY OF THE SITE AND HAS FOUND THAT THE SITE IS IN CONFORMANCE WITH THE CITY OF PENSACOLA ORDINANCES.

DEED AND RESERVATION: THE ENGINEER HAS CONDUCTED A VISUAL SURVEY OF THE SITE AND HAS FOUND THAT THE SITE IS IN CONFORMANCE WITH THE CITY OF PENSACOLA ORDINANCES.

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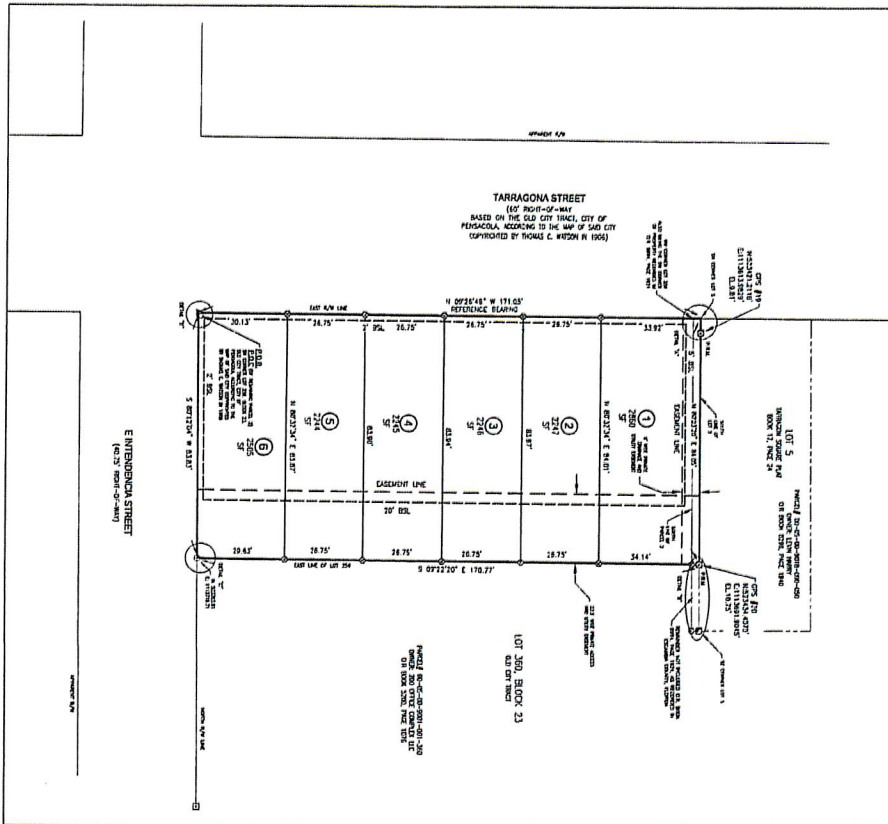
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TERRACES AT TARRAGONA

A S LOT RESIDENTIAL SUBDIVISION, BEING A RE-PLAT OF LOT 339 AND A PORTION OF LOT 364 BLOCK 23, OLD CITY TRACT, CITY OF PENSACOLA, ESCAMBAR COUNTY, FLORIDA, ACCORDING TO THE MAP OF SAID CITY CORP-PLATTED BY THOMAS C. WATSON IN 1906, BEING A PORTION OF SECTION 46, TOWNSHIP 2 SOUTH, RANGE 30 WEST, CITY OF PENSACOLA, ESCAMBAR COUNTY, FLORIDA.
AUGUST 2023



- LEGEND**
- 1. 3" DRAINAGE
 - 2. 1" DRAINAGE
 - 3. 1/2" DRAINAGE
 - 4. 1/4" DRAINAGE
 - 5. 1/8" DRAINAGE
 - 6. 1/16" DRAINAGE
 - 7. 1/32" DRAINAGE
 - 8. 1/64" DRAINAGE
 - 9. 1/128" DRAINAGE
 - 10. 1/256" DRAINAGE
 - 11. 1/512" DRAINAGE
 - 12. 1/1024" DRAINAGE
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Gary "Bubba" Peters

Escambia County Property Appraiser

Real Estate Search

Tangible Property Search

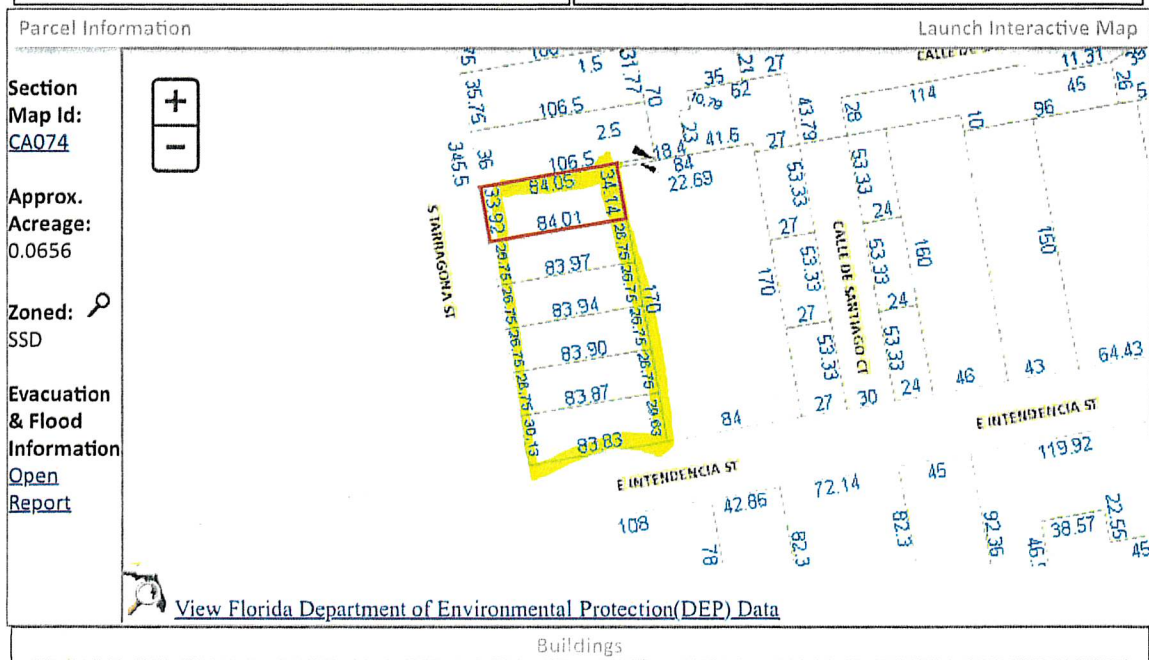
Sale List

[Back](#)

☒ Nav. Mode
 ☒ Account
 ☐ Parcel ID

[Printer Friendly Version](#)

General Information Parcel ID: 000S007901000001 Account: 130001084 Owners: DABOS HOLDINGS LLC Mail: 209 CEVALLOS ST PENSACOLA, FL 32502 Situs: Use Code: VACANT RESIDENTIAL Taxing Authority: PENSACOLA CITY LIMITS Tax Inquiry: Open Tax Inquiry Window Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector		Assessments <table><tr><th>Year</th><th>Land</th><th>Imprv</th><th>Total</th><th>Cap Val</th></tr><tr><td>2025</td><td>\$135,245</td><td>\$0</td><td>\$135,245</td><td>\$135,245</td></tr></table> Open TRIM Notice Tax Estimator Change of Address File for Exemption(s) Online Report Storm Damage	Year	Land	Imprv	Total	Cap Val	2025	\$135,245	\$0	\$135,245	\$135,245				
Year	Land	Imprv	Total	Cap Val												
2025	\$135,245	\$0	\$135,245	\$135,245												
Sales Data Type List: <table><tr><th>Sale Date</th><th>Book</th><th>Page</th><th>Value</th><th>Type</th><th>Multi Parcel</th><th>Records</th></tr><tr><td colspan="7">None</td></tr></table> Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller		Sale Date	Book	Page	Value	Type	Multi Parcel	Records	None							2025 Certified Roll Exemptions None Legal Description LT 1 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924 CA 74 Extra Features None
Sale Date	Book	Page	Value	Type	Multi Parcel	Records										
None																





Gary "Bubba" Peters
Escambia County Property Appraiser

Real Estate Search

Tangible Property Search

Sale List

[Back](#)

← Nav. Mode ☒ Account ☐ Parcel ID →

Printer Friendly Version

General Information				Assessments				
Parcel ID:	0005007901000002			Year	Land	Imprv	Total	<u>Cap Val</u>
Account:	130001085			2025	\$106,315	\$0	\$106,315	\$106,315
Owners:	DABOS HOLDINGS LLC			Open TRIM Notice				
Mail:	209 CEVALLOS ST PENSACOLA, FL 32502			Tax Estimator				
Situs:				Change of Address				
Use Code:	VACANT RESIDENTIAL			File for Exemption(s) Online				
Taxing Authority:	PENSACOLA CITY LIMITS			Report Storm Damage				
Tax Inquiry:	Open Tax Inquiry Window							
Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector								
Sales Data Type List:				2025 Certified Roll Exemptions				
Sale Date	Book	Page	Value	Type	Multi Parcel	Records	None	
None				Legal Description				
Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller				LT 2 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924 CA 74				
				Extra Features				
				None				

[illegible]

Buildings

Images

None



Gary "Bubba" Peters

Escambia County Property Appraiser

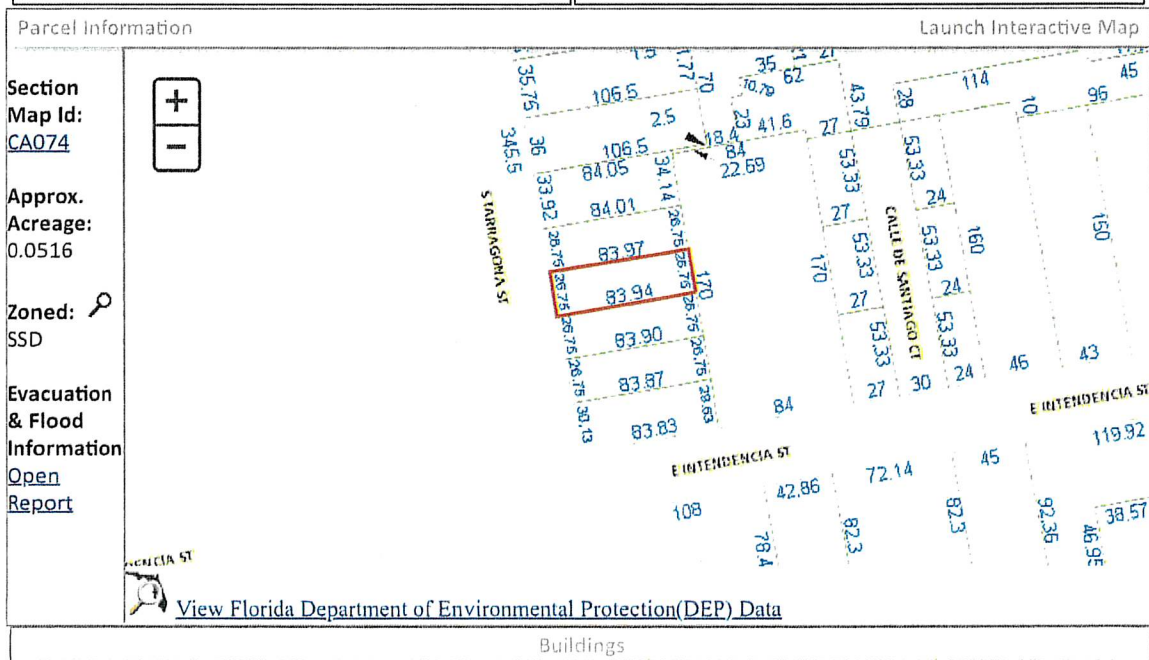
Real Estate Search

Tangible Property Search

Sale List

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☒ Nav. Mode
 ☒ Account
 ☐ Parcel ID
[Printer Friendly Version](#)

General Information							Assessments				
Parcel ID:	000S007901000003						Year	Land	Imprv	Total	Cap Val
Account:	130001086						2025	\$106,260	\$0	\$106,260	\$106,260
Owners:	DABOS HOLDINGS LLC						Open TRIM Notice				
Mail:	209 CEVALLOS ST PENSACOLA, FL 32502						Tax Estimator				
Situs:							Change of Address				
Use Code:	VACANT RESIDENTIAL						File for Exemption(s) Online				
Taxing Authority:	PENSACOLA CITY LIMITS						Report Storm Damage				
Tax Inquiry:	Open Tax Inquiry Window										
Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector											
Sales Data Type List:							2025 Certified Roll Exemptions				
Sale Date	Book	Page	Value	Type	Multi Parcel	Records	None				
None							Legal Description				
Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller							LT 3 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924 CA 74				
							Extra Features				
							None				



Buildings

Images

None



Gary "Bubba" Peters

Escambia County Property Appraiser

Real Estate Search

Tangible Property Search

Sale List

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☒ Nav. Mode
 ☒ Account
 ☐ Parcel ID

[Printer Friendly Version](#)

General Information

Parcel ID:

000S007901000004

Account:

130001087

Owners:

DABOS HOLDINGS LLC

Mail:

209 CEVALLOS ST
PENSACOLA, FL 32502

Situs:

Use Code:

VACANT RESIDENTIAL

Taxing Authority:

PENSACOLA CITY LIMITS

Tax Inquiry:

[Open Tax Inquiry Window](#)

Tax Inquiry link courtesy of Scott Lunsford
Escambia County Tax Collector

Assessments

Year	Land	Imprv	Total	Cap Val
2025	\$106,205	\$0	\$106,205	\$106,205

[Open TRIM Notice](#)

[Tax Estimator](#)

[Change of Address](#)

[File for Exemption\(s\) Online](#)

[Report Storm Damage](#)

Sales Data

Type List:

Sale Date

Book

Page

Value

Type

Multi Parcel

Records

None

Official Records Inquiry courtesy of Pam Childers
Escambia County Clerk of the Circuit Court and
Comptroller

2025 Certified Roll Exemptions

None

Legal Description

LT 4 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924 CA 74

Extra Features

None

Section

Map Id:

CA074

Approx. Acreage:

0.0516

Zoned:

SSD

Evacuation & Flood Information

[Open Report](#)

Parcel Information

Launch Interactive Map

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

Buildings

Images

None



Gary "Bubba" Peters

Escambia County Property Appraiser

Real Estate Search

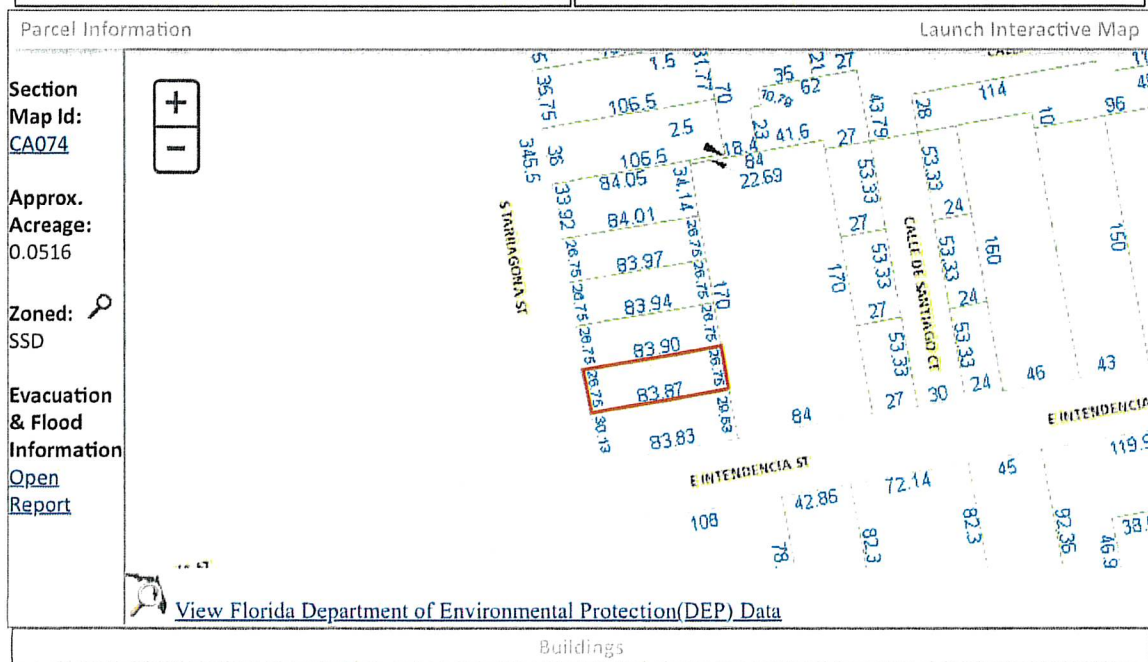
Tangible Property Search

Sale List

[Back](#)
☒ Nav. Mode
 ☒ Account
 ☐ Parcel ID

[Printer Friendly Version](#)

General Information Parcel ID: 000S007901000005 Account: 130001088 Owners: DABOS HOLDINGS LLC Mail: 209 CEVALLOS ST PENSACOLA, FL 32502 Situs: Use Code: VACANT RESIDENTIAL Taxing Authority: PENSACOLA CITY LIMITS Tax Inquiry: Open Tax Inquiry Window Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector	Assessments <table><tr><th>Year</th><th>Land</th><th>Imprv</th><th>Total</th><th>Cap Val</th></tr><tr><td>2025</td><td>\$106,150</td><td>\$0</td><td>\$106,150</td><td>\$106,150</td></tr></table> Open TRIM Notice Tax Estimator Change of Address File for Exemption(s) Online Report Storm Damage	Year	Land	Imprv	Total	Cap Val	2025	\$106,150	\$0	\$106,150	\$106,150				
Year	Land	Imprv	Total	Cap Val											
2025	\$106,150	\$0	\$106,150	\$106,150											
Sales Data Type List: <table><tr><th>Sale Date</th><th>Book</th><th>Page</th><th>Value</th><th>Type</th><th>Multi Parcel</th><th>Records</th></tr><tr><td colspan="7">None</td></tr></table> Official Records inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller	Sale Date	Book	Page	Value	Type	Multi Parcel	Records	None							2025 Certified Roll Exemptions None Legal Description LT 5 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924 CA 74 Extra Features None
Sale Date	Book	Page	Value	Type	Multi Parcel	Records									
None															





Gary "Bubba" Peters

Escambia County Property Appraiser

Real Estate Search

Tangible Property Search

Sale List

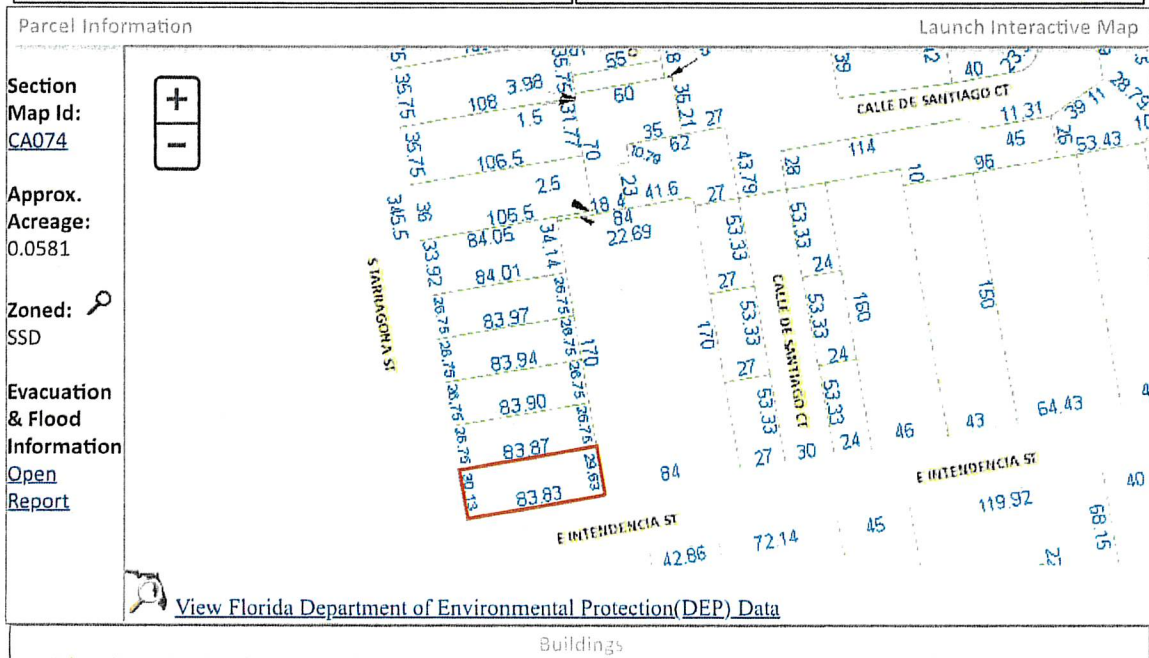
[Back](#)

Nav. Mode ☒ Account ☐ Parcel ID

[Printer Friendly Version](#)

General Information		Assessments				
Parcel ID:	000S007901000006	Year	Land	Imprv	Total	<u>Cap Val</u>
Account:	130001089	2025	\$118,635	\$0	\$118,635	\$118,635
Owners:	DABOS HOLDINGS LLC					
Mail:	209 CEVALLOS ST PENSACOLA, FL 32502	Open TRIM Notice				
Situs:		Tax Estimator				
Use Code:	VACANT RESIDENTIAL	Change of Address				
Taxing Authority:	PENSACOLA CITY LIMITS	File for Exemption(s) Online				
Tax Inquiry:	Open Tax Inquiry Window	Report Storm Damage				
Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector						

Sales Data Type List:		2025 Certified Roll Exemptions				
Sale Date	Book	Page	Value	Type	Multi Parcel	Records
None						
Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller						
Legal Description						
LT 6 TERRACES AT TARRAGONA PB 20 P 91/91A OR 8390 P 292 OR 8964 P 1924 CA 74						
Extra Features						
None						



Recorded in Public Records 10/23/2020 3:33 PM OR Book 8390 Page 292,
Instrument #2020089147, Pam Childers Clerk of the Circuit Court Escambia
County, FL Recording \$18.50 Deed Stamps \$5,229.00

Pre-Plat Legal
The bulk of the 6 lots

Prepared by and return to:
Kerry Anne Schultz

Schultz Law Group, P.L.L.C.
2779 Gulf Breeze Parkway
Gulf Breeze, FL 32563
850-754-1600
File Number: 20-01051.RC

[Space Above This Line For Recording Data]

Warranty Deed

This Warranty Deed made this 23rd day of October, 2020 between **Group T, LLC**, a Florida limited liability company whose post office address is **5 E. Garden Street, Pensacola, FL 32502**, grantor, and **Dabo's Holdings, LLC** a Florida limited liability company whose post office address is **209 Cevallos Street, Pensacola, FL 32502**, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in **Escambia County, Florida** to-wit:

Lot 359, Block 23, Old City Tract, City of Pensacola, Escambia County Florida, according to the map of said city copyrighted by Thomas C. Watson in 1906.

