

UNIVERSITY *of* WEST FLORIDA

HISTORIC TRUST

BRINGING HISTORY TO LIFE

Monday

March 27, 2023

**MEETING OF THE
BOARD OF DIRECTORS**



UNIVERSITY *of* WEST FLORIDA
HISTORIC TRUST

AGENDA

March 27, 2023 - Noon

1. Opening of Meeting/Introductions
 - a. Attendance Roll
2. Public Comments
3. Approval of Minutes
 - a. Board of Directors Meeting: January 23, 2023
 - o No quorum at January meeting. Reports require approval.
4. Additions to the Agenda
5. Adoption of the Agenda
6. Advancement Report – Mr. Howard Reddy
7. Executive Director’s Report – Mr. Robert Overton
8. Treasurer’s Report – Mr. Charlie Switzer
9. Committee Reports and Recommendation
 - a. PMA Board Report - Mr. Chris Heaney and Mr. Nick Croghan
 - b. PoP Mural Committee - Mr. Scott Barrow
 - c. Property and Collections Committee – Mr. Dave Luttrell
10. Old Business
11. New Business
12. Chair’s Comments
13. Adjournment
 - a. Next meeting: May 22, 2023

Minutes of the Meeting of January 23rd, 2023

DIRECTORS PRESENT: Mr. Scott Barrow, Dr. Della Scott-Ireton, Mr. Charlie Switzer, Mr. Chris Heaney, Mr. Edward Tisdale, and Mrs. Pam Schwartz.

DIRECTORS ABSENT: Dr. Martha Saunders, Mrs. Teri Levin, Mrs. Suzanne Lewis, Dr. Amy Mitchell-Cook, Mr. Collier Merrill, Dr. Lornetta Epps, and Mr. David Luttrell.

STAFF PRESENT: Mr. Robert Overton, Mr. Howard Reddy, Mr. Nicholas Croghan, Mr. Ross Pristera, Ms. Claire Stewart, Mrs. Wendi Davis, and Ms. Amy Eve.

INVITED GUESTS PRESENT: Jessica Scholl, Logan Devries, Ted and Kathy Brown.

PUBLIC PRESENT: Claudine Kriss

1. **Opening of Meeting:** Mr. Barrow called the meeting to order at 12:02 p.m. As there was not a quorum present, any business requiring a vote will need to be ratified at a later date. The meeting will move forward as informational.
2. **Public Comments / Questions:** Mrs. Kriss commented adding her thanks to the Historic Trust for their participation with GGAF.
3. **Approval of Minutes:** The board reviewed the minutes from the meeting on November 28th, 2023. No corrections were noted.
4. **Additions to the Agenda:** None
5. **Adoption of the Agenda:** The amended agenda was adopted unanimously.
6. **Advancement Update:** VP Howard Reddy shared informational highlights. He announced Dr. Saunders regrets missing the meeting and shared that she was traveling to attend the Board of Governors meeting. The new provost, Mr. Gary Liguori has started and is currently getting acclimated to his role. Mr. Reddy reported on overall giving status and thanked all the generous donors who have been supporting UWF.
7. **Executive Director Report:** Mr. Robert Overton shared his report. Ted and Kathy Brown made a \$100,000 gift from their Lloyd Street Charitable Trust. Ted and Kathy are here today to present the check. We had a busy Holiday season with admission and store sales at an all-time high. Mr. John Peacock resigned from the UWF Historic Trust board effective December 31, 2022. Mr. Peacock expressed his appreciation for all that the board does. He stated that increased duties within his job necessitated his resignation. On December 5th Museum Plaza received a CivicCon Award for best new outdoor space. Mrs. Schwartz attended the awards program and accepted the award with Mr. Overton. We have seen an 87% increase in site visitation YTD vs last year for the same

period. Mr. Overton asked Wendi Davis to give an update on our admissions and memberships. Mrs. Davis shared that both admissions and memberships were up this year. She reminded the board that they would be receiving membership renewal letters soon and encouraged them to consider renewing at a leadership level.

8. Treasurer's Report: Mr. Charlie Switzer shared the Treasurer's Report. Total income for December was \$ 64,007.92 and total expense for December was \$ 41,139.39. The UWFHT had a monthly income over expense of \$22,868.53 and a year to date income over expense of \$59,647.34. The biggest expense we had this month was due to the final payment on the PMA elevator for 38k. Some of our budget shortfalls this month can be attributed to delayed processing over the holidays but everything is on track and projections are within expected ranges. Mrs. Schwartz made a motion to approve, Mr. Heaney seconded, and the report was accepted with unanimous consent of those present.
9. Committee Reports and Recommendations:
 - a. PMA Board Report: PMA board chair Chris Heaney reported to the board recent PMA activity. He shared that the Bear Family Foundation has sponsored the main street facade beautification project and thanked them for their support. The YAF and Steam exhibitions are currently on display and we have some great shows planned for the coming year.
 - b. Property and Collections Committee (PCC) Report: Mr. Overton shared that no PCC meeting was held in December. He asked Mr. Pristera to give an update on facilities. He shared that we now have a new educator, Matt Santillo and we are pleased with efforts at tours and programming thus far. We are also currently working on PMA repairs, Dorr repairs, and replacing the OCC air conditioner.
 - i. ARB - There has been heavy activity. We were able to receive a variance for the new signage at the Bowden Building. The Train covering passed the ARB last week.
10. Chair's Comments: Mr. Barrow provided an update on the Pop Murals project and shared that 7 new sites are currently in progress. He thanked the board for their attendance and support.
11. Adjournment: The meeting was adjourned at 12:45 p.m.

Visitation Report

February, 2023

Historic Pensacola	Current Month February 2023	YTD 2021/22	YTD 2022/23
Schoolchildren	787	1131	2985
Birthday Parties Attendees	300	245	1150
Special Programs Attendees	22	313	22
Private Tour Attendees	45	0	101
Special Event Attendees	3316	50,887	95292
Admissions ONSITE sales	3731	20,570	31870
TOTAL	8201	73146	131420
Online Admissions Total			
	192	1866	2381
Pensacola Museum of Art			
Schoolchildren	1234	73	0
Birthday Parties Attendees	0	0	0
Special Programs Attendees	1255	872	0
Special Event Attendees	190	990	2864
Admissions ONSITE SALES	692	4,962	6599
TOTAL	3371	6897	9463
Arcadia Mill			
Scheduled Tour Attendees	0	36	0
Site Visitors (Mill & Homestead)	0	7,703	0
Special Program Attendees	0	106	0
Tickets Sold	60	544	451
TOTAL	60	8,389	451
GRAND TOTAL			
	11824	90,298	143,715

Treasurer's Report

MEMORANDUM

TO: UWF Historic Trust Board of Directors

FROM: Charlie Switzer, Treasurer

SUBJ: Treasurer's Report

DATE: March 27, 2023

Following this Memo are the February Financial Reports for the UWF Historic Trust.

Total Income February: \$90,469.98

Total Expense February: \$ 142,129.87

The UWFHT had a monthly expense over income of \$51,659.89 and a year to date income over expense of \$43,527.65. In February we processed payments for the Dorr House project and the new HVAC for Old Christ Church so these two are what put us expense over income. We do expect a reimbursement from the Division of Historical Resources grant estimated at 50k for much of the Dorr House costs. Our admissions and education programs have continued to bring in increased incomes so we are overall pleased with the numbers.

UWF Historic Trust
Balance Sheet
February 28, 2023 and 2022

	Feb 28, 23	Feb 28, 22
ASSETS		
Current Assets		
Checking/Savings		
102000 · CASH/MUSEUM CHANGE FUND	1,385.00	1,385.00
103000 · OPERATING ACCOUNT - REGIONS	397,259.62	340,879.34
103100 · SAVINGS/RESERVES - REGIONS	200,632.94	50,497.34
103300 · PMA TEMP RESTRICTED - REGIONS	33,996.61	33,996.61
103700 · ST. MICHAEL'S - REGIONS	5,758.40	152.34
106200 · HANCOCK BANK CD/OCC REPAIRS	140,873.07	140,732.28
106601 · PNC CD/VEAL AWARD	38,782.20	38,774.44
108000 · FOUNDATION INVSTMT ACCNT-EN...	1,035,445.65	1,280,022.65
108249 · PMA Collections Endowment - UWF	50,000.00	50,000.00
Total Checking/Savings	1,904,133.49	1,936,440.00
Accounts Receivable		
11000 · ACCOUNTS RECEIVABLE	-130.00	980.00
11001 · AR - Short Term Rentals	-2,567.78	31,103.58
117000 · ACCOUNTS RECEIVABLE-INTEREST	111.09	131.25
Total Accounts Receivable	-2,586.69	32,214.83
Other Current Assets		
112000 · DUE FROM UNIVERSITY	0.00	50,386.00
113001 · DUE FROM UWF FDN DONOR/MEMB...	-664.00	-200.00
113008 · Due from Arcadia Mill	0.00	-55.00
113009 · Due from UWF FDN - PMA Member	-35.00	-275.00
116000 · OTHER RECEIVABLE-NAI HALFORD	12,139.88	15,227.08
118000 · PRE-PAID INSURANCE	11,773.82	11,306.64
122000 · INVENTORY - ARCADIA MILL	1,960.75	2,277.81
125000 · INVENTORY OF STORES (HPV)	66,295.10	97,982.63
129000 · INVENTORY - PMA	7,230.45	6,219.08
Total Other Current Assets	98,701.00	182,869.24
Total Current Assets	2,000,247.80	2,151,524.07
Fixed Assets		
130000 · LAND	1,010,660.00	1,010,660.00
131000 · BUILDINGS	5,222,917.59	5,222,917.59
132000 · FURNITURE AND EQUIPMENT	418,461.47	419,139.80
133000 · FURNITURE, FIXTURES & EQUIP-PHS	9,085.00	9,085.00
134000 · FURNITURE & EQUIPMENT/TTW	4,921.61	8,011.48
134500 · FURNITURE & EQUIPMENT-BARKLEY	17,488.92	17,488.92
134900 · FURNITURE, FIXTURES & EQUIP-PMA	63,973.79	63,973.79
135000 · ACCUMULATED DEPRECIATION	-2,937,624.62	-2,614,034.42
Total Fixed Assets	3,809,883.76	4,137,242.16
Other Assets		
141000 · HISTORICAL PROP/ANTIQUES	125,247.59	125,247.59
149000 · PMA Collection	123,966.27	123,966.27
151000 · Utilities Deposits	834.47	834.47
Total Other Assets	250,048.33	250,048.33
TOTAL ASSETS	6,060,179.89	6,538,814.56
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
110003 · Regions Credit Card	10,389.54	5,611.02
Total Credit Cards	10,389.54	5,611.02

UWF Historic Trust
Balance Sheet
February 28, 2023 and 2022

	Feb 28, 23	Feb 28, 22
Other Current Liabilities		
201500 · DEFERRED GRANT	0.00	10,000.00
201551 · Holding - AME Zion Mag Cem	5,115.69	3,115.69
201560 · Due to - Cemeteries Spc Prjcts	12,000.00	12,000.00
201700 · SALES TAX PAYABLE	1,012.03	2,942.15
216100 · PPP Loan	0.00	278,690.00
221000 · RENTAL DEPOSITS	90,316.50	77,170.13
221200 · Deposit - Parties and Tours	1,200.00	-200.00
221500 · RENTAL DEPOSITS-LONG-TERM L...	14,457.28	15,754.42
Total Other Current Liabilities	124,101.50	399,472.39
Total Current Liabilities	134,491.04	405,083.41
Total Liabilities	134,491.04	405,083.41
Equity		
Opening Bal Equity	199,222.40	199,222.40
Retained Earnings	2,746,067.95	2,854,172.75
296000 · FUND BALANCE/UNRESTRICTED	2,697,402.35	2,671,237.35
297000 · FUND BALANCE/TEMP. RESTRICTED	151,929.00	143,788.00
297550 · Fund Balance/Temp Rest/PMA Acc	0.00	24,872.00
298000 · Fund Balance/Perm Restricted	57,500.00	57,500.00
299550 · Fund Balance/Brd Des/PMA Collec	33,996.00	43,430.00
Net Income	39,571.15	139,508.65
Total Equity	5,925,688.85	6,133,731.15
TOTAL LIABILITIES & EQUITY	6,060,179.89	6,538,814.56

	Jul '22 - Feb 23	Jul '21 - Feb 22	% Change
Ordinary Income/Expense			
Income			
3005 · ADMISSIONS	250,802.35	165,152.65	51.9%
3006 · BIRTHDAY PARTIES	7,423.50	3,987.00	86.2%
3200 · EDUCATION PROGRAMS	34,982.00	12,466.50	180.6%
3300 · CITY/COUNTY FUNDING	18,482.95	53,396.26	-65.4%
3320 · Special Programs	44,051.75	29,558.78	49.0%
3350 · GRANTS	48,704.40	72,338.39	-32.7%
3380 · PARKING	34,800.00	18,400.00	89.1%
3400 · MUSEUM STORE	31,816.88	29,757.83	6.9%
3500 · LEASE/BUILDINGS	109,953.68	123,196.97	-10.8%
3510 · RENTALS/SHORT-TERM	146,926.99	179,920.63	-18.3%
3560 · DONATIONS	8,172.76	20,343.41	-59.8%
3600 · EARNED INTEREST	133.91	3.35	3,897.3%
3800 · SHORTAGE/OVERAGE	-15.06	-4.37	-244.6%
Total Income	736,236.11	708,517.40	3.9%
Gross Profit	736,236.11	708,517.40	3.9%
Expense			
4110 · CONSULTING SERVICE	6,871.25	4,297.00	59.9%
4113 · Payroll and Benefits	35,000.00	32,549.99	7.5%
4115 · MUSEUM-STAFF	25,081.25	19,879.00	26.2%
4120 · AUTO EXPENSE ALLOWANCE	4,800.00	4,000.00	20.0%
4130 · INSURANCE & SURETY BONDS	10,616.98	9,438.00	12.5%
4133 · PROPERTY MGMT	5,271.99	9,250.28	-43.0%
4135 · AUDITING	13,200.00	13,000.00	1.5%
4136 · PROPERTY TAX	5,534.87	0.00	100.0%
4155 · POSTAGE/FREIGHT/EXP.MAIL	3,329.31	4,270.05	-22.0%
4160 · PRINTING & DUPLICATING	20,285.80	7,737.99	162.2%
4175 · DUES/SUBSCRIPTIONS	7,367.78	4,795.79	53.6%
4176 · MEMORIALS	0.00	442.45	-100.0%
4180 · ADVERTISING/MRKTNG	28,079.28	36,341.67	-22.7%

	Jul '22 - Feb 23	Jul '21 - Feb 22	% Change
4200 · EDUCATION PROGRAMS-SUPPLIES	20,564.28	12,894.57	59.5%
4210 · Museum Store Purchases	17,811.28	10,144.45	75.6%
4215 · Special Programs Expenses	5,940.07	1,822.93	225.9%
4225 · AWARDS/OTHER	3,009.90	2,675.00	12.5%
4250 · TELEPHONE	2,062.73	1,642.08	25.6%
4253 · WATER	1,436.96	1,710.00	-16.0%
4275 · UTILITIES	72,450.19	107,822.79	-32.8%
5000 · TRAVEL EXPENSE	4,423.64	1,002.66	341.2%
5100 · OFFICE / ADMIN EXPENSES	21,216.65	22,483.63	-5.6%
5250 · SPECIAL EVENTS	11,917.84	6,568.82	81.4%
6000 · EXHIBITS/COLLECTIONS/CURATOR...	40,389.20	47,479.18	-14.9%
6100 · BLDG/MATERIALS & SUPPLIES	78,864.55	36,590.34	115.5%
6135 · LANDSCAPING/GROUNDS	39,639.26	51,917.93	-23.7%
6175 · INDEPENDENT CONTRACTOR	112,526.84	60,010.07	87.5%
7800 · OCO/OTHER CAPITAL OUTLAY	10,417.00	329.99	3,056.8%
7900 · Grant Expenses	84,599.56	8,902.13	850.3%
Total Expense	692,708.46	519,998.79	33.2%
Net Ordinary Income	43,527.65	188,518.61	-76.9%
Other Income/Expense			
Other Income			
3950 · Other Grants	30,000.00	15,000.00	100.0%
Total Other Income	30,000.00	15,000.00	100.0%
Other Expense			
5100.20 · 200th Anniversary Celebration	10,124.40	45,049.03	-77.5%
5100.21 · Bruce Beach Project	0.00	3,000.00	-100.0%
6135.11 · Landscaping/Grounds Mtn-SMC	23,832.10	15,960.93	49.3%
Total Other Expense	33,956.50	64,009.96	-47.0%
Net Other Income	-3,956.50	-49,009.96	91.9%
Net Income	39,571.15	139,508.65	-71.6%

UWF Historic Trust
Schedule I - Profit & Loss

For the one month ended February 28, 2023 and 2022

	Feb 23	Feb 22	\$ Change
Ordinary Income/Expense			
Income			
3005 · ADMISSIONS	33,528.49	21,845.49	11,683.00
3006 · BIRTHDAY PARTIES	1,150.00	375.00	775.00
3200 · EDUCATION PROGRAMS	8,916.89	2,310.00	6,606.89
3320 · Special Programs	315.00	52.78	262.22
3380 · PARKING	5,000.00	6,400.00	-1,400.00
3400 · MUSEUM STORE	3,979.61	1,878.01	2,101.60
3500 · LEASE/BUILDINGS	7,926.51	15,305.39	-7,378.88
3510 · RENTALS/SHORT-TERM	27,726.00	37,069.50	-9,343.50
3560 · DONATIONS	1,927.48	1,247.21	680.27
3600 · EARNED INTEREST	0.00	0.39	-0.39
3800 · SHORTAGE/OVERAGE	0.00	1.00	-1.00
Total Income	90,469.98	86,484.77	3,985.21
Gross Profit	90,469.98	86,484.77	3,985.21
Expense			
4110 · CONSULTING SERVICE	0.00	60.00	-60.00
4113 · Payroll and Benefits	0.00	7,549.99	-7,549.99
4115 · MUSEUM-STAFF	4,151.25	1,940.00	2,211.25
4120 · AUTO EXPENSE ALLOWANCE	600.00	500.00	100.00
4133 · PROPERTY MGMT	0.00	750.00	-750.00
4155 · POSTAGE/FREIGHT/EXP.MAIL	520.99	1,049.20	-528.21
4160 · PRINTING & DUPLICATING	401.94	1,946.00	-1,544.06
4175 · DUES/SUBSCRIPTIONS	1,155.00	1,963.98	-808.98
4180 · ADVERTISING/MRKTNG	900.00	4,770.60	-3,870.60

