

EXHIBIT 1 - PENSACOLA LDC MATRIX

Contents

GENERAL COMMENTS 1

CH. 12-1 - GENERAL PROVISIONS 2

CH. 12-2 - COMPREHENSIVE PLAN 3

CH. 12-3 – ZONING 4

CH. 12-4 - OFF-STREET PARKING..... 22

CH. 12-5 – SIGNS..... 31

CH. 12-6 – TREE / LANDSCAPE REGULATIONS 33

CH. 12-7 – SUBDIVISIONS 35

CH. 12-8 - STORMWATER MANAGEMENT AND CONTROL OF EROSION, SEDIMENTATION AND RUNOFF..... 37

CH. 12-9 – FLOODPLAIN MANAGEMENT 40

CH. 12-10 – AIRPORT 41

CH. 12-11 - ADMINISTRATION AND ENFORCEMENT 41

CH 12-12 - BOARDS AND COMMISSIONS 55

CH. 12-13 - DEFINITIONS 55

COMPREHENSIVE PLAN 57

STAFF DRAFT 1 REVIEW REQUESTS..... 60

PUBLIC DRAFT 1 (“CONVERSATION DRAFT”) 66

 Workshop and Open House #2 Comments..... 66

 Post-Workshop Comments..... 69

WEBSITE INPUT..... 80

 Interactive Map..... 80

 Idea Wall 82

Proposed Changes

Comment		Inspire Response	Staff Comment	Action	Status
	GENERAL COMMENTS				
1.	Reorganize and streamline the code (KO)	Agree. See proposed outline (Table 1). Recommend organizing the LDC based on topics. All use regulations in one place, for all districts. All sign or parking regulations should go in the respective chapters.	Agree (CC) (GH) (LS) (SM)	WS1 (1/29) – Reorganize the LDC as noted I the Reorg document	Done
2.	Add graphics where needed (KO)	Agree. Will propose specific sections where graphics can add value.	Agree (CC) (GH) (LS) (SM)	Add graphics where they can add value.	Added some, let’s discuss if any others are needed
3.	Seek separation of processes and procedures from standards and requirements. (PJ)	Agree. See specific recommendations in the proposed outline (Table 1)	Agree (CC) (LS) No comment (GH) Fine with this (SM)	WS1 (1/29) – Inspire’s recommended approach to LDC reorganization is satisfactory	Done reorganizing but open to adjustments
4.	Include LDC language about requirement to inspect, remove, and replace any leaking sanitary lateral as part of the sell/transfer of ownership of a house (AT)	Does not belong in the LDC. Should be in a Public Works/ Engineering Standards Manual	It is not a public works/engineering standards. Perhaps an ordinance where a building permit with a certain dollar amount of improvements would trigger a sewer lateral inspection. Could it fit in 12-1-4 that talks about buildings that are non-compliant. Add sub section (c) utilities that are faulty or noncompliant must be brought into compliance with new residential or commercial, or improvements to existing buildings. Can is reference building permit process? AT No comment. (GH) (LS)(SM)	Recommend adding this requirement to Title XIV, Buildings, Construction and Fire Codes/Ch. 14-2, Building Construction Standards/Article XI, Plumbing. Staff to handle. No action needed by Inspire	NA
5.	The layout/organization is not as user friendly as it could be. Site development standards are mixed in multiple places and easily missed by design professionals (and staff). We have exemptions and exceptions within land use categories instead of within the development standards where they would be anticipated. (LS)	Agree. The first major step of the LDC update will be the reorganization. See proposed outline (Table 1).	Agree (CC) (GH) (LS)(SM)	Reorganize based on the proposed outline (Table 1).	Done
6.	the Comprehensive Plan should probably be within MuniCode (LS)	It is a good idea.	Agree (CC) (LS)(SM)	Staff to handle. No action needed by Inspire	NA
7.	It also has some misnumbering in the latest additions [comp plan] (LS)	That would be addressed in the rewrite.	Agree (LS)	Staff to handle. No action needed by Inspire	NA
8.	~~Sometimes the LDC gets into too much detail regarding public works or engineering issues. (Inspire)~~	~~Does the City of have a design manual for purposes of public infrastructure? We would recommend moving the detailed sections to that manual, if it exists.~~	~~No. Until we have one, staff wants public works and engineering references to remain. AT~~ Agree with both comments (SM)	~~Keep engineering details in LDC. Will highlight for future action.~~ [SEPARATE ORDINANCE]	NA
9.	The following sections mention “Inspection Services” which has been replaced by “Building Inspections” Division. (JB) 12-3-57; 12-9-2; 12-9-3; 12-10-3; 12-10-4; 12-11-5 Recommended Changes- Change the division title from Inspection	Do we need to refer to specific divisions or titles or should we instead talk about “city administrator or designee”? The responsibilities can be assigned internally and may change over the years. Could exempt floodplain section from this change		Use a more generic term (e.g., available at the City, or City Staff) as division names change over time.	Using “Mayor or designee” in most places

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Services to Building Inspections. (JB) Comment- this is a housekeeping change to correct the Division title within the ordinances. The title was changed during the last budget cycle. Note: Planning Services is also reflected in the ordinances and this has been changed to Planning and Zoning. These sections may need to be considered separately. (JB)					
CH. 12-1 - GENERAL PROVISIONS					
10.	Sec. 12-1-4 – Buildings to conform to regulations. The consequences for not building to the standards should be reviewed and perhaps defined. (VD)	Recommend adding a section on enforcement, violations, and penalties.	Ok. (VD) Agree (GH) (LS)(SM) While this was a problem during the early days of the adoption of CRAUDOD, our inspections staff are now somewhat eagle-eyed. (LS)	Add a section on enforcement, violations, and penalties.	Done
NON-CONFORMITIES					
11.	Sec. 12-1-6(b) states that nonconforming lots of record must meet specific setbacks listed (F 20’, S 4’, R 10’). Is this equitable and does it allow for consistency with changing visions and development expectations over time? (VD)	Should be based on specific district setback requirements and not on a fixed formula for all.	Ok (VD) Disagree. This section is not used often, applies to nonconforming lots which do not meet the minimum lot area or width, and requires proof from the 1965 tax rolls. Additionally, the application of the setbacks is based upon the least restrictive in the event the district standards may be less. The lots may only be used for the development of a single-family residence. (LS)(SM)	WS1 (1/29) – allow the property owner to abide by either the setback provisions provided within this section or those established per the site’s zoning district	Done
12.	Sec. 12-1-6(d)(3) states, “Where the cessation of a nonconforming use is the result of fire, explosion or other casualty, or act of God, or the public enemy the nonconforming use shall not be declared discontinued until six months after the initial 365-day period.” Is six months still adequate time in today’s market? (VD)	It is actually 18 months (365 plus 6 months)	Ok. My concern is that after a storm, for example, often times owners need to challenge their insurance companies to obtain funding to rebuild and then material and contractor shortages further impact timelines for rebuilding. (VD) No comment. (GH)(SM) Our language is generous. Council could enact a resolution to extend/amend for State of Emergency if warranted? (LS)	WS1 (1/29) – the stated time is sufficient; no changes necessary	NA
13.	Sec. 12-1-6(e)(2) says that a nonconforming use may be changed to a different nonconforming use “ <i>provided, however, that the proposed use is permitted within the same zoning district as the existing nonconforming use</i> ” or a use in a	Should be (d)(3). Agree, needs rewriting. It is confusing. It actually says that the new use has to be a permitted use in the district where the non-conforming use <i>would</i> be allowed not where it is located now.	Ok. (VD) Agree (CC) (GH) (LS)(SM)	Rewrite the section to clarify intent.	Done.

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	<i>more restricted zoning district.” If the proposed use is permitted within the same zoning district, how can it be non-conforming? (e)(2) and (e)(3) are unclear to me. Perhaps they should be reworded. (VD)</i>				
14.	Sec. 12-1-6(e) allows the reconstruction of non-conforming structures/uses if the damage was less than 75% of its value. If the damage exceeds 75%, a Council hearing is required. Is this something that could be handled administratively with an opportunity for appeal? If someone’s property is destroyed or requires renovation shouldn’t they be permitted to rebuild or restore their building to continue the existing/prior use so long as it doesn’t increase the level of nonconformity? (VD)	Should be (f). The goal of the non-conforming section is to eliminate non-conformities. There are concessions given for situations that were out of the control of the owner. While the provision regarding damage that exceeds 75% of its value is not clear (should be where the cost of renovation exceeds 75% of the building value per ____ [should specify this, maybe “just value” per property appraiser’s office]), it is very generous to allow the owner to go through a hearing to allow them to rebuild after that much damage. The idea is that if they are going to spend that much in the renovation, they can bring the building up to code or relocate.	Agree with clarification/specification. (GH) (CC) (LS)(SM) I have reviewed one such situation since I’ve been at the City; it was cumbersome. This language needs to be modified to make it easier for staff and the property owners to interpret and assess/review. (LS)	WS1 (1/29) – retain the 75% threshold, add a reference to property appraiser’s building value	Done
15.	Should design standards apply in instances other than new construction where nonconformity is being worsened? (VD)	There should be a triggering point – substantial improvement. Some provisions may still not be able to be met (building placement, for instance) and that should be noted.	Ok. (VD) (1) CRAUDOD does not apply to existing (non-conforming) structures. (2) In general, the Code does not allow us to extend the life of a nonconforming structure. Further, the Code does not allow the extension of a nonconformity use/structure. (LS)	No action needed as non-conforming structures cannot be modified.	NA
CH. 12-2 - COMPREHENSIVE PLAN					
16.	This chapter “adopts” the comprehensive plan into the document. (Inspire)	The comprehensive plan is adopted by itself and does not need to be adopted again in the LDC. Recommend deleting this chapter.	Agree (CC) (GH) (LS)(SM)	Move vesting rights to General Provisions chapter and eliminate the rest of the chapter.	Included simpler language.
17.		Have the “special exception” provisions been used? Are they really needed?	Probably not but I’ll defer to SM (CC) (LS) Not to my knowledge (GH) If they have it predates by tenure with the City (1997) – (SM)		NA
18.		The vested rights section (12-2-5(b)) should be incorporated into the General Provisions chapter	No comment. (GH) (LS)(SM)		Done
19.	The first sentence describes the Comprehensive Plan and notes that it has been substantially updated twice since 1990. Is this accurate that it was only amended twice since 1990? I know the state mandates a frequency of review but isn’t every 5 years best practice? Perhaps there should be some statement of review	We are recommending the elimination of this chapter. If keeping it, I believe what this says is that the plan has only been “substantially” updated twice. EAR-based amendments sometimes only require a few changes.	Ok (VD) Agree (CC) (GH) (LS)(SM)	Delete chapter.	Done

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	frequency for consistency with the LDC, the redevelopment plans and any other state mandated plans that require consistency with the comp plan. This would help keep everything jiving over time. (VD)				
20.	Sec. 12-2-4 states that the mayor or designee is responsible for the administration of the comprehensive plan, and the planning services department is responsible for reviewing all codes and ordinances to identify those that pertain to land development for submission to the planning board. The planning services department is also responsible for evaluating all development orders pursuant to the plan. Should this reference that Planning should be responsible for also reviewing all plans that are required by the state to be consistent with the comprehensive plan and then submitting to planning board? I ask because there was confusion in the past about redevelopment plan amendments and the review process involved with them. (VD)	Let us know if you want us to add a statement about redevelopment plans.	I think this is a common provision under state statutes not just for the redevelopment plans but for others also. Maybe just some clarifying language that if the statute requires it that Planning Department will review for submission to PB? Adding reference to redevelopment plans wouldn't hurt for clarity though (VD). No comment. (GH) If it needs to be changed, I would suggest it reference the umbrella department of Development Services which would allow for Planning Services, Inspection Services, and CRA to review as applicable. (LS) I would suggest, if a statement is added, that it be generic and state that "the City" will review. Department and Division names change routinely (it is no longer called the Planning Services Department, for example) and renders the language almost perpetually obsolete. (SM)	Deleting this chapter. Since the requirement for the redevelopment plans to be reviewed for consistency with the Comp Plan is in the FS, there is no need to restate it in the LDC.	NA
CH. 12-3 – ZONING					
21.	12-1-4(b) states, "the owner of every structure hereafter erected, reconstructed or structurally altered shall provide proof of a recorded perpetual access easement to a public street or right-of-way." What does this mean? (Inspire)	Need to clarify this provision.	Discuss further (CC) No comment (GH) I believe this pertains to lots which do not have road frontage as now required within the LDC. It requires proof of ingress/egress, which is necessary for life-safety. (LS)(SM)	WS1 (1/29) – revise language to state that lots must provide proof of access (road or easement) at the time of development.	Moved to Chapter 12-4.
22.	Sec. 12-1-4(b) combines several concepts (Inspire): - Requires proof of access easement to public streets. - Requires residential lots to abut a street (with some exceptions)	Is the 1st item necessary? The 2 nd and 3 rd items can be moved to the Zoning chapter.	They do contradict and it may stem from original state requirements regarding easements so you have no landlocked properties without access. AT I believe that proof of access easement was used in the past to meet the "abut" requirement. (SM) Agree (GH) Agree with AT on #1 & Inspire on #2-3. (LS)		Moved to zoning chapter and changed to require ALL lots to abut a street.

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	Requires lots in certain SF districts to have only one single family or duplex building per lot				
	ZONING DISTRICTS				
23.	The LDC refers to the future land use categories as districts. This can cause confusion between categories and zoning districts. For instance, Section 12-3-3 is titled “Low-density residential land use district [SINGULAR]” but includes the regulations for 3 zoning districts. This title should say Low Density Residential Future Land Use Category (Inspire)	Recommend changing the terminology in the LDC. Any references to the future land use map should say “future land use categories.”	Agree (CC) (GH) (LS)(SM)	Change the terminology so that any references to the future land use map should say “future land use <i>categories</i> .”	Complete.
24.	The zoning districts are organized in Chapter 12-3 by Future Land Use categories. This implies that there are no districts that could implement various FLU categories. (inspire)	Is that working ok?	Probably not. Discuss further. (CC) Would like further discussion. (GH) (LS)(SM)	WS (2/1) – Increase flexibility within residential districts; update consistency matrix with newer zoning districts	Done.
25.	Reduce the number of zoning districts (KO)	Agree. See table of uses and dimensional standards. Have identified some potential consolidations.	Agree (CC) (LS)(SM)	WS (2/1) – Consolidate zoning districts wherever practicable. Possibly R-2A and B, Same intent; same uses; height difference: 35’ in R-2A w/footnote to allow 150’ if >100’ from SF vs. 70’ in R-2B; and deeper setbacks as building gets taller. Also, R-1AAAA and R-1AAA. Difference in lot size (12,000 vs. 9,000), lot width (80 vs. 75) and side yard (8 vs. 7.5)	May combine in next round. In this draft, renamed districts, proposing to change lot width in R-1AAA from 75 to 60 ft. Proposing to allow quads in the medium density districts.
26.	Clarify the building and design standards applicable in the R-2 district. It references multiple other districts (CC)	Will address/	NA	Clarify standards applicable to R-2 district.	Created tables. Proposing standards where none where found.
27.	Sec. 12-1-3 – Relationship to the City Comprehensive Plan At times there can be conflicts with the Comp Plan and the CRA Overlay in terms of density and minimum lot area. The CRA Overlay indicates minimum lot area does not apply but the Comp Plan requires it. In some cases, the density of zoning districts that exist within the CRA Overlay areas	Would the City want to amend the LDC to require larger lots to match the plan densities? Unless the Comp Plan is updated to fix those discrepancies, the LDC can’t offer more flexibility. It is ok to not have a minimum lot area because larger developments (e.g., a clustered subdivision) with open space and other amenities can use those smaller sites and still meet density. Not as applicable to infill and redevelopment. There may be cases where the Future Land Use classification of the lots needs to be changed to allow higher density.	Ok. To clarify - for non-subdivision projects, a minimum lot area should apply? (VD) Disagree. See Line 7 above for further comments. The City has a “Special Planned Development” development option which allows for creative design of developments, including subdivision lots. It requires City Council approval. Sec. 12-3-106. (LS) Agree (VD). Agree (CC) I would agree that density maximums and options for “missing middle” tri/quad developments (Conditional Use or SPD?) should be looked at citywide – not only within the CRA Overlay. (SM)	WS (2/1) – Utilize lot sizes in lieu of maximum densities for single-family residential districts; specify standards for lots of record	Proposing to apply RL, RM, and RH densities instead of per district. Section 12-1-6 allows a SF unit per lot of record. Moved this provision to the zoning chapter.

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	do not allow for the density that would otherwise be allowed by the overlaying form standards. (VD)		No comment. (GH) Disagree. This is a different issue, not necessarily density as much as land use options. The areas where that has come into question are medium density neighborhoods, developed with 1-and 2-family residences. The challenges arise when you want to develop a quad or triplex, which is not allowed within the zoning district. Additionally, without a minimum area per the Comp Plan for single-family residences, the development within the CRAUDOD would be more challenging. As the primary reviewer for the CRAUDOD for its first 3 years, I can speak directly to the challenges with site layout, parking, a/c placement, etc. (LS)		
28.	Conflicts. There are a few. Lot coverage within the Commercial districts is not consistent with the landscaping section of the Code. Parking can be reduced via administrative variance and a waiver can be approved by Engineering and Planning staff. Some of the CRA tables contain references to elements which are not allowed. (LS)	Once the code is reorganized by topic, these inconsistencies will be easier to spot.	OK (CC) Agree (CC) (LS)(SM)	Look for inconsistencies when reorganizing code. Which elements are not allowed, but are mentioned in the CRA tables?	Moved the landscaping percentages to the zoning chapter and called them lot coverage instead. Parking reduction provisions consolidated in the parking section (Streets chapter). Which elements are not allowed, but are mentioned in the CRA tables?
29.	As the zoning districts become more intensive, the language applying R-1A zoning district standards to single-family residential development in neighborhood commercial and greater land use categories disappears. I’m not so sure it should from a compatibility standpoint? Parking isn’t addressed if there isn’t a front setback. Not that front-loading is desirable, but sometimes that may be the only option. (LS)	Not every district should refer back to R-1A. Some may need tighter or larger setbacks.	Agree (CC) (GH) (LS)(SM) Parking is either required for residential or impractical not to provide. Office and commercial zoning districts allow for residential uses. When residential uses are proposed, the developer doesn’t always consider the parking component and how that relates to practical setbacks when the district has little to no front setback. (LS)	WS (2/1) – Un-pyramid districts. More intensive districts should have their own standards for SF, if allowed. Parking location is a policy decision. Need to prioritize (parking needs vs. urban form/walkability).	Created tables that show the standards for each district. Specifying standards by use (SF, DUP, TH, MF and non-res)
30.	Sec. 12-3-1: Zoning districts should be simplified. I have concerns about commercial and industrial uses and their proximity to residential uses, particularly by allowing cumulative zoning without form standards for residential. We need to continue to embrace the concept of facilitating the development of missing middle housing but in a careful and intentional manner.	Agree 100% that the district standards section needs to be simplified. The first task is to create a table of uses so that it is clear which uses are allowed (P or C) in which districts. Then, taking standards that have nothing to do with use or dimensional standards out of the chapter and moving them to the respective chapters (landscaping, signs, parking, etc.) Need to create a buffer table that addresses use incompatibilities. The relationship of development/redevelopment to the street is a policy decision. Either continue to allow a suburban form, or turn the corner, which the city already did, but seems like there is some resistance.	Would like to further discuss (VD). Agree (GH) (LS)(SM)	WS (2/1) – simplify standards and language wherever practicable; change buffer standards to be between districts—not uses	Simplified the zoning chapter. Easier to see where different unit types are allowed. Adding more options for missing middle in the RM districts. Removed duplicate standards from zoning chapter See landscaping section for comments related to buffers.

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	In order to have a more organized appearance, improve quality of neighborhoods and better address the functional needs of streets we should further review the proximity of certain uses (and/or building types) to residential and how certain uses/zoning districts and development standards impacts our vision and goals for street functionality and appearance. (VD)				
31.	The Additional Regulations subsection under each zoning district (e.g., Sec. 12-3-5(2) R-2A, multiple-family zoning district) lists all other applicable chapters. This is not necessary as all developments are subject to all chapters unless specifically noted. (Inspire)	Delete subsections	Agree (CC) (GH) (LS) (SM)	Delete “Additional Regulations” subsections	These sections have been deleted
32.	12-3-16 - Neighborhood district – any properties zoned that? (inspire)	Can this land use/district be eliminated?	Discuss further (CC) Agree (LS)(SM)	WS (2/1) – Eliminate district	References to neighborhood land use district have been struck from the zoning chapter
33.	Maintenance Standards found in various sections (Sec. 12-3-13, South Palafox business district; Sec. 12-3-12, Redevelopment land use district; Sec. 12-3-27. Palafox historic business district) should be moved to a Property Maintenance Section in the Code of Ordinances. (Inspire)	Move to Title VIII (Offenses)	Agree (CC) (GH) (LS)(SM)	Move “Maintenance Standards” to Title VIII (Offenses)	See document titled “Sections to move to other titles”
34.	~~Sec. 12-3-43 & 44: Include Carpenters Creek, Bayou Chico, and Escambia Bay Shoreline Protection District to match Bayou Texar and Pens. Bay SPD for consistency. (AT)~~	~~Need more information~~	~~If we are going protect our waterbodies, we need to include all or none. So right now we only have Escambia Bay and Bayou Texar Shoreline Protection Zones. What about waterbodies like Bayou Chico? AT~~ Agree (CC) (GH) Agree with AT. (LS)	~~Why are there individual “districts” for each water body? Would make more sense to establish shoreline protection standards in the Natural Resource Protection chapter instead of creating “districts.” Why specify front and side yard setbacks if not along the water? Why is there a 30’ setback from the mean high water line in one district and 20’ in the other for lots of record? There should be a minimum based on water~~	NA

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				protection and the regular district setback, whichever is wider. [SEPARATE ORDINANCE]	
35.	Sec. 12-3-28 contains standards for the Governmental Center district. The purpose states that it was established to provide the redevelopment of a centralized area for government related land use; and to encourage a coordinated architectural character within the district. The section, however, does not have any standards that are specific to this area. (Inspire)	Is this district still needed? It is also covered by the Urban Core CRA and the Pensacola Inner City CRA.	This should be further discussed. I do not believe the current vision is to have a “governmental center” in this area any longer. (VD) Agree (CC) I do not think it is needed but would like further discussion. (GH) (LS) It is obsolete, but past efforts to eliminate or revise it (we attempted to replace it with a form-based code “light” years ago and a Council member proposed its elimination entirely subsequent to that effort) have not been successful and failed at City Council. Could be revisited with the CRA Overlay now in place, but would lose architectural controls over renovations/additions to existing buildings. (SM)	WS (2/1) – Eliminate the Governmental Center district	Deleted district
36.	Sec. 12-3-31(7)a.3 explains how to measure building height, which is different than it is done in other parts of the City. The method is stated twice (Inspire)	Recommend consolidating measurement instructions in a general provisions section in the zoning chapter.	Agree. (CC) (MR) The applicable building height in this Section is rarely used to its capacity. Most plans reviewed provide the overall height (OAH) measurement from grade to the roof peak – not the eave. (LS) Would like to clean up the definition of ‘building height’ also. (GH) (LS)(SM) (CC)	WS (2/1) – Proceed with consolidating methodology for measuring building height unless situation-specific alternative measurements are needed	See zoning chapter, dimensional standards, general provisions. Consolidated all provisions to measure to from finished grade to highest point of roof, but noted some exceptions (CRA to eave, MF in stories).
37.	Pls review and simplify 12-3-31.12 Glazing Requirements in conjunction with this as this is a large source of confusion for developers who are not adding finished grade to bottom of finished floor. (MR)			Add instruction on how glazing is measured and refer to ground and upper floors instead of “at grade.”.	Addressed in chapter 12-5
38.	Adaptive reuse could be broadened (LS)	To allow what?	I’m not sure. What have other municipalities allowed? (LS)	WS (2/1) – Review other jurisdictions to identify opportunities to incentivize adaptive reuse, including the rebuilding of more intensive uses than allowed on a site that was previously occupied by a more intensive use (e.g., school, civic).	This section is now in chapter 12-4. Did not find examples to add more flexibility. Current language already allows an expanded footprint if zoning standards are met.
39.	Section 12-3-107(b)(2) contains language allowing for the adaptive reuse of institutional structures (via a Conditional Use approval) that includes a multi-family density - 35 units per acre - allotment in our low and medium density residential districts where this would not typically be permitted. Would it be helpful to add “publicly owned sites” in cases where reuse of the structure	What do you mean by “the reuse of the structure is not possible”?	If the structure is damaged beyond repair or otherwise destroyed by an Act of God, natural disaster, etc., there should be additional considerations to allow for increased density. (LS) In some cases the structure is too far gone (typically due to neglect or hurricane damage) and adaptive reuse is not an option. Would like the flexibility to allow the site itself to still retain unique development options with additional uses permitted. (SM)		Proposing to eliminate densities per district and only rely on FLUM densities.

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is NOT possible and allow for the 35 units per acre when specifically applied to affordable housing projects? (SM)				
40. Section 12-3-106 - Special Planned Development – This is basically the City’s version of a PUD. It is VERY rarely used. If we can assess if this is possibly due to outdated or ineffective wording, OR poor location in the LDC that makes it difficult for customers and staff to be familiar with it as an available option, there might be room for improvement here.	We were very confused with this section. Doesn’t read like a typical PUD process. Need to discuss if the City really wants to encourage PUDs. They are expensive, benefit the large developer but don’t’ do much for the infill/small site developer, and are typically used to circumvent code.	Agree (CC) Would like to discuss further. I think it is poorly located within the Code. It could be used as a tool for affordable housing, with some possible changes. (LS)(SM)	W/S (2/1) – Do not encourage the use of PDs—affordable housing incentives should be utilized instead of relying on PUD process	PD provisions now in chapter 12-3. Clarified that PDs are not just for zero-lot-line and cluster development.
41. Section 12-3-106—Visioning should be considered as we go into the redevelopment plan update to determine appropriate lot sizes by neighborhood. The overlay took a blanket look by zoning district but did not zoom into the neighborhood-level or street-level considerations heavily enough. In addition, the impact of subdivision of parcels based on historically platted lot lines should be considered as to whether or not allowing for this allows us to carry out the vision for the neighborhoods (character) and how it affects other factors. It may be in some areas that allowable lot widths are too narrow considering that for the most part the City does not have alleys. This impacts the character and also the placement of driveways which is having an impact on the sidewalk network (vehicle encroachments) and accessibility for pedestrians and especially disabled users and on-street parking. We should further consider the desires of the residents that live in these neighborhoods, particularly historic residents. It would be	If the city decides to make changes to lot sizes, it will be important to engage those residents in the process.	Ok. Would this be something handled through the future implementation process of the LDC re-write or is it something that should be discussed during the plan update? (VD) Deserves further discussion to accomplish the redevelopment plan vision. (LS)(SM)	Should be part of the redevelopment plan update. The LDC can then be updated to implement the directive of the plan. [SEPARATE ORDINANCE]	NA

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helpful to hear from the neighborhoods on this topic. (VD)				
42. ~~Section 12-3-106—On the flipside, it may also be that in some areas the lot width and setback requirements are too restrictive (too wide, minimum setbacks excessive, density/minimum lot area, etc.), especially when a district ends at a centerline. For example, the North Hill district across the street from the overlay district leads to inconsistency in scale right across the street. It also makes building affordable units difficult or prohibitive. We had an example of this where we were looking at a lot across the street from the overlay district but once you factored in the regulations it wasn't possible to build affordable enough units even though they would have been scalable to the street. Also, in some areas we have commercial uses on the same block or on a closely adjacent street but another zoning district on the same block or close vicinity only allows residential up to a townhome (see Malcolm Yonge park area). These types of areas should focus more on scale and character than use to allow more missing middle or lower density multifamily. (VD)~~	~~We recommend drawing zoning district boundary lines between the backs of adjacent lots, not along streets.~~	~~Ok (VD) Agree (LS)(SM)~~	~~This is a zoning map issue. The districts are already established, and those lines shouldn't be moved as the LDC gets updated. Recommend undertaking as a separate project. [FUTURE PHASE]~~	NA
43. The LDC prescribes densities. Those should be kept in the Comprehensive Plan. Zoning district lot sizes should implement those densities. (Inspire)	We realize that not all zoning districts have lot sizes that correspond to the densities allowed in the Plan – should consider either amending the plan or adding notes to the LDC whenever it is clear that there is a discrepancy stating that the Plan will override.	Would adding minimum lot widths to those districts help? Sometimes planners have to explain to customers that a tiny, narrow lot will be unsuitable for multi-family residential and/or non-residential development by the time commercial development standards are applied. (LS)	Focus on lot sizes in the LDC. Take out references to density for single family.	Proposing to rely on FLUM densities, instead of individual zoning districts.
44. ~~Setbacks in the overlay district should be revisited and consider the prominent setback along the street (neighborhoods) unless substantial redevelopment of the corridor is planned (West Cervantes/Pace). (VD)~~	~~If the vision is for urban form, it may take a long time, but it is important to be firm and require all new development to comply. Basing standards on what is there now (which is not consistent with the desired vision), will make it more difficult to achieve the goal.~~	~~Completely agree with the end goal and in setting our standards where we want to go in the future, just not sure the current standards align with where we are trying to go. Topic for further discussion? (VD) Agree (CC) Deserves further discussion (LS) (SM)~~	~~Substantial changes to the setbacks should be considered separately from the overall LDC update. Will need more substantial/area-specific public input. [FUTURE PHASE]~~	NA

Comment	Inspire Response	Staff Comment	Action	Status
45. Some districts allow 0’ setbacks. If both sites use a 0’ setback, it works fine, but if one of them doesn’t, there is a need for a minimum building separation for maintenance purposes. (Inspire)	Whenever there is a zero-foot setback allowed, there should be a note stating that if the building next door is set at 0’, and if the new building will not be at 0’, there has to be a building separation provided between the two.	Can we impose restrictions on a different property when not under common ownership? (LS)	Address instances where a zero setback is next door to an allowable 3-foot setback. There should be a combined minimum of 6 feet to allow passage for maintenance (painting; fixing the wall, roof line, or windows if any are proposed; etc.)	Addressed in table of dimensional standards for non-residential districts.
46. The use tables include footnotes stating that the <i>front yard depths</i> in the R-1AA and R-1A districts shall not be less than the average depths of all front and street side yards located on either side of the block face, up to the minimum yard requirement; in case there are no other dwellings in the block, the front yard depths shall be no less than the footages noted (Inspire)	References to <i>Front yard depths</i> (or <i>minimum yard requirements</i>) should be changed to <i>building setbacks</i> . Is this practice used/effective? Why not set a standard setback?	Discuss further (CC) Front Yard Averaging is a tool to assist developers/property owners who might desire a reduced front (or corner side) setback. It is used several times per year, with an assessment fee of \$150 paid to Inspections. (LS) (SM)	Reconcile terminology. Use the term “setback” instead of front yard depth, front yard, yard requirement.	Done.
47. ~~TABLE 12-3.7 and others include very detailed standards for lot coverage (based on building height) (Inspire)~~	~~Why differentiate by height? Recommend a single standard for all buildings within the same district.~~	~~Discuss further (CC) (LS) (SM)~~	~~Consider using FAR in the comprehensive plan instead of lot coverage by height. When that is changed, amend the LDC to establish lot coverage by district, not dependent on building height.~~ [FUTURE PHASE]	NA
48. Some districts prescribe both Lot Coverage and Building Coverage (Inspire)	This is not necessary. Recommend using just one – lot coverage. Recommend changing the comp plan to use FAR instead.	Agree (CC) (GH) (LS) (SM)	Only lot coverage is needed. It relates to how much pervious/impervious surface is proposed. Building coverage should be a result of setbacks, and the provision of on-site parking and stormwater. Recommend eliminating building coverage requirements.	Some districts do not have minimum setbacks required. Proposing to use both lot coverage (in some cases matching the landscaping requirements) and building coverage, which is the equivalent to Floor Area Ratio used by other jurisdictions. If the comp plan is updated to include FAR, then the building coverage standards can be eliminated.
49. Sec. 12-1-4 – Buildings to conform to regulations. This is inconsistent with overlay form standards. Is it best practice that ADUs are exempt from density calculations? (VD)	ADUs should be exempt from density to work as an incentive. However, there may be requirements for a minimum lot size and no waiver from lot coverage requirements.	Ok (VD) ADUs are exempt from density. Staff applies CRAUDOD design standards to the structures and site conditions. (LS)	WS1 (1/29) – clarify that density calculations are not intended to be inclusive of ADUs	Addressed in chapter 12-4.
50. Sec. 12-1-4(b) In R-1AAAA, R-1AAA, R-1AA, R-1A, and R-ZL	Several communities do that (e.g., Pinellas, Alachua).	Ok. (VD)		

Comment	Inspire Response	Staff Comment	Action	Status
zones, there shall be no more than one single-family residence or duplex per lot except as provided for in section 12-3-81. This is inconsistent with overlay form standards. Is it best practice that ADUs are exempt from density calculations? (VD)		No comment (GH) ADUs are exempt from density. You may only have 1 primary residence and 1 ADU. (LS)(SM)		
USES				
51. Sec. 12-1-5(b) addresses the determination of uses. This should be in the Zoning chapter instead (Inspire)	Move this section to the Zoning chapter.	Agree (CC) (GH) (LS)(SM)	Move Sec. 12-1-5(b) to the Zoning chapter	Done
52. Sec. 12-1-5. - Interpretation, conflicts, and omissions. Is it best practice to defer to an appointed board to determine allowed use? My concern is that this leads to undue uncertainty, cost and time. Expectations should be clearly defined where possible. (VD)	The “City Administrator or designee” should be responsible for that.	Ok (VD) Agree (CC) Language could possibly be clarified, but if the ZBA is being asked to clarify if a use is permitted, then staff has likely already made a determination that it is not allowed or that the Code is silent and the use does not have a clearly comparable permitted use in the subject zoning district. (SM)	WS1 (1/29) – specify “Mayor or Designee”	Done
53. Examine the terminology used in the lists of uses (Inspire)	Some use names need to be updated (i.e., churches should say Houses of Worship)	Agree (CC) (LS)(SM)	Review use terminology and update.	Use table created and updated
54. Sec. 12-3-5 contains the standards for the R-ZL district, but does not include a list of uses (Inspire)	Will need to list the uses that are allowed (Table of Uses).	Agree (CC) (GH) (LS)(SM)	Create list of uses	Use table created and updated
55. Sec. 12-3-7(2) states that “any use permitted in the R-2 district” is allowed in the R-NC district. This language repeats in numerous districts. When one district states that the uses from another district are also allowed, it is hard to determine if that means permitted <i>and</i> conditional or just permitted, or if uses allowed as conditional uses listed in the other district are “permitted” in this district. (Inspire)	This should be resolved by creating a table of uses. However, it will take some reviewing of uses to ensure the intent is preserved.	Agree (CC) (GH) (LS)(SM)	Un-pyramid districts and create tables of uses for each district.	Done
56. Sec. 12-3-12 states that the “commercial uses permitted in the C-2A zone” are allowed in the GRD district. There is no definition of commercial use. Therefore, it is hard to determine which uses are commercial. (Inspire)	Recommend listing all the uses individually.	Agree (CC) (GH) (LS)(SM)	Create a list of uses specifically for the GRD.	Done
57. Section 12-3-106 - Use categories should be reviewed to be sure	See table of uses (Table 2). By putting them all in one single table, we were able to reconcile use categories.	Ok (VD)	Review use categories and streamline.	Use table created and updated. Dog parks not

Comment		Inspire Response	Staff Comment	Action	Status
	they are broad enough (For example, dog parks are allowed but only if they are public. We had interest in a dog park with a restaurant brewery that wanted to go in the Belmont DeVilliers area and it was not permitted due to use.) (VD)				specifically mentioned, in that instance, it should be treated as an accessory use to the brewery.
58.	Section 12-3-106 - C3 allows for very intense uses, however, low/medium-density residential neighborhoods are zoned in this classification (for example Tanyard neighborhood just east of A and south of Garden and the Westside district south of Garden). Zoning districts overall should be very comprehensively reviewed. Scale appropriate neighborhood-level commercial should be expanded as the traditional character of neighborhoods allowed for things like corner stores that are no longer permitted (For example, Jackson Street west of A). The Eastside CRA district zoning should be reviewed to allow for more neighborhood level commercial and the Belmont DeVilliers neighborhood zoning should be reviewed as there seems to be an excessive amount of zoning district categories in this area that should again allow neighborhood level commercial more comprehensively. Form standards will help balance use in these neighborhoods. (VD)	We agree that we need to consolidate districts. But need to be very careful not to take property rights away (can't downzone unless the owners ask for it). Should consider commercial locational criteria to allow true "neighborhood" commercial (small scale, limited uses) in residential neighborhoods.	Ok. Would design standards help to address? It seems to be a growing practice not to limit use but instead how the building appears from the street. (VD) Agree with Inspire & VD. Would like to discuss further. (LS) Attempt to downzone even to C-1 post EAR/Comp Plan update in 2010 were unsuccessful due to property owner pushback and lack of political will – can always revisit. (SM)	The LDC update project will not involve rezonings. It would be very difficult to put in restrictions in areas already zoned C3 to reduce intensity of uses to neighborhood scale. As the redevelopment plans get updated and area specific public input is offered, maybe the property owners will voluntarily opt for downzoning certain areas. [FUTURE PHASE]	NA
DESIGN STANDARDS					
59.	Historic, aesthetics, redevelopment districts include repetitive language. (Inspire)	See notes in comparison tables for each grouping of districts. The WRD and WRD-1 have their own sections but the only differences between the two are that the WRD-1 district allows A-frame signs, one district regulates height in feet while the other refers to stories (both seem to allow the same height), one district allows less impervious than the other. These differences should be reassessed and determine if they are needed.	Discuss further (CC) (LS) Agree (GH) (LS) (SM)	Consolidate repetitive language.	Consolidated.

