



# City of Fort Lauderdale Historic Preservation Design Guidelines

## INTRODUCTION



The West Side Fire Station, now the Fire House Museum, was built in 1927 designed by Francis Luis Abreu. The building has a T-shaped footprint, Spanish tile gable roofs, hexagonal entry tower, stucco wall cladding, arched triple window with salomonicas, Spanish tile wall panels and cast stucco elaborations. It is individually designated as a Landmark and as a contributing building in the Sailboat Bend Historic District.

### FORT LAUDERDALE'S HISTORIC PRESERVATION DESIGN GUIDELINES

The Fort Lauderdale *Historic Preservation Design Guidelines* (*Guidelines*) are intended to act as a tool to help manage change and protect the City's architectural and historical resources. The *Guidelines* provide information, guidance and regulations to be followed by property owners, design professionals, contractors, City Staff and the Historic Preservation Board (HPB) with regard to historic resources. They are intended as a supplement to, rather than as a substitute for, consultation with qualified architects, contractors and Department of Sustainable Development (DSD) Staff.

The *Guidelines* are based upon *The Secretary of the Interior's Standards for the Treatment of Historic Properties*. It is recommended that applicants review the information in the *Guidelines* sections during the early stages of planning a project.

These *Guidelines* were developed in conjunction with the City of Fort Lauderdale's Historic Preservation Board (HPB) and the Department of Sustainable Development (DSD). Please review this information during the early stages of planning your project. Familiarity with this material can assist in moving a project quickly through the approval process, saving applicants both time and money.

The DSD Staff is available to provide informal informational meetings with potential applicants who are considering improvements to their properties.

Additional *Guidelines* addressing other historic building topics are available at City Hall and on the City's website at [www.fortlauderdale.gov](http://www.fortlauderdale.gov). For more information, to clarify whether a proposed project requires HPB review, or to obtain permit applications, please call the DSD at (954) 828-3266.

### AVAILABLE GUIDELINES

The following *Historic Preservation Design Guidelines* are available:

- *Historic Preservation Design Guidelines Introduction*
- *Guidelines for Architectural Styles*
- *Guidelines for Exterior Maintenance*
- *Guidelines for Roofing*
- *Guidelines for Exterior Woodwork & Cladding*
- *Guidelines for Masonry & Stucco*
- *Guidelines for Windows & Doors*
- *Guidelines for Site Elements*
- *Guidelines for Commercial Buildings*
- *Guidelines for New Construction & Additions*

Each section addresses historic materials and building topics and all of the sections comprise the *Fort Lauderdale Historic Preservation Design Guidelines*. All information is available at the Department of Sustainable Development (DSD) and on the City's web site at [www.fortlauderdale.gov](http://www.fortlauderdale.gov).

These *Guidelines* serve to cover the topics most typically addressed by the HPB. Any work under the jurisdiction of the HPB that is not specifically covered in these *Guidelines* is subject to HPB review and approval.



## IMPORTANCE OF HISTORIC PRESERVATION

The City of Fort Lauderdale recognizes that the character and quality of life enjoyed by its citizens depend in great measure upon the City's rich architectural heritage and the important natural and designed landscapes in our community. The City and the Historic Preservation Board (HPB) work together to ensure our historical, cultural, archeological, social and economic heritage, entrusted to each generation, is enriched and passed on to future generations.



*The HPB recommends the designation of historic districts, individual landmarks and Landmark Sites.*

## PRESERVATION IN FORT LAUDERDALE

To promote continued enrichment of our local heritage, in 1979 the City of Fort Lauderdale passed Ordinance number C-97-19 establishing Historic Preservation districts in the City. As defined in the Unified Land Development Regulations (ULDR) of the Fort Lauderdale Ordinances:

- *Historic Preservation District is intended to promote the cultural, economic, educational and general welfare of the people of the city and of the public generally, through the preservation and protection of historically worthy structures. These regulations are intended to insure a harmonious outward appearance of structures and premises, to encourage uses which will lead to their continuance, conservation and improvement in a manner appropriate to the preservation of the cultural and historic heritage of the city, to protect against destruction of or encroachment upon such area, structure or premise, to prevent creation of environmental influences adverse to such purposes, and to assure that new structures, uses and premises within historic districts will be in keeping with the character to be preserved and enhanced.*

Since the enactment of the Ordinance in 1979, the City of Fort Lauderdale has worked to preserve historical sites, buildings, landscapes, structures and archaeological remains. The City promotes preservation through the documentation of historic properties; protection of historic public properties; education programs on preservation; and preservation regulations. More recently, the careful preservation of the City's resources has been identified as an important component of Fort Lauderdale's Comprehensive Plan.