	Feb 23	Feb 22	\$ Change
4200 · EDUCATION PROGRAMS-SUPPLIES	972.27	2,818.25	-1,845.98
4210 · Museum Store Purchases	693.64	620.22	73.42
4225 · AWARDS/OTHER	200.00	0.00	200.00
4250 · TELEPHONE	230.55	165.93	64.62
4253 · WATER	247.56	502.91	-255.35
4275 · UTILITIES	5,845.21	43,898.64	-38,053.43
5000 · TRAVEL EXPENSE	834.47	265.22	569.25
5100 · OFFICE / ADMIN EXPENSES	1,308.85	5,125.30	-3,816.45
5250 · SPECIAL EVENTS	4,044.27	281.40	3,762.87
6000 · EXHIBITS/COLLECTIONS/CURATO...	6,543.70	2,622.24	3,921.46
6100 · BLDG/MATERIALS & SUPPLIES	5,710.96	6,421.27	-710.31
6135 · LANDSCAPING/GROUNDS	2,318.23	10,723.48	-8,405.25
6175 · INDEPENDENT CONTRACTOR	39,693.98	18,476.77	21,217.21
7900 · Grant Expenses	65,757.00	1,565.00	64,192.00
Total Expense	<u>142,129.87</u>	<u>114,016.40</u>	<u>28,113.47</u>
Net Ordinary Income	-51,659.89	-27,531.63	-24,128.26
Other Income/Expense			
Other Expense			
6135.11 · Landscaping/Grounds Mtnc-SMC	4,388.25	466.56	3,921.69
Total Other Expense	<u>4,388.25</u>	<u>466.56</u>	<u>3,921.69</u>
Net Other Income	<u>-4,388.25</u>	<u>-466.56</u>	<u>-3,921.69</u>
Net Income	<u><u>-56,048.14</u></u>	<u><u>-27,998.19</u></u>	<u><u>-28,049.95</u></u>

UWF Historic Trust
Schedule II - Profit & Loss Budget Performance

For the one month and twelve months ended February 28, 2023

	Feb 23	Budget	\$ Over Budget	Jul '22 - Feb 23	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
3005 · ADMISSIONS	33,528.49	20,000.00	13,528.49	250,802.35	160,000.00	90,802.35	240,000.00
3006 · BIRTHDAY PARTIES	1,150.00	416.67	733.33	7,423.50	3,316.69	4,106.81	5,600.00
3200 · EDUCATION PROGRAMS	8,916.89	3,833.33	5,083.56	34,982.00	30,916.68	4,065.32	46,500.00
3300 · CITY/COUNTY FUNDING	0.00	22,500.00	-22,500.00	18,482.95	112,400.00	-93,917.05	202,400.00
3310 · ESC COUNTY SCHOOL FUNDS	0.00	10,000.00	-10,000.00	0.00	17,000.00	-17,000.00	17,000.00
3320 · Special Programs	315.00	1,500.00	-1,185.00	44,051.75	29,000.00	15,051.75	35,000.00
3350 · GRANTS	0.00	0.00	0.00	48,704.40	16,000.00	32,704.40	31,000.00
3380 · PARKING	5,000.00	5,500.00	-500.00	34,800.00	38,000.00	-3,200.00	60,000.00
3400 · MUSEUM STORE	3,979.61	3,750.00	229.61	31,816.88	30,000.00	1,816.88	45,000.00
3500 · LEASE/BUILDINGS	7,926.51	13,083.33	-5,156.82	109,953.68	104,666.68	5,287.00	157,000.00
3510 · RENTALS/SHORT-TERM	27,726.00	17,500.00	10,226.00	146,926.99	140,000.00	6,926.99	210,000.00
3560 · DONATIONS	1,927.48	0.00	1,927.48	8,172.76	12,500.00	-4,327.24	20,000.00
3570 · RESTRICTED GIFTS	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	8,000.00
3590 · Restricted Interest	0.00	0.00	0.00	0.00	0.00	0.00	225.00
3600 · EARNED INTEREST	0.00	0.00	0.00	133.91	0.00	133.91	100.00
3800 · SHORTAGE/OVERAGE	0.00			-15.06	0.00	-15.06	0.00
Total Income	90,469.98	98,083.33	-7,613.35	736,236.11	694,800.05	41,436.06	1,077,825.00
Gross Profit	90,469.98	98,083.33	-7,613.35	736,236.11	694,800.05	41,436.06	1,077,825.00
Expense							
4110 · CONSULTING SERVICE	0.00	2,041.67	-2,041.67	6,871.25	16,333.32	-9,462.07	24,500.00
4113 · Payroll and Benefits	0.00	7,000.00	-7,000.00	35,000.00	56,000.00	-21,000.00	84,000.00
4115 · MUSEUM-STAFF	4,151.25	3,350.00	801.25	25,081.25	26,600.00	-1,518.75	40,000.00
4120 · AUTO EXPENSE ALLOWANCE	600.00	600.00	0.00	4,800.00	4,800.00	0.00	7,200.00
4130 · INSURANCE & SURETY BONDS	0.00	0.00	0.00	10,616.98	9,500.00	1,116.98	20,000.00
4133 · PROPERTY MGMT	0.00	750.00	-750.00	5,271.99	6,000.00	-728.01	12,000.00
4135 · AUDITING	0.00	0.00	0.00	13,200.00	13,000.00	200.00	13,000.00
4136 · PROPERTY TAX	0.00	0.00	0.00	5,534.87	7,800.00	-2,265.13	7,800.00
4155 · POSTAGE/FREIGHT/EXP.MAIL	520.99	416.67	104.32	3,329.31	3,333.32	-4.01	5,000.00
4160 · PRINTING & DUPLICATING	401.94	1,833.33	-1,431.39	20,285.80	14,666.68	5,619.12	22,000.00
4175 · DUES/SUBSCRIPTIONS	1,155.00	1,625.00	-470.00	7,367.78	13,000.00	-5,632.22	19,500.00

UWF Historic Trust
Schedule II - Profit & Loss Budget Performance

For the one month and twelve months ended February 28, 2023

	Feb 23	Budget	\$ Over Budget	Jul '22 - Feb 23	YTD Budget	\$ Over Budget	Annual Budget
4176 · MEMORIALS	0.00	0.00	0.00	0.00	250.00	-250.00	500.00
4180 · ADVERTISING/MRKTNG	900.00	5,000.00	-4,100.00	28,079.28	40,000.00	-11,920.72	60,000.00
4200 · EDUCATION PROGRAMS-SUPPLIES	972.27	3,085.00	-2,112.73	20,564.28	30,480.00	-9,915.72	42,850.00
4210 · Museum Store Purchases	693.64	1,875.00	-1,181.36	17,811.28	15,000.00	2,811.28	22,500.00
4215 · Special Programs Expenses	0.00	5,375.00	-5,375.00	5,940.07	31,750.00	-25,809.93	35,750.00
4225 · AWARDS/OTHER	200.00	0.00	200.00	3,009.90	3,100.00	-90.10	3,500.00
4250 · TELEPHONE	230.55	333.33	-102.78	2,062.73	2,666.68	-603.95	4,000.00
4253 · WATER	247.56	250.00	-2.44	1,436.96	2,000.00	-563.04	3,000.00
4275 · UTILITIES	5,845.21	10,166.67	-4,321.46	72,450.19	59,333.36	13,116.83	100,000.00
5000 · TRAVEL EXPENSE	834.47	2,250.00	-1,415.53	4,423.64	16,125.00	-11,701.36	27,000.00
5100 · OFFICE / ADMIN EXPENSES	1,308.85	1,916.67	-607.82	21,216.65	15,333.32	5,883.33	23,000.00
5250 · SPECIAL EVENTS	4,044.27	1,975.00	2,069.27	11,917.84	15,600.00	-3,682.16	23,500.00
6000 · EXHIBITS/COLLECTIONS/CURATORIAL	6,543.70	10,000.00	-3,456.30	40,389.20	85,000.00	-44,610.80	130,000.00
6100 · BLDG/MATERIALS & SUPPLIES	5,710.96	3,875.00	1,835.96	78,864.55	31,750.00	47,114.55	48,000.00
6135 · LANDSCAPING/GROUNDS	2,318.23	7,000.00	-4,681.77	39,639.26	42,000.00	-2,360.74	70,000.00
6175 · INDEPENDENT CONTRACTOR	39,693.98	12,395.07	27,298.91	112,526.84	114,473.76	-1,946.92	164,054.00
7800 · OCO/OTHER CAPITAL OUTLAY	0.00	1,000.00	-1,000.00	10,417.00	16,000.00	-5,583.00	20,000.00
7900 · Grant Expenses	65,757.00	0.00	65,757.00	84,599.56	45,171.00	39,428.56	45,171.00
Total Expense	142,129.87	84,113.41	58,016.46	692,708.46	737,066.44	-44,357.98	1,077,825.00
Net Ordinary Income	-51,659.89	13,969.92	-65,629.81	43,527.65	-42,266.39	85,794.04	0.00
Other Income/Expense							
Other Income							
3950 · Other Grants	0.00	0.00	0.00	30,000.00	0.00	30,000.00	0.00
Total Other Income	0.00	0.00	0.00	30,000.00	0.00	30,000.00	0.00
Other Expense							
5100.20 · 200th Anniversary Celebration	0.00	0.00	0.00	10,124.40	0.00	10,124.40	0.00
6135.11 · Landscaping/Grounds Mtn-SMC	4,388.25	0.00	4,388.25	23,832.10	0.00	23,832.10	0.00
Total Other Expense	4,388.25	0.00	4,388.25	33,956.50	0.00	33,956.50	0.00
Net Other Income	-4,388.25	0.00	-4,388.25	-3,956.50	0.00	-3,956.50	0.00
Net Income	-56,048.14	13,969.92	-70,018.06	39,571.15	-42,266.39	81,837.54	0.00

Pensacola Museum of Art
Board of Directors Meeting
February 16, 2023
Minutes

Board Members Present: Mr. Chris Heaney, Mr. John Markowitz, Mrs. Kathi Gordon, Mr. Andrew Spencer, Mrs. Teri Levin, Mr. Edward Tisdale, and Mrs. Adrienne Maygarden.

Board Members Absent: Mrs. Betty Roberts, Ms. Connie Crosby, Mr. David Earle, Mrs. Teresa Dos Santos, Mrs. Susan Ragan, Dr. Patrick Rowe, Mrs. Tonya Zimmern, and Mrs. Sue Sue Sherrill.

Staff Members Present: Mr. Robert Overton, Mr. Nicholas Croghan, and Ms. Amy Eve.

Public Present: None

Opening of Meeting: Mr. Chris Heaney called the meeting to order at 4:02 p.m. and noted that there was a quorum present.

Review of Minutes: Mr. Heaney presented the meeting minutes from December 15, 2022. No corrections were noted.

Historic Trust's Executive Directors Report: Mr. Robert Overton shared his report. He informed the board that they can expect to see some exterior work being done on the Bowden building. We are doing improvements to the facade of the building and there will be fresh paint, etc. We are also working on improvements to the Museum of Commerce catering room. The train canopy in front of the Museum of Industry should break ground in April. We are working on updating wayfinding around the site as well. He also shared that as of March 1st, Premium parking will be taking over the management of additional parking lots which will include the PMA lot.

PMA Directors Report: Mr. Croghan shared the Director's report and noted highlights of operations which included recent funding, grant applications, and donations. The Provost Agreed to our STEAM-related request for an additional \$7,500. We submitted a GGAF \$1,000 Application to Help Fund CUBE Live Mural Painting. The Lewis Bear Family provided \$103,000.00 for Courtyard Repairs. Currently on view we have *STEAM2023*, *69th Annual Youth Art Focus*, and *EMPOWERED EXPRESSION: Arc Gateway Student Show*. Our Upcoming Education Programming includes STEAM Spring Break Camp and our registration is now live for Summer Camps. *The 69th Annual PMA Members Show //* will open in March and feature work by 2022 Best in Show Winner *Nonney Oddlokken*. 55 artists submitted work this year. We will hold the CUBED Mural Event: March 4th from 10am-5pm and Mrs. Roberts will share more in a moment on the Lincoln Event.

Treasurer's Report: Total income for January was \$108,952.00 and the total expense was \$74,426.56 The UWFHT had a monthly income over expense of \$34,525.44 and year to date income over expense of \$92,270.34. This month we received a good portion of income from admissions and event rentals, and we received our quarterly grant payment for our annual operating support grant. We also had a large number of

both income and expenses relating to the Bootleg Ball. Additionally, we made the final payment on the repairs to the PMA elevator so we were pleased to see income over expense at the end of the month. Ms. Maygarden made a motion to approve and Mr. Spenser seconded the motion. The report was approved unanimously.

Committee Reports

- **Collections Committee Report:** Mr. Markowitz reviewed the report from the January 11th meeting of the Collections committee. He reported that the funds have not changed since the last meeting and that the group discussed purchasing a plate/engraving that fits within collections mission but will do more research. He also shared that the group is working on updates for the committee and new members.
- **Executive Committee Report:** Mr. Heaney reviewed the minutes from the January 19th meeting. He introduced Mrs. Betty Roberts to share updates on the Lincoln event.
- **Lincoln Event Committee Report:** Mrs. Roberts shared that the Lincoln event will be held February 23rd at 5pm and invited the board to attend. This event will recognize Don Partington and Vaughn Hendrick's gift of the Lincoln sculpture (and the recent film).

New Business: No New Business

Chair's comments: Mr. Heaney wants staff and board members to think about planning tours for the board to update and orientate them on the PMA exhibitions and collections.

Adjournment: The meeting was adjourned at 4:45 pm. The next meeting is April 20, 2023.

AGENDA
Meeting of UWF Historic Trust
Property & Collections Committee
March 20, 2023
3:00 - 4:00 p.m.

Attendees: Carter Quina, Hill Goodspeed, Rob Overton, Ross Pristera, Anna Lochas, Lori McDuffie

1. Opening of Meeting, 3:10 pm
 - Public Comment
 - Review and Approval of Minutes from Previous Meeting: 10/31/2023

2. Reports
 - Collections Report
 1. Gifts and Loans
 - Staff presented the incoming loans and gifts. Recommendation was made to change TC 876 to expendable since the connection to Pensacola was not very strong, but the subject matter was appropriate and usable in other ways. Staff and volunteers are going through TC 877 and removing copies already in the archive.
 - Staff shared the Item Transfer Form that will be sent to the West Florida Railroad Museum. This was requested in a previous meeting. Mr. Goodspeed and Mr. Quina found the form appropriate and approved of the transfer of items.
 2. Exhibits Report
 - Staff reviewed the exhibit schedule and provided updates on current and upcoming exhibits.

 - Arcadia Report
 - Staff has contacted FDOT to replace two road directional markers and FDOT is in the process of making the signs. The two main signs at the Simpson House and Mill have updated hours.
 - Staff has repaired exhibits at the Visitor's Center and fixed minor maintenance issues.
 - Student staffing is strong and staff is working on bringing back public tours. Google reviews have been very positive.
 - Mr. Quina asked if Google Street View is available for the site. Staff said no, but will look into this.

 - Archives Report
 - There is an average of 1 appointment per day, but online requests have increased.
 - A volunteer has almost completed organizing and inventorying the reference books.
 - A new digital image donation agreement has been created. Requests for digital images for online use have increased and this new agreement and pricing structure has improved this process.

- Historic Preservation/Facilities Report
 1. Facilities Report
 - The new A/C unit at Old Christ Church has been installed and now the Church has two functioning units.
 - Work continues on the exterior of the Bowden Building, which is expected to be completed in a month.
 - The grant funded Dorr House window restoration will start in the summer.
 - Staff is working with Wescon on final pricing for the exterior repairs to the Pensacola Museum of Art, along with handling two repairs to the interior.
 2. ARB Report
 - The March ARB meeting had three demolition requests that were all denied. The most notable was 301 N Baylen Street, which is a rare Mid-Century Modern bus station. The other two demolition requests were houses; one in East Hill and the other on the west side. Both were denied and have a 90 day delay.
- 3. Old Business
 1. Train Covering Update
 - Structural Engineering has been completed and plans have been shared with Wescon and the UWF Archaeology Institute. Archaeologists completed a GPR survey of the site and the results will be shared in the coming weeks. Wescon is in the process of getting early pricing before the final bid package is released.
 2. Parking Management
 - Premium Parking is now managing three additional lots for the Historic Trust: Fountain Park, Tivoli, and PMA. The changes to parking have been slow, starting with Fountain Park. Tenants were made aware of the changes before Premium started managing the lots. This revenue from these lots will help support the mission of the Historic Trust.
- 4. New Business
- 5. Adjournment, 4:05pm
Next meeting scheduled for April 24, 2023

Property and Collections - February 2023 Collections Report

Temporary Custody List

TC #: 871

Objects: Mother of Pearl opera glasses and case dated to 1842 (originally from Tennessee and brought to Pensacola by Florence Ferris Hatfield)

Gold "mourning" Locket with photo and braided hair

Antique binoculars that belonged to Pensacola native Harry Pitt Ferris

Fiesta, Five Flags pin ca 1955

Hand tatted lace

Pensacola High memories and diploma, graduation program 1936

Offered by: Amie Amacher

Date Received or Offered: 10/15/2022

Notes: Donor's Grandmother's antiques:

Her name was Florence Ferris Hatfield and her family, the Pitt/Ferris family has a long history in Pensacola. She herself volunteered as a docent in the Christ Church for the Historical Society. She was also a member of Colonial Dames, DAR, etc.

See additional notes in hard file about the family - Pitt, Ferris, Pitt Slip, Ferris Warehouse



TC #: 875

Objects: - MPO Videotronics VHS-794 Portable 7" VHS player (powers on- untested with tape), includes carrying case

- Sears brand Super Automatic 8mm projector, in good condition, metal case has some discoloration on exterior

Offered by: Billy Sullivan

Date Received or Offered: 11/16/2022

Notes: Items given to Curator Jessie Cragg by friend Billy Sullivan, who used to work as a pharmaceutical rep and used the vhs player to present tapes to physicians as he traveled.



