



HISTORIC PRESERVATION BOARD STAFF REPORT

19 S. Swinton Avenue

Meeting	File No.	Application Type
September 17, 2025	HP-000096-2025	Certificate of Appropriateness & Level 1 Site Plan Application

REQUEST

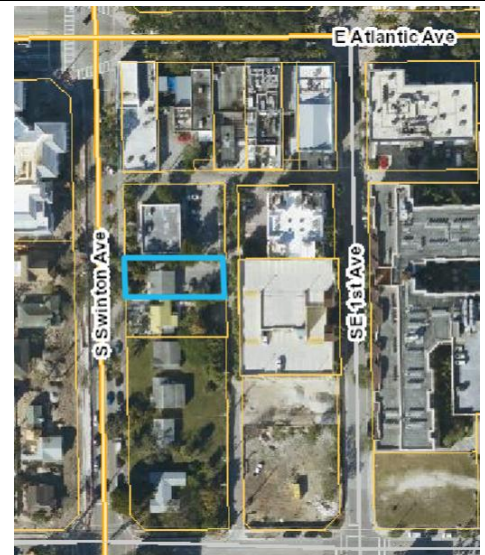
The item before the Board is consideration of a Certificate of Appropriateness (HP-000096-2025) & Level 1 Site Plan Application request associated with the material and color change for the roof of a contributing one-story structure located at **19 S. Swinton Avenue, Old School Square Historic District.**

GENERAL DATA

Owners: 19 S. Swinton LLC
Location: 19 S. Swinton Avenue
PCN: 12-43-46-16-01-069-0090
Property Size: 0.15 Acres
Zoning: Old School Square Historic Arts District (OSSHAD)
Land Use: Historic Mixed Use (HMU)
Historic District: Old School Square Historic District (OSSHD)
Adjacent Zoning:

- OSSHAD (North)
- OSSHAD (West)
- OSSHAD (South)
- OSSHAD (East)

Existing Use: Office
Proposed Use: Office



BACKGROUND AND PROJECT DESCRIPTION

The 0.15 acre subject property consists of Lot 9, Block 69, Town of Delray. The property, which is located on the east side of South Swinton Avenue, approximately 256' south of Atlantic Avenue, is considered a contributing property within the Old School Square Historic District. The property contains a one-story Minimal Traditional structure constructed in 1940 as a single-family residence. The structure is of reinforced masonry and wood construction on a concrete foundation. The roof is asphalt shingle and aluminum awning windows have replaced the original wood frame windows.

Two non-contributing one-story additions have been constructed on the east elevation of the structure. The first addition, built in 1967, consists of a flat roof, while the second addition, built in 1975, consists of a gable roof and a flat-roofed covered porch.

At its meeting of April 2, 1997, the Board approved a Certificate of Appropriateness (COA 8-301), Class V Site Plan, landscape plan, architectural elevations, and waiver requests associated with the

Project Planner: Michelle Hewett, Planner; hewettm@mydelraybeach.com	Review Dates: September 17, 2025	Attachments: <ol style="list-style-type: none">1. Photographs2. Justification Statements3. Building Materials & Color
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conversion of the single-family residence to a hair salon. The approval consisted of the conversion of the original 878 square foot single-family residence to a hair salon; the enclosure of the 214 square foot carport on the north side of the dwelling to accommodate additional salon floor area (1,042 square feet total); the removal of the front driveway; and the installation of four parking spaces backing onto the alley at the rear of the property.

At its meeting October 6, 2004, a Class II Site Plan Modification was approved for the demolition of a non-contributing addition at the rear of the structure (resulting in 1,088 square feet) and removal of the existing four parking spaces to construct a new six space parking area, and associated site improvements and landscape island waivers.

On April 8, 2005, staff administratively approved Certificate of Appropriateness (2005-167) request for the replacement of roof shingles.

At its meeting of June 1, 2005, Certificate of Appropriateness (2005-224) request was approved for the installation of aluminum frame windows and door with impact resistant glass, subject to the following conditions:

1. That the window frames to the front (west) façade of the structure (that are visible from the public right-of-way) should be of aluminum clad wood;
2. That clear glass is used in the windows;
3. That the proposed muntin profile is approved by the HPB;
4. That the muntins on the glazed section of the door match the profile of those approved for the windows and finish.

At its meeting of July 15, 2015, a Class III application request was made for a change of use from office to retail with no site improvements or structural alterations proposed at this time, which was denied.

On May 8, 2011, the Historic Preservation Board approved a sign request for the installation of a new free standing sign.

The subject request is for the replacement the existing asphalt shingle roof with a new mill finish standing seam metal roof for the contributing structure.

REVIEW AND ANALYSIS

Pursuant to Land Development Regulation (LDR) Section 2.4.12(A)(5), prior to approval, a finding must be made that any Certificate of Appropriateness is consistent with Historic Preservation purposes pursuant to Objective HPE 1.4 of the Historic Preservation Element of the Comprehensive Plan; the provisions of Section 4.5.1; the Delray Beach Historic Preservation Design Guidelines; and, the Secretary of the Interior's Standards for Rehabilitation.