*The HPB strongly recommends that applicants retain and preserve the overall form, materials and details that are important in defining the architectural and historical character of a building and site when they consider an alteration or renovation.*

## CRITERIA FOR HPB DECISIONS

When reviewing a proposed project, the HPB's review is guided by principles contained in *The Secretary of the Interior's Standards for the Treatment of Historic Properties*, and more specifically, *The Standards for Rehabilitation*. *The Standards for Rehabilitation* provide property owners and tenants common-sense guidelines to allow sensitive contemporary uses for their sites while retaining their architectural and cultural heritage. In reviewing projects, the HPB encourages sensitive rehabilitation involving the least amount of intervention or change, as identified in the following guidelines:

- **Identify, retain and preserve** the overall form, materials and details that are important in defining the architectural and historical character of the building and site.
- **Protect and maintain** historic materials and features. This involves protection from other work that may occur in proximity to the historic materials, and also protection through regular maintenance. A regular program of protection and maintenance usually involves the least degree of intervention, and can prevent or postpone extensive and costly work.
- **Repair** rather than replace deteriorated historic materials and features. Repairs maintain the building in its current condition while making it weather-resistant and structurally sound. Repairs should involve the least intervention possible, concentrating specifically on areas of deterioration. When repair is not possible, replacement in-kind is encouraged, reproducing by new construction the original feature exactly, including the original material, finish, detailing and texture.

- **Replace** missing or deteriorated historic materials and features when the extent of deterioration precludes repair. Similar to repair, the preferred approach is to replace the entire feature in-kind to match the original material, finish, detailing, and texture. Since this is not always technically or financially feasible, substitute materials may be acceptable when they convey the original appearance and finish of the original feature.
- **Reconstruct** missing historical features if adequate historical, pictorial and physical documentation exists so that the feature may be accurately reproduced. The addition of features from other historic buildings or addition of historical elements for which there is no documentation is not appropriate.
- **Alterations and additions** are sometimes needed to ensure the continued use of a building. An alteration involves returning a building to a useful condition while saving those parts that represent its historical, architectural or cultural significance. It is important that alterations do not radically alter, obscure or destroy character-defining spaces, materials, features or finishes. An addition, however, is new construction at the exterior of an existing building and should be avoided. If considered, new additions should be clearly differentiated but compatible in size, mass, form, fenestration, detailing and style with the historic building, and constructed at a less visible side or rear elevation, so the character-defining features are not radically obscured, damaged or destroyed.

### **THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION**

The following *Standards for Rehabilitation* were developed in 1995 by the National Park Service of the U.S. Department of the Interior. They are the national standard to guide rehabilitation work on historic resources and are used by the Fort Lauderdale Historic Preservation Board when rendering their recommendations.

*Rehabilitation is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural or architectural values.*

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the historic property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

***Rehabilitation as a Treatment:*** *When repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment. Prior to undertaking work, a documentation plan for Rehabilitation should be developed.*



The HPB's duties include the survey of historic buildings and areas.

## DEFINITIONS

**Architecturally Worthy:** An architectural design which represents either a significant aspect of the history of the City, architectural history in general or a significant design of an architect of historical importance.

**Certificate of Appropriateness (COA):** A certificate issued by the historic preservation board indicating its approval of plans for alteration, construction, removal, or demolition of a Landmark, Landmark Site or a Structure within a Historic District.

**Historic Building:** A building designated as historic by resolution of the City Commission in accordance with Sec. 47-24.11, Historic Designation of Landmarks.

**Historic District:** An area designated as a "Historic District" by ordinance of the City Commission and which may contain within definable geographic boundaries, one (1) or more landmarks and which may have within its boundaries other properties or structures that, while not of such historic significance, architectural significance, or both, to be designated as Landmarks, nevertheless contribute to the overall visual characteristics of the Landmark or Landmarks located within the Historic District.

**Historically Worthy:** To have a special historical interest or value because it represents one (1) or more periods of styles of architecture typical of the city or because it has value as a part of the development, heritage or cultural characteristics of the City.

**Landmark:** A property or structure designated as a "Landmark" by resolution of the City Commission, pursuant to procedures prescribed herein, that is worthy of rehabilitation, restoration and preservation because of its historic significance, its architectural significance, or both, to the City.

**Landmark Site:** The land on which a Landmark and related buildings and structures are located and the land that provides the grounds, the premises or the setting for the Landmark. A Landmark Site shall include the location of significant archeological features or of a historical event, and shall include all significant trees, landscaping and vegetation as determined by the Board.

## HISTORIC PRESERVATION BOARD (HPB)

The Fort Lauderdale Historical Preservation Board (HPB) has the responsibility to implement the City's historic preservation regulations and activities.

The HPB includes eleven volunteer members, appointed by the City Commission, who are City residents and serve in three-year overlapping terms. All members of the HPB must have a knowledge of historical or architectural development with a deep concern regarding the preservation, development and enhancement of historic buildings in the City. In addition, the City strives to include professionals from the design, historic preservation, construction and related fields on the HPB.

The principal role of the HPB is to review and provide recommendation on any alteration, demolition, relocation, adaptive use and new construction to designated properties based on the *Secretary of the Interior's Standards for Rehabilitation* by issuing Certificates of Appropriateness (COA).

The HPB also promotes and provides advice regarding historic preservation activities in the City by recommending the documentation of historic buildings and sites and providing recommendations regarding local and National Register nominations. In addition, the HPB assists groups and individuals interested in historic preservation, undertakes preservation education programs and provides recommendations for the preservation and rehabilitation of individual historic buildings.