Parcel Identification Number: 000S009001003359

Subject to reservations, restrictions and easements of record which are not hereby reimposed, and any zoning ordinances.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to **December 31, 2019**.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

DoubleTime®

BK: 8390 PG: 293 Last Page

Witness Name: Kerry Anne Schultz
 Witness Name: Barbara Riegle

Group T, LLC

By: Harry Levin
 Harry Levin, Manager

State of Florida
 County of Escambia

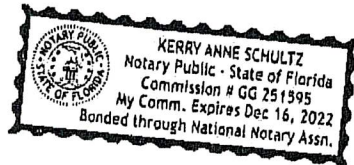
The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 22 day of October, 2020 by Harry Levin, Manager of Group T, LLC, on behalf of the company, who ☐ is personally known to me or ☒ has produced a driver's license as identification.

[Notary Seal]

Notary Public

Printed Name: _____

My Commission Expires: _____



Recorded in Public Records 4/20/2023 2:42 PM OR Book 8964 Page 1924,
Instrument #2023031477, Pam Childers Clerk of the Circuit Court Escambia
County, FL Recording \$18.50 Deed Stamps \$17.50

This document was prepared by:
Stephen G. West
Senior Assistant County Attorney
Escambia County Attorney's Office
221 Palafox Place, Suite 430
Pensacola, Florida 32502
(850) 595-4970

Pre Plat Legal
Small portion of
Lot 1

STATE OF FLORIDA
COUNTY OF ESCAMBIA

DEED

THIS DEED is made this 20th day of April, 2023, by Escambia County, a political subdivision of the State of Florida, acting by and through its duly authorized Board of County Commissioners, whose address is 221 Palafox Place, Pensacola, Florida 32502 (Grantor), and Dabo's Holdings, LLC, a Florida limited liability company, whose address is 209 Cevallos Street, Pensacola, Florida 32502 (Grantee).

WITNESSETH, that Grantor, for and in consideration of the sum of Two Thousand, Five Hundred Dollars (\$2,500.00), and other good and valuable consideration in hand paid by Grantee, the receipt of which is acknowledged, conveys to Grantee and Grantee's heirs, executors, administrators, successors and assigns forever, the following land in Escambia County, Florida, more particularly described as follows:

S 2 1/2 FT OF W 106 1/2 FT OF LT 364 BLK 23 OR 4187 P 300 OLD CITY
TRACT CA 74.
SECTION 00, TOWNSHIP 0 SOUTH, RANGE 00 WEST
REFERENCE NUMBER 00-0S-00-9001-003-364
TAX ACCOUNT NUMBER 13-0613-000.

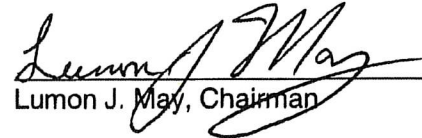
THIS CONVEYANCE IS SUBJECT TO taxes and assessments for the year 2023 and subsequent years; outstanding and unpaid taxes and assessments, if any, from previous years; conditions, easements, and restrictions of record, if any, but this reference does not operate to reimpose them; zoning ordinances and other restrictions and prohibitions imposed by applicable governmental authorities.

GRANTOR RESERVES an undivided 3/4 interest in, and title in and to an undivided 3/4 interest in, all the phosphate, minerals and metals that are or may be in, on, or under the Property and an undivided 1/2 interest in all the petroleum that is or may be in, on, or under the Property with the privilege to mine and develop the same.

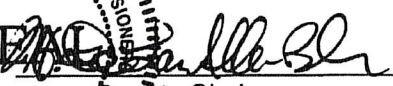
BK: 8964 PG: 1925 Last Page

IN WITNESS WHEREOF, Grantor has caused this deed to be executed in its name by its Board of County Commissioners acting by the Chairman of the Board, the day and year first above written.

ESCAMBIA COUNTY, FLORIDA by and through its duly authorized BOARD OF COUNTY COMMISSIONERS


Lumon J. May, Chairman

ATTEST: Pam Childers
Clerk of the Circuit Court


Deputy Clerk



BCC Approved: 1-19-2023

Date Executed

4/20/2023

Prepared By and Return To:
Sally B. Fox, of
Emmanuel, Sheppard & Condon, P.A.
30 S. Spring Street
Pensacola, FL 32502
File #16493161231
Parcel I.D. a portion of 000S009001003364

Pam Childers
CLERK OF THE CIRCUIT COURT
ESCAMBIA COUNTY FLORIDA
INST# 2023084310 10/18/2023 2:03 PM
OFF REC BK: 9056 PG: 1362 Doc Type: WD
Recording \$27.00 Deed Stamps \$2.10

Less & except
a portion of small
piece on north side

WARRANTY DEED

This WARRANTY DEED dated this 21st of September 2023, **DABO'S HOLDINGS, LLC, a Florida limited liability company**, whose mailing address is 203 Cevallos Street, Pensacola, Florida 32502 hereinafter called the GRANTOR, to **200 OFFICE COMPLEX, LLC, a Florida limited liability company**, whose mailing address is 260 S. Tarragona Street, Suite 240-D, Pensacola, Florida 32502, hereinafter called the GRANTEE. (Wherever used herein the terms "Grantor" and "Grantee" include all parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations.)

WITNESSETH: That the GRANTOR, for and in consideration of the sum of \$10.00 and other valuable considerations, the receipt and sufficiency of which is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the GRANTEE, all that certain land situate in **ESCAMBIA** County, Florida, to-wit:

SEE EXHIBIT "A" for legal description

GRANTOR warrants and represents that the above-described property does not constitute the homestead of GRANTOR for any purposes under Florida law or the Florida Constitution and the property is not adjacent to or contiguous to the GRANTOR'S homestead. No member of the grantor's family dependent upon them for support resides on the subject property. The address of the actual domicile of the grantors is stated above.

SUBJECT TO covenants, conditions, restrictions, reservations, limitations, easements and agreements of record, if any; taxes and assessments for the year **2023** and subsequent years; and to all applicable zoning ordinances and/or restrictions and prohibitions imposed by governmental authorities, if any.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND THE GRANTOR hereby covenants with said GRANTEE that except as above noted, the GRANTOR is lawfully seized of said land in fee simple; that the GRANTOR has good right and lawful authority to sell and convey said land; that the GRANTOR hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, GRANTOR has signed and sealed these presents the date set forth above.

Signed in the presence of
the following witnesses:

Sally Fox
Print Name: Sally Fox
Address: 30 So. Spring St.
Pensacola FL 32502

Alisa J. Kiker
Print Name: Alisa J. Kiker
Address: 30 S. Spring St.
PENSACOLA FL 32502

DABO'S HOLDINGS, LLC
a Florida limited liability company

BY: David A. Richbourg
Its: Member & Manager

STATE OF FLORIDA)
COUNTY OF ESCAMBIA)

The foregoing instrument was acknowledged before me by means of (☒) physical presence or () online notarization, this 18th day of September 2023, by David A. Richbourg, as Member and Manager of Dabo's Holdings, LLC, a Florida limited liability company, on behalf of the company, (☒) who is personally known to me or () who has produced _____ as identification.

Alisa J. Kiker
Notary Public
[Notary Seal]

 ALISA J. KIKER
Notary Public, State of Florida
* My Comm. Expires Mar. 25, 2026
Commission No. HH 219994

EXHIBIT "A"
Legal Description

A portion of that property described in Official Records Book 8964, at page 1924, of the Public Records of Escambia County, Florida, being more particularly described as follows:

Commence at the Southwest corner of Lot 359, Block 23, Old City Tract, City of Pensacola, according to the map of said city copyrighted by Thomas C. Watson in 1906, said point being located at the intersection of the North right-of-way of East Intendencia Street (40.75 foot right-of-way) and the East right-of-way line of Tarragona Street (60 foot right-of-way); thence proceed North 09 degrees 26 minutes 48 seconds West along said East right-of-way line a distance of 168.55 feet to the Northwest corner of said lot 359 being also the Southwest corner of that property as described in Official Records Book 8964, Page 1924, of the Public Records of Escambia County, Florida; thence continue North 09 degrees 26 minutes 48 seconds West along said right-of-way a distance of 2.50 feet to the Southwest corner of Lot 5, Tarragon Square as recorded in Plat Book 17, Page 24, of the Public Records of Escambia County, Florida; thence departing said right-of-way line proceed North 80 degrees 23 minutes 20 seconds East along the South line of said Lot 5, a distance of 84.05 feet to the Point of Beginning; thence continue North 80 degrees 23 minutes 20 seconds East along the South line a distance of 22.68 feet to the Southeast corner of said Lot 5, thence proceed South 09 degrees 48 minutes 07 seconds East a distance of 2.50 feet to the Southeast corner of that property described in Official Records Book 8964, Page 1924, of the Public Records of Escambia County Florida, said point being on the North line of Lot 360, Block 23 of the aforesaid Old City Tract, City of Pensacola; thence proceed South 80 degrees 23 minutes 20 seconds West along the South line of said property a distance of 22.69 feet to the Northeast corner of the aforesaid Lot 359; thence proceed North 09 degrees 22 minutes 20 seconds West a distance of 2.50 feet to the Point of Beginning.

Lying a being a portion of Section 46, Township 2 South, Range 30 West, Escambia County, Florida

Layers Search Results

List

Details



Features found: 1
(showing 1/1)

Layer: Avineon MIL1 -
Parcels

Tax Link

Google Maps

Reference Number 00-0S-00-790

Owner DABOS HOLT
Information 209 CEVALL
PENSA

Parcel Reference Link 000S0079010

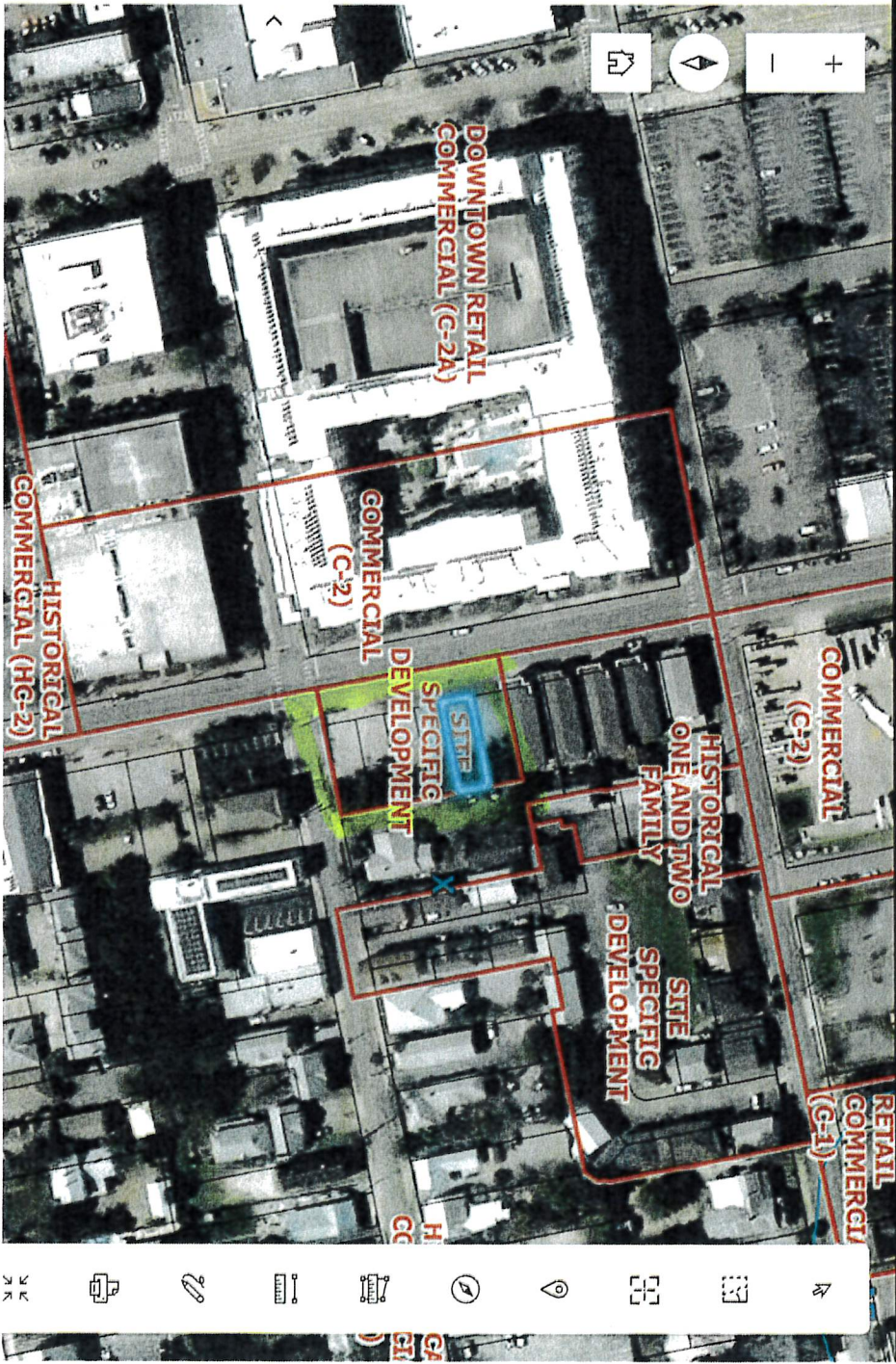
Account 1300

200 ft

State of Florida, Microsoft, Vantor

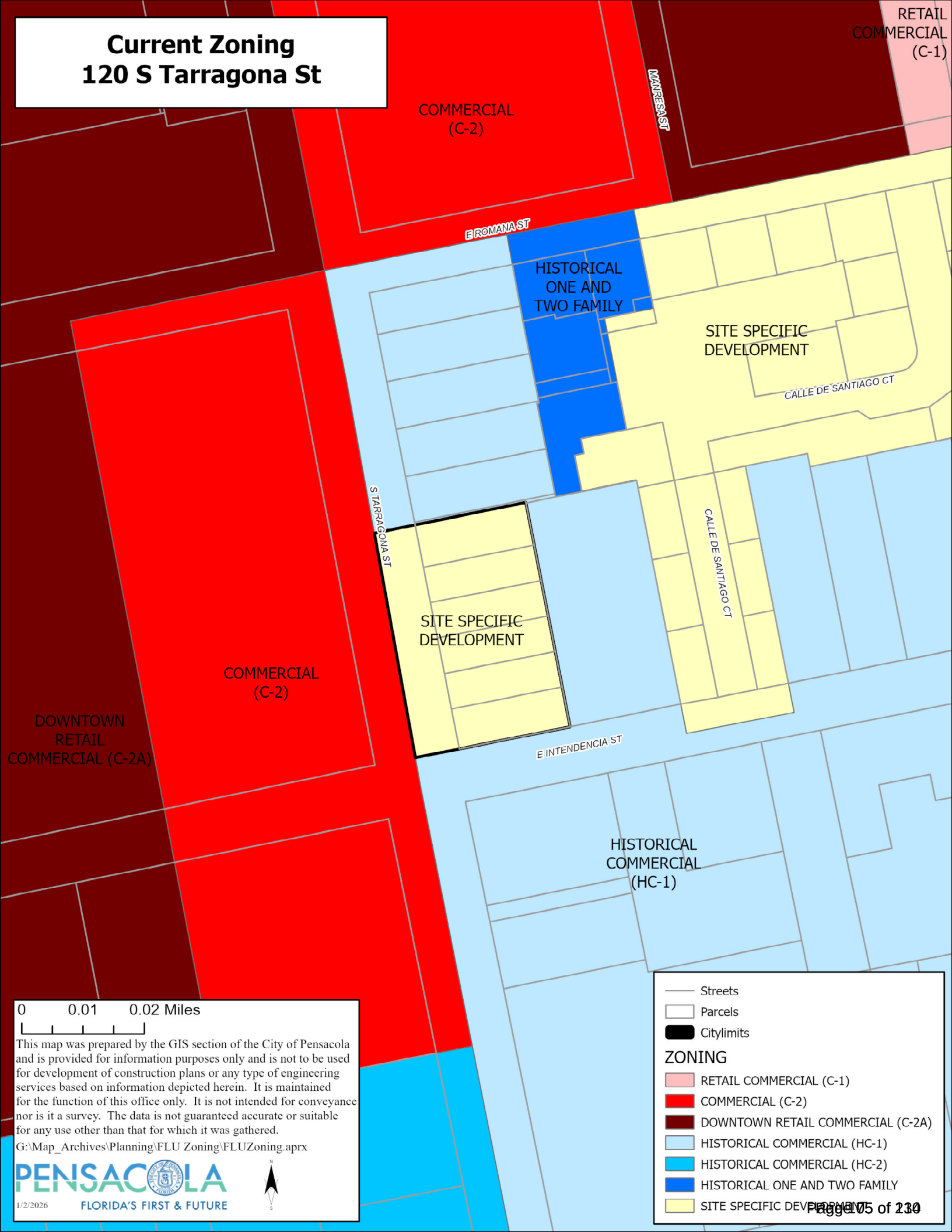
Powered by Esri | Land Records Web App Template from Avineon, Inc. | Build 2.1.2 - 2025-07-30

https://map.template.avineonis.com/?client=pensacolafl.avn



Page 104 of 230

Current Zoning 120 S Tarragona St



0 0.01 0.02 Miles

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.

G:\Map_Archives\Planning\FLU Zoning\FLUZoning.aprx



- Streets
- Parcels
- Citylimits

ZONING

- RETAIL COMMERCIAL (C-1)
- COMMERCIAL (C-2)
- DOWNTOWN RETAIL COMMERCIAL (C-2A)
- HISTORICAL COMMERCIAL (HC-1)
- HISTORICAL COMMERCIAL (HC-2)
- HISTORICAL ONE AND TWO FAMILY
- SITE SPECIFIC DEVELOPMENT

Proposed Zoning 120 S Tarragona St

RETAIL
COMMERCIAL
(C-1)

COMMERCIAL
(C-2)

MANRESA ST

EROMANA ST

HISTORICAL
ONE AND
TWO FAMILY

SITE SPECIFIC
DEVELOPMENT

CALLE DE SANTIAGO CT

S TARRAGONA ST

HISTORICAL
COMMERCIAL
(HC-1)

CALLE DE SANTIAGO CT

COMMERCIAL
(C-2)

DOWNTOWN
RETAIL
COMMERCIAL (C-2A)

E INTENDENCIA ST

HISTORICAL
COMMERCIAL
(HC-1)

0 0.01 0.02 Miles

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G:\Map_Archives\Planning\FLU Zoning\FLUZoning.aprx



- Streets
- Parcels
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ZONING

- RETAIL COMMERCIAL (C-1)
- COMMERCIAL (C-2)
- DOWNTOWN RETAIL COMMERCIAL (C-2A)
- HISTORICAL COMMERCIAL (HC-1)
- HISTORICAL COMMERCIAL (HC-2)
- HISTORICAL ONE AND TWO FAMILY
- SITE SPECIFIC DEVELOPMENT

Zoning Comparison for Lots 1-6 Terraces at Tarragona Rezoning Application (SSD to HC-1)



Address: 120 S. Tarragona Street (lots 1-6 Terraces at Tarragona)

Future land use: Historic and Preservation

Zoning district: SSD – Site Specific Zoning District

Owner(s): Dabos Holdings LLC

Total parcels: 6

Subject area: 14,375 square feet (0.33 acres)

Subject width: 171.05' along Tarragona Street and 83.83' along E. Intendencia Street

City Council district – 6, Council President Allison Patton

Neighborhood Association – none

Application: Owners' desire to rezone from SSD to HC-1 to accommodate flexibility for redevelopment and purchase. The current SSD requires a 6-unit, 3-story townhome development.

