



The CITY OF DAYTONA BEACH

REDEVELOPMENT DIVISION

POST OFFICE BOX 2451

DAYTONA BEACH, FLORIDA 32115-2451

PHONE (386) 671-8180

FAX (386) 671-8187

AGENDA

DOWNTOWN REDEVELOPMENT BOARD

Tuesday, Oct 4, 2022 - 12:00 P.M.

City Commission Chambers - City Hall

NOTICE – Pursuant to Section 286.0105, Florida Statutes, if any person decides to appeal any decision made by this Board at this public meeting, such person will need a record of the proceedings and, for that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The city does not prepare or provide such a record.

	For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 671-8023		Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.
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In accordance with the Americans with Disabilities Act (ADA), persons with a disability needing a special accommodation to participate in the Board meeting should contact the City Clerk's Office, 301 S. Ridgewood Ave, Room 210, Daytona Beach, FL 32114, Ph: (386) 671-8023, Email: clerk@codb.us not later than 72 hours prior to the proceedings. If you are hearing or voice impaired contact the relay operator at 1-800-955-9771.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the minutes: September 6, 2022, Meeting
5. Fencing Use Specific Standards - Land Development Code (LDC) Text Amendment
6. Staff Reports
 - a. Police Department-Captain Nikolow
 - b. Grant Programs
7. Public Comments
8. Board Comments
9. Adjournment

Agenda Approval	Date
	09.26.22
	9.26.22
_____ City Manager	_____

DOWNTOWN REDEVELOPMENT BOARD

MINUTES

Tuesday, September 6, 2022

A regular meeting of the Downtown Redevelopment Board was held Tuesday, September 6, 2022, at 12:00 p.m. The meeting was held in the Commission Chambers, 301 S. Ridgewood Avenue, Daytona Beach, Florida. The following people were present:

Board Members Present:

Mr. Pete Zahn, Chair
Ms. Sheryl Cook
Ms. Freddie Smith-Friend
Mr. Kenneth Hunt
Mr. James Newman

Board Members Absent

Mr. John Kamchan
Mr. Tibor Benke
Mr. Jake Nicely

Staff Members Present

Mr. Ken Thomas, Redevelopment Director
Mr. Ben Gross, City Attorney
Ms. Michele Toliver, Redevelopment Project Manager
Captain Jeremy Nikolow, Daytona Beach Police Department
Ms. Gina Fountain, Board Secretary

1. Call to Order

Mr. Zahn called the meeting to order at 12:00 p.m.

2. Roll Call

Ms. Fountain called the roll and noted members present as stated above

3. Approval of Minutes

Board Action:

A motion was made by Mr. Hunt, seconded by Ms. Smith-Friend, to approve the minutes of the July 5, 2022 meeting as presented. The motion carried (5-0).

4. Staff Reports:

a. Safety Report

Captain Jeremy Nikolow, Daytona Beach Police Department, briefly introduced himself and provided a summary of the CompStat Report, upcoming events.

Mr. Zahn stated that maybe the Truck-tober Fest event was controlled well enough to discourage interest.

Board members expressed concerns with the continued homelessness problems in the area after hours when businesses are closed.

Captain Nikolow stated that he would make sure to revisit that with the night shift.

Ms. Cook expressed her concerns with an individual that harasses her employees.

Mr. Newman stated there is an issue with parking on the decorative pavers in the alleyway between the Little Italy Restaurant and the Art Gallery during the evenings.

Captain Nikolow stated that he would have to look into the signage and safety issues.

Mr. Thomas advised Captain Nikolow to let him know when he goes out there because he would like to accompany him. He stated that he wanted to talk to him about the issue because he has been hearing similar complaints and it is a problem where they are parking.

Mr. Hunt stated that the vehicles that were parking there next to Little Italy, were the people who were either employed or owned the building.

Mr. Newman stated that most likely employees are parking in spaces on Beach Street.

Mr. Hunt stated now that they have outside seating on the Little Italy side, parking has been reduced, but the on the gallery side is parking situation.

Captain Nikolow stated that anything code related is under Denzil Sykes.

b. Budget

Ken Thomas, Redevelopment Director, stated that the 2022-2023 proposed budget will get approved tomorrow night in the first reading and we have a second reading later on in September. He stated the City of Daytona Beach Community Redevelopment Agency, 130 Redevelopment Downtown budgets in your packet the line-item portion for \$800,000 in contractual services, which is the Esplanade yearly lump sum payment. He stated we were doing it every quarter but now it is going to be one payment per year to make it easier on both

parties. He stated we have \$150,000 in grant funds that we hope to expand for this year and upcoming year for individuals and commercial property owners who want to improve their property.

Mr. Zahn asked what are transfers on the 1st page in the budget?

Mr. Thomas stated that was money from other line items that we did not have enough money to cover and we had to make some budget transfers. He stated we remained with the same budget.

c. City Owned Vacant Lots

Ken Thomas, Redevelopment Director, stated the Downtown and Midtown CRAs have vacant lots owned by the City. We anticipate bringing those to our City Commission probably in the month of October with the hopes of allocating those properties to some nonprofit organization that built single-family homes. He stated we do have a few that are in the Downtown CRA on San Juan Ave.

d. Parking Signs

Ken Thomas, Redevelopment Director, stated he received a phone call this morning about parking spaces on Beach Street. He stated apparently a few years back we did have 2-hour parking signs on Beach Street. He stated that he wanted to get a consensus from the board on how you feel if we considered bringing back the 2-hour parking signage for Beach Street.