Pursuant to Land Development Regulation (LDR) Section 2.4.10(A)(3)(a), formal findings are not required for Level 1 Site Plan applications.

ZONING AND USE REVIEW

Pursuant to LDR Section 4.4.24(B) – **Old School Square Historic Arts District (OSSHAD) Zoning:** The existing use is an office, and the proposed use will remain the same, which is a permitted use within the OSSHAD zoning district.

LDR SECTION 4.5.1

HISTORIC PRESERVATION: DESIGNATED DISTRICTS, SITES, AND BUILDINGS

Pursuant to LDR Section 4.5.1(E), Development Standards, all new development or exterior improvements on individually designated historic properties and/or properties located within historic districts shall, comply with the goals, objectives, and policies of the Comprehensive Plan, the Delray Beach Historic Preservation Design Guidelines, the Secretary of the Interior's Standards for Rehabilitation, and the Development Standards of this Section.

Pursuant to LDR Section 4.5.1(E)(2) – Minor Development.

The subject application is considered "Minor Development" as it involves the modification of less than 25 percent of the existing contributing structure.

Pursuant to LDR Section 4.5.1E(3) – Buildings, Structures, Appurtenances and Parking: Buildings, structures, appurtenances and parking shall only be moved, reconstructed, altered, or maintained, in accordance with this chapter, in a manner that will preserve the historical and architectural character of the building, structure, site, or district:

Pursuant to LDR Section 4.5.1(E)(4) – Alterations: in considering proposals for alterations to the exterior of historic buildings and structures and in applying development and preservation standards, the documented, original design of the building may be considered, among other factors.

The subject request involves the replacement of the existing asphalt shingle to a mill finish standing seam metal roof for the contributing one-story structure.

SECRETARY OF THE INTERIOR'S STANDARDS

Standard 1

A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

Standard 2

The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

Standard 3

Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

Standard 4

Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

Standard 5

Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

Standard 6

Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Standard 7

Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

Standard 8

Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

Standard 9

New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Standard 10

New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The use of the property will remain an office, which was converted from residential in 1997, and therefore, no changes are occurring with regard to use, meeting the intent of **Standard 1**. Regarding **Standards 2 and 9**, the structure originally had an asphalt shingle roof, which was a typical roof material for Minimal Traditional style structures of the time period. The roof has only ever been replaced with asphalt shingle over the years. Metal roofing has been utilized for historic, contributing structures, and when utilized the material would be in its original state such as a mill finish as such would have been available at that time period; which is proposed. Since the structure is currently deemed contributing and each structure can gain historic significance over time, the use of the authentic and appropriate materials is important for historic compatibility and legitimacy of the Old School Square Historic District. Below are the recommended approaches for the roof replacements as outlined in the Delray Beach Historic Preservation Design Guidelines and the Secretary of the Interior's Standards for Rehabilitation:

Roofs

Because they have a limited useful life, many roofs have been replaced over time. Sometimes the materials used in the replacement are not original to the building. Every effort should be made to identify the original roofing material and to use that material in the event a non-historic roof is replaced.

ROOFS	
RECOMMENDED	NOT RECOMMENDED
Replacing in kind an entire roof covering or feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. Examples of such a feature could include a large section of roofing, a dormer, or a chimney. If using the same kind of material is not feasible, then a compatible substitute material may be considered.	Removing a feature of the roof that is unrepairable and not replacing it, or replacing it with a new roof feature that does not match.
Replacing only missing or damaged roofing tiles or slates rather than replacing the entire roof covering.	Using a substitute material for the replacement that does not convey the same appearance of the roof covering or the surviving components of the roof feature or that is physically or chemically incompatible.
Replacing an incompatible roof covering or any deteriorated non-historic roof covering with historically-accurate roofing material, if known, or another material that is compatible with the historic character of the building.	Failing to reuse intact slate or tile in good condition when only the roofing substrate or fasteners need replacement.

Secretary of the Interior's Standards for Rehabilitation

The Board has approved the use of metal roofs such as standing seam or aluminum shingles in some instances for similar style structures, but such has been considered by the Board on a case-by-case basis. This particular architectural style utilizes asphalt shingle or concrete tile roofing; a minimal detail roofing type. The Board will need to make a determination that the mill finish standing seam metal roof is appropriate for use on the contributing Frame Vernacular structure.

Pursuant to LDR Section 4.5.1(E)(7) – Visual Compatibility Standards: new construction and all improvements to both contributing and noncontributing buildings, structures, and appurtenances thereto within a designated historic district or on an individually designated property shall be visually compatible. In addition to the Zoning District Regulations, the Historic Preservation Board shall apply the visual compatibility standards provided for in this Section with regard to height, width, mass, scale, façade, openings, rhythm, material, color, texture, roof shape, direction, and other criteria set forth elsewhere in Section 4.5.1. Visual compatibility for minor and major development as referenced in Section 4.5.1(2) shall be determined by utilizing criteria contained in (a)-(m) below.