Comment	Inspire Response	Staff Comment	Action	Status
60. We’ve heard from numerous stakeholders who would like clearer and more current guidelines in our special review districts. These are primarily subject to our Architectural Review Board and Planning Board, though several that staff reviewed. I think the incorporation of more “best practices” would be helpful so that our historic districts are truly geared towards preserving historic architecture, that our resource protection overlays are actively protecting waterways, and that our redevelopment districts are driving engaging gateways, waterfronts and corridors (GH)	There are some basic standards that should apply to all of them and do not need to be repeated section after section. Instead of “guidelines” the districts should have design standards. The standards should be measurable, so they are easier to implement and enforce.	Agree (VD) Agree (CC) (GH) (LS)(SM)	From the work sessions, we gathered that staff would like to preserve some of the current discretion provided by the code. Use clearer language. <i>Best practices</i> are difficult to incorporate into a code. We recommend doing that as a separate “manual” that staff and applicants could use. [FUTURE PHASE]	NA
61. Multiple districts have their own architectural standards, creating repetition. (Inspire)	Compare sections, consolidate, and determine if minor differences are worth maintaining. (see Exhibits 4, 5 and 6)	Agree (CC) (GH) (LS)(SM)	Consolidate repetitive language.	Consolidated/streamlined.
62. Use definitive language (shall/must) and avoid suggestive language (may/can). Suggestive leads to reliance on internal policies that can change with staff, prior precedents, etc. No specific examples, just a general request as the LDC is revisited. (PJ)	Agree. Saw a lot of “encourage” especially when related to design. If the provision is not requiring or incentivizing an action, it shouldn’t be in the LDC.	Agree. (CC) (GH) (LS)(SM) This is needed in special review districts and places like 12-3-121 (GH) (LS)(SM)	The LDC should focus on “shall.” However, we understand that staff would like to preserve some of the guidelines which are not requirements.	Changed most of language to prescriptive (“shall”) but preserved some “may” and “should” as some guidelines (ch 12-5) are not required.
63. The standards requiring differentiation between units (to avoid a cookie cutter aesthetic) should be reviewed as to how they can better accomplish the goal within reason. (VD)	CRA urban design (12-3-31 (7)c.4): “Single-family units shall be distinguished from abutting units with changes in unit entry, plane, color, materials, front porches, front stoops, fenestration, and/or building elements such as railings.”)	It’s in the CRA Urban Design Overlay District Standards. 12-3-31(7)(4)(c) (VD) VD comment in reference to Sec. 12-3-31 where developers minimally change aesthetics (different paint, different siding) to skirt around differentiation requirements of neighboring / row developments. (GH) Agree with VD’s comment. This has been very difficult to enforce in plan review. Many developers do not want to pay for multiple façade designs when they are utilizing the same footprint. ... City staff has applied the standard that each unit must have at least 3 differentiating features, not to include paint color. Duplexes and two-unit TH developments have been determined to be exempt from this standard per DPZ. However, they must have complementary facades if they are different from one another. (LS)	Consider requiring at least three different elements from a list of more substantial items (roof material, porch railing, porch column design, façade material, addition/deletion of dormers, windows (location or number), different entrance feature (porch, stoop or other). Clarify that duplex and townhomes are exempt from this requirement and shall use complementary architecture instead.	Addressed in ch 12-5.
64. Review and improve Urban Design Overlay regulations. Not consistent with purpose (KO)	Propose simplifying/streamlining design regulations. Using measurable standards.	Agree (CC) (GH) (LS)(SM) Agree. (GH)	This section needs to be streamlined, tables consolidated, standards moved to other chapters (i.e., compare landscaping, parking, and other	Done.

Comment		Inspire Response	Staff Comment	Action	Status
				standards to citywide provisions and determine if differences are needed. If still needed, move those standards to the relevant chapters).	
65.	Address adjacencies or scale transitions between different uses, where necessary (KO)	Should use a step back requirement. For every floor above the heigh allowed next door, the building setback should be expanded by 10 feet. Can set the entire building back, or do a gradual step back (wedding cake). Review Buffer requirements	Would like to further discuss (VD) (GH). (LS)(SM)	The code allows for heights that haven't been fully realized yet. A visualization exercise would be of benefit to graphically depict where substantial building height could potentially occur. Buffers should be established between districts. As mentioned in another comment, there are some established SF home neighborhoods in areas zoned for commercial and more intensive development. Will definitely end up with tall buildings next to single family homes, but those single-family homes could be demolished any time and replaced with taller, more intensive uses. Adjacency compatibility in those instances will need to be addressed on a case-by-case basis, at the board level (when a bonus height is requested).	Buffers addressed in the landscaping chapter. Bonus height section includes mitigation options (ch. 12-4). Most additional height allowances already require a step back approach.
66.	Open, unenclosed covered porches should be allowed to encroach into a front setback as that is a traditional neighborhood component. (LS)	Agree. Allow to encroach into the setback but not the ROW.	Agree (CC) (GH) (LS)(SM)	Consider allowing porch encroachments into setback (with certain limitations: max encroachment, no ROW encroachment, open porches only)	Done (proposing to allow a 10-foot encroachment into the front yard)
67.	Some aspects of the UD overlay should be extended citywide (e.g., porch encroachments) (KO)	Agree. The standards are repetitive from district to district. Recommend consolidating the standards that apply to all of them and assessing the minor differences between them to see if the difference is really necessary.	Agree (CC)(SM) YES! (LS)		Consolidated and streamlined standards.
68.	Need architectural standards throughout the City (KO)	Recommend applying to all uses except single family and duplex (except in historic districts).	Further discussion (CC) (LS)(SM) (MR) Need to know impact on housing affordability city wide; overlay has already increased housing costs. (MR)	The extension to citywide development would not apply to any single-family or duplex units (per statutes). For all other development, the standards wouldn't require elaborate architectural details, but focus instead on form and the	Design guidelines already apply to non-residential development. Anything more than that will require more extensive and focused discussions with the public.

Comment		Inspire Response	Staff Comment	Action	Status
				established/desired character in each district. [FUTURE PHASE]	
69.	Sec. 12-3-12 Redevelopment land use districts. Our Planning Board is interested in having stronger architectural and siting requirements to ensure development is aesthetically pleasing, that the urban character is more thematic, that the pedestrian scale is considered and that bay views are preserved (GH)	This may require community input before changes are made to ensure consensus. Shouldn't be done as part of the LDC comprehensive rewrite.	Agree (CC) (GH) (LS)(SM)	This should be considered separately so that public input can be provided. [FUTURE PHASE]	NA
70.	Sec. 12-3-31(6) addresses modifications to standards in the CRA Urban Design District. The section creates a new process that is not used for any other districts. (Inspire)	Instead of appointing specific people to review the proposed modifications, they should be reviewed by staff if minor, the ARB if major, and through the variance process (not appeals) if exceeding thresholds set for the ARB. The process should be established in the development review chapter and should apply to all design standards (from any districts or overlays).	Agree (VD) Agree (CC) Would like further discussion. (GH) Disagree. (1) ARB is charged with a different type of review and assessment, with members appointed from within the historic districts. The CRAUDOD Modification process is a collaborative review with the developer, architect advisor, CRA board member, and CRA Urban Design Planner. (2) The definition of a Variance is very limiting (in a good way) and does not provide leniency for the design aesthetics which have been considered in the process. (LS)	Propose specific language as part of the LDC update and decide then if we need to wait until the CRA visioning work is completed.	Addressed in chapter 12-3. Keeping variances separate from CRA Design Modifications. Can combine in next round if necessary.
71.	The aesthetic review districts (except for the overlay) seem to lack form standards. This is very important and should be considered based on the vision defined in the redevelopment plans (when updated) for these areas. The overlay district may benefit from more architectural standards/review of whether or not we are meeting the character needs. Would be helpful to hear from the neighborhoods. (VD)	All districts should all have standards for: - Building placement - Building massing - Building façade (modulation, ornamentation, fenestration, materials, and colors) A general provisions section should cover the standards that are common to all districts to avoid repetition.	Ok (VD) Agree (CC) (GH) (LS) (SM)	As the code gets reorganized, these missing pieces will be identified. Will propose standards for those districts that currently have none. Any changes that require more focused public input should be addressed as stand-alone projects. [FUTURE PHASE]	Clarified that the aesthetic design districts are required to comply with the design guidelines, which were slightly modified.
72.	The impact of aesthetic review districts on housing affordability should be considered to determine if there are any reasonable modifications that can be made to make new development and rehab/modifications/maintenance more affordable. Of particular concern is the Old East Hill district and the overlay district. In Old East Hill we run into problems with low-income residents that cannot afford to maintain their	It is hard to find that balance when talking about historic preservation. Would suggest using grants instead to assist those property owners.	Ok. (VD) Agree (GH) (LS) (SM) (MR) Agree, but the City does not offer enough grant funding to help offset the increased costs for the overlay/aesthetic requirements. Are there some items where we could compromise or ask for waivers? (MR)	Will identify (for discussion) items that could be modified for affordable housing. Some may be implemented during the LDC reorg, others may need more public input.	Will discuss after staff review of draft.

Comment	Inspire Response	Staff Comment	Action	Status
homes due to the requirements (VD)				
73. Overlay district - During the modification process, approvals have been made that do not adhere to the building orientation requirements which is a key component of the form (addressing the street) I would like an opinion on if this should be allowable and, if so, under what circumstances. Uses that do not readily fit into a transitioning urban area are problematic and require alternative standards but should not always have to go through a modification process. Examples of these include gas stations, uses with a drive thru, warehouses, and uses that commonly cannot or shouldn't meet the amount of glazing required (VD)	Auto-related uses can and should meet the building orientation requirements. If the city expects to waive those requirements, then the code should be clear and note that, so it is not a battle every time. The code can include graphic examples of how auto uses in other communities have met the requirements.	Ok. (VD) Deserves further discussion. The sites which have been granted modifications have been located along major State arterial roadways. (LS)	If the city is committed to getting a certain type of form in some areas, the presence of state/arterial roads shouldn't make a difference. Recommend including examples of how auto-oriented uses, if allowed, could be designed to meet the standards. Also including a caveat that those auto-oriented uses are only allowed if they meet the standards.	Added standards for auto-oriented buildings (ch. 1205)
74. Commercial uses in the overlay need to be addressed as the standards appear to be written for highly urban areas where primary modes of transportation are walking, biking, transit. They do not necessarily consider the historic character or common characteristics of commercial buildings/streets along certain corridors (VD)	It is important to have a clear vision for each district and it should be stated upfront in each section. Even if the district is not pedestrian/transit friendly now, the development standards can make it that in the future.	Agree, just think we need to revisit the vision. Maybe a further discussion/workshop discussion. (VD) Agree with Inspire & VD. (LS) (SM)	The City may want to consider an exercise of reassessing the vision, separate from the LDC rewrite.	NA
75. For streets where we want to strongly encourage walkability and urban form, the frequency/ placement of curb cuts should be reviewed. (VD)	Agree. The priority for accessing rear parking areas should be: - From rear alleys - From side streets - From adjoining sites (shared access/parking) - From street (last resort)	From a public works perspective there is an issue occurring where the city designs and pays for streetscapes with no curb cuts, but then property owners are coming in later and removing the streetscapes to install a curb cut and driveway. Public works supports rear alley access, but it's difficult to plan for no driveways when many homeowners want one and can install at a later date. AT OK. (VD) Agree. Strongly encourage the use of non-access easements with redevelopment plans with limited access points. (LS) (SM)	Without alleys or double frontage lots, there are not many options for owners/developers to provide access to the on-site parking area. Could include requirements for prioritizing access points and require joint access drives for situations where those are feasible.	See curb-cut section in chapter 12-7.
76. The façade type and frontage yard type standards in the overlay should be reviewed. (VD)	Agree. There are some façade type provisions that need clarification. - There is a cross-reference to 12-2-25.10 which does not exist.	OK. (VD) Agree. This portion of the Code needs significant edits to make sense functionally. (LS)	Clarifications, graphics, and consolidation can be achieved through the LDC rewrite. Any substantial changes to regulations	Clarified that the façade type standards apply if used.

Comment		Inspire Response	Staff Comment	Action	Status
		- Porch height should be clear height (not specified), it says “required at primary building entrance” but not all buildings have to have a porch. Assess the need to use yard types when there are dimensions already prescribed.		should be postponed to a future phase to obtain public input.	
77.	Alternatives to glazing to provide interest at the street level should be considered within reason. (VD)	Glazing is very important to create façade interest and engagement. There should also be measurable façade modulation standards (a minimum of # elements from a list). Storefront glazing (70% min) needs to be defined (how to measure it) 70% for commercial and MU is a lot (unless it is measured in a different manner than assumed)	Agree (VD) Further discussion as to the façade modulation standards. (LS)	Clarify glazing measurements; review façade modulation and improve by providing choices to select from.	Clarified glazing and added graphic. Applying as percentage of façade measured from floor to ceiling. Added standards for façade articulation.
78.	Tinting requirements for windows should be reviewed. (VD)	Should include specific standards for glass transparency (e.g., no less than 90% visible light transmission (VLT) for non-residential, 60% for residential)	OK. (VD) Discuss further. (LS)	Consider using VLT factors so it is measurable.	Added standards
HISTORIC PRESERVATION					
79.	Sec. 12-1-5(c) contains a very specific provision related to the historic districts (“With respect to the Pensacola historic district, the North Hill preservation district, and the Old East Hill preservation district only the zoning board of adjustment may make any administrative interpretation allowing a proposed use other than those expressly permitted by the applicable district regulations”) (Inspire)	Move to the chapter where the regulations for those districts are.	I agree that ZBA is not the appropriate board for this. Should be Planning Board if any. (GH) (SM) Agree (LS)	WS1 (1/29) – Consolidate use decisions to a single section of the code. For standard districts, the responsibility will be assigned to the “Mayor or designee” – for special districts, it is ok to maintain the various boards responsibilities as they are now.	Addressed in Ch. 12-4.
80.	Is it best practice to defer to an appointed board to determine allowed use? My concern is that this leads to undue uncertainty, cost and time. Expectations should be clearly defined where possible? (VD)	The determination regarding uses should be made by the “City Administrator or designee.”	Ok. (VD) Agree (CC) I would like to discuss this further. (GH) (LS) Language could possibly be clarified, but if the ZBA is being asked to clarify if a use is permitted, then staff has likely already made a determination that it is not allowed or that the Code is silent and the use does not have a clearly comparable permitted use in the subject zoning district. (SM)		
81.	Can allowable and disallowable standards be better defined in the historic review districts so that there is more certainty in the process and less time and money spent going to boards, revising plans, etc.? Can the expedited review process be used more? Are the items that can be handled administratively? (VD)	Need a new section on Certificates of Appropriateness, which are required when someone is making a modification to a historic structure. COAs are typically classified as standard and special. Standard addresses activities that are minor (more than just maintenance but not changing appearance) and can be approved by the Historic Preservation Officer (administratively). Special COAs require board review.	OK. (VD) Needs further discussion. The City currently does not utilize COAs. (LS)	Reorganize the historic preservation standards and procedures. Mention the Preservation District Design Guidelines document in the LDC. Consider establishing a COA process. Define contributing and non-contributing.	Addressed in the definitions, development review, zoning, and design chapters.

Comment	Inspire Response	Staff Comment	Action	Status
82. By including key requirements in the ARB and preservation codes, the city could become a CLG and have the cash match requirement waived for the State grant program and be eligible for pass-through funding opportunities for architectural surveys and preservation projects. (AW)	Agree that the City would benefit from the CLG designation. There are standards spread out throughout the code. We recommend creating a new section in the Development Review chapter to include the process of designating structures and districts, reviewing alterations through a Certificate of Appropriateness process, addressing demolition, and adopting the US Secretary of Interior Standards by reference. Recommend using the Certified Local Government Ordinance Internal Checklist to make sure the new/consolidated section meets the minimum requirements of the CLG program.	We have met with the CLG coordinator for the State, and we have the framework, but are lacking some requirements. As of our meeting with the coordinator, our current ARB is sufficient for the preservation commission and my position as Historic Preservation Planner is sufficient for HPO. We do need to develop a local registry and add some tweaks to code language to satisfy the CLG checklist. (AW)	The following definitions are from the Florida Guidelines for Preparing District Nominations: A contributing building, site, structure, or object which adds to the historic architectural qualities, historic associations, or archaeological values for which a district is significant because a) it was present during the period of	Addressed in the definitions, development review, zoning, and design chapters.
83. Sec. 12-3-10 Historic and preservation land use districts. This section is outdated, and the Architectural Review Board would like to see more requirements for preservation best practices. It would be nice if “contributing” and “non-contributing” structures could be defined. (GH)	The development review chapter should include provisions for designating sites and districts, and for reviewing rehabilitation, additions, demolitions, and new construction projects (Certificates of Appropriateness). Also need review criteria based on the US Secretary of Interior Standards. Most communities (see Fernandina Beach, St. Pete, Lakeland, etc.), have “guidelines” in a separate document where it is easier to include examples of dos and don’ts.	We have a Preservation District Design Guidelines document that covers a lot of the aesthetic review details that is online and made available via email to applicants. This document could be referenced in the code. (AW) Agree. Would like for these definitions to be incorporated in the LDC. (GH) Agree with Inspire, AW, and GH comments. (LS)(SM)	significance, and possesses historic integrity reflecting its character at that time, or is capable of yielding important information about the period, or b) it independently meets the National Register criteria. A noncontributing building, site, structure, or object does not add to the historic architectural qualities, historic associations, or archaeological values for which a district is significant because, a) it was not present during the period of significance, b) due to alterations, disturbances, additions, or other changes, it no longer possesses historic integrity reflecting its character at that time, or is incapable of yielding important information about the period, or c) it does not independently meet the National Register criteria.	Addressed in the definitions, development review, zoning, and design chapters.
84. The historic districts and redevelopment district sections contain narrative regarding approval process. Most of them are repeats of the other districts and in some cases, refer to the general development review sections. (Sec. 12-3-10 to 12-3-14) (Inspire)	Compare sections, consolidate, and determine if minor differences are worth maintaining. (see District Tables)	The review process is essentially the same for all districts e.g. board-for-board, abbreviated review, and full board applications. However, there are subtle differences between districts e.g. paint colors must be approved by ARB for Pensacola Historic District but paint in Old East Hill does not require review. The requirement of ARB approval is triggered by the need for a building permit in Old East Hill, Palafox Historic Business District, and Governmental Center District. The information for the review process could be consolidated and streamlined so long as it doesn't point to specific scope of work that requires review or not. (AW) Agree (GH) (LS)(SM)	Consolidate provisions, may need to preserve some differences.	Consolidated provisions maintaining differences between districts.
85. The historic district zoning districts and overlays don’t match. Would the standards for the district apply in those areas? (Inspire)	Need help understanding the set up of the historic districts.	The differences in terminology can be attributed to the districts being established at different times by different people with varying language in the ordinances. All of the districts should have the same general purpose, but changes to specific	The updated LDC will need to have clear definitions of the terms used to describe the districts (preservation vs. historic). The	Standardized district purpose and names

Comment		Inspire Response	Staff Comment	Action	Status
	Terminology: - Historic District - Preservation District - Historic Preservation District		aesthetic requirements would require changes to the ordinances that created the districts. (AW) Yes, Adrianne and I can help. (GH). (LS)(SM) Agree	LDC can have a different name than the ordinance establishing the district. The introductory paragraph to each section can address that.	
86.	Historic districts & Palafox Historic District overlap (Inspire)	Has this created any issues? 	When there is overlap, we defer to the specified zoning e.g. HC-1 for code requirements. (AW) Would like to delete overlaps in historic district/overlay boundaries. (GH)(SM)	The overlaps cannot be cleaned up as part of the LDC rewrite as they may require rezonings.	Staff to address map overlaps
87.	Sec. 12-3-10(3) pertains to the Old East Hill preservation district neighborhood. They have concerns regarding permitted land uses as the neighborhood is becoming more and more residential. They are very concerned about short-term vacation rentals. It's been suggested that the setbacks should be reassessed and more friendly to pedestrians and skateboarders. (GH)	This may require neighborhood input before changes are made to ensure consensus. Shouldn't be done as part of the LDC comprehensive rewrite.	Agree (CC) Agree that neighborhood input is needed but I think evaluation of yard requirements might be worthwhile. (GH) Agree with Inspire & GH. (LS)(SM)	The issue may be assessed as part of the LDC. Substantial changes will need additional public input.	Neighborhood input needed for use and setbacks. Current language is very flexible for setbacks. Will need to understand what setbacks have been used so nonconformities are not created. Will review table of uses with staff and the public to identify potential changes.
	BONUSES				
88.	Affordable housing incentives and allowances should be cross-referenced with the Live Local Act and for usability and expanded if appropriate. (VD)	The LLA is separate from the bonus program. Those LLA developments will be approved administratively.	May need to further discuss (VD). Discus further (CC) (LS)(SM)	Consolidate bonuses/incentives in one place.	Bonus provisions streamlined and expanded. See Chapter 12-4.
89.	Revisit affordable housing incentives. Not used. (KO)	Should reorganize/reword to list the features the city wants (affordable housing and others) and then list the types of bonuses offered: density, intensity, height, parking, landscaping, etc. Current language mixes topics and it is not clear.	Agree (CC) (GH) (LS)(SM)		
90.	The City has numerous tools in the LDC toolbox that contribute to the ability to construct affordable housing, but it is not packaged in a	We recommend including a single section for all bonuses and incentives where the housing program would be detailed. It would list the items that the City wants (e.g., vertical mixed use, parking garages, public space dedication, affordable housing, green	Agree (CC) (GH) (LS)		

Comment		Inspire Response	Staff Comment	Action	Status
	user-friendly way that allows customers to view as such. Staff can provide examples. (SM)	infrastructure) and in return, the developers get additional building height, density/intensity, reduced parking and other incentives.			
91.	The City is in the process of adopting a building height bonus program. Any suggestions for improvement? (CC)	It works better when the program has very defined requirements. For instance, the superior design is subjective. Should specify what would qualify as “superior design.” Maybe there is a list of items that could potentially make a design better? For affordable housing, we recommend using a specific percentage and referring to an established affordable housing program that defines “affordable” and establishes the minimum timeframe they need to remain affordable and requires certain agreements to be executed.			
92.	Incentivize infill/cluster development (KO)	Agree. Should provide incentives (reduced parking, increased height, and other incentives)	Agree (CC) (GH) (LS)(SM)		Did not include incentives for infill, just for mixed-use. The LDC already offers very flexible setbacks and parking regulations. Will discuss with staff and the public to identify additional incentives.
93.	Incentivize missing middle housing (KO)	Agree. Some districts should allow missing middle housing (townhomes, duplex, multifamily) by right.	Agree (CC) (GH) (LS)(SM)	When the table of uses and the table of dimensional standards are created, it will be easier to identify districts where missing middle housing are already allowed and where they could be expanded.	Added standard provisions in the zoning districts to allow more options of missing middle housing.
94.	We need to get more housing diversity in order to accommodate a wider range of households, as not everybody needs a single family detached home; this can be done through more permissive zoning, allowing and even incentivizing more multi family housing in return for basic design standards such as parking to the rear of structures rather than in front, etc. (CW)		Agree. Perhaps reevaluate the max number of single family attached units in some districts. (GH)(SM) Agree. Possible triplex/quadplex development in medium density residential? (LS)(SM)		
95.	We have ADU allowances. Yet we are still missing some of the “Missing middle” opportunities. The R-1A district seems like a good place to start. Also, the language in the Code as it pertains to setbacks is messy in this section. (LS)		Agree (CC) (LS)(SM) No Comment (GH)		
ACCESSORY, TEMPORARY AND SPECIFIC USE STANDARDS					
96.	The home occupations standards need to be consistent with Sec. 559.955, FS (Inspire)	Can’t be as strict anymore. The statutes prevent the city from enforcing the current standards.	Agree (VD) Agree (CC) (GH)(SM) Discuss further? What portion creates an enforcement conflict? (LS)	Update for consistency with state statutes	Done
97.	Article V of the Zoning Chapter lists additional standards for specific uses. Some sections list	Recommend moving this section to a chapter where standards for accessory, temporary and specific uses are located. Also, recommend not listing the districts to avoid internal	Agree (CC) (GH)(SM)	Create a new chapter with standards for specific uses. Refer to the table of uses instead of	Done

Comment		Inspire Response	Staff Comment	Action	Status
	the zoning districts where these uses may be allowed, and it is not always consistent with the uses listed under each district. (Inspire)	inconsistencies. As these are moved and reviewed in their new chapter, the additional standards should be reviewed against the citywide standards to determine if it is worth requiring a different standard.		listing districts where they are permitted.	
98.	Sec. 11-4-182. Use of ROW by wireless communication facilities – is located in the special events article. (Inspire)	This section should be moved to a wireless communications section in the LDC.	Moved or copied and pasted. AT	Move communication towers to the new chapter of specific uses.	Done
CH. 12-4 - OFF-STREET PARKING					
STREETS					
99.	Section 12-1-6(b) also exempts lots of record from corner lot and visibility triangle requirements except for placement of the dwelling. (Inspire)	Recommend compliance with visibility triangle “unless waived by City Engineer” – matter of safety.	Agree. City staff (Planning & Eng, combined) can administratively reduce the VT to not less than 15 feet. Fifteen feet could be the minimum for lots of record? (LS) Would prefer language that exempts with concurrence of City Engineer. (SM)	WS1 (1/29) – clarify that that lots of record are not exempt from visibility triangle requirements unless they are waived by the City Engineer	Completed
100	This chapter should be expanded to include “Streets, circulation, and parking.” (Inspire)	Recommend moving relevant sections from Title XI to the LDC. Ensure the code has standards for connecting public sidewalks to building entrance, internal pedestrian circulation, bicycles, and even transit (may require large developments to accommodate bus stops, transfer stations, or other amenities).	Public Works agrees we should broaden this section and take standards from Chapter 11. AT Agree (LS)	Move relevant sections from Title XI to the LDC. Ensure the code has standards for connecting public sidewalks to building entrance, internal pedestrian circulation, bicycles, and even transit (may require large developments to accommodate bus stops, transfer stations, or other amenities).	Completed
101	Section 12-1-7 Requirement for easements to install shared use paths if street is on priority routes as identified in Active Transportation Plan. (AT)	The requirement does not belong in Sec. 12-1-7, as that section is for concurrency. Trails outside of the ROW wouldn’t fall under the roadway LOS standards, which are for vehicular capacity. There is a recreational LOS in the Comp Plan, but that appears to be applicable to mini-parks, neighborhood parks, community parks, and open space only. There are no references to trails. Need to consider a more appropriate place in the LDC to insert this requirement. Alternatively, the City could adopt LOS standards for bikeways and sidewalks to tie these improvements back to concurrency.	What was meant is that we’d like to require installation of trail instead of sidewalks in priority areas. Some of these areas may need easements if there is not enough ROW availability. AT	Review sidewalk requirements and note that trails, instead of sidewalks.	Added to chapter 12-7.
102	Commercial Development and Multi-Family: Consider encouragement mode shifts and less automobile dependency through transportation demand management and VMT strategies. Could be incorporated into mobility fees.(AT)	Consider requiring a graduated number of strategies based on the number of trips to be generated by the development.	Generally agree, but how do you recommend we review the trips? Would this be a form filled out by applicant where they provide the info or we would just use ITE Trip Generation manual? Would like more info on what the Mobility Standards would consist of. AT No comment. (GH) (LS)(SM)	Provide recommendations to consider requiring tiered mobility strategies	Recommend adding mobility policies to comp plan and implementing it in the LDC. As a temporary measure, proposing to require a Traffic Impact Study and ensuring it incorporates pedestrian and bicycle strategies.