Ms. Cook discussed various problems that occurred that discontinued the 2-hour parking signs.

Mr. Newman stated at the museum has a number of volunteer and I do not want to discourage them if they have to park in the back parking lot because of the distance to walk to the museum. He agrees that having too many cars parked out there all day discourages visitors from coming in.

Mr. Thomas stated he has heard from business owners who have businesses downtown that other businesses are allowing their employees to park on Beach Street.

Mr. Hunt stated we can encourage our volunteers for the museum to park in the back and we can open the back door. He stated that at least a 3-hour time period is needed. When we are having or hosting events, at least 2 to 3 hours for the people attending is adequate.

Mr. Thomas stated just listening to the conversation I do not think customers are the problem, it is the employees and store owners who are parking on Beach Street. He stated we do not want to impose something that is going to be a hardship to the customers, but I wanted to bring this up so we can have some discussion. If we need to talk further about it, then we can. We are not going to enact anything at the moment. I just wanted to get some feedback. He stated he would talk to the Police Chief and City Manager to see if we want to bring back the signage.

Mr. Zahn stated that Mr. Hunt's suggestion for the 3-hour time limit is reasonable. He stated that it has to be short enough to eat something but long enough to give folks the time to have extended meals or whatever.

Mr. Thomas stated that the time limit would only be between the hours of 8-5.

Board members discussed the advantages and disadvantages of possibly installing parking meters.

Mr. Thomas asked the board did anyone have the opportunity to attend a car show last month?

Mr. Newman stated that the museum opened their doors and actually doubled what we had made during the day and it was by donations only. He stated there was quite a few people that came in and it was a nice event.

Mr. Thomas stated that they got a pretty good crowd that came out in the afternoon and the biggest crowd they have had in quite a long time.

Mr. Smith-Friend asked about the status of the Farmers Market on Saturday. She stated that she had not been in a long time since it was at City Island. She stated that she rode her bike down to the Farmer's Market and there were 2 vendors.

Mr. Thomas asked was that in the months of June or July?

Ms. Smith-Friend stated it may have been the end July or beginning of August.

Mr. Thomas stated they were having a difficult time during the month of June and July. He stated that the last 2 to 3 weeks things have picked up. Ms. Cook on her DDA board has been evaluating ways that we could try to increase some foot traffic.

Mr. Newman stated that we need more vendors out there especially produce vendors. He stated that he goes there pretty much every weekend to get his lunch and some kale from the 2 vendors. He stated it does seem to be picking up a little better than it was mid-summer.

Mr. Thomas stated we are going to have some more discussion with DDA this next month and we may have some changes.

Ms. Smith-Friend asked is it limited space for people because the seafood guy that use to come up here and they have larger trucks with air conditioning.

Mr. Zahn stated that when he goes into work on Saturday and drive down Palmetto Avenue, it used to be blocked all the way up. For the past several months, it's just been halfway on Magnolia and there is plenty of parking spaces.

Ms. Smith-Friend stated that she understands the parking. When you have a large vehicle to maneuver, it may be a hassle for them to come.

Mr. Newman stated that they have the food trucks there in the evenings and do not see that being a real problem.

Mr. Thomas stated that we have enough space to accommodate larger vehicles.

Ms. Smith-Friend stated that she was not on the board or involved with DDA when the Market moved over to Magnolia. She thought it was a great idea when she heard it was happening and thought it would bring foot traffic to the Beach Street side. She stated that previously there was the seafood guy and tons of aisles with produce and I was really shocked with my last experience there.

Mr. Newman stated that the produce vendors are not always there and some angry people just did not like the idea of moving and in protest left. He stated that he personally knows one of vendors who left because he did not get his space one week and now they do the Ormond Market instead. He stated he knows of others that had to stop because of medical reasons.

Ms. Cook stated that the bridge closure for 3 years, COVID, the death of a few older produce vendors and unsuccessfully getting new producers vendors caused the current status of the Farmer's Market. She stated the Farmer's Market is on the DDA agenda every month and we have been trying as well as the Market Manager to market it. She stated they just opened one on Sunday at Daisy Stocking Park that is ran by Bethune Cookman students. She stated it is just the competition and the ones we had have went to other Farmers Markets.

Board members discussed the various Farmers Markets and their hours of operations and the vendor items being sold.

5. Public Comments:

There were no comments

6. Board Comments:

Ms. Cook asked about the status of the County Building on Beach Street.

Mr. Gross stated that he does not know how accurate this is, but the discussion of moving the Courthouse Annex a couple of years ago was based on an assumption that they could take FEMA funds to pay for the rehabilitation of that building. He stated I had heard that they found out that they would not be able to do that so freely and that was in a meeting I attended 3 to 4 years ago and have not heard anything since.

Ms. Cook asked can the City work with the County to possibly use that County building parking lot for parking spaces during the special events on Beach Street.

Mr. Thomas stated the Esplanade has already brokered that question to the County to utilize that space.

Ms. Cook discussed the nonprofit events that the Riverfront Park has going on weekly up until the holidays.

Mr. Newman stated we are actually working with them on a Speaker Series through the Museum of History and history subjects every Sunday Morning.

7. Adjournment:

It was moved by Mr. Hunt to adjourn the meeting. Mr. Nicely seconded the motion to adjourn the meeting. The motion passed 5-to-0.

