



HISTORIC PRESERVATION BOARD STAFF REPORT

Sundy Village – Building A (The Rectory)

Meeting	File No.	Application Type
May 5, 2026	HP-446-2026	Level 1 Site Plan Modification and Certificate of Appropriateness

REQUEST

The item before the Board is consideration of a Level 1 Site Plan Modification and Certificate of Appropriateness (HP-446-2026) request for exterior modifications to an existing historic structure known as **Building A (The Rectory)** within the **Block 61 portion of the Sundy Village project, Old School Square Historic District.**

GENERAL DATA

Owner: Sundy Village West, LLC
Agent: MW Land Planning, LLC
Location: 25 SW 1st Avenue (yellow circle on aerial)
PCN: 12-43-46-16-Q6-001-0020
Project Name: Sundy Village
Project Size: 6.902 Acres
Project Zoning: OSSHAD, OSSHAD w/ CBD Overlay
LUM: HMU (Historic Mixed Use)
Historic District: Old School Square Historic District
Adjacent Zoning:

- North: OSSHAD, OSSHAD w/ CBD Overlay
- East: OSSHAD, CBD
- South: CF
- West: CF

Existing Land Use: Commercial
Proposed Land Use: Commercial



BACKGROUND AND PROJECT DESCRIPTION

The subject property is known as Sundy Village, which is a unified development project containing ?? acres and spans four city blocks. The site includes all of Block 61, portions of Blocks 69 & 70, and a portion of the Sundy and Cromer block. The site is zoned Old School Square Historic Arts District (OSSHAD) and is located within the locally and nationally designated Old School Square Historic Districts and the Sundy House is also individually listed to the National Register of Historic Places. The portions of the project that front on West Atlantic Avenue and the parcels that front on SE 1st Avenue are subject to the development standards of the Central Business District (CBD). The site has a long and complex development history, which is summarized in the attached document titled “Project History”.

As new tenants begin to occupy the Sundy Village site, additional modifications have been necessary and may be forthcoming in order to accommodate the new businesses. The request before the board

Project Planner: Katherina Paliwoda, Senior Historic Planner, paliwodak@mydelraybeach.com Michelle Hoyland, Principal Planner, hoylandm@mydelraybeach.com	Review Dates: HPB: May 5, 2026	Attachments: 1. Plans 2. Photographs 3. Color and Materials
--	--	---

is a modification to the approved rooftop mechanical equipment locations & screening, and an exterior alteration to change the appearance of approved windows on the northwest elevation of Building A, known as the Rectory. Specifically, the modifications include:

- Addition of two chimneys to screen rooftop mechanical equipment.
- Modification of the existing rooftop terrace on the rear (west) side of the structure to place mechanical equipment on the rooftop terrace, and to include new screening.
- Installation of ground mounted mechanical equipment on the north side of the structure to be screened with existing landscaping.
- Modification of two windows on the northwest side of the structure, by adding blinds and closing the windows from the interior of the structure in order to accommodate back of house areas for restaurant use.

The request is now before the board for review.

REVIEW AND ANALYSIS

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

Pursuant to Land Development Regulation (LDR) Section 2.4.10(A)(3)(d), Architectural Elevations, including modifications to existing building facades, require an overall determination of consistency with the objectives and standards of Section 4.6.18, Architectural Elevations and Aesthetics, and any adopted architectural design guidelines and standards, as applicable.

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.

ZONING AND USE REVIEW

Pursuant to LDR Section 4.4.24(A)(1) - Provide for mixed uses of residential, office, and commercial activities, with an emphasis on the arts, that will encourage the restoration or preservation of historic structures and yet maintain and enhance the historic and pedestrian scale of the area.

The proposal meets the intent of this standard, the approved uses of office, restaurant, retail, and residential-type inn uses are not proposed to change because of the subject request.

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)(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 includes exterior modifications to Building A, known as The Rectory, located within Block 61. Specifically, the request includes modifications to the approved mechanical equipment screening located on the roof terrace on the rear (west) elevation, addition of two new chimneys on the rear (west) side of the roof for hood vent screening, new ground mounted mechanical equipment, and modification to the first floor windows on the northwest side of the structure.

