



## Cover Memorandum/Staff Report

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**File #:** 18-843

**Agenda Date:** 1/15/2019

**Item #:** 6.E.

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**TO:** Mayor and Commissioners  
**FROM:** Timothy Stillings, Development Services Director  
**THROUGH:** Mark R. Lauzier, City Manager  
**DATE:** January 15, 2019

### UPDATE TO THE DELRAY BEACH HISTORIC PRESERVATION DESIGN GUIDELINES

#### **Recommended Action:**

Motion to approve the update to the Delray Beach Historic Preservation Design Guidelines as presented, pursuant to Section 2.2.6(D)(8).

#### **Background:**

The Delray Beach Historic Preservation Design Guidelines (Guidelines) were developed for the City of Delray Beach in 1990 with an update completed in 2003. The 2003 update was funded with a 50/50 matching grant from the Florida Division of Historical Resources, Bureau of Historic Preservation and was conducted by Ellen Ugucconi, a consultant with Janus Research in conjunction with City staff. The Guidelines incorporated changes resulting from several public hearings at which the Historic Preservation Board (HPB) reviewed text and layout of the document and specifically included:

- Updates to the Local Register of Historic Places;
- A more comprehensive and all-inclusive historical overview;
- Additional details relating and replacement of materials in-kind, accessibility, storm protection and demolition;
- Information relating to application processes;
- Introduction of appendices;
- Addition of architectural styles; and,
- Improved user-friendly layout, text, and graphics.

The City Commission reviewed the updated Guidelines during their meeting of June 10, 2003 and formally adopted the Guidelines at their July 22, 2003 public hearing.

Currently, the Guidelines are in conflict with the Land Development Regulations (LDR) with respect to process-related issues as the Guidelines incorrectly identify processes listed in the LDRs. In order to ensure the continued use of the Guidelines, removal of these outdated process references is required. Additionally, updates to the Local and National Register of Historic Places is proposed to include historic properties, sites and districts that have been added to the Registers since 2003.

It is noted, that a multitude of updates are needed to the Guidelines, including expanded Periods of Significance for historic districts, architectural styles, map updates, and district boundaries, to name a

few. A comprehensive update is anticipated to be undertaken in the 2019-2020 budget year as the services of a consultant are needed in order to complete such effort.

The item is now before the City Commission for update to the Guidelines, to include removal of process-related items outlined in the document and updates to the Local and National Registers of Historic Places.

The proposed Guidelines are attached and additional background and an analysis of the request are provided in the attached Planning and Zoning Board Memorandum Staff Report.

**Review by Others**

The HPB considered the Guidelines at their October 3, 2018 meeting; the Board recommended approval.

The Planning and Zoning Board considered the Guidelines at their November 19, 2018 meeting; the Board recommended approval.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source:**

N/A

**Timing of Request:**

N/A