SSD

Use – Townhome

Density – 1 du/parcel

Min. lot area – none

Min. lot width – none

Max. height – 3 stories

Setbacks – Front 2'
North side 5'
South side 2'
Rear 20'

HC-1 standards

Use – Single family detached through commercial uses listed below

Density – 35 du/acre

Min. lot area – none

Min. lot width – none

Max. height – 35'

Setbacks - Front 6' from street edge
North and interior sides 5'
South side 6' from street edge
Rear 15'

Highest use under SSD:

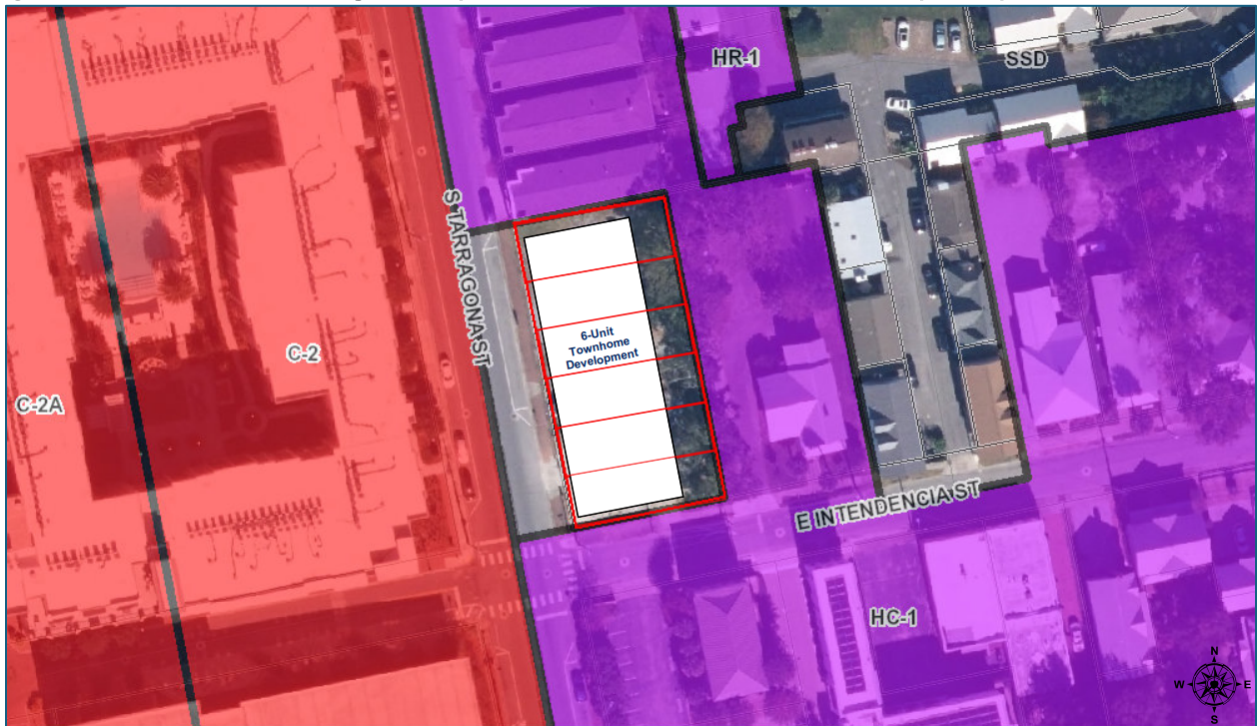
6 single family attached residences / townhomes (6 du's)

Highest residential use under HC-1:
(du = dwelling units)

6 single family detached residences with 6 ADUs (12 du's)
2 duplexes and 4 single family detached with ADUs (12 du's)
multifamily - apartments / condo if all lots combined (11 du's);
6 attached townhomes (6 du's)

Zoning Comparison for Lots 1-6 Terraces at Tarragona Rezoning Application (SSD to HC-1)

Highest use under SSD: **6 single family attached residences / townhomes (6 du's)**



Highest residential use under HC-1: **6 single family detached residences with 6 ADUs (12 du's)**



Zoning Comparison for Lots 1-6 Terraces at Tarragona Rezoning Application (SSD to HC-1)

Complete list of uses permitted in HC-1

Residential -	Single-family detached dwellings Single-family attached dwellings (townhouse) Two-family dwellings (duplex) Multiple-family dwellings up to 35 dwelling units per acre
Public -	Libraries, community centers, and government buildings Churches Public parks and playgrounds
Commercial -	Community residential homes (assisted living facilities) Bed and Breakfast Family day care homes Boarding and lodging houses Childcare facilities Offices Retail and services – specific uses include antique shops, bakeries, grocery stores, barbershops and beauty parlors, laundromats, clothing and fabric shops, studios, small appliance repair shops, floral gardens and shops, hand craft shops, secondhand stores, specialty shops. Marinas Restaurants Motels Parking lots

TERRACES AT TARRAGONA STREET TIMELINE

January 1989

Planning Board and Council approved the existing Site-Specific Development Plan for the lot at 120 S. Tarragona Street. Previous zoning was HC-1 (historic commercial). The SSD zoning allowed the operation of a day care center. See attachment 1.

May 2006

ARB review and approval of demolition of the existing building. Conceptual design for “Courtyards on Tarragona” approved and plans show six townhomes with garage entry along Tarragona Street. See attachment 2.

July 2006

City Council approval of a major revision to the site specific development at 120 S. Tarragona Street per Sec. 12-3-15(3) (current code reference). Major revisions included the use (from childcare facility to residential) and development standards such as setbacks to include: front setback of 8’; rear setback of 29’; north side yard setback of 5’; south side yard setback of 2’. See attachment 3.

December 2020

Minor change to setbacks for the site specific development approved administratively per Sec. 12-3-15(2). Changes include the front yard setback from 8’ to 2’, and the rear yard setback from 29’ to 20’. See attachment 4.

April 2021

Conceptual review of aesthetics and site plan approved by ARB.

September 2022

Final review of aesthetics and site plan approved by ARB. See attachment 5 for example renderings.

August 2022

Preliminary subdivision plat for Terraces at Tarragona approved by Planning Board for 6 new parcels.

December 2023

Final subdivision plat for Terraces at Tarragona approved by Planning Board. Recommendation for Council to approved.

January 2024

Subdivision plat for Terraces at Tarragona approved by City Council. See attachment 6.

ATTACHMENT 1

COMMITTEE MEMORANDUM

Item #1

COMMITTEE: General Government

DATE: January 6, 1989

SUBJECT: Final SSD Plan -- 114-124 South Tarragona Street

ISSUE:

The Planning Board has reviewed the final SSD plan of a day care center, located at 114-124 South Tarragona, submitted by Joe Pair. City Council approved the preliminary SSD request at a public hearing conducted on December 15, 1988. No opposition was expressed.

The final SSD site plan has been reviewed and approved by the appropriate City departments. All exterior modifications to the structure will have to be reviewed and approved by the Architectural Review Board.

After reviewing the SSD final site plan, the Planning Board unanimously recommended approval of the project.

ALTERNATIVES:

1. Approve the final SSD site plan for 114-124 South Tarragona Street.
2. Deny the final SSD plan and request changes.

POLICY IMPLICATIONS:

The site plan is consistent with the SSD ordinance and guidelines.

FINANCIAL IMPACT:

The proposed improvements to this property will generate additional ad valorem and utility tax revenue for local government.

ECONOMIC DEVELOPMENT IMPACT:

Renovation and construction activities associated with converting this building to a day care center will generate additional labor and material expenditures within the local economy.

STAFF CONTACT:

Deputy City Manager Ed Hinkle; Community Design & Planning Director Peter DeVries.

City of
Pensacola



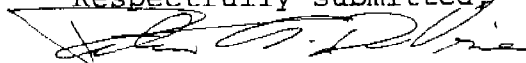
ATTACHMENT 1

General Government
Final SSD Plan -- 114-124 South Tarragona Street
January 6, 1989
Page 2

RECOMMENDATION:

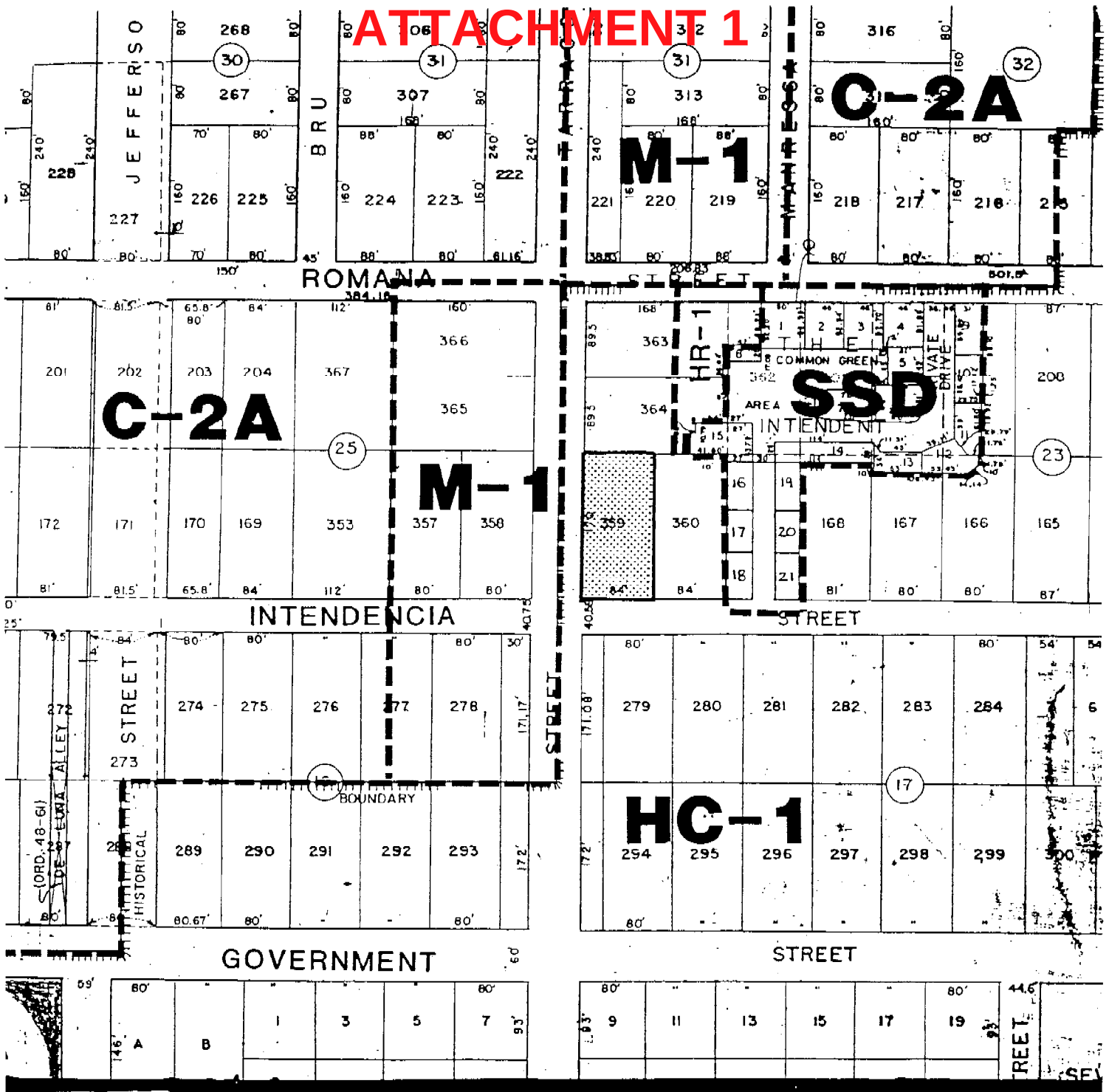
That City Council concur with the Planning Board recommendation and approve the final SSD site plan for 114-124 South Tarragona Street.

Respectfully submitted,



Peter A. DeVries
Secretary to the Planning Board

ATTACHMENT 1



REZONING REQUEST



NOT TO SCALE

OCTOBER 1988

REQUESTED BY MR PAIR



REZONE FROM HC-1 (HISTORICAL COMMERCIAL) TO
SSD (SITE SPECIFIC DAY CARE CENTER)

PROPOSED
ORDINANCE NO. 3-89

ORDINANCE NO. 6-89

AN ORDINANCE
TO BE ENTITLED:

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF
CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH
THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA;
AMENDING THE FUTURE LAND USE AND ZONING MAP OF THE
CITY OF PENSACOLA; REPEALING CLAUSE AND EFFECTIVE
DATE.

WHEREAS, the City of Pensacola adopted a Comprehensive Plan
on June 25, 1981, pursuant to applicable law; and

WHEREAS, a proposed amended zoning classification has been
referred to the local planning agency pursuant to §163.3194, Fla.
Stat. (1985), proper public notice was provided and a public hearing
was held on December 15, 1988, concerning the following proposed
zoning classification affecting the property described therein; and

WHEREAS, after due deliberation, the City Council has
determined that the amended zoning classification set forth herein
will affirmatively contribute to the health, safety, and general
welfare of the citizens of the City of Pensacola; and

WHEREAS, said amended zoning classification is consistent
with all applicable elements of the Comprehensive Plan as adopted on
June 25, 1981, and revised thereafter; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF PENSACOLA, FLORIDA:

SECTION 1. That the Future Land Use and Zoning Map Plan of
the City of Pensacola and all notations, references and information
shown thereon be and the same is hereby amended so that the following
described real property located in the City of Pensacola, Florida,
to-wit:

Lot 359, Block 23, Old City Tract, in the City of
Pensacola, Escambia County, Florida, according
to map of said City copyrighted by Thomas C.
Watson in 1906 (114-124 South Tarragona Street),

heretofore designated as HC-1 - Historic Commercial District be and
the same is hereby changed to SSD - Site Specific Zoning and
Development (Day Care Center), as fully as if all of the said real
property had been originally included in SSD - Site Specific Zoning
and Development (Day Care Center).

SECTION 2. All ordinances or parts of ordinances in con-
flict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This ordinance shall take effect immediately
upon its passage by the City Council.

Passed: January 26, 1989

Approved: [Signature]

Mayor

Attest:

[Signature]
City Clerk

Legal in form and valid if
enacted:

[Signature]
City Attorney

ATTACHMENT 2

Architectural Review Board

MEMORANDUM

TO: Architectural Review Board Members

FROM: Don Kelly, Secretary to the Board

DATE: May 10, 2006

SUBJECT: Item 8
120 South Tarragona Street
Contributing Structure/Replacement Structure
Pensacola Historic District
SSD

RECOMMENDATION

That the Board consider the request for approval

BACKGROUND

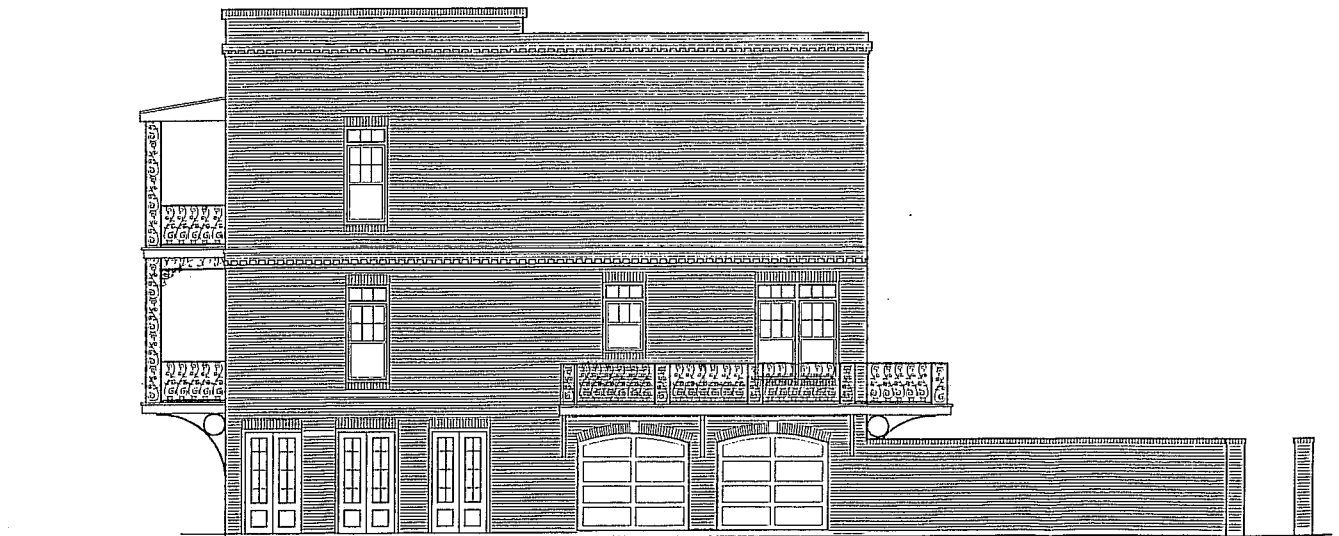
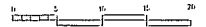
S. Ellen Carver of Carver Builders, Inc. is requesting approval of the demolition of a contributing structure and approval of the revised conceptual design for Courtyards on Tarragona.

ATTACHMENT 2



WEST ELEVATION

FACING TARRAGONA STREET



SOUTH ELEVATION

FACING ATENDENCIA STREET

ATTACHMENT 3

MEMORANDUM

TO: Thomas J. Bonfield, City Manager

FROM: Kevin A. Cowper, Community Development Director

DATE: July 10, 2006

SUBJECT: Major Revision to Site Specific Development-120 South Tarragona Street.

RECOMMENDATION:

That City Council conduct a quasi judicial hearing on July 13, 2006 to consider a major revision to the Site Specific Development located at 120 South Tarragona Street.

BACKGROUND:

Howard Steele is requesting approval to revise the existing Site Specific Development (SSD) located at 120 South Tarragona Street, which was formerly a licensed child care facility, Kids' Stuff Learning and Child Care Center, to allow for the redevelopment of the site with a residential development. The existing 3, 930 square foot structure was heavily damaged by Hurricane Ivan, and is awaiting demolition. The proposed development, Courtyards on Tarragona, would consist of six three-story townhomes on the .33 acre site. The building height will not exceed the maximum allowed height for the Pensacola Historic District, which is 35 feet. The setbacks for the site will be as follows: front setback of 8 feet, rear setback of 29 feet, north side yard setback 5 feet, and a south side yard setback of 2 feet. The Architectural Review Board granted approval to demolish the existing structure on the site, and has granted conceptual approval of the new development, which is immediately south of the Tarragon Square residential development.

The SSD zoning designation was a provision in the City's Land Development Code (LDC) which permitted properties to be rezoned to SSD to permit deviation from zoning regulations through development plan review and approval. While new Site Specific Developments are not allowed, major changes to previously approved Site Specific Developments may be approved by City Council review and approval. The existing SSD was approved in 1989, and the City Council Committee report addressing the original approval is attached.

The property was previously zoned HC-1 prior to being rezoned to SSD, and all exterior modifications are subject to review and approval by the Architectural Review Board. The ARB granted conceptual approval for the revised SSD, including approval to demolish the existing structure on the site, at the May 18, 2006 meeting.

ATTACHMENT 3

Thomas J. Bonfield, City Manager
Major Revision to Site Specific Development-120 Tarragona Street
July 10, 2006
Page 2

The Planning Board reviewed the request on June 13, 2006 and recommended approval. Public notice for the quasi-judicial hearing was published in the Pensacola News Journal. No written comments were received. Any comments received prior to the quasi-judicial hearing will be provided to City Council.

FINANCIAL IMPACT:

None.

ATTACHMENT 3

REPORT OF CITY COUNCIL ACTION OFFICE OF THE CITY CLERK

Classification ZONING
Subject SITE SPECIFIC DEV.
Location F-2
Date 07/13/2006

Agenda Item: 6-A

SUBJECT

MAJOR REVISION TO SITE SPECIFIC DEVELOPMENT -
120 SOUTH TARRAGONA STREET

ORDINANCE #: _____

ACTION TAKEN: ☒ APPROVED BY COUNCIL ☐ MOTION FAILED ☐ FIRST READING ☐ SECOND READING
☐ REFERRED TO: ☐ STAFF ☐ OTHER
☐ COMMITTEE

COUNCIL MEMBER	ACTION				COMMITTEE			
	MOT	SEC	YES	NO		Enterprise	Neighborhood	Economic & Community
					Finance	Oper	Services	Development
JEWEL CANNADA-WYNN			✓				*	*
MIKE DESORBO			ABSENT		C	*		
MARTY DONOVAN			✓				VC	VC
JOHN FOGG			ABSENT		VC			
JOHN JERRALDS			✓		*		C	*
JOHN NOBLES			✓		*	*		C
J. D. SMITH	✓		✓			VC		*
RONALD P. TOWNSEND	ABSENT	FOR NOTE			*		*	
MICHAEL WIGGINS			ABSENT		*	C		
P. C. WU		✓	✓			*	*	

C = CHAIRMAN
COPIES:

VC = VICE CHAIRMAN
☒ COUNCIL FILE

* = MEMBER
_____ MUNICIPAL CODE

ATTACHMENT 4

MEMORANDUM

To: Grover C. Robinson, IV, Mayor

Thru: Keith Wilkins, City Administrator
Kerrith Fiddler, Deputy City Administrator – Community Development

From: Sherry H. Morris, Planning Services Director

Date: December 1, 2020

Re: Minor Revision to Site Specific Development (120 South Tarragona Street)

The Land Development Code provides for minor changes to a Site Specific Development to be approved at the staff level. Section 12-2-15(B) of the LDC states:

(B) Minor changes to an approved SSD final development plan. Minor changes to a final development plan may be approved by the Mayor, City Engineer, the City Planner and Building Official when in their opinion the changes do not make major changes in the arrangement of buildings or other major features of the final development plan.

We have received a request from JJ Zielinski requesting a minor amendment to a previously approved SSD for a six unit townhouse project. The request would adjust the front setbacks from 8' to 2' and the rear setback from 29' to 20'. The change in setbacks would put the development more closely in line with surrounding structures and zoning district requirements.

Listed below are signature lines for the required City staff approvals. Final approval from the Mayor's Office is also required.


