



# DEVELOPMENT SERVICES

BUILDING | HISTORIC PRESERVATION | PLANNING & ZONING

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## MEMORANDUM

TO: George Gretsas, City Manager  
FROM: Michelle Hoyland, Principal Planner  
THROUGH: Anthea Gianniotis, Development Services Director  
DATE: May 7, 2020  
SUBJECT: State of Florida Division of Historical Resources Small Matching Grant (SMG) Cycle

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The State of Florida Division of Historical Resources (State) historic preservation grant application cycle is open and will close on June 1, 2020. The SMG program is described as follows:

- \$50,000 maximum, match of dollars is not required as Delray Beach is a qualified Certified Local Government.
- The City of Delray Beach has been a Certified Local Government (CLG) since 1988 and is one of 1,966 communities participating in the CLG program nationwide. A benefit of being a CLG is that the city can apply for the SMG program without the requirement to locally match the grant funding request.
- The grant funding opportunity is a total of \$50,000 per grant request with an award potential of two grants per grant cycle.
- The purpose of the Small Matching Grants Program is to provide funding to assist local, regional and state-wide efforts to preserve significant historic and archaeological resources, and to promote knowledge and appreciation of the history of Florida. The program does not fund operational support for historic preservation organizations.
- Project types include: Survey; Planning; Nominations to the National Register of Historic Places; Heritage Education; and state Historical Markers.

The Historic Preservation Division of the Development Services Department proposes to seek funding for two projects through the SMG program. Each grant is for \$50k, totaling \$100k. As there is no match requirement, no commitment of funding is required by the City to complete the projects. If the grant is awarded, each project would have a 1-year timeline for completion with funding becoming available in July of 2021. The City Commission would need to approve and sign a funding agreement in the summer of 2021. The State historic preservation grant applications are reviewed annually and ranked in a public meeting by Grant Review Panels appointed by the Secretary of State. Funding is contingent on appropriations from the Florida Legislature and the funding commitments change from year to year.

The proposed SMG grant requests are as follows:

1. **HISTORIC GEOGRAPHIC INFORMATION SYSTEM (GIS) MAPPING PROJECT:**

This grant request would facilitate the provision of information to the public regarding historic properties in Delray Beach via an online digital/interactive mapping system. The Historic Preservation GIS Mapping Project will provide a tool to improve the staff's ability to analyze resources, distribute records to the public, and aid in the assessment of resources for emergency management purposes. This is especially important given the recent updates to the Federal Emergency Management Association Flood Maps, which has increased finished floor elevation construction requirements.

The Historic GIS Mapping Project will include data sets for Florida Master Site File (FMSF) forms, historical information, building permit records, photographs, maps, and historic Sanborn Maps. It is anticipated that the Historic GIS Mapping Project will:

- Improve city staff review times for development applications and building permit applications;
- Facilitate expeditious State Historic Preservation Office (SHPO) reviews as part of the Community Development Block Grant (CDBG) program;

- Aid in planning efforts related to preservation, redevelopment, spatial analysis, emergency management, and infrastructure improvements;
- Establish a spatial catalog of resources, which will improve the database management efforts for all future Historic Surveys and Resurveys; and,
- Create a system to catalog and map future historic resources.

The Historic GIS Mapping Project would be developed from the information that is currently being compiled via the 5 District Historic Resource Resurvey Project as well as the Scanning and Digitization Project. Both of these projects are funded via grant awards from successful applications to previous year's State Historic Grant program. The projects total \$100k (\$50k each). The Historic GIS Mapping Project would interface with this catalog of information, so that the information can be linked to a property on a map. Those projects are summarized as follows:

**The 5 District Resource Resurvey Project** is in process and involves a review and comprehensive updating of the city's 5 historic districts. The review includes updating all FMSF forms and looks at the integrity of the districts as they exist today. Once this project is complete, the report and ordinance updates will be reviewed by the HPB and City Commission.

**The Historic Scanning and Digitization Project** is in process and involves the digital scanning of historic property records and will make such records available to the public via the city website. The records included in this project comprise of:

- FMSF Forms;
- Historic designation and resource survey reports;
- Historic Preservation Board meeting agendas, minutes, and project back-up from 1987 through 2018;
- Building permit records from circa 1900 through 1976; and,
- A variety of other historic records.

## 2. **DELRAY BEACH MUNICIPAL CEMETERY HISTORIC RESOURCE SURVEY**

This grant request would facilitate a Historic Resource Survey of the Delray Beach Memorial Gardens Municipal Cemetery (formerly known as the Pine Ridge Cemetery), which is located on 902 SW 10<sup>th</sup> Street. The cemetery was developed in early 1900 and is the final resting place of members of many Delray Beach pioneer families, such as the Swinton and Sundy families. The project will:

- Document the boundary of the historic cemetery and create a GIS map of the cemetery & plots;
- Record grave markers and monuments (dates, inscriptions, condition, etc.), and natural features, such as trees, landscaping, fencing, etc. through GPS, photographs, survey tools, etc.; and,
- Establish a written history and background for the cemetery.

Recordation of the historic of the cemetery could aid the city in future grant funding related to historic preservation efforts for site improvements and historic markers. Documentation from the historic resource survey of the cemetery would be included in future GIS mapping data sets. This information would be made available to the public via the city's website and historic GIS system.

Both proposed grant projects meet policies in the Always Delray Comprehensive Plan Historic Preservation Element, which have a timeline for completion in the next 2 years (2022). The project will aid in fulfilling a policy outlined with a completion date of 2025.

### **Policy HPE 1.2.4**

Create and regularly update a digital database of Florida Master Site File forms for properties and historic districts listed on the Local and/or National Registers of Historic Places. [Complete by 2022]

### **Policy HPE 1.5.6**

Survey the City cemetery for potential designation to the Local Register of Historic Places. [Complete by 2022]

### **Policy HPE 1.4.6**

Analyze the historic development pattern and characteristics of each historic district for the purpose of creating context-related Land Development Regulations. [Complete by 2025]

### **Policy NDC 3.5.7**