TC #: 876

Objects: -Framed print of the Scholten (the ship the decedent's grandfather and great grandfather came to the US from Germany 1881)

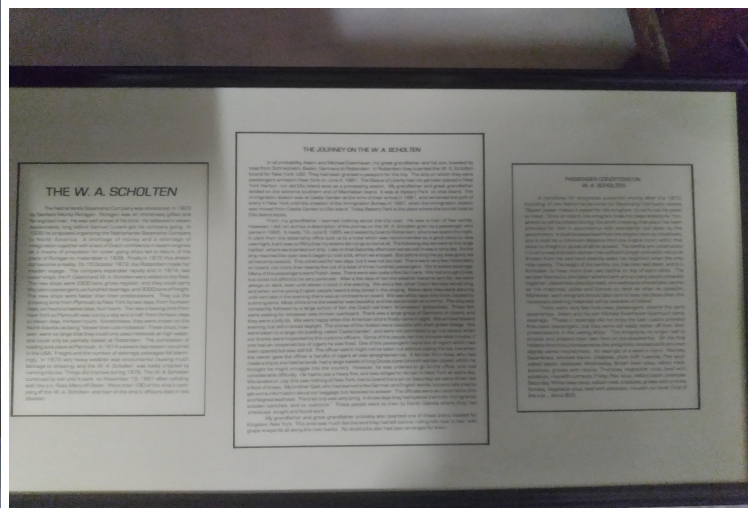
-Framed information pages about the ship and the company.

-Framed advertising poster for the shipping company

Offered by: Estate of Lina Clare Isanhour % Rebecca Landers, Executor/Trustee

Date Received or Offered: 12/7/2022

Notes: Her grandfather and great grandfather landed in New York but settled in Pensacola marrying into the Allsopp-Faver family. On the Allsopp side, her grandfather, William Snow Smith Allsopp, had orange groves and a store in the area. On the Faver side, she is related to those who gave the land for the Faver-Dykes Park.



TC #: 877

Objects: A collection of maps and architectural plans, local area

Offered by: Jordan Yee

Date Received or Offered: 12/13/2022

Notes: Many of these are duplicates. The donor has asked that we dispose of the ones that are not of use to the Trust.



TC #: 878

Objects: Photos of the founder, employees, and operations associated with The Doctors Directory, Inc. Items include orgies sign used while office was located on Wright St, one of the first pagers used by local doctors in conjunction with the doctors directory, pager number and call number tracking board for the doctors associated with Baptist Hospital and Sacred Heart, various plaques and framed awards given to the company over the years, photos of Mary Morris working one of the original switch boards, and other photos and memorabilia associated with the owns, staff, and operations the The Doctors Directory.

Offered by: Paul Morris

Date Received or Offered: 12/21/2022

Notes: The Doctors Directory began in 1950 when a group of Baptist Hospital officials assigned a pioneer by the name of Mary E. Morris, RN with the task of establishing a centralized location for a physicians directory in Pensacola. It was a rare sight at that time for a woman to operate a small business. The initial location was on the top floor of the Hannah Pharmacy building on Palafox before moving to East Pensacola Heights in the late 50's. In 1965 the directory moved back to downtown on Wright street with BellSouth's 557-B switchboards which became the standard equipment for the telephone answering service industry. During this time Mrs. Morris expanded by setting up a nurses registry to obtain RN and LPN coverage for patients inside Baptist and Sacred Heart hospitals. She also began the first paging service for physicians which now included the Medical Center Clinic utilizing Motorola's Pageboy one. This was a huge step for communications in Escambia county. She would go on to supply in house pagers for the staff of Baptist, Sacred Heart and University hospitals. The directory would upgrade to computers in the 1980's and go on to average 4000 calls per day in the 1990's when the service was operated by her son - Paul R Morris who went on to serve the Pensacola Medical Community for 44 years.



TC #: 879

Objects: Election road sign "Ann Hill for City Council District 6"

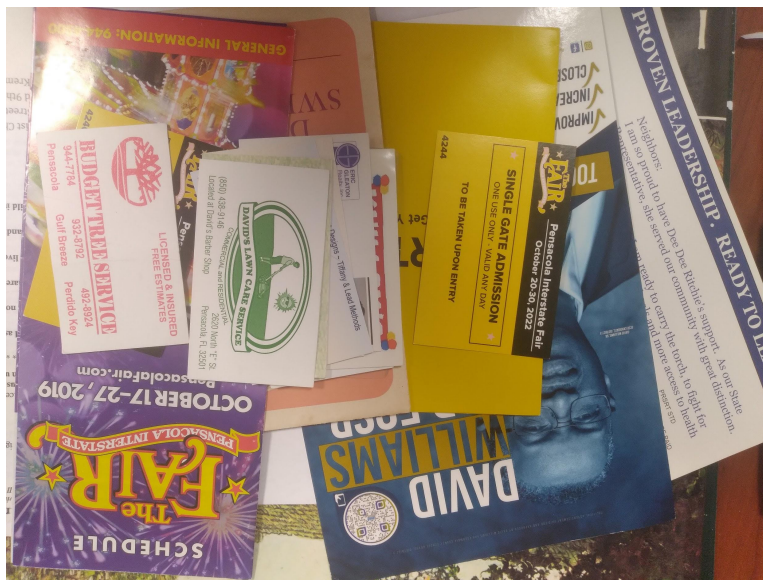
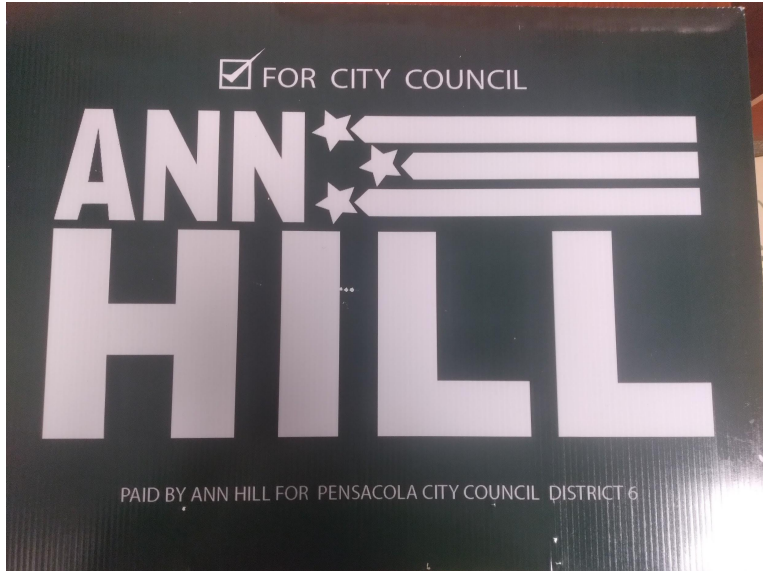
25 local business cards and pamphlets

Program for the Acknowledgement and Lament Service, Hunter Amphitheater Maritime Community Park

Offered by: Lynne Robertson

Date Received or Offered: 1/10/2023

Notes:



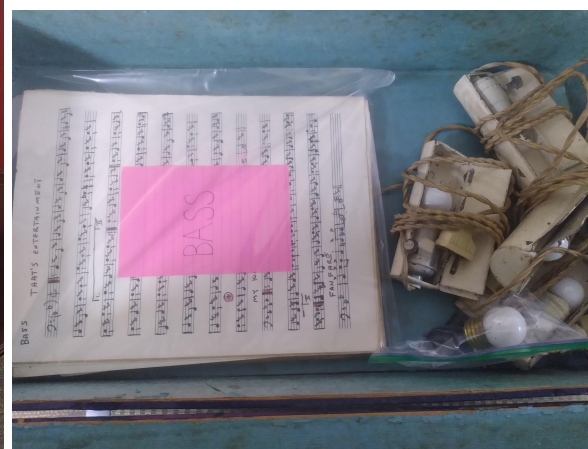
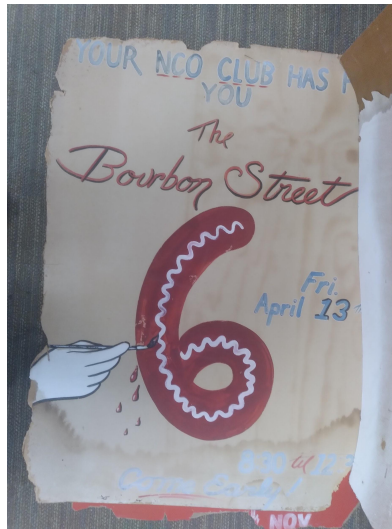
TC #: 880

- Objects:** -Bandstands and detachable stand lights used by the Bourbon Street Six
- Hand written sheet music with extra notes on back used by the Bourbon Street Six
- Three oversized hand drawn advertising/promotional posters ca. 1950-1960

Offered by: Joan Jacobson

Date Received or Offered: 2/1/2023

Notes: Mrs. Jacobson has gifted a substantial amount of archival material concerning her father's band, The Bourbon St. Six, and other early jazz and Pensacola Jazz Society material last year. This is a continuation of that donation.



TC #: 881

Objects: Set of rubber band dolls, ca. 1960

Offered by: Karen Ann Parra - Crumm

Date Received or Offered: 2/1/2023

Notes: While we have an extensive doll and toy collection, according to our records we only have two other rubber band dolls



TC #: 882

Objects: Plaque - Florida Senator's Proclamation honoring Oliver Slaton Wollard Jr.'s retirement from Kiwanis Club of Destin at 39 years of service.

G.D. Guthrie Collection

1- Musket

1- Powder horn

1- Group photo of airmen including Mr. Guthrie

5- Service Medals

1- service patch

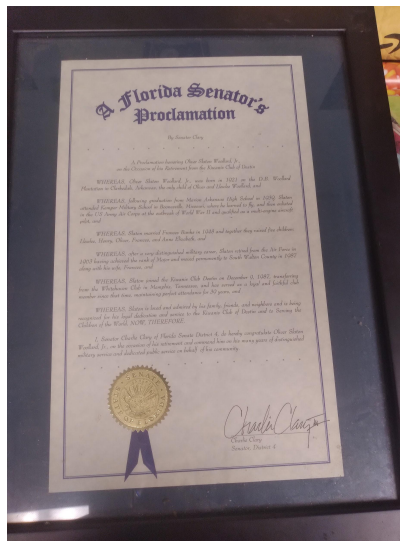
1- 50 cal. bullet

1- Service metal box

Offered by: Oliver Wollard

Date Received or Offered: 2/1/2023

Notes: Items belonged to Mr. Wollard's wife's father - George D. Guthrie. Mr Guthrie moved to the area from St. Louis in the 1960's. He passed away in 1973. He was part of the B24 Liberator Raiders, flying over 50 missions.



TC #: 883

Objects: Port of Pensacola related documents dated between 1980 and 1995.

-tonnage reports

-annual reports

-memorandums written to the city and county

-newspaper articles

-editorials written by the donor concerning the report (unpublished)

-typed speeches

Offered by: David Schaller

Date Received or Offered: 2/7/2023

Notes: Donor was the director at the Port of Pensacola from 1982-1995

TC #: 884

Objects: Framed original pen and ink "Old Christ Church, Built 1832 - Pensacola - now History Museum" artist, Wiley Churchill (1900-1987)

Offered by: Brad Herron

Date Received or Offered: 2/9/2023

Notes: Wiley Churchill, best known as an Louisiana artist.

Address label on back - W.S. Churchill 6530 N. Palafox, Lot 34 Pensacola, Fla. 32503



In Coming Loans

All loans (11 in total) brought in for the Greater Gulf Coast Arts Festival exhibit will be returned within the next two months

Outgoing Loans

Outgoing Loan #22 - West Florida Railroad Museum

- Request made to close loan and transfer items' ownership to the WFRM (included in the October 2022 Report)
- P&C Committee requested a transfer form created to include the stipulation that if the museum decided they no longer wanted the items, the items would be offered back to the Historic Trust before any other arrangements were made.
- Sample form attached
- **Request for approval of form and completing the ownership transfer.**

Item Transfer Form

UWF Historic Trust, 120 Church St., Pensacola, FL 32502

This is to acknowledge the transfer of items listed below from the Historic Trust to:

Institution: _____ Date: _____

Name: _____ Title: _____

Address: _____

Website/Email: _____

Items and Reason for Transfer:

If items no longer fit the needs of the above listed institution, the items MUST be offered back to the UWF Historic Trust before any other methods of disposal are considered.

I agree with the above noted restriction.

Received by: (Signature) _____

(Title) _____

(Date) _____

Received from: (Signature) _____

(Title) _____

(Date) _____



FLORIDA'S FIRST & FUTURE

MINUTES OF THE ARCHITECTURAL REVIEW BOARD

January 19, 2023

MEMBERS PRESENT: Chairperson Salter, Board Member Mead, Board Member McCorvey, Board Member Ramos, Board Member Yee, Board Member Fogarty, Board Member Courtney, Advisor Pristera

MEMBERS ABSENT: None

STAFF PRESENT: Assistant Planning & Zoning Division Manager Harding, Development Services Coordinator Statler, Assistant City Attorney Lindsay, Digital Media Specialist Russo, Cultural Resources Coordinator Walker

STAFF VIRTUAL: Development Services Director Morris, Planning and Zoning Division Manager Cannon, CRA Urban Design Planner Bennett

OTHERS PRESENT: Todd Clark, Brad Gadolin, Mackenzie Brown, David Meron, Rob Hazewinkel, Dieter Borrell, Casie Harris, Helen Counsell, Randi Martinez, Ashley King, Steve Dana, Kyle Baker, Isabella Spencer, Dan Girardin, Brian Spencer (via Teams)

CALL TO ORDER / QUORUM PRESENT

Chairperson Salter called the meeting to order at 2:00 p.m. with a quorum present.

APPROVAL OF MINUTES

Board Member Fogarty made a motion to approve the November 17, 2022, minutes, seconded by Board Member Ramos, and it carried unanimously.

OPEN FORUM

NEW BUSINESS

**Item 2 508 E. Jackson Street OEHPD / Zone OEHR-2, City Council District 6
Replacement Windows at a Non-contributing Structure**

Action Taken: Approve with comments

Randi Martinez is requesting approval to replace nine windows at a noncontributing structure. The

222 West Main Street, Pensacola, Florida 32502

[www.ci.pensacola.com](http://www.ci.pensacola.fl.us)

existing windows are a mix of metal and wood and many of the frames show significant wood rot. The current front windows are metal. The proposed new windows will be solid vinyl ViWinTech, double hung and one over one which is seen elsewhere in the neighborhood. Unfortunately, Old East Hill was unable to provide comments to this item, however, just to give you a little background on the window product, this same window except a different series, a lesser series, was actually approved for a noncontributing structure in Seville back in 2021. However, the only discussion item for those windows were whether or not those had simulated divided lites and so they were approved with the condition that those exist. These windows have no lites being one over one, the packet includes photographs of the windows themselves and then product details on the ViWinTech series 6000.

Ms. Martinez had no additional comments, other than her bringing her sales rep Robert Hazewinkel who might be able to answer any further questions that the board may have as well as the homeowner. Chairperson Salter noted that it looks like there are several different types of windows on the existing property. It is a mix of window types, so the owner is looking to replace them all and have a uniform look. Ms. Martinez confirmed yes. Assistant Planning & Zoning Division Manager Harding added that this property was cross-referenced with the National Register of Historic Places, strike that, with the architectural survey of this neighborhood, which is basically the basis for contributing and noncontributing structures, really just to clarify that this structure is in fact a noncontributing structure, which it is. Chairperson Salter noted there were no comments from the neighborhood association. Board Member Ramos asked for clarification about all of the openings remain the same size and they're just being replaced with windows. Ms. Martinez confirmed yes. Board Member Courtney noted that this is exciting to see this cute little house is getting fixed up, they're very excited about that. With so many diverse window styles, it will probably look better to be a little bit more cohesive. Board Member Courtney questioned the number five window and if it was changing to DH, it looks like a little three section window. Ms. Martinez stated that it will be changed to double hung as well. Board Member Courtney noted that it looks like a really short window. Ms. Martinez confirmed that the double hung can be smaller. Board Member Courtney noted that the three-panel is really charming, personally she hates to see that change. Board Member Courtney asked Advisor Pristera if he had any comments about the window styles. Advisor Pristera noted that was a good window to bring up, he was wondering if it really had to be a double hung and is it ever going to be used to be opened. Mr. Hazewinkel asked for clarification if the ARB wanted it to remain like a picture window where it does not open. Board Member Courtney noted that a double hung of that proportion, she thinks will look peculiar for one thing. It's going to look like a 1940s jalousie window or something like that. She thinks to begin with, the charm of that window is in the function. Yes, the question is, is it really going to be used as a double hung because a double hung often you're really only getting a little bit of breeze through there. Is there a way to keep that look on that window. Mr. Hazewinkel noted that from their aspect, if they change it to a picture window it would be six of one half dozen of the other, they can change it a picture window. Mr. Hazewinkel clarified that a picture window does not open and it is not an issue on their end to change it. Advisor Pristera stated that changing the style of that window would not be appropriate, keeping it closer to what it is now is more appropriate. He also noted the mix in grid patterns but there's seems to be a lot of three over ones. Is the applicant open to having a grid pattern on them to retain some of that look to it. He acknowledged this is not a contributing structure, but these are older windows that do have character to them. Mr. Gadolin stated that most of the windows that they're speaking about are going to be on a blind side of the house, they are not visible from the street. The stuff up front will actually be replaced where visually it's identical to what is there so the street view is going to look just like it was other than the side one being double hung. It will actually make it appear a little more close to what those double windows on the original structure were, so it makes that a little more uniform. Mr. Gadolin

stated he didn't mind if the bathroom window is a picture window. He wants to be able to get this upgraded product since they are storm-rated windows, a little more safety for the structure, and a nice little break on his insurance. He views this as the best solution, as one can see there is some extensive rot on some of those windows and he's really trying to keep this house from rotting away. If he can get the windows replaced and watertight, it is going to go a really long way to keeping this house preserved. The curb side appeal will be exactly as it was before and just with a sturdier and safer window. Board Member Mead noted that the three over ones appear to be the older of the set that are on the house. They're clearly older in style and by condition they look older as well. He agrees with Board Member Courtney and Advisor Pristera that the three over one pattern, not being a significant added cost, to have an applied muntin that would keep that older form. Even if it is currently not on the visible side of the house, if it is in fact the older form of the window for the house, then that seems consistent with style. If it's only a marginal difference, it seems it would be nice to keep or restore that pattern, if we can. Mr. Gadolin consulted the experts from EcoView Construction. Mr. Hazewinkel noted the argument for that would be the street side, which is what everyone would see, has no grids on it and so for more uniformity for the home they're not changing the structure or doing anything to that aspect of it but for more uniformity of the home, making all the windows the same. Board Member Mead questioned if the front windows were being changed out. Mr. Hazewinkel confirmed that yes, they were being changed out but the windows on the front do not have the grid pattern. Board Member Mead asked how the house was oriented. Mr. Hazewinkel confirmed the house faces south. Board Member Mead noted that those windows would have likely been the first windows to be replaced because they would have been more exposed to weather. It seems clear that the pattern for the older windows is either the two over two or three over two. He suspects the three over two since it's a less common pattern and that probably would have been original. He would prefer, if the cost is not significant, to try to keep the three over one consistent around the entire set of replacements rather than just go with the one over one. He knows one over one is also common in some of these structures but we have evidence of a three over one and it seems like a good idea to try to keep that if we can and to restore it as close as we can back to the restorable form. Board Member Yee noted back to Board Member Courtney's comment and Advisor Pristera's comment about the smaller window, he sees there's an awning style available and that would allow you to keep it operable since it's in the bathroom and then you could maintain the proportions. That is really what the concern is. If you take a 24 inch high window and cut in half, now you have two little horizontal things instead of one that has these three taller lites. He doesn't know what the cost implications are but you could talk to the installer about that. Mr. Gadolin stated that he is definitely amenable to making it a picture window and he guesses that would probably be visually a little nicer. Board Member Yee noted that the awning would allow you to open it if air flow and ventilation is a concern. Mr. Gadolin doesn't see that being necessary, they have central air in the house and an exhaust system in the bathroom so he doesn't need an opening bathroom window. Advisor Pristera asked about the casing around the windows and if that would be replaced. Mr. Hazewinkel stated there is significant damage as far as wood rot goes. The window measurer included being able to replace the window casings, in white. Advisor Pristera asked if it will match the basic style and depth that is there now and Mr. Hazewinkel confirmed yes. Board Member Courtney clarified that the front, large window to the left would remain a picture window. Mr. Gadolin stated that he was looking to make that a double hung to better match the other windows under the porch right there and make it functional. Board Member Courtney personally feels like if you're going to make that a double hung, that it definitely will need the three muntins on the top section visually to change that out. The ones under the porch do not have the room for the three sections and she'll defer to Advisor Pristera who agrees that the two under the porch could be one over one and the large picture window one would be fine as three over one, proportion wise. Board Member Courtney noted that it's almost like that picture

window maybe was like the other ones underneath the porch at some point, the two together. Mr. Gadolin clarified that the portion Board Member Courtney was speaking of is an addition that was added probably half a century after the original structure and is really not part of the original building. He chose to save it because it was a functional space that he could use, but it is not part of what the original structure was and the windows don't match the rest of the house for that reason. He's just trying to get it visually a little closer and he feels the double hungs will look a lot nicer next to those other windows, it is sort of a uniform look with the front ones being double hung and the one over to the side. It seems it will be a little more uniform that way.