Pete Zahn, Chair

Gina Fountain, Board Secretary

Agenda Item 10 (Quasi-Judicial Hearing)

LDC Text Amendment

DEV2022-074

Fences and Walls

STAFF REPORT

DATE: August 19, 2022

TO: Planning Board Members

FROM: Rose Askew, Development Services Project Manager

AMENDMENT REQUEST

A request by the Development and Administrative Services Department, Planning Division, to amend Article 6, Sec. 6.8. and 6.14 Fences, Walls, and Hedges, of the Land Development Code (LDC), to modify and clarify development standards for repair, replacement and maintenance of fences and walls.

BACKGROUND

Recent review of the current use development standards for fences and walls in Article 6. Section 6.8 and 6.14 of the LDC revealed some inconsistency and ambiguity in the current standards relating to repair or replacement and maintenance of fences and walls. The current standards in Section 6.8 requires any repair or replacement of 50 percent or more of all fences and walls that were erected on or before March 1, 2015, to obtain a permit. The standard does not address requirements for fences or walls erected after March 15, 2015. The Redevelopment Area Standards in Section 6.14.J.2 includes language relating to painting of auxiliary structures that is unclear. The current language requires all repairs to all auxiliary structures including fences and walls to be painted to present a neat and finished appearance. The purpose of the language was to require any auxiliary structures that were painted to be repainted as part of repairs. However, because of the way the language is written, it is being interpreted as all auxiliary structures had to be painted regardless of whether the structure was painted prior to the repairs.

TEXT AMENDMENT REQUEST

To improve clarity and remove consistency in the regulations for repair or replacement for fences and walls staff is proposing the following modifications to the existing regulations:

Sec. 6.8. Fences, Walls, and Hedges.

- A. **Purpose and Intent.** The purpose and intent of this section is to regulate the location, height, and appearance of fences and walls to maintain visual harmony within neighborhoods and throughout the City, protect adjacent land from the indiscriminate placement and unsightliness of fences and walls, and ensure the safety, security, and privacy of properties.

B. Applicability.1. *General.*

- a. Unless exempted in accordance with paragraph 2 below, the provisions of this section shall apply to all ~~construction, substantial reconstruction, or replacement of~~ fences or walls not required for support of a principal or accessory structure, and to any other linear barrier intended to delineate different portions of a lot.
- b. Fences to control windblown particles required by Section 6.15.E, Pollution, Hazard, and Nuisance Controls, shall comply with the standards in that section.

2. *Exemptions.* Temporary fences for construction sites, sand fencing in beachfront areas, tree protection fencing, or major sports, promotional, or entertainment events are exempted from these standards, but shall comply with any building Code or other applicable City standards.

~~3. *Permit Required.* All fences and walls subject to these standards shall obtain a building permit (see Section 3.4.S, Building Permit).~~

~~4. *Existing Development.* The standards in this section apply to the repair or replacement of 50 percent or more of any permanent wall or fence existing on March 1, 2015.~~

G. **Maintenance.** Walls and fences shall be maintained at the proper height and density in a plumb and upright position free of any ~~defects, damage, and~~ discoloration (other than from normal weathering), damage, and defects.

***[Omitted text unchanged.]

J. ~~Auxiliary~~ Accessory Structures.

1. Structures to the rear of the principal commercial structure, whether attached or unattached to the primary structure, that are structurally deficient shall be properly repaired or demolished.
2. All fences, lighting devices and supports, retaining walls, nonstructural walls, outdoor service and seating areas, and signs and their supporting elements shall be made structurally sound; kept free of overgrowth, trash, and debris; and be repaired ~~and painted~~ to present a neat and finished appearance.
3. Repairs made to all painted fences and walls must be repainted to match the existing fence color to the closest extent possible.
- ~~4.~~ Only newspaper vending machines that are well maintained and stocked shall be allowed in the public right-of-way. Machines dispensing advertising circulars shall not be located in or within view of the public right-of-way.

TEXT AMENDMENT REVIEW STANDARDS

The purpose of Section 3.4.B.3, *Text Amendment Review Standards*, of the Land Development Code (LDC) is to provide a uniform means for amending the text of the LDC whenever the public necessity, convenience, general welfare, comprehensive plan, or appropriate land use practices justify or require doing so.

The advisability of amending the text of the Land Development Code (LDC) is a matter committed to the legislative discretion of the City Commission and is not controlled by any one factor. In determining whether to adopt or deny the proposed text amendment, the City Commission shall weigh the relevance of and consider whether and the extent to which the proposed amendment:

a. Is consistent with the comprehensive plan;

Policy 2.2.1 of the Future Land Use Element of the Comprehensive Plan requires the city to maintain the Land Development Code, by updating standards for maintenance of fences and walls in residential developments and adjacent commercial areas to ensure their long-term success.

Staff has reviewed the proposed text amendment request and determined the amendment will improve the clarity of existing regulations for repair or replacement of fences and walls.

b. Is not in conflict with any provision of this Code or the Code of Ordinances;

If approved, the proposed text amendment will be in compliance with the City's Land Development Code (LDC).

c. Is required by changed conditions;

The proposed text amendment is needed to improve clarity on requirements for repair, replacement and maintenance for fences and walls.

Staff has reviewed the request and determined the request to be acceptable.

d. Addresses a demonstrated community need;

Staff believes the amendment request is needed to improve clarity in the requirements for repair, reconstruction, and maintenance of fences and walls.

e. Is consistent with the purpose and intent of the zoning districts in this Code, or would improve compatibility among uses and would ensure efficient development within the city;

Staff has reviewed the proposed text amendment request and determined the proposed amendment is needed to improve clarity in the requirements for repair, reconstruction, and maintenance of fences and walls.

f. Would result in a logical and orderly development pattern; and

N/A

g. Would result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the environment.