- a. **Height:** The height of proposed buildings or modifications shall be visually compatible in comparison or relation to the height of existing structures and buildings in a historic district for all major and minor development. For major development, visual compatibility with respect to the height of residential structures, as defined by 4.5.1(2)(a), shall also be determined through application of the Building Height Plane.
- b. **Front Facade Proportion:** The front facade of each building or structure shall be visually compatible with and be in direct relationship to the width of the building and to the height of the front elevation of other existing structures and buildings within the subject historic district.
- c. **Proportion of Openings (Windows and Doors):** The openings of any building within a historic district shall be visually compatible with the openings exemplified by prevailing historic architectural styles of similar buildings within the district. The relationship of the width of windows and doors to the height of windows and doors among buildings shall be visually compatible within the subject historic district.
- d. **Rhythm of Solids to Voids:** The relationship of solids to voids of a building or structure shall be visually compatible with existing historic buildings or structures within the subject historic district for all development, with particular attention paid to the front facades.

- e. **Rhythm of Buildings on Streets:** The relationship of buildings to open space between them and adjoining buildings shall be visually compatible with the relationship between existing historic buildings or structures within the subject historic district.
- f. **Rhythm of Entrance and/or Porch Projections:** The relationship of entrances and porch projections to the sidewalks of a building shall be visually compatible with existing architectural styles of entrances and porch projections on existing historic buildings and structures within the subject historic district for all development.
- g. **Relationship of Materials, Texture, and Color:** The relationship of materials, texture, and color of the facade of a building and/or hardscaping shall be visually compatible with the predominant materials used in the historic buildings and structures within the subject historic district.
- h. **Roof Shapes:** The roof shape, including type and slope, of a building or structure shall be visually compatible with the roof shape of existing historic buildings or structures within the subject historic district. The roof shape shall be consistent with the architectural style of the building.
- i. **Walls of Continuity:** Walls, fences, evergreen landscape masses, or building facades, shall form cohesive walls of enclosure along a street to ensure visual compatibility with historic buildings or structures within the subject historic district and the structure to which it is visually related.
- j. **Scale of a Building:** The size of a building and the building mass in relation to open spaces, windows, door openings, balconies, porches, and lot size shall be visually compatible with the size and mass of historic buildings and structures within a historic district for all development. To determine whether the scale of a building is appropriate, the following shall apply for major development only:
 - a. For buildings wider than sixty percent (60%) of the lot width, a portion of the front façade must be setback a minimum of seven (7) additional feet from the front setback line:
 - b. For buildings deeper than fifty percent (50%) of the lot depth, a portion of each side façade, which is greater than one story high, must be setback a minimum of five (5) additional feet from the side setback line:
- k. **Directional Expression of Front Elevation:** A building shall be visually compatible with the buildings, structures, and sites within a historic district for all development with regard to its directional character, whether vertical or horizontal.
- l. **Architectural Style:** All major and minor development shall consist of only one (1) architectural style per structure or property and not introduce elements definitive of another style.
- m. **Additions to individually designated properties and contributing structures in all historic districts:** Visual compatibility shall be accomplished as follows:
 - 1. Additions shall be located to the rear or least public side of a building and be as inconspicuous as possible.
 - 2. Additions or accessory structures shall not be located in front of the established front wall plane of a historic building.
 - 3. Characteristic features of the original building shall not be destroyed or obscured.
 - 4. Additions shall be designed and constructed so that the basic form and character of the historic building will remain intact if the addition is ever removed.
 - 5. Additions shall not introduce a new architectural style, mimic too closely the style of the existing building nor replicate the original design but shall be coherent in design with the existing building.

6. Additions shall be secondary and subordinate to the main mass of the historic building and shall not overwhelm the original building.

With respect to the **Relationship of Materials, Texture, and Color** the proposal includes a material change of the asphalt shingle roof to a mill finish standing seam metal roof. The request does not propose any modifications to the existing shape of the roof shape. According to the Old School Square HD 2010 Reclassification, the Minimal Traditional structure was built in 1940 with an asphalt shingle roof. While there has been much debate over the use of metal roofing within Delray Beach's five historic districts, it is a material that has been documented as being utilized on a case-by-case basis, particularly on wood frame structures. An asphalt shingle roof would be the most compatible roof material for the existing structure as was historically utilized; however, the use of metal for roofing could also be considered appropriate, such as aluminum shingles. The board will need to make a determination that the mill finish standing seam metal roof would be an appropriate roofing material for use on the subject Minimal Traditional style structure that allows for the relationship of materials, color, and texture to be considered visually compatible with the predominant materials used in the historic buildings within the Old School Square Historic District, along with the architectural styles simple and less detailed appearance.

COMPREHENSIVE PLAN

Pursuant to the Historic Preservation Element (HPE), Objective 1.4, Historic Preservation Planning: Implement appropriate and compatible design and planning strategies for historic sites and properties within historic districts.