Board Member Mead made the motion to approve the application with a change to three over one throughout for abbreviated review unless the cost becomes prohibitive and if so, then the one over one would be acceptable but that could be submitted for abbreviated review and go from there. Chairperson Salter asked for clarification about the three over one, if Board Member Mead is including the two narrow windows on the front porch. Board Member Mead stated that the narrow ones are different and he tends to agree that those were probably one over one so they may or may not work with the three over one, that might be too busy. Board Member Mead would be fine with those as one over one.

Board Member Ramos questioned if the board is assuming that the bathroom windows that are now the picture windows, are those half simulated, the three lites. Board Member Mead confirmed yes. Board Member Ramos confirmed yes, in the bathroom, those would have the simulated divided lites and would be the three panels. Board Member Mead confirmed yes, the three panels with the option of an awning if they choose to have it operable or not.

Chairperson Salter noted that the motion on the table did not specifically address changing window number five from the proposed double hung. Board Member Mead stated that the square window in the bathroom also to be the three vertical lites, either operable or fixed, as they see fit.

Board Member Courtney questioned if the board is clarifying raised muntins as well. Board Member Mead stated that he said applied muntins and he means they're going to be applied, so they will be visible from the outside.

Mr. Hazewinkel requested to ask two questions. Someone mentioned if unless it becomes cost prohibitive, what is that definition? Is that five dollars, five hundred, is it one thousand? What is the definition of cost prohibitive? Board Member Mead stated that in his mind if it adds more than 20% to the cost of the project then it would be prohibitive. Mr. Hazewinkel and Board Member Mead acknowledged 20%. Mr. Hazewinkel's second question, if the house next to it has had improved windows and they don't have the muntins or the divided lites. Board Member Mead clarified that very often there would be variations in window patterns in similar type structures so they would have a variety, that was very often sought to differ yourself from the house next door which otherwise looks very similar, so that's not uncommon. So you have one that might have one window pattern and a same basic floorplan would have a different window pattern because they wanted to distinguish it.

Board Member Courtney seconded the motion and it carried unanimously.

Assistant Planning & Zoning Division Manager Harding expanded upon the board's thought process

by specifying the code section for Old East Hill for noncontributing structures is 12-3-10(3)(h). It does state that noncontributing structures are recognized as products of their own time, which is where the board was going with the three over one windows. In review of these structures, the board may make recommendations as to the use of particular building elements which will improve both the appearance of the individual structure, it's relationship with surrounding structures, and the overall district character, which Assistant Planning & Zoning Division Manager Harding believes meets the intent of the board's motion in this case.

Chairperson Salter stated that it was his understanding that the basis of the three over one was that it was determined that was likely the original pattern, based on the window types that were present and their locations.

Item 3 612 N. Spring Street NHPD / Zone PR-2, City Council District 6
Addition of Porch and Rear Guardrails at a contributing structure

Action Taken: Approved as submitted

Todd Clark is seeking approval to add guardrails to the front porch and rear stoop due to home insurance requirements. The proposed railings will be custom built of wood with 1" square pickets spaced 4" apart at their centers. The top rail will be 36" from the porch floor and will be painted to match the brown porch floor with the other components being painted white. Example photographs were taken from 126 W. Jackson Street which is a contributing structure to the south. That project received board approval about a year and a half ago. The image on the screen are those stairs that will be mimicked in this case. Assistant Planning & Zoning Division Manager Harding confirmed the representative image is from Jackson and Spring Streets. Assistant Planning & Zoning Division Manager Harding reported that with his conversations with Mr. Clark, the applicant planned on amending his packet to add something.

Mr. Clark presented to the board and stated that he's doing this as an insurance requirement and not because he wants to. Mr. Clark made one correction that the top part of the railing might be painted white and it's up for debate whether they go with white or brown. In addition to the railing, Mr. Clark asked for approval for fabric shields, to assist with insurance costs, on all windows and doors. Mr. Clark spoke with Deborah Hart with North Hill and they do have other houses in the district that have the same kind of panels. It's the kind that has the studs coming out of the corners and then you screw them down around the frame. Mr. Clark stated that about 85% of his windows are original so not only will help with insurance but it will protect the windows during a storm.

Chairperson Salter asked for clarification that Mr. Clark is proposing the fabric shield storm panels, which are the fabric panels and the only thing permanently attached to the structure are the studs. The panels come completely off and come back on for a hurricane. Mr. Clark confirmed yes. Mr. Clark asked for clarification from Assistant Planning & Zoning Division Manager Harding that because of the height of his porch he has to have the balusters 4 inches, he can't have a sphere 4 inches, to be able to protrude through the baluster. Assistant Planning & Zoning Division Manager Harding clarified that it was likely Robbie Weekly or the insurance agent who stated that. Mr. Clark stated that while he does not want to install the fence, there are other styles that he likes with cross details but the openings were too big. Chairperson Salter noted that the proposed railings are appropriate and minimal, not overpowering. The storm shutters are also appropriate for this area.

Board Member Fogarty asked for clarification that the shutters are not pull down, Mr. Clark confirmed no. Board Member Yee asked about the requirement for the 4 inch sphere if the deck is above 30 inches, Mr. Clark confirmed it is 32 inches. Mr. Clark requested to table his request for railing, aside from the storm shutters, to explore other options and get more information. Board Member Yee clarified that it is a code requirement if you are above 30 inches, you have to prevent the passage of

the 4 inch sphere, however if you're less than that then it's just decorative. Mr. Clark would like the ability to choose what he wants rather than settle for the balusters. Mr. Clark requested an abbreviated review of the final railing style. Board Member Courtney suggested a 32 inch high rail and add a stainless steel cable higher, considering the required 36 inches, to give an older look to the rail. Board Member Fogarty asked if the stair treads will be stained or will be painted white, Mr. Clark confirmed white. Board Member Ramos asked if rails would be on both sides of the front and rear stairs, Mr. Clark confirmed just one side on each. Assistant Planning & Zoning Division Manager Harding reminded the board to avoid tabling items because it opens up some legal issues, but the board can approve as submitted with an abbreviated review to choose the final style. Board Member Yee reminded Mr. Clark to check with his insurance agent about their requirements.

Board Member Ramos made the motion to approve as submitted with the addition of the fabric storm panels to the windows as well. Board Member Fogarty seconded the motion and it carried unanimously.

Board Member Mead mentioned to Chairperson Salter about Brian Spencer's request to move up the 200 E. Zaragoza Street train shed. Assistant Planning & Zoning Division Manager Harding noted that Chairperson Salter agreed to switch items 6 and 7.

Item 4 100 W. Garden Street PHBD / Zone C-2A, City Council District 6
Final Review for changes to the façade and site of a contributing structure
Action Taken: Approved as submitted

Ashley King, Trapolin Peer Architects, is seeking reviews for alterations to a contributing structure. Modifications to the ground floor façade were approved in October 2022. For this application, the following is requested: 1) Final approval for: changes to the exterior storefront sizes, locations, and materials; addition of new storefront openings; removal of the existing column-supported canopy and addition of a new metal-clad cantilevered canopy; and replacement of brick veneer façade under new canopy with simulated wood wall panel or metal wall panel; 2) Conceptual approval for: 1) Site hardscape and landscape improvements; relocation of the garbage storage yard from the center of the parking lot to the north side of the building.

Ms. King presented to the board. Advisor Pristera asked for clarification about a decorative pattern for when the awning turns the corner onto Garden from Baylen. Ms. King stated that the brick wall cannot be opened due to main egress, there will be an opening in the canopy, perhaps a sun dial, that will shine natural light on the façade. Chairperson Salter noted that the minor deviations are minimal and go along with what was previously approved. Board Member Ramos asked for clarification on the pattern for the metal wall panels on the east elevation. Ms. King noted that one single panel should cover that space, the two levels of store front will read as one plane. Board Member Fogarty questioned the boldness of military blue for the soffit area. Ms. King stated that color speaks to the Adams Homes logo and will eventually tie in with signage, but color choices will come back for final approval. Board Member Ramos asked for a presentation on the conceptual items. Ms. King presented on the site plan. Board Member Ramos asked about a landscaping schedule, Ms. King advised that it will be forthcoming. Board Member Ramos asked for clarification on the dumpster enclosure fence material, Ms. King advised that it will be conceptually composite over aluminum fence posts, more information to be forthcoming.

Board Member Ramos made the motion to approve as submitted. Board Member McCorvey seconded, and it carried unanimously.

Item 5 117 W. Garden Street PHBD / Zone C-2A, City Council District 6
Final Review for changes to a contributing structure

Action Taken: Approved with comments and request for abbreviated review

Casie Harris is requesting final review to modify the elevations and to add a rooftop addition at a contributing structure. The proposed work will replace the existing storefronts and windows with new, it will add second-floor balconies to the front, and an occupiable third floor will be constructed for a lounge and bar. This project received conceptual review with comments in November 2022 and many of the changes reflect the board's suggestions. Since this is for final review, a materials packet for all additions and changes has also been provided.

Chairperson Salter referenced historic photographs that were provided following the previous meeting that demonstrated that the bays were originally open and had full windows and that the awnings from the second-floor balconies have been removed from the scope. Chairperson Salter noted the porthole detail in the railings as a nod to the porthole windows, but he recognizes that detail is not entirely necessary since the historic photographs indicate that the porthole windows were not original. Mr. Borrell noted that based on the historic photograph provided by Drew Buchanan, all of the ground floor openings were once garage doors. Mr. Borrell also noted the back stair could not be kept as an egress due to being structural unsafe and fire hazard. Chairperson Salter noted the front balconies are prefabricated aluminum balcony system that is attaching to the building and the information packet notes tie back rods so there will be railing and anchors to the wall with tie backs. Chairperson Salter requested detail for the bottom of the deck surface and what street level will look like. Mr. Borrell stated the options are it being finished to what the structure is below or do a finished material on the bottom with some downlight under it. Chairperson Salter asked if it would be a flushed, finished ceiling or would we see the aluminum frame for the deck support system. Mr. Borrell noted that the manufacturer offers options for it being flush. Board Member Ramos asked about the proposed finish for the deck portion of aluminum balconies. Mr. Borrell noted is a standard grated type floor system, like mesh that you can stand on with aluminum finish. Mr. Borrell stated that he could explore options for covering those areas with material that will not allow water through onto pedestrians below. Board Member Ramos asked Advisor Pristera to speak about the applied balconies to a contributing structure. Advisor Pristera noted this version of the plans does not take away from the buildings aesthetic and retains enough of the original character and can be removed if needed. Board Member Ramos questioned how far the balconies come out. Mr. Borrell noted about 42 to 48 inches. Mr. Borrell noted that he met with FDOT regarding this project and they deferred to the City of Pensacola.

Board Member Ramos asked for clarification on the exterior paint selections. Ms. Harris noted the black and white is something different in the downtown area and she chose the color scheme to complement a development nearby. Board Member Ramos questioned if a contributing structure has to follow the historic paint palate. Assistant Planning & Zoning Division Manager Harding noted that not in the Palafox Historic Business District and that approved historic colors are only for the preservation districts. For Palafox Historic Business District, historic colors are not required by code and code states that color choice should not be offensive. Board Member Ramos questioned why the black color wasn't carried around the corner (east side). Ms. Harris stated that she wanted to keep the original brick on all other sides. Mr. Borrell noted it would be too dramatic to carry the black around the east corner. Board Member Ramos expressed concern for the front façade being one dimensional with black paint and applied balconies. Mr. Borrell noted that a mural could occur on the east wall at some point in the future.

Chairperson Salter asked for clarification about the location of the metal fence depicted in the packet.

Mr. Borrell noted on the roof to conceal the HVAC units on the rooftop, exact measurements are not currently available. Chairperson Salter noted that it is intended to screen the mechanical areas and asked if the bar area is surrounded by steel cable. Mr. Borrell noted yes, it is to keep people from walking into the rooftop and this was requested by the City's building department. Chairperson Salter asked about the one light fixture in the packet, Mr. Borrell stated it is the same fixture to be used at the six locations on the front of the building. Chairperson Salter noted his only real concern is painting the front of the building black and the affect that will have on the aesthetics downtown area. He is concerned it is too bold of a statement for the downtown area and black is not a traditional color for a historic building. Advisor Pristera noted it is rare to see, but Palafox House is historic and painted black. Mr. Borrell noted it has a shine to it where it appears more gray than black. Chairperson Salter mentioned the Handlebar, which was also painted black. Board Member Fogarty asked if stucco, perhaps on columns, would help. Chairperson Salter noted there is a balance to strike and he would like the rest of the board's thoughts. Board Member Courtney seconded the opinion that this beautiful architecture could disappear as painted black. Mr. Borrell noted he would agree if it was flat black, but a sheen could accentuate some of its features, perhaps a satin or eggshell finish. Ms. Harris asked if extending the white upwards, like a column look, would assist with breaking up the black façade. Door, window, and up to rooftop would be white. Board Member Mead stated he is not concerned with the front façade being painted black. Having different planes and different colors is itself a concern, but the front façade painted black does not trouble him. Assistant Planning & Zoning Division Manager Harding depicted an image of Palafox House as an example, discussion ensued about Palafox House. Board Member Ramos noted that Odd Colony is also a darker colored building. Board Member Ramos noted that he would paint the east side of the building black as well, which would help to highlight the front façade and work with landscaping. Board Member Mead noted it would be difficult to paint the east side due to lack of ornamentation. Mr. Borrell stated that lighting could be incorporated down the side of the building to complement the front. Chairperson Salter noted the drop in the parapet on the side and could that be also painted black to help wrap that corner. Board Member Yee suggested painting a strip around the corner to give depth and break up the dimension. Board Member Mead questioned what is dividing the parapet from the window frames. Mr. Borrell noted a coping cap, original being cast but aluminum was added. Board Member Mead asked if the coping could be painted black to diminish the scale of the black band across the top or use the metal color in the railings and pull it across to break it up and provide ornamentation for the sides. Board Member Yee said to continue matching treatment on the west side as well. Board Member Ramos asked for clarification about the treatment of the canopy in the rooftop bar, specifically the fascia and soffit materials, what will be seen from street level. Mr. Borrell stated the roof canopy is a steel structure with metal fascia, wood soffit system, and all structural components will be painted black including the fascia. Board Member Fogarty questioned the color scheme for the top level in the package noted as a vintage wood and ash color, but the cladding system specified a warm wood tone. She inquired about where the cladding will be visible and the ceiling of the composition. Mr. Borrell noted that it will be seen in the top structures that come out of the roof for the bar and the ceiling will be a warm tone and an ashy tone on the walls. Mr. Borrell noted that they're looking at two options, either stucco or fiber cement panels in the ash color. Board Member Mead suggested a brushed metal band at the foot of the parapet that wraps around the sides of the building and applied brushed metal detail on the railings to match. Board Member Yee inquired about where the stucco is applied, and where the wood paneling. Mr. Borrell stated in the upper structure of the rooftop for the stucco, specifically stucco or ash-colored fiber cement panels for walls and wood soffit. Board Member Yee questioned where the nano-walls are being used. Mr. Borrell answered the doors to left of the double doors on ground level. Ms. Harris clarified that the middle is access to rooftop and second floor apartments, and the far doors to the right and left are access to the restaurants. Board

Member Ramos asked if the folding doors would come back for abbreviated review if that direction is chosen and Mr. Borrell confirmed yes. Board Member Yee noted that glazing elevations need to be consistent width from top to bottom and the glazing and balconies are not centered on the plans, assuming it is a drafting inconsistency. Mr. Borrell noted it might be the shading on the plans. Board Member Yee asked for clarification about pursuing full board approval at this time. Mr. Borrell and Ms. Harris confirmed yes. Board Member Yee asked for clarification from Assistant Planning & Zoning Division Manager Harding about an abbreviated review requirement not allowing the applicant to move forward with permitting. Assistant Planning & Zoning Division Manager Harding stating that it depends on scope and that approval with a need for materials on the sliding doors and paint to be abbreviated review, the applicant can probably proceed with a permit since it will take some time for building, fire, and engineering to look at the plans.