Comment		Inspire Response	Staff Comment	Action	Status
		Net, new average daily trip generation	Number of Mobility Standards which must be met		
		0 to 9	Zero (0)		
		10 to 49	At least 1 Mobility Standard		
		50 to 99	At least 3 Mobility Standards		
		100 to 399	At least 5 Mobility Standards		
		400 to 999	At least 7 Mobility Standards		
		1,000 to 4,999	At least 12 Mobility Standards		
		5,000 or greater	At least 18 Mobility Standards and either be on an existing transit route or provide funding for a new transit route.		
103	Expound upon expectation for construction of new sidewalks to include ALL ADA compliance issues (i.e. if you're a corner lot, you'll be installing a ramp) (AT)	Agree. Should be specified.	Agree (LS)	Clarify full extent of requirements	Added requirement to comply with FL Green Book, which requires compliance with ADA standards (see chapter 12-7).
104	Include clear language about the City's policy about replacement of paver sidewalks with concrete sidewalks. Determination made by Gregg Harding about whether pavers are historically significant. (AT)	Not an LDC provision, unless the developer is the one making that change.	Public Works wants allowance for concrete sidewalk replacement for non-ADA compliant or damaged sidewalks so long as pavers are not historic. This would apply to both the City efforts and for developers/citizens. AT Agree not an LDC provision, but should have an established policy and also address decorative streetscape in general (CRA performs many). (VD). No comment (LS)(SM)	Clarify in the code how this process works, when developer is responsible for new features and also repairs.	Added to sidewalks section
105	LDC to address development where the sidewalks, driveways aprons to the ROW line, curb and gutter and/or roadway are damaged and need to be re-constructed. (AT)	Does not belong in the LDC. There should be a property maintenance title in the Code of Ordinances.	Public Works reviewed and finds that CHAPTER 11-4. - STREETS, SIDEWALKS AND OTHER PUBLIC PLACES needs to be strengthened and also replicated somewhere in Chapter 12 so if driveways, sidewalks, curb etc. in ROW is damaged the city can use code enforcement as a mechanism and through the development review process when inspections go out for new development or work on existing buildings. AT Agree with AT. Many of our developers do not look beyond the LDC for requirements. It would be helpful to have all of the information in one place, even if by reference. (LS) Would suggest referencing Chapter 11 in the LDC if needed, so that any future updates/strengthening to that Code Section does not require an LDC amendment. (SM) No comment.(GH)		Added to Chapter 12-7 (under driveway approaches/curb cuts and under sidewalks and trails)
106	Design Standards - include a separate section related to stormwater and transportation design standards in the LDC and pull it out of the individual sections. - Transportation Design standards should address connectivity for bicyclists and pedestrians as well as appropriate width. Should we create stronger language for 6	- That section shows different sidewalk widths based on streets. 6' should be fine for typical, not very active streets. Need to make sure there is room for parkways, though. - Agree. Subdivisions should provide both vehicular and pedestrian connectivity. Is the city ready to require stub outs to future adjacent developments? It is hard to enforce but guarantees connectivity.	Staff recommends creating a separate Design Manual referenced in the LDC so that can be updated as needed without having to amend the LDC. Yes, we are open to exploring connectivity enhancements like curb cuts, easements, etc. so vehicles, bicycles, pedestrians, do not have to get on the main road to get to other neighborhoods and commercial destinations. AT Agree (CC) (LS)(SM) Agree with Inspire comments. (GH)	This chapter will address connectivity and general facility specs (e.g., sidewalk width).	Connectivity addressed in chapter 12-9. Sidewalk and street standards in chapter 12-7.

Comment	Inspire Response	Staff Comment	Action	Status
ft minimum sidewalk (Section 11-4-43)? - Subdivision and site plans should demonstrate connectivity between developments for pedestrians and bicyclists to minimize short-distance trips by motor vehicles. These can be provided as “cut through” easements in more semi -suburban developments, and as part of connected street grids in traditional neighborhood development. (AT)				
107 Put in language specifically related to improvement of unimproved right of way. Example is an adjacent property owner wishes to improve an unmaintained ROW, the cost would be on the applicant not the City if the City has no capital plan to improve it. (AT)	This is a given in most jurisdictions. Add to the Parking chapter, which should also address Streets and Circulation.	Agree it can be in this proposed chapter, but definitely need to have a statement regarding this. AT Agree (CC) (LS) No comment.(GH)(SM)	Add provision noting that applicant, not the city, would be responsible for road improvements.	Completed
108 Require use of alleys where available. (KO)	This chapter should include standards for alleys and require alley loaded products where alleys are present. Should aim at preserving and expanding the alley network rather than vacating.	Agree (CC) (LS) (SM)	Include standards for alleys and require alley loaded products where alleys are present. Require preservation and expansion of alley network rather than vacating	Basic standards in place for one way and bi-directional alleys.
109 Sidewalk widths prescribed in 12-3-121 and 11-4-43 with different dimensions (Inspire)	Move both to the Streets & Parking chapter.		Move some sections from Title XI to the LDC.	Completed
110 Sec. 11-4-43 (outside the LDC) provides the minimum width of the sidewalks within specific areas of the City. (Inspire)	This section should be moved to the new Streets, Circulation, & Parking chapter in the LDC.	Public Works agrees. AT		Completed
111 Sec. 11-4-43(a) allows 4’ wide sidewalks on existing streets that have no sidewalks. (Inspire)	Consider modifying the exemption to note only if there is no room to build 6’ sidewalks.	Public Works agrees. AT Agree (GH) (LS) (SM)	Modifying exemption to note that 4’ sidewalks are allowed only if there is no room to build 6’ sidewalks	Completed
112 Division 2 – Parkways – includes requirements for the greenway portion of paved streets. (Inspire)	This division should be moved to the new Streets, Circulation, & Parking chapter in the LDC.	Agree. Would like to see the greenway located between the back of curb and the sidewalk to minimize conflicts between car doors and pedestrians. (LS)	Move parkway section to this chapter.	Completed
113 Division 4 – Complete Streets – includes provisions for creating complete streets in the City. (Inspire)	This division should be moved to the new Streets, Circulation, & Parking chapter in the LDC. [DOES THE CITY HAVE A MANUAL FOR COMPLETE STREETS?]	No, we do not. The Active Transportation Plan does have street design guidelines that we could like incorporated. It is based on street type and context classification. Please refer to page 51-53 in the Active Transportation Plan. AT Agree (GH) Agree. Would also like to see the provision for sidewalks to be installed with ALL	Move Title XI/Division 4 to this chapter. Add references to the ATP.	Completed

Comment	Inspire Response	Staff Comment	Action	Status
		development returned to the City’s Code. It was in the Code in the early 2000’s when I was previously at the City; however it has been removed. (LS)		
114 (Sec. 12-3-58) Visibility triangle requirements should be reviewed. Would it be reasonable to better define standards/considerations to increase predictability for the development community? There are many instances of parking and landscape that block visibility at intersections. We do not notice the issue as much with building placement. (VD)	Section 12-3-58 has standards and lists some exemptions. They seem consistent with other communities. These are typically reviewed at site plan level, but code enforcement should continue to monitor.	Engineering agrees. We particularly have issues with on-street parking and landscaping. Some of these issues are on private properties. AT Ok (VD) Agree (GH) (LS)(SM)	No change.	Visibility triangle standards in chapter 12-7.
ACCESS				
115 Incomplete/outdated standards. An example is the lack of drive-thru queue length requirements for QSR. Throat length for development entrances. (LS)	Need standards for drive-through lanes	Agree (CC) (GH) (LS)	Include standards for drive-through facilities	Completed. See chapter 12-6.
PARKING				
116 On-street parking is not widely accepted by many of the neighborhoods in the CRA districts. We should consider a common ground to this where vehicles utilize on-street parking (helping to slow traffic) but that our design standards are written in a way that does not intentionally push cars onto the street unless it’s appropriate to the form of the surrounding area. (VD)	Why is on-street parking not accepted? What do you mean by “push cars onto the street”?	From an engineering and public works perspective, on-street parking allowances is ill-defined. Right now we basically allow anyone to park on the street unless there are No Parking signs, which are placed on a case by case basis. From a safety perspective, we don’t have a lot of parameters for parking based on the characteristics of the roadway or the land use. There was apparently a lot of discussion about on-street parking when SCAPE did the CRA overlay and there may be good information to glean from that previous project. AT The neighborhood does not like it because people block driveways and people hit their cars. I believe people also prefer to be able to park in front of their house. (VD) (1) While the City allows parking on-street in most areas unless posted otherwise, many spaces are not marked. Only marked spaces are allowed to be used to meet parking requirements. (2) The City doesn’t allow for over-parking. (3) Many of the redevelopment area is being used for investment purposes, including STR, which brings more cars. (LS) (SM)	Count on-street parking toward minimum spaces required only if it is marked to city standards (developer can propose to paint lines)	Reorganized parking standards to find available options. See chapter 12-7. On-street parking is allowed as an option to meet parking requirements.
117 Sec. 12-4-1(5) includes a provision that allows geographic areas and zoning districts to use on-street parking to account for the required number of spaces, which appears to conflict with the parking table and there are no districts listed, except for the CRA and the Brownsville Business Core. (Inspire)	Consider allowing on-street parking to account for required spaces city-wide. If the intent is to restrict this to specific districts, they should be identified and the note in the parking table that allows the same needs to be cleaned up.	We need to have clear standards as to what constitutes as on-street parking availability. Sometimes more parking stalls are approved than what there is space for according to MUTCD. AT We apply the provision City-wide. However, it only applies to spaces which are marked and clearly developed as on-street parking. (LS)		
118 Section 12-4-3 Parking Lots – There is limited verbiage regarding on-street parking standards. Many	Agree, need to include a reference.	Public Works agrees. AT Agree (GH) (LS) (SM)		

Comment	Inspire Response	Staff Comment	Action	Status
commercial developments use on-street parking to satisfy their parking requirements, so we need to make sure lengths and widths meet MUTCD standards, which is different than internal parking lot standards. (AT)				
119 Enforcement rules and traffic calming should be strengthened so that people’s cars are not commonly hit when they park on the street and to stop people from parking on the sidewalks and their lawns. (VD)	Probably need to strengthen enforcement and traffic calming. Not part of LDC.	LDC should take this into consideration - as these issues are a biproduct of providing ‘cookie cutter’ parking reductions, which could result in parking deficiency to meet the demands of the proposed development, for certain areas of the city - LD Agree with Inspire comments (SM) Agree (LS) .. City infrastructure could be planned to incorporate true “on-street” parking in the future? Would this be Code of Ordinances? There is often confusion about the rules and the ability to enforce. Language probably needs to be reviewed and organized better in its appropriate location. (VD)	Offer options: - On-site - On-street (if marked) - Shared - Remote/satellite - Mixed-use matrix - Parking study to justify less than required - Pay-in-lieu - Ride-share (in lieu of several required spaces) Consider charging for excess parking spaces	Completed.
120 On-site parking requirements are hard to meet, especially for infill and redevelopment. Need creative solutions (KO)	Propose making all modes available: Shared, mixed-use, remote, on-street, pay in lieu, and parking study.	Agree (CC) (SM) Further discussion please. (1) How can we achieve some of these goals when the transportation infrastructure does not exist? (2) Developers also over-build small lots without providing for the end-user’s needs. I know of one owner who uses a portion of his house as a STR and his detached garage as a workout space. Therefore, he has increased his parking needs and eliminated his on-site parking. (LS)		Allowance to exceed the maximum parking allowed is treated as a variance for now. Discuss with staff and the public the option of charging for excess parking.
121 Consider expanding the urban core, specifically for the parking reductions (KO)	Should apply to any districts that are encouraging an urban form. It would be important to ensure the provision of a safe pedestrian network and the provision of on-street parking and public parking garages.	Agree (CC) (GH) (LS) (SM)	Expansion in process now	<i>Pending approval of expansion.</i>
122 Section 12-3-1, Paragraph (B) of the City’s LDC related to parking requirements allows 1 parking stall per unit for a multi-family use. Further, Section 12-2-82 [12-3-121], Paragraph (C)(7)(a) discourages construction of more than the number of required spaces and notes that proposed parking in excess of more than ten percent of the requirements is only permissible with an administrative waiver. I suspect the original intent of this was to avoid and/or stop the practice of having large expanses of parking that are spotted throughout the City. However, in my opinion, 1 stall per unit (regardless of bedroom count) is not	1 space per MF unit is low. Recommend 1.5 spaces for efficiency and 1-bedroom apartments; 2 spaces for 2-bedrooms or more. Recommended 15% cap on all parking, citywide. Instead of a variance, maybe a parking study.	What do you mean by parking study? Would this reference a city-wide parking study or have the applicant provide a parking study? Public Works feels the current parking maximum standards are acceptable. AT Discuss further (CC) (SM) Discuss further. (1) Agree, MFR parking is very low. (2) Would like to see a reference to an APA parking guide or other parking standard for uses not included in the Code. (LS)	Add requirements per number of bedrooms. Parking study, in addition to parking mins/max could help.	Completed

Comment	Inspire Response	Staff Comment	Action	Status
representative of the true parking load in many cases. While some MFR developers may prefer to have as little parking as possible, we have experienced projects where the developer desires to exceed the code-required parking to meet their own parking targets, while still complying with all other requirements for buffers, greenspace, stormwater management, etc. In spite of there being a known parking issue within the City and in spite of the MFR Developer wanting to exceed parking requirements for the ‘right’ reasons, this still requires we pursue a variance from the Zoning Board of Adjustment. (PJ)				
123 12-4-3 (2)a. Grading and Surfacing. Parking lots that include lanes for drive-in windows or contain more than ten parking spaces shall be graded and surfaced with asphalt, concrete or other material that will provide equivalent protection against potholes, erosion, and dust... I think the intent of this requirement is sound, but in consideration of trying to promote infiltration, reduce stormwater runoff, and encourage alternative stormwater management designs, it could potentially be enhanced. Pervious asphalt/concrete typically meets the requirements for ‘other material’, although many times developers are unwilling to bear that added cost. We certainly do not want large parking lots that cannot withstand the anticipated traffic, nor do we want to allow cost to dictate what is determined to be best practice for the City, but maybe there is a middle ground? Potentially the requirement for more traffic-	Agree. Recommend adding pavers and pervious pavement as the other materials acceptable.	Agree (CC) (GH) (LS) (SM)	Recommend adding pavers and pervious pavement as the other materials acceptable.	Completed

Comment	Inspire Response	Staff Comment	Action	Status
tolerant surfaces could be applied to driveways and drive aisles (where most heavy turning motions occur) and still allow some number of the non-ADA parking stalls to remain a more economical, pervious material like a clean angular/crushed stone? I think the allowable material specifications for ‘other materials’ needs to be explicit, regardless of the number of stalls that it is applied to. I would not support allowance for conventional road base materials (limerock, reclaimed concrete, etc.) because those typically contain too many fines that will result in turbid runoff, and their infiltration capacity will be negligible with time when exposed to traffic. (PJ)				
124 Sec. 12-4-3(2)b states that parking lots with less than 10 spaces are allowed to be gravel or other materials. (Inspire)	Recommend allowing only in conjunction with infill, conversions, adaptive reuse. Should be prohibited in areas where urban form and aesthetic design are important. Need a note stating that ADA spaces have to meet code.	Public Works agrees with ADA note, but staff would not recommend changing this section. AT	Add a note stating that ADA spaces have to meet code.	Completed
125 While Section 12-3-121 in the Zoning Chapter talks about maximum parking, Sec. 12-4-1(1) is silent to this topic. (Inspire)	The maximum parking provision needs to be in the parking chapter. Recommend continuing to enforce a maximum parking standard citywide but recommend increasing it from 10% to 15% of the required amount. Instead of an administrative waiver, recommend requiring a parking study.	Discuss further (CC) (SM) (1) All parking standards need to be contained within the same Chapter. (2) Agree with capping overparking. (LS)	Move all parking standards to this chapter. No change in cap	Sections have been moved
126 Sec. 12-4-1(1)b requires any fraction to be rounded up for the provision of parking spaces. (Inspire)	We recommend rounding up from .5 of a space. This will reduce the requirement for more impervious surface.	Agree (CC) (GH) (SM) Disagree, as this is standard practice. The surface area is negligible (162 SF). Would recommend encouraging other surface materials if that is the concern. (LS)	Round up from .5 of a space. Otherwise down.	Completed
127 Sec. 12-4-1(1)f offers an incentive to reduce parking if a bicycle rack is provided. (Inspire) Require bicycle parking for multi family developments; such parking should be a combination of covered parking in unconditioned space (like a garage or breezeway) and parking in conditioned space that is inside the building in a heated/cooled space; ensure that such parking is located more conveniently than	Bicycle parking should be required for multi-family, mixed use, and non-residential development. Could do a ratio based on vehicular parking (e.g., 1 bike space per 10 vehicular) or add a column to the vehicular parking table and include specific ratios for each use.	Public Works agrees. AT Agree (CC) (GH) (LS) (SM)	Add requirements for bicycle parking.	Completed

Comment	Inspire Response	Staff Comment	Action	Status
car parking to help encourage bicycle use; it should be easier for residents in these buildings to hop on a bicycle than to get into their car; many cities already do this and their codes should be reviewed to see how they do it (CW) Sec. 12-4-1. - Off-street parking spaces requirements – Add bicycle and micro mobility parking requirements, not just an option to reduce vehicular parking spaces for commercial and multi family developments. (AT)				
128 Sec. 12-4-1(1)h includes parking requirements for expansion or change of use (Inspire)	The Code should include a provision to incentivize certain changes in use, particularly in the Downtown or Economic Development focused area	Agree (GH) (LS) (SM)	Part of bonus program	No change
129 Sec. 12-4-1(1)j exempts HC-1 & HC-2 districts from parking requirements. (Inspire)	Are there any other districts that could benefit from this exemption?	Yes, but often the lack of marked on-street parking (as mentioned above) causes conflicts between residents and STR or business patrons. (SM)	No change	NA
130 Sec. 12-4-1(1)k states that off-street parking is not required in the “dense business area” for residential land uses. (Inspire) <i>Dense business area</i> means all of that portion of the corporate limits of the city lying south of the north line of Wright Street, west of the east line of Alcaniz Street, east of the west line of Spring Street to the north line of Garden Street and east of the west line of "A" Street south of the north line of Garden Street and the area encompassed in the gateway redevelopment district, those properties located on the north side of Heinberg Street between the east line of 9th Avenue and the west line of 14th Avenue, and C-2A Downtown Retail Commercial District, but excluding all areas zoned HC-1 (Historical Commercial District) and GRD-1 (Gateway Redevelopment District, Aragon redevelopment area).	Add, as defined in Sec. ##. IF not familiar with the area, it may seem like a generic term.	Most of our downtown developers are somewhat familiar with the Dense Business Area. Would suggest a better explanation of the area and intent. (LS) (SM)	Add, as defined in Sec. ##.	Completed

Comment	Inspire Response	Staff Comment	Action	Status
¹³¹ Sec. 12-4-1(4) includes provisions for off-site parking (aka satellite parking). (Inspire)	Similar to the on-street distance requirement (500 feet), off-site parking spaces should be within a specific distance from the primary structure. We recommend between 500 and 800 feet from the entrance.	Agree (GH) (LS)	Specify that off-site parking spaces should be within a specific distance from the primary structure. We recommend between 500 and 800 feet from the entrance.	Completed
¹³² Sec. 12-4-1(2) provides the introduction to the parking requirement table. (Inspire)	Consider including a provision to allow the Director or Land Use Administrator to make a determination on a parking requirement that is not identified in the table.	Agree (GH) See line 124 for additional suggestions. (LS) Agree – that is how we typically apply it. Would be helpful to clearly state. (SM)	Include a provision to allow the “Mayor or designee” to make a determination on a parking requirement that is not identified in the table.	Completed
¹³³ Sec. 12-4-1(2) / Parking Table: It’s not clear what parking requirement the following note (and other notes) applies to: “on-street parking within 500 feet of the building, except in residential districts, may be used toward this requirement.” (Inspire)	Consider utilizing footnotes or similar method for including notes in the table or pulling this out and applying it citywide.	This is for churches, which was the line above in the table. It has been applied for redevelopment downtown. (LS)	Fix notes	Completed
¹³⁴ Sec. 12-4-1(2) / Parking Table: Some of the uses included in the table are antiquated terms or are not common anymore. Other uses appear to be repetitive. (Inspire)	Update the uses in the table to more modern terms and reduce the repetition in the table. Consider making the uses consistent with the permitted use table in the zoning chapter.	Agree (GH) (LS) (SM)	Make the list of uses in the parking table consistent with the permitted use table in the zoning chapter	Completed
¹³⁵ This chapter does not include shared parking standards. (Inspire)	Consider incorporating shared use parking standards, particularly for mixed use developments citywide.	12-4-1(4)(a)(1) speaks to “off site” for shared use parking facilities. Could be expanded to “off street” in general. (SM)	Clarify that off-site (shared parking) is allowed and note standards.	Completed
¹³⁶ Sec. 12-4-1(6)b states, “The in-lieu payment will be calculated by the mayor and approved by the city council in accordance with the following formula:” (Inspire)	Should this be reworded to state that everyone would use that formula, but the “in-lieu fee” requires approval by the CC?	Agree (GH) (LS) There is now City Parking Department/Director and a new policy to manage parking is being created. I would discuss further with Lissa Dees prior to making any changes. (SM)	Lisa A. Dees: Yes, everyone would use the same formula, but the “in-lieu” fee would require Council approval.	Completed
¹³⁷ Sec. 12-4-1(4) provides the requirements for off-site parking. (Inspire)	Requiring that the off-site parking agreement get recorded to ensure it runs with the land.	Agree (LS)	Require an off-site parking agreement to be recorded to ensure it runs with the land	Completed
¹³⁸ Sec. 12-4-3(7): The parking lot graphic appears to include the correct dimensions; however, the clarity is significantly reduced due to the size of the image. (Inspire)	Recommend replacing this graphic.	Public Works agrees. AT Agree (GH) (SM) Discuss further with respect to minimum parking space sizes. Standard space is 9x18, which seems to be small with the current vehicle trends. Additionally, this creates a conflict when drive aisles are reduced to less than 24 feet. (LS)	Recommend replacing the graphic	Completed
¹³⁹ Sec. 12-4-3(8) contains provisions for wheel stops, but no requirements for overhangs adjacent to pedestrian walkways. (Inspire)	Consider requiring a landscape strip between parking spaces and pedestrian walkways to account for car overhangs. A graphic may help depict this.	Agree. Would also like wheel stops when landscaping is not feasible. (LS)	Consider requiring a landscape strip between parking spaces and pedestrian walkways to account for car overhangs or require wheel stop. Add graphic.	Completed
¹⁴⁰ Sec. 12-4-5.: Parking vehicles on residential property—Prohibited	Suggest moving this to the Code of Ordinances – Chapter 11-4.	Agree (GH) (LS) (SM)	Move Sec. 12-4-5 to the Code of Ordinances – Chapter 11-4.	Noted in doc with sections to be moved

Comment	Inspire Response	Staff Comment	Action	Status
activity. This is an enforcement activity. (Inspire)				
141 There are no provisions for electric charging stations for EVs. (Inspire)	Consider requiring EV charging stations for non-residential and multi-family.	Agree, perhaps are a ratio equivalent to the ADA space requirements (LS)	Require EV charging stations for non-residential and multi-family	Per Sec. 366.94, F. S., the City cannot adopt regulations related to EV charging stations
142 Chapter 12-4 – Off-Street Parking – Parking Incentives, Reductions, and Maximums (located in Design Standards & Guidelines vs. this Chapter) could be better packaged for the user to reference easily. (SM)	As noted in the reorganization notes, we recommend consolidating ALL parking regulations in one chapter. Same for landscaping, signage, etc.	Agree (CC) (GH) (LS) (SM)	Consolidate parking provisions.	Completed
LOADING				
143 Sec. 12-4-2 only requires loading spaces for manufacturing, industrial, or warehouses. (Inspire)	This should also include commercial and office establishments.	Agree (GH) (LS)	Add loading standards for commercial and office (where needed)	Complete
CH. 12-5 – SIGNS				
144 The chapter needs to be updated to ensure there are no content-based regulations in light of the Reed v. Gilbert case. (Inspire)	- If a sign needs to be read to apply the regulation, it means that the regulation needs to be changed. - Differentiating between on-site and off-site, however, is acceptable. - Need a substitution clause (the message can be changed to anything the owners want, whether it is commercial or non-commercial)	Discuss further (CC) (GH) (LS) (SM)	WS1 (1/29) – Fix provisions that are not content neutral	Completed.
145 The sign code refers to “accessory” and “nonaccessory” signs. (Inspire)	Recommend using on-site and off-site instead. Accessory typically refers to something that is subordinate or secondary to something else. That is not the case of signs.	Agree (GH) (LS) (SM)	Change terminology from accessory/non-accessory to on/off-site signs	Completed
146 Sec. 12-5-2(b)(1) states that no signs other than those noncommercial signs authorized by the mayor are allowed on public rights-of-way, except as provided herein. (Inspire)	No signs should be allowed in the ROW except for governmental signage. Prohibit signs in the ROW and clarify which signs do not need a permit.	Agree except for those permitted by a license to use. (GH) (LS)	WS1 (1/29) – Prohibit signs in the ROW except permitted by a license to use (e.g., hanging signs)	Clarified (12-11-6).
147 Sec. 12-5-2(b)(2) says that no attached wall sign may project more than 12 inches from a building wall. (Inspire)	It is not clear if projecting (blade) signs are permitted. Whenever mentioned, they are combined with free standing signs. There is no definition for projecting signs. Recommend listing the types of signs permitted including a graphic for each.	Historically, this has only been applied to wall signage, rather than projecting or blades. Agree on having more definitions though. (GH) (LS) (SM)	Clarify language and add graphic	Added definition and graphic of projecting signs. (Ch. 12-2)
148 Sec. 12-5-2(b)(7) notes that setback of signs along certain roads <i>may</i> be required (Inspire)	If this is relevant, note what those setbacks would be.	GRD has signage setbacks. (GH) FDOT has a setback requirement from their ROW. It is left to the local jurisdiction to enforce; however, the Code is vague and does not defer to them. (LS)	WS1 (1/29) – Add language deferring to FDOT for this provision	Setbacks for billboards along state roads addressed in Sec. 12-11-9(b)(2).
149 Sec. 12-5-2(d)(3) allows accessory signs up to 32 square feet and/or a height of ten feet (Inspire)	10 feet and 32 square feet seem extremely large for an accessory sign.	This pertains to who may install the sign and the limitations. (LS)	No change.	No change.

Comment	Inspire Response	Staff Comment	Action	Status
	We noticed that “non-accessory” signs are off-site signs – why not call them that?			
¹⁵⁰ Sec. 12-5-3 explains how to calculate the area of a sign. (Inspire)	This section is confusing. For all signs, we recommend referring to the smallest rectangle, circle, oval or triangle which encloses all words, letters, figures, symbols, designs and pictures, together with all framing, background material, colored or illuminated areas, and attention-attracting devices forming an integral part of the overall display.	Agree (GH) Discuss further. (LS) (SM)	WS1 (1/29) – Move forward with Inspire’s recommended methodology and add graphics illustrating how calculations are conducted	Addressed (12-11-7)
¹⁵¹ Sec. 12-5-4(b) allows one freestanding or one projecting, and one attached wall (Inspire)	Not sure what projecting signs are in this context. If they are those that project from a wall (blade signs), we recommend allowing one freestanding and one wall or projecting sign instead.	Projecting signs in this context are blade signs or hanging signs here. Wall signs are flat against the wall or painted. This is used a lot downtown where tenant storefronts do not have ability or space for freestanding signage. I recommended keeping projecting and attached separate here. (GH) (LS) (SM)	No change	No change
¹⁵² Sec. 12-5-4 (b)(1) states that permanent accessory signs in commercially and industrially zoned districts along certain thoroughfares shall be limited in the manner set forth in the remaining subsections. The section is confusing. (Inspire)	This information should be put in the form of a table, so it is easier to understand.	Agree (CC)(GH) Disagree. (LS)	WS1 (1/29) – Standards to be placed into table format and supplemented with graphics to support and summarize the information contained therein	Tables created.
¹⁵³ Sec. 12-5-4 (d)(1) refers to a sign displaying the name of the mall or center. This is a content-based regulation (per Reed v. Town Gibert) (inspire)	Eliminate reference to the name of the center	No comment (LS)		Deleted reference to name of center.
¹⁵⁴ Sec. 12-5-4(e)(1) refers to the name of the multifamily complex. This is a content-based regulation (per Reed v. Town Gibert) (inspire)	Eliminate reference to the name of the complex	How can we regulate signage within these specific non-commercial districts to ensure they remain on-site signage? (LS)	WS1 (1/29) – Address according to Inspire’s recommendation	Deleted reference to name of complex.
¹⁵⁵ Sec. 12-5-4(f) includes several references to the content of the sign (e.g., name of subdivision, owner/occupant, address, peddlers, solicitors). These are content-based regulations (per Reed v. Town Gibert) (inspire)	Eliminate content-based references.	What can we do to ensure the signage remains on-site signage? (LS)	It is still ok to refer (and check) on-site vs. off-site. Eliminate content-based provision.	Resolved.
¹⁵⁶ Sec. 12-5-4(g) refers to directional/informational signs with no advertising. This is a content-based regulation. (Inspire)	Change to eliminate the need to read the sign to enforce the provision.	How do we reconcile this to accommodate informational signage and not have visual, advertising clutter? (LS)	Need to eliminate content-based provision.	Resolved.
¹⁵⁷ Sec. 12-5-9 goes into great detail on how sign permits are processed. Being a building permit and not a development order, the detailed language does not belong in the LDC. (Inspire)	Recommend trimming this section.	Agree (LS)	Trim permitting section.	Dd not trim, but moved to development review chapter (12-3).
¹⁵⁸ Sec. 12-5-11 states that the sign chapter is administered by the	Eliminate section.	Agree (CC) (GH) (LS) (SM)	Eliminate section 12-5-11.	Completed.

Comment		Inspire Response	Staff Comment	Action	Status
	Building Official. There is no need to state that in the LDC as assignments may change (Inspire)				
159	Sec. 12-5-11(2)(a) states that an existing nonconforming sign shall not be changed to another nonconforming sign by modifying the words or symbols used, the message displayed or any other change to the advertising display area of the sign. Not clear why the content of the sign would make it non-conforming. (Inspire)	Need to clarify or delete this section.	Agree (CC) (GH) (LS) That *might* be due to language in Chapter 7 – Adult Entertainment? (SM)	Review language to ensure it is content neutral	Resolved. (12-11-14)
160	Sec. 12-5-12 requires insurance for signs located within the ROW. Private signs should not be allowed to locate within the ROW. (Inspire)	As noted earlier, we recommend prohibiting signs within the ROW. This section wouldn't be needed.	I think this is more so for signs hanging over the ROW and where a license to use is required. But I agree, clarification is needed. (GH) (LS) (SM)	WS1 (1/29) – Clarify section language regarding the limited types of signs permitted in ROW	Resolved. (12-11-15)
161	We frequently get requests for murals on fences that technically function as advertising/signage and we recently sent a request for what is a de facto “sign” formed in pavers facing a prominent street frontage to our Architectural Review Board (it was approved). Are there more progressive methods other communities use for defining and approving non-traditional (and traditional) signage? (SM)	Recommend using the sign code for typical business signs. Murals should be addressed as a city-run program with criteria to make sure they are done well. Could also create a public art program to accommodate sculptures or any other 3D feature that does not fit the category of sign or structure.	Agree (CC) (GH) (LS) (SM)	No change. Keep murals out of the LDC.	No change.
162	Signage should be addressed in the overlay areas (this was not included in the standards). (VD)	We recommend consolidating all sign standards in the signs chapter. Ok to include some differences for certain districts but makes more sense to have them all in one place.	Ok (VD) Agree (CC) (GH) (LS) (SM)	Consolidate all sign provisions in this chapter. Any variations based on overlays should be noted here.	Completed.
CH. 12-6 – TREE / LANDSCAPE REGULATIONS					
163	The interpretation to require street trees on both the right of way and in the front yard for townhomes should be reviewed. (VD)	This should be based on the required front yard setback. For smaller setbacks, just the street trees should be required. However, in places where a street tree cannot be provided, the tree should be placed in the front yard.	Ok. (VD) Another consideration should include FPL-endorsed tree species for planting near OH utilities. (LS)	Preference should be in the ROW, but if there are spatial or utility issues, put it in front yards. Right plants, right place. Allow the ordinance to be flexible enough to plant the right tree and the right place.	Exemptions added in Landscaping Requirements section, except for street (aka perimeter strip) trees. Utility/clearance planting issues clarified.
164	The chapter focuses mainly on trees and parking lot landscaping. Need requirements for shrubs,	Organize the chapter to include the following general outline: - Tree protection (which trees to protect, removal/replacement requirements)	Agree (LS)	Reorganize based on outline shown	Chapter has been reorganized.

Comment		Inspire Response	Staff Comment	Action	Status
	ground covers, and other landscape materials. (Inspire)	- Landscaping & Buffers (onsite general, vehicular use areas, perimeter landscaping/buffers) - Plant Materials (specs for canopy & understory trees, shrubs, groundcover) - Maintenance responsibility - Irrigation			
165	Add landscaping requirements for new development in downtown Pensacola, which is currently exempted. Allow such landscaping to occur in public space in the right of way, including in containers; they can also pay into a city fund for public space landscaping if adequate landscaping cannot be accommodated onsite or in the adjacent right of way (CW)	The downtown districts need to have clear provisions requiring the developer to improve the sidewalk/parkway in front of the site. This includes the provision of landscaping and street trees. But the city needs to have a plan in place, so it is coordinated.	Agree (LS)	Shouldn't be zero landscaping. Need to require urban landscaping (e.g., planter boxes). Perhaps offer a fee in lieu.	Clarified that sites in C-2A are exempt from perimeter strip, vehicular use area, and interior landscaping, but shall comply with requirements for street trees and buffers (where applicable). Encouraging the use of planters. If fee in lieu is desired, it should be established by resolution and added to the LDC.
166	Street screen and landscaping standards should be better defined. (VD)	What do you mean by "street screen"? All landscaping standards should be in a single chapter. Some exceptions are ok, but shouldn't vary too much from district to district.	Don't believe it's defined. It's language in the CRA UDOD intended to screen parking lots primarily from the street. (VD) Agree (LS) (SM)	Clarify terminology. Consolidate landscaping requirements in one chapter.	Completed.
167	There are landscape regulations in multiple sections within Chapter 12-3 (Inspire).	Recommend consolidating all landscaping requirements in this chapter.	Agree with Inspire. There are multiple sections within Ch. 12-3 which contains landscaping regulations. All should be within the Landscaping chapter. (LS)		
168	Sec. 12-6-2(c): All single-family and duplex uses are exempt from the provisions of this chapter, except as provided for in section 12-3-56 (buffer yards), subsection (d) (heritage trees), section 12-6-6(4) (new subdivisions) and section 12-6-7(5) (heritage tree removal mitigation). (Inspire)	Create a section for single-family and duplex, rather than exempt from section. Consolidate all landscape requirements. Subsection (d) (heritage trees) cannot apply to single-family. Create distinction.	Agree (LS)	Add landscaping standards for SF and duplex.	Completed.
169	Sec. 12-6-2(d) permit required for the removal or pruning of a heritage tree in all zoning districts, and for all land uses, including single-family or duplex. The Florida Statutes exempt single family from tree removal permits if the property owner possesses documentation from an arborist certified by the ISA or a Florida licensed landscape architect that the tree poses an unacceptable	Update provision to reference the statute.	No comment. (LS)	Update Sec. 12-6-2(d) to reference the statute exempting single family from tree removal permits.	Completed.