Pursuant to LDR Section 4.5.1(E)(5) - Standards and Guidelines: a historic site, building, structure, improvement, or appurtenance within a historic district shall only be altered, restored, preserved, repaired, relocated, demolished, or otherwise changed in accordance with the Secretary of the Interior's Standards for Rehabilitation, and the Delray Beach Historic Preservation Design Guidelines, as amended from time to time.

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.

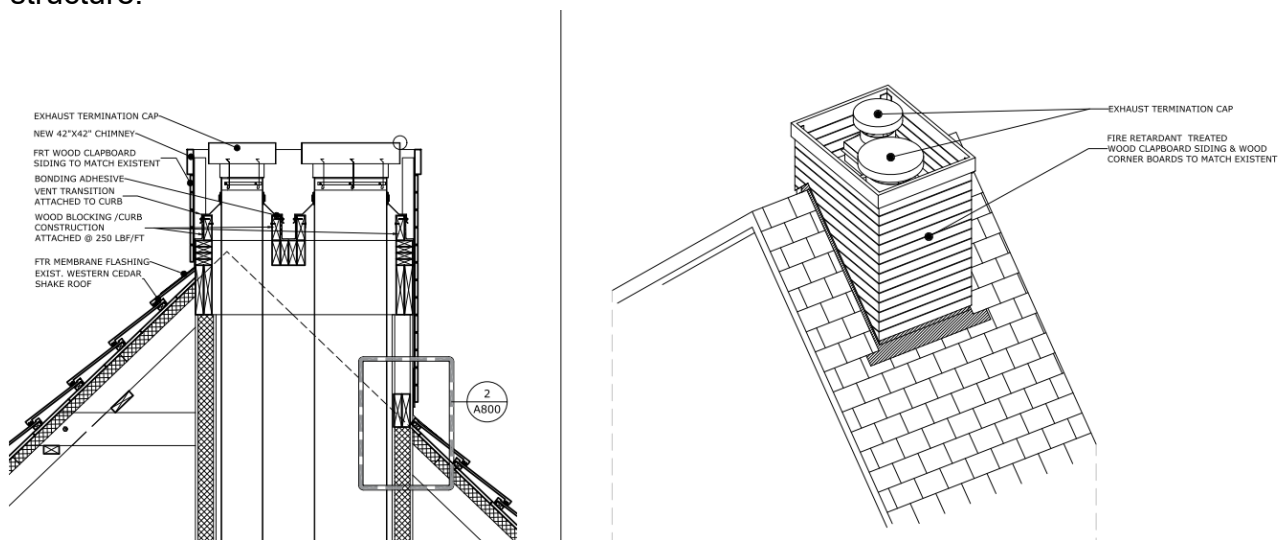
Standard 9

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

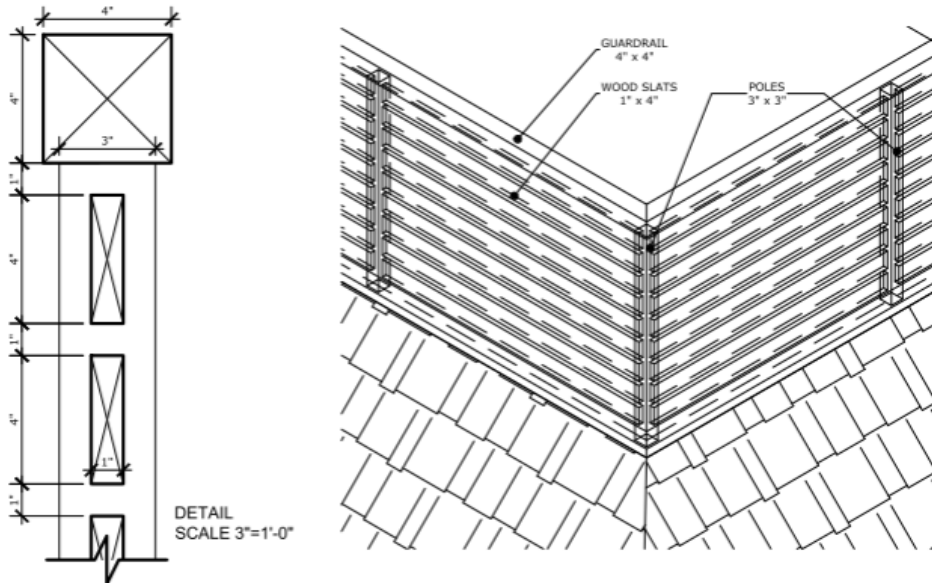
New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Standards 1, 2, 3, 5, 9 and 10 are applicable to this request. The subject proposal consists of exterior modifications to an existing historic structure known as Building A (The Rectory), located within the Block 61 portion of the Sundy Village site. With regards to Standards 1 and 2, the structure has been preserved on site and is approved for adaptive reuse as a restaurant. With respect to Standards 3, 5, 9 and 10, all exterior modifications to the structures are minor as they include the construction of two new hood vents to the roof and a new design for the screening around the approved mechanical equipment located on the rear (west) roof terrace for restaurant use. The hood vents will be screened with a wood chimney design and will be located on the northwest and southwest ends of the roof (see below). Use of false chimneys is the simplest approach to screening the roof mounted hood vents but could be seen as adding conjectural elements to the structure (Standard 3). The mechanical equipment on the roof terrace is proposed to be screened with a new wood enclosure, designed to match the existing wood siding of the structure which is expected to be compatible with the architectural detailing of the structure.