Historic buildings can be found throughout the City of Fort Lauderdale. In addition to individual homes, local historic properties include apartment buildings as well as commercial and institutional buildings.

## HISTORIC DESIGNATION IN FORT LAUDERDALE

The two principal means of recording historic resources in the City of Fort Lauderdale are the City's local inventory and the National Register of Historic Places. The majority of the regulated historic properties in the City of Fort Lauderdale are located within Local Historic Districts. In addition, there are individually designated Local Landmark properties on both the City's local inventory and on the National Register, some of which are located within Local Historic Districts.

Currently there are three Local Historic Districts in the City of Fort Lauderdale: The Sailboat Bend Historic District; The Stranahan House District; and the The Himmarshee Street/SW 2nd Avenue Historic District. In addition, there are individual properties that are listed on or determined to be eligible for listing on the National Register of Historic Places, and individual designated local Landmarks scattered throughout the City of Fort Lauderdale.

Maps and lists of Fort Lauderdale's historic resources are maintained by the Department of Sustainable Development (DSD) and are available at City Hall and on the City's website at [www.fortlauderdale.gov](http://www.fortlauderdale.gov).

### The National Register of Historic Places

The National Register of Historic Places is the United States government's official list of districts, sites, buildings, structures and objects deemed worthy of preservation. The National Register is administered by the National Park Service, a division of the Department of the Interior.

Listing on the National Register does not restrict property rights of individual owners, but it does require that agencies using federal funding consider the effect of proposed undertakings on the historic resource. In addition, having a property listed on the National Register could make its owners eligible for tax credits for expenses incurred preserving a commercial property, and local exemptions. National Register information is available from the Florida Department of State's Division of Historical Resources.

### Local Designation

Most of the regulated historic properties in the City of Fort Lauderdale are found within Local Historic Districts. Local Historic Districts and Local Landmarks are created through a collaborative process with the HPB, the community and the City Commission. (Refer to *Local Designation Process*, Page 6.)

All exterior work or repairs to individual Landmark properties or to properties within Local Historic Districts requires the review and approval of the Fort Lauderdale Historic Preservation Board (HPB) or DSD Staff. This review is conducted to ensure proposed changes are in keeping with the historic character of the property and/or surrounding District, thus providing protection for the City's most important resources.

## BENEFITS OF LOCAL DESIGNATION

The designation of Local Historic Districts and Landmarks has been found to:

- Increase neighborhood stability and property values
- Preserve the physical history of the area
- Promote an appreciation of the physical environment
- Foster community pride and self-image by recognizing a unique sense of place and local identity
- Increase the awareness and appreciation of local history
- Increase tourism
- Attract potential customers to businesses
- Create local construction jobs while fostering skilled tradesmen



*The Sailboat Bend Historic District includes a varied collection of residences of different architectural styles. This Craftsman Bungalow has a front gable roof with bracketed, deep overhanging eaves.*

## SUSTAINABLE BENEFITS OF PRESERVATION

An added benefit to historic buildings is that they are often intrinsically "green", with substantially lower environmental impact than new construction. Preservation and rehabilitation minimizes the wasteful loss of materials while maintaining a distinctive sense of place.

- Since historic buildings and structures already exist, the energy required to fabricate the lumber, bricks and details was expended in the past
- New construction often includes demolition of existing buildings, with construction waste already filling approximately 25% to 30% of landfills, in addition to waste associated with the fabrication of new construction materials
- The most appropriate materials for the majority of preservation projects are often historic materials rather than non-biodegradable manufactured products such as vinyl and plastics

## LOCAL DESIGNATION PROCESS

The HPB welcomes applications for the designation of Local Landmarks and Historic Districts. Applicants considering designation should follow the process summarized below:

### 1. Property Research

- Determine the age of the potential historic resource by researching records at Department of Sustainable Development (DSD) or the Fort Lauderdale Historical Society
- Identify its architectural style - the Historical Society can provide assistance if photographs are provided
- Verify whether the property is listed on the Florida Master Site File at the Florida Division of Historical Resources at (850) 245-6440
- Identify past owners, if possible, through research at the Historical Society, tax records or speaking with neighbors

### 2. Prepare and Submit Designation Application

- Obtain an application form from the HPB Liaison at the DSD - the Liaison and/or the Historical Society staff can assist applicants with the form
- Obtain a legal description of the property (from the deed or through the Broward County Tax Appraiser's Office); proof of ownership (warranty deed or tax record); and submit the application filing fee
- Review the Criteria for Historic Designation with the HPB Liaison or the Historical Society staff and determine the applicable criteria for the property
- Prepare a short written narrative about the property, including anecdotal history, and describe how the property meets one or more criteria for historic designation
- Obtain a current property survey (one copy signed and sealed)
- Take photographs of the resource including all elevations and important details
- Obtain architectural plans and elevations, if available
- Solicit letters of support, if available

### 3. Attend the HPB Meeting

- The HPB meets monthly - contact the HPB Liaison for submission deadline schedule
- The HPB Liaison will present a memo regarding the proposed designation and outlining whether or not the COA/ULDR criteria has been met
- The applicant, or their representative, will be asked to outline why the property should be designated
- The HPB members will ask the applicant questions or clarifications regarding the designation
- The public will be given the opportunity to comment on the application
- The HPB will discuss the application and vote on whether to recommend designation

## RESEARCHING HISTORIC PROPERTIES

Property owners seeking information regarding the history of their property can consult with The Fort Lauderdale Historical Society located at the Fort Lauderdale History Center; 219 SW 2nd Avenue; Fort Lauderdale; [www.fortlauderdalehistorycenter.org](http://www.fortlauderdalehistorycenter.org).