N/A

RECOMMENDATION

Staff recommends approval of the proposed text amendment, to amend Article 6, Sec. 6.8. and 6.14 Fences, Walls, and Hedges, of the Land Development Code (LDC), to modify and clarify development standards for repair, replacement and maintenance of fences and walls.

A majority vote of the Planning Board members present and voting is required to recommend approval to the City Commission.

BUSINESS FACADE GRANT PROGRAM

I. STATEMENT OF PURPOSE

The purpose of the Business Façade Grant Program is to provide incentives in the form of matching grants to encourage the retention and relocation of business to targeted areas within the City of Daytona Beach Community Redevelopment Areas. The program is intended to assist retail merchants and restaurants with costs related to signage, awnings and exterior improvements to buildings.

II. ELIGIBILITY

Any existing or targeted new business within targeted areas of the City of Daytona Beach Community Redevelopment Areas are eligible to apply for assistance. Generally, the following are targeted areas:

1. Main Street Redevelopment Area: E-Zone
2. Downtown Redevelopment Area: Beach Street Shopping District
3. Midtown: MMB & MLK Corridor (Neighborhood Retail & Restaurants)

III. ELIGIBLE PROJECTS

In general, the intent of the guidelines is to restrict funding to visible improvements of the exterior façade for commercial buildings. The following exterior improvements are eligible, but not limited to:

1. Installation or rehabilitation of doors or windows.
2. Signage for new or existing business.
3. Repainting that is consistent with approved color scheme.
4. Installation or replacement of fabric awnings.

IV. PROJECT FUNDING

The projects will be funded with available funds from the applicable Redevelopment Trust Fund based on the following limits:

A. Funding

1. Existing targeted businesses may receive awards of up to 50% of the total project cost with no single grant exceeding \$2,500.
2. New, expanded or relocated targeted businesses (see attached list) may receive awards of up to 75% of the total project cost with no single grant exceeding \$6,000.

B. Limit on Allocation of Funds

No applicant may receive more than \$6,000 over the entire life of the project. Individual properties may receive multiple allocation of funds for new tenants. There is a two year limit between tenants. Properties with multiple tenant space may apply for funding based on individual tenant spaces.

*Daytona Beach Community Redevelopment Agency
Business Façade Grant Program*

C. Matching Funds

Match must be in cash.

D. Disbursement

Grants will be awarded on a first come, first serve basis. In order to insure that funds are provided, improvements to be made under this grant program must be initiated and completed within ninety (90) days after submitting the grant application.

V. PROGRAM ADMINISTRATION

The Redevelopment Staff is responsible for the management of the program. The program is subject to overall policy direction and general oversight by the Daytona Beach Community Redevelopment Agency (CRA).

Grants will be administered following the City's purchasing policies. The Redevelopment staff will receive and process recommendations for approval. Redevelopment staff will work with the grant applicant to ensure the applications comply with the codes and ordinances of the City of Daytona Beach.

A. Application Process

1. Applicant (owner/lessee) contacts Redevelopment staff for a Grant Application. If the applicant is the lessee, written consent of the owner should be attached to the application.
2. Redevelopment staff discusses the process, including permitting needs, with the owner/lessee and/or their contractor/architect.
3. Owner/Contractor/Architect prepares a detailed outline of the proposed project. This will include:
 - a. Photographs, clearly showing existing conditions.
 - b. Detailed drawing, to approximate scale, showing proposed improvements.
 - c. Written specifications outlining scope of work.
 - d. Sample of facade colors to be used on facade and signs.
 - e. Project budget, showing estimates of all work items.
4. Redevelopment staff reviews the project to ensure compliance with program guidelines.
5. Redevelopment staff informs applicant of funding decisions.
6. Applicant/Contractor presents plans to Permits & Licensing Division for review of building regulations.
7. Permits & Licensing Division issues building permit.
8. Project work commences within 30 days of obtaining a building permit.
9. Upon completion, City of Daytona Beach approves work and issues a Certificate of Completion to applicant.
10. Applicant provides Redevelopment staff with documentation of project, permits, certificate of completion, canceled checks or paid receipts.

*Daytona Beach Community Redevelopment Agency
Business Façade Grant Program*

11. Redevelopment staff inspects project to determine compliance with guidelines and issues a request for payment to owner/lessee.

B. Grant awards criteria:

Grant awards will be based on the following criteria:

1. Consistency of the project with established redevelopment design guidelines.
2. Project includes eligible expenses.
3. The property owner or lessee does not owe the City money.
4. The property has a taxable value (property owner pays ad valorem taxes)

C. Permits and Contractors

1. Construction work must be done by a licensed contractor.

2. PERMITS WHICH MUST BE PULLED:

Electrical

Awnings

Signage

Renovation – Structural Renovation or Structural Aesthetic Changes

No permits are needed for painting. Paint colors must be approved by Redevelopment staff.

VI. PROJECT DESIGN GUIDELINES

1. Changes to the facade of the building will not remove, alter, damage, or cover up significant architectural features of the building which are original or which reflect a major alteration or addition that has historic architectural value in its own right, or which help create a unified and attractive appearance to the building.
2. Colors harmonious with the character of the Redevelopment Area, are required.
3. The size, color, and shape of all signs shall compliment the building, and meet all applicable city regulations and guidelines.

