

**Amendment to the  
City of Hollywood  
Code of Ordinances**

**§ 157.78**

**Minimum  
Maintenance  
Standards in the  
CRA Districts**

**September 2013**

The following amendment to Chapter 157 of the Code of Ordinances addresses specific code provisions relating to the CRA Districts.

Specific areas addressed include standards for the appearance and condition of occupied and vacant buildings, the appearance and condition of windows and awnings in occupied and vacant buildings, the use of temporary hurricane shutters and coverings, the use and condition of green areas, parking areas and vacant lots, and the requirement and maintenance of permanent and temporary fencing.

## § 157.78 MINIMUM MAINTENANCE STANDARDS

### (D) Standards

**(1) The requirements for all sides of buildings abutting streets or public areas shall be as follows:**

(a) All deteriorated structural and decorative elements shall be repaired or replaced in order to retain the approved architectural character of the building.

(b) Every part of a building shall be kept structurally sound. No electrical conduit and/or wiring shall be visible from any public right of way. In the event that such exposed conduit received a Certificate of Occupancy or Certificate of Completion prior to December 7, 2011, the property owner shall be given six (6) months to bring the property into compliance with this provision. Deteriorated portions of any building shall be removed, repaired, or replaced in a manner compatible with the rest of the structure or to match the previously approved materials and construction techniques. All exposed wood shall be stained or painted. Every part of any building shall be clean of graffiti, dirt, litter, or other debris.

(c) Existing miscellaneous elements that no longer function on buildings or structures, which includes but is not limited to empty electrical conduits and unused sign brackets, shall be removed and the building surface repaired or rebuilt as required to match adjacent surfaces and previously approved conditions.

(d) The interior, if visible at street level, and exterior of occupied commercial structures must be illuminated at street level during all hours between sunset and sunrise.

(e) Graffiti, mildew, oxidized paint and rust or other stains and discoloration shall be cleaned from all building surfaces to maintain a clean and uniform appearance.

(f) Loose wires shall be secured and shall not be exposed so as to create a hazardous or unsightly condition.

(g) Walls shall be repaired and painted to present a neat and fresh appearance with colors consistent with the building and the City's approved painting guidelines. Prior to painting, all damaged concrete, stucco and wood must be patched and filled to present an even, uniform surface. All exposed wood shall be stained or painted.

(h) Walls shall be finished and painted so as to be harmonious with all sides of the building.

**(2) Windows.** The requirements for windows shall be as follows:

(a) Every broken or missing window shall be repaired or replaced. Windows shall be repaired or replaced with glass to match the window pattern approved pursuant to the City's design review process.

(b) All windows must fit tightly and have sashes of proper size and design. Sashes with rotten wood, broken joints, or loose mullions or muntins shall be replaced.

(c) In commercial areas window openings shall not be covered by opaque grates, security bars, opaque metal grills or shutters, unless such security gates or shutters have been approved by the City and CRA design review process as part of a comprehensive architectural design. In the event that such shutter system was previously approved and permitted by the City, said system shall be removed and or replaced with an approved system within twelve (12) months of the adoption date of this ordinance.

(d) Windows may be covered with an appliqué that depicts imagery provided and approved by the CRA.

**(3) Awnings.** The requirements for awnings shall be as follows: Awnings that are torn, badly faded, defaced or structurally deteriorated shall be repaired, replaced or restored to an approved condition through the City and CRA design review process.

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**(7) Vacant Buildings and related parcels.** The requirements for vacant buildings and related parcels shall be as follows:

(a) The interior of all vacant commercial structures shall be maintained in a neat, clean condition and in good repair at all times. Specifically, but without limiting the generality of the foregoing, the interior premises shall be maintained as follows:

1. Free of dirt;
2. Free of debris;
3. Free of chipped, faded, peeling, and cracked paint in the visible painted areas.
4. Free of all nuisances and unsanitary conditions. In addition, the interior of the building shall be maintained free of other conditions reflective of deterioration or inadequate maintenance.
5. Free of all crates, cardboard boxes, or other items stored or stacked in front of any window so that it is visible from off premises, with the exception of decorative or seasonal displays.