### 4. Designation Determination

- If the majority of the HPB is in favor of designating the application, the HPB's recommendation will be sent to the City Commission for a vote on the designation
- If a majority of City Commissioners approve the application, the property or district will be designated
- If the designation application is denied by either the HPB or the Commission, there is a waiting period prior to the acceptance of a revised application
- Designations may be amended or rescinded through the same process and appealed to the Circuit Court

## CRITERIA FOR HISTORIC DESIGNATION

In accordance with the City of Fort Lauderdale's Historic Preservation ordinance, the designation of a Local Landmark or District must be based on one or more of the following criteria:

- Its value as a significant reminder of the cultural or archaeological heritage of the city, state or nation.
- Its location as a site of a significant local, state or national event.
- Its identification with a person or persons who significantly contributed to the development of the city, state or nation.
- Its identification as the work of a master builder, designer or architect whose individual work has influenced the development of the city, state or nation.

The building, site, structure or group of buildings has significant architectural or aesthetic significance if it has the following attributes:

- The value of the building is recognized for the quality of its architecture and retains sufficient elements showing its architectural significance.
- Its distinguishing characteristics of an architectural style valuable for the study of a period, method of construction or use of indigenous materials
- Its character as a geographically definable area possessing a significant concentration, or continuity of sites, buildings, objects or structures united in past events
- Its character as an established and geographically definable neighborhood, united in culture, architectural style or physical plan and development.

## PRESERVATION REGULATORY REVIEW

To maintain the character of designated historic properties and District, all proposed exterior changes require review and the issuance of a Certificate of Appropriateness (COA) from the HPB prior to commencing work. The type of work requiring a COA includes:

- **Exterior Alteration** - Removal, modification and/or installation of materials or features from sites, buildings or structures
- **New Construction** - New building, structure or site feature and/or expansion of an existing building, structure or site feature
- **Demolition** - Complete or partial removal of a building, structure or site feature
- **Relocation** - Relocation of a building, structure or site feature

COA applications are reviewed by the Historic Preservation Board (HPB) at their monthly meetings. During their reviews, the HPB references the criteria set forth in the Historic Preservation sections of the City's Unified Land Development Regulations (ULDR). Review by the HPB ensures that any proposed changes will be compatible with the character and design of the individual property and/or Historic District.

The process of applying for a COA requires the project representative to provide sufficient information on the City's application form and to provide a narrative, drawings, sketches, photographs, a survey, proof of ownership and possibly product brochures or samples for certain building features that will be modified. The applicant is encouraged to consult with DSD Staff to ensure that all the information is included in the application.

Once the application has been determined to be complete, it will be placed on the HPB agenda. The applicant or a project representative should attend the HPB meeting to answer any questions the HPB may have regarding the application, or the application could be tabled pending clarification. At the meeting, the application will either be approved with or without conditions, tabled pending review of additional information, or denied.

Decisions of the HPB can be appealed to City Commission and then to Circuit Court.

## WHEN A COA IS NOT REQUIRED

- The HPB does not review ordinary maintenance and repairs provided the exterior appearance and materials are not altered
- The HPB does not have jurisdiction over interior work, although building and other permits might be required for interior work
- The HPB does not review paint colors or painting when the proposed work is limited to painting

## TIMING FOR REVIEW

The City of Fort Lauderdale makes every effort to quickly conduct required reviews. If an application is incomplete, if the HPB requests a change, or if any City deadlines are not met, the issuance of permits and approvals could take several months.

If the proposed work only requires HPB review, the application will be reviewed by the DSD Staff for completeness and to determine whether the application is minor and might be eligible for a 15-Day Administrative Approval. The request for a 15-Day Administrative Approval is sent to the HPB and City Commission for their consideration. If either the HPB or the Commission determine the application should be heard, it will be placed on the HPB meeting agenda.

If the application is complete and requires only HPB review, applicants should anticipate a minimum of 60 days from the time of the submittal deadline to the issuance of a COA.

Applications that are inconsistent with the recommendations in the *Historic Preservation Design Guidelines* might require a longer review and approval process. If the proposed work requires other reviews in addition to HPB review, the DSD will make every effort to review the submission for permits simultaneously with the HPB review schedule.