Comment		Inspire Response	Staff Comment	Action	Status
	risk to persons or property (Inspire)				
170	Several sections in the chapter talk about when trees are required where overhead utilities exist; also, minimum planting area for trees. (Inspire)	Tree/landscaping standards should be consolidated. Planting areas should be the same for all canopy trees and the same for understory trees – mentioned once and applied citywide	Agree (LS)	Need general section with planting requirements for all canopy and understory trees	Completed.
171	Sec. 12-6-3(2)b.3 states “Any adjustment to this requirement [planting islands] must have written approval from the city's designated arborist (Inspire)	Is this a <i>variance</i> that gets approved by the arborist?	No comment. (LS)	Should be a variance, with the arborist providing input as needed.	Completed.
172	Sec. 12-6-3(2)c prohibits vehicle overhangs in landscape areas. Reconsider requirement. Additional green area may result (does not have to count towards requirement). (Inspire)	Allow overhang but note that the plantings need to account for that (i.e., low ground cover used instead of shrubs).	Agree (LS)	Addressed in parking chapter – include a cross-reference.	Completed. Added graphic in chapter 12-7 and cross-referenced in 12-8.
173	Sec. 12-6-4, Landscape and tree protection plan, seems out of place. (Inspire)	This section should be moved to the development review chapter.	Agree (LS)	Move Sec. 12-6-4 to development review chapter.	Relocated to 12-3.
174	Sec. 12-6-4(c) requires notices posted on a property where heritage trees, protected trees, or a certain number of trees are proposed for removal. (Inspire)	Is this necessary?	YES. This is a Council ordinance. (AT)	No change.	No change.
175	Sec. 12-6-7 the title combines several different topics (tree removal/pruning in ROW and canopy tree protection zones, and heritage trees on developed property (inspire)	Consider separating or changing the title.	No comment (LS)	Clean up section	Completed.
176	Sec. 12-6-10(c). Enforcement/Tree planting trust fund. (Inspire)	Not clear why Tree Planting Trust Fund falls under Enforcement. Consider moving to more logical/intuitive section.	No comment (LS)	Clean up section	Completed.
177	Sec. 12-3-56. Contains standards for buffer yards. (Inspire)	Should be moved to this chapter and expanded to address use compatibility	Agree (LS)	Move Sec. 12-3-56 to this chapter	Moved and clarified.
178	Sec. 12-3-56(c)(1)b contains provisions for buffers within or adjacent to a cumulative zoning district (Inspire)	What is a cumulative zoning district?	The City’s zoning districts are cumulative, meaning the uses within the less-intense, more-restrictive zoning districts are allowed within the more-intense, less-restrictive zoning districts. In this section, it refers to the districts which are not “residential”. (LS)	Clean up after zoning districts are reorganized and not tied to others.	Eliminated cumulative district reference.
CH. 12-7 – SUBDIVISIONS					
179	Sec. 12-7-4, Design standards, begins with a prohibition (land unsuitable for subdivision shall not be subdivided) (Inspire)	Should begin with the purpose/intent of the section instead of a negative statement.	Discuss further. Staff should be responsible for reviewing for design standards, specifically as it relates to marginal access to existing roads and non-access easements and consistency with the surrounding neighborhood. (LS)	1/30 WS2 – reorganize section so “Prohibition” is not the first sub-section	Completed.

Comment	Inspire Response	Staff Comment	Action	Status
¹⁸⁰ Sec. 12-7-4(1)(l) contains a table with standards, including alley width. (Inspire)	Consider requiring rear loaded residential units when the lot width is 40 feet or less (all districts, all unit types).	Agree (LS) (SM)	Require rear loaded residential units when the lot width is 40 feet or less (all districts, all unit types).	Addressed in zoning chapter.
¹⁸¹ Sec. 12-7-4(2) states that drainage easements are required along lot lines. Is this still the case? Who decided which lot lines (side, rear?) (Inspire)	Clean up to reflect actual requirements. Are the easements just for drainage?	The LDC reads “Easements along lot lines shall be provided for drainage where necessary and shall be at least 12 feet wide.” Surveyor reading of this indicates the drainage easement is optional and can be enforced if city engineering so dictates. AT	Clarify language – leave open for engineer to require easements.	Completed.
¹⁸² Sec. 12-7-4(3) requires blocks to accommodate two tiers of lots. This works well for residential but may not be relevant to non-residential (a commercial or mixed-use project could occupy an entire block). (Inspire)	Recommend specifying that this provision only applies to residential lots.		1/30 WS2 - clarify that certain provisions only apply to residential vs nonresidential developments	Addressed.
¹⁸³ No specific standards are provided for commercial and industrial subdivisions. Add standards to promote connectivity and walkability in such areas. (Inspire)	Should institute a maximum block size/length for blocks to promote vehicular and pedestrian connectivity (e.g., 600 ft. length in urban areas).	State does not require platting for non-residential, but support short blocks for walkability. Need to define block if not defined already. May also want to link it to Context Classification. AT	1/30 WS2 – even though the city does not require platting for non-residential development, add block size maximums to ensure connectivity and improve walkability.	Addressed.
¹⁸⁴ Sec. 12-7-5(a) contains standards for streets. ROW widths are provided in table in Sec. 12-7-4. (Inspire)	Recommend consolidating dimensional and design standards to avoid conflict and confusion	Consolidate how? AT	1/30 WS2 – Proceed with Inspire’s recommendation	Addressed.
¹⁸⁵ Sec. 12-7-5(b) contains requirements for connection to public sewer system. This chapter should include standards for connection to city water. (Inspire)	Include a section on requirements to connect to the public water system.	Agree. Change city water reference to public water. Water is provided by ECUA. AT	Include a section on requirements to connect to the public water system.	Addressed
¹⁸⁶ Sec. 12-7-6(a) states that the Planning Board may require sites for schools. Need thresholds instead. (Inspire)	What threshold has been used in the past to require schools?		1/30 WS2 - amend language to state that “the City may require” (rather than “the Plan Board may require”)	Addressed.
¹⁸⁷ Sec. 12-7-6(b) requires the dedication of land (5%) for parks, recreation, and open space. Should add a reference to the adopted LOS. (Inspire)	- Include reference to comp plan LOS. - Does the City differentiate between parks and rec and open space (useable vs. not accessible)? - Should specify that the developer designs and builds the park. - Does the city require dedication or are the parks held in common ownership (through HOA)? - Should specify if ok to split the 5% or if it needs to stay in one piece.	The pay in lieu option is generally taken. (LS)	1/30 WS2 – Parks Director to weigh before making official recommendation Tonya Byrd: My comments would be that we want to clarify that new housing developments set aside greenspace for parks, recreation and open space but that the ownership, operation and maintenance would still reside with the development and any neighborhood or homeowner association.	Addressed

Comment	Inspire Response	Staff Comment	Action	Status
¹⁸⁸ Appendix A, Design standards, contains some concepts that should be discouraged: marginal access streets, reverse frontage lots. (Inspire)	Revise to modernize standards		1/30 WS2 – Proceed with Inspire’s recommendation	Completed.
¹⁸⁹ The aesthetic of dumpster screening and placement should be addressed. (VD)	Agree. Should be in a single place (Subdivision and site design chapter). Recommend requiring a wall matching the building design.	OK. (VD) Agree (CC) (GH) (LS)	Require a wall matching the building design.	Addressed.
CH. 12-8 - STORMWATER MANAGEMENT AND CONTROL OF EROSION, SEDIMENTATION AND RUNOFF				
¹⁹⁰ Sec. 12-8-3. - Activities requiring a stormwater management plan. No person may subdivide or make any change in the use of land or construct or change the size of a structure except as exempted in section 12-8-4 without first submitting a stormwater management plan to the city engineer and obtaining a stormwater management permit from the building official. Recommended Change- change building official to city engineer. (JB) Comment- Currently the engineering department administers the permits for site development and the erosion control of commercial projects. This change is necessary to avoid conflicts with current processes. (JB)	Do we need to refer to specific divisions or titles or should we instead talk about “city administrator or designee”? The responsibilities can be assigned internally and may change over the years. Could exempt floodplain section from this change.		WS1 (1/29) – change to “Mayor or Designee”.	Completed.
¹⁹¹ Sec. 12-8-5. - Stormwater management plan. It is the responsibility of the applicant to include in the stormwater management plan sufficient information for the city engineer to evaluate the volume of stormwater runoff. The stormwater management plan shall be prepared by a professional engineer registered in the state. The stormwater management plan shall be subject to the approval of the city	Do we need to refer to specific divisions or titles or should we instead talk about “city administrator or designee”? The responsibilities can be assigned internally and may change over the years. Could exempt floodplain section from this change.		WS1 (1/29) – change to “Mayor or Designee” or “City Staff”	Completed.

Comment	Inspire Response	Staff Comment	Action	Status
engineer and permitted by the city building official. The design standards delineated in section 12-8-6 shall be utilized in the review and approval of each drainage plan. Additional pertinent information that may be requested by the city engineer shall be provided. Recommended change- Omit the building official in this section. (JB) Comment- The City Engineer provides for the permitting of stormwater management plans and construction sitework permits. (JB)				
¹⁹² 12-8-6(C)(3) No clearing, grading, cutting, filling or alteration to the site of any kind shall be commenced until adequate erosion and sedimentation structural controls have been installed as per plan between the disturbed area and water bodies, watercourses, and wetlands and inspected by the building official. Limited clearing shall be permitted as necessary to allow the installation of the structural controls. (JB) Recommended Change- Add “and/or City Engineer” after “Building official”. (JB) Comment- Both positions are currently sharing this duty. city engineer for Commercial Developments and building official for residential developments. (JB)	Do we need to refer to specific divisions or titles or should we instead talk about “city administrator or designee”? The responsibilities can be assigned internally and may change over the years. Could exempt floodplain section from this change.		WS1 (1/29) – change to “Mayor or Designee” or “City Staff”	Completed.
¹⁹³ 12-8-8 (1) Development other than single-family and two-family lots. All development other than single-family subdivision and two-family lots is subject to the following provisions: (JB) a. The building official shall be notified by the owner, developer or builder to inspect the installation of the erosion and	Do we need to refer to specific divisions or titles or should we instead talk about “city administrator or designee”? The responsibilities can be assigned internally and may change over the years. Could exempt floodplain section from this change.		WS1 (1/29) – change to “Mayor or Designee”.	Completed.

Comment	Inspire Response	Staff Comment	Action	Status
sedimentation controls prior to any clearing, grading, cutting, filling or alterations of any kind to the site. b. The building official shall monitor the installation of temporary stormwater control devices during construction. At the completion of construction, the city engineer shall be notified by the owner, developer or builder to inspect and assure that permanent stormwater control devices are installed as shown and approved on the plan. c. During the construction phase of the project, if the city engineer determines that construction is not in compliance with the approved stormwater management plan, a notice of noncompliance shall be issued, specifying the nature of the noncompliance and the remedial actions necessary to bring the project into compliance within 24 hours. d. If the remedial action specified above is not completed within the time allowed, then the building official or the city engineer may issue a stop-work order immediately. Upon completion of the action set forth in the notice of noncompliance, the building official shall issue a notice of compliance. Recommended Changes- 12-8-8 (1)a and 12-8-8(1)b- change building official to city engineer. Comment- Currently the engineering department administers the permits for site development and the erosion control of commercial projects. This change is necessary to avoid				

Comment	Inspire Response	Staff Comment	Action	Status
conflicts with current processes. (JB)				
¹⁹⁴ On-site stormwater requirements are hard to meet, especially for infill and redevelopment. Need solutions (KO)	While requiring LID practices helps, this is a requirement that cannot be waived. The best solution would be a master stormwater system for key redevelopment/ infill districts.	Public Works supports a master stormwater system, however, Public Works wants clear delineation between public and private stormwater. The City does want to maintain unfunded stormwater infrastructure needs that is created by private development. Also, the maintenance of the private stormwater should run with the land, not a third party like an HOA. AT	1/30 WS2 – Allow partial off-site compensatory treatment (50% max.) in addition to establishing a master stormwater system program	Completed (ch 12-9) A public master stormwater system should be considered but cannot be mentioned in the LDC until implemented.
¹⁹⁵ Seek conformance with applicable stormwater requirements from Escambia County and/or NWFWMMD, and potentially with FDOT’s requirements for project parcels abutting a state roadway. (PJ)	Should refer to the WMD requirements.		1/30 WS2 – Review Escambia County and/or NWFWMMD, and potentially with FDOT’s requirements for project parcels abutting a state roadway and update City standards where applicable.	Added note that parcels abutting FDOT property need to be compliant with Rule 14-86, F.A.C.
¹⁹⁶ End much or all of the stormwater grandfathering for areas that have existing impervious surface, and add more flexibility for offsite treatment to allow for more urban density; (CW)	Stormwater is a requirement that cannot be waived. The best solution would be a master stormwater system for key redevelopment/ infill districts.			
¹⁹⁷ SECTION 12-8-4 - Building Inspections cannot issue a permit without approval of a lot grading plan that accounts for both stormwater run-on and run-off (AT)	Please clarify comment.	At present, Building Inspections does not look at any type of lot grading plan nor take into consideration how residential construction affects the neighboring parcels. We’d like to add a layer to permitting of residential homes that requires submittal of a lot grading plan, written narrative describing how this development will neither create nor exacerbate flooding problems...all this to be reviewed by the City Engineer AT	1/30 WS2 – City to require the submittal and approval of a lot grading plan prior to issuing permits for new single-family homes	Added requirement to chapter 12-3 (Building Permit section).
¹⁹⁸ Stormwater pond placement and size should be addressed with more guiding language as what is an acceptable aesthetic. Ultimately a comprehensive stormwater plan that reduced the necessity for onsite retention would be idea, though. Stormwater is a huge issue here. (VD)	Stormwater is a requirement that cannot be waived. The best solution would be a master stormwater system for key redevelopment/ infill districts.	Public Works has the same comment as #208. Also, requiring stormwater ponds to be aesthetically pleasing would result in an undue financial burden on developers. AT Agree, however, there is language in the UDOT that defines placement. Perhaps item for further discussion? (VD)	1/30 WS2 – Include provisions within the LDC which clarifies how stormwater ponds can be incorporated in an urban setting	Completed
CH. 12-9 – FLOODPLAIN MANAGEMENT				
¹⁹⁹ Florida has requirements in flood hazard zones which disallow a certain degree maintenance of structures based on the value of the maintenance compared to the value of the home if they don’t elevate their homes. This is leading to residents living in substandard conditions. Although	Any suggestions on how to handle this?	Not offhand but perhaps other communities have identified successful methods. (VD). No comment (LS) Would defer to City Building Official/Floodplain Manager. (SM)	1/30 WS2 – Discussed item. No change proposed at this time.	No changes to floodplain until 7/17 (JF)

Comment		Inspire Response	Staff Comment	Action	Status
	we cannot impact, Florida Building code we should consider the equity factor for residents and commercial property owners that just want to maintain or restore their property or rebuild after damage was caused that was out of their control. (VD)				
	CH. 12-10 – AIRPORT				
200	Chapter 333, FS, contains the requirements for adopting airport zoning regulations. (Inspire)	Review the statutes to ensure this chapter addresses all the requirements.		Review the statutes to ensure this chapter addresses all the requirements.	Completed.
201	Section 12-10-10 requires an update of the LDC within one year of a master plan update. (Inspire)	Has the airport master plan been updated?		Airport Master Plan Last updated in 2018	NA
202	Sec. 12-3-11(4)a.7 states that any person desiring to erect or increase the height of any structures, or use his or her property not in accordance with the regulations prescribed in this chapter, may apply to the zoning board of adjustment for a variance from such regulations (Inspire)	Do they have to demonstrate hardship or just say they don’t’ want to meet the regulations? Recommend modifying language to reflect that variances are only recommended in cases where the applicant has no other option. Also, why would the Board make the city pay for the lights?	They must demonstrate a hardship, which is not self-inflicted. (LS)	1/30 WS2 – Keep provision as is	NA
	CH. 12-11 - ADMINISTRATION AND ENFORCEMENT				
203	Sec. 12-11-1. - Enforcement. (JB) (a)Enforcement of the provisions of this title shall be administered by the mayor through the following city officials: (1) Chapters 12-1 through 12-5, 12-9 and 12-10. Enforced by the building official. (2) Chapter 12-6. Enforced by the parks and recreation director. (3) Chapter 12-7. Enforced by the planning services department. (4) Chapter 12-8. Enforced by the city engineer and the building official. (b)These city officials may be provided with assistance of such	Do we need to refer to specific divisions or titles or should we instead talk about “city administrator or designee”? The responsibilities can be assigned internally and may change over the years. Could exempt floodplain section from this change [new response – inspire]		1/30 WS2 – change titles throughout the LDC to ‘Mayor or designee’ unless specificity is needed; however, retain references to City Engineer, City Arborist, and City Building Official	Completed

Comment	Inspire Response	Staff Comment	Action	Status
other officers and employees of the city as may be necessary to enforce the provisions of this title. If the applicable official finds that any of the provisions of this title are being violated, he or she shall notify in writing the person responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct it. He or she shall take any other action authorized by this chapter to ensure compliance with or to prevent violation of its provisions. Recommended changes- (JB) Change 12-11-1(a) to the mayor “or the mayor’s designee”. 12-11-1(a)(1) Delete or modify (Some duties are Planning and some are Building Inspections 12-11-1(a)(2) Delete or modify (Now City Arborist) 12-11-1(a)(3) Delete or modify (Planning Services Department is not a department any more- Planning and Zoning Division) 12-11-1(a)(4) Delete or modify (the correct officials are named but with a change in Mayor/Administration, this could change) Comment- The specific naming of certain officials limits the ability for change as the mayor sees fit. Some of these duties as assigned are not consistent with this section currently.				
²⁰⁴ Sec. 12-11-1 specifies the various departments responsible for certain sections of the LDC. (Inspire)	Recommend eliminating this section and instead change all references specific to a department or position (throughout the LDC) to “City Administrator or designee.” Department functions and titles change and that should not require a code amendment. A designee is whoever the City Administrator assigns the responsibility to.	Discuss further. (SM)	Delete list of responsible departments.	Done.
²⁰⁵ Sec. 12-11-5. - Building permits. (JB) This section is established to provide for building permits for	Recommend moving submittal requirements to an administrative procedures manual or to the actual application form (in the form of a checklist) [new comment – inspire]		1/30 WS2 – take application requirement details out of the LDC	Done.

Comment	Inspire Response	Staff Comment	Action	Status
review of compliance with the provisions of this land development code. A "building permit" means any building or construction permit required by chapter 14-2. (1)Application. Any owner, authorized agent, or contractor who desires to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by the standard building code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit for the work. All applications for building permit shall be accompanied by the following information and materials: a. Two complete sets of building construction plans shall be required. In addition, a plot plan drawn to scale depicting the following information shall be required for residential and commercial building permits: One copy of the plans shall be returned to the applicant by the building official after he or she has marked such copy either as approved or disapproved and attested same by his or her signature on such copy. The original, similarly marked, shall be retained by the building official. Recommended Changes- 12-11-5(1)a- Change “Two complete				

Comment	Inspire Response	Staff Comment	Action	Status
sets” to “One complete set of digital plans”. Change- last section to “One digital copy of the plans shall be returned to the applicant by the building official, or the building official’s designee. Approved plans shall be digitally stamped “Reviewed for Code Compliance” and signed by the plan reviewer. (JB)				
206 Sec. 12-2-7 outlines the public participation procedures that were previously required by the FAC. Is publishing in the newspaper still sufficient public notice or should a different public noticing process be defined? (VD)	Some of this is outdated but other provisions are required by FS. The chapter on development review should be where we specify the notice requirements for the various types of application. Need to make sure they are consistent with current state law.	OK (VD) Would like to discuss further. Outdated provisions should be removed. (GH) (LS)(SM)	Update notification requirements to be consistent with FS.	Addressed
207 Evaluate variance process (KO)	There are numerous sections in the LDC that mention variances (12-7-7, 12-9-7, 12-10-3, 12-10-8, 12-11-2, and 12-12-2). Some refer to the P&Z as the approving authority while other sections refer to the BVZA. There should be consistency – “variances” should be reviewed by the BZA and should demonstrate hardship. Allowing the smaller variances to be approved by staff is fine, but this part may be expanded to include a percentage of all dimensional requirements (except density/intensity and other provisions that shouldn’t be changed) Variances should not be based on an appeal.	What is the BZA or BVZA? Should this be the ZBA, Zoning Board of Adjustments? Administrative variances must meet the same criteria for a Variance which is reviewed by the ZBA per Sec. 12-11-2(a)(2). .. Administrative Variances could be modified to serve an “oops factor” and correct minor field errors. (LS) Appeals are different from variances. They are essentially seeking concurrence from the ZBA that staff was “wrong”. (SM)	1/30 WS2 – The Plan Board should continue to review variances within Special Districts; add the variance flexibility provisions proposed in in Row 229	Addressed
208 Sec. 12-7-7, variances, refers to process. Should move to that chapter. (Inspire)	Move to the development review chapter.		Move all variance provisions to the Development Review chapter.	Addressed
209 Sec. 12-9-7. - Variances and appeals. (JB) (a)General. The construction board of adjustments and appeals shall hear and decide on requests for appeals and requests for variances from the strict application of this chapter. Pursuant to F.S. § 553.73(5), the construction board of adjustments and appeals shall hear and decide appeals and requests for variances from the strict application of the flood resistant construction requirements of the Florida Building Code. This section does not apply to section	Will make a note to change		Update language.	Addressed in chapter 12-10.

Comment		Inspire Response	Staff Comment	Action	Status
	3109 of the Florida Building Code, Building. (b)Appeals. The construction board of adjustments and appeals shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the floodplain administrator in the administration and enforcement of this chapter. Any person aggrieved by the decision may appeal such decision by certiorari appeal to the circuit court.				
	Recommended changes: (JB) 12-9-7a.- Change “Construction Board of Adjustments and appeals” to zoning board of adjustments in the first sentence. Second sentence- change construction board of adjustments and appeals to “Florida Building Commission” 12-9-7 b.- Change construction board of adjustments and appeals to Zoning Board of Adjustments Comments- The city is working to dissolve the Construction Board of appeals and rely on the appeals process through the Florida Building Commission per Florida Statute 553.775. This will provide consistency. (JB)				
SUBDIVISION PROCESS					
210	Sections 11-4-69 & 70 include provisions for the vacation of Streets and ROW. (Inspire)	Recommend moving to the LDC section dealing with platting and vacations.	Agree (GH) (LS) (SM)	1/30 WS2 – develop review criteria for vacation requests—one of which should be impacts to area connectivity; disregard fee discussion (addressed internally prior to meeting)	Addressed.
211	Right to Use and/or Vacation of City right of way – this has become a frequent topic of conversation of late, as the City seeks to balance the value of using the right of way to benefit private development against its	We typically discourage vacating streets as that has an impact on connectivity. However, you can’t prohibit someone from requesting it. Could add language stating that if a street is vacated, the developer will need to ensure connectivity is provided in some other way (through private driveways that are open to the public and are designed like streets. The question regarding fees, is it for application fees?	Discuss further (CC) (LS) Yes – application fees and annual use fees if the ROW is approved for a License to Use vs a vacation.	Include criteria for reviewing street vacation applications.	Addressed (12-3)

Comment	Inspire Response	Staff Comment	Action	Status
intended public purpose. Are there best practices utilized by other Florida communities – including applicable fee structures - that you are aware of that have been successful? (SM)				
212 There is no “major” or “minor” subdivision anymore and that language in 12-3-105(c) is a carryover that probably should be removed (GH)			Update this section	Pending platting updates by city staff.
213 Sec. 12-7-8, Preliminary plat, Sec. 12-7-9, Final plat, and Sec. 12-7-10, Final approval, should all be moved to the development review chapter. (Inspire)	Move to the development review chapter.		Move all platting provisions to the Development Review chapter.	Addressed.
214 Chapter 12-7 – Subdivisions – As these typically constitute a more technical review and application of regulations, any streamlining and condensing of approval processes and times (that comply with the minimum state requirements, obviously) would be a positive step. As an example, the City allows for “parcel history” to be applied in areas that originally had a higher number of lots than currently exist when restoring the original number (or fewer) of lots can be achieved with the lots created conforming to the existing lot size requirements of the zoning district. This allows for restoration of historical platting lines without going through the full-blown plat review process. (SM)	See comments under Chapter 12-12. Agree that some approvals can be done administratively. The final plat, however, has to be approved by the governing body (per F.S. 177.071).	Public Works does not support utilization of parcel history, especially for stormwater requirements. AT Agree (CC) (GH) Agree with AT on the elimination of parcel history divisions. Support retaining the “two-lot split” as an administrative approval. (LS) Utilizing parcel history has many benefits and I personally would not support eliminating it, but I agree it should not be exempt from stormwater requirements or internal PWF/Engineering review. (SM)	1/30 WS2 – continue to implement parcel history provisions with two adjustments: (1) development must meet the City’s and WMD’s stormwater requirements; and (2) clarify language to prevent developers from taking advantage of these provisions (such as using the parcel history process, but asking for adjustments to their boundaries)	Addressed
215 Sec. 12-7-2. - Prohibition...nothing in this chapter shall be deemed to require the approval and recording of public acquisition of strips of land or the combination or recombination of portions of previously platted and recorded lots where no new parcels or residual parcels are created which	The language of this section is confusing. It waives platting for lot consolidation. If two contiguous nonconforming lots are under single ownership and proposed for development, they should be consolidated into a single lot meeting code. Need further discussion with staff.	Public Works staff believes there is misunderstanding. Staff is talking about lot divisions based on historic platted lots, so people are trying to use an old plat to not trigger stormwater issues and surface runoff. This elimination of parcel history loophole would bring us into compliance with Water Management District requirements. AT Agree with AT (CC) (LS) See my comment in 187 above. (SM)		

Comment	Inspire Response	Staff Comment	Action	Status
are smaller than minimum restrictions required by this title in the district in which such parcels are located. - Need to eliminate the phrase “previously platted and recorded lots” Elimination of Lot History loophole (stop allowing developers to skip past the platting process and/or stormwater treatment & attenuation) (AT)				
216 Sec. 12-7-5(a)(6) and (b) refer to plan submittal requirements. (Inspire)	Both should be moved to the development review chapter.		1/30 WS2 – move procedures to development review chapter and take submittal details out of the LDC. [LAST PART IN FUTURE PHASE]	Addressed
217 City’s subdivision approval process: My personal opinion is that the process could potentially not need to include both the Planning Board and City Council. Staff should be trusted to ensure compliance of the design versus the LDC. Certainly, a public forum needs to be provided for transparency and opportunity for input from the general public, but potentially not both the Planning Board and Council. I also do not understand the basis of Final Plat approval being required at the same time as Construction Plans. It would be more logical in my opinion to require approval of Construction Plans after or concurrent with Preliminary Plat, then after construction is complete the Final Plat is submitted and approved. I would also request reconsideration of the 365 day maximum timeline between approval of Preliminary Plat and submittal of Final Plat, recognizing the City needs a mechanism to prevent approved plats and construction plans from sitting indefinitely in an ‘approved’ state. (PJ)	Recommended changes as follows: • Eliminate planning board review of preliminary and final plats. These are administrative items that comply with code and prior approvals. • Require preliminary plats to be approved by the city council. Once the preliminary plat is approved, the applicant can submit subdivision construction plans (final engineering). • Applicant would then have the option of bonding improvements and processing the final plat, or constructing the infrastructure prior to final plat approval. • Final plat would then be reviewed by staff and signed by the Mayor. Recommend updating timelines to require subdivision construction plans to be submitted within one year of preliminary plat approval and approved within two years of PSP approval. Allow ability for City Engineer to grant one-year extensions. If subdivision construction plans aren’t submitted or approved within the required timing, the PSP expires.	In regards to removing the Planning Board step - the planning board is being used by the City Council as a “previewer” of said preliminary plat prior to full City Council review. The desire of the role of the “previewer” is to work out all the details prior to full City Council meetings. Per F.S. Chapter 177.071, the final plat must be approved by the appropriate governing body with evidence of such approval on the face of the plat. Approval of the appropriate governing body, i.e. is the City Council and executed by the City Clerk per the City Council’s record vote. The execution of the final plat per the City Council’s record vote is not a function of the Mayor as suggested by Inspire. AT In regards to the timeline of the Preliminary Plat, Final Plat, and release of construction plans, - Per the LDC 12-7, upon Planning Boards approval of the preliminary plat, the developer has 365 days to submit Final Plat and Release for Construction Plans. Once the City Council approves the Final Plat, the developer has 180 days to record the Final Plat and 365 days to complete construction of infrastructure. The City Surveyor recommends changing the Final Plat submittal days from 180 days to 365 days. This would allow concurrence with the construction timetable. AT Agree with AT.	1/30 WS2 – Staff agree with streamlining the process (Escambia and neighboring counties have a simpler process). Will need input from the Planning Board and City Council. Clarify the process and timeframes as they are confusing for staff and applicants.	Pending platting updates by city staff.

Comment	Inspire Response	Staff Comment	Action	Status
218 As landowners have rights to subdivide land (as regulated by the LDC), a public forum by either Planning Board or City Council should not be needed to approve a Preliminary Plat; it's my opinion that a public forum for this use should be avoided. Given the large amount of resources necessary for a comprehensive review, Staff should be responsible for determining compliance with the LDC and should review & approve Preliminary Plats accordingly. If additional restrictions are needed to ensure responsible development, these should be made part of the LDC by amendment in order to set an equal playing field. Applying requirements beyond the LDC or denying subdivisions case-by-case, as made possible by Planning Board & City Council hearings, can potentially infringe upon the landowners' rights. A staff-only review would be consistent with Escambia & Santa Rosa County's processes (CG)	See previous comment/recommendation			Pending platting updates by city staff.
219 Regarding subdivisions, I support Patrick's opinion that the Final Plat process should occur after construction; this includes all infrastructure necessary to support & develop individual lots. The function of the Final Plat review process should be to verify that new lots are acceptable and have adequate access, drainage, utilities & etc. - it makes logical sense for this to occur after construction. This would be consistent with Escambia & Santa Rosa County's processes and would help clear up a lot of confusion. (CG)	After the approval of construction "plans" the developer should be able to build the infrastructure while processing the final plat. They should be required to post a bond or letter of credit. Per FS, the final plat has to be approved by the governing body. However, some communities take the PSP through the Council but not the final plat. It does, however, get signed by the Mayor.	There is currently 2 timetables in the LDC. We recommend moving to one timetable where Final Plat to be concurrent with construction plans with 365 days. AT Agree with AT (LS)		Pending platting updates by city staff.