Board Member Yee made the motion to approve with an abbreviated review for final glazing elevations, canopy details, clarifications on the cladding because there is lack of clarity on where the stucco is being used versus the ash siding panels. Paint and how it wraps the corner of the building, coping, and other applied details that wrap the corner to also come back for abbreviated review. The approval does not include signage.

Assistant Planning & Zoning Division Manager Harding noted that the disapproval of signage is pretty typical for commercial projects because the sign ordinance is very restrictive as far as size and location and color and lighting so that is usually handled through an abbreviated review.

Board Member Mead asked for clarification on the motion for the banding at the top, it was confirmed to be approved through an abbreviated review consistent with the comments. Board Member Mead seconded and it carried unanimously.

Assistant Planning & Zoning Division Manager Harding noted that because Board Member Yee was the motion maker he will be sent the abbreviated review.

Item 6 39 E. Chase Street PHBD / Zone C-2A, City Council District 6
Final Review of an Urban Plaza and Parking Area
Action Taken: Approved as submitted

Jerry Pate Design is requesting final review of a new urban plaza and parking area for the East Garden District hotel and development. Conceptual review was provided in August 2022 with consideration of the Board's comments. The new plans show removal of the artificial turf and a plaza hardscaped with clay pavers, a decorative center piece of cobblestones, and raised plantings bordered with limestone-capped wall seating. A sugar kettle fountain is proposed for the center. Additionally, details on the hardscape and landscape for the eastern parking area have been included for the Board's review.

Mr. Belsinger addressed the board and noted that the primary comment from the last review was to remove the faux turf, which they did, and Jerry Pate Design used the same brick paver as they are using throughout the plaza just in a different pattern, providing a more usable, active area throughout the urban plaza. This application includes the parking area to the east of the hotel and urban plaza, incorporating the trash coral and landscaping around the parking area. Assistant Planning & Zoning Division Manager Harding noted artificial turf has been removed from the application. Chairperson Salter asked for clarification about the metal wall panel for the trash enclosure gates and its similarity to what is being used at the top of the building. Mr. Belsinger noted that the ARB asked for a cleaner

metal look than what is being used for the top of the building, and they will be returning for an abbreviated review for the lower level metal panel above the first story as well as the mortar color. Mr. Belsinger noted the metal will be painted the same as all the other metal panels and the brick is the same as what was approved for the hotel. Mr. Dana noted that the lighting fixtures in the plaza are on the vertical face of the seat wall and in the planting beds as up lighting for the trees. Board Member Ramos asked for clarification about the landscaping plan for the parking area, specifically any plantings in the parking area or buffers between the parking area and sidewalks. Mr. Dana noted that a similar palette is being continued from the plaza to the parking area with live oak trees and the islands in the corners and the center. The eastern edge has a small hedge and center islands is low growing with a variety of species. The eastern corners have low growing beds under the live oaks. The northern boundary on Chase Street where handicap spots are that head into the street, there is a narrow area that will have a low, screen mesh wall to allow Confederate jasmine to grow and shield from the street. Board Member Ramos asked for clarification on the height of the screen. Mr. Dana and Mr. Belsinger noted it is 48 inches. Mr. Belsinger noted that at the suggestion of ARB, the eastern façade of the hotel includes murals and grow walls that will also have Confederate jasmine, which speak nicely to the fence on the northern side.

Board Member Fogarty made the motion to approve the application as submitted. Board Member Ramos seconded the motion and it carried unanimously.

Item 7 11 E. Garden Street PHBD / Zone C-2A, City Council District 6
Review of Roll-Down Shutters

Action Taken: Approved as submitted with modifications

SMP Architecture is seeking approval for security roll-down shutters. The shutters will be attached to an outdoor bar area which was approved by the board in October 2022 and with a following abbreviated review in December 2022. The abbreviated review was required to further define a proposed area of artificial turf and to modify the design of the bar enclosure system to better meet the board's comments and concerns. For the abbreviated review, vinyl film displaying historic images of downtown buildings were applied to the proposed roll-down shutters. While the turf area was approved, the shutters were not and were referred to the full board for review. This application includes the request for the roll-down shutters with applied vinyl images, the denied abbreviated review, and the meeting minutes from October 2022. Since the remainder of the project has been approved, this review is only for the shutters as proposed.

Mr. Girardin provided images of existing roll-down shutters and based on those examples Assistant Planning & Zoning Division Manager Harding did some background on if and when those items were approved. Mr. Spencer presented, via Teams, to the board. Mr. Spencer stated that there is successful application of graphics on a coiled, rolled up shutter, with local examples provided. Mr. Spencer provided photographs of Flounders on Pensacola Beach that depict the successful application of images on roll-down shutters. Mr. Spencer noted that roll-down shutters were approved for Graffiti Pizza who did not follow through on painting them black, as approved by the ARB. He also pointed out that other local businesses installed roll-down shutters without ARB approval.

Chairperson Salter noted that he denied the abbreviated review and referred to full board because it did not match the discussion of the board at that time and it presented an entirely different solution. Board Member Mead clarified that the board previously talked about curtain and/or swinging awning solutions, but the addition of historic photographs does present a different way of appreciating this question. He is still a little concerned about how the tale of the historic photos will be perceived with

the vertical banding effects as opposed to the much more simple, bold Pensacola Beach sign at Flounders. Board Member Ramos pointed out that there is an example of the historic photos on the roll-up shutters that depicts the concern of Board Member Mead. Board Member Yee asked for clarification on how the panels are applied to the panel slats. Mr. Spencer stated that he went over all of the details with Steve from Pensacola Sign, they have machinery and technology. The manufacturer's roller panel is not in the frame or box coil mechanism but is laid out in the Pensacola Sign shop and applied. They can control matte, semigloss, gloss, sepia, bright, vibrant colors, but it is applied in the shop. Board Member Yee noted it is a nice addition to a necessary evil and asked if the applicant was able to explore the other options mentioned previously. Mr. Spencer noted yes, but security, affordability, and durability was most important to the applicant. Space was also an issue in accommodating the other options. Board Member Mead asked Staff about enforceability of maintaining the photograph depictions as opposed to painting over it. Assistant Planning & Zoning Division Manager Harding noted that it would fall to code enforcement. There is a provision in the Palafox Historic Business District ordinance that pertains to the maintenance of things like this- of walls, doors, windows, in the approved condition. Board Member Mead stated that he is intrigued by the solution and sensitive to the difficulties of it and they've done enough to explore the various alternatives from a standpoint of public amenity, this is creative, that takes away from the roll down affect. It meets the intent of what ARB is trying to accomplish by adding to the public space in a meaningful way. Board Member Mead thinks this will pass muster, though he is still concerned about execution since the ARB hasn't seen this before and because of the horizontal lines. Board Member Fogarty noted it is a cool idea and she's open to trying this, but she is concerned about the level of detail with horizontal lines and the door and how it would read. She asked if they considered other graphics that might be related to the history of the B-side or Vinyl in general, photographs of people inside enjoying a show. Is there something artistically interpreted as a simpler graphic so that the lines won't detract from it. Board Member Mead is concerned that it becomes signage for the use of the building versus architectural features that are depicting the history of the area which then become architectural elements that don't relate to the uses of the building. Board Member Fogarty asked if these images are the final selection. Mr. Girardin stated these are examples but they want to keep it with the Masonic building and the history of that. Advisor Pristera noted that there is a mural committee and process in place and could this be handled through that including agreements for maintenance. Board Member Mead agreed that would be appropriate, especially for maintenance. Advisor Pristera noted that once you are standing back from the sidewalk, the lines won't be too much. Mr. Girardin noted that the images will receive a UV protection treatment to increase longevity. Board Member Mead stated they should be matte and not shiny. Advisor Pristera asked if a base color could be specified in case the image comes off, black should be appropriate or something SMP has in mind. Board Member Ramos asked the proposed color of the frame. Mr. Girardin stated brown. Mr. Spencer noted the smooth powder coat is best finish for the fabricated shutter frame to frame. Chairperson Salter asked if the housing box will also be covered. Mr. Spencer stated no, it would be the factory finish, that being bronze. Board Member Mead noted that the final visual would be the perception of a beam with a let in post. Board Member Yee noted the distinction that the housing is the same color as the wood beam above.

Board Member Mead made the motion to approve the proposal as submitted with the following modifications 1) the paint scheme for the housing and the underlying treatment of the roll-up doors in terms of color be submitted for abbreviated review, 2) the content and selection of the depicted images for the panels to be applied to the roll-up doors be submitted to the mural committee for selection and determination of maintenance periods and requirements based upon a more detail examination of the technology and its examples, 3) and it be in sepia tones

of historic photographs rather than some other treatment. Murals do not need to come back for abbreviated review. Board Member Courtney seconded the motion and it carried unanimously.

**Item 8 200 E. Zaragoza Street PHD / Zone HC-1, City Council District 6
Final Review for a New Structure to Cover Train Exhibit**

Action Taken: Approved as submitted with conditions

The UWF Historic Trust is seeking final review for a structure to cover a locomotive, flatcar, and restored caboose along the side of the Museum of Industry. This project was conceptually approved in November 2021, and it will help protect three of the largest collection items on display. Being mindful of the historic building and sensitive to the below archaeological site, the proposed design minimizes ground disturbance and physical connections to the brick building. A row of metal columns on both sides of the train will support arched wooden beams and a polycarbonate panel roof system. The design takes inspiration from the industrial nature of railroads, historic train sheds, and the adjacent historic commercial buildings.

Mr. Pristera and Mr. Baker presented to the board. Examples of the polycarbonate panel roof system were passed around. Mr. Baker noted the silver color has a 20% translucency and the white has a 45%. Board Member Ramos asked for clarification about the purlins and when the fasteners go through the material that won't be coming through the purlins and they won't be visible on the other side. Mr. Baker confirmed yes and noted that they wanted all the fasteners to be hidden. Board Member Ramos asked for the rationale behind the copper gutters. Mr. Baker stated that copper was noted on other buildings around downtown and it would be a nice color to add to the palette they were creating. Mr. Pristera noted that the L&N Terminal has copper detailing. Board Member Mead shared an example of a train station with similar design elements. Board Member Mead asked why the color was varied for the polycarbonate paneling rather than using translucent throughout. Mr. Baker noted it was to create differing color and light penetration that would create a spotlight on the train elements. Board Member Mead agreed with the reasoning behind the choice for two differing paneling colors. Board Member Mead shared the term mollycroft that refers to lantern-structures on carriages. Board Members Mead and Yee were both complimentary of the design. Board Member Yee stated he would prefer the roof structure to be all one color. Mr. Baker stated they are open to all one color. Board Member Ramos also agreed that white throughout is most appropriate. Board Member Fogarty also agreed with using one color for the roof structure. Chairperson Salter asked for clarification on the attachment of the wood purlins to the beams and would anything be visible. Mr. Baker noted that they would try to hide any connections, but that detail hasn't been looked at specifically yet. They would be conscience of it from the street, avoiding large attachment brackets and they would try to conceal everything. Board Member Yee suggested stainless lags from the top that would avoid water issues. Board Member Ramos asked for clarification about the span between the columns over the caboose, noting it should be 4 x 4 upright dimension rather than 2 x 2. Mr. Baker noted that north to south, it is depicted as a 2 x 4-ish type dimension, but final size requirements will be dictated by the structural engineer but they would like to maintain the current cadence with 18 inches on center. Chairperson Salter noted that this is an addition to a historic structure and the panel type is not historic, but the ordinance does allow for exception to matching materials when unique circumstances exist and this is the definition of a unique circumstance. Based on that provision of the ordinance, this is an appropriate product for how its being used and the reasons addressed thus far. Chairperson Salter has some concern about the size of the purlins and how they will connect, but it will not prevent approval because any changes will come back for abbreviated review. Assistant Planning & Zoning Division Manager Harding concurred on the code perspective, though Assistant Planning & Zoning

Division Manager Harding viewed it as new construction, which shall complement the original historic building or be built in a manner that is complementary to the overall character of the district. If new construction is intended to match historical design, which this is, then building elements described in the previous section, which Chairperson Salter was referencing, applies. An avenue for code compliance from the ordinance states, alternatives to the materials may be considered on a case-by-case basis, which shall match the scale, texture, and coloration of historic roofing material. Chairperson Salter noted that the code section also says, any variance from original materials styles shall be approved only if circumstances unique to each project are found to warrant such variances.

Board Member Ramos made the motion to approve the package with the condition that panels be changed consistently to the opal white color and that any changes to final structural dimensions come back for abbreviated review.

Chairperson Salter clarified that the profile of all the panels will be covered by the gutters, so the profile of all these run in the same direction, the profile is perpendicular to the larger runs.

Board Member Fogarty seconded the motion and it carried unanimously.

ADJOURNMENT

Assistant Planning & Zoning Division Manager Harding noted that staff memos now identify what city council district the projects are in, there are two city council districts that cover ARB areas, district 6 and district 7.

With no further business, the meeting adjourned at 5:04 p.m.

Respectfully Submitted,



Assistant Planning & Zoning Division Manager Harding
Secretary to the Board



MINUTES OF THE ARCHITECTURAL REVIEW BOARD

February 16, 2023

- MEMBERS PRESENT:** Chairperson Salter, Board Member McCorvey, Board Member Ramos, Board Member Yee, Advisor Pristera
- MEMBERS ABSENT:** Board Member Mead, Board Member Fogarty, Board Member Courtney
- STAFF PRESENT:** Assistant Planning & Zoning Division Manager Harding, Digital Media Specialist Russo, Cultural Resources Coordinator Walker, City Arborist Kris Stultz
- STAFF VIRTUAL:** Development Services Director Morris, Planning and Zoning Division Manager Cannon, CRA Urban Design Planner Bennett, Development Services Coordinator Statler, Assistant City Attorney Lindsay
- OTHERS PRESENT:** Ron Martin, Ron Kilpatrick, Dio Pereta, Jamshid Kholdi, Barbara Martin, Trang Baseel, Margaret Rhea, Barry Grizzard, Ken Niemeyer, Whitney Jeleniensi, Nathan Bess, Michael Carro, Don Redhead, Ashley Johnson, Brad Alexander, Blanding Fowler

CALL TO ORDER / QUORUM PRESENT

Chairperson Salter called the meeting to order at 2:00 p.m. with a quorum present.

APPROVAL OF MINUTES

Board Member Ramos made a motion to approve the January 20, 2023, minutes, seconded by Board Member Yee, and it carried 4-0.

OPEN FORUM

NEW BUSINESS

- Item 2 201 E. Government Street PHD / Zone HC-1, City Council District 6**
Addition of porch railings at a noncontributing structure
Action Taken: Approved with abbreviated review
Blue CPM is seeking approval to install railings along the front and side of a noncontributing structure.

222 West Main Street, Pensacola, Florida 32502
www.cityofpensacola.com

The railings will be black aluminum, 36" in height, and set between the existing square columns. Mr. Don Redhead with Blue CPM presented to the board, stating that the railing is an insurance mandate for the property. Chairperson Salter asked for clarification that the proposed product is a simple, aluminum assembled railing. The applicant stated yes. Chairperson Salter stated that with regard to railing, looking at the specification sheet the posts have base plates and there are receiver clips that attach to the post that hold the bottom and top rails, and asked if those were plastic or metal. Mr. Redhead stated that they are aluminum and he passed around samples. Chairperson Salter noted his concern that even though this isn't a contributing structure, its proximity to the road makes it highly visible, it's going to be a main feature of this building which was constructed to resemble a certain period in time. His concern is with this style of railing, how dominant those receivers and exposed fasteners are going to be and those are elements that are not typically a major visual component. Chairperson Salter asked the applicant if they have looked at other railing types that are less assembled that might be more appropriate. He went on to clarify other railing types that would be more traditional and less residential and less assembled. Mr. Redhead stated yes and the proposed option seemed pretty comparable and their idea to cut down on exposed fasteners was to use some more of the posts between the columns if they needed to, the spans seemed short enough for them to use these mounts where they are behind the top railing and are hidden. The bottom ones still require a fastener to it, but with it being underneath, it seemed like it was basically hidden. If they need to go without using some of the braces for longer spans, they could use another aluminum post as well.

Board Member Yee asked if the applicant would be required to have any of the aluminum posts that come with the system or is the plan to mount them to the wood columns that are on there already. Mr. Redhead stated that there are a couple of spans that seem like they would need to add the posts to but some on the east side of the property are a bit tighter. Whatever is going to be best for the property long term is what they will do to prevent sagging. Board Member Yee asked if the applicant looked at more of the cast iron look like the existing handrail that is at the steps. Mr. Redhead noted that they had used it previously, but they are trying to trend more toward aluminum because of the proximity to the coast and salt water, but that is one thing that they did look at. Since they manage so many other properties, they have had a lot of repairs and maintenance with that stuff over time. Board Member Yee asked if this was an insurance thing or is this something the building owner wants. Mr. Redhead noted the insurance company is forcing them to add the handrailing since it was just recently purchased, during the transition to the new insurance company, insurers are throwing the book at everybody across the board.

Chairperson Salter noted that the examples in the packet of new construction with similar metal railings, when you zoom in on the railing of new construction within the last ten years, he doesn't see any brackets where the railings attach to the post. It's more of a fabricated railing rather than an assembled railing, he's not sure that the assembled look is appropriate for this district. Board Member Ramos noted that there are products similar to the one proposed that have concealed fasteners and he was wondering if the issue was the style or the fasteners themselves. In Board Member Ramos' opinion, the style is appropriate, simple, and straightforward but the concealed fasteners are an issue but technically could this be approved to add railings and ask for abbreviated review for a product with concealed fasteners. Chairperson Salter and Assistant Planning & Zoning Division Manager Harding noted yes. Chairperson Salter stated the style of the railing is fine, it is more about how it is assembled, the top rail is going to have two connections to every post and all the pickets are going to have a connection, everything is assembled. Typically in these areas and specifically with some of the newer structures, it is more fabricated where you have a single connection point on each side or

maybe two connection points to something. The railing is fabricated and brought in place and installed rather than piecemealed together. So how this is joined together will have that visual difference than other items that would be in this district. Board Member Ramos agreed since they are at eye level at that porch. Mr. Redhead asked if he could come back with the removal of the fasteners, for approval. Chairperson Salter stated yes, if the board agrees they can approve the installation of a railing system and identify the criteria upon which that type of railing system would have to meet visually, to be installed.

