



DEVELOPMENT SERVICES

BUILDING | HISTORIC PRESERVATION | PLANNING & ZONING

100 NW 1st AVENUE, DELRAY BEACH, FLORIDA 33444 | (561) 243-7040 | (561) 243-7221 (fax) | www.delraybeachfl.gov

FOR OFFICE USE ONLY

FILE #:

DATE SUBMITTED:

HISTORIC PRESERVATION UNIVERSAL APPLICATION

CERTIFICATE OF APPROPRIATENESS - SITE PLANS

Level 1

- ☐ Color or Material Change, incl. awnings
☒ Architectural Elevation Modification
☐ Landscape Modifications, Like-Kind Species
☐ Landscape Plan Revision
☐ Mural
☐ Site Revision (Hardscaping, Fence, etc.)

Level 2

- ☐ Mixed-Use or Commercial, up to 15,000sf
☐ Residential, up to 5 units

Level 3

- ☐ Mixed-Use or Commercial, more than 15,000sf
☐ Residential, more than 5 units

Level 4

- ☐ Mixed-Use or Commercial, more than 15,000sf
☐ Residential, more than 5 units

CERTIFICATE OF APPROPRIATENESS - OTHER REQUESTS

- ☐ Certificate of Appropriateness (COA) (Single-family residential or duplex)
☐ COA - Color, Material & Architectural Changes
☐ COA - Demolition
☐ COA - Relocation
☐ COA - Sign
☐ COA & Class V Site Plan
☒ Ad Valorem Historic Property Tax Exemption
☐ Relief Request (Select all that apply):
☐ Variance
☐ Waiver
☐ Internal Adjustment
☐ In-Lieu of Parking and Public Parking Fee Request
☐ Mural Permit
☐ Master Sign & Blanket Sign Program
☐ Other: _____

Notes:

- This Application shall be submitted with the required items identified in the Application Checklist and Application Matrix.
- Separate applications must be submitted when multiple applications are associated with the same development.
- Contact Development Services at 561-243-7040, ext. 6055 to schedule an appointment for application submittal review.

PROJECT INFORMATION

PROJECT NAME
108 NW 4th Ave

ADDRESS
108 NW 4th Ave, Delray Beach 33444

PROPERTY CONTROL NUMBER (PCN):
12-43-46-16-01-027-0150

BUILDING PERMIT ASSOCIATED WITH
REQUEST:
☒ YES ☐ NO PERMIT NUMBER: 23 - 216012

REQUEST IS A RESULT OF A CODE ENFORCEMENT
CITATION:
☐ YES ☒ NO CASE NO.:

ONCE IMPROVEMENTS ARE COMPLETE, WILL YOU BE SEEKING A HISTORIC PROPERTY AD VALOREM TAX
EXEMPTION? ☒ YES ☐ NO

EXISTING PROPERTY INFORMATION

LAND USE DESIGNATION:
0100 Single Family

ZONING DISTRICT:
R-1-A-R-1-A Single Family
(12-Delray Beach)

HISTORIC DISTRICT, INDIVIDUALLY
DESIGNATED, OR OVERLAY DISTRICT (INDICATE
IF LOCAL, NATIONAL OR BOTH):
West Settlers Historic District

DATE OF ORIGINAL CONSTRUCTION:
1949

EXISTING PROPERTY USE: 0100 Single Family	SIZE OF PROPERTY: 1983 SQ. FT. .2381 ACRES	LOT DIMENSIONS: 76.50' WIDTH 135.60' DEPTH 76.50' FRONTAGE 10,373.4 SF AREA
LEGAL DESCRIPTION		
ATTACH SEPARATE SHEET IF NECESSARY IN A MS WORD FORMAT Town of Delray LT 15 BLK 27		
PROPOSED REQUEST INFORMATION		
DESCRIBE IN DETAIL THE PROPOSED REQUEST AND PROVIDE RELEVANT INFORMATION PERTAINING TO THE EXISTING PROPERTY AND USE. A SEPARATE NARRATIVE MAY BE SUBMITTED AS AN ATTACHMENT. <i>[Identify the existing and proposed use (principal and accessory) and proposed changes including site and building modifications. For use conversions, site expansion and new development, please also identify the proposed hours of operation, use activities and operations, parking spaces, and, indicate if the proposal will be constructed in phases. Indicate if other applications, including waiver and variance requests, have been or will be submitted in conjunction with this request.]</i> 1. We would like to leave the railings, previously approved, off the front porch 2. We would like to leave the columns with simple, soft corner square design, vs the approved ornate columns. We feel the extra ornate porch wouldn't relate esthetically to the rest of the house, or the other houses in the district, that have little detail. Historically these homes had little embellishment.		
CONTACT INFORMATION		
PROPERTY OWNER		
PROPERTY OWNER NAME: 108 NW 4TH AVENUE LLC		
ADDRESS: 707 SE 7th Ave	CITY: Delray Beach	STATE: FL ZIPCODE: 33483
EMAIL ADDRESS: 108NW4th@gmail.com	TELEPHONE NUMBER: 773-551-7898	
APPLICANT (IF DIFFERENT THAN OWNER)		
APPLICANT NAME:		
ADDRESS:	CITY:	STATE: ZIPCODE:
EMAIL ADDRESS:	TELEPHONE NUMBER:	
DESIGNATED AGENT		
APPLICANT NAME: Sandra Amani		
ADDRESS: 707 SE 7th Ave	CITY: Delray Beach	STATE: FL ZIPCODE: 33483
EMAIL ADDRESS: 108NW4th@gmail.com	TELEPHONE NUMBER: 773-551-7898	