The objective shall be met through continued adherence to the City's Historic Preservation Ordinance and, where applicable, architectural design guidelines through the following policies:

Historic Preservation Element 1.4.1 Prior to approval or recommending approval of any land use or development application for property located within a historic district or designated as a historic site, the Historic Preservation Board must make a finding that the requested action is consistent with the provisions of Section 4.5.1 of the Land Development Regulations relating to historic sites and districts and the "Delray Beach Design Guidelines".

The development proposal involves the replacement of the existing asphalt shingle roof with a mill finish standing seam metal roof. There are no concerns with respect to soil, topographic or other physical considerations. With respect to the adjacent land uses, the property is in an area surrounded by historic mixed uses and community facilities use. The board will need to determine that the proposal is consistent with the requirements of the Comprehensive Plan, and the provisions of LDR Section 4.5.1 relating to historic sites and districts as well as the "Delray Beach Historic Preservation Design Guidelines".

ALTERNATIVE ACTIONS

- A. Move to continue with direction.
- B. Approve Certificate of Appropriateness (HP-000096-2025) & Level 1 Site Plan Application, for the property located at **19 S. Swinton Avenue, located within 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.
- C. Approve Certificate of Appropriateness (HP-000096-2025) & Level 1 Site Plan Application, for the property located at **19 S. Swinton Avenue, located within 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, subject to the following conditions:

1.

- D. Deny Certificate of Appropriateness (HP-000096-2025) & Level 1 Site Plan Application, for the property located at **19 S. Swinton Avenue, located within Old School Square Historic District**, by finding that the request is inconsistent with the Comprehensive Plan and does not meet the criteria set forth in the Land Development Regulations.

PUBLIC AND COURTESY NOTICES	
<input checked="" type="checkbox"/> Courtesy Notices are not applicable to this request	<input checked="" type="checkbox"/> Public Notices are not required for this request. <input checked="" type="checkbox"/> Agenda was posted on 9/10/25, 5 working days prior to meeting.

TAC Timeline Table			
Review No.	Submittal Date	TAC Comments Transmitted	Fee Due with Next Submittal?:
1	8/12/2025	Board Ready 9/2/25	No <u> X </u> Yes <u> </u> Amount: <u> </u>

CITY OF DELRAY BEACH DEVELOPMENT SERVICES DEPARTMENT
SUPPLEMENTAL FORMS

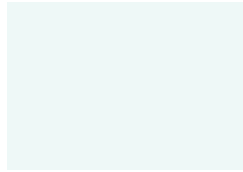
BUILDING MATERIALS AND COLOR SAMPLE FORM	
NOTE THE TYPE OF MATERIAL AND COLOR SPECIFICATION PROPOSED INCLUDING TYPES OF FINISHES. CAN ATTACH IMAGES OR PHOTOS OF MATERIALS. ATTACH PAINT COLOR SAMPLES WITH DETAILS OF MANUFACTURER	
ROOF	WALLS
Metal roof with milled finished color (Drexlume)	
FASCIA	TRIM/OTHER
WINDOWS	SHUTTERS/AWNINGS
RAILINGS	FENCE
COLUMNS	OTHER