Board Member Ramos made the motion to approve the proposed installation of railings with the condition that the applicant come back for abbreviated review proposing a system with concealed fasteners and less connection points. The style and layout of the railing is appropriate. Assistant Planning & Zoning Division Manager Harding clarified that an abbreviated review is a shortened review, done internally between staff, one member of the board, and the UWF ARB advisor. **Board Member Yee seconded the motion and it carried 4-0.**

Item 3 304 S. Alcaniz Street PHD / Zone HC-1, City Council District 6
Replacement siding and windows at a contributing structure
Action Taken: Approved as submitted

Scott Holland is requesting approval to replace the siding and windows at a contributing structure. No work will be conducted on the front. For the siding, all siding on the north and south sides, as well as the rear will be replaced with kiln-dried wood, and the non-beveled profile and 5" exposure will be lined to match with the front siding. All windows on the north side will be replaced (total of 11), and six windows on the south side will be replaced. All new windows will be wood with Fibrex cladding, and with exterior muntins in a six-over-six grille pattern. Additionally, the north side entry door will be replaced with a new wood entry door with simulated divided lites.

Mr. Ron Kilpatrick, owner of the building, presented to the board. He noted that the corridor between his building and Dharma Blue, for some reason it does not catch much air flow or much sunshine so it stays very moist in that area and sidewalks have to be pressure washed every six weeks. Chairperson Salter noted that he appreciates the applicant's care to save the structure and do everything he can, especially with the siding going back with a KDAT product and matching the profile and preserving all those elements on the front of the building and only replacing the sides. Chairperson Salter's concern is with this being a contributing structure, the ordinance that the ARB is tasked with upholding states that any modifications to that or any repairs be done with in kind materials and the siding is, but that line of Andersen windows is identified as a clad-wood window but it is a bit misleading. The spec sheets associated with the window suggest it to be a window that is constructed out of extruded pieces of material and has wood trim on the inside. The board has allowed clad-wood windows in the past because the window itself is made of wood and the cladding on the outside acts as the finished material. It is still maintaining the intent of the code, but this particular type of window, in Chairperson Salter's opinion, would not classify itself as a wood window. Andersen does make a couple of lines of windows that would qualify, so if the wood was removed the window would not exist. Chairperson Salter suggested that type of window should be incorporated into this project. Mr. Kilpatrick stated that there was a misunderstanding on his part, when he was at a previous ARB meeting for Lucy's in the Square the gentleman that went before him had the same Andersen wood window and it is the reason Mr. Kilpatrick picked this window because he thought it was a precedence and that is what the board wanted, a cladded window. One of the images he provided indicates a wood window with cladding on the exterior to help protect the areas that are

rotting and it is pine on the inside.

Chairperson Salter understands this particular product likely has been approved and there were a couple examples discussed between the Chairperson and Assistant Planning & Zoning Division Manager Harding, a lot of times the term clad wood window is used and there is a cut sheet that shows what it really is. Typically, a clad wood window has a non-official meaning, it is a wood window, a window made out of wood that is clad with something. Over the years, manufacturers are applying that terminology to products that have changed but are still using the same wording. Based on what the ARB is tasked, fulfilling the criteria of the ordinance, and on a contributing structure in the historic district, like materials need to be used unless there are very specific special circumstances. With the information provided, the cut sheet on the window demonstrates that because of the assembly, this window exists because of the piece that is not wood. Mr. Kilpatrick stated that he took a liberty during covid, and fear of shortage and he ordered the windows. Chairperson Salter stated that the frame is wood, but the sash itself is not constructed of wood. If you take the wood out of the sash, you still have a window and to Chairperson Salter, this does not meet the definition of a clad wood window.

Board Member Yee stated that he did not share the same opinion of the Chair on the construction of the sash, but he asked the applicant if he was certain it's the Woodright Double-Hung as opposed to the Tilt-Wash because the Tilt-Wash does appear to have a sash that is primarily wood then clad with some sort of aluminum or composite material. Mr. Kilpatrick noted that it was his understanding that it is a wood product except for the actual seal and the cladding around the exterior and the flashing. Board Member Yee asked for clarification if the applicant already had already purchased the windows and ready to install. Mr. Kilpatrick answered yes.

Board Member Ramos asked Assistant Planning & Zoning Division Manager Harding if the ARB had approved 400 series Andersen windows in this district before. Assistant Planning & Zoning Division Manager Harding answered yes and noted that he and Chairperson Salter looked into some past records and the last time the board saw this was for the single-story cottage renovation on Bayfront. It was a similar project in that the front windows were not touched, so it was only side and rear windows being replaced. There was a North Hill case as well, a Victorian, but it is a little different because it is a contributing structure but has vinyl siding. The Bayfront example is the most recent example, and it is a contributing structure. Assistant Planning & Zoning Division Manager Harding noted that Chairperson Salter is right that Andersen 400 series has several different lines, E- and A-series. Board Member Yee asked if this is the same window that was installed at Lucy's in the Square. Assistant Planning & Zoning Division Manager Harding noted no that the example of the same windows was a different item and Mr. Kilpatrick noted that it was August 2021 and it was 1002 Baylen Street, North Hill. Mr. Kilpatrick noted again that the approval of the Andersen windows at the 2021 meeting is the reason he purchased these windows.

Board Member Ramos asked for Advisor Pristera's opinion. Advisor Pristera noted that he went by the house and from the street there are some really bad sashes that would probably need to be rebuilt if they were going to be restored. Other ones could be fixed as they are, at a window workshop last month they saw several rough examples that could be restored. Wood can be rebuilt and repaired and as long as it is maintained, it is fine. Replacement windows like this add more complication to the matter and will need to be a full replacement if they fail. Advisor Pristera asked the applicant if he looked into restoring the windows. Mr. Kilpatrick noted that some may look like they are easy to repair but you can't see the bottom rails are mostly deteriorated and the south side windows

are not original. Advisor Pristera noted that he noticed a mix of windows on the existing. He stated that he has seen this board approve replacement windows as long as they match the originals and still have the profiles, the grilles are all exposed and not in the glass, the ARB has allowed that but he realizes this a different product than what they've seen from other examples. Advisor Pristera would prefer to see them restored, but that isn't an option, and he is glad the front ones are being saved. Assistant Planning & Zoning Division Manager Harding noted the Bayfront example was 428 Bayfront Parkway.

Board Member Yee wanted to see a drawing that shows units Mr. Kilpatrick has and the profile of the sash relative to what one of the other series windows looks like and if they are comparable, regardless of the amount of wood, if they look the same and the frames are largely similar and it's just the sash, he is willing to consider that. Mr. Kilpatrick asked for clarification on the comparison window, that being the original or another Andersen like the E- or A-series. Board Member Yee stated all of the windows being compared would be helpful. Mr. Kilpatrick noted that there are six buildings on that stretch of Alcaniz and there are two that already have the clad fiberglass windows, one of which was approved at Scott Holland's office, and he will provide information on the existing windows and options through Andersen. Board Member Yee asked for other board member opinions. Chairperson Salter noted that he sees what Board Member Yee is saying and based on this particular project and the efforts to preserve the main elevation, that gives weight to the consideration. Assistant Planning & Zoning Division Manager Harding stated that there is an alternative materials policy, but it is meant for siding, but the board could use it for case-by-case basis for non-frontages, rears, and such. Board Member Ramos asked if there are any exceptions in the Secretary of the Interior's Standards for rehabilitation for side and rear elevations. Assistant Planning & Zoning Division Manager Harding stated that the policy that discusses alternative materials was taken from those guiding principles and served as the primary source when drafted. Advisor Pristera stated the first step is restoring what is there, second would be trying to find a comparable material. Materials that are not traditional get into a gray area of aesthetics and performance over time. Board Member Ramos stated that the applicant has a good point with the north windows and moisture, less wood would be more helpful long term. Though a true wood window that is clad with some other material on the outside would do the same job. Board Member Ramos asked with four members present, if there are equal votes how does the outcome get determined. Assistant Planning & Zoning Division Manager Harding noted that equal number of votes would be a denial and this board needs a majority of present members to vote on a motion.

Board Member Ramos asked the applicant what his preference would be, is he open to other options such as returning the windows and looking for other windows. Mr. Kilpatrick cannot return the windows, but he could try to sell them. The main reason he looked at this window, other than thinking it was an approved window, was because of the cladding and how wet the area stays. He was looking for something to aesthetically match the existing but would have longevity and not need constant maintenance. This long, expensive process has already cost \$200,000 for recladding and insulation. He would prefer approval as to not incur another expense and avoid the timing constraints of finding a true wood window. Board Member Ramos asked if the applicant would be open to providing additional information on the existing profile, the Andersen wood clad window and the proposed window for abbreviated review. Board Member Ramos is inclined to approve with that information provided. Mr. Kilpatrick is happy to provide the information. Board Member Yee emailed the section profiles of the Woodright and Tilt-Wash and the proposed window to Assistant Planning & Zoning Division Manager Harding. Board Member Yee noted the construction material is different but they are pretty similar and one is not significantly larger or smaller than the other. Board Member Yee

does not see a dramatic difference and is inclined to approve the product, especially since they are already purchased. The dimensions are comparable and you can see other than sash, the primary material is wood. Board Member Yee asked if there are other items to discuss in the application. Assistant Planning & Zoning Division Manager Harding noted there is a north entry door, but no issues were noted. Chairperson Salter's only issue in reviewing the packet was the windows.

Board Member Yee noted in light of the applicant's efforts to maintain the front elevation and maintain the front wood windows and these are to the side elevations and given the similarity and dimensions in the sashes though material is different, he moves to approve.

Board Member Yee made the motion to approve the application as submitted. Board Member Ramos seconded the motion and it carried 4-0.

Item 4 255 W. Brainerd Street NHPD / Zone PR-1AA, City Council District 6
Variance
Action Taken: Denied

Assistant City Attorney Lindsay addressed the board about quasi-judicial proceedings. The criteria and provisions for a variance were distributed to the board. A quasi-judicial process means the board listens to the applicant present facts, listening to potential opposition or anyone with an objection can present their information. The board is only supposed to take into consideration facts that are heard today and any facts demonstrated by the materials that were distributed. The applicant has the right to rebut anything that is against the applicant's position after the board hears the opposition. Once the board has heard the information from the parties, the hearing is closed to further public or applicant presentation. The board then discusses what the facts mean and if the variance criteria have been met and make findings that support the decision and provide a summary of that for the motion for record keeping.

Chairperson Salter summarized that Assistant Planning & Zoning Division Manager Harding will introduce the applicants, they will present their evidence to support the variance and the floor will be opened for public comment. Each speaker has up to five minutes. There should be no back and forth, this is procedural and no communication other than who is speaking. The applicant will be able to then address any of the concerns and then the board will discuss.

Assistant Planning & Zoning Division Manager Harding introduced the item for 255 W. Brainerd Street. This is broken into two items but for the quasi-judicial meeting the board will only be talking about the variance. The variance is just concerning the footprint of the building and the setbacks and rear yard coverage being requested. This is in North Hill, PR-1AA, city council district 6. Dr. Daniel Hohman is requesting approval to reduce the south side rear yard setback from the required 5 feet to 3 feet and to increase the allowable rear yard coverage from 25% (1,000 sf) to 26% (1,038 sf) to accommodate a new detached accessory residential unit over garage. Because this is an accessory structure, any accessory structure over 15 feet in height takes on a 5 foot rear yard setback, the setbacks are different from the primary structure. The divot in the property line is the section the variance is being requested for the rear yard setback reduction. The applicant is requesting the variance due to several unusual property features which dictates placement of a proposed new building. These conditions include the site's topography, the underlying archaeology associated with Fort San Bernardo, and the inconsistent south property line. Conceptual review for the proposed structure is also for review and as the next agenda item. Cultural Resources Coordinator Walker

provided a staff memo to speak to the archaeology and City Arborist Stultz is present to address landscape provisions and Assistant City Attorney Lindsay can be called on for the property's history.

Mr. Barry Grizzard presented to the board as the builder, representing the owner, Dr. Hohman. Dr. Hohman has given a lot of consideration over a number of years on where best to situate the detached garage that he has wanted to quite a while. Once they viewed the topography of the lot, the land itself lends to situating it along the rear property line so it disturbs as little of the high part of his yard and former fort and nestles the garage in parallel to his rear property line. Assistant Planning & Zoning Division Manager Harding covered most of the facts that they were considering when deciding where to position the building. Mr. Grizzard thinks part of Dr. Hohman's leaning toward positioning it there was some of the facts of buildings around him, there are a number of detached buildings to his south that are often times even closer than the three feet that they are requesting to the property line. Dr. Hohman was hoping it wouldn't be that big of an issue. Mr. Grizzard asked if there were records for the two or three buildings to his south as to whether or not they were permitted at the time they were built or if a variance was granted for those, just for their own information. Assistant Planning & Zoning Division Manager Harding noted that for this hearing staff did not research whether that was the case and he doesn't want to anticipate wrongly if that occurred or did not occur. Mr. Grizzard noted there are three properties on that block to the south of Dr. Hohman that have detached buildings within three feet of the property line. It is not like they are asking for something that hasn't happened.

Chairperson Salter requested public speakers to approach the podium and introduce themselves and provide their comments. Chairperson Salter called Ron Martin; Mr. Martin stated that the speakers have an order they would like to go in if that would work. They would like Barbara Martin to speak first, Chairperson Salter asked her to approach. Assistant Planning & Zoning Division Manager Harding stated that staff did receive comments from the North Hill Preservation Association as with all items in the respective neighborhoods, the associations are able to provide comment. Chairperson Salter stated he would read them into the record after public comment.

Mrs. Barbara Martin addressed the board. Mrs. Martin and her husband live in the house adjacent to the south and all she knows so far is what she read in Dr. Hohman's application. She mainly wants to set the record straight, in three pages of Dr. Hohman's application he talked about part of his land was stolen from him and that is why he wants the setback to be reduced. In the application itself, he wants a three-foot setback from the original property line which he considers to be within Mrs. Martin's property. His sketch shows a different picture, so Mrs. Martin isn't sure which he is asking for. In referencing Mrs. Martin's sketch that she distributed, he does not have a perfect square for a site. In the bottom right-hand corner, there is a four and half foot deep strip that was deeded to the previous owner of Mrs. Martin's property. Mrs. Martin's property is the gray area that looks like was originally part of his land. He bought the property in 1999 and that land was deeded to the former owner of Mrs. Martin's property in 1992. In the three pages, nine times he talked about how the city and the former property owners maliciously stole the land from him. Mrs. Martin is going to set the record straight. Those former property owners are good people, and they would not have done that. She is sorry that he felt that way. In referencing her packet, Mrs. Martin noted the picture of the four and half foot strip, just like theirs, and the warranty deeds. They show in 1992, the first one you see was when Elizabeth Holsberry, the former owner of Mrs. Martin's property, deeded to Lisa Adams and Michael Uster that section that Dr. Hohman is talking about. He bought it in 1999, that's the second warranty deed, and it also shows that he does not own that strip of land. The third deed is a quit claim deed that looks like he tried to acquire that land back but that is only a quit claim deed. The

quit claim deed deeded the land to him, the Uster and Adams couple deeded it to him with a quit claim deed but they had no interest in the property because when they bought it, Elizabeth Holsberry did not deed that to him. Mrs. Martin acknowledged she is not explaining it very well, but it is very clear if you read the legal descriptions and the deeds. Long story short, there was no stealing of land so Mrs. Martin just wanted to get that straight. Those were good people that were maligned in Dr. Hohman's application. The next thing is, in Dr. Hohman's application on point number four, he states that no property owner will be negatively impacted by this structure. But on Mrs. Martin's sketch, the building has a patio on the east side of the building that will look directly into Mrs. Martin's backyard. On her picture she showed the five-foot setback, so that is very close to looking into Mrs. Martin's backyard. In PR-1AAA that is the most restrictive zoning there is in North Hill to Mrs. Martin knowledge and the normal setback for a residence is 25 feet for a rear setback so that gives the neighbor behind you privacy, for kids to play in the backyard. When you put a residence five feet from the property line, it puts them right in your backyard. Mrs. Martin's five minutes ended.

Mr. Rob Martin, 254 W. Gonzales Street, addressed the board. He referred the site plan map in the PowerPoint and the area south of Dr. Hohman's property, there are 42 feet between there and the property line. In the 42 feet, it is a seven-foot drop in elevation that meets a retaining wall that is about 5 foot, and from that barrier wall to the back of Mr. Martin's house is another 10 foot drop. Mr. Martin noted that Dr. Hohman's lot is one of the highest lots in North Hill; therefore, where does the water go. The gentleman who represents Dr. Hohman is true, there are three pieces of property that there was no zoning. When they were built, Mr. Martin's little shed being one of those, he noted it on the map. When they bought it, Carter Quina owned a garage, and they had the same wall. There was no setback, they were on the same wall. When you have issues like that, it creates some problems. Mr. Martin has an insurance problem; they do not want to insure it because he shares a wall with somebody. Mr. Martin thinks that when Elizabeth, who owned the property at 254, she also owned the property that Dr. Hohman had. When her mother died, she got the property south of her. She said hey this is a potential problem, so Mr. Martin thinks that is why she deeded that four and a half feet. She kept that four and a half feet when she sold it to that couple. When Dr. Hohman bought it, it was in his warranty deed also, so he should have known that that four and a half feet was not his. Mr. Martin thinks Ms. Holsberry probably put the four and a half feet to preclude actions like this where somebody is trying to get a variance or if future owners of Mr. Martin's property and he sells, they want to build something they won't have to come ask for a variance because of setbacks. Mr. Martin is concerned about the water runoff. Dr. Hohman is putting a building there and a concrete driveway, it doesn't perc. Right now, when it rains Mr. Martin's shed fills up with an inch or so of water. Mr. Martin owes Carter Quina an apology, until this incident happened Mr. Martin thought it was coming off of Mr. Quina's roof. They share a wall and he thought water was coming into his shed from his roof. After looking at this, the water is coming from Dr. Hohman's property. The retaining wall stops at the Martin's garage and then retaining wall becomes that back of their shed or the garage. The water is hitting that and coming into the garage. There will be quite a challenge because of the elevation drop, as a builder Mr. Grizzard will have a challenge to move that water. Mr. Martin works in a law office and it is trespassing for water to come from one property to another. Mr. Martin's only concern is to make sure whatever everyone agrees to do, it not only satisfies us today but future owners of this property, so they don't have to come here and not fight but discuss why we did what we did.