## APPROVALS REQUIRED FOR WORK

HPB review and approval is triggered by the application for a building permit. This includes the replacement of windows, doors and roofs as well as ground disturbance at potential archaeological sites. A COA is necessary but not sufficient for the granting of a building permit. Each property is subject to review for compliance with applicable zoning, building and safety codes. The property owner is responsible obtaining all necessary approvals prior to commencing with work.

## WORKING WITHOUT A COA

The DSD will inspect all work for compliance with an approved COA. If any changes are proposed after the approval of a COA, please contact the DSD at (954) 828-3266 for additional required reviews. Work completed without an approved COA is subject to possible fines, removal and restoration of the site, building or structure to its appearance prior to the violation.

## STOP WORK ORDER

The DSD will issue a Stop Work Order for any project that is not in compliance with the approved COA or any project that did not receive the required COA. Stop Work Orders have the force of law and the violation of a Stop Work Order constitutes a separate offence. A Stop Work Order can be costly in terms of time and money since property owners will be required to go through the COA application process prior to restarting work.



The HPB review process allows for flexibility for property owners and design professionals when approaching a project. This former service station has been adaptively reused as a retail store. The garage doors have been replaced with large fixed windows and an awning above.

## BALANCING CHANGE

In balancing the desire for a change to a historic property with its historic integrity, the HPB encourages property owners to retain as much historic building fabric as possible. When considering alterations, the HPB recommends the following approach, listed in preferential order:

1. Maintenance
2. Repair and Replacement
3. Alterations
4. Adaptive Reuse
5. Additions and New Construction

For information regarding Relocation and Demolition projects, please refer to the *Guidelines for New Construction and Additions*.

## MAINTENANCE IS PRESERVATION

Regular maintenance helps to preserve buildings and property, protect real estate values and investments, and keeps Fort Lauderdale an attractive place to live, work and visit. Lack of regular upkeep can result in accelerated deterioration of building elements and features. In the case of historic buildings, these features often represent character defining elements that are difficult and costly to replace. Long-term lack of maintenance can impact a building's structure, resulting in expensive repairs.

It is prudent to regularly inspect properties to identify potential problems. If problems are detected early, minor maintenance may not only improve a property's overall appearance and value, but also can prevent or postpone extensive and costly future repairs. Regular maintenance items typically include cleaning gutters and downspouts, and painting of exterior woodwork.

### **Encouraged:**

- Prolonging the life of original materials on historic structures through regular maintenance as long as possible
- Avoiding replacement of original materials with newer materials
- Referencing the *Guidelines for Exterior Maintenance* and topic-specific *Guidelines* for additional maintenance information

## REPAIRS AND REPLACEMENT

When it is no longer feasible to maintain a historic feature, repairs or replacement in-kind may be necessary. Repairs maintain the building in its current condition while making it weather-resistant and structurally sound, concentrating specifically on areas of deterioration.

When repair is not possible, replacement in-kind is encouraged. Similar to a regular maintenance program, these activities can prevent or postpone extensive and costly future repairs.

### **Encouraged:** (Listed in order of preference)

- Non-intrusive repairs, focused at deteriorated areas, stabilizing and protecting the building's important materials and features
- When repair is not possible, replacement in-kind to the greatest extent possible, reproducing by new construction the original feature exactly, matching the original material, size, scale, finish, profile, detailing and texture
- When replacement in-kind is not possible, the use of compatible materials and techniques that convey an appearance similar to the original feature, similar in design, color, texture, finish and visual quality to the historic elements

## COST VS. VALUE-ADDED

It is understood that some of the recommendations of the *Guidelines* do not represent the least expensive options; however the HPB strongly believes that selecting better quality options can have both short and long-term benefits.

A short-term benefit is that the alteration tends to be more historically appropriate and is often made with more sustainable materials. Long-term benefits generally include longer life-cycles for materials that do not need to be replaced as often, reducing associated landfill waste and replacement costs, as well as potentially increased property value associated with higher quality, traditional materials. Please refer to the *Preservation Assistance Programs* on Page 12 for possible preservation related grants and tax incentives.



## ALTERATIONS

Alterations and renovations are sometimes needed to ensure the continued use of a building, but have the potential to alter the character of historic properties. When considering alterations or renovations, great care should be given to the original building and its relationship to the alteration.

### *Encouraged:*

- Identification, retention and preservation of the character defining features of the historic building
- Minimal alteration to the original design, materials and features
- New design elements and scale that are compatible with the historic building and setting
- Use of materials and techniques that are compatible to the historic building and setting
- Maintaining the appropriate historic contextual setting



*Alterations at properties within Local Historic Districts, including the installation of signs and awnings, are subject to HPB review.*

## ADAPTIVE REUSE

In adaptive reuse projects, alterations or renovations might be necessary to use a building for a different purpose from which it is currently or was originally designed, if permitted under the Fort Lauderdale Zoning Code. Similar to alterations or renovations, great care should be given to the original building and its relationship to the alteration or renovation. In addition, great care should be taken with required alterations such as the modification or addition of window and door openings to accommodate the new use.