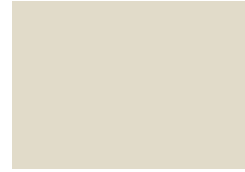
STONE WHITE



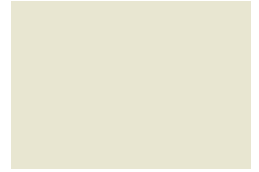
BONE WHITE



REGAL WHITE



SANDSTONE



ALMOND



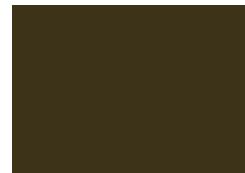
SIERRA TAN



BUCKSKIN



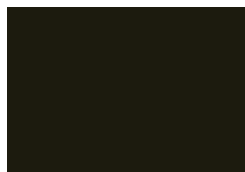
MEDIUM BRONZE



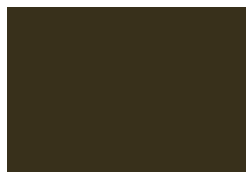
DARK BRONZE



ANTIQUE BRONZE



MIDNIGHT BRONZE



AGED BRONZE



MANSARD BROWN



BLACK



CITYSCAPE



SLATE GRAY



GRANITE

L



MUSKET GRAY



CHARCOAL



IRON ORE



HEMLOCK GREEN



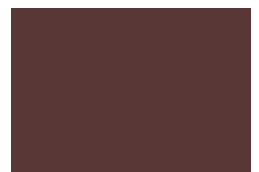
PATINA GREEN



FOREST GREEN



HARTFORD GREEN



BURGUNDY



COLONIAL RED



TERRA COTTA



CARDINAL RED



TEAL



MILITARY BLUE



PACIFIC BLUE



INTERSTATE BLUE



AWARD BLUE



SILVER

P



ZINC

P



WEATHERED ZINC

P



CHAMPAGNE

P



COPPER PENNY

P



AGED COPPER

P



DREXLUME™

M

METAL ROOFING, WALL, AND PERIMETER EDGE FINISHES

• = Standard Product

✓ = CRRC Approved Finishes

Product Options	SR	SRI	24 ga x 20"	24 ga x 48"	22 ga x 48"	26 ga x 20"	26 ga x 27.5"	26 ga x 48"	0.032 x 20"	0.032 x 48"	0.040 X 48"	0.050 x 48"	0.063 x 48"	Cool Roof Rated
Standard Colors														
Aged Bronze	0.29	29	•	•										✓
Almond	0.53	62	•	•	•					•	•	•		✓
Antique Bronze	0.29	28	•	•	•		•		•	•	•	•		✓
Black	0.20	17	•	•	•		•		•	•	•	•	•	
Bone White	0.67	81	•	•	•	•		•	•	•	•	•	•	✓
Buckskin	0.38	41	•	•					•	•				✓
Burgundy	0.24	23	•	•						•		•		
Charcoal	0.27	27	•	•					•	•	•	•		✓
Cityscape	0.44	49	•	•	•				•	•	•	•		✓
Colonial Red	0.32	34	•	•			•		•	•	•	•		✓
Dark Bronze	0.26	24	•	•	•				•	•	•	•	•	✓
Forest Green	0.10	6	•	•	•		•		•	•	•	•		
Hartford Green	0.29	29	•	•						•	•	•		
Hemlock Green	0.29	29	•	•						•		•		✓
Interstate Blue	0.13	8	•	•					•	•		•		
Iron Ore	0.27	26	•	•			•		•	•	•	•		✓
Mansard Brown	0.29	29	•	•	•				•	•	•	•		✓
Medium Bronze	0.26	26	•	•	•		•		•	•	•	•	•	✓
Midnight Bronze	0.06	0	•	•							•			
Military Blue	0.29	29	•	•					•	•				✓
Musket Gray	0.31	32	•	•	•				•	•		•		✓
Pacific Blue	0.25	24	•	•					•	•		•		✓
Patina Green	0.33	34	•	•					•	•				✓
Regal White	0.60	78	•	•			•		•	•	•	•		
Sandstone	0.49	56	•	•	•				•	•	•	•	•	✓
Sierra Tan	0.36	39	•	•	•				•	•	•	•		✓
Slate Gray	0.37	40	•	•	•		•		•	•	•	•		✓
Stone White	0.64	77	•	•	•				•	•	•	•	•	✓
Teal	0.26	25	•	•						•				✓
Terra Cotta	0.36	39	•	•					•	•		•		✓
Low Gloss Colors														
Aspen Bronze	0.26	26	•	•		•		•						✓
Autumn Red	0.32	34	•	•		•		•						✓
Chestnut Brown	0.29	29	•	•		•		•						✓
Classic Bronze	0.29	28	•	•		•		•	•					✓
Granite	0.32	33	•	•	•				•	•	•	•		✓
Inkwell	0.27	26	•	•		•		•	•					
Midnight Green	0.29	29	•	•		•		•						
Nantucket Gray	0.37	40	•	•		•		•						✓
Pine	0.10	6	•	•		•		•						
Traditional Black	0.20	17	•	•		•		•						
Antique Metal	0.34	34	•	•										
Metallics														
Aged Copper	0.26	25		•					•	•				✓
Champagne	0.40	42		•					•	•	•	•		✓
Copper Penny	0.47	53	•	•					•	•	•	•		✓
Silver	0.49	54	•	•	•				•	•	•	•		✓
Weathered Zinc	0.26	23	•	•	•				•	•		•		✓
Zinc*	0.33	35	•	•					•	•	•	•		✓
Exotics - 10-year Color Fade Warranty														
Award Blue (10-YR)*	0.21	17	•	•						•		•		
Cardinal Red (10-YR)*	0.37	39	•	•					•	•		•		✓
Bare Products														
Drexlume™			•	•	•	•	•	•						
Mill Finished Aluminum										•	•	•	•	
Clear Anodized										•	•	•	•	
Dark Bronze Anodized										•	•	•	•	
Black Anodized											•	•	•	
Vintage®			•	•										
Urban Slate			•	•										
HDG G90	• 16ga x 48" x 120" • 18 ga x 48" x 120" • 20 ga x 48" x 120" • 22 ga x 48" x 120"													

- High-performance painted metal roofing and perimeter edge products.
- Drexel Metals standard sheets come in 48" x 120".
- 35-year paint warranty on Galvalume® and Aluminum substrates, excluding Exotics. Ask about our Gold Standard Warranty.
- 25-year warranty on Drexlume™.

- Not all colors and gauges are stocked in all locations. Contact your local sales rep for specific stocking information and special requests including 22" coils, and custom gauges and widths.
- Custom colors available.
- Oil canning is not a cause for rejection.