Ms. Whitney Jeleniewski asked if she had an email to read from another neighbor who couldn't be there, would that be included in Ms. Jeleniewski's five minutes. Assistant Planning & Zoning Division Manager Harding answered that would be up to the Chair and noted that there were at least three emails from concerned residents and notified those residents that staff were unable to provide that to

the board. If they wanted their comments addressed, they would either need to come or have it read by a neighbor or someone else. Chairperson Salter did not include the email being read as a part of Ms. Jeleniewski's five minutes and it was a separate line item.

Ms. Whitney Jeleniewski, 217 W. Gonzales Street, addressed the board. Her residence is two homes directly south of the property in question. She lives in front of or south of the Martin's house. She is the neighbor probably least impacted by this, but is probably the most vocal of the goings ons. Ms. Jeleniewski referenced the City of Pensacola's preservation district guidelines, which obviously come from the Secretary of the Interior's guidelines. The first one on page 63, development projects may create substantial adverse impacts that result from inappropriate height, bulk, and scale relative to their neighbors. This variance to build a two-story garage apartment on the highest point of North Hill, it's 98 feet and one of the highest points in the city of Pensacola, will harm the character of the neighborhood and such a request would create substantial adverse impacts that result from inappropriate height, bulk, and scale relative to the neighbors and create a significantly new and large roofline across the neighborhood. Ms. Jeleniewski provided images to Assistant Planning & Zoning Division Manager Harding for what she was referencing. Page 47 states that significant archaeological resources affected by a project should be protected and preserved. Ms. Jeleniewski questioned what if any mitigation plans will be created or followed to mitigate the destruction of the site that is listed in the National Register of Historic Places as Fort San Bernardo a.k.a. the Queen's Redoubt. This site holds historic significant value within the preservation district. Page 62 states the design and placement of a structure and its massing on the site should enhance solar exposure for the project and consider the shadow impacts on the adjacent building and public areas. The placement of a two-story structure and its massing on such a high point with the reduced setbacks will also directly impact the adjacent buildings that have existed for over a century, reducing solar exposure and creating shadow impacts on adjacent buildings. As we last discussed with 304 S. Alcaniz and Mr. Ramos noted that with such reduced setbacks there will be a lack of airflow and a lot of standing moisture between the new building and the building that already exists, which to Ms. Jeleniewski would be very concerning. In addition to the lack of setbacks, the requirement for the increase in rear yard coverage and lessening the permeable surface will directly impact all neighboring homes and properties at a lower elevation, which are all of the properties to include Ms. Jeleniewski's. The lack of permeable surfaces on the property mean that rainwater runoff will flow directly off the highest point of the Queen's Redoubt over the proposed driveway, around the ADU and on to everybody's property at lower elevations, soaking the abutting properties which will no longer have any solar advantages due to the two-story structure that is proposed. On the property there are several heritage oaks that are not shown on the sketch that the owner would like to remove. They are not mentioned on the sketch. Ms. Jeleniewski called the city arborist to come out look at them, if he could talk more to the board about those. There might also be a heritage magnolia on the property as well. Removing these trees would directly violate the adopted ordinance of the city to protect and preserve the trees. The City of Pensacola's variance request application asked to explain why the variance is not detrimental to the general welfare or property rights of others in the vicinity. This proposed driveway and building will also sit three feet from the historic brick retaining walls that protect the lower properties. Ms. Jeleniewski is concerned about the primary issue facing these retaining walls such as water and drainage control from the upper property's new driveway and rental unit and the fact that these walls were not designed to safely resist the overturning and sliding due to the forces imposed from the proposed driveway and ADU structure. The owner requesting the variance purchased the property with the constructive knowledge of the applicable land use regulations. The owner's preference as to what he would like to do with the property is not sufficient to constitute a hardship entitling the owner to a variance particularly when the ADU of a more

appropriate size and adhering to the setbacks in other codes set in place by the city to protect both the abutting neighbor's property and character of the neighborhood could still be built.

Ms. Jeleniewski read the email from Nicole Endacott of 300 W. Gonzales Street who lives southwest of the property in question. Ms. Endacott is writing in regards to the application for the variance of 255 W. Brainerd in North Hill. She hopes the board will consider these points in their decision to approve or deny Mr. Hohman's application. If allowed, four driveways including Ms. Endacott's will be clumped in a small section of Barcelona Street. Dr. Hohman noted that there are other North Hill homes with permitted accessory garages and apartments. These homes do not have an attached garage which necessitates the need for an accessory structure. Dr. Hohman's home, built much later than the typical North Hill home, already has an attached garage. Dr. Hohman noted that no other North Hill home would be able to see the proposed structure. Ms. Endacott does not think this is true based upon her vantage point and the application specifications. This is especially true with the proposed removal of the heritage oaks along the southern property line. This area of North Hill has large homes on large parcels. In Ms. Endacott's opinion the plan for a second residential structure on his property will look out of place. Ms. Endacott is thankful for Dr. Hohman's military service, she hopes his understanding about the issues related to his southern property line is erroneous because it would be awful if that is what transpired. Ms. Endacott regrets not supporting his application, but she does not feel that his plans are compatible with preservation of the North Hill Preservation District.

Mr. Jamshid Kholdi, 200 W. Gonzales Street, addressed the board. He opposes this variance on various grounds, but other people have talked about all sorts of things. For the lack of time, Mr. Kholdi confined his remarks to environmental issues. In referencing the images of Dr. Hohman's residence, if the variance is approved and Dr. Hohman goes along with his plans, it will carve out part of the hill. It will need to be bulldozed or carved out because you can't build on grounds like this. This fact is something that a civil engineer friend came and observed and told Mr. Kholdi. This involves cutting half the hill almost straight down simply because it is not possible to build on something like this. This put Mr. Kholdi's mind at ease and he knows what he is talking about. See what it involves to cut that hill. First of all, there are two healthy, viable heritage oaks there that have to be killed. Then there are magnolias and other things that need to be gotten rid of, so that's another thing. Then the neighbor next door, Pam Schwartz, has a well. Obviously a well gets its water from some sort of spring. We do not know where the location of that spring is, so if you start willy nilly bulldozing and carving hills, you are very likely to disturb that spring and spring up a kettle of fish that you may not handle. On top of all of this, perhaps the most important part, is the historical part. That site is the little bit that is left of the Battle of Pensacola, which Americans with the help of the Spaniards won against the Brits. With that, the Brits hold on Florida and a lot of the southern United States got cut off. If you think about it because of that and other actions that Americans did, we as Americans got our independence. So that little hill is a very important historical thing, it's not just a little bitty historical thing. It ties in with the American Revolution and all of that. Now balance that with what Dr. Hohman wants, he wants a five car garage and about 2,000 square feet of livable space. Mr. Kholdi asks is that a really good trade. A garage and some living space versus all of this history and other objections. This historical hill cannot be replicated whereas this project of Dr. Hohman's can be built anywhere else really. He can easily sell the existing property he has for a million and save the million that he is going to spend on building this project, that's two million and buy himself or construct himself a very nice place with all the amenities that he wants. On one side you have something that can be done anywhere, on this side you have something extremely valuable historically. We need to keep this history alive for the next generation. Mr. Kholdi was a teacher. As a teacher he knows concreteness counts for a lot. If you want to teach math, you can make it concrete people can understand it better. Physics are the

same way. History is the same way. It's not good enough to say to people, come over here on this site there was Persepolis but unfortunately now there are all these houses. Mr. Kholdi is from Iran and he is very proud of Persepolis as it exists now. You go there and you see this huge 50 foot column sticking up into the sky, standing there after 3,000 years. Mr. Kholdi's time ended.

Ms. Trang Beseel, 225 W. Gonzales Street, presented to the board. She is two houses directly behind the site and just recently moved there about one year ago. Ms. Beseel's main concern is for herself, the drainage and water issues that could potentially not just affect her house but other homes around. The second being the historic site that Mr. Kholdi referenced, this is a part of history that we can't get back if it becomes damaged. There is nothing you can do about that. He could build the garage somewhere else but you can't undamage something if you go and do this and they destroy something. The third being the trees that are protected and that's all she had to say.

Mr. Nathan Bess, 284 W. Gonzales Street, presented to the board. He is the property owner abutting the situation of the proposed variance to the south. He would like to join and adopt the comments of his neighbors. As Ms. Lindsay will instruct you, the task before this board right now is in effect a balancing task to evaluate the factors that might justify this variance. Mr. Bess requests that the board deny this variance. First of all, the perceived need doesn't justify the detriment to his property and the risk to other property owners in the area. The heritage trees on the property, any kind of installation of impervious surface might impact the root systems of those trees and could jeopardize those. In addition, the perceived need for the property would appear to be redundant to the existing driveway and vehicle storage and existing garage that is already present on the property. The retaining wall, the installation of the structure could cause the wall to collapse and create a safety issue for his property and other properties in the area. In addition to privacy concerns that he would have with a tall building that is up gradient from Mr. Bess' property with two balconies that would overlook the living area of Mr. Bess' property. For these reasons, Mr. Bess asks that the variance be denied.

Mr. Ken Niemeyer, Dr. Hohman's partner, presented to the board. He noted Dr. Hohman couldn't be there and he was speaking on his behalf. The retaining walls discussed are the adjoining property owner's walls, built by the adjoining property owners. The adjoining building is a two-story building that was built partially into and over the property line that was originally there. The roofs drain over onto Dr. Hohman's property. One story buildings also drain, the roof throws the water onto Dr. Hohman. Dr. Hohman's building is located in a low area with drainage out to Barcelona Street. There is also a large oak tree which is 97% leaning over the adjoining property owner, less than 10% is on Dr. Hohman. So, this tree that is talked about being removed, in Mr. Niemeyer's opinion, is a liability for Dr. Hohman and it's all leaning over onto the adjoining property owner whose driveway is nonpermeable and goes all the way here into a garage, a two-story building, which is part of what created this transfer of questionable ownership. Mr. Niemeyer doesn't know what was built when because we don't know what building permits were issued for the buildings along to the south. Mr. Niemeyer asks the city to look into what buildings permits were issued and what variances were secured for any of the adjoining property owners to build up to and over the property line. This building is not where the previous speaker spoke about history. He's talking about over on Brainerd. This building is not in an elevated location, it's at the lowest level, sloping down too. The higher level property that you might know on this huge piece of property of Dr. Hohman has a questionable history. Mr. Niemeyer does not have information as to the historic nature of this structure. No one knows what the restrictions are on this property if there are any. When the original house was built by the Blount family in 1950 or 50-something, nothing was done by the city or anyone else about the existing structure. Dr. Hohman's building is built to complement and duplicate the existing building.

Mr. Niemeyer is unclear on where the historic people are considering it non-comparable. It is a 1950 house and the new building is designed to duplicate that. It is not a five car garage, it is a one and half or two car garage underneath. The biggest problem that Dr. Hohman has is from the existing building and the nonpermeable surface that covers all of this and even one building that appears to be on two different lots with no separation between two property owners. They are far bigger and higher than what he proposes. All of the information for Dr. Hohman came in yesterday, so they would like to meet with all of those that submitted email presentations, the lawyers, and everybody else because this is all new to them. Especially the arborist, Mr. Niemeyer went out and looked today and the oak tree he's talking about is 90% not on his property. It's overhanging an adjoining property and right abutted to the nonpermeable buildings and pavement. The stuff about looking at that site, Mr. Niemeyer would challenge any property owner to show how many trees they have on their property compared to the density of trees on Dr. Hohman's property. It's way out of proportion. Dr. Hohman has way more any neighbor. The neighbor to the south, Mr. Niemeyer thinks, may have two trees. Dr. Hohman has probably 40 on his site. Mr. Niemeyer's time ended.

Chairperson Salter called for any additional speakers to this item. Chairperson Salter closed the public speaking portion and the applicant had a chance to speak to any comments, make any final closing arguments that they would like for the variance. Mr. Grizzard addressed a few items. He thanked the Martins for shedding light on how that divot in the property line came to be. They were never able to understand that fully. The roof line of the proposed building that they are putting up, by nestling it into the side of that hill. Chairperson Salter interrupted to state that he made a faux pas in procedure and neglected to read the North Hill comments. Chairperson Salter noted he will give Mr. Grizzard the opportunity to speak again but it is the Chairperson's responsibility to read the North Hill Preservation Association's comments into the record.

Chairperson Salter stated with specific regard to item four, the variance, the North Hill Preservation Association stated: We recommend that these variances not be granted for the following reasons: A) the site is one of the most significant, well preserved and undisturbed historic and archaeological sites in the city of Pensacola's history. Any major construction at this site would cause irreparable damage. This site should continue to be preserved in its current state B) the Secretary of the Interior's guidelines state in section 36CFR67 1) the historic character of a property shall be retained and preserved, the removal of historic materials or alterations of features and spaces that characterize a property shall be avoided 2) specific archaeological resources affected by a project shall be protected and preserved, if such resources must be disturbed mitigation measures shall be undertaken 3) new additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property, the new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment 4) new additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future the essential form and integrity of the historic property and its property would be unimpaired C) excavation for a foundation and footing at three feet from the property line could cause damage and failure of fragile retaining walls and berms which are helping to protect adjacent, downhill properties. D) Several heritage trees are located within the project footprint. Existing trees are not located and shown on the site plan. The plans should denote which trees are to remain and which are to be removed. E) No drainage plan is shown to provide paths to avoid water run-off flowing onto adjacent properties and streets.

Chairperson Salter concluded North Hill's comments and closed the open forum. Mr. Grizzard continued; the roofline of the new structure shouldn't wind up any taller than the roofline on Dr.

Hohman's existing home because they are nestling it into the side of that hill. As far as destruction of the fort, it seems that Dr. Hohman is being held to a standard that he was not advised or informed of when he bought the property, that there would be no changes allowed to his property at any point in his ownership. It seems a little odd to hold someone to something that they were not made aware of at the time of purchase. In addition, that fort covered more than Dr. Hohman's lot and over the course of the years when houses were built the other parts of the fort were totally wiped out. Mr. Grizzard understands that that makes more important what is left on Dr. Hohman's property but if the building were moved two feet forward and out of the five foot setback, they would not be here for a variance at all. But they would be destroying more of the fort. Everyone has the same goal in mind but at the same time Dr. Hohman has items he needs as well. As Mr. Niemeyer pointed out, it is not a five-car garage, it's more like a two car garage at the most and it is not a rental property. It is a 1,000 square foot living space that senior family members of Dr. Hohman are slated to live in at some point and that's the reason he wants to go ahead and build it now while he is doing the garage. Mr. Grizzard also wanted to state that they were handed a significant amount of information in the last 24 hours, before the meeting, in addition to the information that was presented here. Mr. Grizzard is leaning toward asking for a deference so they can meet with the parties that have given all this information so close to this meeting so they can try to iron out some of the issues and then come back for a decision at some point.

Chairperson Salter asked Assistant Planning & Zoning Division Manager Harding if the applicant can withdraw this variance request. Assistant Planning & Zoning Division Manager Harding stated that it is his understanding that if the applicant provides in writing to the Chair that they would like to withdraw the request that is amenable. Assistant Planning & Zoning Division Manager Harding asked Assistant City Attorney Lindsay to double check that since this is a variance application, he clarified the question that if the applicant was to provide in writing his wish to withdraw this item, if the request could come back to the board at a later date. Typically that is true with normal items but wanted to double check since this is a variance. Assistant City Attorney Lindsay stated that with normal items, the board hasn't already heard it, it is withdrawn before the meeting. Assistant Planning & Zoning Division Manager Harding noted that the ARB has had items withdrawn before the meeting and items during the meeting, but since this is a variance the question is about evidence and when that evidence is presented. Assistant City Attorney Lindsay noted this is a new situation but there is a quasi-judicial hearing in progress and what we have learned in the past is if you don't make a decision timely, then it is considered an approval and when you're talking about a quasi-judicial proceeding there is no procedural basis for that to be continued to another meeting. The hearing has to progress, evidence has been submitted. In a court's situation for example it would not be permitted to withdraw, it would have to be proceeded to completion if we were in court. Assistant City Attorney Lindsay felt constrained to say that the hearing must keep going because it has already begun. It must be completed today; a decision has to be made.

Mr. Grizzard had no additional comments, Chairperson Salter moved on to board discussion. The board can discuss the items, criteria for the variance, if there are questions for staff or questions for the applicant for clarification. Chairperson Salter reminded that this is quasi-judicial so the board is only supposed to consider the facts that were presented today. He noted one of the statements from the North Hill Preservation Association was that excavation for a foundation and footing three feet from the property line could cause damage and failure to fragile remaining walls and berms. Without any actual evidence from a structural engineer who has examined that, that's hearsay so the board cannot consider that as fact.

Chairperson Salter asked for staff clarification or the UWF advisor as to the relevance of the fort in question, the historic site, this property is basically a hill. Is the hill representative of the fort or what exactly is considered the historic aspect of this fort. Cultural Resources Coordinator Walker stated that based on the research that has been done there in the past, this hill was a part of an earth and timber fortification. It was stated that and it is true that that fortification was not just specifically on Dr. Hohman's property, it spanned more than just his property. The existing primary structure on Dr. Hohman's property is actually constructed within the site of explosion during the Siege of Pensacola, creating the crater in which that structure is placed. The remaining hill feature is in fact part of that historic resource, from what we can tell. It underwent limited excavation in the 1980s by UWF but they didn't find any artifacts related to that time period because it was a very limited survey. It was part of broader research that was conducted in 2011, indicated on the map in staff memo, and Dr. Hohman's structure was mapped in its location on that hill. It is a significant archaeological resource, as we have stated today, we would want to limit the impacts to that.

Chairperson Salter question the notion that the less impact on the hill, by default the less impact on the historical significance of that site. Cultural Resources Coordinator Walker stated yes, we don't know what is on the downslope because it has not been investigated archaeologically. That entire block of that neighborhood is significant archaeologically so for the neighbors you can say the same thing about their properties. Board Member Ramos asked if the applicant were to move the accessory structure two feet to meet the land development code, the impact because we don't know what's there, the impact would be the same moving the proposed structure closer to the hill. Cultural Resources Coordinator Walker answered, in theory yes. The other thing to consider is the further up that slope you go, the more impact you are creating to that earthen feature and that can impact its stability and future preservation. As far as what is subsurface, since we don't really know, the impacts would be the same in terms of artifacts being found. Board Member Yee asked if there are any requirements for archaeological excavation or evaluation if anything is found or not really. Cultural Resources Coordinator Walker stated that this is considered private property, so Dr. Hohman is in fact the owner. That is something that gets convoluted sometimes, when it is private property, it is their property, but we would hope that they would take into consideration any impacts to the cultural resources and it sounds like Dr. Hohman has worked with UWF in the past looking at his property so maybe he would be open to that. That would be the hope, if there is going to be any impact at all in that whole area if there is a way to incorporate some research or an assessment by UWF, that would be good. But there is no legal requirement to do that.