### *Examples of Adaptive Reuse:*

- Conversion of a house into a multi-family residence or office
- Conversion of an industrial or commercial building into housing
- Conversion of an institutional buildings into commercial space

### *Benefits of Adaptive Reuse:*

- Retention of historic character and high quality historic materials and craftsmanship
- Promoting stability of ownership and occupancy of historic resources
- Potential cost savings over new construction
- Presence of established neighborhood and existing infrastructure



*The South Side Fire Station was built in the Spanish Eclectic style in 1925, as the second fire station for the City of Fort Lauderdale. The station served the Croissant Park development and other boom time developments on the south side of the city. The building is a designated Landmark and was adaptively reused as an office while maintaining its historic character.*

## NEW CONSTRUCTION & ADDITIONS

New construction and additions within a Historic District or at a designated Landmark Site can dramatically alter the appearance of the individual property, the Local Historic District and the surrounding landscapes. Exact reproduction of historic buildings is discouraged, while contemporary design compatible to the context of the historic resources and their surroundings is encouraged. Property owners should take great care when proposing either an addition or new construction within a Local Historic District or to a designated Landmark Site.

### *Encouraged:*

- Preservation of the cohesive ambiance of historic resources with compatible, sympathetic and contemporary construction
- Compatible siting, proportion, scale, form, materials, fenestration, roof configuration, details and finishes
- Construction of additions at secondary elevations wherever possible, subordinate to the historic building, and compatible with the design of the property and neighborhood
- Construction of additions so that the historic building fabric is not radically changed, obscured, damaged or destroyed
- Following the *Guidelines for New Construction & Additions*

## PRESERVATION ORGANIZATIONS

### Local Organizations

*City of Fort Lauderdale; Department of Sustainable Development; 700 NW 19th Avenue; Fort Lauderdale, FL 33311*

(954) 828-3266; [www.fortlauderdale.gov](http://www.fortlauderdale.gov)

*Fort Lauderdale Historical Society - The Fort Lauderdale History Center; 219 SW 2nd Avenue; Fort Lauderdale, FL 33301*

(954) 463-4431; [www.fortlauderdalehistorycenter.org](http://www.fortlauderdalehistorycenter.org)

*Broward County Libraries Division; Historical Commission; 301 Harmon (SW 13th) Avenue; Fort Lauderdale, FL 33312*

(954) 357-5553; [www.broward.org/library/history](http://www.broward.org/library/history)

*Broward Trust for Historic Preservation*  
[browardtrust@comcast.net](mailto:browardtrust@comcast.net)

### State Organizations

*Florida Department of State; Division of Historical Resources; R.A. Gray Building; 500 South Bronough Street, Tallahassee, FL 32399*

(850) 245-6300; [www.flheritage.com](http://www.flheritage.com)

*Florida Trust for Historic Preservation; 906 East Park Avenue; Tallahassee, FL 32301*

(850) 224-8128; [www.floridatrust.org](http://www.floridatrust.org)

### National Organizations

*Historic Preservation Learning Portal*  
[www.historicpreservation.gov](http://www.historicpreservation.gov)

*National Park Service; Heritage Preservation Services*  
[www.cr.nps.gov/hps](http://www.cr.nps.gov/hps)

*National Park Service; Historic Landscape Initiative*  
[www.cr.nps.gov/hps/hli](http://www.cr.nps.gov/hps/hli)

*National Park Service; Historic Preservation Tax Incentives*  
[www.cr.nps.gov/hps/tps/tax](http://www.cr.nps.gov/hps/tps/tax)

*National Center for Preservation Technology & Training*  
(318) 356-7444; [www.ncptt.nps.gov](http://www.ncptt.nps.gov)

*National Trust for Historic Preservation*  
Preservation and Preservation Forum  
(800) 944-6847; [www.preservationnation.org](http://www.preservationnation.org)

*U.S. Green Building Council*  
(800) 795-1747; [www.usgbc.org](http://www.usgbc.org)

*The Association for Preservation Technology International*  
APT Bulletin; [www.apti.org](http://www.apti.org)

*The Alliance for Historic Landscape Preservation*  
[www.ahlp.org](http://www.ahlp.org)

## PRESERVATION RESOURCES

### CITY OF FORT LAUDERDALE

Brickel, Beth. *William and Mary Brickell: Founders of Miami and Fort Lauderdale*. The History Press, 2011.

*Disaster Mitigation for Historic Structures: Protection Strategies*. Prepared by 1000 Friends of Florida, Florida Department of State, Division of Historical Resources; Florida Division of Emergency Management, 2008.

*Disaster Planning for Florida's Historic Resources: Including Case Studies*. Prepared by 1000 Friends of Florida, Florida Department of State, Division of Historical Resources, and Florida Division of Emergency Management, 2006.

Gillis, Susan. *Fort Lauderdale: The Venice of America*. Arcadia Publishing, 2004.

Gillis, Susan. *Historic Photos of Fort Lauderdale*. Turner Publishing, 2007.

Kersey, Harry A. Jr. *The Stranahans of Fort Lauderdale: A Pioneer Family of New River (Florida History and Culture)*. University Press of Florida, 2003.

Nash, Eric P. and Randall C. Robinson, Jr. *MiMo: Miami Modern Revealed*. Chronicle Books, 2004.