SHERWIN-WILLIAMS
Coil Coatings

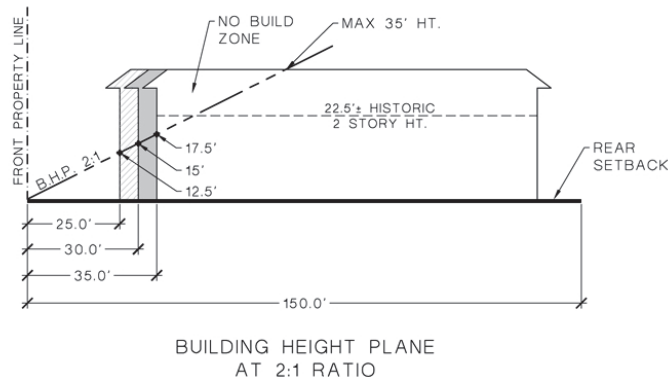
CORPORATE HEADQUARTERS: 1234 GARDINER LANE, LOUISVILLE, KY 40213 | 888-321-9630 TOLL-FREE | 502-690-6174 FAX | DREXELMETALS.COM

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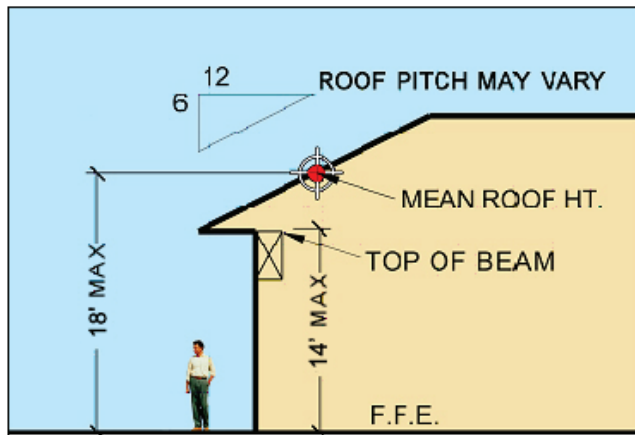
JUSTIFICATION STATMENT	
PROPERTIES WITHIN A HISTORIC DISTRICT OR INDIVIDUALLY DESIGNATED	
<p>The following standards will be applied taking into consideration the economic and technical feasibility of each project. Please address each question separately as the answers provided will assist in reviewing the proposal and can be included as part of the staff report presented to the board</p>	
SECRETARY OF THE INTERIOR STANDARDS FOR REHABILITATION	
1. <input type="checkbox"/> A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.	<p>The property will continue to be utilized as office space. No structural alterations are proposed.</p>
2. <input type="checkbox"/> The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.	<p>The historic character of the property will be retained. Only the roofing material is being changed; all distinctive architectural features remain untouched.</p>
3. <input type="checkbox"/> Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.	<p>No changes are being made that would create a false sense of historical development. The metal roof will reflect a common contemporary roofing material while maintaining simplicity.</p>
4. <input type="checkbox"/> Changes to a property that have acquired historic significance in their own right will be retained and preserved.	<p>No historically significant additions or alterations are being removed.</p>
5. <input type="checkbox"/> Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.	<p>All original features, finishes, and construction elements will remain. Only the roof covering is changing.</p>
6. <input type="checkbox"/> Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.	<p>Not applicable. No deteriorated historic features are being repaired or replaced.</p>
7. <input type="checkbox"/> Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.	<p>Not applicable. No treatments or cleaning are proposed.</p>
8. <input type="checkbox"/> Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.	<p>Not applicable. No excavation or ground disturbance is planned.</p>
9. <input type="checkbox"/> New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.	<p>Not applicable. There are no additions or exterior alterations beyond the roof material.</p>
10. <input type="checkbox"/> New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.	<p>The metal roof installation will not impair the historic form of the property and can be reversed in the future if desired.</p>

JUSTIFICATION STATMENT
VISUAL COMPATIBILITY STANDARDS

- a) Height. The height of the proposed buildings or modifications shall be visually compatible in comparison or relation to the height of existing structures and buildings in a historic district for all major and minor development. For major development, visual compatibility with respect to the height of residential structures, as defined by [4.5.1\(E\)\(2\)\(a\)](#), shall also be determined through application of the following:
1. Building Height Plane (BHP): The building height plane technique sets back the overall height of a building from the front property line.
 - a. The building height plane line is extended at an inclined angle from the intersection of the front yard property line and the average grade of the adjacent street along the lot frontage. The inclined angle shall be established at a two to one (2:1) ratio. See illustration below.



- b. A structure relocated to a historic district or to an individually designated historic site shall be exempt from this requirement.
2. **First floor maximum height.** Single-story or first floor limits shall be established by:
 - a. Height from finished floor elevation to top of beam (tie or bond) shall not exceed 14 feet.
 - b. Mean Roof Height shall not exceed 18 feet.
 - c. If any portion of the building exceeds the dimensions described in a. and b. above, the building shall be considered a multi-story structure.
 - d. See illustration below:



- e. Sections a., b., and c., above may be waived by the Historic Preservation Board when appropriate, based on the architectural style of the building.

3. **Upper Story Height(s).** Height from finished floor elevation to finished floor elevation or top of beam (tie or bond) shall not exceed 12 feet.