Board Member Yee asked the Chair if the board can ask questions of the applicant during this portion of the proceeding. Chairperson Salter noted yes and Assistant Planning & Zoning Division Manager Harding confirmed. Board Member Yee asked what Board Member Ramos was alluding to, why not just move the building two feet. Obviously we understand the potential impact to the historic site, but beyond that if you shifted the building then the neighbors can't tell you anything and you are not asking anyone for permission at that point. Mr. Grizzard responded that while that is all true, we would still be dealing with the North Hill Preservation Association as well as everybody else's input here as to their objections to the building. Dr. Hohman has closely reviewed where to put this and by nestling it where the front of the building will be at the highest point where it will be similar to his existing house was his forefront in his selection of where to put it. Board Member Yee asked if the variance request was only for the rear yard setback or is it also the height of the structure. Assistant Planning & Zoning Division Manager Harding answered no, it is only for the rear yard setback and the rear yard coverage, which is going from 25% to 26% since the accessory residential unit is over a garage 30 feet is the max height. Board Member Yee asked if that was based on the front elevation

or the rear, since this is not normally a part of the discussion for these kind of projects where you have such a big difference in elevation from one property to the next. Assistant Planning & Zoning Division Manager Harding noted that staff has based it from the rear, which is the lowest point or the lowest grade where the garage is. Assistant Planning & Zoning Division Manager Harding stated that if the structure was just one-story and under 15 feet, it would comply and be allowed.

Board Member Ramos noted in his opinion all the points made are valid and he is struggling to understand that from what he sees, the one percent increase and moving the property two feet, if the board were to deny the variance it would not prevent the applicant from building something very similar to what is being proposed and it would still meet the land development code. Looking at North Hill's comments on the next item which is the conceptual design for the accessory dwelling unit, the board has not reviewed it yet but it looks like the comments are things that can be addressed and compromises that can be reached. Board Member Ramos understands there is a lot of history, literal and history involving the site, but this could be built without the variance and does not see why the variance is needed.

Chairperson Salter asked staff if it is correct that this variance is only required because of its location and if it were shifted two feet, the building would be in compliance with the general construction, the buildable area, the location, and heights. Assistant Planning & Zoning Division Manager Harding stated yes, if the structure was shifted two feet it would be compliant with zoning requirements. Board Member Yee asked if the rear yard coverage area might be an administrative variance. Assistant Planning & Zoning Division Manager Harding noted that if the building is being shifted up, it would probably be less than 25% coverage. Chairperson Salter noted part of it would fall into the buildable area and Assistant Planning & Zoning Division Manager Harding confirmed that. Assistant Planning & Zoning Division Manager Harding stated shifting it two feet up would negate both variance requests. Board Member Yee asked for clarification on the rear yard coverage amount, Assistant Planning & Zoning Division Manager Harding stated it is 25% for PR-1AAA. The entirety of the structure is not completely in the rear yard, there is a section of the front porch that hangs over the rear yard setback so by pushing the building up it would decrease the proposed rear yard coverage.

Board Member Yee stated in his opinion in reference to the retaining walls the structural drawings show a concrete footing that appears to have a two and half foot heel which is 30 inches so that would place the edge of the footing six inches off the property line if everything is exactly as we think it is based on the survey and the drawings. Working in those tight of conditions with adjacent structures of any kind is very problematic. That is a fact and a structural engineer is not needed to confirm that. It is difficult to tell the relationship of the property in question to the neighboring properties from the information that has been provided and the limited photos. Board Member Yee agrees with Board Member Ramos that shifting the building two feet, complying with the zoning code, addressing North Hill's comments whether the neighbors like or not at that point, the applicant has every right to do that and that is where Board Member Yee stands on the request. Assistant Planning & Zoning Division Manager Harding reminded the board that while there has been discussion about other buildings and what has occurred on other properties, variances are meant to be case by case and specific to the property that is in question. To request information on other properties is not relevant to the task today.

Chairperson Salter stated in looking at the seven criteria for variance as well as the additional two specific to the ARB, item 1 that special conditions exist that goes without question; not the result of the applicant (item 2) Chairperson Salter agrees; items 3 and 4 could be argued; item 5 that the

variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure. Based on what Chairperson Salter is hearing that is where everyone is stuck because shifting this proposed structure two feet would negate the need for the variance. From Chairperson Salter's perspective the shifting of those two feet into the special conditions for this site, being the fort, it falls into a weighted criteria and Chairperson Salter is unsure if the two feet actually gains anything with the preservation of that site. Chairperson Salter is stuck on criteria 5 and he is not sure if that has been achieved with the facts that have been presented to the board today.

Advisor Pristera asked staff how close the applicant could get to Barcelona Street as far as the setback. Assistant Planning & Zoning Division Manager Harding answered it would take on the principle setback, which is half of the front, 15 feet. Advisor Pristera noted that is the flattest corner so moving a few feet over could avoid cutting into the hill so much. Assistant Planning & Zoning Division Manager Harding noted there could be issues with where a curb cut could be placed in relation to the corner of the property. Advisor Pristera noted the rectangular shape and that the size can change and then there won't be cutting so much. Board Member McCorvey noted he is inclined to concur with moving it two feet.

Board Member Ramos made a motion to deny the variance request per section 12-11-2(a)(2) due to the fact that the variance does not meet item number five of the reasons required for a variance from the land development code and item number five is that the variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure. Per the board's discussion the accessory dwelling unit proposed can be built without the desired variance, therefore it is Board Member Ramos' opinion that the ARB should deny the requested variance.

Assistant Planning & Zoning Division Manager Harding clarified that it sounds like the decision here and whether or not the structure can be built or not built, just pertains to the zoning code. A part of the applicant's memo did state the trees on site and it has not been confirmed by Assistant Planning & Zoning Division Manager Harding at least whether or not the building could be built because of the heritage trees on site. He doesn't want the ARB to confuse the zoning code with the City's landscape ordinance or heritage tree ordinance. Chairperson Salter noted that there has been no evidence submitted today as to what those trees are, where there are, or how big they are, or if they qualify or they are impacted at all by this.

Board Member Yee seconded. Board Member Ramos asked if he needed to amend his motion to include a reference to what Assistant Planning & Zoning Division Manager Harding had previously stated, it was determined not necessary as it was included in the spirit of the motion and discussion. The motion carried 4-0.

**Item 5 255 W. Brainerd Street NHPD / Zone PR-1AAA, City Council District 6
Conceptual Review for a new accessory dwelling unit**

Action Taken: Item was removed from the agenda by applicant

Assistant Planning & Zoning Division Manager Harding stated this item is the conceptual review for the structure, the board can hear it they so choose and if the applicant would still like to participate in the meeting, but it is not required. Chairperson Salter stated he would leave that up to the applicant because the decision of the variance is the structure does not require the variance to be placed on the property. If the applicant feels that they may still proceed with this project, they can proceed with

this review or they can remove it from the agenda. It is their choice. Mr. Grizzard stated he would rather wait and Assistant Planning & Zoning Division Manager Harding noted that he would be in touch with the motion and how to proceed forward. Chairperson Salter confirmed that item five was being removed from the agenda.

Item 6 315 W. Lee Street NHPD / Zone PR-1AAA, City Council District 6
Renovation and additions to a contributing structure and new accessory structure
Action Taken: Approved as submitted with conditions

Dio Perera is seeking approval for exterior renovations and additions to a contributing structure. Work to the primary structure will include the addition of a western single-story wing and a new terrace, replacement of all windows and doors, new decorative railing, and application of a white mortar wash to the existing brick. Additionally, a new accessory structure will be constructed in the rear and all exterior materials have been designed to match the primary. Site work will include a new crushed gravel driveway, new entry columns to match those existing on the north street front, a new 6' tall privacy fence in the rear, and new interior hardscaping. All new windows and doors will be impact rated clad wood, garage doors will be insulated steel, and the new roof portions will be matching red clay flat tiles.

Mr. Dio Perera presented to the board. Chairperson Salter shared North Hill's comments, 1) we have no objections to this request. Because of the odd L-shape lot could the ARB verify if the far east section of the property, adjacent to the game court which will face Barcelona Street, would be considered a rear yard, side yard, or a frontage on Barcelona and determine the appropriate fence height required for that section. Chairperson Salter noted it is not for the ARB to determine what that would be considered. Assistant Planning & Zoning Division Manager Harding noted it is an unusually shaped lot and it would be a frontage but there is a section of the fence code that would allow the fence there to go up to a maximum of 6.6 feet.

Advisor Pristera noted that he didn't realize this house was there since it has been covered up so long, he was happy to see there was a wonderful house still there. The design respects the architecture and the history of the house. Advisor Pristera has no issues with what is being proposed and the essence of the house is being preserved. The new windows are a better representation of what was there, there are no issues with the color change, the accessory structure blends in with the overall estate feel.

Chairperson Salter asked for clarification on the front elevation, north W. Lee Street elevation, above the front entry there is brick ornamentation in the fence. On the renderings it is still there but is the intent to not change that. Mr. Perera answered correct, the applicant likes that feature. Chairperson Salter noted the precast element around the front door that is being used on the accessory structure, and asked the applicant to speak to the decision for the singular fixture that reads in the elevation as quite large and its location. The line drawing shows it above the precast but covering the decorative brick and the rendering shows it lower covering the precast and not the decorative brick. Chairperson Salter wants to insure that the none of the features, precast element and decorative brick, will not be obscured by the singular light fixture. Mr. Perera noted originally there were two fixtures on either side of the opening and Mr. Perera requested to introduce less, but needed to satisfy the desire for a gas lantern. The rendering is most accurate with a lantern hanging from a yoke that is attached to the top of the fixture, so the fixture itself hangs down. The fixture is glass on all four sides, though on the rendering it reads more solid, so you can still see through the fixture. Underneath the fixture and

stone do overlap some, but the fixture is all glass and the yoke is attached to the brick but to the top of the fixture. Mr. Perera wanted to keep it on the lower side as not to compete with the rhythm of the small pillars above and the open brick feature. Chairperson Salter asked if there was a cut sheet for that fixture. Mr. Perera noted there is a picture in the packet that is representative of the line of fixtures and he could provide specs for the specific fixture. Chairperson Salter asked for clarification on how far out from the wall will the fixture be. Mr. Perera noted it will be on an arm, about eight inches from the wall.

Chairperson Salter asked the applicant to speak on the choice for the railing design on the balcony that is immediately adjacent to entry. Mr. Perera stated that changing the iron work pattern would speak more to contemporary lines or Art Deco lines, rather than traditional metal rail that is existing. It's a play on introducing a feature that can go well with Art Deco but you only see it there. Chairperson Salter asked for clarification about the small window adjacent to the entryway, which is new but is the grid pattern also new. Mr. Perera noted yes. Board Member Ramos complimented Mr. Perera's application. Board Member McCorvey noted he was also not aware of the house, like Advisor Pristera, and looks forward to its completion. Board Member Ramos asked if the application was for final approval, Chairperson Salter confirmed.

Board Member Ramos made the motion to approve the package as submitted with one exception that the light fixture discussed at the front be submitted for abbreviated review. Board Member McCorvey seconded the motion and it carried 4-0.

Assistant Planning & Zoning Division Manager Harding notified the Chair that there was a request for the last item, 211 N. Palafox Street, to be heard ahead of Item 7 on the agenda because the applicant had to step out.

Item 6 211 N. Palafox Street PHBD / Zone C-2A, City Council District 6
Final review for site improvements and a new structure

Action Taken: Approved as submitted with abbreviated review

Carter Quina and Jerry Pate Design are requesting *final* review for new site improvements and a new pavilion to a vacant space. The demolition of the existing building and conceptual plans were reviewed and approved in November 2022. The final review request includes new matching fencing, landscaping, a new pavilion, and recreational hardscapes and landscaping. The south wall of the Dennison Building is planned to remain, and the proposed pavilion will be designed to complement the surrounding structures at the school. Architectural plans and materials have been provided for the pavilion which will be the street front element. Additional information and materials have also been provided for the interior elements of the project.

Mr. Carter Quina with Quina Grundhoefer Architects, Mr. Blanding Fowler with Episcopal Day School, and Mr. Brad Alexander with Jerry Pate Design presented to the board. Mr. Quina presented to the board about changes that have been made since the conceptual review. Mr. Alexander presented to the board about the landscaping plan. Mr. Fowler presented to the board about the plans in relation to Episcopal Day School's needs.

Chairperson Salter asked about the sports netting around Palafox Street and perpendicular and how it compares to what is currently in place. Mr. Quina noted it is the same height. Chairperson Salter asked about the netting from a systems standpoint and if the new poles will be sturdier than the existing, which was approved by the ARB. There is concern visually what will prevent the proposed

four-inch poles from bowing like the existing have. Mr. Quina clarified that the existing are being replaced and the new system is designed to be embedded in concrete with a four-inch diameter pole. Chairperson Salter asked if the net could retract. Mr. Quina answered yes, it is retractable. Mr. Fowler noted during storms the net will come down. Chairperson Salter stated his concern that the new poles could end up looking like the existing. Mr. Alexander noted the weight of the concrete and a civil engineer's assistance should avoid issues.

Chairperson Salter is concerned with the existent of the artificial turf. The ARB has seen this come up quite a bit and Chairperson Salter's position is there are arguably appropriate applications for artificial turf, and one is a sporting field. There is concern about area between the track and where there is landscaping and could the applicant speak about that area. Mr. Alexander stated that the track is eight feet and from a safety standpoint, there needs to be an emergency landing or an exit from the track. The primary purpose is the safety of the users. Chairperson Salter questioned if reintroducing the fake grass as a buffer outside of the track material is the best option because that now resembles grass, in the Chairperson Salter's opinion, which is the problem in a historic district where it is trying to resemble something that it is not. It will never look like grass; it won't change color in the season or be maintained.

Advisor Pristera asked about the round logos on vinyl and could they be three dimensional or cast concrete. Mr. Quina noted it is the school logo and he was matching the existing. Mr. Fowler noted the existing are three dimensional and Mr. Quina noted they could match it. Assistant Planning & Zoning Division Manager Harding noted it would be considered wall signage but there is no issue from a zoning perspective or square footage allotment for that frontage. Chairperson Salter stated that this particular signage can be considered with the package and not outside of this request. Chairperson Salter noted that if the logos were more of an architectural element that is incorporated into the façade rather than an applied small sign, it would be more appropriate. Mr. Quina noted he could submit some options and there might be an example of this on Christ Church. Board Member Ramos and Board Member Yee complimented the activation of that section of Palafox Street.

Board Member Ramos made the motion to approve the application as submitted with the condition that additional detail be provided for the circular emblems on the pavilion and submitted for abbreviated review. Board Member Ramos questioned if the gage of the poles was in ARB purview. Chairperson Salter noted that the concern should be addressed during the building review process. **Chairperson Salter offered an amendment that the historical plaque information be submitted for review, either abbreviated review or through the Trust independently. Advisor Pristera stated abbreviated review was fine and make sure it fits the standards that have been used across downtown; Chairperson Salter clarified this requirement was for additional monitoring about what information is going to appear on those historical plaques. Board Member Ramos accepted the amendment. Board Member Yee seconded the motion and it carried 4-0.**

Item 7 400 S. Jefferson Street PHD / Zone HC-2, City Council District 6
Final Review for Changes to the Courtyard at a Contributing Structure
Action Taken: Approved as submitted

Carter Quina is seeking conceptual approval for modifications to the courtyard and an addition of an entryway at the Pensacola Cultural Center. A conceptual review of this project was denied in November 2021, though nearly all of the discussion was focused on the rooftop addition which was

later conceptually approved. For this application, a new wrought iron gate will be installed around the courtyard and an entry stoop with a new door and transom will be added. The stoop and entryway will be designed to match the existing in style and colors, and all new materials have been included in the drawings.

Mr. Quina presented to the board. Chairperson Salter asked for clarification on the black paint locations and if they are only at the areas that show as green on the renderings, that being the concrete tops and storefront colors. Mr. Quina answered yes. Advisor Pristera noted that the plan is appropriate and matches the character of the building. Board Member Ramos asked about the proposed copper fixtures and if there is any copper currently on the building. Mr. Quina answered no, there is not currently any copper. Advisor Pristera suggested black could also work. Board Member Ramos asked if there was a similar fixture in black and Mr. Quina noted yes. Board Member Yee stated he likes the copper. Chairperson Salter noted either copper or black would be appropriate.

Board Member Yee made a motion to approve the application as submitted. Board Member McCorvey seconded the motion and it carried 4-0.

Item 8 *new door on non-contributing structure*
25 W. Government PHD / Zone HC-2, City Council District 6
Final Review for ~~Changes to the Courtyard at a Contributing Structure~~
Action Taken: Approved as submitted

George Williams is seeking final approval to remove one window and add one exterior door on the south side of a contributing structure. The new entryway will include an accessible ramp with railings and a 5v-crimp canopy which will match the existing roofing, colors, and bracket details of the building. The canopy will be installed so that the existing soldier course brick will remain visible, and the ramp railing will also match existing metal rails on site. Likewise, the new metal door and transom will also match with applied exterior muntins.

Mr. Williams presented to the board. The board had no questions.

Board Member Yee made the motion to approve as submitted. Board Member McCorvey seconded the motion and it carried 4-0.

ADJOURNMENT

With no further business, the meeting adjourned at 5:23 p.m.

Respectfully Submitted,

Assistant Planning & Zoning Division Manager Harding
Secretary to the Board

PUBLIC NOTICE OF MEETING
UWF Historic Trust Board Meeting

UWF Historic Trust announces the following public meeting to which all persons are invited.

DATE & TIME: Monday, March 27, 2023 at Noon
PLACE: Bowden Building, Classroom 1 - 120 Church Street Pensacola, FL 32502
PURPOSE: Regular meeting for the Board of Directors of UWF Historic Trust

For additional information or a copy of the agenda prior to the meeting, contact Amy Eve at 850-595-5985 or email aeve@uwf.edu.

Pursuant to the provisions of the Americans with Disabilities Act, any persons requiring special accommodations to attend these meetings is requested to advise UWF by contacting the UWF ADA Office at 1-850-857-6114 (TTY) at least 48 hours before each meeting.