HISTORIC JUSTIFICATION STATEMENTS

Attach a Justification Statement as a separate sheet that addresses the following code sections as applicable:

- ☒ **SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION**
☒ **VISUAL COMPATABILITY STANDARDS** – LDR Section 4.5.1 (E) (7) & (8)
☐ **RELOCATION** – LDR Section 4.5.1 (E) (6) (a) & (b) (1)
☐ **DEMOLITION** – LDR Section 4.5.1 (F) (see below)

RELOCATIONS: Indicate if the structure is proposed for relocation to another site or within the existing site:

The application submittal must also include items outlined in LDR Section 4.5.1(E)(6)(2) & (3).

DEMOLITION: Indicate how much of the structure is proposed for demolition:

The application submittal must also include items outlined in LDR Section 4.5.1(F)(5) & (10).

HISTORIC AD VALOREM TAX EXEMPTION

Project completion date (Certificate of Occupancy from Building Division):

Project costs as indicated on Certificate of Occupancy:

Total project costs (can attach separate sheet if necessary): **\$441,814.62**

Doesn't include
\$60,650 pool or
carrying costs

Total project costs attributed solely to the historic structure: **\$431,513.87**

Use of property prior to improvements: **Single Family**

Use of property after improvements: **Single Family**

Date(s) of previous alterations: **unknown**

Has the building/structure ever been moved or relocated? ☐ YES ☒ NO If yes, when and where?

STATEMENT OF HISTORIC SIGNIFICANCE (Attach Separate Sheet if necessary) - Summarize how the building contributes to the significance of the historic district/area. It should relate to the significance of the district (including the district's period of significance) as identified in the historic district designation documentation (i.e., is it similar to other buildings in the district in scale, building materials, style, and period of construction?). Note important persons from the past associated with the building, former uses of the property, and the name of the architect or builder, if known.

See Attached Architect Letter

DESCRIPTION OF PHYSICAL APPEARANCE PRIOR TO IMPROVEMENTS (Attach Separate Sheet if necessary) - Provide information about the major exterior and interior features of the building. Describe the building in its existing condition. Note the architectural style, exterior construction materials (wood, brick, etc.), type of roof (flat, gable, hipped, etc.), number of stories, basic plan (rectangular, irregular, L-shaped, etc.), and distinguishing architectural features (placement and type of windows, chimneys, porches, decorative interior features or spaces). Describe any changes that have been made to the building since its original construction (i.e., additions, porch enclosures, new storefronts, relocation of doors and windows, and alterations to the interior). Other buildings on the property such as carriage houses, barns and sheds should also be described. Describe how the building relates to others in the historic district/area in terms of siting, scale, construction/materials, and date of construction.

See Attached Statement

OWNER'S CONSENT

I 108 NW 4th Avenue LLC (*Owner's Name as it appears on the recorded warranty deed, see notes below if owned by a business), the fee simple owner of the property with the following legal description (as it appears on the warranty deed; attach separate sheet if necessary):
Town of Delray LT 15 BLK 27

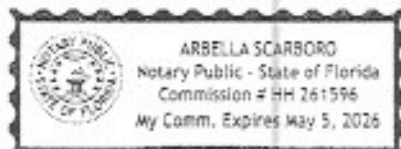
hereby petition to the City of Delray Beach for COA & Historic Ad Valorem Tax Exemption (application type). I certify that I have examined the application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. I consent to inspections, photographing and placement of signs on the subject property by City Staff for purposes of consideration of this application and/or presentation to the approving body. Further, I understand that this application, attachments and fees become part of the Official Records of the City of Delray Beach, Florida, and are not returnable.


