

**MINUTES
HISTORIC PRESERVATION BOARD
CITY OF DELRAY BEACH**

MEETING DATE: July 2, 2025

MEETING PLACE: City Commission Chambers

1. CALL TO ORDER

The meeting was called to order by Jim Chard, Chair at 5:03 P.M.

2. ROLL CALL

A quorum was present.

Members present Jim Chard, Chair; John Miller, Vice Chair; Chris Cabezas, 2nd Vice Chair; Vlad Dumitrescu; and, Carol Perez.

Absent Peter Dwyer

Staff Present were Kelly Brandon, Assistant City Attorney; Michelle Hoyland, Principal Planner; Katherina Paliwoda, Senior Planner; Michelle Hewett, Planner; and, Brittany Welter, Board Secretary.

3. APPROVAL OF AGENDA

Motion to APPROVE the agenda for July 2, 2025, made by John Miller and seconded by Carol Perez.

MOTION CARRIED 5-0

4. MINUTES

Motion to APPROVE the February 5, 2025, March 5, 2025, and April 2, 2025, minutes was made by Vlad Dumitrescu and seconded by Carol Perez.

5. SWEARING IN OF THE PUBLIC

Jim Chard, Chair, read the Quasi-Judicial Rules for the City of Delray Beach and Brittany Welter swore in all who wished to give testimony.

6. COMMENTS FROM THE PUBLIC

None

7. PRESENTATIONS

None

8. QUASI-JUDICIAL HEARING ITEMS

- A. Ad Valorem Tax Exemption (2025-184):** Recommendation to the City Commission for a Historic Property Ad Valorem Tax Exemption request associated with additions and alterations to a contributing structure.

Address: 108 N. Swinton Avenue, Old School Square Historic District

Owner: Tracy Picut

Planner: Michelle Hewett, Planner

Michelle Hoyland, Principal Planner, entered file 2025-184 into the record.

Exparte

John Miller – Spoke with applicant

Carol Perez – None

Jim Chard – None

Vlad Dumitrescu – None

Chris Cabezas – None

Applicant Presentation

Tracy Picut, Owner 108 M. Swinton Avenue, presented through Microsoft PowerPoint presentation.

Staff Presentation

Michelle Hewett, Planner, presented through Microsoft PowerPoint presentation.

Public Comment

George Long – 46 N Swinton Ave, spoke in favor of the tax abatement.

Cathy Appleton – 1127 Nassau Street, expressed her support for the tax abatement.

Rebuttal/Cross

None

Board Comments

The Board spoke in support of the tax abatement.

MOTION to recommend approval to the City Commission of the Historic Property Ad Valorem Tax Exemption Application (2025-184) for improvements to the property at 108 N Swinton Avenue, Old School Square Historic District, by finding that the request and approval thereof is consistent with the Comprehensive Plan and meets the criteria set forth in the Land Development Regulations was made by Chris Cabezas and seconded by John Miller.

MOTION CARRIED 5-0

- B. Certificate of Appropriateness (2025-176):** Consideration of a Certificate of Appropriateness for an after-the-fact siding replacement on a contributing single-family structure.

Address: 49 Palm Square, Marina Historic District

Owner: Noel Smith

Applicant/Agent: Roger Cope, AIA
Planner: Michelle Hewett, Planner

Michelle Hoyland, Principal Planner, entered file 2025-176 into the record.

Exparte

John Miller – None
Carol Perez – None
Jim Chard – None
Vlad Dumitrescu – None
Chris Cabezas – None

Applicant Presentation

Roger Cope, Cope Architects, presented through Microsoft PowerPoint Presentation.

Staff Presentation

Michelle Hoyland, Planner, presented through Microsoft PowerPoint Presentation.

Public Comment

Goerge Long - 46 N Swinton, offered that maybe the siding could be approved but noted that it's not historically accurate.

Rebuttal/Cross

Mr. Cope stated the owner is in favor of de-listing the structure as historic, or to replace the siding on the front of the structure and replace with wood.

Ms. Hoyland clarified that approval of the siding wouldn't declassify the structure as a historic structure in the moment, rather the process for declassification could happen at a later date at the time of a resource resurvey analysis.

Board Comments

The Board discussed the siding and the change from a mitered edge to a butt joint as well as the texture of the original siding, which had many years of paint on it. The Board discussed the LDRs and Design Guidelines in reference to this project. The board discussed potentially replacing the front façade with wood siding and asked staff if there was an instance where a home was declassified in Delray Beach.

Ms. Hoyland explained that on Southeast 7th Avenue, south of 3rd Street, the entire block was declassified, except 3 properties, with the last historic resource resurvey as a result of inappropriate alterations, demolition, and new construction.

The board asked the applicant if the homeowner would be willing to replace the siding on the front façade.

Mr. Cope replied that the homeowner is open to replacing the Azek siding on the front façade with wood, specifically the left and right side on either side of the front porch but not the porch area.

MOTION to approve the Certificate of Appropriateness 2025-176 for 49 Palm Square, Marina Historic District, by finding the request and approval thereof is consistent with the comprehensive plan and meets the criteria set for by the land development regulations subject to the following conditions:

1. That the western most façade of the structure that is clad in Azek be replaced with natural wood from the scalloped architectural details in the gable to the ground level of the front building plane, excluding the enclosed porch area; and
2. That the level of grain in the wood and the corner detail be decided by staff and the applicant, was made by John Miller and seconded by Chris Cabezas.