Comment	Inspire Response	Staff Comment	Action	Status
220 Sec. 12-7-10(e) states that all subdivision improvements shown on the plat shall be completed within one year from the date the city council grants approval of the final plat. (Inspire)	Final plats typically don’t show subdivision improvements. Those details are typically shown on preliminary plats and subdivision plans.	Agree (CC) Agree. The year limit has been problematic for several developments (GH) (LS) (SM)		Pending platting updates by city staff.
221 Making final plats final at the Planning Board meeting and not require city council approval. (CC)	Final Plats need to be approved by the governing body (per Statutes). But they don’t’ need to go to the Planning Board.			Pending platting updates by city staff.
222 Appendix B, Sample preliminary plat, seems outdated. (Inspire)	We don’t think this image is necessary, but if frequently used, we recommend replacing it with a modern image and moving it to the development review chapter.		1/30 WS2 – Modernize image and move to the development review chapter	Done
223 The implementation of a “Development Order” should be considered for site & subdivision developments. There is often confusion about what permits are to be received upon project approval, if they have all been obtained, and what the expiration dates are. Given the coordination required for reviews by multiple departments (planning & zoning, engineering, building, & etc.), it would be beneficial to both the City and Developers to have one document demonstrating project approval with an effective date. This will require an overhaul of the review processes currently outlined in the LDC. (CG)	Planning activities that get approved should get a development order. Each application type should specify expiration dates and extension opportunities.	Further discussion. I don’t necessarily disagree with CG to a certain extent. However, Planning has not taken the lead role, except in facilitating Board action. (LS)	1/30 WS2 – Staff decided that Development Orders are not needed within the City. Disregard recommendation.	No change
CONCURRENCY				
224 Sec. 12-1-7 contains the concurrency management and monitoring provisions. (Inspire)	Recommend moving to the development review chapter.	Agree. AT (LS)(SM) No comment. (GH)	Move concurrency section to the development review chapter.	Addressed
225 Sec. 12-1-7(3)(c) in the Concurrency section requires a “realistic, financially feasible funding system based on currently available revenue sources that are adequate to fund the public facilities required to serve the development authorized by the development order and development permit and which public facilities are included in the five-year schedule of capital improvements.” Should this define	The state does not require the comp plan or capital improvements to be financially feasible. There is a difference between “currently available <i>revenue sources</i> ” and “currently available <i>funds</i> .” One could say that we have the revenue sources to fund projects in year 5 of the CIP, but we currently don’t have the funds available, as they will be budgeted at the end of year 4.	Ok. (VD)	No change needed.	No Change

Comment	Inspire Response	Staff Comment	Action	Status
that the funds must be “currently available”? This may be too restrictive to allow the City to respond to a development that it wishes to incentivize. (VD)				
226 Sec. 12-1-7(3)(b)(1) states that the burden of showing compliance with the adopted levels of service and meeting the concurrency evaluation shall be upon the applicant. The city may require whatever documentation is necessary to make a determination. Could the documentation be defined here (or at least some guidance) to increase the certainty of approval? (VD)	Should be Sec. 12-1-7(b)(1). Does the City use checklists for development review applications? This is where that information should go. The form should ask the applicant for the proposed demand and provide a phone number of email where the applicants can get the currently available supply.	Defer to planning staff on question (VD) City checklists are discipline specific. Planning does not generally assess concurrency. Traffic would be a function of PWF. (LS)(SM)	WS1 (1/29) – decided not to include specific language in the LDC as to what the applicant would need to submit to demonstrate compliance; details could be included in a checklist	No Change
227 GENERAL COMMENT (Need to improve Section 12-1-7): Update LDC to include language about modifications to the City right of way to account for how your proposed development will affect transportation/traffic (trip generation requirements, install turn lanes, right in/right out driveway, traffic studies, etc.)	Section 12-1-7 is about Concurrency. Requirements for easements, paths, streets should go in the Streets, Circulation, and Parking chapter. Language should be added to require an operational analysis and traffic improvements based on impacts from the proposed development. Sec. 12-1-7(a)(3) addresses concurrency and focuses on “roads designated in the comprehensive plan.” If there is an issue with a failing roadway within the impact area of the project, it could be mitigated through a proportionate share agreement.	Policy T-1.1.4 in the Comp Plan currently has a transportation concurrency exception area, so a lot of the transportation concurrency requirements in chapter 12 is not applicable. So staff is trying to find ways to ensure transportation impacts are accounted for. Is this why you are recommending putting traffic impact analysis in the streets, circulation, parking chapter? Perhaps in the development review section Inspire mentioned? Because in other areas I’ve seen detailed concurrency sections in the LDC and not in the streets section. There is a concurrency determination application and usually this will require some type of traffic assessment from the applicant for major projects. Here is an example from St. Johns County: http://www.co-st-johns.fl.us/DevelopmentReview/media/DRM/Section%203.0%20Concurrency.pdf AT Agree with Inspire. (LS)	1/30 WS2 – transportation related analysis and studies for development should be identified in the Development Review Chapter. Additionally, it should include provisions that if the proposed development exceeds so many estimated trips, a traffic study will be required.	Addressed
228 Sec. 12-1-7. Reference Level of Service Study, ATP & MUTCD (AT)	These capacity measures are not directly tied to LOS standards. They may be better incorporated into another portion of the code.		1/30 WS2 – Direct applicants to utilize the LOS calculation utilized in the City’s LOS Study	Addressed
229 Section 12-1-7 Concurrency and capital improvements. Needs to bring attention to this section internally as staff should be reviewing LDC, comp plan, and capital improvement schedule in coordination. This can impact outcomes of any traffic impact analyses we may require. Ex. If a study shows development will impact an intersection, how can we better structure our system to better take this into account and plan for improvements? (AT)	This could be addressed in an internal development review manual. Does not belong In the LDC.	Agree development review manual would be helpful and bring attention to this coordination. Also still believe that we need to have an internal process that is better integrated so comp plan, capital improvements and concurrency stay consistent. I don’t believe Chapter 9 Capital Improvements of the comp plan has been updated in some time, but perhaps that’s not required any longer. AT	1/30 WS2 – No change to the LDC, but consider creating an administrative procedures manual. FUTURE PHASE	No Change

Comment	Inspire Response	Staff Comment	Action	Status
230 It is not uncommon for staff and/or the customer to wish for more flexibility & additional available options in our administrative (de minimus) variance regulations. (12-11-2(e)) (SM)	Recommend keeping staff modifications at 10% but not just setbacks and allowing >10% up to 30% to be reviewed by the ZBA or PB without having to prove hardship. Anything over 30% should be processed as a variance due to hardship.	I like this. Would like to discuss further. (CC) (GH) Discuss further. (LS) (SM)	1/30 WS2 – Create a system to allow some modifications to be approved administratively.	Addressed
231 Section 12-11-2(a)(2)(e) – this Code Section itself should also be looked at in general as this seems to place Administrative Variances at the staff level under the authority of the Zoning Board of Adjustment due to the way it’s numbered/organized. (SM)	This section needs to be reorganized. See comment above recommending the consolidation of all variance language in one place. Process/procedures should not be mixed with board duties.	Agree (LS)	Consolidate of all variance language in one place.	Addressed
232 Sec. 12-11-2(f) outlines the process for modifications to the CRA Urban Design Overlay District (CRAUDOD) standards. Sec. 12-11-2(f)(2)c states that the applicable redevelopment board chair shall review the final determination. (Inspire)	Recommend that the determination be considered by the whole board and not just the chair.	The CRA District Boards are likely being reorganized. This may provide an opportunity to revisit who is involved. The current process is very collaborative and works well due to the small group. Some of that collaboration might be lost with a larger review committee. (LS) (SM)	Revisit after the CRA Board is reorganized. Victoria D’Angelo: Council did not reorganize them. There has been no impact to their involvement in the CRAUDOD process to date.	No change
233 Sec. 12-11(4) states that the any person affected by the modification to the CRAUDOD can appeal to the ZBA. (Inspire)	Recommend sending the appeal to the city council.	No comment (LS)	Review and consolidate all appeal procedures to ensure consistency.	Addressed
234 Sec. 12-11-2 is titled appeals, modifications, and variances, but goes on to describe the duties and powers of the zoning board of adjustment. The responsibilities of each board should be in the Boards and Commissions chapter. Also, there are numerous references to variances in the code that are not processed by the ZBA (subdivisions, historic districts, etc.) (Inspire)	Recommend rewriting this section to describe the process not the board duties. There should be a section dedicated to appeals (legislative and quasi-judicial decisions), a separate section for variances, and a different section dedicated to modifications.	Agree (CC) (GH) (LS) (SM)	Reorganize into separate sections for appeals, board duties, and variances.	Addressed
235 Chapter 12-11 is not organized and does not include instructions/requirements for all types of development review applications. (Inspire)	Recommend including a section dedicated to general/common procedures for development review (relevant to all application types). Could include the following subsections: - Applicability (specify which activities require a building permit, development order, Certificate of Occupancy) - Table listing all development application types noting who reviews the application and who makes the final decision. Include a cross-reference to the section that explains the application process in detail.	Agree (LS) (SM)	Consolidate all procedure sections and organize by type of application.	Addressed

Comment		Inspire Response	Staff Comment	Action	Status
236		- Pre-application meeting requirements - Application submittal - Completeness and sufficiency review general procedures. - Public hearings and notices			
		We recommend having separate sections for the various application types (variances, zoning map amendments, FLUM amendments, Special Exceptions, plats, historic designations, Certificates of Appropriateness, etc.). Each section should include the following subsections: - Purpose of application - Application Requirements - Criteria for review - Review Process - Effect of approval - Expiration/extension			Addressed (12-3-130 – 139) JF
237	Adding some language that requires (or strongly recommends) that any applicants going before the planning board hold a pre-app meeting with city staff. (CC)	Recommend requiring pre-apps for certain types of application. Wouldn't prefer not to use "encourage" or "discourage" in the code, as those words don't do anything.	Agree (CC) (GH) (SM) Suggest including language for certain type of projects within historic and redevelopment districts do the same before initiating Board review. (LS)	Require pre-apps for certain types of application.	Added in new table describing applications
238	Per internal discussions it may be prudent to add a required Pre-development meeting of developers with staff to eliminate developers dropping plans for review at the last minute that are new to staff. (VD)		Ok (VD) Agree (CC) (GH) (LS)		Requiring pre-app meetings
239	There is a lot of repetition in the notification requirements found in Ch. 12-11 and Ch. 12-12. For example, the notification requirements for each application type are repeated within each section by type of application. (Inspire)	Recommend adding a table to show notification type, notification timing, and notification radius by application type. This would reduce redundancy and provide a single source of information. Recommend reviewing all the notification timing for all applications to ensure compliance with statutes.	Agree. We actually created a table for internal use and this could be referred to as opposed to being in the LDC. There was also a state statute adopted a while back that eliminated the need for municipalities to publish in a local newspaper. We should cite this statute and remove an PNJ requirements. (CC) Further discussion. There are still people who do not rely on web-based forums for their news and current information. (LS)	1/30 WS2 – create unified table listing notification requirements for various applications	Table added
240	giving staff more administrative approval options vs. having to go before the board which we may or may not want to do (CC)	The more defined the regulations are, the easier it would be to get developments approved administratively. Don't recommend giving too much discretion to staff. Only gets people in trouble, sets precedents.	Agree with Inspire. (LS)	No action	No change
241	Sec. 12-3-07 addresses conditional use permits. Subsection (a) states that these permits require further review by the planning board and city council. However, there is no reference to conditional uses in the planning board section (12-12-2). (Inspire)	Recommend adding language to Sec. 12-12-2 to establish planning board's authority to make recommendations on conditional uses.	Agree (GH) (LS) (SM)	Add language to Sec. 12-12-2 to establish planning board's authority to make recommendations on conditional uses.	Added conditional uses under planning board authority

Comment	Inspire Response	Staff Comment	Action	Status
²⁴² Sec. 12-11-2(d) states, “Any person, jointly or severally, aggrieved by any decision of the board, or the city, upon approval by the city council, may apply to the circuit court of the First Judicial Circuit of Florida within 30 days after rendition of the decision by the board.” The wording is not clear and seems to require city council approval to appeal. (Inspire)	Reword to clarify.	Agree (LS)	Reword Sec. 12-11-2(d) and Sec. 12-12-2(6)f.4 to clarify that city council approval is not needed to appeal.	Clarified
²⁴³ Sec. 12-12-2(6)f.4 states, “Any person, jointly or severally, aggrieved by any quasi-judicial decision of the planning board on an application for a variance under subsection (6)f of this section, or the city, upon approval by the city council, may apply to the circuit court of the First Judicial Circuit of Florida within 30 days after rendition of the decision by the planning board.” The wording is not clear and seems to require city council approval to appeal. (Inspire)	Reword to clarify			Clarified
²⁴⁴ Sec. 12-11-3 is titled Amendments, but it seems to apply to all rezonings and FLUM amendments (Inspire)	Change title and separate into two sections (rezonings and FLUM amendments).	Agree (LS) It also applies to LDC amendments. (SM)	Change the title of Sec. 12-11-3 and separate into two sections (rezonings, FLUM amendments, and LDC Amendments).	Done
²⁴⁵ Sec. 12-11-3(3)a states that applications for zoning or FLUM amendments must be submitted to the planning services department 30 days prior to the regularly scheduled meeting of the planning board. (Inspire)	Recommend moving timelines out of the LDC and into a development review manual or the actual application forms. Also, this does not allow adequate time to process. Staff will need to do a sufficiency review, potentially a request for additional information, prepare and send notices, prepare and run an advertisement, and write a staff report in what is essentially a two-week period.	Disagree. This timeline was increased from 21 days to 30 days to provide enough time for staff to assess the application and route for comments. (LS)	1/30 WS2 – Move timelines out of LDC and into Development Review Manual, which should be adopted by reference (therefore keeping timelines enforceable)	Language refers to deadlines set administratively.
²⁴⁶ Sec. 12-11-3(3)c.2.ii references proof of ownership. (Inspire)	Recommend adding an option for a notarized agent authorization form for third-party applicants acting on behalf of owners.	Disagree (LS)	1/30 WS2 – clarify that if an agent is submitting the application on behalf of a property owner, they must have their written consent	Addressed
²⁴⁷ Sec. 12-11-3(5) speaks to city council review of the planning board’s action on rezonings and FLUM amendments (as covered in Sec. 12-11-3(4)). However, Sec. 12-11-3(5) only references zoning	This should be fixed if separate sections are created for each type of application. Does the City allow FLUM amendments and rezonings to be processed concurrently? Needs to be stated.	Agree. Yes, we allow them to be processed concurrently. (GH) (LS) (SM)	Rewrite Sec. 12-11-3(5) to clarify that the City allows FLUM amendments and rezonings to be processed concurrently.	Done

Comment	Inspire Response	Staff Comment	Action	Status	
	amendments and not FLUM amendments. (Inspire)				
248	Sec. 12-11-13 has many references to the Department of Community Affairs and the Department of Economic Opportunity. (Inspire)	Recommend revising all to Florida Department of Commerce and updating all timelines to refer to the statute (30 days for State Expedited Review).	No comment (LS)	Update change to Florida Department of Commerce and plan amendment timelines.	Addressed
249	Sec. 12-11-3(6)a.12 encourages applicants to hold informational community meetings for zoning and/or FLUM amendments; however it is under the zoning amendments section and not the FLUM section. (Inspire)	This should be fixed if separate sections are created for each type of application.	No comment (LS)	Create separate sections for rezonings and FLUM amendments.	Addressed
250	Sec. 12-11-3(6)a.13 requires two advertised public hearings for rezonings of 10 contiguous acres or more. However, the bottom of the section states that if the city council approves at the first public hearing, the adoption ordinance will be read two times following the first public hearing. (Inspire)	Recommend clarifying if the first reading occurs at the first public hearing or if there need to be two additional readings after that. Need to clarify if the planning board meeting is a public hearing. Is it one public hearing at planning board, one public hearing / ordinance reading at city council, and then one final ordinance reading that is not a public hearing?		Clarify Sec. 12-11-3(6)a.13 to reflect current practice.	Clarified
251	Sec. 12-11-3(6)b addresses the process for small scale FLUM amendments. (Inspire)	Recommend updating for consistency with state statutes. There is no maximum annual acreage threshold.	Agree (LS) (SM)	Update Sec. 12-11-3(6)b for consistency with state statutes.	Addressed
252	Sec. 12-11-3(6)b refers back to steps for rezoning (subsection (6)a.1 through 12) for small scale amendments. However, the small scale threshold was increased from 10 acres to 50 acres. Sec. 12-11-3.a.13 includes a separate process for rezonings of 10 acres or more. (Inspire)	Recommend referring to Sec. 12-11-3.a.13 for small scale amendments above 10 acres or increasing cap in Sec. 12-11-3.a.13 to 50 acres, depending on intent.	Agree (LS) (SM)		
253	Sec. 12-11-3(6)c only allows two cycles per year for regular cycle FLUM amendments. This cap is no longer in the statutes. (Inspire)	Recommend reconsideration of twice per year cap. Some jurisdictions are going monthly, and some are going quarterly. Some maintain the twice per year cycles. This may not be as important since the small scale cap has been raised to 50 acres.	Agree (LS) (SM)		Deleted twice-a-year requirement
254	Sec. 12-11-3(6)c includes references for rezonings. These are FLUM amendments. (Inspire)	This should be fixed if separate sections are created for each type of application.	No comment (LS)	Clean up language in Sec. 12-11-3(6)c	Separated the sections
255	Sec. 12-11-3(6)c.8 references a 60-day state review period. (Inspire)	Recommend updating to 30-day review period for expedited state review and 60-days for state coordinated review.	No comment (LS)	Update Sec. 12-11-3(6)c.8 for consistency with state statutes.	Added a reference to be consistent with FL Statutes
256	Sec. 12-11-4(2) and Sec. 12-11-4(3)b have repetitive language regarding ADA accessibility to the public. (Inspire)	Recommend noting only once.	Agree (LS)	Duplicative language to be addressed in reorganization.	Noted for PB review and struck for Council

Comment		Inspire Response	Staff Comment	Action	Status
257	Sec. 12-11-8. Regulation of patrons' dogs at permitted food service establishments. (Inspire)	Move to Code of Ordinances (possibly Title IV – Health and Sanitation)	Further discussion (LS) (SM)	1/30 WS2 – Move to Code of Ordinances (possibly Title IV – Health and Sanitation)	To be moved
CH 12-12 - BOARDS AND COMMISSIONS					
258	Sec. 12-12-2(6)c requires the planning board to submit recommendations to the city council on proposed subdivision plats. (Inspire)	Recommend reconsidering whether these applications need to be handled by the planning board. Preliminary subdivision plats should be administrative in nature. Staff can review for code requirements and make a recommendation directly to the city council.	Yes, this should be removed from Planning Board’s processes and handled administratively. (GH) (SM) Agree (CC) (LS)	1/30 WS2 – Staff agree with streamlining the process (Escambia and neighboring counties have a simpler process). Will need input from the Planning Board and City Council.	Pending update by staff.
259	Sec. 12-12-2(6)f allows for the planning board to grant zoning variances for the waterfront redevelopment district and the gateway redevelopment district. (Inspire)	This may be more appropriately handled by the ZBA, as the board that typically reviews variances for dimensional standards.	The City granted authority for Variance approval to the Board which would review/approve the aesthetic/site designs. This streamlines the review process. (LS) (SM)	1/30 WS2 – Keep LDC current provisions	No Change
260	Sec. 12-12-2(12) is a procedure for city council review of planning board decisions. (Inspire)	Should this apply to the ZBA too?	No. Historically, appeals of ZBA have gone to first judicial court of FL since ZBA hearings are quasi-judicial. (GH) (SM) Agree with GH. (LS)	1/30 WS2 –No changes needed.	No Change
CH. 12-13 - DEFINITIONS					
261	Sec. 12-1-8 addresses the interpretation of certain terms (Inspire)	Recommend moving to the Definitions chapter	Agreed. (LS)(SM)	Move Sec. 12-1-8 to definitions chapter	Moved.
262	Sec. 12-1-8 addresses potential conflicts between text and support graphics or tables in the LDC and states that figures, tables and illustrations specifically designated as such shall be deemed to be a part of the text. It may be useful to simplify this language as it feels like it is conflicting in terms of “table and figure”. (VD)	Agree. Too many similar terms used.	Ok. (VD) Disagree, all 3 are used within the LDC. (LS)	WS1 (1/29) – Update terminology for consistency and simplicity as needed.	Changed “illustration” to “figure”.
263	Affordable housing needs to be defined as to what this means and what would constitute acceptable documentation to prove that the property will actually be used as an affordable unit and what the consequence would be if it’s not. Coordinate with the Housing Office and CRA Office. (VD)	Agree. Many communities have adopted definitions. Would recommend targeting incomes at or below 80% of the median household income of the region. Also need timeframe (30 or 50 years) within which the unit needs to remain affordable. A Land Use Agreement should be required. The City should have a system for certifying units affordable.	Ok (VD) Agree (CC) (GH) (LS) (SM) Discuss further. 80% is preferred, but some LLA and other City incentives reference 120% AMI. (MR)	WS (2/2) – Move forward with 120% AMI to be consistent with recent state legislation (note: density bonus system could be more specific)	Completed.

Comment	Inspire Response	Staff Comment	Action	Status
264 Provide a definition for ‘affordable’ consistent with Florida Statutes to assist with local housing market affordability analyses and policymaking			WS (2/2) – Proceed with Inspire’s recommendation	Done
265 Redefine Impervious Area – The challenge has been when we have had other materials type that still produce a high runoff coefficient. (Example stone/rock). Possibly anything with a Curve Number (SCS method) higher than 30. (AT)	Recommend keeping the definition simple or providing a list of materials that the city does not consider pervious.	Public Works believes defining impervious area anything with a Curve Number (SCS method) higher than 30 is very simple. This definitely would eliminate all subjectivity. AT Agree (LS) (SM)	WS (2/2) - Expand current definition with list of potential materials and refer to SCS method for further determinations	Completed
266 There should be a better definition as to what would be considered a “storefront” and what would not. The storefront standards appear to apply to a highly urbanized area and may not be appropriate along all streets. (VD)	There are some areas where storefronts should be required. Where that is the case, the standards should specifically state what constitutes a storefront (display windows, bulkheads, glass doors, awning or canopy, etc.). In other areas, maybe ground floor retail is all that is needed.	Ok (VD) Agree (LS) (SM)	Proceed with Inspire’s recommendation (no discussion)	Completed
267 Primary and secondary frontage definitions should be reviewed (VD)	Agree. Should specify which streets would be primary at intersections or double frontage lots.	Ok (VD) Disagree. It is customary to defer to the “tier of the lots” to determine the primary and secondary frontages. Additionally, absent a definition, staff can be flexible in applying the standards based upon the development type and surrounding area. (LS)	WS (2/2) – Keep the definitions as is, as Staff is happy with the flexible language provided therein	No changes made
268 Provide a definition for ‘compatibility’ consistent with Florida Statutes to provide further guidance and consideration criteria for local boards and staff. (Inspire)			WS (2/2) – Proceed with Inspire’s recommendation	FS definition included for compatibility (EA)
269 Are there standards for garden walls? (Inspire)		Within the CRAUDOD, garden walls are a means to meet the frontage occupation of buildings as well as a way as screen surface parking lots. Since they are implemented for screening purposes, I think the Aragon minimum for transparency should be the standard.	Update as requested by staff.	Addressed.
270 Open air markets are listed in the parking ratio table, but the use is not listed in the table of uses. Delete? (Inspire)			Delete the line	Done.
271 There is a requirement to provide trails along streets noted in the ATP as having priority for trails. Should that be just high priority streets or all priorities? (Inspire)		As for trails, yes I think we should just remove “high”. However, if it’s a trail it should be wider than 6 feet. Is there a way to structure it to provide a range of 10-14 feet with ability to reduce down to 8 if there are constraints confirmed by City Engineer?	Update as requested by staff.	Addressed.

PJ – Patrick Jehle
AW – Adrienne Walker
AT – Amy Toole (also Public Works & Facilities)

CW – Christian Wagley
CC – Cynthia Cannon
CG – Clint Geci

GH – Gregg Harding
LS – Leslie Statler
SM- Sherry Morris

VD – Victoria Dangelo
KO – Comments gathered during the kick-off meeting
Inspire – Consultant

COMPREHENSIVE PLAN

Policy	Inspire Comment	Staff Response	Action
Policy FLU-1.2.2: Land uses which are potentially incompatible due to type of use and/or intensity of use, shall be buffered from one another through the use of physical and/or natural vegetative barriers within required yards established in the adopted Land Development Code. Policy FLU-1.2.2: Land uses which are potentially incompatible due to type of use and/or intensity of use, shall be buffered from one another through the use of physical and/or natural vegetative barriers within required yards established in the adopted Land Development Code.	The buffer requirements are in the Zoning chapter, but also sprinkled throughout the Zoning chapter. We recommend consolidating them in the Landscape chapter and using a table specifying width, landscaping materials, and screening requirements (wall, hedge, or none).	Agree (SM)	Consolidate buffer requirements in the Landscape chapter and using a table specifying width, landscaping materials, and screening requirements
Policy FLU-1.1.6: The following uses shall be allowed in all future land use districts, except for Conservation and Interstate Corridor, subject to regulations set forth in the adopted Land Development Code, and Chapter 333 of the Florida Statutes: Community residential homes, schools with curriculum the same as public schools, libraries, churches, home occupations and accessory structures incidental to any permitted use. Parks and playgrounds and utility structures shall be allowed in every district.	Need to make sure the table of uses addresses this policy. Community Residential Homes of more than 6 residents, however, do not have to be permitted in all districts.		Verify that the uses are allowed as noted.
Policy FLU-1.1.7: Adaptive reuse of vacant public, semipublic, institutional or historically significant structures within the Medium and High Density Residential Land Use Districts and the Residential Neighborhood Commercial Land Use District shall be allowed subject to issuance of a conditional use permit. Applicants for a conditional use permit must submit development plans, undergo site review process through the Planning Board, provide for public notification of property owners within an established radius and obtain approval from the City Council. To ensure the compatibility of the conditional use development with the surrounding residential neighborhood the City Council may prescribe appropriate conditions and safeguards as follows: • Limit or otherwise designate the following: the manner in which the use is conducted; the height, size or location of a building or other structure; the number, size, location, height or lighting of signs; the location and intensity of outdoor lighting or require its shielding. • Establish special or more stringent buffer, yard or other open space requirements. • Designate the size, number, location or nature of vehicle access points. • Require berming, screening, landscaping or similar methods to protect adjacent or nearby property and designate standards for installation or maintenance of the facility. • Designate the size, height, location or materials for a fence or wall.	This is a Comp Plan directive. Need to maintain consistency (or amend the policy).	Agree (SM)	Verify consistency of LDC with this policy.
Policy FLU-1.2.1: Expansion or replacement of land uses, which are incompatible with the Future Land Use Plan, shall be prohibited. Existing nonconforming uses will be permitted as provided in the City's Land Development Code.	The LDC (Section 12-1-6(d)) does not have a reference to this policy and it allows replacement under certain circumstances.	Agree - Language should be cleaned up in both areas. (SM)	Compare Policy and LDC language and ensure consistency.
Policy FLU-1.3.4: Regulate the location of hazardous waste disposal, storage, and treatment facilities within the City through enforcement of land development regulations.	No mention in the LDC about this policy. Are any of those uses currently allowed within the city limits?	No, but M-2 (Heavy Industrial) allows for any use approved by Council not listed in M-1. (SM)	In the industrial district intent section, it states, “Provide an opportunity for review by the planning board and approval by the city council for specific uses that may be an environmental nuisance to the community”
Policy FLU-1.4.2: Public access to the waterfront shall be encouraged in all developments utilizing City funds except for industrial developments.	Sec. 12-3-69 addresses the use of ROW terminus at the waterfront. Recommend adding waterfront access to one of the development bonus incentives. The developer may get additional density or intensity, or		List access to the waterfront as a desired element in the bonus/incentives section.

Policy	Inspire Comment	Staff Response	Action
	reduced parking if they provide on-site public access to the water.		
Policy FLU-1.4.3: Future residential land use developments in the CHHA shall be limited to the following densities by location: • Low density - along Escambia Bay north of Hyde Park Road and south of Gadsden Street, and along both shores of Bayou Texar. • Medium density - along Pensacola Bay (except for the Historic District), and along Bayou Chico. • High density - Historic District.	Need to implement in the LDC.		Verify consistency.
Policy FLU-1.4.4: Future residential land use developments in the dense business area constructed in the CHHA shall be limited to medium density (18 or fewer residential dwelling units per acre). Allowable density above the medium density limit established by future land use category may be transferred to portions of the development site outside the CHHA.	Need to implement in the LDC.	Discuss further (SM)	Address during LDC update. Need to ensure consistency with policy of change it.
Policy FLU-1.8.2: Land development regulations shall allow flexibility, within some zoning districts to provide for affordable housing and other redevelopment opportunities. Policy FLU-1.8.3: Land development regulations shall include standards for residential density bonuses and density transfers above the limit otherwise established by future land use category in exchange for the construction of affordable housing and as an incentive to achieve superior building and site design, preserve environmentally sensitive lands and open space, and provide public benefit uses including access to the waterfront.	Recommend establishing incentives for the provision of affordable housing	Agree – SM	LDC to establish a bonus system to promote the development of affordable housing.
Policy FLU-1.9.1: Promote infill development of vacant and underutilized parcels within City limits through use of appropriate land development regulations, and provision of effective urban services.	Those areas should have the most flexibility	Agree – SM	LDC already offers flexibility in the core.
Policy FLU-1.9.2: Encourage mixed-use development as a means to increase density in the designated urban core and inner-city redevelopment areas of the City in accordance with adopted redevelopment area plans through EAR-based amendments of the Comprehensive Plan and revisions of the Land Development Code. Policy FLU-1.9.4: Continue to encourage mixed use development through the use of innovative land development techniques such as planned unit developments, cluster housing, mixed-uses on individual parcels and other approaches as provided in the land development code. Policy FLU-1.9.5: Promote innovative arrangements of development types and promote a complimentary mix of residential/commercial/recreation uses along primary vehicular corridors of neighborhoods so as to minimize the impacts of new development on existing resources and facilities by allowing a variety of uses in close proximity to one another. Policy FLU-1.9.6: Allow development of a mixture of residential, commercial and office land uses in the mixed residential/office/commercial zoning districts along primary vehicular corridors of the Urban Core and inner-city Community Redevelopment Areas, through review and revision of the Land Development Code. Policy FLU-1.11.3: Review land use regulations in the Land Development Code and revise where necessary to encourage the vertical and horizontal integration of a complementary mix of commercial, service and other non- residential uses that address the needs of families and other household types living in downtown neighborhoods. Policy FLU-1.12.5: Promote redevelopment of existing automobile-oriented corridors and the upgrading of existing commercial development to create vibrant, mixed-use boulevards that balance efficient movement of motor vehicles with the creation of attractive pedestrian-friendly districts that serve the adjoining neighborhoods as well as passing motorists pursuant to adopted redevelopment plans.	Recommend providing incentives to achieve this character/form. May offer additional density, intensity, height, and/or reduced parking in exchange for mixed-use. Should discourage the use of PUD for any type of development.	Agree- SM	Recommend providing incentives to achieve this character/form.
Policy FLU-1.9.3: Support increased density in proximity to existing and proposed urban elementary schools, and seek to use such schools as neighborhood focal points by collocating public facilities such as parks and community centers with schools to the extent possible.	This policy should be amended as colocation is no longer recommended (due to safety issues)	Discuss further (SM)	Recommend amending policy as colocation is no

Policy	Inspire Comment	Staff Response	Action
			longer recommended (due to safety issues)
Policy FLU-1.10.3: Explore Neighborhood Conservation Overlay Districts to ensure compatible infill development in existing traditional neighborhoods.	Is this still an option to consider? We recommend against creating more districts, especially overlays.	This was in conjunction with the desire to allow neighborhoods to adopt specific regulations/plans, which was never approved by Council. SM	No change to LDC. May want to eliminate policy.
Policy FLU-1.11.2: Review land use regulations in the Land Development Code and revise where necessary to support walkability and pedestrian activity, arts, and entertainment uses in the City’s downtown. Policy T-3.2.2: The City will continue to include requirements for provision of sidewalks by developers around future commercial developments to aid in pedestrian transportation needs.	The Off-Street parking chapter needs to be expanded to address streets and circulation (vehicular and pedestrian). Recommend moving relevant sections from Title XI to the LDC.	Agree - SM	Moving relevant pedestrian circulation provisions from Title XI to the LDC.
Policy T-1.1.2: The City of Pensacola shall continue to examine traffic impacts associated with development on roadways within the City to ensure that adopted Level of Service standards are not degraded.	Didn’t see any requirements for traffic studies. Are they not required? Recommend adding to the development review chapter.	Public Works and Engineering does not currently have any requirements for traffic studies and would like to implement this process.	Incorporate thresholds in LDC for traffic studies.
Policy T-1.3.1: The City will use the following definitions from the Land Development Code section 12-14-1 to classify streets within City limits. The City will identify the classification of local streets on the Roadway Functional Classification Map which shall be contained in the City’s Land Development Code, and updated periodically to reflect current roadway function.	This policy should be amended. Should not repeat text from the LDC. There should be less reliance on functional classification; should use context classification instead (FDOT uses it now too).	The active transportation plan has information on level of stress and also roadway design based on context classification and type of road (arterial, collector, local).	Policy should be updated for consistency with the active transportation plan.
Policy T-1.4.3: The City shall work to reduce excess surface parking along new and existing development through revisions to the Land Development Code where appropriate.	See Parking chapter recommendations related to restricting parking to a maximum.	Agree- SM	LDC already has maximum parking provisions. Need to explore other options.