### REFERENCE

Bucher, Ward (ed.). *Dictionary of Building Preservation*. New York: John Wiley & Sons, 1996.

Harris, Cyril (ed.). *A Dictionary of Architecture and Construction*. New York: McGraw Hill, 2006.

McAlester, Virginia and Lee. *Field Guide to American Houses*. New York: Knopf, 1984.

### BUILDING & LANDSCAPE PRESERVATION

Bernhard, Sandy and Tom Ela. *The House Journal: A Resource to Evaluate and Document the History, Alterations, and Records of Your House and Property*. Washington, DC: The Preservation Press, 1993.

Moss, Roger W. ed. *Paint in America: The Colors of Historic Buildings*. New York: John Wiley & Sons, 1995.

Poore, Patricia (ed.). *The Old-House Journal: Guide to Restoration*. New York: Dutton, 1992.

*Preservation Briefs and Tech Notes*. Washington, DC: National Park Service, Technical Preservation Services.  
[www2.cr.nps.gov/tps/briefs/presbhom.htm](http://www2.cr.nps.gov/tps/briefs/presbhom.htm)  
[www.nps.gov/tps/how-to-preserve/tech-notes.htm](http://www.nps.gov/tps/how-to-preserve/tech-notes.htm)

Ramsey, Charles George and Harold Reeve Sleeper. *Traditional Details: For Building Restoration, Renovation and Rehabilitation*. New York: John Wiley & Sons, 1998.

Technical Preservation Services, National Park Service. *Respectful Rehabilitation: Answers to Your Questions About Old Buildings*. Washington, DC: The Preservation Press, 1982.

Weaver, Martin E. *Conserving Buildings: A Manual of Techniques and Materials*, Revised Edition. New York: John Wiley & Sons, 1997.

## FREQUENTLY ASKED QUESTIONS

### **Q Where should I begin the preservation process?**

**A** Contact the City's HPB Liaison at (954) 828-3266 for a review of your property's significance. Obtain the *Guidelines* section applicable to your proposed project and consider whether the proposed changes are appropriate for the property (refer to *Page 1*).

### **Q How can I find out about the history of my neighborhood or property?**

**A** Information about properties within Local Historic Districts and historic Landmarks is available on the City's web site at [www.fortlauderdale.gov](http://www.fortlauderdale.gov) and at the DSD. The Fort Lauderdale Historical Society is also an excellent resource for information, both through their web site at [www.fortlauderdalehistorycenter.org](http://www.fortlauderdalehistorycenter.org) and their offices. Additional information regarding National Register historic districts and properties is available at the Florida Department of State, Division of Historical Resources. There are also numerous reference books and resources, a few of which are listed on *Page 10*.

### **Q What if I need an emergency repair?**

**A** If you have an emergency and require immediate work at your property, the DSD does have the authority to grant a building permit without HPB review under very limited circumstances. Emergency building permits, without HPB review, can only be granted by the DSD following a catastrophic event such as a tree collapsing on a roof, or in the event of imminent structural failure this poses a significant safety threat, and the applicant is proposing an in-kind replacement. The DSD will not grant a permit without HPB review for issues related to deferred maintenance or convenience. If you believe you have an emergency repair, contact the City's HPB Liaison at (954) 828-3266 to discuss whether an emergency permit can be granted and for submission requirements.

### **Q Is the review process expensive? Do I need to hire an outside professional?**

**A** The HPB does charge a fee for a Certificate, with the amount based on the nature of the application and proposed extent of the work. Carefully reviewing the applicable *Guidelines* and the application package for the Certificate prior to hiring a design professional or contractor can assist in the early planning stages of your project. If not required by Code to receive a construction permit, you are welcome to submit applications for work without the assistance of a design professional. However, for complex proposals or those that require the submission of scaled drawings, consultation with a professional will often speed up the review process. If you are retaining the services of a professional, it is helpful to work with architects and contractors who are familiar with the requirements of working with the HPB. Before submitting your application materials, confirm that it is complete.

### **Q I am planning a complex project. When is the best time to talk to the HPB Liaison?**

**A** If your project is complex or requires multiple review Commissions and Boards, the best time to talk to the HPB Liaison is as early in the project as possible, before you invest a lot of time and money into the design process. This initial informal informational review can help move a project more quickly through the review process. Please contact the City's HPB Liaison at (954) 828-3266 for an appointment.

### **Q Is there a way to expedite the review process?**

**A** It is important to thoroughly complete the application and submit all required materials to the HPB for review. It is recommended that you contact the City's HPB Liaison directly to understand what submission materials are required for your project, whether City Commission review is required, and the specific submission deadlines and meeting dates.

### **Q Does my project require HPB review?**

**A** Proposed exterior changes to any building, site, or structure to any property within the boundaries of a local Historic District or at a Landmark property are required to receive a COA from the HPB except:

- Ordinary maintenance and repairs provided the exterior appearance and materials are not altered
- Interior work, although building and other permits might be required for interior work
- Paint colors or painting when the proposed work is limited to painting

It is recommended that property owners contact the HPB Liaison to confirm whether HPB review is required prior to commencing work.