Kerrith Fiddler
OU=Office of the Mayor, O=City
of Pensacola, CN=Kerrith Fiddler,
E=kfiddler@cityofpensacola.com
your signing location here
2020-12-17 08:32:41

Grover C. Robinson, IV, Mayor



Derrik Owens, City Engineer


Sherry H. Morris, Planning Services Director

Sherry H. Morris, Planning Services Director



Jonathan Bilby, City Building Official

ATTACHMENT 5



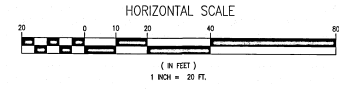
ATTACHMENT 5



ATTACHMENT 6

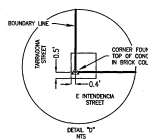
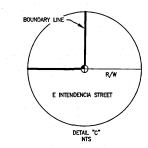
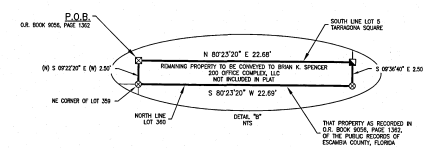
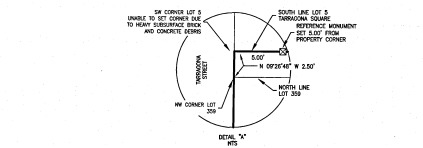
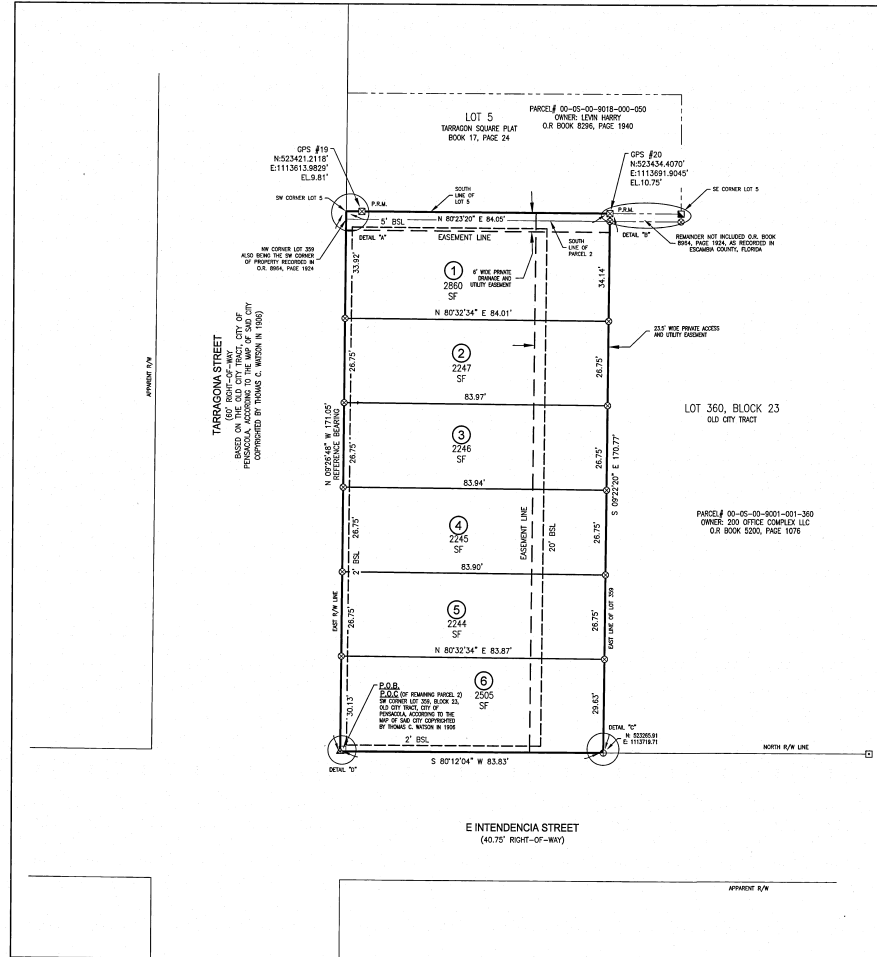
TERRACES AT TARRAGONA

A 6 LOT RESIDENTIAL SUBDIVISION, BEING A RE-PLAT OF LOT 359 AND A PORTION OF LOT 364 BLOCK 23, OLD CITY TRACT, CITY OF PENSACOLA, ESCAMBIA COUNTY FLORIDA, ACCORDING TO THE MAP OF SAID CITY COPYRIGHTED BY THOMAS C. WATSON IN 1906. BEING A PORTION OF SECTION 46, TOWNSHIP 2 SOUTH, RANGE 30 WEST, CITY OF PENSACOLA, ESCAMBIA COUNTY, FLORIDA.
AUGUST 2023



LEGEND:

- SET BENCHMARK
- SET NAIL & DISK (No. 7917)
- FOUND 1/2" DIA CAPPED IRON ROD #7073
- FOUND 1/2" DIA CAPPED IRON ROD ILLIBLE
- FOUND 3"x3" CONCRETE MONUMENT NO IDENTIFICATION
- FOUND 3"x3" CONCRETE MONUMENT #4882
- SET 5/8" DIA CAPPED IRON ROD #7917
- SET 4"x4" CONCRETE MONUMENT #7917
- PK NAIL FOUND
- P.O.B. POINT OF BEGINNING
- P.O.C. POINT OF COMMENCEMENT
- P.R.M. PERMANENT REFERENCE MONUMENT
- O.R. OFFICIAL RECORDS
- EL. ELEVATION
- NTS. NOT TO SCALE
- BSL. BUILDING SETBACK LINE
- SF. SQUARE FEET



CIVIL ENGINEER:

MCKIM & CREED, INC.
D. PATRICK JOHLE, JR.
1206 N. PALAFOX ST.
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SURVEYOR:

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OWNER AND DEVELOPER:

DAVID A. RICHBOURG, MANAGER
DAVID HOLDINGS, LLC,
209 CEVALLOS ST.
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(850) 324-3200



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FL Certificate of Authorization #23554
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SHEET 2 OF 2

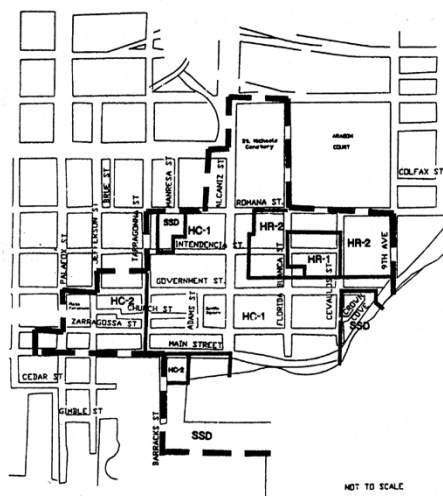
DECLARATION OF RESTRICTIVE COVENANTS FILED IN OFFICIAL RECORDS BOOK _____, PAGE _____
PLAT BOOK 20, PAGE 91A.

Department:	Comments:
Planning	No comments or concerns. Parcel was previously zoned HC-1.
FIRE	No comments.
PW/E	CSX permitting will be necessary for change of access or any work completed within the Tarragona ROW.
Surveyor	No comments.
Inspection Svcs	No comments.
Pensacola Energy	No comments.
ECUA	No comment or objections to restoring the prior zoning.
FPL	No comments.
ATT	AT&T has no issues with this.
FDOT	No comments.
CRA	No comments.
Parking	The original Parking Use Agreement (PUA, formerly LTU) was issued predicated upon the project being residential. PUAs are granted based on use, not zoning, and they are not transferable. Provided the project proceeds as a residential use with the same owner/developer, the PUA would remain in effect. However, since the requested zoning change could open the property to development for uses other than residential, you should be aware that if permits for any use other than residential are submitted or if the owner/developer changes, the PUA would immediately become null and void and a new PUA application would have to be submitted.
Airport	No comments.
Arborist	No comments.
Floodplain	These properties also are in the x500 so do not need to meet special flood provisions.

	Public Works performed emergency repair work to the Intendencia Street sidewalk in front of this property after requests for repair due to ingress/egress vehicle damages went unanswered. The property is to halt all vehicular ingress/egress from Intendencia Street until a driveway permit and infrastructure is in place. Until new permits are issued only utilize existing driveways on Tarragona for vehicle ingress/egress to the property. At the time of development, all public right of way defects on both roadway frontages are to be repaired.
Traffic Operations	No comment as to the specific zoning requested.

Sec. 12-3-10. Historic and preservation land use district.

The regulations in this section shall be applicable to the Pensacola historic district, the North Hill preservation district and the Old East Hill preservation district: HR-1, HR-2, HC-1, HC-2, PR-1AAA, PR-2, PC-1, OEHR-2, OEHC-1, OEHC-2 and OEHC-3.



(1) *Historic zoning districts: HR-1, HR-2, HC-1 and HC-2.*

- 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.
- 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.

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- iv. Home occupations allowing: not more than 60 percent of the floor area of the total buildings on the lot to be used for a home occupation; retail sales shall be allowed, limited to uses listed as conditional uses in subsection (1)c.2.vi of this section; two nonfamily members shall be allowed as employees in the home occupation; and a sign for the business not to exceed three square feet shall be allowed.
 - v. Publicly owned or operated parks and playgrounds.
 - vi. Community residential homes licensed by the state department of health and rehabilitative services with six or fewer residents providing that it is not to be located within 1,000 feet of another such home. If it is proposed to be within 1,000 feet of another such home, measured from property line to property line, it shall be permitted with city council approval after public notification of property owners in a 500-foot radius.
 - 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 state department of children and family Services as defined in state 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 5,000 square feet.
- iv. Community residential homes licensed by the state department of health and rehabilitative services with seven to 14 residents providing that it is not to be located within 1,200 feet of another such home in a multifamily district, and that the home is not within 500 feet of a single-family zoning district. If it is proposed to be within 1,200 feet of another such home in a multifamily district, measured from property line to property line, and/or within 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 500-foot radius.
- v. Child care 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.

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- (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 when located within the dense business area as defined in chapter 12-13, Definitions.
- 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.

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3. Plan submission. Every activity that requires plans in order to erect, construct, demolish, renovate or alter an exterior of a building, sign or exterior site work, located or to be located in the 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 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.

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- 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 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.
 - 6. Conceptual approval is permitted by the board only when the applicant specifies on their application that is the approval they are seeking. Conceptual approval applications shall be complete with the exception of final details such as material and color selections. Conceptual approval by the board does not permit the issuance of a building permit.

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- 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 that 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 subsections (1)f through h of this section. 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)— 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 inches (25.1 inches in circumference) at a height of one foot above grade: Live Oak, Water Oak, Pecan, and Magnolia having a minimum trunk diameter of six inches (18.8 inches in circumference) at a height of one foot above grade; and
 - ii. Any of the following flowering trees with a minimum trunk diameter of four inches (12.55 inches in circumference) at a height of one foot above grade: Redbud, Dogwood, and Crape Myrtle.

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

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 that will reflect details similar to those on the building. It is recommended that the use of wrought iron or brick fences be constructed in conjunction with buildings that use masonry materials in their construction.
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 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 non-illuminated sign advertising the sale, lease, or rental of the lot or building, said sign not exceeding six square feet in area.
 - (2) One non-illuminated sign not more than 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 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 12 square feet in area and having a maximum height of eight feet; provided, however, that signs projecting from a building or extending over public property shall maintain a clear height of nine feet six inches above the public property and shall not exceed a height of 12 feet six 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 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 non-illuminated nameplate designating the name of the occupant of the property; the nameplate shall not be larger than three square feet and shall be attached flat against the wall of the building.
- (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 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.

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- (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 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.
 - 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 the Interior's document to reflect local conditions in the rehabilitation of structures. In the case of a conflict between the Department of the 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 ensure 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 12 feet in height.
 - iii. 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 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.

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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 on 12, but can be found to slope as much as 12 on 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 30-year fiberglass or asphalt dimensional shingles, rolled roofing, and metal shingles. Thirty-year or 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 that 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.

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- i. Doors are to be fabricated of solid wood, with three horizontal rails and two 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 subsection (1)f.5.i of this section, but usually shall not exceed six 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 five inches and eight inches.
6. *Windows.* Traditionally the windows employed in the Seville 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 30 inches above finished floor. Typical windows ranged in width from 32 to 36 inches and ranged in height from six to seven 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 judgement 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 to six panes, and in the usual double hung window, the layout of window panes will be six over six. 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-inch member at the two 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 and 2½ times the width. The sill height for standard windows shall be approximately 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.

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- 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 surface 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, etc.) 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.

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- 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.

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 subsection (1)e of this section, relating to streetscape elements, and paint colors described in subsection (1)f.3 of this section 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 that 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 that 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 general building style districts as shown on Map 12-3.1: 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 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 subsection (1)e of this section 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 subsection (1)f.1 through 12 of this section 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.

1. Figure 12-3.1 illustrates the scale and characteristics of building types I and II for the wood cottages district.
2. Figure 12-3.2 illustrates the scale and characteristics of building type III for the brick structures district.
3. Aragon subdivision Block "L" & "N" and lots within Privateer's Alley shall conform to section 12-3-12(2)e.10, GRD-1 Architectural Review Standards, with the exception of section 12-3-12(2)e.10.v, Doors. Exterior doors shall comply with subsection (1)f.5 of this section.

MAP 12-3-1-HISTORIC BUILDING STYLE DISTRICTS

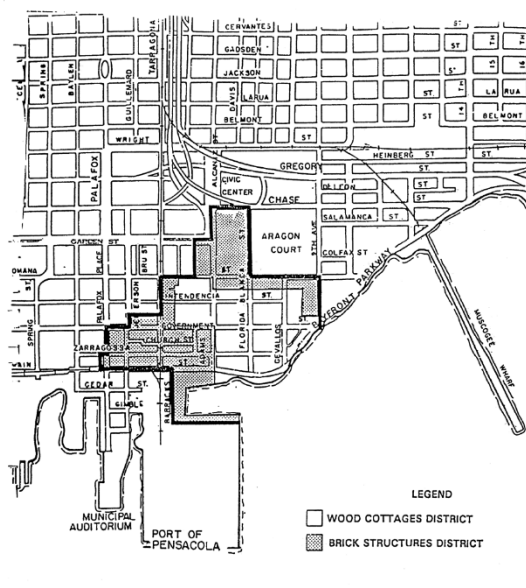


FIGURE 12-3.1. WOOD COTTAGES DISTRICT-STREETSCAPE, TYPE 1

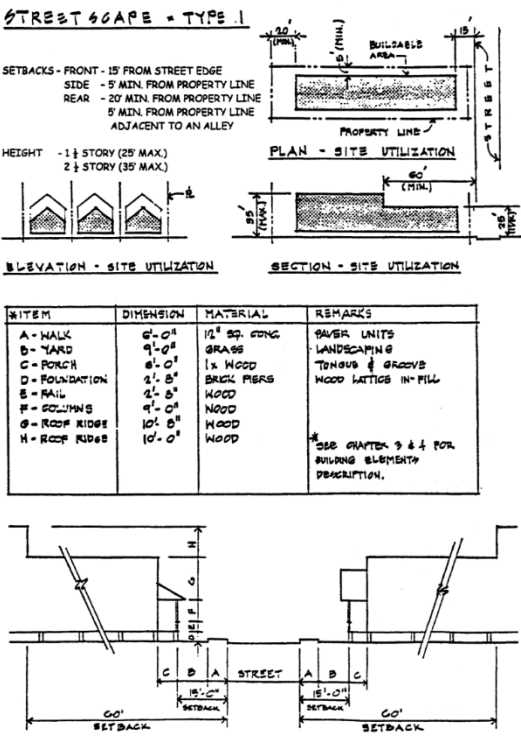


FIGURE 12-3.1. WOOD COTTAGES DISTRICT-STREETSCAPE, TYPE 1

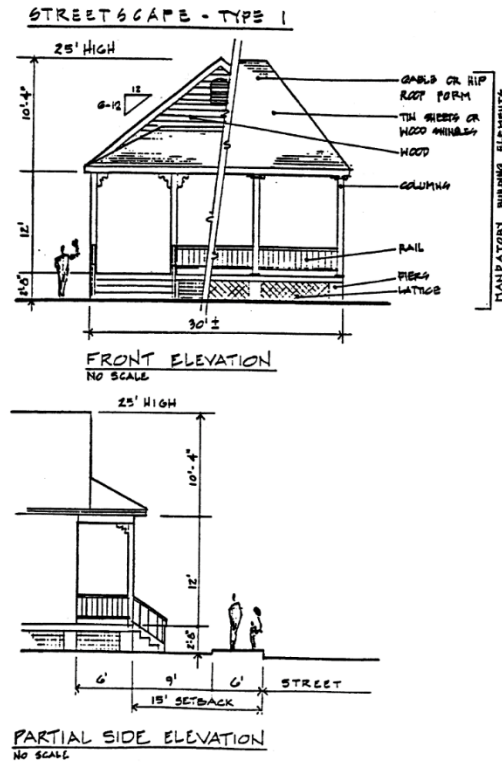


FIGURE 12-3.1. WOOD COTTAGES DISTRICT-STREETSCAPE, TYPE 2

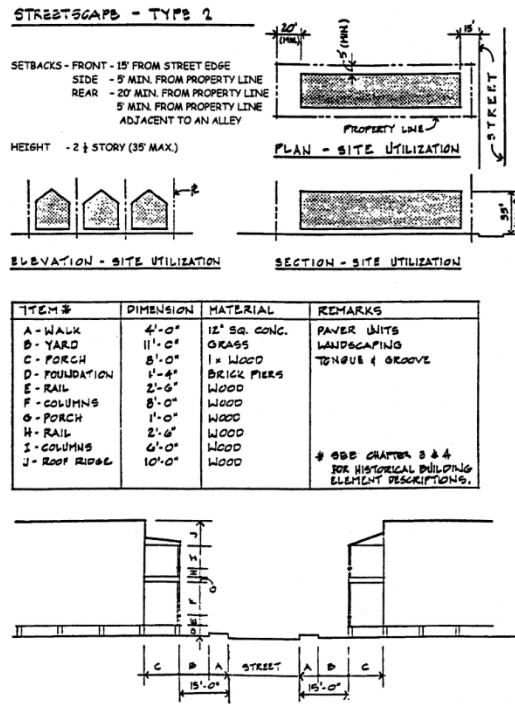


FIGURE 12-3.1. WOOD COTTAGES DISTRICT-STREETSCAPE, TYPE 2

STREETSCAPE - TYPE 2

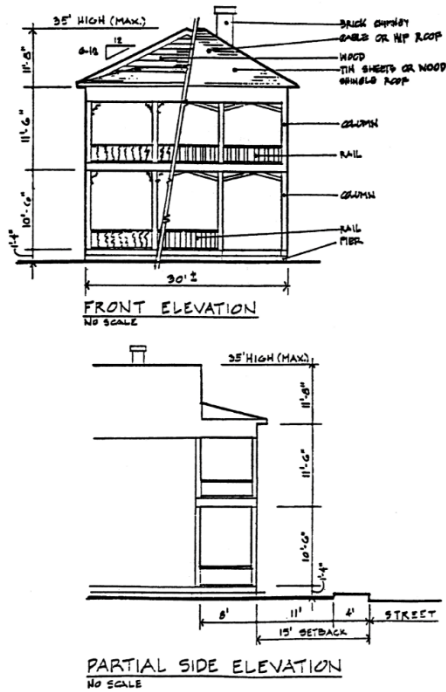
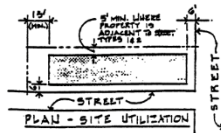


FIGURE 12-3.2. BRICK STRUCTURES DISTRICT-STREETSCAPE, TYPE 3

STREETSCAPE - TYPE 3

- SETBACKS - FRONT - 6' FROM STREET EDGE
 SIDE - 5' MIN. FROM PROPERTY LINE
 0' MIN. FROM PROPERTY LINE
 FOR LOTS WITHIN ARAGON
 S/D PRIVATEER'S ALLEY
 REAR - 15' MIN. FROM PROPERTY LINE
 5' MIN. FROM PROPERTY LINE
 ADJACENT TO AN ALLEY OR
 WITHIN ARAGON S/D PRIVATEER'S
 ALLEY



*HEIGHT - BUILDING HEIGHT SHALL BE LIMITED TO
 THE ADJACENT LOT'S STREETSCAPE TYPE.



ITEM	DIMENSION	MATERIAL	REMARKS
A - WALK B - ROOF RIDGE OR PARAPET	6'-0"	12" SQ. CONC. BRICK	PAVER UNITS SEE HEIGHT LIMIT, ABOVE ARAGON S/D BLK. "L" & "N" AND LOTS WITHIN PRIVATEER'S ALLEY SHALL CONFORM TO SECTION 12-2-12(B)(5)(J), GRD-1 ARCHITECTURAL REVIEW STANDARDS WITH THE EXCEPTION OF SEC. 12-2- 12(B)(5)(J). DOORS, EXTERIOR DOORS SHALL COMPLY WITH 12-2-10(A)(5)(e) OF THIS SECTION.