ATTACHMENT: TARGETED BUSINESSES

DOWNTOWN REDEVELOPMENT AREA

Retail / Restaurant

Attract businesses that serve the needs of the following customer base:

- ❖ Halifax Region residents that have \$50,000+ household income with professional occupations, generally empty-nester or retired.
- ❖ Office Workers – business lunch or business services
- ❖ Local Downtown Residents – neighborhood services

Beach Street: *Unique Shopping – Restaurant Row – Cultural Attractions*

- Unique Shopping, including, but not limited to:
 - Home Décor / Home Gifts
 - Jewelers
 - Art & Music Galleries
 - Stationary & Flower shops
 - Clothing & Apparel (Professional / Upscale Men's & Women's)
 - Sporting Goods (Bicycle / Outdoor / Golf)
 - Book Stores
 - Wine / Cigar Shops
- Restaurant Row, including, but not limited to:
 - Full Service Restaurant (Lunch / Dinner)
 - Coffee Shops
 - Sandwich Shops
 - Ice Cream Shops
- Neighborhood Services, including, but not limited to:
 - Grocery / Food Market
 - Dry-Cleaner
 - Nutritional Shop

MAIN STREET REDEVELOPMENT AREA

Tourist Related Business

Attract businesses that serve the needs of tourists:

- Shopping, including, but not limited to:
 - Art & Music Galleries
 - Book Stores
 - Clothing & Apparel (Professional / Upscale Men's & Women's/ Children / Teen)
 - Sporting Goods – Beach Related
- Restaurants, including, but not limited to:
 - Restaurants
 - Coffee Shops
 - Sandwich Shops
 - Ice Cream Shops