(b) Window Display Areas: Shall be defined as the storefront windows and area that is visible from off premise through the storefront window(s) or other openings. The owner of a vacant commercial structure shall maintain the Window Display Areas in one of the following manners:

1. If the storefront window is not covered, the storefront window and Window Display Area must be kept clean, free of debris, dirt, crates, cardboard boxes, and

other items stored or stacked so that it is not visible from off premises, with the exception of decorative or seasonal displays.

2. Alternatively, the Window Display Area must be obscured by covering the interior window area with a quality material. Adhesive materials used to affix the covering or appliqué shall not be visible from the exterior of the building. Quality materials shall consist of one of the following:

A. A monochromatic opaque decorative self-sticking vinyl, plastic or paper appliqué in white or a variation of a primary color;

B. A storefront window display that depicts a current public service announcement for a City of Hollywood or Hollywood Community Redevelopment Agency sponsored event or program;

C. A self-sticking vinyl, plastic or paper appliqué that depicts imagery provided and approved by the CRA; or

D. A curtain that is neatly and evenly hung with curtain rods or similar method, and made of a quality and well maintained fabric in white or a variation of a primary color.

When obscuring the interior of the window area, the owner shall keep a portion of the window area visible to enable viewing of the interior of the building. The viewing area shall be a minimum of 25% and maximum of 75% of the window area.

(c) Failure to comply with the provisions of this section of the code shall be a violation and will subject the owner, and/or other person in possession of the commercial property, to the jurisdiction of the Special Magistrate pursuant to Chapter 36 of the City of Hollywood Code of Ordinances.

(d) The interior, if visible at street level, and exterior of vacant commercial structures must be illuminated at street level at all hours between sunset and sunrise.

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**(8) Temporary hurricane coverings.** Within a commercial district, temporary coverings such as hurricane shutters shall be permissible during an emergency situation such as a hurricane. Such covering shall be removed within 7 days from the end of the emergency condition.

**(9) Green areas, parking areas and vacant lots.** The requirements for green areas, parking areas and vacant lots within a commercial district shall be as follows:

(a) All such areas shall be kept free of overgrowth, weeds, trash, and debris. All dead tree limbs and dead trees shall be removed.

(b) All parking areas are to be maintained and kept free of overgrowth, weeds, trash, and debris. Paving and striping will be maintained in a neat and clean appearance.

(c) Where a vacant lot exists in a commercial district, the owner shall landscape all areas with grass or other ground cover. If the owner intends to landscape with ground cover other than grass, the owner must first obtain City approval. The ground cover shall be maintained and the property kept free of trash and debris. A vacant parcel may be secured by a permanent fence as provided under the provisions of this section related to permanent fencing.

(d) An undeveloped vacant parcel located within a commercial area of the Downtown District, or Beach District, may be utilized as a Provisional Parking Lot. A Provisional Parking Lot shall be defined as a stabilized area that has been graded with a dust free surface of asphalt or no less than two inches of crushed rock, or a combination thereof, the lot shall have a landscaped perimeter at least 2.5 feet wide with a hedge and ground cover. Provisional Parking Lots may operate for up to 2 years. The applicant may request up to two additional two-year extensions from the CRA Executive Director, or his/her designee.



### **(10) Permanent and temporary fencing.**

(a) Permanent fencing in a commercial district must be constructed from one of the following: wood, PVC, decorative aluminum, concrete or vinyl coated chain-link and must be installed in conjunction with landscaping approved by the CRA. In the event that a chain-link fence was previously approved and permitted by the City, said fence shall be removed or replaced with an approved fence and landscaping within 30 days of the adoption date of this ordinance. The landscaping required pursuant to this section shall:

1. Consist of native drought tolerant Xeriscape plant material.

2. Provide a continuous hedge, at least 30 inches in height at planting, between the street and the proposed fence on all street frontages of the subject parcel. The hedge shall be maintained at the same height as the proposed fence.

3. Provide one canopy tree every 30 feet on center along the hedge row between the fence and the street frontage. The canopy tree shall be at least ten (10) feet overall height at planting.

4. Provide irrigation. For vacant undeveloped property, irrigation may be provided manually for the first thirty (30) to sixty (60) days until such time as the landscaping is well established in healthy condition. The owner shall be responsible for ensuring survival and ongoing maintenance of all landscape installed in accordance with the requirements of this section.

(b) Temporary construction fencing may be installed thirty (30) days prior to construction pursuant to a valid building permit and must be removed prior to the issuance of a Certificate of Occupancy (C/O) or a Certificate of Completion (C/C).