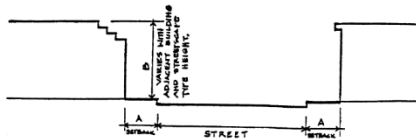
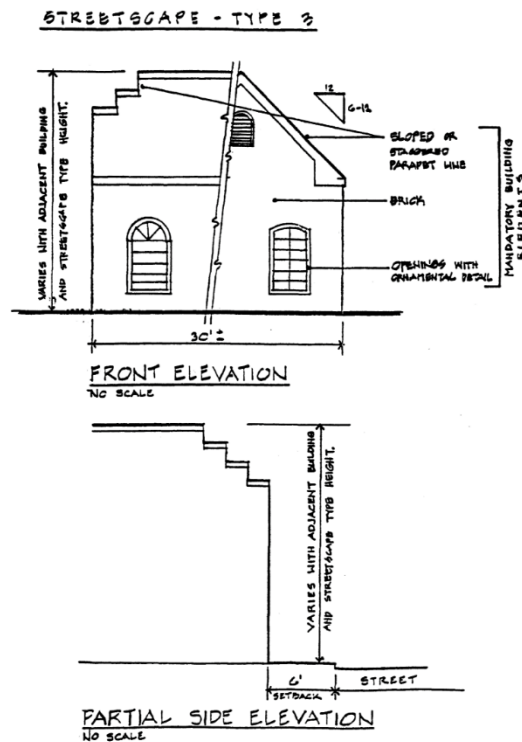


FIGURE 12-3.2. BRICK STRUCTURES DISTRICT-STREETSCAPE, TYPE 3



- 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 that 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 most recent assessments;
 - (b) Real estate taxes for the previous two years;

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- (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 years;
 - (e) All appraisals obtained within the previous two years by the owner or applicant in connection with his or her 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 independent appraisals made by appraisers with competent credentials.
- ii. *For income-producing property:*
- (a) Annual gross income from the property for the previous two years;
 - (b) Itemized operating and maintenance expenses for the previous two years, including proof that adequate and competent management procedures were followed;
 - (c) Annual cash flow, if any, for the previous two years; and
 - (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.

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 that 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 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 that 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 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 buildings 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 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 of insufficient size to carry imposed loads with safety;
 - (d) Fireplaces or chimneys that list, bulge or settle due to defective materials or deterioration. Fireplaces or chimneys that 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 that 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 of this section so that such structure shall be preserved and protected in accordance with the purposes of this section 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 subsections (1)i.2.i through vi of this section.
- 2. The board shall make such determination within 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 subsections (1)i.2.i through vi of this section, 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 subsection (1)i.3 of this section.
- 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; and
 3. Repair at his or her 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.

Sec. 12-3-15. Site specific zoning district.

The regulations in this section shall be applicable to the site specific development zoning district: SSD.

- (1) *Purpose of district.* This section is enacted to provide for the option of amending an approved final development plan for any parcel of property that was zoned SSD (site specific development) prior to May 1, 1990. Subsequent to May 1, 1990 no rezonings to SSD have been allowed.
- (2) *Minor changes to an approved SSD final development plan.* Minor changes to a final development plan may be approved by the mayor, city engineer, the planning services department and building official when in their opinion the changes do not make major changes in the arrangement of buildings or other major features of the final development plan.
- (3) *Major changes to an approved SSD final development plan.* Major changes such as, but not limited to, changes in land use or an increase or decrease in the area covered by the final development plan may be made only by following the procedures outlined in filing a new preliminary development plan as described in section 12-3-120.

(Code 1986, § 12-2-15; Ord. No. 16-10, § 204, 9-9-2010)

Sec. 12-11-3. Amendments.

The city council may, from time to time on its own motion, or on petition, or on recommendation of the planning board or the zoning board of adjustment or any department or agency of the city, amend, supplement, or repeal the regulations and provisions of this title and the comprehensive plan.

(1) *Authorization and responsibility.*

- a. Every such proposed amendment or change, whether initiated by the city council or by petition, shall be referred to the planning board who shall study such proposals and make recommendation to the city council.
- b. If a rezoning of a parcel of land is proposed by the owner of the parcel or another interested person, it shall be the responsibility of such owner or other interested person to comply with the provisions of this chapter. If such rezoning of a parcel of land is proposed by the city, its staff, or the planning board, it shall be the responsibility of the planning services department to comply with the provisions of this section.

(2) *Initiation.* An amendment may be initiated by:

- a. The city.
- b. The owners of the area involved in a proposed zoning or future land use amendment.

(3) *Application.*

- a. An application for zoning or comprehensive plan future land use amendment must be submitted to the planning services department at least 30 days prior to the regularly scheduled meeting of the planning board.
- b. The application shall be scheduled for hearing only upon determination that the application complies with all applicable submission requirements.
- c. No application shall be considered complete until all of the following have been submitted:
 1. The application shall be submitted on a form provided by the board secretary.
 2. Each application shall be accompanied by the following information and such other information as may be reasonably requested to support the application:
 - i. A legal description of the property proposed to be rezoned or its land use changed;
 - ii. Proof of ownership of the property, including a copy of the deed and a title opinion, title insurance policy, or other form of proof acceptable to the city attorney;
 - iii. Existing zoning and future land use classification;
 - iv. Desired zoning and future land use classification;
 - v. Reason for the rezoning or comprehensive plan future land use amendment.
 3. 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.
- d. Any party may appear in person, by agent, or by attorney.

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- e. Any application may be withdrawn prior to action of the planning board or city council at the discretion of the applicant initiating the request upon written notice to the board secretary.
- (4) *Planning board review and recommendation.* The planning board shall review the proposed rezoning or comprehensive plan future land use amendment at the advertised public meeting and make a recommendation to the city council. Such recommendation:
- a. Shall be for approval, approval with modification, or denial, including its reasons for any modifications or denial.
 - b. Shall include consideration of the following criteria:
 - 1. Whether, and the extent to which, the proposal would result in incompatible land use considering the type and location of the proposed amendment and the surrounding land use.
 - 2. Whether, and the extent to which, the proposed amendment would affect the carrying capacity of public facilities and services.
 - 3. Whether the proposed amendment would be in conflict with the public interest and welfare.
 - 4. Whether, and the extent to which, the proposed amendment would adversely affect the property values in the area.
 - 5. Whether, and the extent to which, the proposed amendment would result in significant adverse impact on the natural environment.
 - 6. The relationship of the proposed amendment to proposed public and private projects (i.e., street improvements, redevelopment projects, etc.).
- (5) *City council review and action.*
- a. *Public hearing.* The city council shall hold up to two public hearings, depending on the type of amendment, after 5:00 p.m. on a weekday to review the proposed zoning amendment. Public notice shall be provided, through applicable procedures as outlined in subsection (6) of this section.
 - b. *Action.* The city council shall review the proposed zoning amendment, and the recommendation of the planning board and the recommendation of the department of community affairs, if applicable, and either approve, approve with modification or deny the proposed amendment at the city council public hearing. If the zoning amendment is approved by council, the adoption ordinance will be read two times following the first public hearing. For comprehensive plan amendments, the adopted ordinance will not become effective until the department of community affairs has completed its 45-day compliance review.
- (6) *Procedures.*
- a. *Zoning amendments.*
 - 1. Rezoning requests must be submitted to the planning services department at least 30 days prior to the planning board meeting.
 - 2. The city shall publish a notice in the newspaper announcing the planning board meeting at least seven days prior to the planning board meeting.
 - 3. The city shall place a sign on the property to be rezoned at least seven days prior to the planning board meeting.

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4. Notice shall be published by public notice advertised in a newspaper of general daily circulation published in the county at least seven days prior to the scheduled board meeting at the expense of the applicant.
 5. The city shall notify property owners within a 500-foot radius, as identified by the current county tax roll maps, of the property proposed for rezoning with a public notice by post card, at least seven days prior to the board meeting. The public notice shall state the date, time and place of the board meeting.
 6. The planning board shall review the proposed rezoning request and make a recommendation to the city council.
 7. The city council shall set a date for a public hearing.
 8. The city shall notify property owners within a 500-foot radius of the property proposed to be rezoned with a public notice (letter and a map) mailed certified with return receipt at least 30 days prior to the scheduled city council public hearing dates. The public notice shall state the date, time and place of the public hearing.
 9. The city shall place a sign on the property to be rezoned announcing date, time and location of the city council public hearing at least 15 days prior to the hearing.
 10. A legal notice of the city council public hearing shall be published in the newspaper at least ten days prior to the hearing.
 11. The city council shall review the proposed amendment and take action as described in subsection (5) of this section.
 12. In addition to subsections (6)a.1 through 6 of this section the city strongly encourages that the applicant hold an informational meeting with any applicable neighborhood groups and/or property owners associations prior to proceeding with an application involving a zoning and/or comprehensive plan amendment.
 13. For proposals initiated by the city to rezone ten or more contiguous acres, subsections (6)a.1 through 6 shall be applicable in addition to the following. The city shall hold two advertised public hearings on the proposed ordinance as follows:
 - i. Public notice of actual zoning changes, including zoning district boundary changes; consolidation or division of existing zones involving substantive changes; and the addition of new zoning districts shall be mailed by first class mail at least 30 days prior to the first city council public hearing to consider the change, to every owner of real property, as identified by the current tax roll, within 500 feet of the boundaries of the subject parcels to be changed.
 - ii. The city shall place a sign on the property to be rezoned announcing date, time and location of the first city council public hearing at least 15 days prior to the hearing.
 - iii. The first public hearing shall be held at least seven days after the day that the first advertisement is published. The second hearing shall be held at least ten days after the first hearing and shall be advertised at least five days prior to the public hearing. At least one hearing shall be held after 5:00 p.m. on a weekday.
 - iv. The required advertisements shall be no less than two columns wide by ten inches long in a standard size or a tabloid size newspaper, and the headline in the advertisement shall be in a type no smaller than 18 point. The

advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.

The city council shall review the proposed zoning amendment, and the recommendation of the planning board and either approve, approve with modification or deny the proposed amendment at the first city council public hearing. If the zoning amendment is approved by council, the adoption ordinance will be read two times following the first public hearing.

- b. *Small scale development comprehensive plan future land use map amendments.* Future land use map amendments that comply with the small scale development criteria in F.S. § 163.3187, may be considered by the planning board and the city council at any time during the calendar year until the annual maximum acreage threshold is met. The petitioner shall be required to complete the steps listed above in subsections (6)a.1 through 12 of this section.
- c. *Comprehensive plan future land use map amendments for other than small scale development activities.* Comprehensive plan future land use map amendments for other than small scale development activities shall be considered twice a year by the planning board and the city council.
 - 1. Comprehensive plan future land use map amendment requests must be submitted to the planning services department at least 30 days prior to the planning board public hearing.
 - 2. The city shall publish a display advertisement in a standard size or a tabloid size newspaper with type no smaller than 18 point in the headline announcing the planning board and city council public hearings at least seven days prior to the planning board hearing. The advertisement shall be no less than two columns wide by ten inches long. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.
 - 3. The city shall place a sign on the property to be rezoned at least seven days prior to the planning board hearing.
 - 4. The planning board shall review the proposed future land use map amendment at the advertised public hearing and make a recommendation to the city council.
 - 5. The city council shall schedule a public hearing.
 - 6. The city council shall review the comprehensive plan future land use map amendment at the advertised public hearing and either approve the request for transmittal to the department of economic opportunity or disapprove the request for transmittal and further consideration.
 - 7. The planning services department shall transmit the future land use map amendment request to the department of economic opportunity, the appropriate regional planning council and water management district, the department of environmental protection and the department of transportation. The city shall also transmit a copy of the plan amendment to any other unit of local government or government agency in the state that has filed a written request with the city for the plan amendment.
 - 8. After a 60-day review period, the department of economic opportunity shall transmit in writing its comments to the city, along with any objections and any recommendations for modifications.
 - 9. The city council shall review the department of economic opportunity comments and forward to city council for review and action.
 - 10. The city council shall set a date for a public hearing.

-
11. The city shall notify property owners within a 500-foot radius of the property where the land use is to be changed with a public notice (letter and a map) mailed certified with return receipt at least 30 days prior to the scheduled city council public hearing dates. The public notice shall state the date, time and place of the public hearing.
 12. The city shall place a sign on the property where the land use is to be changed announcing date, time and location of the city council public hearing at least 15 days prior to the hearing.
 13. The city shall publish a display advertisement in a standard size or a tabloid size newspaper, with type no smaller than 18 point in the headline. The advertisement shall be no less than two columns wide by ten inches long. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear. The advertisement shall be published at least five days prior to the final city council public hearing.
 14. Subsection (6)b.11 of this section shall not be applicable to proposals initiated by the city to change the future land use of ten or more contiguous acres. In such cases, the procedure shall be as follows: Public notice of comprehensive plan future land use map, including future land use district boundary changes; consolidation or division of existing future land use districts involving substantive changes; and the addition of new future land use districts shall be mailed by first class mail at least 30 days prior to the city council public hearing to consider the change to every owner of real property, as identified by the current tax roll, within 500 feet of the boundaries of the subject parcel to be changed.
 15. The city council shall review the proposed amendment and take action as described in subsection (5) of this section.

d. *Amendments to the land development code.*

1. Requests for amendments to the land development code shall be filed in the form of a letter to the secretary of the planning board submitted at least 30 days prior to the planning board meeting.
2. Planning board review and recommendation. The planning board shall review the proposed language amendment at a regularly scheduled planning board meeting and make a recommendation to the city council.
3. The city council shall schedule a public hearing.
4. A legal notice of the city council public hearing shall be published in the newspaper at least ten days prior to the hearing.
5. The city council shall review the proposed amendment and take action as described in subsection (5) of this section.
6. In cases in which the land development code amendment changes the actual list of permitted, conditional, or prohibited uses within a zoning category subsections (6)d.1 through 4 of this section shall be applicable in addition to the following:
 - i. The city shall hold two advertised public hearings. The first public hearing shall be held at least seven days after the day that the first advertisement is published. The second public hearing shall be held at least ten days after the first hearing and shall be advertised at least five days prior to the public hearing.

-
- ii. The required advertisement shall be no less than two columns wide by ten inches long in a standard size or a tabloid size newspaper, and the headline in the advertisement shall be in a type no smaller than 18 point. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.

The city council shall review the proposed land development code amendment, and the recommendation of the planning board and either approve, approve with modification or deny the proposed amendment at the first city council public hearing. If the land development code amendment is approved by council, the adoption ordinance will be read two times following the first public hearing.

- e. *Amendments to the comprehensive plan other than future land use map amendments.*
Comprehensive plan amendments other than future land use map amendments shall be considered twice a year by the planning board and the city council.
 - 1. Requests for amendments to the comprehensive plan shall be filed in the form of a letter to the secretary of the planning board submitted at least 45 days prior to the planning board hearing.
 - 2. A legal notice announcing the planning board and city council public hearings shall be published at least seven days prior to the planning board hearing. If the proposed comprehensive plan amendment changes the actual list of permitted, conditional, or prohibited uses within a future land use category, the required advertisement shall be no less than two columns wide by ten inches long in a standard size or a tabloid size newspaper, and the headline in the advertisement shall be in a type no smaller than 18 point. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.
 - 3. The planning board shall review the proposed amendment at the advertised public hearing and make a recommendation to the city council.
 - 4. The city council shall schedule a public hearing for review and action.
 - 5. The city council shall review the comprehensive plan amendment at the advertised public hearing and either approve the request for transmittal to the department of economic opportunity or disapprove the request for transmittal and further consideration.
 - 6. The city shall transmit the comprehensive plan amendment request to the department of economic opportunity, the appropriate regional planning council and water management district, the department of environmental protection and the department of transportation. The city shall also transmit a copy of the plan amendment to any other unit of local government or government agency in the state that has filed a written request with the city for the plan amendment.
 - 7. At least 60 days from receipt of the comprehensive plan amendment, the department of economic opportunity shall transmit in writing its comments to the city, along with any objections and any recommendations for modifications.
 - 8. The city council shall schedule a public hearing for review and action.
 - 9. A legal notice of the city council public hearing shall be published in the newspaper at least ten days prior to the hearing. If the proposed comprehensive plan amendment changes the actual list of permitted, conditional, or prohibited uses within a future land use category, the required advertisement shall be no less than two columns wide by ten inches long in a standard size or a tabloid size newspaper, and the headline in the advertisement shall be in

a type no smaller than 18 point. The advertisement shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.

10. The city council shall review the proposed amendment and take action as described in subsection (5) of this section.

- (7) *Limitation on subsequent application.* Whenever amendment is denied by the city council, no new application for identical rezoning or comprehensive plan future land use change of the same parcel shall be accepted for consideration within a period of 12 months of the decision of denial unless such consideration is necessitated by judicial action.

(Code 1986, § 12-12-3; Ord. No. 29-93, § 29, 11-18-1993; Ord. No. 3-94, § 9, 1-13-1994; Ord. No. 33-95, §§ 11—13, 8-10-1995; Ord. No. 9-96, § 15, 1-25-1996; Ord. No. 15-00, § 7, 3-23-2000; Ord. No. 12-09, § 3, 4-9-2009)



MINUTES OF THE PLANNING BOARD
January 13, 2026

MEMBERS PRESENT: Chairperson Ritz, Vice Chairperson Larson,
Board Member Finn, Board Member Grundhoefer,
Board Member Villegas, Board
Member Yee

MEMBERS ABSENT: Board Member Powell

STAFF PRESENT: Planning & Zoning Manager Cannon, Assistant Planning &
Zoning Manager Harding, Deputy City Attorney Goldsmith,
Executive Assistant Bilby

STAFF VIRTUAL: Development Services Director Morris, Development
Services Coordinator Statler

OTHERS PRESENT: Angela Underwood, Mark Whitney, Sally Fox, David
Richbourg

AGENDA:

- Quorum/Call to Order
- Approval of Meeting Minutes from December 9, 2025
- **New Business:**
- 675 Centros Street – Gateway Redevelopment District – 1 – Aesthetic and Site Review
- Request for Zoning and Future Land Use Map Amendment for Lots 1-6 Terraces at Tarragona
- Open Forum
- Discussion
- Adjournment

Call to Order / Quorum Present

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

Approval of Meeting Minutes – Vice Chairperson Larson made a motion to approve the December 9, 2025, minutes, seconded by Board Member Villegas, and it carried 6:0.

New Business –

675 Centros Street – Gateway Redevelopment District – 1- Aesthetic and Site Review

Assistant Planning & Zoning Manager Harding introduced the item. Mark Whitney, Whitney Architecture, is requesting final aesthetic approval for a new two-story single-family residence with an attached garage accessed from a rear alleyway. This property is located in the Aragon neighborhood and approval has been provided by the Aragon Architectural Review Board for the “Row House VI” building type. The proposed materials are consistent with other homes in the area including brick and lap siding facades, a front facing stoop and balcony, and an asphalt shingle roof. Mark Whitney, Whitney Architecture gave a brief synopsis of his project. He stated the Aragon Review Board informed him that the intent was for the row houses to be masonry. Board Members felt he presented a complete package that included all the materials being used for the project. There was a brief discussion pertaining to the issues and comments made by the Aragon Review Board, they complied with all those requests as presented in the package. The ground floor is lower in comparison to other homes; they did that so as not to adversely affect the neighbors’ solar panels and the cost.

Board Member Villegas made the motion to approve, seconded by Board Member Finn, and it carried 6:0.

Request for Zoning and Future Land Use Map Amendment for Lots 1-6 Terraces at Tarragona

Chairperson Ritz, started the discussion by informing the Board Members and audience that this was a quasi-judicial item and the speakers and staff would all be sworn in, Deputy City Attorney Goldsmith then swore everyone in. Assistant Planning & Zoning Manager introduced the item. Sally Fox, representing Dabo’s Holdings, LLC is requesting a Zoning Map Amendment for the properties located at Lots 1 through 6 Terraces at Tarragona, which were previously addressed 120 S. Tarragona Street prior to its subdivision. The properties are currently zoned SSD, “site specific development zoning”, and the applicant is proposing an amendment to HC-1, “historic commercial”. The existing Future Land Use category of “Historic & Preservation” is not proposed to change. The subject area measures approximately 84’ wide and 171’ long and is around 14,375 square feet in area (0.33 acres). Under the current SSD zoning, the parcels may only be developed together as a 3-story, 6-unit townhome complex. The owner intends to place the properties on the market for sale, and the requested zoning change is intended to provide greater development flexibility.

The subject area was originally zoned HC-1 prior to a 1989 amendment which established the current SSD zoning. If approved, the request would return the properties to their original HC-1 designation, which is consistent with the surrounding Pensacola Historic District to the north, south, and east. HC-1 permits residential, office, mixed-use, and select commercial development. In addition, HC-1 includes clear aesthetic development standards overseen by the Architectural Review Board (ARB), whereas the former SSD guidelines were non-specific, though review by ARB was still required.

In the past, SSD’s were used as a zoning tool to create custom regulations for a particular property or area. Often offered flexibility beyond standard zoning districts for specific uses, building size, setbacks, etc. Undeveloped SSDs can have the unintended consequences of “locking” a property or area into an outdated plan or a vision that may be challenging to develop and regulate. SSDs are now considered “spot zoning”. After May 1, 1990, no rezonings to SSDs have been allowed per Sec. 12-3-15(1).

Attorney Sally Fox addressed the board on behalf of the owner of the property. The old plan was to build townhomes; they now plan to place the property on the market. They are requesting it go back to its original zoning. Attorney Fox then went over how they took into consideration the following criteria for a rezoning:

1. Whether, and the extent to which, the proposal would result in incompatible land use considering the type and location of the proposed amendment and the surrounding land use.
2. Whether, and the extent to which, the proposed amendment would affect the carrying capacity of public facilities and services.
3. Whether the proposed amendment would be in conflict with the public interest and welfare.
4. Whether, and the extent to which, the proposed amendment would adversely affect the property values in the area.
5. Whether, and the extent to which, the proposed amendment would result in significant adverse impact on the natural environment.
6. The relationship of the proposed amendment to proposed public and private projects (i.e., street improvements, redevelopment projects, etc.).