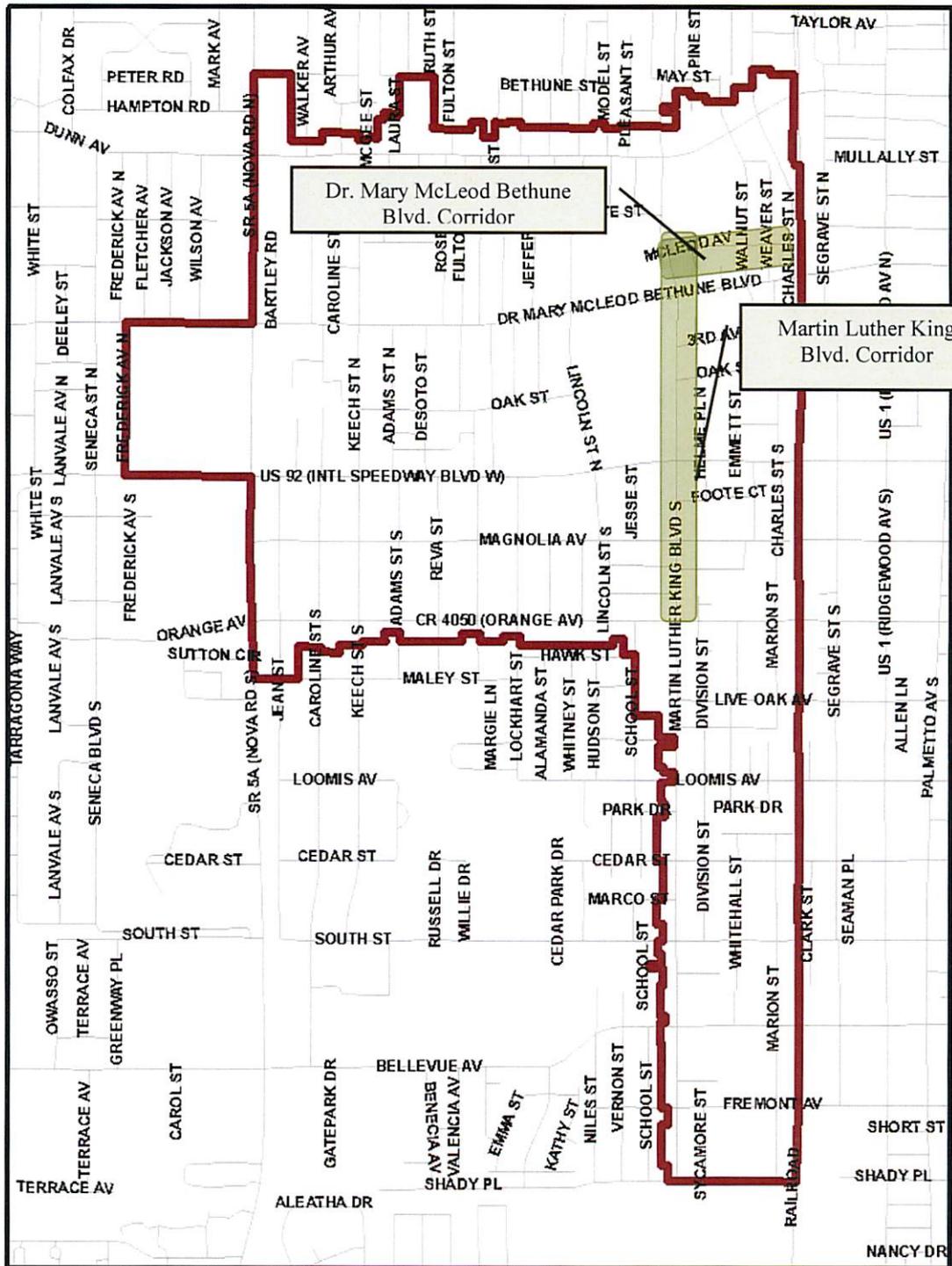
MIDTOWN REDEVELOPMENT AREA

Retail / Restaurant

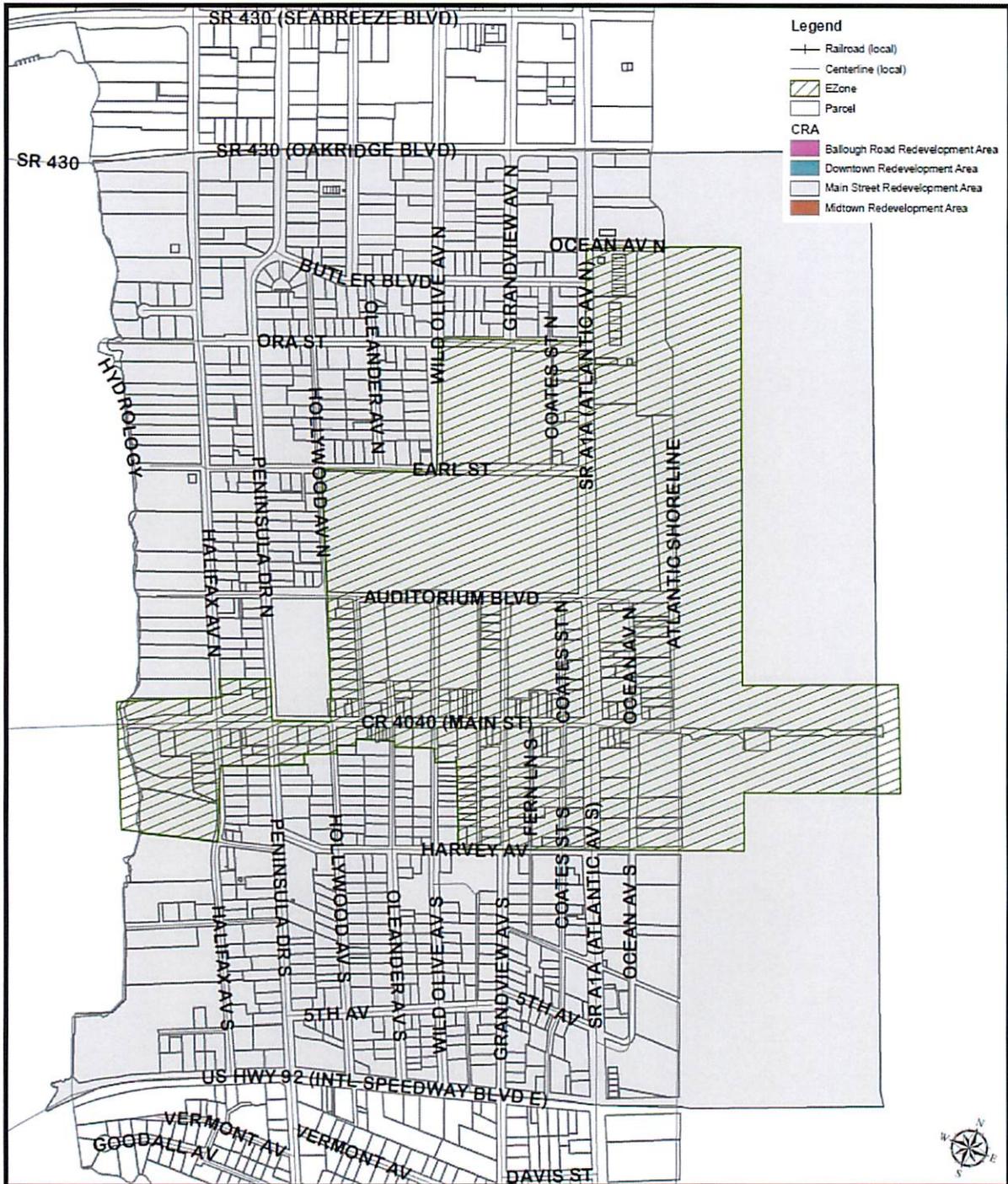
Attract businesses that serve the needs of local residents in Midtown area.

- Neighborhood Retail, including, but not limited to:
 - Grocery / Food Market
 - Dry-Cleaner
 - Nutritional Shop
 - Music & Entertainment Shops
 - Stationary & Flower shops
 - Clothing & Apparel
 - Sporting Goods
 - Book Stores
- Neighborhood Restaurants, including, but not limited to:
 - Restaurant/Diners/Cafes
 - Coffee Shops
 - Sandwich Shops
 - Ice Cream Shops

MIDTOWN REDEVELOPMENT AREA:



MAIN STREET REDEVELOPMENT AREA: E-Zone



COMMERCIAL FAÇADE GRANT PROGRAM

I. STATEMENT OF PURPOSE

The appearances of the City's Redevelopment Area Commercial Districts play an important role in creating a positive image of the business districts as well as incentives to attract new businesses and encourage business expansion. This program provides incentives for locating in all redevelopment areas by providing assistance for improving both the interior and exterior of all business buildings to meet commercial codes, increase occupancy and improve the business climate.

II. ELIGIBILITY

Any Commercial property owner in any of the City's Redevelopment Areas (Downtown, Main Street, Ballough Road, South Atlantic and Midtown) are eligible, provided the business is a conforming use in a zoned commercial redevelopment area.