Not applicable. No changes to the building's height or massing are being made.

- b) **Front façade proportion.** The front facade of each building or structure shall be visually compatible with and be in direct relationship to the width of the building and to the height of the front elevation of other existing structures and buildings within the subject historic district.

Not applicable. No alterations to the façade.

- c) **Proportion of openings (windows and doors).** The openings of any building within a historic district shall be visually compatible with the openings exemplified by prevailing historic architectural styles of similar buildings within the district. The relationship of the width of windows and doors to the height of windows and doors among buildings shall be visually compatible within the subject historic district.

Not applicable. No changes to windows or doors.

- d) **Rhythm of solids to voids.** The relationship of solids to voids of a building or structure shall be visually compatible with existing historic buildings or structures within the subject historic district for all development, with particular attention paid to the front facades.

Not applicable. No façade or structural modifications.

- e) **Rhythm of buildings on streets.** The relationship of buildings to open space between them and adjoining buildings shall be visually compatible with the relationship between existing historic buildings or structures within the subject historic district.

Not applicable. The structure's footprint remains unchanged.

- f) **Rhythm of entrance and/or porch projections.** The relationship of entrances and porch projections to the sidewalks of a building shall be visually compatible with existing architectural styles of entrances and porch projections on existing historic buildings and structures within the subject historic district for all development.

Not applicable. No changes to entrance or porch.

- g) **Relationship of materials, texture, and color.** The relationship of materials, texture, and color of the facade of a building and/or hardscaping shall be visually compatible with the predominant materials used in the historic buildings and structures within the subject historic district.

The metal roof will be a neutral color compatible with neighboring structures and consistent with historic visual character.

- h) **Roof shapes.** The roof shape, including type and slope, of a building or structure shall be visually compatible with the roof shape of existing historic buildings or structures within the subject historic district. The roof shape shall be consistent with the architectural style of the building.

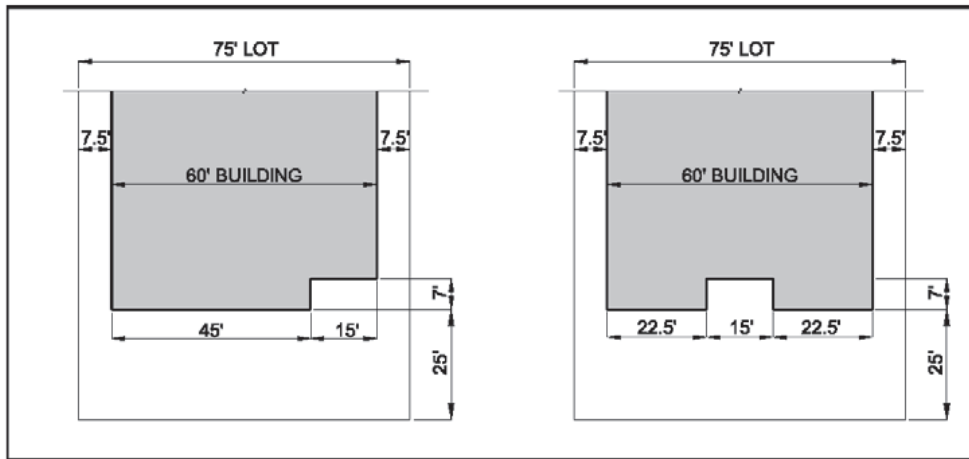
The roof shape is not changing. The slope and structure remain the same; only the roofing material is being replaced.

- i) **Walls of continuity.** Walls, fences, evergreen landscape masses, or building facades, shall form cohesive walls of enclosure along a street to ensure visual compatibility with historic buildings or structures within the subject historic district and the structure to which it is visually related.

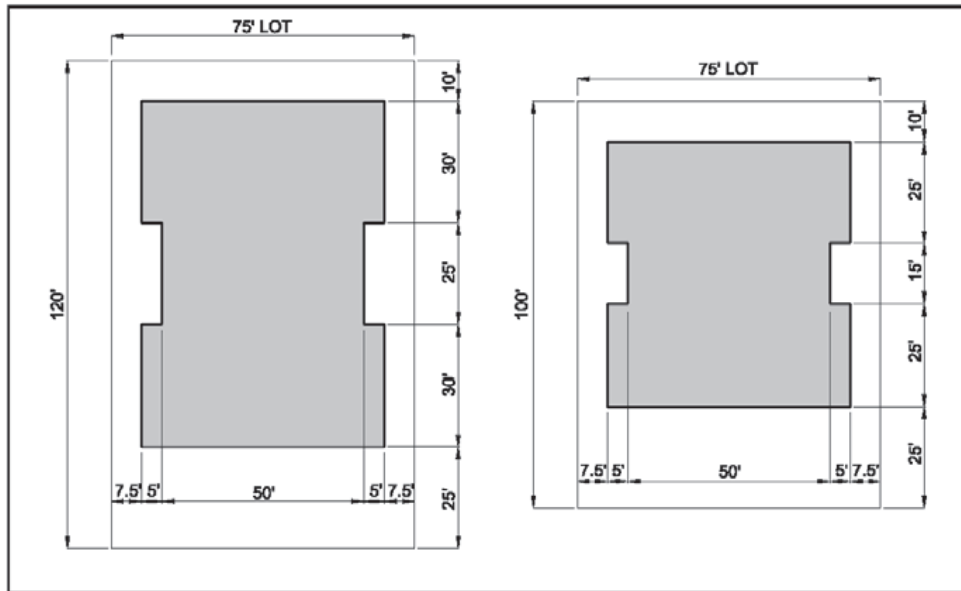
Not applicable. No fences, walls, or landscaping changes are proposed.