STAFF DRAFT 1 REVIEW REQUESTS		STATUS
1.1.	Include form based standards to mandate canopy Street Trees during new development. We suggest 1 tree per 35 feet of frontage within 6 feet of the right of way. The city should make every effort to provide developers with a wide variety of tree planting options for new development. Justification – Street trees: • Mitigate the heat island effect and stormwater runoff. • Improve pedestrian safety, thereby improving likelihood of people walking • instead of using their cars. • Clean the air of particulate matter produced by automobiles. • Raise property values. • Source: The Hidden Benefits of Street Trees [ENVIRONMENTAL ADVISORY BOARD]	Addressed in landscape chapter (p. 8-15)
1.2.	Strengthen current standards for heritage tree protection per city arborist suggestions [ENVIRONMENTAL ADVISORY BOARD]	Incorporated comments received from the city arborist – minor edits.
1.3.	Remove parking minimums entirely. Justification: • Parking minimums increase the distance between places in our cities, meaning that driving is an obligation, not a choice. A recent study in the Journal of the American Planning Association (After the Minimum Parking Requirement: Journal of the American Planning Association: Vol 90 , No 3 - Get Access) demonstrated that the removal of parking minimums led to a decrease of parking being built—from 108% of the previous mandate down to 46% of the previous mandate. ◦ We aren’t against development, but we are against the land being paved over for unnecessary car parking. If we pave over the land, let it be for productive land use and not merely car parking. • The elimination of parking minimums would make it more possible for businesses to develop buildings on their parking lots, thus decreasing distances between buildings and therefore incentivize trips on foot and on bike. • Over 100 cities in North America have removed parking minimums, including nearby cities such as Birmingham and Gainesville. • Source: A New and Improved Map of Cities That Have Removed Parking Minimums [ENVIRONMENTAL ADVISORY BOARD]	Controversial change. Not proposing to do this as part of this update.
1.4.	Can we minimize or eliminate off street parking in more SFR districts to minimize or eliminate parking in the front yard on a narrow lot? Or can we eliminate the requirement for off-street parking for lots less than 35-40 feet? [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Controversial change. Not proposing to do this as part of this update. Instead, requiring rear loaded lots if 40 feet or less.
1.5.	Can we minimize or eliminate commercial parking requirements in more districts since parking and stormwater often make projects on smaller sites infeasible? [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Controversial change. Not proposing to do this as part of this update.
1.6.	Can the lot history requirements be revisited to allow subdivision based on the minimum lot widths of the zoning district? I’m sure there is a purpose to lot history that I don’t understand, but it seems arbitrary when site dimensions would allow a larger number of lots than lot history would allow? [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	The subdivision of any lot to meet current lot widths is allowed.
1.7.	Prohibit artificial grass in the public right of way. [ENVIRONMENTAL ADVISORY BOARD]	Addressed.
1.8.	Maintain the highest stormwater mitigation standards as practically possible. [ENVIRONMENTAL ADVISORY BOARD]	Not changing regulations.
1.9.	Upzone tracts to allow for higher density and mixed-use development. Justification • A Recent study conducted by the Arizona Department of Transportation (Arizona Study Suggests Dense, Mixed-Use Development Patterns Reduce VMT and Congestion HUD USER) concluded that higher density and mixed-use development: ◦ Reduced vehicle miles traveled by 25%. ◦ Reduced the necessity for car ownership in the treated districts. ◦ Reduced congestion in the treated districts compared to the control roads. [ENVIRONMENTAL ADVISORY BOARD]	Not changing zoning of any sites, but adjusting density to apply to FLU categories, instead of zoning districts. In low density districts, the lot sizes will maintain character. In higher density districts, will open the door for missing middle housing.

STAFF DRAFT 1 REVIEW REQUESTS		STATUS
1.10.	I was told by Planning and Zoning that this development district (OEHC-1) only allows 50% lot coverage for commercial parcels, and that LLA does not address "lot coverage ratio" which is the terminology that our LDC utilizes. However, the terms "floor area ratio" and "floor lot ratio" are used interchangeably with "lot coverage ratio" in developmental settings and the Bill addresses that directly. Thus, per LLA, a 75% lot coverage ratio should be allowed for this development. <i>Live Local 125.01055 (7)(c)</i> <i>A county may not restrict the floor area ratio of a proposed development authorized under this subsection below 150 percent of the highest currently allowed floor area ratio on any unincorporated land in the county where development is allowed under the county's land development regulations... For purposes of this subsection, the term floor area ratio includes floor lot ratio.</i> [EMAIL FROM MAYOR, FORWARDED 2/4/25]	They are not interchangeable. Floor area ratio refers to the proportion of building to lot size. Lot coverage refers to how much of a site can be paved.
1.11.	I was told that I would need to apply to the ARB for variances for each item on this list. However, LLA says that only administrative approval is necessary. This makes a significant difference for our timeline as it will add an additional 60 days to our timeline for a variance that can we approved administratively. <i>Live Local 125.01055 (7)(e).</i> <i>A proposed development authorized under this subsection must be administratively approved and no further action by the board of county commissioners is required if the development satisfies the county's land development regulations for multifamily developments in areas zoned for such use and is otherwise consistent with the comprehensive plan, with the exception of provisions establishing allowable densities, floor area ratios, height, and land use. Such land development regulations include, but are not limited to, regulations relating to setbacks and parking requirements.</i> [EMAIL FROM MAYOR, FORWARDED 2/4/25]	Agree that LLA projects do not need hearings IF they meet code (as modified by the statute). Anything different from code requires the same hearings as any other development.
1.12.	Planning and zoning said that a variance is needed if the square footage of each unit is less than 600 sq ft in the OEH district. However, I think this should be an administrative approval and not an ARB approval. In any other district, no such approval would be necessary, as this "rule" only exists for multi-family units in OEH. I am building a lodging house for short-term stays in this neighborhood and have built a single-family home on a lot adjacent to this property, both of which have a unit size less than 600 sq ft, and this rule did not apply. It apparently only applies for long-term multifamily units, which seems not only arbitrary, but discriminatory. I understand that this problem will be remedied with the new LDC, but that it still quite a way off. To build units that are both aesthetically pleasing and reminiscent of the historic district in which they will be developed, I cannot afford to have any wasted square footage, as it just drives up the cost without the additional benefit for the tenants. I find this to be an ethical and reasonable request. [EMAIL FROM MAYOR FORWARDED 2/4/25]	Reducing unit size to 500 sq. ft.
1.13.	I was told that I am required to provide a 5' landscape barrier on each side of the entrance to the property. While I was aware of and have plans to provide the appropriate landscape barrier around the rest of the property, this one-stop meeting was the first time that the driveway was mentioned. The City allowed the previous owner to subdivide this section of the property and only required them to provide a 20' wide access as that is the minimum requirement for a two-way drive. If I am required to install an additional landscape barrier which wasn't a requirement at the time of subdivision, then I cannot meet the requirements for safe ingress and egress to develop this parcel, as I will only have space for 1 lane of traffic. Since the subdivision took place in good faith that a 20' wide ingress/egress would be installed, I feel that should continue to be allowed for the health and safety of the tenants, and for my ability to maintain a fully useable lot. [EMAIL FROM MAYOR FORWARDED 2/4/25]	Not proposing changes to this requirement
1.14.	I was told that if the largest fire truck in my district cannot pull in and make a full circle without backing up, then I cannot meet the fire code requirements. However, these units are all going to be sprinkled, so that requirement seems a little excessive. I suggested that if it was necessary I could place a hydrant onsite instead, but the Fire Marshall was not present at the meeting, so I don't have an answer on that item yet. Since these will be affordable units, I need to keep infrastructure costs under control, and a hydrant additional to sprinkling the building adds significant additional costs. Perhaps there is some middle ground here that can be discussed. [EMAIL FROM MAYOR FORWARDED 2/4/25]	Fire Dept requirements. Not specified in LDC.
1.15.	I understood that broad adoption of form-based code provisions is unlikely, but might be considered in limited areas and amounts. What if form-based code requirements were a way to achieve a density bonus in SFR districts to allow missing middle? I want missing middle everywhere, but I am concerned that we will end up with a bunch of questionable buildings if it is allowed by right in most/all SFR districts. There are a number of not great new duplexes in East Hill. In fact, the vast majority of new ones are unfortunate copy/paste/mirror exercises. I think form-based code requirements could help mitigate the likely design issues and streamline review for staff to minimize aesthetic review by a board. And it could be a great opportunity to introduce form-based code in an elective manner because it is tied to a bonus and hopefully generates a better result for the neighborhood. Corner properties must address both right of ways, duplexes shouldn't be mirrored or have identical plans and elevations sitting next to each other, quads similar, 2/3/4 unit building could/should look like big houses that push and pull and don't look like copy/paste exercises, cottage courts could/should have shared parking to minimize need for each unit to have dedicated parking, massing diagrams that anticipate successful missing middle forms could go a long way. Discuss pitfalls and failures of form-based code in terms of implementation and results so we can avoid the same mistakes. [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Expanding missing middle in Medium Density Districts. Will include design standards to ensure single family character is preserved.

STAFF DRAFT 1 REVIEW REQUESTS		STATUS
1.16.	Is there a way to have a high-level layman's summary of how the State regulates water management rather than simply treat it as an untouchable black box. Perhaps it could identify areas where the City has an opportunity to tailor things to Pensacola and simplify/minimize permitting requirements that we do control. [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Not part of scope.
1.17.	One thing I wanted to add to the request for a high level summary of the what/why/how the State regulates water management since most people don't know how that works...Does the City have the authority to allow small commercial projects to minimize or eliminate stormwater requirements? I recall someone mentioned that missing middle housing up to a certain threshold might be able to be considered residential rather than commercial, which simplifies the permitting process. Not sure if the water management regulations allow any of this. [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	
1.18.	Porches should be allowed in front setbacks in all SFR [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Addressed in Ch. 12-4
1.19.	Roof height should be calculated differently (I think I have seen where other jurisdictions calculate it at the midpoint of the primary roof plane) and/or be more aware of context and architectural style ala the new two-story Victorian that can't be built as tall as the historic Victorian next door. Why should a Spanish Colonial with a parapet be allowed to be taller simply because the parapets don't count toward the height, but a pitched roof does? Roof averaging similar to front yard averaging? Or tie it to livable floors with specified floor to floor heights (form-based code but we don't have to call it that)? [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Consolidated measurements, but keeping some differences. See Ch. 12-4
1.20.	Can the plat process for small townhouse developments be streamlined to shorten the platting and permitting process for smaller developments (under a certain unit count)? Leslie may have said SRC had a streamlined process...? While it makes sense for a suburban "subdivision" with many parcels and houses, it makes less sense for other projects and puts a much bigger financial burden on small developers and could prevent them from pursuing a project if they fully understand the time and money requirements. [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	Staff updating platting process per recent senate bill.
1.21.	Another potential revision to the LDC that we're exploring is to move subdivision plat approval at city council meetings to the consent agenda items. It's our understanding from working with Inspire Placemaking Collective that other local governments do this as well, and it will make the process more efficient. It's the perfect time to make any amendments to the LDC since we're in the middle of a comprehensive overhaul to these processes. I've spoken with Don Kraher, and he believes the council will appreciate the update. Any insights and expertise you have in this process would be greatly appreciated! I'm happy to schedule a meeting to discuss further if you have availability. [EMAIL FROM CYNTHIA FORWARDED ON 03/04/25]	Staff updating platting process per recent senate bill.
1.22.	I still don't understand the rationale behind a large residential project that could have lots of impervious area having very few water management requirements relative to a small commercial projects that could have less impervious just because of the use. [EMAIL FROM JORDAN YEE FORWARDED 02/28/25]	N/A
1.23.	Attached is the map that they City recently completed as part of a congestion management plan. It could be used as a reference or exhibit in the LDC chapter 7 where it talks about identifying type of road although right now it's titled Future Traffic Circulation Map. I made this comment in the draft word doc. Thanks, [EMAIL FROM CAITLIN CERAME, TRANSPORTATION PLANNER, ON 04/28/25]	Addressed.
1.24.	LAND DEVELOPMENT CODE (ADD) 12-2. DEFINITONS Florida Fire Prevention Code: The Florida Fire Prevention Code (NFPA 1 Fire Code & 101 Life Safety Code) is adopted by the State Fire Marshal at three-year intervals as required by Chapter 633, Florida Statutes. This complex set of fire code provisions is enforced by the local fire official within each county, municipality, and special fire district in the state. [EMAIL FROM CYNTHIA CANNON ON 04/23/2025]	Addressed.
1.25.	Authority Having Jurisdiction: reference Sec. 14-3-21 Code of City of Pensacola Sec. 14-3-21. Bureau of Fire Prevention established; fire marshal; powers and duties. (a)The chief of the city fire department shall be responsible for the enforcement of the city fire code. To assist in the performance of the responsibilities and duties placed upon the chief of the fire department, a Bureau of Fire Prevention is hereby created. (b)The bureau shall operate under the supervision of the chief of the fire department, who shall designate a fire official of the department as fire marshal. The fire marshal shall be the administrator of the Bureau of Fire Prevention. The fire marshal shall be responsible for the direct administration and enforcement of the Fire and Life Safety Codes adopted herein. The fire marshal shall be appointed on the basis of examination or other method as provided by the city.	Not in LDC

STAFF DRAFT 1 REVIEW REQUESTS		STATUS
	(c)The chief of the fire department may also designate qualified members of the fire department as inspectors, from time to time, as may be necessary. The chief of the fire department may recommend to the mayor the employment of technical inspectors, who when authorization is made, shall be selected through an examination to determine their fitness for the position, and which examination and selection shall be in conformity with the laws, rules and regulations of the city. [EMAIL FROM CYNTHIA CANNON ON 04/23/2025]	
1.26.	Ch 12-6. ACCESSORY, TEMPORARY, AND SPECIFIC USES PG6-25 Sec. 12-6-30 Food truck courts. (9) Food truck requirements. (a) Each food truck must meet the requirements of the Florida Fire Prevention Code, NFPA 1, Chapter 50.8 Mobile and Temporary Cooking Operations (all sections of 50.8), to be enforced by the Authority Having Jurisdiction. [EMAIL FROM CYNTHIA CANNON ON 04/23/2025]	Addressed.
1.27.	Chapter 12-8. TREE AND PROTECTION LANDSCAPING PG8-6 Sec. 12-8-10 Street trees in the public right-of-way. Applicable to the Florida Fire Prevention Code, NFPA 1. 18.2.3.5.1.2 states that fire apparatus access roads shall have an unobstructed vertical clearance of not less than 13’ 6”, to be enforced by the Authority Having Jurisdiction. [EMAIL FROM CYNTHIA CANNON ON 04/23/2025]	Addressed.
1.28.	Chapter 12-7. ENGINEERING DESIGN AND UTILITIES Sec. 12-7-5. Design standards. All new design standards must comply with the Florida Fire Prevention Code, NFPA 1. Chapter 18, Fire Department Access and Water Supply, to be enforced by the Authority Having Jurisdiction. [EMAIL FROM CYNTHIA CANNON ON 04/23/2025]	Addressed in chapter 12-9
1.29.	Harvard Housing Study – the ratio of smaller homes being built in 2000 is exponentially larger than today. LDC will have to take on smaller unit development and ability to do so.” [EMAIL FROM CYNTHIA CANNON ON 01/17/2025]	Minimum unit size only required for multi-family in some districts (RH, OEH). Reducing OEH from 600 to 500.
1.30.	Attached is our current noise contour. The Part 150 study is obsolete and should not be referenced because the fleet mix has changed dramatically. I cannot find a copy of that study here so I don’t know precisely what Appendix G references. [EMAIL FROM KEN IBOLD, 04/24/2025]	Addressed in chapter 12-12.
1.31.	Differentiating architectural features to prevent copy-and-paste vernacular in our built environment. Original Language Sec. 12-3-31(7).c. – Building Massing 1. Intent. Buildings should be architecturally articulated with such elements as distinguishing expression lines, changes in fenestration, material and/or color and designed in proportions that reflect human-scaled pedestrian movement to encourage interest at the street level. 4. Single-family units shall be distinguished from abutting units with changes in unit entry, plane, color, materials, front porches, front stoops, fenestration, and/or building elements such as railings. Recommended language: h. Building Elements 1. Single-family units shall be distinguished from abutting units with at least three changes to the principal components of building height, frontage width, window and door placement and size, building entry and façade type orientation, dormer placement, roof style, and roof pitch differences. Changes to components such as color, materials, fenestration, and elements such as railings are secondary changes and shall only be utilized in addition to the three principal components. These differentiating components encourage pedestrian interest at the street level and create architectural identity within the built environment. [EMAIL FROM CYNTHIA CANNON ON 05/09/2025]	Addressed.
1.32.	The 30” minimum. -42” maximum. fence height requirement within the front setback of residential developments – could we change this to 48” maximum? I don’t know why the extra 6” is important to folks – but I get into debates about this requirement all the time.	Addressed.
1.33.	Could we include some wording in the porch definition that states that the 18” minimum porch height requirement shall not hinder zero entry mandates or ADA requirements? [EMAIL FROM 06/11/25 FROM CYNTHIA CANNON]	Addressed.

STAFF DRAFT 1 REVIEW REQUESTS		STATUS
1.34.	Habitat for Humanity has a mandate tied to their funding that essentially states that they must have zero-entry access to some of the homes that they build. The way that we remedied this was that they gently sloped their walkway up to the top of the porch, eliminating the need for stairs. Other homebuilders and our housing department have encountered this issue as well. I thought it was worth mentioning in our porch definition considering this is a grey area issue that is coming up more frequently, and I think this code needs to support the opportunity for people to age in place. [EMAIL FROM 06/11/25 FROM CYNTHIA CANNON]	Addressed.
1.35.	It appears the codified map for wood vs. brick structure districts in the Pensacola Historic District does not match what was originally created in the Seville guidelines. This may have been an attempt to simplify, or it was done in error. [EMAIL FROM 06/17/25 FROM CYNTHIA CANNON]	Updated map based on staff direction
1.36.	To keep you in the loop as we update our subdivision ordinance, we are now referencing public works as “Public Works & Engineering”. I will forward the revised Sec 12-7-10 and 12-7-3 once they have been approved by legal, the Mayor’s Office, City Council, etc! [EMAIL ON 06 30 2025]	Pending adoption of plat process to update the LDC draft.
1.37.	We do not currently have a traffic study methodology, and the thresholds seem to vary so I would ask the consultant to look at jurisdictions like ours to make a recommendation and justification. Some areas do a threshold at the peak hour as opposed to daily trips and I would look to the consultant to see what they think. Perhaps it could be both: 1,000 or more two-way daily external trips on a weekday; or 100 or more peak hour two-way external trips. I think it’s important that we state the report must be in accordance with industry standard guidelines and it should identify if any mitigation measures are needed such as: - Identifying need for turning lanes. - Analyzing traffic control warrants if needed. - Recommend on-site and/or off-site road improvements if needed. I also think it should consider bike/ped facilities. I found this example: The site plan and recommended improvements shall be reviewed to ensure that pedestrian, bicycle and multi-use trail traffic can be accommodated safely and efficiently, where appropriate. The TIA should document existing and planned pedestrian and bicycle facilities within the project extents. The appropriate level of pedestrian and bicycle impact analysis in the TIA should be identified in the methodology. In making this determination, at a minimum the following questions should be considered: a) Are pedestrian and bicycle needs safely accommodated on-site and off-site? b) Will the proposed development maintain or improve safety for pedestrians and bicyclists? c) Will the proposed development’s access points increase potential conflicts with pedestrians and bicycles? d) Will site-generated traffic adversely affect pedestrians and bicycles? e) Will site-generated traffic adversely affect existing and planned pedestrian and bicycle facilities? f) How will proposed mitigation affect pedestrians and bicyclists? At a minimum, the TIA should indicate that the proposed project will maintain or improve existing conditions for pedestrians and bicyclists. [EMAIL FROM 07 07 25]	Addressed.
1.38.	There are a few discrepancies between the historic district code and the Seville Guideline Study, including the map (which is a district map in the code, but a streetscape typology map in the guidelines). However, we defer to the codified material in Sec. 12-3-10(1), rather than the guideline study since it’s just reference material. Although the Seville guidelines document was the basis for the historic district code, not everything translated over and it’s just a reference for typical design elements to “assist the designer in obtaining more expeditious approval from the ARB”. In addition to Adrienne’s responses, answers to Inspires questions are below in red. - The GRD has an entire series of building types (I through VI). But when describing the styles, there is one that applies to HR-2 (the Type II, Cottage) within the brick structure subdistrict. The homes already built in that area don’t seem to be brick buildings. How were they approved? Should the LDC provision requiring brick buildings stay? <i>The historic Brick Structures District allows Types 1, 2, and 3. Sec. 12-3-10(1)h. states, “Within the brick structures district all new construction shall conform to the building types I, II, or III”. So, there can be a mix of wood and brick structures in the Brick Structures District (historically a commercial district with a mix of typologies). But there cannot be brick structures in the Wood Cottages District (historically a residential district).</i> - The Pensacola Historic District regs refer to Types 1, 2 and 3. How do people know which type of building they can do on a site? The GRD district has a map, but we haven’t found one for the Pensacola Historic District. <i>As Adrienne stated, the map is in Sec. 12-3-10(1)h. The Wood Cottages District allows Types 1 and 2. Brick Structures Districts allows all three types.</i> - Building types 1 and 2 are allowed in both the Wood and Brick districts and the only differences we see between the two are the second-floor setback for Type I, which is not really required as you can do type 1 or 2, and the dimensions of the sidewalk and yard which in both cases adds up to 15’. Based on that, it is not really a building “type” (has nothing to do with building design). Is it just a public realm design issue? <i>Yes – Types 1 and 2 are just meant to provide reference to the two main types of wood cottages (1-story at street level vs. 2-story at street level) that were prevalent in the historic district.</i> [EMAIL ON 06 25 25]	Addressed.

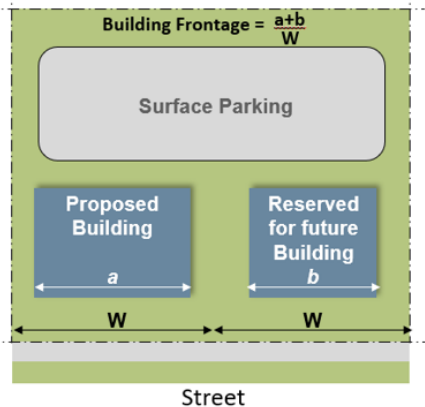
STAFF DRAFT 2 REVIEW REQUESTS		STATUS
	CITY ARBORIST comments – EMAIL DATED 12/5/25	
1.39.	Double or triple violation fines for the removal of canopy road trees.	DONE
1.40.	Define “specimen tree” and replace water oak with Laurel Oak/Darlington Oak	DONE
1.41.	Delete Crabapple from Table 12-8-1, Species Type A and add Sweet Bay Magnolia	DONE
1.42.	Delete “Southern” from “Southern Red Oak from Table 12-8-1, Species Type B and add Weeping Willow Oak, Black Willow Oak	DONE
1.43.	Add note next to Black Tupelo (fix spelling): “(more often known as Black Gum)	DONE
1.44.	Amend the barrier zone subsection (12-8-3(c)) to prohibit heavy machinery on the site unless barrier zones are ready. Also to note that a code violation may be found if there is damage to the critical root zones.	DONE
1.45.	Amend the visibility hazard subsection (12-8-4(a)) to note that visibility for aesthetic or convenience are not considered.	DONE
1.46.	Amend the construction of improvements subsection (12-8-4(b)) to consider only required utility or driveway improvements.	DONE
1.47.	Add “Detrimentially” to the Deceased trees title in Section 12-8-4(e)	DONE
1.48.	Amend section 12-8-5 to stress the need to keep the tree alive during the transition and to utilize professionals for the relocation of larger trees.	DONE
1.49.	In section 12-8-6(a), change the value of trees from \$400 to \$500.	DONE
1.50.	For interior landscaping (12-8-14), change the requirement from 1 large or medium tree to 3 medium or 2 large trees	DONE
1.51.	Section 12-8-15(a): For sites where the setbacks are too small for new trees, add a note to allow contributions to the tree fund.	DONE
1.52.	Delete Cabbage Palm from Table 12-8.5 (Tree Plant List) and add a statement allowing fruit trees as long as they meet size requirements.	DONE
1.53.	Add container size for shrubs in Table 12-8.6 (3 and 5-gallon containers).	DONE
1.54.	Amend section 12-8-22(b) to allow the use of photographs or Google Maps to identify violations.	DONE
1.55.	Reduce the number of items that require Development Plan Review. Make the following administrative approvals: North 9 th Avenue Corridor; developments (other than SFR in subdivisions) in ATZ-1 and ATZ-2	DONE
1.56.	For non-residential parking in residential districts, require planning board review only (no CC)	DONE

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
	Workshop and Open House #2 Comments				
2.1.	Provide incentives for native landscaping and excellent stormwater management.	What is “excellent” stormwater? We reviewed the plants list and noticed some that are not recommended (they are poisonous to children). Proposing changes.	As stormwater quality and quantity have always been a requirement and the State now requires nutrient reduction. Sec. 12-8-6(e)(1) d & e already speak to design elements that are encouraged.	Update plant list	DONE
2.2.	Regarding the higher placement windows, is that for both the 1st and 2nd floor? And if it was on the 1st floor, it may not be able to have the high windows due to the building code/fire code if egress window is required.	2 nd floor only.	Keep highlight as change for discussion	DISCUSS WITH PB	No change at this time. PENDING DIRECTION
2.3.	I now have to add \$5K to every residence for the services required to provide a topo survey and drainage plan for each house. NOT COOL! Also – please don’t let this requirement stand in the way of issuing permits. Grading is often done late in the project development. The requirement for a grading plan for single family homes may get push back due to cost.	Need Policy decision. We can discuss during workshops with the planning board and CC.	Dropping this is not an option. The frequency with which developers and architects fail to consider the downstream recipient of their stormwater is unacceptable. No one should be allowed to flood their neighbor. This is already specified in the LDC 12-8-6. As well as 12-7-3(b)(2)c – This new language is simply holding developers responsible for complying with the LDC. Nothing should ever be allowed to be permitted without a topographic survey. This aligns with the strategic plan – “resilient neighborhoods”	DISCUSS WITH PB	No change at this time. PENDING DIRECTION
2.4.	Stormwater Management: Provide more accurate data for stormwater planning.	Need more detail regarding this comment.	Unclear on this comment	No change	NA
2.5.	There is a current requirement for an ADU to be no more than 60% of the sf of the main dwelling. Can there be a step-down or staggering of the size requirement so that a small primary residence can have an ADU greater than 60%? Consider increasing size of allowable ADUs.	Discuss with staff	These situations are eligible for a variance. In the past, staff have made the determination that the main house is the ADU. The CRA requires the ADU in rear, but that is not the case citywide. No change needed, can be achieved with current language.	No change	NA
2.6.	Consider a different formula for ADUs. There are some lots with small homes and large yards that could potentially have an ADU but the 25% restriction makes it impossible.	Discuss with staff	Eligible for variance	No change	NA
2.7.	Ok to allow four townhomes and fourplexes in the MDR districts but should make them subject to the CRA form-based standards. Beware that additional townhomes could create a monolithic look in these districts. In return for allowing triplex, quadplex, + more than two-unit townhomes, require these projects to meet the CRA overlay/form based code.	Agree. Added statement in Ch. 12-4 to require compliance with CRA design standards. Added provisions specific to missing middle units to preserve SF character.	Agree	DISCUSS WITH PB	Changes reflected in Draft. PENDING DIRECTION
2.8.	For barbershop/beauty parlor, a participant noted it would be hard to implement as the number of employees may fluctuate.	Agree	Agree	Restore current standards.	DONE

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.9.	Consider combining RM-2 [R-1A] and RM-3 [R-1B]. They currently allow the same uses but have different dimensional standards, but if the RM-3 sites are all within the CRA, the standards listed in the table may not be relevant. RM-2 [R-1A] is a very small area.	The RM-2 [R-1A] district is not that small; it is mostly within the CRA but also includes some sites outside the boundary. Cannot combine RM-2 [R-1A] and RM-3 [R-1B] because they have different setbacks in the CRA. However, considering that RM-3 is fully within the CRA, the standards for that district do not need to be listed in Chapter 12-5. Instead, we will add a reference to Chapter 12-6.	Substantial public input went into creating R-1B. The RM-3 (R-1B) zone intended to act as a transitional zone (architecturally) between RM-2 (R-1A) and Commercial zones. Within the CRA Urban Design Overlay, R-1B zoning has different front yard setbacks – 8’ min. – 20’ max. Combing R-1B with R-1A would make the front yard setback a 20’ min. rather than a max and we could lose this transitional ability.	No consolidation but delete RM-3 standards from chapter 12-5 and reference chapter 12-6.	DONE
2.10.	Highlight the rows for each category, such as maximum density, minimum lot width, etc. Participants expressed confusion on which specific standards they were viewing.	Will reformat	Agree	Reformat	DONE
2.11.	Consider allowing some missing middle housing in the LDR districts. Allow duplexes, triplexes, and quadplexes in single-family districts	Too controversial to do it as part of this update. This would require more public input.	Agree with Inspire.	No change	NA
2.12.	Increase townhomes to 6 or 8 and increase MF to 6 or 8. Examples of rowhouses.	Too controversial to do it as part of this update. This would require more public input.	Agree with Inspire.	No change	NA
2.13.	The change requiring more parking for multifamily may create an issue with the development community.	Will consider this when closer to hearings - may postpone the change to a future phase to allow more public input.	Bring this up at PB workshop.	DISCUSS WITH PB	No change at this time. PENDING DIRECTION
2.14.	Reduce the lot size for multi-family development in the high-density districts.	Not considering lot size changes (other than in the RL-3 district) at this time. Maybe in a future phase.	Agree with Inspire.	No change	NA
2.15.	I support moving parking spaces behind buildings and reducing the amount of parking.	Required in the CRA and historic districts, but not citywide. Consider in a future phase	Agree with Inspire.	No change	NA
2.16.	Consider resilience district incentives for stormproof development (green infrastructure, community lighthouses, microgrids)	Would need more research. Consider doing in a future phase.	Agree with Inspire.	No change	NA
2.17.	For ADUs, is there was a setback tied to having the window up high? Or is the window only required if the ADU is a certain distance from the neighboring property?	Only those that extend outside the building envelop.	Agree with Inspire.	No change	NA
2.18.	Why is the maximum number of individuals in the family definition set at six?	To make it consistent with Community Residential Homes, which are deemed by statute a single-family home if they have up to six residents.	Agree with Inspire.	No change	NA
2.19.	Review how the first option (where ADUs may be as close as 3’ from the side and rear property lines if they do not exceed 15’ in height) accounts for roof overhangs as these could present potential safety concerns.	The LDC allows eaves to project into the setbacks by up to 24 inches.	They are required to be fire-rated	No change	NA
2.20.	Is “expedited” defined? Sunshine law requirements	Schedules to be adjusted by the Mayor or designee. It would be hard to spell that out in the LDC. It already says reduced admin review and expedited meeting scheduling.	Agree with Inspire.	No change	NA
2.21.	Desire for more multimodal transit options, specifically biking and bike lanes/bike safety, which is technically outside the scope of this exercise, but triggered by the bike parking count. There was a desire to not just add bike parking but also bike infrastructure.	Agree. Does not belong in the LDC.	Agree with Inspire.	No change	NA
2.22.	While I support having more housing downtown, I also feel that the city needs to have separate secure bike lanes to encourage more biking. Help reduce the congestion of cars in the downtown area. We have perfect weather for year-round biking.	Agree, but does not belong in the LDC.	Agree with Inspire.	No change	NA

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.23.	Why are triplex and quadruplex being exempt from stormwater management plan?	Per Chapter 62-330.051(13), F.A.C. It only applies to single sites.	The only route in which they are exempt is if they all share the same parcel. This is viewed the same as one large residential house on one parcel. Any subdivision of the land and/or creation of a parking lot will tip the scales towards this being viewed as a commercial development	No change	NA
2.24.	Several people asked what can be done to prevent the demolition of historic structures.	The city could deny the demolition of officially designated historic structures (individual listed or contributing to a district). The requests are reviewed on a case-by-case basis and if the structure is beyond repair, there is not much that a denial can do. The delay provides an opportunity to find a way to save the structure. There could be a program focused on keeping an eye on certain structures to prevent deterioration (administrative program, not something to be included in the LDC).	Agree with Inspire.	No change	NA
2.25.	Would love to see, if nonexistant, a process to officially deem a property as historic or of significant architecturally or culturally (or a category applicable) along with initiatives to prevent demolition. Current standards allow developers to tear down easily to put up cookie cutter homes.	The process for designating a property as a local historic landmark is in Chapter 12-3 (12-3-111). See previous comment regarding demolition.	Agree with Inspire.	No change	NA
2.26.	Reduction further of minimum lot sizes? (or elimination). LEAVE MINIMUM LOT SIZE. There are many that are tiny.	Not proposing to change lot sizes. Proposing to change lot width (RL-3: 75 to 60)	Keep highlighted for discussion	DISCUSS WITH PB AND CC	No change at this time. PENDING DIRECTION
2.27.	Highly reduced permit fees for 100+ year buildings	Permit fees not part of the LDC	Agree with Inspire.	No change	NA
2.28.	I support allowing encroachments of porches into setback.	Acknowledged.	Allow encroachments on side corner too.	Add side corner yard.	DONE
2.29.	Consider bonus/incentives for churches/houses of worship to develop extra parcels that they own for housing (see examples in Seattle, WA)	This is already being done in Pensacola (Trinity Village, corner of Garden and A)	Agree with Inspire.	No change	NA
	Planning Board Comments				
2.30.	Mr. Yee noted that he realizes construction costs are beyond the City’s control but is curious about what portion of medium density single family parcels are open to the possibility of building a triplex, quad, or small multi-family based on the proposed change.	See memorandum to Cynthia Cannon dated 12/17/25. In summary, there are 120 vacant sites today which could accommodate 120 new quads (480 units) or 81 sites that could accommodate 324 townhomes. Looking at underutilized sites (less than 50% of potential), not just vacant, there are a total of 7,692 potential redevelopment sites (out of 8,428 total)!	NA	NA	NA
2.31.	Mr. Finn asked if there has been a stress test to compare current versus proposed regulations to identify the benefits achieved (for example, is building a quadplex going to be x% more affordable?) or anything we can use to quantify in today’s market what the improvement would be.	There haven’t been any studies done to address that question but encouraging more housing types should help increase the inventory of affordable housing.	NA	NA	NA
2.32.	Mr. Yee cautioned that townhomes should not appear monolithic and encouraged applying design guidelines to improve façade variation and overall quality.	Agree. This change would apply to the 3 medium density districts (R-1AA, R-1A, and R-1B).	Note districts where this comment applies	DISCUSS CHANGE WITH PB	No change at this time. PENDING DIRECTION
2.33.	Mr. Yee also wondered if we should consider triplex and quads that have more flexibility in low density residential districts.	This would require more substantial public engagement. Could be considered as part of a future phase.	Agree with Inspire.	No change	NA
2.34.	Mr. Yee asked about the grading plans for new single-family homes. He warned that we should expect to get push back from the development community.	Acknowledged.	See response to 2.3 above	See 2.3 above	See 2.3 above