III. ELIGIBLE PROJECTS

- In general, the intent of the guidelines is to restrict funding to visible improvements of the exterior façade for commercial buildings. The following exterior improvements are eligible, but not limit to: Removal of a false material that may cover the original building appearance, such as plywood, metal or deteriorated stucco.
- Pressure cleaning
- New stucco or stucco repair
- Painting (all colors must be approved before starting)
- New windows or replacements
- New doors or replacements
- New or replacement woodwork or "gingerbread"
- Masonry work (new or repointing of mortar joints)
- Signs (including the removal of old signs and the design, production and installation of new signs)
- Awnings (including the removal of old awnings and installation of new awnings)
- Tear out required to build a new entrance into the building
- Landscaping and planters
- Lighting of the exterior
- Brick or textured pavement

IV. PROJECT FUNDING

The projects will be funded with available funds from the applicable Redevelopment Trust Fund based on the following limits:

A. Funding

Eligible projects may receive awards of up to 50% of the cost of materials and professional contracted labor for completed exterior renovations. Each storefront/business address is eligible for a maximum of \$5,000 with any overall maximum of \$10,000 per property that contains multiple storefronts.

*Daytona Beach Community Redevelopment Agency
Commercial Facade Grant Program*

B. Limit on Allocation of Funds

No storefront / business address may receive more than \$5,000, with an overall maximum of \$10,000 per property with multiple storefronts, within a ten year period.

C. Matching Funds

Match should be in cash.

D. Disbursement

Grants will be awarded on a first come, first serve basis. In order to insure that funds are provided, improvements to be made under this grant program must be initiated and completed within ninety (90) days after submitting the grant application.

V. PROGRAM ADMINISTRATION

The Redevelopment Staff is responsible for the management of the program. The program is subject to overall policy direction and general oversight by the Daytona Beach Community Redevelopment Agency (CRA).

Grants will be administered following the City's purchasing policies. The Redevelopment staff will receive and process recommendations for approval. Redevelopment staff will work with the grant applicant to ensure the applications comply with the codes and ordinances of the City of Daytona Beach.

A. Application Process

1. Applicant (owner/lessee) contacts Redevelopment staff for a Grant Application. If the applicant is the lessee, written consent of the owner should be attached to the application.
2. Redevelopment staff discusses the process, including permitting needs, with the owner/lessee and/or their contractor/architect.
3. Owner/Contractor/Architect prepares a detailed outline of the proposed project. This will include:
 - a. Photographs, clearly showing existing conditions.
 - b. Detailed drawing, to approximate scale, showing proposed improvements.
 - c. Written specifications outlining scope of work.
 - d. Sample of facade colors to be used on facade and signs.
 - e. Project budget, showing estimates of all work items.
4. Redevelopment staff reviews the project to ensure compliance with program guidelines.
5. Redevelopment staff informs applicant of funding decisions.
6. Applicant/Contractor presents plans to Permits & Licensing Division for review of building regulations.
7. Permits & Licensing Division issues building permit.
8. Project work commences within 30 days of obtaining a building permit.

*Daytona Beach Community Redevelopment Agency
Commercial Facade Grant Program*

9. Upon completion, City of Daytona Beach approves work and issues a Certificate of Completion to applicant.
10. Applicant provides Redevelopment staff with documentation of project, permits, certificate of completion, canceled checks or paid receipts.
11. Redevelopment staff inspects project to determine compliance with guidelines and issues a request for payment to owner/lessee.

B. Grant awards criteria:

Grant awards will be based on the following criteria:

1. Consistency of the project with established redevelopment design guidelines.
2. Project includes eligible expenses.
3. Project includes all necessary improvements to improve the exterior appearance of the building to meet all applicable Redevelopment Appearance Standards (Article 18§5).
4. The property owner does not owe the City money.
5. The property has a taxable value (property owner pays ad valorem taxes)

C. Permits and Contractors

1. Construction work must be done by a licensed contractor.

2. PERMITS WHICH MUST BE PULLED:

Electrical

Awnings

Signage

(Building) Renovation – Structural Renovation or Structural Aesthetic Changes

No permits are needed for painting. Paint colors must be approved by Redevelopment staff.

VI. PROJECT DESIGN GUIDELINES

1. Changes to the facade of the building will not remove, alter, damage, or cover up significant architectural features of the building which are original or which reflect a major alteration or addition that has historic architectural value in its own right, or which help create a unified and attractive appearance to the building.
2. Colors harmonious with the character of the Redevelopment Area, are required.
3. The size, color, and shape of all signs shall compliment the building, and meet all applicable city regulations and design guidelines.
4. Renovations to commercial buildings designated as contributing structures to a City designated Historic District shall comply with the United States Secretary of the Interior's Standards of Historic Rehabilitation, and standards and guidelines adopted as part of the Land Development Code for historic preservation.

HISTORIC BUILDING PRESERVATION PROGRAM

I. STATEMENT OF PURPOSE

The purpose of the Historic Building Preservation Program is to provide incentives in the form of matching grants to encourage the renovation and rehabilitation of historic buildings, based on the Secretary of the Interior's Standards, in the City of Daytona Beach Community Redevelopment Areas.

II. ELIGIBILITY

Any buildings (residential or commercial) individually listed on the City of Daytona Beach Local Historic Register, or a contributing structure to a designated Local Historic District within any of the City of Daytona Beach Community Redevelopment Areas, are eligible to apply for assistance.