- j) **Scale of building.** The size of a building and the building mass in relation to open spaces, windows, door openings, balconies, porches, and lot size shall be visually compatible with the building size and mass of historic buildings and structures within a historic district for all development. To determine whether the scale of a building is appropriate, the following shall apply for major development only:

1. For buildings wider than 60 percent of the lot width, a portion of the front façade must be setback a minimum of seven additional feet from the front setback line:
 - a) Lots 65 feet or less in width are exempt from this requirement.
 - b) To calculate how much of the building width must comply with this provision, multiply the lot width by 40 percent and subtract the required minimum side setbacks (example: 100' lot width x 40% = 40' - 15' side yard setbacks = 25').
 - c) Any part or parts of the front façade may be used to meet this requirement.
 - d) See illustration below:



- e) If the entire building is set back an additional seven (7) feet, no offset is required.
2. For buildings deeper than 50 percent of the lot depth, a portion of each side façade, which is greater than one story high, must be setback a minimum of five additional feet from the side setback line:
 - a) To calculate how much of the building depth must comply with this provision, multiply the lot depth by 50 percent and subtract the required minimum front and rear setbacks (example: 120' lot depth x 50% = 60' - 25' front yard setback - 10' rear setback = 25').
 - b) Any part or parts of the side façades may be used to meet this requirement.
 - c) See illustration below:



d) If the entire building is set back an additional five feet from the side, no offsets are required on that side.

3. Porches may be placed in the offset portion of the front or side façades, provided they are completely open except for supporting columns and/or railings.

Not applicable. No additions or size changes.

k) **Directional expression of front elevation.** A building shall be visually compatible with the buildings, structures, and sites within a historic district for all development with regard to its directional character, whether vertical or horizontal.

The structure's horizontal expression remains unchanged.

l) **Architectural style.** All major and minor development shall consist of only one architectural style per structure or property and not introduce elements definitive of another style.

No changes are being made that introduce a new architectural style. The new roof material complements the existing style.

m) Additions to individually designated properties and contributing structures in all historic districts

1. Additions shall be located to the rear or least public side of a building and be as inconspicuous as possible.
2. Additions or accessory structures shall not be located in front of the established front wall plane of a historic building.
3. Characteristic features of the original building shall not be destroyed or obscured.
4. Additions shall be designed and constructed so that the basic form and character of the historic building will remain intact if the addition is ever removed.
5. Additions shall not introduce a new architectural style, mimic too closely the style of the existing building nor replicate the original design, but shall be coherent in design with the existing building.
6. Additions shall be secondary and subordinate to the main mass of the historic building and shall not overwhelm the original building.

Not applicable. No additions are being proposed.

<p>a) Whether the structure is of such interest or quality that it would reasonably fulfill criteria for designation for listing on the national register.</p> <p>Not applicable. No demolition is taking place.</p>
<p>b) Whether the structure is of such design, craftsmanship, or material that it could be reproduced only with great difficulty or economically nonviable expense.</p> <p>Not applicable. No demolition is taking place.</p>
<p>c) Whether the structure is one of the last remaining examples of its kind in the designated historic district within the city.</p> <p>Not applicable. No demolition is taking place.</p>
<p>d) Whether retaining the structure would promote the general and value of a particular culture and heritage.</p> <p>Not applicable. No demolition is taking place.</p>
<p>e) Whether there are approved plans for immediate reuse of the property if the proposed demolition is carried out, and what effect those plans will have on the historic district designation or the individual designation of the property.</p> <p>Not applicable. No demolition is taking place.</p>
<p>RELOCATION</p>
<p>a) Whether the structure will be relocated within the same historic district, into a new historic district, or outside of a historic district;</p> <p>Not applicable. The structure will not be relocated.</p>
<p>b) Whether the proposed relocation may have a detrimental effect on the structural soundness of the building or structure;</p> <p>Not applicable. The structure will not be relocated.</p>
<p>c) Whether the proposed relocation would have a negative or positive effect on other historic sites, buildings, or structures within the originating historic district, at the new site;</p> <p>Not applicable. The structure will not be relocated.</p>
<p>d) Whether the new surroundings of the relocated structure would be compatible with its architectural character; and,</p> <p>Not applicable. The structure will not be relocated.</p>
<p>e) Whether the proposed relocation is the only practicable means of saving the structure from demolition.</p> <p>Not applicable. The structure will not be relocated.</p>











