



TOWN OF PALM BEACH
 Planning, Zoning & Building Department
 360 South County Road
 Palm Beach, FL 33480
 (561) 838-5430 • www.townofpalmbeach.com

PROJECT DESIGNATION MATRIX
 Landmarks Preservation Commission
DRAFT REVIEW 07.22.24

LANDMARKS PRESERVATION COMMISSION (LPC) <i>Landmarks, Districts, and Historically Significant Buildings</i>		
PROJECT DESCRIPTION	COMMISSION REVIEW <i>Submit Development Review Application</i>	ADMINISTRATIVE CHAIR REVIEW <i>Submit Administrative Review Application</i> A Maximum of four (4) per year for any site.
NEW CONSTRUCTION	New Residential or Commercial Building -or- 2 Story/1 Story greater than 500 SF Accessory Structure	1 Story Accessory Structure (500SF or less)
ADDITIONS	Additions Visible from R-o-W -or- Additions to 3 rd Floor or Above	One Story Addition not visible from R-o-W -or- Second Floor Addition not visible from R-o-W
BUILDING ALTERATIONS	Major Façade Alterations impacting Architectural Style or Original Features	Removal, Replacement, or Addition of Architectural Features
DEMOLITION	Landmarked Structures	Non-Original Features -or- Non-Original / Not Visible Buildings or Additions
PAINT		Change in Color
HURRICANE SHUTTERS		New or Replacement
SPORTS COURTS	All	
SIGNAGE	Illuminated	Non-Illuminated
OUTDOOR SEATING		Commercial Furnishings
AWNINGS		New or Replacement
MECHANICAL EQUIPMENT <i>Condensing Units, Pool Equipment, Cooling Towers, and Generators over 100kW*</i> *101kW+ Generators are required to be housed in a building. See New Construction or Additions	New Equipment Visible from R-o-W	New Equipment Outside of Setbacks -or- Replacement of Equipment in Existing Location -or- New Mechanical Equipment Located within Setbacks with Neighbor Consent -or- Replacement Equipment in Non-Conforming Location with Neighbor Consent
SITE ALTERATIONS Hardscape <i>Driveways, Patios, Pools, etc.</i>	Substantial Alterations to Site Hardscape	Minor Alterations to Site Hardscape

LANDMARKS PRESERVATION COMMISSION (LPC)		
PROJECT	COMMISSION REVIEW	ADMINISTRATIVE CHAIR REVIEW
SITE ALTERATIONS <i>Landscape</i>	Substantial Alterations to Site Landscape	Minor Alterations to Site Landscape -or- Alterations On Side or Rear Property Lines with <i>Neighbor Consent</i>
FENCES, WALLS, and GATES	Use of PVC Products, Corrugated Sheet Piling, or other incompatible material	*In-Kind Replacement -or- New in Front Yard Setback, Interior to Lot -or- New on Side or Rear Property Lines with <i>Neighbor Consent</i>
LANDSCAPE LIGHTING		With ToPB Exterior Landscape Lighting Affidavit
ARTIFICIAL TURF OR SOLAR PANELS	ALL	
STATUARY	Visible from R-o-W -or- Over 6' in height	Not Visible from R-o-W and fully screened by landscaping

ALL LANDMARKED AND HISTORICALLY SIGNIFICANT RESIDENCES are subject to a 15-day public notice requirement (mailing and newspaper) as opposed to 30-day notice.

ADMINISTRATIVE REVIEW all applications outlined above must comport with all zoning requirements of the Town of Palm Beach.

APPLICATIONS requiring variance or some other form of zoning relief shall be reviewed by the Architectural Commission as minor or major projects as determined by the Director of Planning, Zoning and Building or his/her designee.

COMMISSION REVIEW applications are determined as Major or Minor or Minor Short projects. Please contact PZB Staff to schedule a pre-application meeting.

CHAIR REVIEW is required for those applications outlined above. The Chair or his/her designee may refer the application to full Commission Review at their discretion requiring either 30-day notice or 15-day notice, as applicable.

NEIGHBOR CONSENT FORM is required for projects which may substantially impact neighboring properties. A completed Neighbor Consent Form provided by the Town shall be submitted with the Administrative Review application. Absent a completed Neighbor Consent Form the application must proceed as a Minor Short to full Commission Review requiring a 15-day notice.

***Please note** that requests for in-kind replacements shall utilize the same or substantially similar product in size, design, and other visually related qualities as the existing feature. Documentation on the existing feature and replacement feature shall be provided. Alterations to multi-tenant buildings (condominiums, commercial, townhouses, etc.), require a signed approval letter from the building's governing body (HOA, Condo Association, etc.) as part of the application.

****Please note** alterations to multi-tenant buildings (condominiums, commercial, townhouses, etc.), require a signed approval letter from the building's governing body (HOA, Condo Association, etc.) as part of the application.