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.35.	Mr. Grundhoefer asked why outdoor seating regulations have been removed from the LDC.	The guidelines are very detailed and do not need to be part of the LDC. They will be available online instead.	Agree with Inspire.	No change	NA
2.36.	Ensure we have parking standards for bicycles (not just the ratios, but also the location of bike racks).	There are standards in that section.	Agree with Inspire.	No change	NA
	Architectural Review Board Comments				
2.37.	It was noted that height limitations make it difficult to replicate the traditional architectural styles (example: Victorian Homes); applicants have had to alter building proportions and character to meet Code, making these structures look awkward. Applicants need to apply for variances to achieve historical designs.	Staff, is the issue accommodating a tower or the main roof? Towers are exempt from the height max. Rather than putting exceptions for certain roofs, can we just use the CRA method? Would need to reduce heights – maybe by about 5’ (from 35 to 30 if measuring to eave) Also, it doesn’t make sense to count a pitched roof but not a parapet.	I wouldn’t suggest pitch language, but would instead suggest adding a “height exception” provision to the historic district code for decorative space / roofing or non-occupiable roof features. Height exceptions for ornamental features. Victorian - tower	DISCUSS WITH PB	No change at this time. PENDING DIRECTION
2.38.	A member requested greater flexibility within North Hill and East Hill’s historic neighborhoods.	This change would require more focused neighborhood input. No change proposed at this time.	Agree with Inspire.	No change	NA
2.39.	In East Hill, redevelopment is constrained by a 30% maximum building coverage which limits its urban-scale infill.	This change would require more focused neighborhood input. No change proposed at this time.	Agree with Inspire.	No change	NA
2.40.	There is a desire for walkable neighborhoods, centers, and nodes that integrate housing, shopping, and schools.	Clarified sidewalk standards to ensure pedestrian connectivity. Allowing small scale non-residential (e.g., corner store) in residential neighborhoods would require more focused public input.	Agree with Inspire.	No change	NA
	Post-Workshop Comments				
2.41.	Danny Grundhoefer (10 19 25) - Sec. 12-2 Dwelling: images of dwellings on 12-2.2 show a diagram of “Multi-family-multiple buildings” as individual buildings. I am not aware of this situation which is not considered single family.	When multiple single-family homes are built on a single lot, they are processed as multi-family.	Agree with Inspire.	No change	NA
2.42.	Danny Grundhoefer (10 19 25) - Sec. 12-2 - Suggest adding “Public Works and Engineering”, since this is noted in the LDC.	None of the City departments are defined.	Agree with Inspire.	No change	NA
2.43.	Danny Grundhoefer (10 19 25) - Sec. 12-2 - Suggest adding: “Certificate of Completion”. This is a notice given by the city for completed work related to interior renovations where occupancy did not cease during construction. Jonathon may have a description. But not all projects seek a Certificate of Occupancy.	The term is not used in the LDC.	Agree with Inspire.	No change	NA
2.44.	Danny Grundhoefer (10 19 25) - Table 12-3: As we discussed, I feel the Planning Board should review Vacations of streets and Licenses to use”. Other planning board members expressed the same concern, particularly where larger pieces of public land are given to private property owners.	One of the directives from the city was to streamline processes where feasible.	Historically, the Planning Board used to be involved in the platting process. But, vacation of right of way and LTUs is ultimately the Mayor’s office and City Council’s responsibility to award/deny	No change	NA
2.45.	Danny Grundhoefer (10 19 25) - Sec. 12-3-44 (d): I recommend that Planning Board review vacation of rights-of way, as discussed in our planning board meeting.				
2.46.	Danny Grundhoefer (10 19 25) - Sec. 12-3-18 (b): 120 days and 180 days seems excessive, if the goal is to streamline.	This language came straight out of the Florida Statutes. They are maximum timeframes; staff can shorten them administratively.	PW & E & DEV SERVICES- concur with Inspire’s comments	No change	NA

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.47.	Danny Grundhoefer (10 19 25) - Sec. 12-3-19: No action after 31 days, although the ARB is only required to meet 4 times per year.	This language came from the Certified Local Government (CLG) requirements. It is supposed to be a minimum.	Four times a year is the minimum. However, ARB must meet if an application is submitted. Open to removing the four (4) meetings per calendar year unless it’s a CLG requirement since the “failure to review plans” provision would supersede.	No change	NA
2.48.	Danny Grundhoefer (10 19 25) - Sec. 12-3-56 (d)(1): I was not aware a conditional use permit for an antenna expires after 5 years. Is that correct?	Current language. See Sec. 12-3-108(f(1)	Agree with Inspire.	No change	NA
2.49.	Danny Grundhoefer (10 19 25) - Table 12-4.1: I am not understanding the requirements of C1, C2 and C3 heights. These should be unlimited subject to the total building height zoning restrictions. Buildings such as community centers, gyms, churches etc., cannot be designed with a maximum height of 24’ and certainly upper floors cannot be limited to 14’. These height restrictions, unless I am not understanding this, do not need maximums for commercial buildings. We should discuss this further.	They are not definite maximums, a gym for instance could have more than 24’, but that floor would then be counted as two stories.	Agree with Inspire.	No change	NA
2.50.	Danny Grundhoefer (10 19 25) - Article III, CRAUDOD - Table 12-5.1 Dimensional Standards: For “Building Frontage”, the requirement of 80% for C-1, C-2 and C-3 is overburdening and in most instances, unachievable. I know that Leslie has had a difficult time with this. And for the city to accept “low walls” as a “building” in order to meet the requirement, should not be the intent. My recommendation, in talking to other architects, is to limit it to a lot size, as you do for residential. The commercial, multi-family, mixed use and even townhouses should have, for example, an 80% requirement for lots under 50’. If you feel it necessary to include larger lots, then: 60% for lots under 100’; 40% for lots under 200’. Just to emphasize my point, an owner of a commercial lot that may be 200’ should not be required to build a building 160’ long. We have a church client with this situation who only wants to build a small Fellowship Hall on a large empty lot, presently used as a parking lot.	Consider adding the following: “In the event the proposed building is too small to meet the minimum building frontage requirement, the applicant shall have the option to set aside room on the site for future buildings that will, when added to the small building, meet the frontage provisions, as shown on Figure ## . No platting will be required, but the concept plan shall label the area available for future development and may not include any improvements other than a street wall along the site frontage.” 	I am ok with this language. However; what if we run into a project that does not plan on adding any new development in the future? I’m assuming they would go through the CRA Modification Process to approve a deviation from the frontage requirement?	If there is never a “future building” it will at least remain vacant (as opposed to a surface parking lot), with a garden wall along the front.	STAFF, IS THIS LANGUAGE OK TO ADD? Yes, this is ok to add.

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.51.	Danny Grundhoefer (10 19 25) - Sec. 12-5-30 CRA (h) Façade types: (5) c: “. . . storefronts shall provide a minimum of 70 percent glazing . . .”. This requirement works for an infill commercial building that has a low floor to floor height. This does not work for commercial buildings such as churches, community centers where the ceiling heights are tall. For example, here is a façade meeting the 70% requirement. The over abundance of glass not only will add to the cost of more hvac tonnage, but increase tremendously the owner’s energy bill. This photo shows an example of 70% glass on the primary façade. I don’t think that is the code’s intent. I would suggest the following: Ground floor facades shall provide a minimum of 70% glazing from the ground finish floor elevation to 12’ above grade. For upper floors or the upper portion of a single-story building (the portion above 12’), glazing shall be provided at 35%. 	Churches and other civic uses should be exempt from frontage requirements or required to provide a church porch or portal. Form-based codes typically exempt civic uses from any of the standards. They are not intended to blend in but to stand out as landmarks of the community. The current glazing table, for instance, doesn’t mention percentages for civic uses. Proposing to add a provision as follows: Civic Buildings may include, but are not limited to, municipal buildings, religious facilities, libraries, schools, recreation facilities, and places of assembly. These buildings should represent landmarks of the community. Therefore, they shall meet the zone standards except for the following provisions: [WAIVE FRONT SETBACK, REDUCE FENESTRATION]	I think for Churches and other civic uses, this provision works. What would be the new glazing / fenestration minimum? We have had issues with the CRA glazing requirement for other commercial uses that do not utilize a storefront. Specifically, with the 70% and 35% glazing requirement for multi-unit / mixed use and the 50% and 25% requirement for single unit commercial projects. I think there needs to be a glazing provision for non-store front façade types – IE the common entry and gallery type. The glazing requirements as they are limit architectural diversity by essentially making the storefront the only accommodating façade type.	See edits in section 12-5-35(i)	PENDING RACHEL AND LESLIE REVIEW Accept Inspire’s comment.
2.52.	Danny Grundhoefer (10 19 25) - Fences: Sec 12-6-5 (a): Why are not all the intersections in GRD-1 required to meet the visibility triangle? This is a problem in the city and causes wrecks too often. (g) (1) Table: Does this table have a designation? Why have two heights listed? I would suggest 4’ front yard: 5’ side; 6’ rear. 8.5’ tall fences seem tall for those adjacent to commercial. I think the code now requires a 6’ fence with the addition of a landscape buffer.	Add a label to the table The table does not show 2 heights. Those are decimal points (4.5 feet = 4 feet, 6 inches) Current code requires 8.5-foot fences (Sec. 12-3-63(d)(3) “Where a dwelling unit is located adjacent to an industrial or commercial use, a fence may be constructed to a maximum height of eight feet, six inches on the property line contiguous to the industrial or commercial use.”)	The visibility triangle exception only applies to a neighborhood already designed/ almost built-out.	No change to visibility triangle. Add label for fence height table.	DONE
2.53.	Danny Grundhoefer (10 19 25) - Sec. 12-6-10: Add note referencing the city’s “Outdoor seating area policy”.	Cross-reference already included.	Agree with Inspire.	No change	NA
2.54.	Danny Grundhoefer (10 19 25) - Sec. 12-7-11 Driveways: Why is the minimum residential driveway 12’? That seems excessive when a parking space is only 9’ wide. Reducing paved driveways can reduce heat island effect. Also, the maximum width at 40’ seems excessive.	Check with staff	A parking stall is not intended for passage of a moving vehicle, nor does it consider hauling a wide trailer. The width of a driveway was determined by the standard width of a travel lane. Even so, driveways are allowed to be 10’ wide in the CRA overlay areas.	No change	NA
2.55.	Danny Grundhoefer (10 19 25) - Table 12-7.5 Parallel parking shows 23’. Paragraph (i) states 22’.	MUTC recommends 22’ for parallel (20 for end spaces). Propose changing to 22’.	Change to 22’	Change Table 12-7-5 to 22’	DONE
2.56.	Danny Grundhoefer (10 19 25) - Sec. 12-9-24 (a) 4: Solid gates: composite and/or recycled polymers make a good gate material and last longer because they don’t rot or rust. (5): I would recommend that no dumpsters are allowed in rights-of-way.	<u>MATERIALS</u>: Staff, are you ok allowing composite and/or recycled polymers citywide?	Discuss with Planning Board	DISCUSS WITH PB.	No change at this time. PENDING DIRECTION
		<u>ROW</u>: Current language states that dumpsters may be located within the ROW only if the Mayor or designee approves it.	Add requirement for license to use	Modify 12-9-24(b)(5) to note that if a dumpster used in a redevelopment project needs to encroach into the ROW, they would need to apply for a LTU.	Done

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.57.	Danny Grundhoefer (10 19 25) - 12-11 Signs: Will there be a definition of a mural, that is not regarded as a sign?	We do not recommend addressing murals in the LDC. Here is an excerpt from an APA article: “Any attempt to define artwork in sign ordinances is likely to pose challenges because distinguishing between a sign and art requires an interpretation of the message conveyed, and thereby becomes a content-based regulation. For murals, it appears that the better approach is to implement a mural program. Municipalities can set forth design guidelines to enhance revitalization or beautification efforts in accordance with their goals and objectives, reducing the likelihood of challenge.”	Agree with Inspire.	No change	NA
2.58.	Erick Mead (10 19 25) - For my part, within any historical, preservation or review district, you need a provision that, notwithstanding any codes of general application to the contrary, privileges any traditional approach to building evidenced in the district (or of its period of historical or architectural recognition) for any new construction intended to appear consistent with the preservations standards of that district, to include: form, style, site considerations (setbacks, impervious area, and any other characteristics not dictated by life safety codes. Historic preservation should actively protect and encourage the unique architectural and historical qualities of older buildings, including non-conformities, rather than treating them as temporary “grandfathered” exceptions. To maintain the character of preservation districts, new development should adopt similar allowances for non-conformity. Otherwise, applying standard code rules will gradually erode the historic character the policy aims to preserve. Non-conformities that do not pose life/safety risks should be treated as preferred and permanent, not temporary exceptions.	Do not recommend a blanket statement to allow non-conformities as accepted. Or to put staff in the position of having to decide which situations are acceptable or not. Maybe a study should be conducted to determine which specific characteristics are currently prohibited but should be allowed so we avoid unintended consequences.	Agree with Inspire.	No change	NA
2.59.	Randy Hicks (10 20 25) - One would presume that tiny houses as a topic falls under ADU developments. (I know, not a density-cure.)	Since the code doesn’t have a minimum size for single family homes, there is no prohibition for tiny homes if they have a permanent foundation. But the lot still needs to meet the minimum size and width.	App Q of the Building Code has specific requirements for units that are less than 400 sq. ft.	No change	NA
2.60.	Randy Hicks (10 20 25) - There is no mention of cohousing. While it may not differ substantially in terms of density yield, it is a feature in many cities that we wish to emulate.	There is no specific mention by name in the LDC but this could be done as a multi-family development or as a subdivision if separate lots are proposed.	The code can accommodate this	No change	NA
2.61.	John David Ellis (10 22 25) - One thing that stuck out to me were the renaming of the zoning districts. I'm sure part of the logic in renaming the zoning districts was to create some amount of symmetry - 3 residential low districts, 3 medium, and 3 high. However, I think there may be further opportunity to simplify the number and variety of zoning districts. For instance, as it relates to R-1B and R-NCB, these districts largely mirror their R-1A and R-NC counterparts with a few exceptions. One of the biggest motivations in creating R-1B and R-NCB districts as I recall from previous community input sessions was disallowing future manufactured homes and manufactured home parks from being developed in the Belmont-deVilliers neighborhood. Now, as a result of the CRA overlay, I think that concern has been alleviated independent of the zoning district.	For the R-NC and R-NCB, there are other uses that are allowed in one and not the other (cemeteries, funeral parlors, service stations, tattoo parlors). Any changes would require more focused public input.	Built on robust public input from neighborhood.	No change	NA

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.62.	Christian Wagley (10 24 25) - Allowing for more flexibility in stormwater treatment by allowing for up to 50% of treatment to take place offsite. We ask that this provision specifically state that some portion of that offsite retention can be accommodated in the public right-of-way in features such as swales or tree wells, subject to City standards that account for aesthetics, public safety and other issues. We also request that in conjunction with this increased flexibility, most or all of the grandfathering of existing impervious areas from retention requirements be eliminated.	Check with staff	The City supports the idea of proactive “regional stormwater ponds”. The difficulty is the land acquisition price. The reason I use the word proactive is that all of our current ponds are at or nearly at capacity. So, sending additional “private water” to them only results in a negative outcome. Utilization of City right of way, owned by all City residents, for the benefit of one private parcel is somewhat of a sticky subject. But, we certainly support creative stormwater concepts, including rain garden, bioretention cells, exfiltration trenches, etc. There are no proposed reduction or elimination of grandfathering	No change	NA
2.63.	Christian Wagley (10 24 25) – Requirements in 12-7-26 for bicycle parking for certain multi family development. We generally support this recommendation. However, the recommended requirements are far below what should be required, and do not specify a certain amount of indoor bicycle parking. A requirement of one bike parking space per housing unit is a common requirement in many cities. Additionally, bicycles cannot be stored outdoors long term in the Gulf coast climate. Therefore, a large percentage if not all of the required parking should be indoors or at least covered. For car trips to be deferred, it must be easier to get on a bicycle to take a trip, than to get in a car. That way shorter trips will be made by bicycle. So bike parking for residents should be mostly indoors and covered if outdoors, and Here’s a good resource with additional information on bike parking and storage: https://www.reliance-foundry.com/blog/bike-parking-guide	The CRA overlay already requires a larger number of spaces. For citywide, a comparison of peer communities should be performed to find the most appropriate ratios. This should be done in a future phase.	Discuss with the Planning Board.	DISCUSS WITH PB	No change at this time. PENDING DIRECTION
2.64.	Danny Grundhoefer (10 19 25) - Sec. 12-3-4 Planning Board - Question: Are members required to be city residents? If so, it should be noted. (3) i: you might want to spell out SSDs (Site Specific Developments), as this is not in the definitions. (3) k: doesn’t the Planning Board review the Government Center district?	Check with staff Will spell out SSDs We are proposing to eliminate the Government District	Residency requirement in rules now. Add to LDC.	Add residency requirement and spell out SSDs.	DONE
2.65.	Danny Grundhoefer (10 19 25) - Sec. 12-3-13: you may want to add “Certificate of Completion”. Sec 12-3-13 (b): change “Standard Building Code” to “Florida Building Code”.	The term “Certificate of Completion” is not used in the LDC. Update reference to Florida Building Code.	Agree with Inspire	Update reference to Florida Building Code.	DONE
2.66.	Danny Grundhoefer (10 19 25) – Sec. 12-2 - Variance uses the term “title” instead of “code”.	Title XII is the Land Development Code – title and code refer to the same document and are used interchangeably.	Agree with Inspire	No change	NA
2.67.	Danny Grundhoefer (10 19 25) - Sec. 12-3-131 (d): “planning board” not “plan board”.	Fix	Agree with Inspire	Change to Planning	DONE
2.68.	Danny Grundhoefer (10 19 25) - Sec. 12-1-15 (d): notes “planning services department” which is not consistent with other language.	Fix	Agree with Inspire	Change to Mayor or designee	DONE

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.69.	Danny Grundhoefer (10 19 25) - Sec. 12-1-16 (a) (1): notes “actively continuing development”. Does that mean he has not stopped or paused for a period of time? One week, one month, one year?	Check with staff	A development is “actively continuing” if a permit is issued and remains active. Sec . 7-10-3 goes into a bit more detail on renewal of expired permits and the process to keep permits active.	No change	NA
2.70.	Danny Grundhoefer (10 19 25) - Sec. 12-2 Definitions: Basement: notes “below ground level on all sides” . I would suggest “below ground level on at least 2 sides” because some garages access a basement from an open side.	The basement term is only used in the floodplain section, so the definition needs to be tailored for that purpose.	Needs to be consistent with the Florida Building Code (FBC) [Jonathan Bilby] [BG]BASEMENT. A story that is not a story above grade plane (see “Story above grade plane”). This definition of “Basement” does not apply to the provisions of Section 1612 for flood loads. [BS]BASEMENT (for flood loads). The portion of a building having its floor subgrade (below ground level) on all sides. This definition of “Basement” is limited in application to the provisions of Section 1612. [BG]STORY ABOVE GRADE PLANE. Any story having its finished floor surface entirely above grade plane, or in which the finished surface of the floor next above is: 1. More than 6 ft (1829 mm) above grade plane; or 2. More than 12 ft (3658 mm) above the finished ground level at any point.	Ensure consistency with the Florida Building Code definition.	DONE
2.71.	Danny Grundhoefer (10 19 25) - Sec. 12-2 - Engineer: notes “who is competent in the field of hydrology and stormwater pollution control.” This is too specific since there are civil, mechanical, plumbing, electrical, geotechnical, etc., engineers practicing as professional engineers. I would suggest something like “ a person that is a P.E. (Professional Engineer) licensed in the state of Florida.”	Check with staff	We disagree with Mr. Grundhoefer’s statement as “engineer” is very generic and there is little overlap in the various fields of engineering	No change	NA
2.72.	Danny Grundhoefer (10 19 25) - Sec. 12-2 - Italicize “Occupational license inspection certificate”	Fix	Agree	Italicize	DONE
2.73.	Danny Grundhoefer (10 19 25) - Sec. 12-2 - Under “Repair establishments, . . . “ a note adding this may be helpful: “See <i>service station</i> for establishments doing repairs to vehicles”	Service stations only cover minor vehicle repair. We proposed a new category for heavy vehicle repair.	Agree	Add cross-reference to <i>service station</i> under light repair and to <i>vehicle repair</i> under heavy repair.	DONE
2.74.	Danny Grundhoefer (10 19 25) - Sec. 12-7-6 (e): Sidewalks: I suggest adding a statement to the effect that existing sidewalks shall be retained and not removed, including the portion that may cross a newly installed driveway.	Subsection (e) refers to damaged sidewalks, so those have to be replaced. Instead, added “Existing sidewalks shall be preserved, unless they require replacement as noted below” to the intro paragraph in that section.	The existing sidewalk, crossing a new driveway, is required to be removed and replace with a 6” thick driveway	Updated intro paragraph.	DONE
2.75.	Christian Wagley (Health Gulf Nonprofit Org) (10 24 25) - Support allowing more housing types in middle density housing districts. We do suggest that in return, they be required to meet the standards of the CRA overlay (form based standards) to help ensure compatibility with neighborhoods, proper accommodation of parking, and a higher level of appearance.	Agree	Agree	See 2.7	See 2.7

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.76.	Randy Hicks (10 20 25) - We need language and metrics to stimulate local adoption of smarter building practices. If for instance a project achieves a 30-50% reduction on total costs of build and maintenance through efficiency (material costs, solar, wind, native landscaping), the owner will be awarded a significant tax abatement for 20 years.	This would require some research. May consider in a future phase.	Agree with Inspire.	No change	NA
2.77.	Danny Grundhoefer (10 19 25) - Sec. 12-2 - Sign, internal illumination: consider instead of “. . translucent surface, except for routed . .” change to “. . . translucent surface or routed signs . . .”	Check with staff	The currently proposed language aligns with ARB’s expectations and consistent application since they are the ones reviewing sign lighting in the historic districts. The currently proposed reads, <i>“In the historic and preservation districts, internal illumination refers to signage in which light becomes visible by shining through a translucent surface, except for routed signs with opaque backgrounds and translucent letters, logos, etc.”</i>	No change	NA
2.78.	Danny Grundhoefer (10 19 25) - Sec. 12-7-25: For electric charging stations, I would suggest 5% for all non-residential and multi-family. And I own an electric car!	Per statutes, need to eliminate proposed requirement	Governed by state statute	Delete proposed language	Deleted
2.79.	Danny Grundhoefer (10 19 25) - Sec. 12-8-2 (a): Why are residential properties exempt from a tree removing permit for a heritage tree?	Florida Statutes prevent local governments from requiring permits for residential tree removal if a certified arborist or landscape architect confirms the tree is a danger. Sec. 12-3-91 (Tree Removal Permit) restates that.	Agree with Inspire.	No change	NA
2.80.	Randy Hicks (10 20 25) - This LDC revision will stand for a generation and maybe more. Incremental improvement will not suffice. Coming challenges demand that we be dynamic, nimble, and transformative. We have to be bold.	More substantial changes require more focused or extensive public engagement. There will be more changes later, but this effort is focusing on reorganizing, clarifying, and non-controversial changes.	Future phase	No change	NA
2.81.	John David Ellis (10 22 25) - There may be further implications in the code to consider, but I would advocate for any sensible opportunity to reduce the number of zoning districts. I think this will result in a less-daunting, streamlined process for applicants and staff.	Eliminated the SSD district and the Governmental Center District. Deleted dimensional standards for the R-1B district in chapter 12-4 as the entire district is within the CRA overlay (ch. 12-5).	Agree with Inspire.	Remove R-1B from table of dimensional standards in Ch. 12-4.	DONE
2.82.	Jordan Yee (11 10 25) –pg. 16 of pdf Definitions. Comment: add contractor shop definition	Propose adding the following: Contractor shop means a premises used primarily for the provision of off-site services related to the fabrication, construction, addition, alteration, repair, or development of land, buildings, or other structures, and which may include indoor and outdoor storage of equipment, materials, vehicles, and similar items.	Agree	Add definition	DONE
2.83.	Jordan Yee (11 10 25) – pg. 131 – “Porches and stoops may encroach up to ten feet into the required front yard setback but shall not encroach into the public right-of-way. In the CRA, the encroachments shall be in accordance with the facade types defined in Table 12-5.1.” – Comment: what about corner lots? Can it encroach in the side yard too? I would think it should as long as it meets the visibility triangle.	Adding street corner yards too.	Agree with Inspire.	Amend Sec. 12-4-5 to allow porches to encroach into the side corner yards.	DONE

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.84.	Jordan Yee (11 10 25) – pg. 131 (1) “Except as noted below, building height is measured from the average elevation of the finished grade to the highest point of a pitched roof or a parapet in the case of a flat roof. – Comment: Does this capture the ARB arch features intent?”	Not changing how height is measured, except that if sloped roof are included in the calculation, parapets should also be included. Change to include.	Gregg Harding: For the ARB one, I agree with Inspire’s comments. In my opinion, Jordan is wanting to make sure that decorative features (like spires or steep-sloped roofs) aren’t stunted or limited by the district’s height maximum if they’re trying to imitate historic features which are sometimes taller than the allowed maximum height. ARB has been able to use the height exceptions provision, which is now Sec. 12-4-5(b)(4), to allow steeper roof structures so long as they are non-occupiable.	PENDING	PENDING [SEE HEIGHT MEMO]
2.85.	Jordan Yee (11 10 25) – Pg. 132 “For multifamily and nonresidential uses, it is measured in stories...” – Comment: why different for CRA. Should be consistent.	Proposing to keep as is now. If we change how height is measured, we would have to adjust the maximum heights allowed.	Agree with Inspire.	No change	NA
2.86.	Jordan Yee (11 10 25) –Pg. 133 “The purpose of the medium density residential districts (fka. R-1AA, R-1A, and R-1B). is to allow a mixture of medium density dwellings, to support the provision of missing middle housing such as duplexes, triplexes, and quadruplexes, a means to increase housing diversity and affordability while maintaining neighborhood character.” Comment: tri and quad allowed in medium? is site plan review required and is there a form-based component to this?	Yes, proposing to allow triplexes and quadruplexes in the RM districts. Triplex and quads will be reviewed just like single family homes as long as there is not a formal parking lot. They will be subject to CRA design standards and new provisions added.	Agree with Inspire response.	PENDING	PENDING [SEE MISSING MIDDLE MEMO]
2.87.	Jordan Yee (11 10 25) – p. 146 – Residential Uses – Comment: quad tri less intrusive to fabric if done well. TH almost always large and monolithic. design standards could help with this significantly.	See 2.32	NA	NA	NA
2.88.	Jordan Yee (11 10 25) – Pg. 177 – Residential District Standards – Comment: see other comment about residential uses. consider shifting RL-3 to RM or loosening RL-3 restrictions	This change would require more focused public input.	Agree with Inspire.	No change	NA
2.89.	Jordan Yee (11 10 25) – Pg. 179 – Comment: great idea. how does this work in practice	Not sure what this comment refers to. It was placed next to footnote (13), just below footnote (12): (13) Lot coverage for non-residential uses shall be 30%. Within the Escambia Bay shoreline protection district, lot coverage for all uses shall not exceed 75%. (12) Townhouses on lots with a width of less than 40 feet shall be rear-loaded.	NA	No change	No change
2.90.	Jordan Yee (11 10 25) – Pg. 204 - graphics – Comment: do these go away?	These graphics get replaced by the ones on the previous pages.	NA	No change	NA
2.91.	Jordan Yee (11 10 25) – Pg. 233 – Sec. 12-5-2. Applicability (Design Guidelines). Comment: this applies to duplex, triplex, quad?	The CRAUDOD standards apply.	Agree with Inspire	PENDING	PENDING [SEE MISSING MIDDLE MEMO]
2.92.	Jordan Yee (11 10 25) – Pg. 233 – Sec. 12-5-3. Design guidelines - general – Comment: How is this reviewed for compliance	Depending on the development type. Some as they go through conditional use, others through development review, and those requiring ARB or PB review, they will review for compliance.	They are reviewed for compliance when they go through the permitting process.	No change	No change
2.93.	Jordan Yee (11 10 25) – Pg. 248 – CRAUDOD dimensional standards table - Comment: why not regular districts?	Don’t understand comment	We don’t understand comment either.	PENDING	PENDING

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.94.	Jordan Yee (11 10 25) – Pg. 278 – “No part of an accessory structure may be located any closer than three feet to any part of the main dwelling unit, unless a wider distance is required by the Florida Building Code. An open but covered walkway no more than six feet wide may connect the main structure to the accessory structure.” Comment: Roof or walkway	Staff, does the width refer to the walkway or to the cover?	It refers to both, however, the walkway could be less than the cover.	Clarify	Done
2.95.	Jordan Yee (11 10 25) – Pg. 279, Sec. 12-6-2. Accessory dwelling units. Comment: consider regulating eave height in addition to total height to reduce massing impact on fabric	Staff, is this necessary?	This is regarding aesthetics and should be a PB decision.	No change	No change
2.96.	Jordan Yee (11 10 25) – Pg. 279, “When an accessory dwelling unit is located wholly within the buildable area of the lot on which it is located (i.e., meets the setback requirements for the primary dwelling unit) it shall be allowed at a maximum height of 35 feet.” Comment: exception about above a garage	The 35-foot includes a garage.	Agree with Inspire	No change	NA
2.97.	Jordan Yee (11 10 25) – Pg. 280, “Accessory dwelling units that extend outside the building envelop may only have clerestory windows (above eye level) on the second floor facing the neighboring lots.” Comment: huh?	 This addresses privacy concerns from neighbors. See 2.2	See 2.2	PENDING	PENDING [SEE ACCESSORY DWELLINGS MEMO]
2.98.	Jordan Yee (11 10 25) – Pg. 280, ADUs and Accessory Office Units. Comment: Office and dwelling allowed?	Yes, could have both on one lot.	Agree.	No change	No change
2.99.	Jordan Yee (11 10 25) – Pg. 288 – Sec. 12-6-8. Mobile restaurants. Comment: does this preclude north of main?	Yes.	Agree with Inspire.	No change	NA
2.100.	Jordan Yee (11 10 25) – Pg. 318 – alley in residential areas pavement width (feet). Comment: does his align with city engineering requirements?	Public works and engineering reviewed this chapter.	Agree with Inspire	No change	NA
2.101.	Jordan Yee (11 10 25) – Pg. 322 – Sidewalk materials “A combination of concrete with brick or concrete paver bands along the edges of the sidewalk. This combination may also include transverse brick or concrete paver bands spaced at regular intervals.” Comment: where are exceptions?	Staff, which exception is this referring to?	Whatever exceptions ARB or city engineer approve.	No change	No change
2.102.	Jordan Yee (11 10 25) – Pg. 326 – Sec. 12-7-11. Driveways. Comment: should distinguish between small and large multifamily. this precludes small multifamily on small infill lots	Clarified that the minimum width is 12 feet for all uses.	City standard minimum driveway width is already 12’ regardless of the development type	No change	No change.
2.103.	Jordan Yee (11 10 25) – Pg. 329 – Sec.12-7-21. Applicability. (b) Effective October 13...Comment: reductions for infill and small multifamily?	Combined triplex and quads with single family. MF with more than 4 units must meet the MF ratio.	Bring to PB for discussion	PENDING	PENDING [SEE MISSING MIDDLE MEMO]
2.104.	Jordan Yee (11 10 25) – Pg. 330 – Sec. 12-7-22 notes that single family, duplex, and zero-lot line dwellings are exempt from ADA parking requirements. Comments: what about tri and quad?	Propose adding: “Triplex and quadruplex units may also be exempt if they do not provide formal parking lots and instead use garages and driveways to park.”	STAFF, PLEASE REVIEW COMMENT	Added provision	DONE Getting feedback from Jonathon.
2.105.	Jordan Yee (11 10 25) – Pg. 333 – Table 12-7-2. Required Parking Ratios for multi-family. Comment: this will increase cost of multifamily development	See comments 122 and 2.13	NA	NA	NA
2.106.	Jordan Yee (11 10 25) – Pg. 336 Parking reduction in the CRA. Comment: overrides typical standards?	Yes. Existing language. Not changing.	NA	NA	NA
2.107.	Jordan Yee (11 10 25) - Pg. 337 – Shared parking matrix – Comment: illegible and unclear how it’s applied	The previous paragraph explains how to use it. Replaced the image to improve quality.	Agree with staff	Replace the image	DONE