### **Q How do I apply for HPB review?**

**A** The specific submission requirements for HPB review will vary based upon the complexity of the proposed project, but the submission materials are similar to those required for a building permit review. For specific information regarding the submission requirements for your proposed project please refer to the COA application available on the HPB website at [www.fortlauderdale.gov](http://www.fortlauderdale.gov) or contact the City's HPB Liaison at (954) 828-3266.

### **Q Can I begin construction immediately after I get the HPB's approval?**

**A** HPB review is not necessarily sufficient for the granting of a building permit. Each project is also subject to review by all agencies having jurisdiction over compliance with zoning, building and safety codes. HPB review is just one step in obtaining a building permit. You must complete all necessary reviews and obtain all necessary permits applicable to your project prior to proceeding with any work. You cannot receive a building permit without obtaining a COA from the HPB.

## PRESERVATION ASSISTANCE PROGRAMS

The program's submission and review requirements are rigorous and it is recommended that applicants contact the applicable agency at the early planning stages of a potential project.

### Federal Historic Preservation Tax Incentives

The Historic Preservation Tax Incentives Program rewards private investment in rehabilitating historic income-producing properties such as offices, rental housing and retail stores. The Program is jointly administered by the U.S. Department of the Treasury and the U.S. Department of the Interior's National Park Service. Owner-occupied single-family residences are not eligible. If eligible, up to 20 cents on every dollar spent on qualified rehabilitation work (including most design fees) is available as a credit against income taxes. The 20% tax credit is available to buildings that are listed on the National Register of Historic Places, either individually or as a contributing building in a historic district, or as a contributing building within a local historic district that has been certified by the Department of the Interior. To be eligible for the 20% tax credit, project work must be certified as meeting *The Secretary of the Interior's Standards for Rehabilitation*. (Refer to Page 7.)

### Florida Historic Preservation Grants Program

The Historic Preservation Grants Program allocates funds to government entities and non-profit organizations (not private individuals) for the preservation and protection of the state's historic and archaeological sites and properties. The program is administered by the Bureau of Historic Preservation, Division of Historical Resources, Florida Department of State ([www.flheritage.com](http://www.flheritage.com)). Small Matching Grants are available for the rehabilitation and restoration of historic structures, architectural and archaeological surveys, state historical markers, community education projects and National Register nominations. Special Category grant funding assists major site-specific archaeological excavations, restoration or rehabilitation of historic buildings or structures and museum exhibits related to the history of Florida. Types of projects eligible for Special Category funding include historic property acquisition and relocation of a threatened historic buildings or structures. Exhibit projects may include the design, fabrication and installation of museum furniture and equipment and the production of exhibit related media.

### Local Historic Preservation Ad Valorem Tax Exemption

Owners of locally designated properties in Fort Lauderdale considering rehabilitating their historic property can apply for ad valorem tax exemptions on historic property improvements. The intent of this exemption is to stimulate historic properties revitalization and to ease maintenance burdens. This program is available for both income producing and owner occupied residences. To be eligible, the building must be a locally designated Landmark or be a contributing building within a Local Historic District. To be eligible for the tax exemption, all property improvements must be reviewed and approved by the HPB.

## ACKNOWLEDGEMENTS

The representatives of the following groups and individuals helped make the *Guidelines* possible:

### City of Fort Lauderdale

<i>Mayor</i>	John P. "Jack" Seiler
<i>City Commission</i>	Bruce G. Roberts ( <i>District 1</i> ) Charlotte E. Rodstom ( <i>District 2</i> ) Bobby B. DuBose ( <i>District 3</i> ) Romney Rogers ( <i>District 4</i> )
<i>City Manager</i>	Lee R. Feldman, ICMA-CM
<i>Department of Sustainable Development Staff</i>	
Greg Brewton, <i>Director</i>	Jenni Morejon
Anthony Greg Fajardo	Patricia Garbe-Morillo
Mike Ciesielski	Randall Robinson
<b>Historic Preservation Board</b>	Susan Massey McClellan, <i>Chair</i>
Matthew DeFelice	Brenda Flowers
Mary Jane Graff	Marie Harrison
Richard Heidelbergger	David Kyner
Philip Morgan	Richard Schulze

### Additional Participants

David Baber	Merrilyn Rathbun
-------------	------------------

## FUNDING

This project has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior, and administered by the Florida Division of Historical Resources. The contents and opinions do not necessarily reflect the views or policies of the U.S. Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

This program receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability or age in federally assisted programs. If you believe that you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity; National Park Service; 1849 C Street, N.W.; (NC200) Washington, DC 20240.

## PREPARATION

All components of the *Fort Lauderdale Historic Preservation Design Guidelines* including all text, graphic design, photography and illustrations unless noted otherwise were prepared by:

### Preservation Design Partnership, LLC

Philadelphia, Pennsylvania; [www.pdparchitects.com](http://www.pdparchitects.com)  
Principal-in-Charge: Dominique M. Hawkins, AIA