Ms. Fox stated that she and the property owner feel this change will increase compatibility with the surrounding land uses and fall in line with the goals of the comprehensive plan. The change will not adversely affect the carrying capacity of the public services and facilities. The existing SSD limits the property to a very singular development, and it restricts the ability to respond to market conditions. Restoring the HC-1 zoning removes that unnecessary regulatory constraint, promotes orderly growth and long-term land sustainability. They feel it will enhance and not restrict or decrease property value. Any development would be required to do environmental protection, stormwater, and the land development regulations, they don't believe will have any negative impact on the natural environment. HC-1 will allow historic scale, infill, mixed use activity to support the revitalization happening in the downtown area. All public notice requirements were met. Staff received only one call, but the return call received the caller's voicemail so a detailed message was left providing information on the application and process. There was a discussion of whether the applicants could put in a parking lot under HC-1, it is an allowed use, but it would come with strict screening requirements set by the Architectural Review Board, the property is not in the CRA urban design overlay district. The board was provided with a list of all allowed uses in HC-1, since it's cumulative, it includes the allowed uses in HR-2 and HR-1. Uses permitted include any use permitted in the HR-2 district, including the conditional uses, with no size limitations, small appliance repair shops, marinas, restaurants (except drive-ins), motels, commercial parking lots, accessory buildings and uses customarily incidental to any of the above uses, including storage garages, when located on the same lot. In HR-2, antique shops, bakeries, grocery stores, barbershops and beauty parlors, laundromats, including dry-cleaning pick-up stations, clothing and fabric shops, floral gardens and shops, hand craft shops, secondhand stores, specialty shops. In HR-1-, one- and two-family options, but also multiple family dwellings. Staff provided information on the screening process if someone decides to put in a parking lot, fencing and or landscaping that's approved by the ARB will be required. Planning Board's recommendation will move forward to City Council on February 12th.

Vice Chairperson Larson made the motion to approve, seconded by Board Member Yee, and it carried 6:0

Open Forum – none

Discussion

A brief overview of the timeline for the LDC rewrite including any plans for the next open house, Tuesday, February 17th in Hagler Mason Conference room. There will be a Planning Board workshop scheduled for Tuesday, April 7th, no action items, no votes. The board discussed what they would see in the rewrite, as far as comments, strikethroughs and changes. There is a Matrix, it is a summary and a shortcut of the rewrite that includes comments.

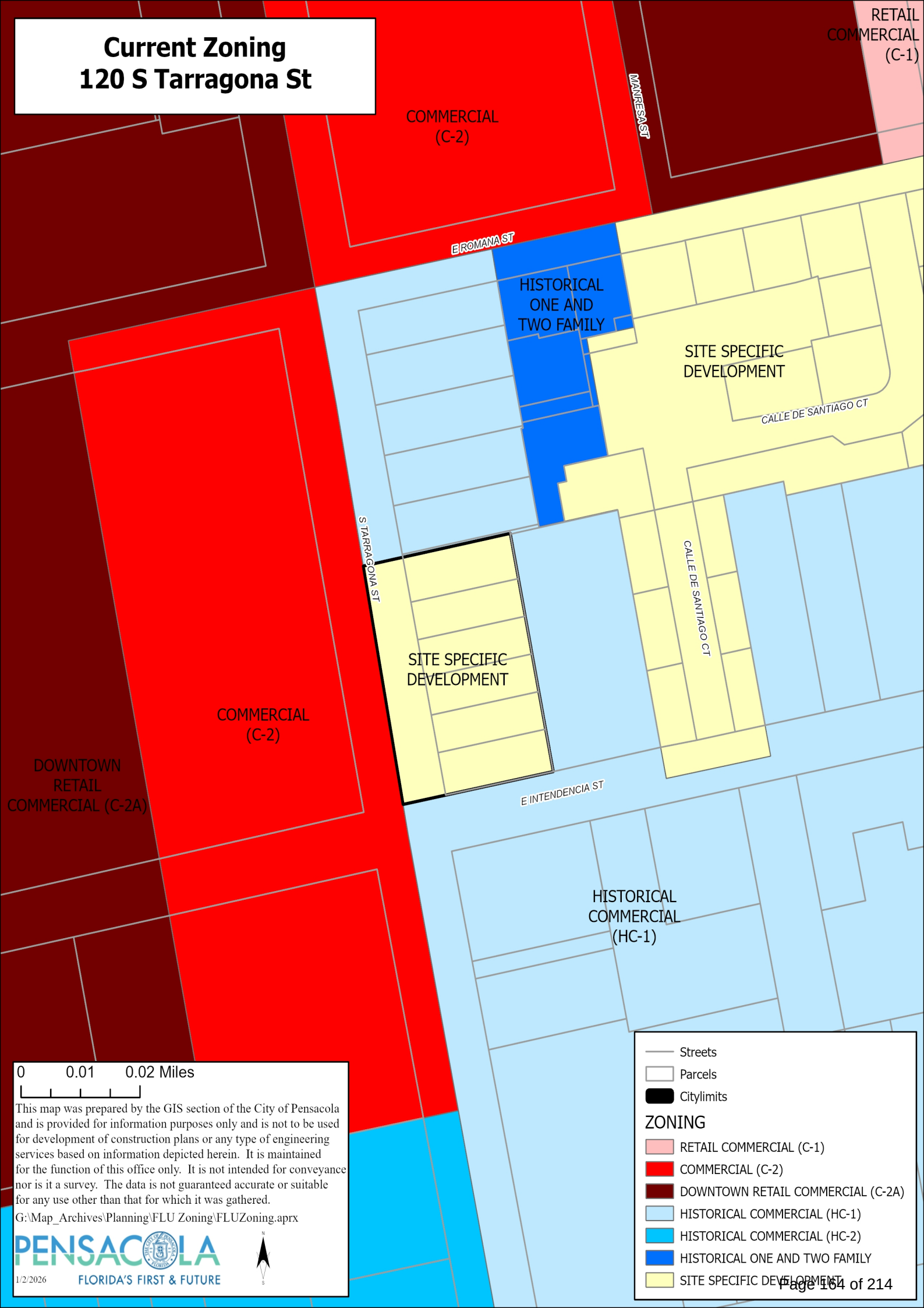
Adjournment – With no further business, the Board adjourned at 2:39 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Gregg Harding', with a stylized flourish at the end.

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

Current Zoning 120 S Tarragona St



0 0.01 0.02 Miles

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.

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- Streets
- Parcels
- Citylimits

ZONING

- RETAIL COMMERCIAL (C-1)
- COMMERCIAL (C-2)
- DOWNTOWN RETAIL COMMERCIAL (C-2A)
- HISTORICAL COMMERCIAL (HC-1)
- HISTORICAL COMMERCIAL (HC-2)
- HISTORICAL ONE AND TWO FAMILY
- SITE SPECIFIC DEVELOPMENT

Proposed Zoning 120 S Tarragona St

RETAIL
COMMERCIAL
(C-1)

COMMERCIAL
(C-2)

MANRESA ST

EROMANAST

HISTORICAL
ONE AND
TWO FAMILY

SITE SPECIFIC
DEVELOPMENT

CALLE DE SANTIAGO CT

S TARRAGONA ST

HISTORICAL
COMMERCIAL
(HC-1)

CALLE DE SANTIAGO CT

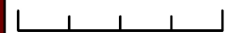
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COMMERCIAL
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DOWNTOWN
RETAIL
COMMERCIAL (C-2A)

HISTORICAL
COMMERCIAL
(HC-1)

0 0.01 0.02 Miles



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- Streets
- Parcels
- Citylimits

ZONING

- RETAIL COMMERCIAL (C-1)
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- HISTORICAL COMMERCIAL (HC-1)
- HISTORICAL COMMERCIAL (HC-2)
- HISTORICAL ONE AND TWO FAMILY
- SITE SPECIFIC DEVELOPMENT

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AFFIDAVIT OF PUBLICATION

City Clerk's Office City Of Pensacola
City Clerks Office - Legal Ads
Po Box 12910
Pensacola FL 32521-0001

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative of the Pensacola News Journal, a newspaper published in Escambia County, Florida; with circulation in Escambia and Santa Rosa Counties; that the attached copy of advertisement, being a Legal Ad in the matter of Govt Public Notices, was published on the publicly accessible website of Escambia County, Florida, or in a newspaper by print in the issues of, on:

PNJ Pensacola News_Journal 02/16/2026
PNJ pnj.com 02/16/2026

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 02/16/2026

Legal Clerk

Notary, State of WI, County of Brown

5.15.27

My commission expires

Publication Cost:	\$214.52	
Tax Amount:	\$0.00	
Payment Cost:	\$214.52	
Order No:	12079057	# of Copies:
Customer No:	1124787	0
PO #:	LSAR0458034	

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

NANCY HEYRMAN
Notary Public
State of Wisconsin

NOTICE OF PROPOSED ORDINANCE

Please be advised that Proposed Ordinance No. 4-26 was presented to the City Council of the City of Pensacola for first reading on Thursday, January 15, 2026, and will be presented for final reading and adoption on Thursday, February 26, 2026, at 5:30 p.m., in Council Chambers on the First Floor of City Hall, 222 West Main Street, Pensacola, Florida.

The title of the proposed ordinance is as follows:

P.O. NO. 4-26:

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY PURSUANT TO AND CONSISTENT WITH THE COMPREHENSIVE PLAN OF THE CITY OF PENSACOLA; AMENDING THE ZONING MAP OF THE CITY OF PENSACOLA; PROVIDING FOR SEVERABILITY; REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE. (Lots 1-6 Terraces at Tarragona previously addressed 120 S. Tarragona St. [from "SSD", Site Specific Zoning District to "HC-1", Historical Commercial Zoning District])

A copy of proposed ordinances may be inspected by the public by calling the City Clerk's office to request a copy (850) 435-1606, or may be inspected in the City Clerk's office located on the 3rd floor of City Hall, 222 West Main Street, Pensacola, Florida or on-line with the agenda package on the City's website: <https://pensacolafl.portal.civicclerk.com/>. Interested parties may appear at the meeting and be heard with respect to the proposed ordinances. The meeting may also be viewed live stream at: <https://cityofpensacola.com/video>.

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

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

CITY OF PENSACOLA, FLORIDA

By: Ericka L. Burnett, City Clerk

Visit www.cityofpensacola.com to learn more about City activities. Council agendas posted on-line before meetings.

ONE (1) TIME ONLY

2/16/26

February 16 2026

LSAR0458034



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-326

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT - 1800 NORTH PALAFOX STREET (HOLLICE T. WILLIAMS STORMWATER PARK PROJECT)

RECOMMENDATION:

That City Council approve the First Amendment to the Purchase and Sale Agreement with Robert Lynn and Betty McNorton for the purchase of real property located at 1800 North Palafox Street (Parcel ID# 000S009010010106), as part of the Hollice T. Williams Stormwater Park Project, extending the closing date to on or before April 30, 2026. Also, that City Council authorize the Mayor to take actions necessary to execute and administer the acquisition, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action will advance City of Pensacola Strategic Plan #4: Resilient Waterfronts and Neighborhoods.

In 2023, the City was awarded over \$25 million in Community Development Block Grant - Disaster Recovery (CDBG-DR) infrastructure grant funds for the Hollice T. Williams Stormwater Park project. The project includes the expansion of the nearby regional Long Hollow Stormwater Pond, which this property abuts. As part of the project, several acquisitions alongside the pond were successfully pursued. In January 2025, City Council approved the acquisition of the subject parcel.

In the purchase and sale agreement, closing was set at 30 days past the completion of the environmental review process and receipt of authorization to utilize the grant funds by Florida Commerce, which was received in late January. In recent conversations with the sellers, it was determined that more time was necessary for the relocation of staff in the buildings being acquired. The amendment addresses this need by extending the date of closing.

PRIOR ACTION:

January 16, 2025 - City Council approved the acquisition of real property at 1800 North Palafox Street

FUNDING:

Budget: \$25,082,605 CDBG Hollice T. Williams Grant

Actual: \$25,082,605 CDBG Hollice T. Williams Grant

FINANCIAL IMPACT:

Acquisition is already funded by the CDBG-DR grant for the project; the amendment is for time only.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David Staffrd, City Administrator
Amy Lovoy, Finance Director
Deana Stallworth, Property Lease Manager

ATTACHMENTS:

1. First Amendment to PSA - 1800 N Palafox

PRESENTATION: No

FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT

THIS FIRST AMENDMENT TO SALE AGREEMENT (“**Amendment**”) is made by and between the CITY OF PENSACOLA, FLORIDA, a municipal corporation (“**Buyer**”) and ROBERT LYNN MCNORTON AND BETTY J MCNORTON, trustees of the Robert and Betty McNorton Revocable Trust, dated the 6th day of November 2019 (“**Seller**”).

W I T N E S S E T H:

WHEREAS, Buyer and Seller entered into that certain Purchase and Sale Agreement fully executed on or about February 10, 2025, relating to that certain real property located at 1800 North Palafox Street, in Escambia County, Florida, as more particularly described therein (the “**Agreement**”);

WHEREAS, Buyer and Seller wish to amend certain portions of said Agreement;

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Closing Date will be on or before April 30, 2026.
2. Capitalized terms not defined herein shall have the meaning ascribed to them in the Agreement.
3. Except as amended herein, the terms of the Agreement shall remain in full force and effect.

[Separate signature pages follow.]

IN WITNESS WHEREOF, parties have executed this Amendment as of the dates of their respective signatures below.

CITY OF PENSACOLA,
a Florida municipal corporation

ATTEST:

Ericka L. Burnett, City Clerk

By: _____
D.C. Reeves, Mayor

AFFIX CITY SEAL

Date: _____

Approved as to form and legal sufficiency:

Adam Cobb, City Attorney

Approved as to content:

Deana Stallworth, Property Lease Manager

[A separate signature page follows.]

First Amendment to Purchase and Sale Agreement – signature page

**ROBERT LYNN MCNORTON AND BETTY J
MCNORTON, as Trustees of the Robert and
Betty McNorton Revocable Trust, dated
November 6, 2019**

By: _____
Robert Lynn McNorton, Trustee

Date: _____

By: _____
Betty J McNorton

Date: _____

First Amendment to Purchase and Sale Agreement – signature page



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-327

Agenda Conference

2/23/2026

LEGISLATIVE ACTION ITEM

SPONSOR: DC Reeves, Mayor

SUBJECT:

FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT - 1900 & 1924 NORTH PALAFOX STREET (HOLLICE T. WILLIAMS STORMWATER PARK PROJECT)

RECOMMENDATION:

That City Council approve the First Amendment to the Purchase and Sale Agreement with Lakeview Center Inc. for the purchase of real property located at 1900 and 1924 North Palafox Street (Parcel ID# 000S009010001113, 000S009010007113), as part of the Hollice T. Williams Stormwater Park Project, extending the closing date to on or before April 30, 2026. Also, that City Council authorize the Mayor to take actions necessary to execute and administer the acquisition, consistent with the terms of the agreement and the Mayor's Executive Powers as granted in the City Charter.

HEARING REQUIRED: No Hearing Required

SUMMARY:

This action will advance City of Pensacola Strategic Plan #4: Resilient Waterfronts and Neighborhoods.

In 2023, the City was awarded over \$25 million in Community Development Block Grant - Disaster Recovery (CDBG-DR) infrastructure grant funds for the Hollice T. Williams Stormwater Park project. The project includes the expansion of the nearby regional Long Hollow Stormwater Pond, which this property abuts. As part of the project, several acquisitions alongside the pond were successfully pursued. In March 2025, City Council approved the acquisition of the subject parcel.

In the purchase and sale agreement, closing was set at 30 days past the completion of the environmental review process and receipt of authorization to utilize the grant funds by Florida Commerce, which was received in late January. In recent conversations with the sellers, it was determined that more time was necessary for the relocation of staff in the buildings being acquired. The amendment addresses this need by extending the date of closing.

PRIOR ACTION:

March 13, 2025 - City Council approved the acquisition of real property at 1900 and 1924 North Palafox Street.

FUNDING:

Budget: \$25,082,605 CDBG Hollice T. Williams Grant

Actual: \$25,082,605 CDBG Hollice T. Williams Grant

FINANCIAL IMPACT:

The acquisition is already funded by the CDBG-DR grant for the project; the amendment is for time only.

REVIEWED AS TO FORM BY CITY ATTORNEY'S OFFICE: No

STAFF CONTACT:

David Stafford, City Administrator
Amy Lovoy, Finance Director
Deana Stallworth, Property Lease Manager

ATTACHMENTS:

1. First Amendment to PSA - 1900 & 1924 N Palafox

PRESENTATION: No

FIRST AMENDMENT TO PURCHASE AND SALE AGREEMENT

THIS FIRST AMENDMENT TO SALE AGREEMENT (“**Amendment**”) is made by and between the CITY OF PENSACOLA, FLORIDA, a municipal corporation (“**Buyer**”) and LAKEVIEW CENTER, INC., an affiliate of LifeView Group, Inc., a Florida not-for-profit corporation (“**Seller**”).

W I T N E S S E T H:

WHEREAS, Buyer and Seller entered into that certain Purchase and Sale Agreement fully executed on or about October 7, 2025, relating to that certain real property located at 1900 North Palafox Street and 1924 North Palafox Street, in Escambia County, Florida, as more particularly described therein (the “**Agreement**”);

WHEREAS, Buyer and Seller wish to amend certain portions of said Agreement;

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Closing Date will be on or before April 30, 2026.
2. Capitalized terms not defined herein shall have the meaning ascribed to them in the Agreement.
3. Except as amended herein, the terms of the Agreement shall remain in full force and effect.

[Separate signature pages follow.]

IN WITNESS WHEREOF, parties have executed this Amendment as of the dates of their respective signatures below.

CITY OF PENSACOLA,
a Florida municipal corporation

ATTEST:

Ericka L. Burnett, City Clerk

By: _____
D.C. Reeves, Mayor

AFFIX CITY SEAL

Date: _____

Approved as to form and legal sufficiency:

Adam Cobb, City Attorney

Approved as to content:

Deana Stallworth, Property Lease Manager

[A separate signature page follows.]

First Amendment to Purchase and Sale Agreement – signature page

**LAKEVIEW CENTER INC., and affiliate of
LifeView Group, Inc., a Florida not-for-profit
corporation**

By: _____
Allison Hill, CEO

Date: _____

First Amendment to Purchase and Sale Agreement – signature page



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-290

Agenda Conference

2/23/2026

DISCUSSION

SPONSOR: Charles Bare, Council Member

SUBJECT:

DISCUSSION: CRA STAFF & REPORTING

RECOMMENDATION:

That City Council hold a discussion regarding CRA Staff and reporting mechanisms.

SUMMARY:

In July 2016, the CRA amended the Interlocal agreement with the City in order to directly employ and supervise its staff. In July 2019, the CRA again amended the Interlocal agreement, saying in part:

The City shall assign an administrator with the consent of the Agency by an affirmative vote of a majority of Agency Board Members, who shall work under the direction and supervision of the Mayor. All other personnel assigned to the Agency shall be assigned by the City. The City, in its sole discretion, shall determine the number, type, and length of service of personnel assigned to provide services and support to the Agency. In the performance of their duties, assigned personnel will receive direction from the City or by formal CRA action. Personnel assigned by the City shall be employees of the City, subject to policies and procedures of the City, and not officers, employees, or agents of the Agency.

This item seeks to hold a discussion regarding the CRA staff being assigned and reporting to, "the City", read, the Mayor.

PRIOR ACTION:

September 22, 2017 -- CRA & City entered into an Interlocal Agreement for administrative services

July 11, 2016 -- CRA amended the Interlocal to directly employ and supervise its staff

July 15, 2019 -- CRA amended the Interlocal to give back the employ and supervision of staff to the City

FUNDING:

N/A

FINANCIAL IMPACT:

None at this time.

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

1. 2019 Amendment to 2016 Interlocal Agreement
2. 2016 Interlocal Agreement

PRESENTATION: No

AMENDMENT NO. 1 TO INTEI
FOR ADMINISTRATIVE SERVICES
BETWEEN THE COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF PENSACOLA, FLORIDA AND
THE CITY OF PENSACOLA, FLORIDA

THIS AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT ("Amendment No. 1") is made and entered into this 13th day of AUGUST, 2019, by and between the Community Redevelopment Agency of the City of Pensacola ("CRA"), a public body corporate and politic of the State of Florida, and the City of Pensacola ("City"), a Florida municipal corporation created under the laws of the State of Florida (collectively, the "Parties").

WHEREAS, on September 22, 2017, the CRA and the City entered into an Interlocal Agreement for administrative services ("Interlocal Agreement"); and

WHEREAS, the services to be provided to the CRA by the City are established in Article 2 of the Interlocal Agreement; and

WHEREAS, Article 2.2 of the Interlocal Agreement provides the terms in which personnel services are provided to the CRA; and

WHEREAS, the CRA and City now desire to amend the Interlocal Agreement upon the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the recitals above and mutual covenants and agreements herein contained, it is agreed by the CRA and City that the Interlocal Agreement shall be amended as follows:

1. The Parties agree that the recitals above are true and correct and are hereby incorporated into this Amendment.
2. Article 2.2 of the Interlocal Agreement is deleted in its entirety and replaced with the following:
 - 2.2. Personnel. The City shall assign employees to provide administration services to the Agency and to implement the Plans. The City shall assign an administrator with the consent of the Agency by an affirmative vote of a majority of Agency Board Members, who shall work under the direction and supervision of the Mayor. All other personnel assigned to the Agency shall be assigned by the City. The City, in its sole discretion, shall determine the number, type, and length of service of personnel assigned to provide services and support to the Agency. In the performance of their

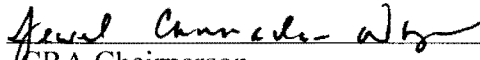
duties, assigned personnel will receive direction from the City or by formal CRA action. Personnel assigned by the City shall be employees of the City, subject to policies and procedures of the City, and not officers, employees, or agents of the Agency.

3. The remaining provisions of the Interlocal Agreement shall remain in full force and effect.
4. This Amendment No. 1 to the Interlocal Agreement shall be recorded by the CRA upon full execution.