SIGNATURE - OWNER

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 9th day of April, 2025, by Mark Teufel (name of person acknowledging), who has produced FL DL as identification and/or is personally known to me.


SIGNATURE - NOTARY PUBLIC

NOTARY SEAL OR STAMP




Arbella Scarboro
PRINT NAME - NOTARY PUBLIC

My Commission Expires: May 5, 2026

OWNER'S DESIGNATION OF AGENCY

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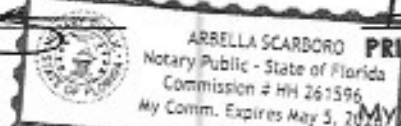
hereby affirm that Sandra Amani  (Agent's Name) is hereby designated to act as agent of my behalf to petition the City of Delray Beach for COA & Historic Ad Valorem Tax Exemption (application type). I certify that I have examined the application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand that this application, attachments and fees become part of the Official Records of the City of Delray Beach, Florida, and are not returnable.


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APPLICATION ACKNOWLEDGEMENTS

Please read the following and acknowledge below:

- A pre-application meeting with a member of the Department is required and can be scheduled by appointment at 561-243-7040, ext. 6055, or pzmail@mydelraybeach.com. Please identify:
Meeting date 5/7/2025
Name of department member(s) present _____
- All documentation submitted for this application is considered a public record subject to Chapter 119 of the Florida Statutes and shall be disclosed upon request.
- I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand that any knowingly false, inaccurate or incomplete information provided by me will result in the denial, revocation or administrative withdrawal of this application, request, approval or permit. I further acknowledge that additional information may be required by the City of Delray Beach, Florida to process this application.
- Per Resolution No. 205-23, a resubmittal fee (40% of Site Plan Fee) is applied to third and subsequent resubmittals.
- Per Resolution No. 205-23, project waivers identified during the proposal technical review that were not identified in the initial submittal are subject to an increased fee (\$3,000) per request.
- The applicant is responsible for postponement and additional advertising fees along with providing revised notice requirements when a request for postponement is submitted by the applicant or the item is delayed due to an Act of God or the representative's absence/tardiness to attend the meeting and present the item.
- Resubmissions will be distributed to TAC for compliance review. Resubmissions must be provided within 60 days of the receipt of comments and shall include a written statement identifying how each review comment has been addressed. The applicant and City may agree to a reasonable extension of time based upon circumstances, such as the complexity, size, or necessary relief through a board action; however, failure to contact the City in writing within 60 days of the receipt of TAC comments will be considered an automatic withdrawal of the project and the application file will be closed.
- An appeal is a request for a review and reversal of any action which, if not appealed, is final. An appeal may be made of an administrative interpretation, or a decision made by an administrative official or body, or acting body. The appeal of an administrative interpretation shall be made to the Board for which such power has been granted; an appeal of an administrative or acting Board's action shall be made to the City Commission. All such actions are appealable unless an appeal is expressly prohibited. Only the applicant and the City Commission may appeal a decision to the City Commission.
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The aforementioned has been read and acknowledged by:



SIGNATURE - OWNER/APPLICANT

Mark Teufel

PRINT NAME - OWNER/APPLICANT



SIGNATURE - DESIGNATED AGENT

Sandra Amani

PRINT NAME - DESIGNATED AGENT

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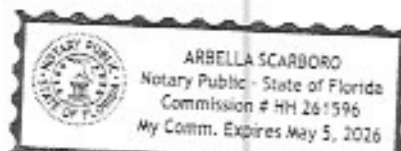
Sandra Amani
SIGNATURE - OWNER

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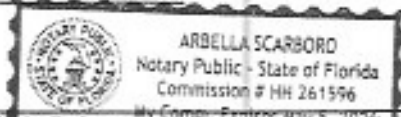
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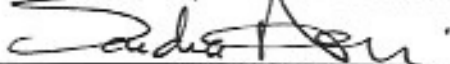
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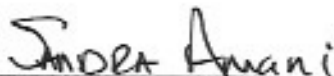
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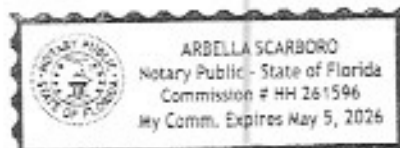
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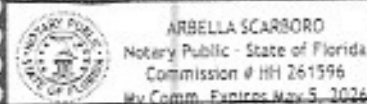
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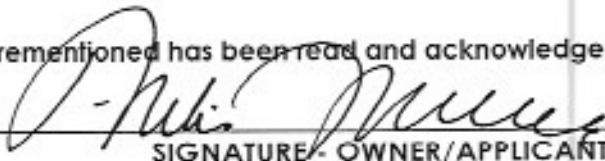
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