	PUBLIC DRAFT 1 (“CONVERSATION DRAFT”)	INSPIRE RESPONSE	STAFF RESPONSE	ACTION	STATUS
2.108.	Jordan Yee (11 10 25) – Pg. 337 – Sect.12-7.25. Electric Vehicle Spaces. Comment: I support this but also think it is a significant burden on new development. How do existing properties with existing parking navigate this? When do the new requirements kick in for modifying existing properties?	Had to remove this provision per state statutes	NA	NA	NA
2.109.	Jordan Yee (11 10 25) – Pg. 340 – Grading and surfacing. Comment: pervious, impervious, or permeable?	All allowed (“ . . shall be graded and surfaced with pervious pavement, pavers , asphalt, concrete or other material that will provide equivalent protection against potholes, erosion, and dust”	Engineering: This applies to paving of parking lots. Need to ensure the proposed language is clear that “other material that will provide equivalent protection against potholes, erosion, and dust” does not include rock/gravel, except in a parking lot consisting of 10 stalls or less.	Add a note to state that those materials may not include rock/gravel.	Completed
2.110.	Jordan Yee (11 10 25) – Pg. 341 – Table 12-7-5. Minimum Space and Aisle Dimensions. Comment: any reductions for small multifamily?	Not if they have formal parking lots. Quads are allowed to use garages and driveways for parking.	NA	NA	NA
2.111.	Jordan Yee (11 10 25) – Pg. 343 – Covered or garage parking. Comment: Didn’t know this was here but I love this requirement	NA	NA	NA	NA
2.112.	Jordan Yee (11 10 25) – Pg. 344 “Off-street parking for single-family attached residential types shall only be permitted in the rear 50 percent of the lot.” Comment: is this new? Seems like a lot of new attached single family (townhouse) has occurred recently	Current language. 12-3-31(7)h.2.iii.(a)(4)	NA	NA	NA
2.113.	Jordan Yee (11 10 25) – Pg. 398 - grading plan all residential development?	See comment 2.3	NA	NA	NA
2.114.	My house is located at 1601 North 20th Avenue and the former 1633 North 20th Avenue. Will the new land development code change the minimum setbacks for new construction on my property? What would the setbacks be on the attached survey markup? A & B on the drawing will two 2-story mother-in-law suites. A wis located to the rear of my existing house. C will be a two-story residential house. The lot of record letter attached pertains to the parcel on which B and C will be located. [EMAIL FROM JOHN A. PANYKO 09 10 25]	Not proposing to change setbacks.	NA	NA	NA
2.115.	1216 E Lee Street is made up of 2 combined 40' lots measuring 80’ wide by 132.5’ deep. The home built in 1908 overlaps the lot line by about 5.5 feet. The property is currently zoned R-1AA. Our goal is to build a modest home on the unused portion of our property while preserving the existing house for future buyers. However, the current code does not allow us to split the parcel due to minimum lot-width requirements. We respectfully ask that the revised LDC include a provision for flexible lot division in legacy neighborhoods like East Hill – particularly when it enables modest infill that promotes housing access, walkability, and long-term neighborhood continuity. [EMAIL FROM 07 01 25]	It would be hard to justify the creation of lots that are narrower than the required lot width. This would set a precedent and more and more people would want to have narrower lots, changing the character of the neighborhood.	Agree	No Change	NA
2.116.	Colin Gold - Opposes the proposed increase in multifamily and townhome parking requirements (from ~1 space/unit to 1.5–2 spaces). He argues this contradicts Pensacola’s 2035 Strategic Plan by undermining housing affordability and walkability, increasing development costs, and forcing car-oriented design. He notes the change would effectively eliminate “missing middle” housing by making small-scale multifamily projects infeasible on existing lots. He also warns the increase could jeopardize eligibility for future federal housing and infrastructure funding tied to parking reform. He requests the City maintain or reduce current parking ratios to support attainable housing and walkable neighborhoods. [EMAIL ON 02 10 26]				

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
	Interactive Map				
2.117.	321 South Palafox Street - The sidewalk tables take up so much space that it's difficult to walk even in single file, especially when the waitstaff is crossing. The setup is certainly not accessible for wheelchairs or strollers. I'm not opposed to some outdoor seating, as long as it allows for adequate sidewalk access for all citizens.	Not LDC related. Staff, please note comment for outdoor seating guidelines.	It is a code enforcement issue	No change to LDC	NA
2.118.	925 East Blount Street - Allowing this house to be demo'd and 2 two-story houses to replace it, will seriously impact the 4 Heritage Live Oaks on the property. Developers should not be allowed to remove a 200/300yr old Protected tree for only a \$1,000 fine. Nor should they be allowed to severely butcher the tree, which will cause its early demise.	Sec. 12-8-4(c) states that protected trees may be removed due to proposed site improvements.	Language exists for heritage tree preservation while allowing development to occur. Language needs to be stronger to reflect that design changes may be required, such as relocating the driveway to the opposite side of the lot. There also may be circumstances that a removal cannot be reasonably withheld. We need to strengthen language so it is not used as a loophole. Lot splits require Dev. Services approval. Removal of heritage size trees has additional requirements. Language should accommodate retention of heritage trees over ability to lot split.	Proposing to amend subsection (c) to allow tree removal only for improvements required by FDOT for driveway location or other utility improvements.	DONE
2.119.	502 East Wright Street - If property owners of Historic buildings don't maintain property and allow them to fall into disrepair, the City should be able to take over the property. Save the Train Station!	Code enforcement should be contacted about homes in disrepair. There is a process in place to review demolitions of historic properties. The ARB has the responsibility to approve or deny based on a list of criteria.	Property maintenance / issues may be reported to Code Enforcement or Building Inspections and are typically addressed outside of the Land Development Code. The Grand Hotel and train station are located in the Gateway Redevelopment District, and all development applications are required to be reviewed by Planning Board. The home at 317 N 8 th Ave. is currently listed on the City's unsafe structures list. Property maintenance / issues may be reported to Code Enforcement or Building Inspections and are typically addressed outside of the Land Development Code. The City does have a historic demolition ordinance that requires ARB review and allows ARB to place a 60-day delay on issuance of the demolition permit. All new construction is required to follow development and setback standards for the zoning district. The 1910 E Strong St property is not in a historic district which provides some additional protections since the Land Development Code requires that replacement plans be approved prior to receiving a demolition permit.	No change to LDC	NA
2.120.	200 East Gregory Street - Have the old Grand Hotel dealt with and save the old train station. Require owners to maintain it rather than let it fall into disrepair.				
2.121.	317 North 8th Avenue - This home is an example of what will most likely be demo by neglect. Owners must be held accountable via better regulation - fines, other penalties. This would prevent squatters and unsafe conditions for surrounding neighbors.				
2.122.	1284 North 12th Avenue - Historic homes being demolished to build extremely large houses with almost zero lot lines.				
2.123.	1910 East Strong Street - Do not allow this HISTORIC home to be demolished!				
2.124.	520 North 6th Avenue - Preserve this historic home				
2.125.	415 North Alcaniz Street - More specific regulations on properties becoming hotels/restaurants inside established neighborhoods. A boutique hotel and small restaurant were approved, but an addition of an outdoor smoker, food truck, and music for outdoor dining added after the fact have affected quality of life for immediate neighbors. Insufficient parking and signage to point customers to overflow parking are non-existent.	Check with staff.	For activities that were not part of the original approval, citizens may use the city's 311 service to report them: https://www.cityofpensacola.com/290/Pensacola-311-Citizen-Support	No change to LDC	NA

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
2.126.	1111 East Blount Street - New tall builds, too close to existing neighbors property	All residential districts allow single family homes up to 30 feet in height, measured to the eave if located in the CRA and to the top of the roof everywhere else. Not considering a reduction in building height.	Agree with Inspire.	No change to LDC	NA
2.127.	200 East Gregory Street - Parking in this area is difficult for residents due to the increase in commercial establishments and events at the Bay Center. Permit parking for residents would assist in our ability to park close to our residence. Could this be considered?	Parking permits are not addressed in the LDC.	The city's Parking Management Division has options for dedicated parking for residents in close proximity to commercial establishments. https://www.cityofpensacola.com/3128/Parking-Management	No change to LDC	NA
2.128.	1216 East Lee Street - As we age we hope to remain in East Hill, however maintaining this 117 y.o. home is exceeding our time, energy, and resources. Our goal is to build a modest, hurricane-rated one- or two-story home on the unused portion of our second lot while preserving the existing house for new neighbors.	This may be related to the split resulting in a non-conforming lot if allowed. The proposed change in lot width will not be enough to help this situation.	The split would result in a non-conforming lot.	No change to LDC	NA
2.129.	708 West Main Street - We need a Pedestrian crossing at Clubbs and Main Street (Flashing lights). Crest Apartments is under construction on Clubbs Street and will add 282 units. The only exit for this Apartment complex is onto Clubbs Street. Just across Main Street is our newest park, "Bruce Beach" which is about 12 Acres. It is widely used and the new residents in Crest Apartments are 1/2 block away.	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.130.	1102 North Hayne Street - We need more commercial zoning on Hayne St now that the Hollice Williams park is moving forward. The Eastside neighborhood should have the opportunity to incorporate small restaurants/coffee shops to recapture the business income that has been stripped from this community over the years and the number of people that will revisit this park will support this zoning.	Not considering rezonings as part of the project scope.	Agree with Inspire.	No change to LDC	NA
2.131.	116 Altamont Road All neighborhoods outside of Downtown, Uptown and the CRA's deserve inclusion in the new LDC. These neighborhoods will be the focus of future development and are the present and future homes of moderate and low income taxpayers (the Pensacola workforce).	The LDC update covers the entire city.	Addressed.	No change to LDC	NA
2.132.	221 South Palafox Street - Height restrictions on new development to keep our skyline open to maintain our small downtown charm.	Can't reduce heights as part of this scope	Agree with Inspire.	No change to LDC	NA
2.133.	520 North 6th Avenue - Owners of historic contributing structures must abide by preservation district rules in regards to restoration/remodel.	They are required to.	This property is in the Old East Hill preservation district where all activities requiring a permit must be approved by the Architectural Review Board.	No change to LDC	NA
2.134.	New Warrington Spur - Why is so much of Pensacola, not actually within city limits? My curving street has about 10 houses not in the city, while all the others are. It just seems that by bringing in all of the area addresses, the city would be able to flourish uniformly.	Not LDC related. Annexations are voluntary.	Agree with Inspire.	No change to LDC	NA
2.135.	844 North a Street - There is a lack of turn signals at the intersection of "A" Street and West Cervantes Street.	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.136.	819 West Garden Street - The intersection of "A" Street and Garden Street only has a left turn signal for traffic going East on Garden Street. It allows traffic to turn North onto "A" Street. The entire intersection should be upgraded by having four appropriate turn lanes and four turn signals.	Not LDC related	Agree with Inspire.	No change to LDC	NA

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
2.137.	610 North 9th Avenue - Crosswalk with lighted warning for pedestrians and cyclists needed.	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.138.	11 East Romana Street - Spraypainted utility markings on sidewalks and streets along Palafox Place—and throughout downtown—have reached a new level of ugly. One of the nation’s ten ‘Great Streets of America’ now appears vandalized by an explosion of neon graffiti. Other historic downtowns have found alternate methods of marking utilities so that safety is prioritized without ruining the historic aesthetic of a beautiful area.	Not LDC related	This spray paint is water soluble and will fade over time.	No change to LDC	NA
2.139.	1001 North Guillemard St - I would like the Long Hollow neighborhood to be included in a future CRA	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.140.	405 East Gonzalez Street & - 510 East Gonzalez Street - We need a 4-way stop here. The street parking and privacy fences block the view of oncoming traffic and there are many accidents here. This will also help with the speed of traffic.	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.141.	844 North a Street - A left hand turn lane should be added at the south bound lane of A street turning east onto Cervantes street	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.142.	1 West Gregory Street - City should add a parking deck to this city owned parking lot	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.143.	400 South a Street - Need left hand turn lane into JoePatti’s for traffic traveling east on Main St.	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.144.	499 Bayfront Parkway - Need traffic calming so pedestrians can safely cross Bayfront Parkway	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.145.	604 East Scott Street - Needs revitalizing	Not LDC related	Agree with Inspire.	No change to LDC	NA
2.146.	200 South Tarragona St - End train routes downtown.	Not LDC related.	Agree with Inspire.	No change to LDC	NA
	Idea Wall				
2.147.	Review Code Sec. 12-12-3 --ARB -- remove subjectivity from decisions, provide clear guidance so applicants have realistic expectations.	Chapter 5 includes the standards to follow. When applications are reviewed by a Board, they need to ensure those standards are met, but any time a Board reviews plans, there is a higher degree of discretion than when reviewed by staff.	Agree with Inspire.	No change to LDC	NA
2.148.	Existing rooftop solar should be protected from new high buildings and shadows. Or, owners of existing solar should be compensated.	Can’t reduce permitted heights based on neighbors’ solar panels.	Agree with Inspire.	No change to LDC	NA
2.149.	Decrease public green space bonus size requirement from 3000 to 1500 sq ft (or similar) to incentivize the creation of pocket parks	1,500 for a pocket park would still be too small.	Agree with inspire	No change to proposed language	NA
2.150.	Abandoned properties (7th across from Cobb Ctr, Churches Chicken 9th/Blount). Can the LDC help rectify these situations?	If it is a matter of maintenance, Code Enforcement staff can help. Not an issue that can be addressed in the LDC.	Agree with Inspire.	No change to LDC	NA
2.151.	Protect our big heritage trees. Heritage Trees can be identified (like what Texas has) on an interactive map	Not LDC related.	Individual identification and recording of heritage trees would be a great tool to have added by others to our database at others cost. Currently a map exists of the tree canopy.	No change to LDC	NA
2.152.	Avoid another “Lilly Hall” type issue where parking requirements are waived and nearby residents and their guests have no parking	Parking is one of the main struggles for infill and redevelopment projects, which rarely have enough room to accommodate the minimum. Not many infill uses could occupy this building without the parking reductions offered within the CRA.	Agree with Inspire.	No change to LDC	NA

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
2.153.	"Subdivision" homes (garage doors on front of house) need to be prohibited in East Hill. Ruining the character of the older designs.	Per state statutes, can't regulate design of single family homes unless part of a historic district or a CRA.	Agree with inspire	No change to LDC	NA
2.154.	The Pensacola CRA's cause inequities within the present LDC environment.	In what sense?	Not sure we understand the comment.	No change to LDC	NA
2.155.	Stronger protection of Heritage Trees: Decrease tree diameter for developers. Increase developer fines for removing trees (\$1,000 is low!)	Not LDC related.	Agree with inspire	No change to LDC	NA
2.156.	Require commercial buildings to bury back flow preventers	Check with staff	This is an Emerald Coast Utilities Authority - requirement, not the City	No change to LDC	NA
2.157.	Ban chain link fences over 3 1/2 feet within city limits.	Not considering this at this time as it would necessitate more research and public input.	Agree with inspire	No change	NA
2.158.	Incentives for native plants and water-wise landscaping	Proposing some changes to the plant list to focus more on native plants. There are other methods that could be used to incentivize more native plants, but would require major changes to that chapter (future phase).	Native tree plantings are required per current regs for required trees and recommended tree replant list.	Update plant materials lists	DONE
2.159.	Vernacular architectural standards for commercial properties should be required even outside of historic districts.	This would require more substantial public input. May be considered in a future phase.	Agree with inspire	No change to LDC at this time	NA
2.160.	Most of the multistory historic homes are well over the 35' building height max. The LDC needs to take this in account for new construction	Would require more focused public input.	Agree with inspire	No change to LDC at this time	NA
2.161.	Update the discriminatory and outdated regulations in LDC that prohibit tattoo studios from operating in historic district PC-1	This would require more focused public input.	Agree with inspire	No change to LDC at this time	NA
2.162.	Commercial developments should build toward the street and put the parking lots in the rear of the b...	Already required in the CRA and historic districts. Can't require citywide as part of this scope as it would necessitate more focused public input.	Agree with inspire	No change to LDC at this time	NA
2.163.	Update the ordinance to permit duplexes and triplexes in all residential zones where single-family homes are allowed	Can only do that in MDR at this point. Any other changes would require more substantial public input.	Agree with inspire	No change to LDC at this time	NA
2.164.	Incentives for green building practices such as sustainable building materials and processed, solar panels, bird-safe glass, etc.	Need to consider what happens when plans get approved with the bonus and for some reason materials change, solar panels are removed, etc.	Agree with inspire	No change to LDC at this time	NA
2.165.	Incentives for permeable hardscaping/pavement to reduce stormwater runoff and flooding.	Check with staff	Utilization of these products comes with a built-in incentive. The City's treatment requirements are 1" of runoff, as opposed to other municipalities requirement of 1" of rainfall. As a result, our treatment requirements "credit" developers for using these products.	No change	NA
2.166.	Requirements for increased buffers of native vegetation from lawn near waterways to reduce fertilizer & pesticide runoff	Need more research. May consider in a future phase.	Agree with inspire	No change to LDC at this time	NA
2.167.	Incentives for increased tree canopy cover for more comfort, reducing heat island effects, and stormwater runoff	Need more research. May consider in a future phase.	Agree with inspire	No change to LDC at this time	NA
2.168.	American Birding Association window standards for glass to reduce bird strikes and migratory bird fatalities.	Need more research. May consider in a future phase.	Agree with inspire	No change to LDC at this time	NA
2.169.	Development incentives should be offered to developers/residents outside of city limits to encourage annexation E and S of I-110/I-10.	Need more research. May consider in a future phase.	Agree with inspire	No change to LDC at this time	NA
2.170.	12th Ave commercial areas need a master plan and an LDC that promotes infill and gets away from large expanses of asphalt lots.	Should consider a master plan with robust public engagement to recommend specific changes to the code.	Agree with inspire	No change to LDC at this time	NA
2.171.	Please look at Riverside Avondale neighborhood in Jax.. They are a vibrant community since the 20's AND WITH HISTORIC PRESERVATION	Acknowledged	We will look at Jacksonville's historic preservation provisions in their Land Development Code for study and comparison.	No change	NA

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
2.172.	If building meets Historic requirements, it shouldn't be allowed to be demolished... Regardless if not in Preservation District/CRA overlay!	First need to establish those parameters and designate the buildings as local landmarks. See 2.24 and 2.119 through 2.124.	Agree with Inspire	See 2.24 and 2.119 through 2.124.	NA
2.173.	Tax incentives for homeowners to renovate historic structures, similar to those given to businesses!	Not LDC related	The City currently has a historic properties ad valorem tax exemption ordinance outside of the Land Development Code. See Title III, Chapter 3-4, Division 2. The City's CRA also has a property improvement program that offers grants to commercial and residential façade projects when funds are available.	No change to LDC	NA
2.174.	Offer city renovation loans for historic homes and building in need of repair that can't get traditional conventional loans to prevent demo.	Not LDC related	The City's CRA has a property improvement program that offers grants to commercial and residential façade projects when funds are available.	No change to LDC	NA
2.175.	Protect properties along the waterfront and bayview park if current owner wants to establish a historic or similar type of recognition	Property owners can request designation	The updated Land Development Code will allow the City to become a Certified Local Government with the State's Division of Historical Resources. This will allow the City's Architectural Review Board to formally designate historic properties outside of historic districts and landmarks. The City currently has a Bayou Texar Shoreline Protection District overlay which covers all properties adjacent to Bayou Texar. While the overlay is not specific to historic preservation, it is meant to provide some additional environmental protection.	No change to LDC	NA
2.176.	In areas that are outside the historic district, but have historic homes, is there a way to incentive preservation?	The term historic can mean different things – just age should not be a qualifier. When the city becomes a CLG, they can start designating local landmarks (don't need to be in a historic district) to avoid those significant structures from being demolished or altered in a manner that is not consistent with the style.	The City currently has a historic properties ad valorem tax exemption ordinance outside of the Land Development Code. See Title III, Chapter 3-4, Division 2. The City's CRA also has a property improvement program that offers grants to commercial and residential façade projects when funds are available.	No change to LDC	NA
2.177.	New residential duplexes should be permitted in PR-1AAA (massing consistent with surrounding structures). Numerous historic examples exist.	They are allowed as conditional uses. The regulations for these districts were prepared with substantial public engagement. Any changes would need to include more focused public engagement than what the LDC update includes.	Agree with Inspire	No change to LDC	NA
2.178.	Mandate developers plant large native shade trees, when over building lots. Too many clear cut everything on lot, then plant Crepe Myrtles.	The landscaping chapter already requires trees in conjunction with new development/redevelopment.	Agree with Inspire	No change to LDC	NA
2.179.	Please consider increasing allowable area of ADUs and not restrict size based on main dwelling unit.	Addressed above. See comments 2.5 and 2.6.	See previous responses	No change	NA
2.180.	Parking lot sizes should be limited, business should be encouraged to share parking rather than mandating parking spaces for each business	Already encouraging sharing and also mixed-use reductions.	Agree with Inspire	No change	NA
2.181.	Parking minimums are antiquated and should be eliminated/severely reduced across the entire city. Let the market decide how much is good.	Controversial move as parking spills would affect residents in the surrounding area. See comment 2.152.	Agree with Inspire	No change	NA
2.182.	ARB -- remove reference to West Fl. Hist. Pres. Inc advisor --City has professional staff to handle this. If not, define the roll	Check with staff.	At minimum, the organization's name should be updated to University of West Florida Historic Trust. If position is to be retained, perhaps it can be outlined in one of ARB's policies or rules and procedures document.	Rename to University of West Florida Historic Trust. No other changes proposed to the LDC.	DONE

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
2.183.	Porches and related structures should be able to project into front setbacks for a max of ten feet city-wide, similar to the CRA allowance.	Agree. See Section 12-4-5 (a)(4)	Agree.	Update provision to allow encroachment on both sides facing a street.	DONE
2.184.	Require onsite retention of storm water, especially for commercial development	It is already a requirement	Agree with Inspire	No change	NA
2.185.	Allow homeowners to divide their East Hill multi-lot property so they can build smaller, age in place, & sell off the primary house/lot	Lot splits are allowed but the new lots need to meet code.	Agree with Inspire	No change	NA
2.186.	The new housing/ or packing new construction on a lot... Too much concrete.. stormwater runoff greatly impacted.. no room for new trees..	Not increasing development potential as part of this scope – would require more focused public input.	Agree with Inspire	No change	NA
2.187.	Don't allow new construction to decrease the market value of the existing adjacent homes. Roof heights and set backs matter.	Not relaxing building heights or setbacks.	Agree with Inspire	No change	NA
2.188.	COM should not have Landscape buffer if entirely in COM. Alternatively buffer should be on residential LU if home built in commercial zoning	Not required between commercial uses. The commercial use is responsible for the buffer adjacent to a residential zoning district.	Agree with Inspire	No change	NA
2.189.	Include parts of EastHill in CRA overlay	Not rezoning as part of this scope.	Agree with Inspire	No change	NA
2.190.	Remove all minimum dwelling size reqs. in all residential zones so starter homes can be built, keep reasonable with setback/lot coverage	Only efficiency units have minimum required size.	Agree with Inspire	No change	NA
2.191.	Provide incentives for home owners who protect/maintain heritage trees on their property.	Parking waived to protect trees. See section 12-4-40.	Agree with Inspire	No change	NA
2.192.	Lack of sidewalks along common pedestrian paths is a big concern. Would be great for community health and engagement to improve walkability.	Requiring sidewalks be provided as part of new development. Incremental improvement.	Public Works agrees with Inspire comment.	No change	NA
2.193.	Add a de minimis section for stormwater to coincide with the state requirements.	See Section 12-9.33(b) – it is already there.	Agree with Inspire	No change	NA
2.194.	Abandoned signs (two examples at 9th at E Blount) of abandoned businesses are eyesores. When a business goes out, the old signs need to go.	Signs is a sensitive subject – not recommending substantial changes as part of this scope.	Future phase – signs require additional focus groups	No change	NA
2.195.	Billboard Ban and commercial signage height restrictions. These are eyesore and scars upon the landscape.				
2.196.	Form-based zoning	The CRA already does this. Applying it citywide would require a larger effort and more public meetings than included as part of this update.	Agree with Inspire	No change at this time	NA
2.197.	Include ALL the neighborhoods. There is more to Pensacola than the CRA's	The LDC update covers the entire city	Agree with Inspire	No change	NA
2.198.	rewrite civic conversations to adjust to region.	Not LDC related	Agree with Inspire	No change	NA
2.199.	4 Way stops on Gonzalez and Davis, MLK. Street parking impedes visibility which causes many accidents, and too many people speed thru here.	Not LDC related	Agree with Inspire	No change	NA
2.200.	We need more commercial / R-NC zoning on the streets adjacent to the Hollice Williams Park area to support local small business enterprise.	Not rezoning properties as part of the LDC update.	Agree with Inspire	No change	NA
2.201.	Canopy Street Protection. Tallahassee & Gainesville do a GREAT job with this. We can, too! 12th, E Blount 9th to 14th.	Improvements made to the tree protection section (see Chapter 12-8).	Agree with Inspire	No change	NA
2.202.	Replace painted medians and oversized turn lanes with tree lined boulevards. Plant trees in road verge. Allow canopies to cover streets.	Sec. 12-8-18 requires street trees as part of new development and redevelopment.	Agree with Inspire	No change	NA
2.203.	Grandfather property tax credits for homeowners to add on to/update older homes (50y+). Mandating home owner maintains the existing style.	Not LDC related	Agree with Inspire	No change	NA
2.204.	Become a pesticide free parks. Chemicals on our lands affects everything.. plants, humans, pets.	Not LDC related	Agree with Inspire	No change	NA

	WEBSITE INPUT	Inspire	Staff Response	ACTION	STATUS
2.205.	Add catch nets to storm drain outfalls along Bayou Texar, tons of trash gets in the water with every rainstorm.	Not LDC related	Agree with Inspire	No change	NA

	STAFF COMMENTS DRAFT 2	INSPIRE RESPONSE	ACTION	STATUS
2.206.	Ch 3_Boards_Dev Review: I'm wondering if this is no longer relevant since the planning board no longer reviews subdivisions: "The city engineer shall serve as chief engineer for the planning board."	Delete statement	Delete	Completed
2.206.2.	Table 12-3-1 (Development Review Authorities) – should the applications that go to ARB and the Planning Board for historic districts and redevelopment districts, respectively, be shown as "Administrative" approvals?	The Deputy City Attorney reviewed the table and didn't change that one.	No change	No change
2.207.2.	Table 12-3-1 (Development Review Authorities) – should the comp plan and rezoning applications be shown as "quasijudicial"?	Site-specific applications are quasi-judicial, city/area-wide initiated by the city are legislative. Already reflects that for rezonings. Will do the same for FLUM amendments.	Specify this for FLUM amendments	Completed.
2.208.2.	Table 12-3-1 (Development Review Authorities) – should the administrative variance be shown as "Administrative" approvals?	Per Deputy City Attorney, a subdivision variance would be a quasi-judicial determination. Variances are inherently case-specific determinations, not legislative policy decisions	No change	No change
2.209.2.	Table 12-3-1 (Development Review Authorities) – we don't currently consider this quasi-judicial. Not sure if the process is changing or if we've been doing it incorrectly.	Conditional uses are quasi-judicial approvals.	No change	No change
2.211.	Sec. 12-3-113 "local historic landmarks". Does this section apply to local historic landmarks outside of the historic districts? It's mentioned in the title, but not in the body or in the applicability section. Is applying historic district standards to individual listed properties outside the districts possible? (I legitimately don't know).	Yes, you can regulate local historic landmarks, even if they are not within a historic district, as long as they were formally designated.	Proposing the following to make it clear: "This section applies to all activities that require architectural review, including but not limited to the construction, renovation, demolition, and/or exterior alteration of <u>local historic landmarks and to contributing buildings located within the following districts</u>	Is this change ok or should we exclude landmarks outside districts?
2.212.	Sec. 12-3-130(d), Variances/Review Procedures: Unless we are changing this, staff has not made recommendations on variance applications before. "Staff review. The city staff shall review the request and prepare a report outlining compliance with the code and variance review criteria and submit a recommendation to the board of adjustment, architectural review board, or planning board, as applicable."	Delete the recommendation part.	Delete	Completed.
2.213.	Ch 3_Boards_Dev Review: I've always wondered if this one is necessary to be in the code. Or if it can just be informational. It's not actually a criterion and is about process instead. "(3) That the decision of the planning board is quasi-judicial in nature and is final subject to judicial review in accordance with section 12-3-161. Hearings on variance applications shall be conducted as a quasi-judicial hearing in accordance with the requirements of law."	Move the following sentence to (d)(3), Board Review: Hearings on variance applications shall be conducted as a quasi-judicial hearing in accordance with the requirements of law.	Update	Completed.
2.214.	Ch 4_Zoning Districts: C-2A is 135 upa by default. Commercial Land Use (C) – 35 upa; 135 upa in the Dense Business Area (DBA) C-1Commercial zoning district (retail). C-2ACommercial zoning district (retail). C-2Commercial zoning district (retail). C-3Commercial zoning district (wholesale and light industry).	The note about the Dense Business Area encompasses the C-2A district	No change	No change

2.215.	Ch 4_Zoning Districts_: Would recommend removing this reference since the Palafox Historic Business District is an overlay. There's at least one small area of R-NC in the Palafox Historic Business District that would not be eligible for 135 upa. Historic and Preservation Land Use—(HP) – 35 upa; 135 upa in the Palafox Historic Business District	HR-1 Historic one- and two-family zoning district. HR-2 Historic multiple-family zoning district. HC-1 Historic commercial zoning district. HC-2 Historic commercial zoning district. PR-1 North Hill Preservation single-family zoning district. PR-2 North Hill Preservation multiple-family zoning district. PC-1 North Hill Preservation commercial zoning district. OEHR-2 Old East Hill residential/office district. OEHC-1 Old East Hill neighborhood commercial district. OEHC-2 Old East Hill retail commercial district. OEHC-3 Old East Hill commercial district.	Ok	Delete	Completed
2.210.2.	Table 12-4-6, Schedule of Uses for Historic, Preservation and Redevelopment Districts. • Antique stores and art galleries are permitted in PC-1. • Motels are currently permitted in GRD. • Comm. Residential homes with 6 or fewer, Duplex, and Banks are currently permitted in GRD. • Parking lots and parking garages are allowed in HC-2 since they're permitted in HC-1.		Ok Note that, according to statutes, 6 or fewer Community Residential Homes are deemed SF homes and need to be allowed anywhere SH homes are allowed. Added to all historic and redevelopment districts.	Update table	Completed
2.217.	Sec. 12-4-40, Development Bonuses and Incentives: It's probably intentional, but I just wanted to point out that the review authority for these are somewhat inconsistent (unless there's a reason that I'm not aware of). For instance, for superior site design, the density bonus goes to city council but the height bonus goes to planning board. Should the reviewing bodies be consistent? If not and if previously discussed, please ignore my comment.		Current language requires Planning Board approval of density bonuses and transfers. We kept it that way, but are open to changing to CC, if you think that would be better. The affordable housing component needs to go to CC as there is an agreement they would need to approve.		
2.211.2.	TABLE 12-11.1. Permanent on-Site sign Standards. • Include "attached wall" row for RO along major thoroughfares • Delete quotation marks • include, "1 sign, 35 sq. ft. or..." for consistency with the upper half of the table. • Move Office/Multifamily (RO, R-2A, ATZ-1) up.		Agree	Make changes	Completed
2.219.	Engineering/Public Works: 12-3-91 appears to bring provisions in line with current state statutes. What is Kia's opinion (legal)?		Legal to review all chapters	NA	NA
2.220.	Staff comment (Engineering/Public Works): 12-8-15 appears to be missing the contents of the previous landscape and tree protection plan section 12-6-4.		That section was moved to Chapter 3. See Section 12-3-63(c)(2)	NA	NA
2.221.	Staff comment (Engineering/Public Works): 12-8-23 Language per city attorney to be modified to the Tree planting trust fund use b.5. We will provide this language as soon as practical.		Need language		
2.222.	Staff comment (Engineering/Public Works): Consideration - 12-7-2.b minimums should all reference (1) footer language. A reference to meeting complete streets would be good.		The footnote was added because there are no specific standards for local streets. All minimums listed assume that is the bare minimum necessary to include all components. If we include the footnote for all of them, why have minimum dimensions? Added compliance with "this chapter" as complete streets are part of it ow.		
2.223.	Staff comment (Engineering/Public Works): Consideration - 12-7-4.e do we need stronger language and make clear that city does not maintain unimproved rights of way?		Added: "Under no circumstances shall the City assume maintenance responsibility for unimproved rights-of-way."		Completed
2.224.	Staff comment (Engineering/Public Works): Consideration - 12-7-5.c.4 transparency %? Require 90%? Or specify what transparency means, such as a white picket fence of 60% is not transparent.		Transparent fences, including chain-link, wrought iron, and similar materials that provide a minimum transparency of 75%, shall be exempt from the visibility triangle provision		
2.225.	Staff comment (Engineering/Public Works): Consideration - 12-7-6 require all new developments and all improvement permits of certain value or 10% addition to install sidewalks to meet complete streets?		Changed "redevelopment" to substantial improvement as defined in chapter 12-2.		

2.226.	Staff comment (Engineering/Public Works): Consideration - 12-7-6.e not ok with the language “if not located within a historic district.” The major challenges with the historic options are resulting in claims.	STAFF, NOTE THIS COMMENT – NOT PROPOSING A CHANGE		
2.227.	Staff comment (Engineering/Public Works): Consideration - 12-7-7 ok with language.			
2.228.	Staff comment (Engineering/Public Works): Consideration - 12-7 where did maintenance language go?	Which Section?		
2.229.				