IN WITNESS WHEREOF, the Parties hereto have executed this instrument of amendment on the date first written above.

COMMUNITY REDEVELOPMENT AGENCY
OF THE CITY OF PENSACOLA, FLORIDA

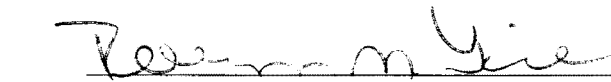
CITY OF PENSACOLA, FLORIDA

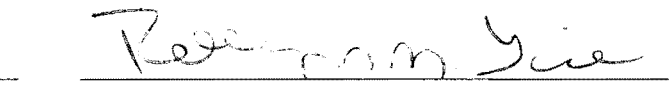

CRA Chairperson


Mayor

Attest:

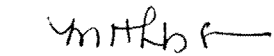
Attest:

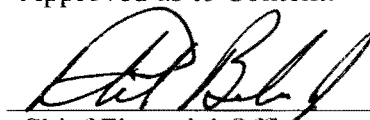

ASST. City Clerk


ASST. City Clerk

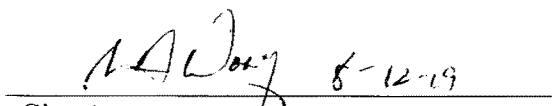
Approved as to Content:

Approved as to Content:


CRA Administrator


Chief Financial Officer

Legal in Form and Valid as Drawn:

 8-12-19
City Attorney



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Master

File Number: 19-00271

File ID: 19-00271

*Type: Action Item

Status: Passed

Version: 1

Agenda
Section:

*Meeting Body: Community
Redevelopment
Agency

File Created: 05/23/2019

Subject:

Final Action: 07/15/2019

Title: AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT FOR
ADMINISTRATIVE SERVICES BETWEEN THE COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF PENSACOLA

*Agenda Date: 07/15/2019

Sponsors: Jewel Cannada-Wynn

Enactment Date:

Attachments: Amendment No.1 – Administrative Services Interlocal,
City Organizational Chart

Enactment Number:

Recommendation:

Hearing Date:

Entered by: GranicusCRA@cityofpensacola.com

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Redevelopment Agency	07/15/2019	Approved				Pass
Action Text: A motion was made by Terhaar, seconded by Moore, that this Action Item be Approved. The motion carried by the following vote:							
Yes: 5 Terhaar, Hill, Moore, Cannada-Wynn, and Wu							
No: 1 Myers							
Absent: 1 Wingate							

Text of Legislative File 19-00271

ACTION ITEM

SPONSOR: Jewel Cannada Wynn, Chairperson

SUBJECT:

AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT FOR ADMINISTRATIVE
SERVICES BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY
OF PENSACOLA

RECOMMENDATION:

That the Community Redevelopment Agency (CRA) approve Amendment No. 1 to the Interlocal Agreement for Administrative Services Between the Community Redevelopment Agency of the City of Pensacola, Florida and the City of Pensacola, Florida. Further, that the CRA authorize the Chairperson to take all actions necessary to effectuate these changes.

SUMMARY:

Since inception, the CRA's activities and administrative services have been provided by employees of the City of Pensacola through an Interlocal Agreement for Administrative Services. On July 11, 2016, the Community Redevelopment Agency (CRA) took an action to amend the interlocal agreement and its bylaws, in order to directly employ and supervise its staff.

New Mayoral/City Council strategic initiatives, aimed at improving City efficiency and interdepartmental collaboration, support a return to the previous staffing arrangement. The attached amendment to the Interlocal Agreement for Administrative Services will better align the CRA's staffing procedures with these goals.

PRIOR ACTION:

July 11, 2016 - The CRA approved the direct hire of Helen Gibson as CRA Administrator and authorized a solicitation to fill an Assistant Administrator position.

June 5, 2017 - The CRA amended its Bylaws to add provisions for supervision and direction of CRA staff.

September 11, 2017 - The CRA approved an Interlocal Agreement for Administrative Services.

September 14, 2017 - City Council approved an Interlocal Agreement for Administrative Services.

May 7, 2018 - The CRA approved salary increases for the CRA Administrator and Assistant CRA Administrator.

FUNDING:

NA

FINANCIAL IMPACT:

None

CITY ATTORNEY REVIEW: Yes
7/3/2019

STAFF CONTACT:

M. Helen Gibson, AICP, CRA Administrator
Victoria D'Angelo, Assistant CRA Administrator

ATTACHMENTS:

- 1) Amendment No.1 - Administrative Services Interlocal
- 2) City Organizational Chart

PRESENTATION: No



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Master

File Number: 19-00334

File ID: 19-00334

*Type: Legislative Action Item

Status: Passed

Version: 1

Agenda
Section:

*Meeting Body: City Council

File Created: 07/03/2019

Subject:

Final Action: 07/18/2019

Title: AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT FOR
ADMINISTRATIVE SERVICES BETWEEN THE COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF
PENSACOLA

*Agenda Date: 07/18/2019

Sponsors: Jewel Cannada-Wynn

Enactment Date:

Attachments: Amendment No. 1 - Administrative Services Interlocal
(CRA), Organizational Chart - 2019

Enactment Number:

Recommendation:

Hearing Date:

Entered by: GranicusCouncilStaff@cityofpensacola.com

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Agenda Conference	07/15/2019	Placed on Consent Agenda				Pass
	Action Text: This Legislative Action Item was Placed on Consent Agenda.						
1	City Council	07/18/2019	Approved				Pass
	Action Text: A motion was made by Council Member Cannada-Wynn, seconded by Council Member Wingate, that this Legislative Action Item was Approved. The motion was carried by the following vote.						
	Yes: 7 Council President Terhaar, Council Vice President Wu, Council Member Hill, Council Member Wingate, Council Member Moore, Council Member Cannada-Wynn, and Council Member Myers						

Text of Legislative File 19-00334

LEGISLATIVE ACTION ITEM

SPONSOR: City Council Member Jewel Cannada-Wynn

SUBJECT:

AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT FOR ADMINISTRATIVE
SERVICES BETWEEN THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY

OF PENSACOLA

RECOMMENDATION:

That the City Council approve Amendment No. 1 to the Interlocal Agreement for Administrative Services between the Community Redevelopment Agency of the City of Pensacola, Florida and the City of Pensacola, Florida.

HEARING REQUIRED: No Hearing Required

SUMMARY:

Since inception, the CRA's activities and administrative services have been provided by employees of the City of Pensacola through an Interlocal Agreement for Administrative Services. On July 11, 2016, the Community Redevelopment Agency (CRA) took an action to amend the Interlocal Agreement and its bylaws, in order to directly employ and supervise its staff.

New Mayoral/City Council strategic initiatives, aimed at improving City efficiency and interdepartmental collaboration, support a return to the previous staffing arrangement. The attached amendment to the Interlocal Agreement for Administrative Services will better align the CRA's staffing procedures with these goals.

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September 14, 2017 - City Council approved an Interlocal Agreement for Administrative Services.

May 7, 2018 - The CRA approved salary increases for the CRA Administrator and Assistant CRA Administrator.

FUNDING:

N/A

FINANCIAL IMPACT:

None

STAFF CONTACT:

Don Kraher, Council Executive
M. Helen Gibson, AICP, CRA Administrator
Victoria D'Angelo, Assistant CRA Administrator

ATTACHMENTS:

- 1) Amendment No. 1 - Administrative Services Interlocal
- 2) City Organizational Chart

PRESENTATION: No

CONTRACTS/AGREEMENTS REQUIRING MAYORAL SIGNATURE

FINAL DOCUMENT REVIEW FORM

(blue)

DEPARTMENT

Document Title: AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT FOR ADMINISTRATIVE SERVICES BETWEEN THE CRA AND THE CITY

 Project X Contract Lease Other (Check One)

Brief Description: Amendment No. 1 to the Interlocal Agreement for Administrative Services between the CRA and City.

Contract Cost: \$N/A

Department: CRA

Approved by Mayor: / /

Dept Contact Person: Helen Gibson, CRA Administrator

OR

Approved By Council: 07 / 18 / 2019

Sent to Contract Admin. (Purchasing)

CONTRACT ADMINISTRATOR (PURCHASING)

Date Received AUG 07 2019

 Debarment Check

BY:

 Pending (See comments below): (Signature)

Sent to Department / /

4/1 Approved: [Signature]
(Signature)

Sent to Contract/Lease Counsel 8 / 8 / 2019

Comments:

CONTRACT/LEASE COUNSEL

Date Received / /

 Pending (See comments below): (Signature)

Sent to Department / /

Approved:
(Signature)

Sent to Budget Review / /

Comments:

BUDGET REVIEW

Date Received 8 / 8 / 19

 Pending (See comments below): (Signature)

Sent to Department / /

Approved: [Signature]
(Signature)

Sent to Risk Manager 8 / 8 / 19

Comments:

CONTRACTS/AGREEMENTS REQUIRING MAYORAL SIGNATURE

FINAL DOCUMENT REVIEW FORM

(page 2)

RISK MANAGER

Date Received 8/9/2019

____ Pending (See comments below): _____
(Signature)

Sent to Department ____/____/____

✓ Approved: [Signature]
(Signature)

Sent to City Attorney 8/9/2019

Comments: _____

CITY ATTORNEY

Date Received 8/12/19

____ Pending (See comments below): _____
(Signature)

Sent to Department ____/____/____

✓ Approved: [Signature]
(Signature)

Sent to Mayor 8/12/19

Comments: _____

MAYOR'S OFFICE (CITY ADMINISTRATOR)

Date Received 8/13/19

____ Pending (See comments below): _____
(Signature)

Sent to Department ____/____/____

✓ Approved: [Signature]
(Signature)

Sent Original to City Clerk 8/14/19

Comments: _____

CITY CLERK

Date Received 8/15/19

____ Pending (See comments below): _____
(Signature)

Sent to Dept/Admin/Legal ____/____/____

✓ Approved: [Signature]
(Signature)

Retained original/copy in Fortis maxxmuT

Comments: _____

Returned 1 copy - FOR RECORDING original(s) to Department 8/15/19

Initials: [Signature]

2.2. Personnel. The Community Redevelopment Agency (CRA) Administrator, Assistant Administrator, and such other staff as the governing body of the Community Redevelopment Agency of the City of Pensacola, Florida may elect to employ shall be hired, compensated and terminated within the sole discretion of the governing body of the Agency. Such employees shall be regarded for all other purposes as employees of the City of Pensacola, shall be governed by all policies and procedures applicable to City employees, and shall receive all benefits normally provided to comparable City employees, including compensation within the parameters of the City's pay plan, federal and state required withholdings and contributions, health insurance, life insurance, dental insurance and leave accrual. All Agency staff members shall work under the supervision and direction of the Community Redevelopment Agency (CRA) Administrator, who shall work under the direction and supervision of the Chair of the Agency.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 26-291

Agenda Conference

2/23/2026

DISCUSSION

SPONSOR: Charles Bare, Council Member

SUBJECT:

DISCUSSION: PROPERTY TAXES

RECOMMENDATION:

That City Council hold a discussion regarding Property Taxes.

SUMMARY:

There are a several pieces of legislation moving through the Florida Legislature regarding property taxes. Passage of these bills may have an adverse impact on the City. This item provides Council the opportunity to discuss the property tax issue and filed legislation.

PRIOR ACTION:

N/A

FUNDING:

N/A

FINANCIAL IMPACT:

None at this time.

STAFF CONTACT:

Don Kraher, Council Executive

ATTACHMENTS:

1. Estimate of Property Tax Bill Impact
2. Property Tax Data Packet compiled by FLC
3. House Joint Resolution 203
4. FLC Email RE: Legislative Updates

PRESENTATION: No

CITY OF PENSACOLA
ESTIMATED IMPACT OF HRJ 203

PROPOSAL TO ELIMINATE NON-SCHOOL PORTION OF HOMESTEADED PROPERTY TAXES

Increase Homestead Exemption by \$100,000 Each Year For Next Ten Years

	<u>Property Tax Revenue Loss</u>
Year 1	4,083,000
Year 2	2,122,800
Year 3	1,052,200
Year 4	533,300
Year 5	301,100
Year 6	192,800
Year 7	126,600
Year 8	91,800
Year 9	69,400
Year 10	368,500
Total	<u><u>8,941,500</u></u>

City of Pensacola Data Packet

OVERVIEW

This packet contains property tax data specific to the City of Pensacola, including how local revenues fund essential services such as public safety and infrastructure. The information is intended to provide helpful, local context for evaluating proposals that may affect municipal funding.

MUNICIPAL MILLAGE RATE TRENDS FROM 2020-2024*¹

- Approximately 71% of cities have 2024 millage rates at or below their 2020 rate
- Approximately 65% of cities have not increased their millage rate in the past five years
- Approximately 53% of cities have decreased their millage rate at least once over the past five years (including those using the rolled-back rate)

**Not all municipal governments in Florida choose to impose the property tax. Home Rule, or local self-government, is part of the Florida Constitution, and under Home Rule, this levy is a choice for each municipality. Not all municipalities chose to levy property taxes between 2020 and 2024. In order to qualify for millage trend analysis, the municipality must have chosen to levy property taxes for all four years (2020-2024). In that time, 391 cities levied property taxes. The Florida Department of Revenue keeps this data.*

GLOSSARY:

Ad valorem: A Latin phrase that means "value of." It is the term used in the Florida Constitution for the property tax allowed for county, school district, and municipal governments. A few special districts have this authority (water management districts, for example); however, it is not widely available to special districts. This tax is applied to real property (but not personal property) in Florida. This tax is imposed annually, with data from the property appraiser's office in each county. Millage rates are adopted with final budget hearings in September each year.

Source: Florida Constitution, Article VII, Section 9, and Article VIII.

Assessed valuation: This term is used by the county property appraiser for determining the value of every county property (including municipal). It should not be confused with market value.

Homestead exemption: The exemption was first created by the Florida Legislature in the 1800s to encourage pioneers and settlers to make Florida their permanent home. This incentive has ranged from \$2,500 to \$50,000. It has numerous caps and limits on it for a variety of conditions by law. Each governing organization (county, municipality, and school district) must carve out caps and limits from applying; however, these calculations are usually done for all properties by the county property appraiser to simplify this process. A few examples of exemptions include widows, blind persons, physically disabled persons, and agricultural land. The current increase in the exemption is 3% per year and is set by Florida law.

¹ Office of Economic and Demographic Research, Municipal Ad Valorem.

Millage rate: From Latin, "mill" is 1,000. Millage rate is the common term used for the number that is multiplied to calculate the rate for each property being taxed. Most governments use up to 10 digits of this tax to make it easier to approve small increases over time. The amount of millage is capped at 10 mills for each county, school district, and municipality.

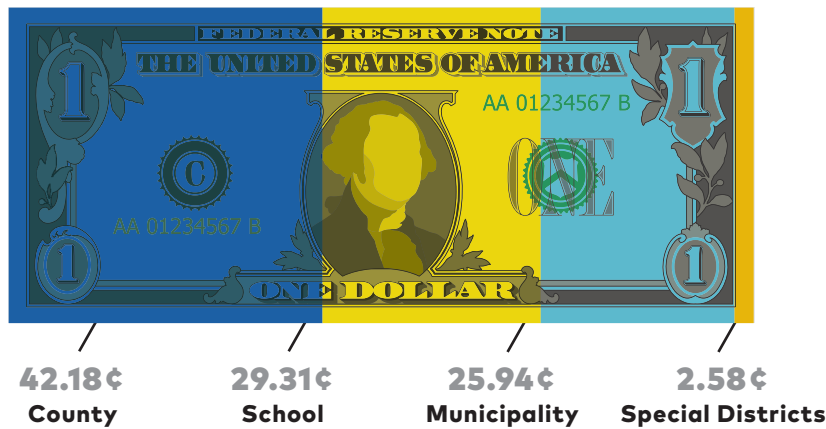
Source: Chapter 200.065, Florida Statutes.

Rolled-back rate: The rolled-back rate was first established in the 1980s as a form of relief from higher taxation levels across Florida. The Legislature mandated that each county, municipality, and school district use a rate "rolled back" to equal the sum from the previous year. To calculate this rate, the local government looks at the previous year's values, notes any growth in the values (residential, commercial, and other categories), and then subtracts this year from the previous year to find the difference. The local governments seek to match the total revenues generated by the previous year's sum so that growth in the valuation is not unfairly higher than the millage rate being imposed. If a local government doesn't stick to the rolled-back rate, that government must have a supermajority (a specific large majority) or even a unanimous vote of the council to go above it.

Source: Chapter 200.065, Florida Statutes.

Save Our Homes: This constitutional amendment limits the annual increase in the assessed value of homesteaded properties. Voters approved this measure due to concerns that some groups in Florida's population had seen double-digit increases in their taxes because the values had greatly increased. It was adopted in 1998.

MILLAGE RATE BREAKDOWN FY 2024²



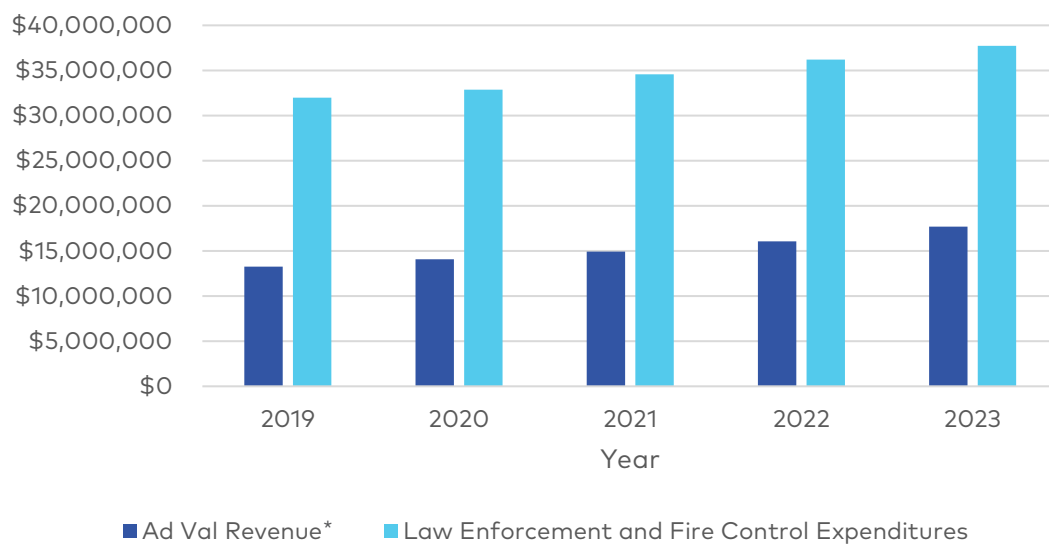
This image shows the proportionate share of each taxing authority within the City of Pensacola for every dollar a resident pays in property taxes. For example: if the total millage rate charged by a municipality was 0.2500 and the total millage rates charged by the county, school district, municipality, and special districts within the municipality totaled 1.0000, then 25 cents for every dollar paid towards property taxes by a resident in the municipality would go towards the municipality.

Entity	Millage Rate	Millage Percentage
County	6.9755	42.18%
School	4.847	29.31%
Municipality	4.2895	25.94%
Special Districts	0.4261	2.58%
Total	16.5381	100.00%

²Collected from County Tax Collector.

AD VALOREM REVENUE COMPARED TO PUBLIC SAFETY EXPENDITURES³

The graph represents the amount of ad valorem revenue collected by the City of Pensacola compared to public safety expenditures for fiscal years 2019-2023.



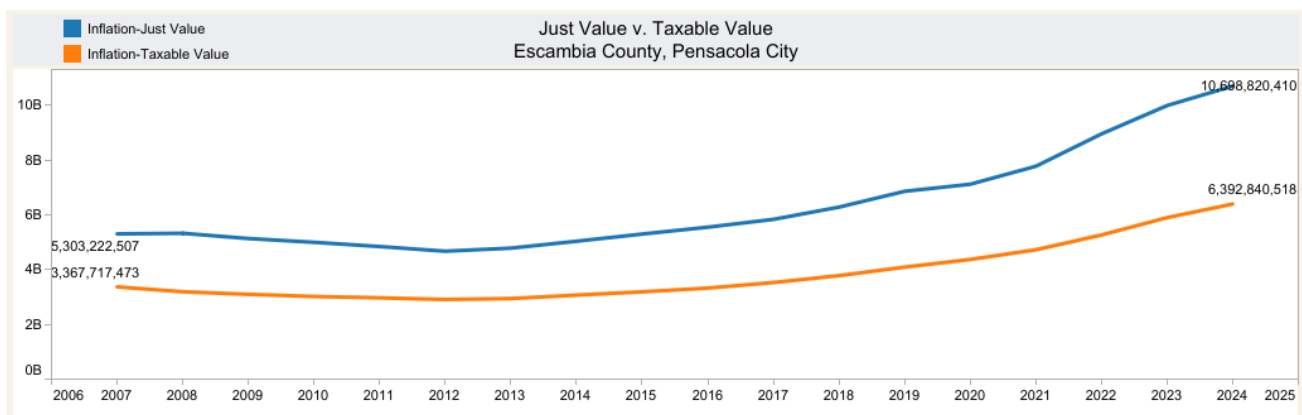
**Information reflects municipal data and has been verified by city officials. For further questions regarding this data, please contact the city manager, finance director, or budget staff for the city. Contact information may be found at the end of this packet.*

³Ad Valorem Revenue and Public Safety Expenditure Data: Expenditures and Revenues Reported by Florida's Municipal Governments to the Florida Department of Financial Services as reported by the Office of Economic and Demographic Research.