MOTION CARRIED 5-0

The following applications were considered concurrently:

- C. Comprehensive Plan Text Amendment (File No. 2025-067):** Provide a recommendation to the Planning and Zoning Board on Ordinance No. 08-25, a privately initiated amendment to the Always Delray Comprehensive Plan, by adopting a text amendment to the Historic Preservation Element and Neighborhoods, Districts, and Corridors Element to support adaptive reuse of historic places of worship as a residential use.

Applicant/ Owner: 200 SE 7th Ave, LLC

Agent: Jeff Costello, JC Planning Solutions

Planner: Rebekah Dasari, Principal Planner

- D. Amendment to the Land Development Regulations (File No. 2025-066):** Provide a recommendation to the Planning and Zoning Board on Ordinance No. 07-25, a privately initiated amendment to Section 4.4.21, "Community Facilities (CF) Zone District" of the Land Development Regulations to allow adaptive reuse of historic places of worship as a residential use by establishing it as a principal use category and to adopt regulations for the use, and by amending Appendix A - "Definitions" to adopt definitions Places of Worship and Historic Places of Worship.

Applicant/ Owner: 200 SE 7th Ave, LLC

Agent: Jeff Costello, JC Planning Solutions

Planner: Rebekah Dasari, Principal Planner

Rebekah Dasari entered project 2025-067 & 2025-066 into the record.

Exparte

Carol Perez – Spoke with Jeff Costello

Jim Chard – Spoke with Jeff Costello

Chris Cabezas – Spoke with Jeff Costello

John Miller – None

Vlad Dumetrescu – None

Applicant

Jeff Costello, JC Planning Solutions, presented through Microsoft PowerPoint Presentation.

Staff Presentation

Rebekah Dasari, Principal Planner, presented through Microsoft PowerPoint Presentation.

Public Comment

George Long – 46 N. Swinton, spoke in support of this project.

Rebuttal/Cross

None

Board Comments

Mr. Miller inquired if there were any considerations that are removed from review from changing the use to Residential and noted this is a unique situation and is in support.

Mr. Costello stated the Secretary of the Interior Standards would still apply.

Mr. Dumitrescu asked if the setbacks would change and is in support.

Ms. Dasari addressed the setbacks.

The Board discussed the LDR's, Building Code, lot size, and parking.

Ms. Perez asked to clarify if these amendments only apply to historic places of worship.

Ms. Dasari confirmed.

The Board discussed the differences between the last time this application was brought forward and this submittal, the ability to split the lot, the setbacks, possible development, and the addition of a monument sign.

MOTION to recommend **approval** of Ordinance No. 08-25, a privately initiated amendment to the Always Delray Comprehensive Plan, by adopting a text amendment to the Historic Preservation Element and Neighborhoods, Districts, and Corridors Element to support adaptive reuse of historic places of worship as a residential use, by finding that the amendment and approval thereof is consistent with the Comprehensive Plan and meets the criteria set forth in Land Development Regulations made by John Miller and seconded by Chris Cabezas

MOTION CARRIED 5-0

MOTION to recommend **approval** of Ordinance No. 07-25, a privately initiated amendment to Section 4.4.21, "Community Facilities (CF) Zone District" of the Land Development Regulations to allow adaptive reuse of historic places of worship as a residential use by establishing it as a principal use category and to adopt regulations for the use, and by amending Appendix A – "Definitions," to adopt definitions Places of Worship and Historic Places of Worship, by finding that the amendment and approval thereof is consistent with the Comprehensive Plan and meets the criteria set forth in Land Development Regulations was made by Chris Cabezas and seconded by Vlad Dumitrescu.

MOTION CARRIED 5-0

9. LEGISLATIVE ITEMS- CITY INITIATED

None

10. REPORTS AND COMMENTS

A. Staff Comments

Ms. Hoyland advised the board that their next board meeting is scheduled for August 6, 2025.

Ms. Hoyland noted the historic team reached out to CLG partners to inquire regarding the use of man-made materials for historic structures.

Ms. Hoyland spoke about board member term limits and reapplication for current Board Members.

B. Board Comments

Mr. Chard expanded on the information on Mr. Krieg's exit from the Historic Preservation Board, he moved to the Housing Board and his expertise was needed there.

Mr. Chard inquired about a tour of Sundy Village.

Ms. Hoyland explained that the Board Members need to visit the site individually, otherwise it would need to be advertised in the Sunshine as a meeting, and the Grand Opening is expected for early Fall 2025.

11. ADJOURNED

There being no further business to come before the Board, the meeting was adjourned at 7:22pm.

Minutes of the July 2, 2025, Historic Preservation Board

The undersigned is the Secretary of the Historic Preservation Board and the information provided herein is the Minutes of the meeting of said body for **July 2, 2025**, which were formally adopted and APPROVED by the Board on October 15, 2025.

ATTEST:


CHAIR


BOARD SECRETARY

NOTE TO READER: If the Minutes you have received are not completed as indicated above, then this means that these are not the official Minutes of the Historic Preservation Board. They will become official minutes only after review and approval, which may involve some amendments, additions, or deletions.