Proposed detail of hood vents on the roof of Building A (The Rectory)

HISTORIC PRESERVATION BOARD | May 5, 2026
Sundy Village – Building A (The Rectory)



Proposed detail of mechanical screening on the roof of Building A (The Rectory)



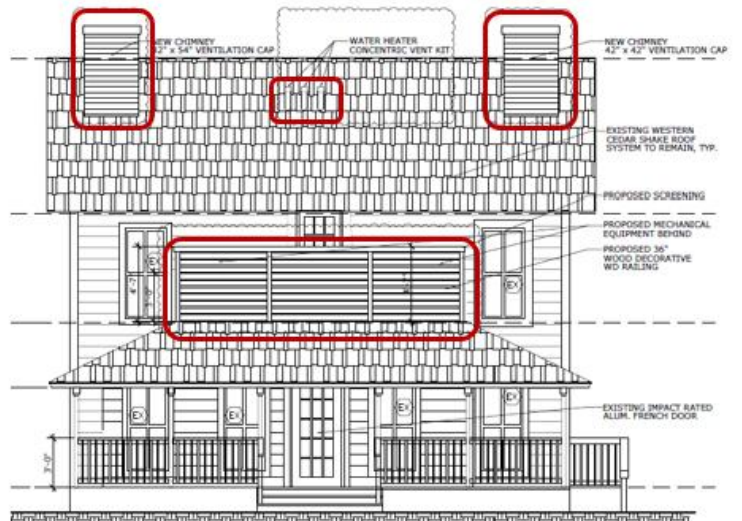
Existing



Proposed



Existing



Proposed

Regarding the exterior changes to the existing windows on the northwest side of the first floor of the structure, the proposal has been designed with decorative blinds inside of the window and a wall to be constructed on the interior side of windows to allow for more kitchen area of the restaurant. The blinds will be visible from the exterior of the structure to provide the windows an appropriate residential appearance. The glass will remain clear to match the existing windows and the windows will be operable on the exterior, to allow for future maintenance or cleaning functions.

It is noted that the modifications to the windows will completely conceal them on the interior, which is not considered an ideal modification to the historic structure. However, there is no concern with regards to any permanent damage to the structure as the interior sheathing can be removed in the future and would not diminish the historic integrity of the structure. The board will need to determine whether the modification is appropriate to the historic 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 LDR Section 4.5.1(E)(7)(a)-(m).

The subject request includes the exterior modifications to install two new hood vents encased in new false chimneys on the roof in the rear (west) side of the structure and a new wood screening design for the approved mechanical equipment on the rear (west) roof terrace. The request also includes modifications to the interior windows located on the northwest elevation of the ground floor.