JUST VALUE V. TAXABLE VALUE⁴

This graph represents the difference between the total in just value versus the taxable value for property within the City of Pensacola. This graph shows the effect of how Save Our Homes compounds over time. As residents continue to stay in their homes and have their annual assessed rates capped, the gap between the just value and taxable value of properties has increased. The introduction of more exemptions over time has also caused this increase in the gap between the just value and taxable value of properties.

- *Just value is the fair market value of the home, while the taxable value is the value of the home exclusive of all qualifying exemptions and assessment limitations for the property.*



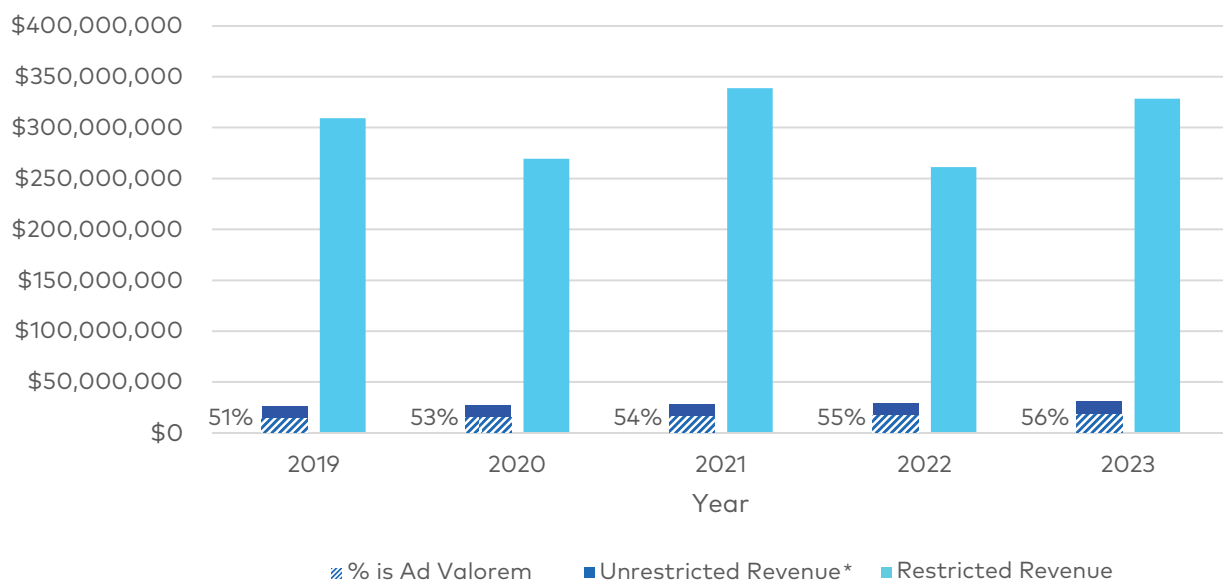
⁴Office of Economic and Demographic Research, Municipal Ad Valorem.

REVENUES⁵

The graph represents unrestricted revenue sources compared to restricted revenue sources. Unrestricted revenue sources are the constitutionally authorized revenue sources that municipalities may use for whatever municipal purpose. While cities may utilize other types of unrestricted revenue, this data packet defines them as ad valorem taxes, municipal utility taxes, communications services tax, and local business tax.

Restricted revenue sources include every other tax that municipalities are authorized to levy. However, these taxes must only be used for the purpose authorized by law. Examples of restricted revenue sources include the permit fee paid by a builder or the fee paid to use a park facility.

Unrestricted Compared to Restricted Revenue Sources



**Information reflects municipal data and has been verified by city officials. For further questions regarding this data, please contact the city manager, finance director, or budget staff for the city. Contact information may be found at the end of this packet.*

UNRESTRICTED REVENUES FOR FY 2023

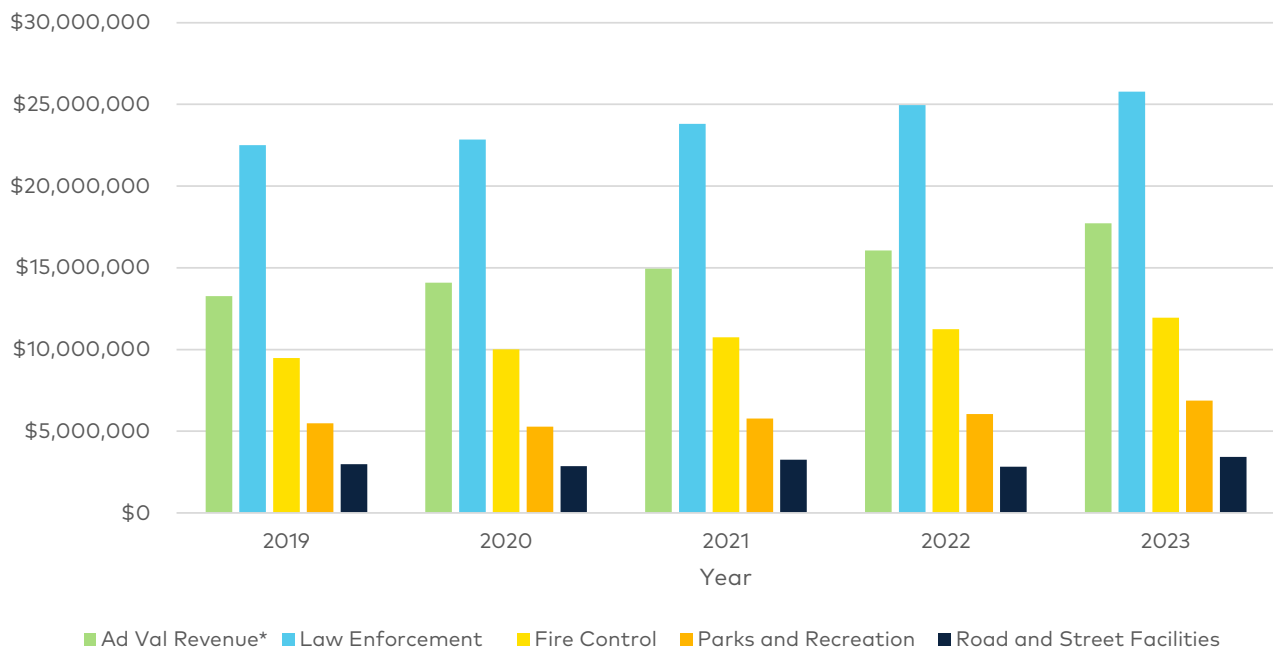
This chart depicts unrestricted revenues for the City of Pensacola for fiscal year 2023.

Revenue Sources	FY 2023	Percentage
Ad Valorem	\$17,714,151*	56.50%
Communications Service Tax	\$2,934,966	9.36%
Local Business Tax	\$938,060	2.99%
Municipal Utility Tax	\$9,765,528	31.15%
Total	\$31,352,705	100.00%

⁵Ad Valorem Revenue Data: Expenditures and Revenues Reported by Florida's Municipal Governments to the Florida Department of Financial Services as reported by the Office of Economic and Demographic Research.

AD VALOREM REVENUES COMPARED TO GENERAL FUND EXPENDITURES⁶

The graph compares ad valorem revenues to a number of general fund expenditures. Most or all ad valorem revenues are used to fund these general fund expenditures.



■ Ad Val Revenue* ■ Law Enforcement ■ Fire Control ■ Parks and Recreation ■ Road and Street Facilities

Year	Ad Val Revenue*	Law Enforcement	Fire Control	Parks and Recreation	Road and Street Facilities
2019	\$13,264,510	\$22,497,292	\$9,481,896	\$5,486,493	\$2,989,101
2020	\$14,081,435	\$22,849,135	\$10,014,738	\$5,276,835	\$2,864,866
2021	\$14,939,439	\$23,803,032	\$10,755,071	\$5,769,175	\$3,265,142
2022	\$16,051,929	\$24,949,911	\$11,237,988	\$6,050,915	\$2,821,435
2023	\$17,714,151	\$25,785,109	\$11,949,374	\$6,880,208	\$3,428,558

**Information reflects municipal data and has been verified by city officials. For further questions regarding this data, please contact the city manager, finance director, or budget staff for the city. Contact information may be found at the end of this packet.*

⁶ Ad Valorem Revenue and General Expenditure Data: Expenditures and Revenues Reported by Florida's Municipal Governments to the Florida Department of Financial Services as reported by the Office of Economic and Demographic Research.

Contact

AMY LOVOY

Director of Finance

850.435.1830

alovoy@cityofpensacola.com

D.C. REEVES

Mayor

850.435.1625

dcreeves@cityofpensacola.com

House Joint Resolution

A joint resolution proposing an amendment to Section 6 of Article VII, the creation of Section 7 of Article VIII, and the creation of a new section in Article XII of the State Constitution to make homestead property exempt from all ad valorem taxation other than school district levies beginning in a specified year, to prohibit local governments from reducing total funding for services provided by law enforcement, firefighters, and other first responders, and provide an effective date.

Be It Resolved by the Legislature of the State of Florida:

That the following amendment to Section 6 of Article VII, the creation of Section 7 of Article VIII, and the creation of a new section in Article XII of the State Constitution are agreed to and shall be submitted to the electors of this state for approval or rejection at the next general election or at an earlier special election specifically authorized by law for that purpose:

ARTICLE VII

FINANCE AND TAXATION

SECTION 6. Homestead exemptions.—

26 (a)~~(1)~~ Every person who has the legal or equitable title
27 to real estate and maintains thereon the permanent residence of
28 the owner, or another legally or naturally dependent upon the
29 owner, shall be exempt from taxation thereon, except assessments
30 for special benefits, as follows:

31 (1)~~a.~~ Up to the assessed valuation of twenty-five thousand
32 dollars; and

33 (2)~~b.~~ For all levies other than school district levies, on
34 the assessed valuation ~~greater than fifty thousand dollars and~~
35 ~~up to seventy-five thousand dollars,~~

36
37 upon establishment of right thereto in the manner prescribed by
38 law. The real estate may be held by legal or equitable title, by
39 the entireties, jointly, in common, as a condominium, or
40 indirectly by stock ownership or membership representing the
41 owner's or member's proprietary interest in a corporation owning
42 a fee or a leasehold initially in excess of ninety-eight years.
43 The exemption shall not apply with respect to any assessment
44 roll until such roll is first determined to be in compliance
45 with the provisions of section 4 by a state agency designated by
46 general law. This exemption is repealed on the effective date of
47 any amendment to this Article which provides for the assessment
48 of homestead property at less than just value.

49 ~~(2) The twenty-five thousand dollar amount of assessed~~
50 ~~valuation exempt from taxation provided in subparagraph (a) (1) b.~~

51 ~~shall be adjusted annually on January 1 of each year for~~
52 ~~inflation using the percent change in the Consumer Price Index~~
53 ~~for All Urban Consumers, U.S. City Average, all items 1967-100,~~
54 ~~or successor reports for the preceding calendar year as~~
55 ~~initially reported by the United States Department of Labor,~~
56 ~~Bureau of Labor Statistics, if such percent change is positive.~~

57 ~~(3) The amount of assessed valuation exempt from taxation~~
58 ~~for which every person who has the legal or equitable title to~~
59 ~~real estate and maintains thereon the permanent residence of the~~
60 ~~owner, or another person legally or naturally dependent upon the~~
61 ~~owner, is eligible, and which applies solely to levies other~~
62 ~~than school district levies, that is added to this constitution~~
63 ~~after January 1, 2025, shall be adjusted annually on January 1~~
64 ~~of each year for inflation using the percent change in the~~
65 ~~Consumer Price Index for All Urban Consumers, U.S. City Average,~~
66 ~~all items 1967-100, or successor reports for the preceding~~
67 ~~calendar year as initially reported by the United States~~
68 ~~Department of Labor, Bureau of Labor Statistics, if such percent~~
69 ~~change is positive, beginning the year following the effective~~
70 ~~date of such exemption.~~

71 (b) Not more than one exemption shall be allowed any
72 individual or family unit or with respect to any residential
73 unit. No exemption shall exceed the value of the real estate
74 assessable to the owner or, in case of ownership through stock
75 or membership in a corporation, the value of the proportion

76 which the interest in the corporation bears to the assessed
77 value of the property.

78 (c) By general law and subject to conditions specified
79 therein, the Legislature may provide to renters, who are
80 permanent residents, ad valorem tax relief on all ad valorem tax
81 levies. Such ad valorem tax relief shall be in the form and
82 amount established by general law.

83 ~~(d) The legislature may, by general law, allow counties or~~
84 ~~municipalities, for the purpose of their respective tax levies~~
85 ~~and subject to the provisions of general law, to grant either or~~
86 ~~both of the following additional homestead tax exemptions:~~

87 ~~(1) An exemption not exceeding fifty thousand dollars to a~~
88 ~~person who has the legal or equitable title to real estate and~~
89 ~~maintains thereon the permanent residence of the owner, who has~~
90 ~~attained age sixty-five, and whose household income, as defined~~
91 ~~by general law, does not exceed twenty thousand dollars; or~~

92 ~~(2) An exemption equal to the assessed value of the~~
93 ~~property to a person who has the legal or equitable title to~~
94 ~~real estate with a just value less than two hundred and fifty~~
95 ~~thousand dollars, as determined in the first tax year that the~~
96 ~~owner applies and is eligible for the exemption, and who has~~
97 ~~maintained thereon the permanent residence of the owner for not~~
98 ~~less than twenty-five years, who has attained age sixty-five,~~
99 ~~and whose household income does not exceed the income limitation~~
100 ~~prescribed in paragraph (1).~~

101
102 ~~The general law must allow counties and municipalities to grant~~
103 ~~these additional exemptions, within the limits prescribed in~~
104 ~~this subsection, by ordinance adopted in the manner prescribed~~
105 ~~by general law, and must provide for the periodic adjustment of~~
106 ~~the income limitation prescribed in this subsection for changes~~
107 ~~in the cost of living.~~

108 (d)~~(e)~~(1) Each veteran who is age 65 or older who is
109 partially or totally permanently disabled shall receive a
110 discount from the amount of the ad valorem tax otherwise owed on
111 homestead property the veteran owns and resides in if the
112 disability was combat related and the veteran was honorably
113 discharged upon separation from military service. The discount
114 shall be in a percentage equal to the percentage of the
115 veteran's permanent, service-connected disability as determined
116 by the United States Department of Veterans Affairs. To qualify
117 for the discount granted by this paragraph, an applicant must
118 submit to the county property appraiser, by March 1, an official
119 letter from the United States Department of Veterans Affairs
120 stating the percentage of the veteran's service-connected
121 disability and such evidence that reasonably identifies the
122 disability as combat related and a copy of the veteran's
123 honorable discharge. If the property appraiser denies the
124 request for a discount, the appraiser must notify the applicant
125 in writing of the reasons for the denial, and the veteran may

126 reapply. The Legislature may, by general law, waive the annual
127 application requirement in subsequent years.

128 (2) If a veteran who receives the discount described in
129 paragraph (1) predeceases his or her spouse, and if, upon the
130 death of the veteran, the surviving spouse holds the legal or
131 beneficial title to the homestead property and permanently
132 resides thereon, the discount carries over to the surviving
133 spouse until he or she remarries or sells or otherwise disposes
134 of the homestead property. If the surviving spouse sells or
135 otherwise disposes of the property, a discount not to exceed the
136 dollar amount granted from the most recent ad valorem tax roll
137 may be transferred to the surviving spouse's new homestead
138 property, if used as his or her permanent residence and he or
139 she has not remarried.

140 (3) This subsection is self-executing and does not require
141 implementing legislation.

142 (e)~~(f)~~ By general law and subject to conditions and
143 limitations specified therein, the Legislature may provide ad
144 valorem tax relief equal to the total amount or a portion of the
145 ad valorem tax otherwise owed on homestead property to:

146 (1) The surviving spouse of a veteran who died from
147 service-connected causes while on active duty as a member of the
148 United States Armed Forces.

149 (2) The surviving spouse of a first responder who died in
150 the line of duty.

(3) A first responder who is totally and permanently disabled as a result of an injury or injuries sustained in the line of duty. Causal connection between a disability and service in the line of duty shall not be presumed but must be determined as provided by general law. For purposes of this paragraph, the term "disability" does not include a chronic condition or chronic disease, unless the injury sustained in the line of duty was the sole cause of the chronic condition or chronic disease.

As used in this subsection and as further defined by general law, the term "first responder" means a law enforcement officer, a correctional officer, a firefighter, an emergency medical technician, or a paramedic, and the term "in the line of duty" means arising out of and in the actual performance of duty required by employment as a first responder.

ARTICLE VIII

LOCAL GOVERNMENT

SECTION 7. Prohibition of reductions in local first responder funding.-Beginning with the 2027-2028 local fiscal year, the total funding provided by each local government for services provided by law enforcement, firefighters, and other first responders, as provided by general law, may not be less than such jurisdiction's total budgeted amount for such services in either the 2025-2026 or 2026-2027 local fiscal year,

176 whichever was higher, notwithstanding any reduction in ad
177 valorem revenue that may result from the amendment to Article
178 VII, approved by voters on November 3, 2026.

180 ARTICLE XII

181 SCHEDULE

182 Homestead property exemption from all ad valorem taxes
183 other than school levies; prohibition of first responder funding
184 reductions.—This section, the amendment to Section 6 of Article
185 VII authorizing an exemption for homestead property from ad
186 valorem taxes other than school levies, and the creation of
187 Section 7 of Article VIII prohibiting local governments from
188 reducing first responder funding below a specified level shall
189 take effect January 1, 2027.

190
191 BE IT FURTHER RESOLVED that the following statement be
192 placed on the ballot:

193 CONSTITUTIONAL AMENDMENT

194 ARTICLE VII, SECTION 6

195 ARTICLE VIII, SECTION 7

196 ARTICLE XII

197 HOMESTEAD EXEMPTION FROM NON-SCHOOL PROPERTY TAXES; FIRST
198 RESPONDER FUNDING REQUIREMENT.—Beginning January 1, 2027, the
199 amendment exempts homestead property from all non-school
200 property taxes. The amendment also prohibits local governments

201 from reducing first responder funding below the amount budgeted
202 in local fiscal year 2025-2026 or 2026-2027, whichever was
203 greater.

Robyn Tice

From: Don Kraher
Sent: Wednesday, February 25, 2026 9:46 AM
To: Robyn Tice
Subject: FW: [EXTERNAL] RE: Property Tax Updates

Here is the Email update I supplied.

Thanks,

Don

Don Kraher
Council Executive
Office of City Council
222 W. Main Street
Pensacola, FL 32502
(850) 435-1686 – Office
(850) 384-6363 – Cell

From: Charles Bare <CBare@cityofpensacola.com>
Sent: Monday, February 23, 2026 12:35 PM
To: Don Kraher <DKraher@cityofpensacola.com>
Subject: Fw: [EXTERNAL] RE: Property Tax Updates

This is an important update regarding property tax. The House passed this last week and it would eliminate all non-school property taxes beginning in January of 2027.

charles

From: Allison Payne <apayne@flcities.com>
Sent: Friday, February 20, 2026 3:37 PM
To: Charles Bare <CBare@cityofpensacola.com>
Cc: Casey Cook <CCook@flcities.com>; Charles Chapman <CChapman@flcities.com>
Subject: [EXTERNAL] RE: Property Tax Updates

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

Hi Councilman Bare,

Here you go. Let me know if you need anything further.

Elimination of Non-School Property Taxes for Homesteads

[CS/CS/HJR 203](#) (Miller) is a proposed constitutional amendment that would eliminate non-school property taxes for homestead properties.

As originally filed, the bill would have phased out these taxes over 10 years by providing an additional \$100,000 homestead exemption each year until all non-school property taxes were eliminated in 2037.

However, the measure was amended to remove the phase-out and instead propose full elimination of non-school property taxes for homesteads immediately upon implementation.

The bill passed the full House on Thursday by a vote of **80–30** and now moves to the Senate Appropriations Committee, where it is eligible for Senate floor consideration.

To watch the House consideration of HJR 203, click here: <https://thefloridachannel.org/videos/2-19-26-house-session/>.

(I recommend watching at timestamp 21:55 to view the Speakers' comments before the bill was taken up.)

To date, the Senate has yet to offer a viable property tax reform proposal.

At this stage, there are more unknowns than knowns. It remains unclear whether the House and Senate will reach agreement during the Regular Session or reconvene in a Special Session to address property tax reform.

Proposed constitutional amendments require 60% approval in each chamber before placement on the November ballot.

Allison

Allison Payne

Manager, Advocacy Programs & Federal Affairs
Florida League of Cities, Inc.
Executive Director, Florida Association of City Clerks
850.701.3602 (direct)
850.545.2755 (cell)



From: Charles Bare <CBare@cityofpensacola.com>

Sent: Friday, February 20, 2026 3:29 PM

To: Allison Payne <apayne@flcities.com>; Casey Cook <ccook@flcities.com>; Charles Chapman <cchapman@flcities.com>

Subject: Re: Property Tax Updates

No rush, but our discussion will take place on Monday afternoon. 🤖

From: Charles Bare <CBare@cityofpensacola.com>

Sent: Friday, February 20, 2026 8:42 AM

To: Allison Payne <apayne@flcities.com>; ccook@flcities.com <ccook@flcities.com>; cchapman@flcities.com <cchapman@flcities.com>

Subject: Property Tax Updates

Hey, Allison, Casey and Charles:

I have a discussion item on our agenda next week to talk about property tax. I was wondering if there is an update on the status of the issue, bills, etc I could share with the council. Thanks.

Charles Bare

City Councilmember, District 2

Visit us at <https://www.cityofpensacola.com/council>

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Pensacola, FL 32502

Cell: 850.977.3862

cbare@cityofpensacola.com



Florida has a very broad public records law. As a result, any written communication created or received by City of Pensacola officials and employees will be made available to the public and media, upon request, unless otherwise exempt. Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this office. Instead, contact our office by phone or in writing.