III. ELIGIBLE PROJECTS

In general, the intent of the guidelines is to restrict funding to visible improvements to the exterior façade of the historic structure or to assist with improvements to the building to ensure its economic viability by meeting applicable building codes.

1. Improvements to the exterior of the building façade, including, but not limited to, the following:
 - a. Repair of wood siding or brickwork
 - b. Installation of replacement windows or doors
 - c. Installation or rehabilitation of signs/canopies.
 - d. Repainting that is consistent with approved Historic color scheme.
 - e. Removal of non-historical facades and signs.
2. Improvements to meet the requirements for the American Disabilities Act (commercial buildings only).
3. Improvements to meet the requirements for the National Fire Prevention Act (commercial buildings only).
4. Improvements to meet the requirements for the National Electrical Code.
5. General building maintenance is not eligible under this program.

IV. PROJECT FUNDING

The following projects will be funded with available funds from the applicable Redevelopment Trust Fund:

A. Historic Commercial Facade Grants

Eligible projects may receive awards of up to 25% of the total project cost with no single grant exceeding \$75,000.

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B. Historic Residential Façade Grants

Eligible projects may receive awards of up to 50% of the total project cost with no single grant exceeding \$15,000.

C. Limit on Allocation of Funds

No applicant may receive more than \$15,000 for residential projects or \$75,000 for commercial projects over the entire life of the project. Grants for commercial projects may be applied for one time.

D. Matching Funds

Match can be in cash or in-kind contributions so long as they can be documented.

V. PROGRAM ADMINISTRATION

The Redevelopment Staff is responsible for the management of the program. The program is subject to overall policy direction and general oversight by the Daytona Beach Community Redevelopment Agency.

Grants will be administered following the City's purchasing policies. The Redevelopment staff will receive and process recommendations for approval. Redevelopment staff will work with the grant applicant to ensure the grant applications comply with the codes and ordinances of the City of Daytona Beach.

A. Application Process

1. Applicant (owner) contacts Redevelopment staff for a Grant Application. If the applicant is the lessee, written consent of the owner should be attached to the application.
2. Redevelopment staff discusses the process, including permitting needs, with the owner and/or their contractor/architect.
3. Owner/Contractor/Architect prepares a detailed outline of the proposed project. This will include:
 - a. Photographs, clearly showing existing conditions.
 - b. Detailed drawing, to approximate scale, showing proposed improvements.
 - c. Written specifications outlining scope of work.
 - d. Sample of facade colors to be used on facade and signs.
 - e. Project budget, showing estimates of all work items.
4. Redevelopment staff reviews the project to ensure compliance with program guidelines.
5. Redevelopment staff informs applicant of funding decisions.
6. Applicant/Contractor presents plans to Permits & Licensing Division for review of building regulations and historic preservation compliance.
7. Applicant receives Certificate of Appropriateness from the Historic Preservation Board.
8. Permits & Licensing Division issues building permit.

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9. Project work commences within 30 days of obtaining a building permit.
10. Upon completion, City of Daytona Beach approves work and issues a Certificate of Completion to applicant.
11. Applicant provides Redevelopment staff with documentation of project, permits, certificate of completion, canceled checks or paid receipts.
12. Redevelopment staff inspects project to determine compliance with guidelines and issues a request for payment to owner.

B. Historic Commercial Grant Awards over \$25,000 (Multiple-Year)

Any grant award over \$25,000 for an individual project requires approval by the Community Redevelopment Agency. The grant awards will be based upon recommendations from the applicable redevelopment area board.

1. The payment may be over several fiscal years.
2. Project will require a written contract between the CRA and property owner.
3. Contract may include provisions for a lien of the value of the grant to be placed on the property.
4. Additional processing time will be required for review by the applicable redevelopment area board and CRA.

C. Grant awards criteria:

Grant awards will be based on the following criteria:

1. Consistency of the project with established historic architectural guidelines.
2. Project includes eligible expenses.
3. Residential projects maintain single-family occupancy. (Multi-family residential projects may use grant funds if the building is documented to be originally constructed as a multi-unit structure.)

D. Permits and Contractors

1. Construction work for commercial buildings must be done by a licensed contractor.
2. Residential property owner may act as their own contractor, but they still need a building permit.
3. **PERMITS WHICH MUST BE PULLED:**

Electrical

Awnings

Signage

Renovation – Structural Renovation or Structural Aesthetic Changes

No permits are needed for painting. Paint colors must be approved by the Redevelopment Staff.

VI. PROJECT ARCHITECTURAL GUIDELINES

1. The criteria are based on the United States Secretary of the Interior's Standards of Historic Rehabilitation, and standards and guidelines adopted as part of the Land Development Code for historic preservation.
2. Changes to the facades of the buildings will not remove, alter, damage, or cover up significant architectural features of the building which are original or which reflect a major alteration or addition that has historic architectural value in its own right, or which help create a unified and attractive appearance to the building.
3. Changes to the facades of the buildings will either: a) partially or fully restore to the original appearance of the building based on actual evidence, including photographs, and written documentation, or b) represent a modern treatment which blends into, and is compatible with, the building and adjoining buildings or c) restore to an appearance consistent with the historic district.
4. Colors harmonious with the historic character of the Historic District or the Redevelopment Area, are required.
5. The size, color, and shape of all signs shall compliment the building, add to the historic character of the area and meet all applicable city regulations and guidelines.
6. Removal of paint or other coatings on building exteriors shall be undertaken with the gentlest means that are effective. Cleaning methods such as sandblasting, that damage the historic building materials are strongly discouraged.