As for **Roof Shapes**, there are no proposed changes to the roof shapes for the subject structure, however it is noted that two hood vents will be placed on the roof to the rear (west) sides of the building, where they will be the least visible from the public right-of-way and so as to not interfere with the historic integrity of the front façade. Their designs will appear to look like chimneys. Given the constraints of converting a structure that was originally designed for residential use to a restaurant, the proposal represents the least impactful architectural approach. There are no concerns with the proposed roof modifications.



Existing rear (west) elevation of Building A (The Rectory)



Proposed rendering of mechanical screening & new hood vents on the rear (west) Elevation of Building A (The Rectory)

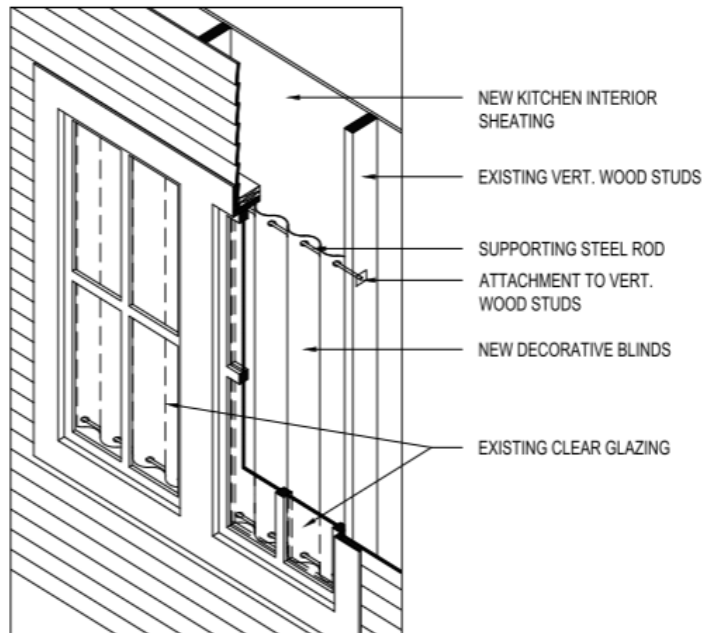
With respect to **Relationship of Materials and Color** the proposal includes two new hood vents on the roof to be designed within false chimneys that will be clad with wood clapboard and siding to match the existing structure. It is noted that the original hood vent approval had Hardiboard material for the proposed hood vent screening for Building A (The Rectory), which is no longer being used for the structure.

The proposed screening for the approved mechanical equipment located on the roof terrace located on the rear (west) side of the structure will also match the existing wood siding in material size and color where a fence railing was approved.

For the interior covering of the **Windows**, the interior wall will be covered with a new interior wall/sheathing to make room for the kitchen area of the restaurant. The glass will remain clear to match the existing windows on the structure, with decorative blinds that are visually compatible with the residential appearance of the structure (see image and details below). There are no concerns with regards to the materials, as the interior sheathing can be removed in the future so as not to diminish the historic integrity of the structure. Therefore, the board must make a determination whether or not the modifications are appropriate for the historic structure.



Proposed rendering of northwest windows of Building A



Proposed detail of the northwest windows on the ground floor of Building A (The Rectory)

ARCHITECTURAL ELEVATIONS

Pursuant to Land Development Regulation (LDR) Section 2.4.10(A)(3)(d), Findings. Architectural Elevations, including modifications to existing building facades, require an overall determination of consistency with the objectives and standards of Section 4.6.18, Architectural Elevations and Aesthetics, and any adopted architectural design guidelines and standards, as applicable.

Pursuant to LDR Section 4.6.18(A), Minimum requirements.

(1) The requirements contained in this Section are minimum aesthetic standards for all site development, buildings, structures, or alterations except for single family development.

(2) It is required that all site development, structures, buildings, or alterations to same, show proper design concepts, express honest design construction, and be appropriate to surroundings.

Pursuant to LDR Section 4.6.18(E), Criteria for board action. The following criteria shall be considered, by the Site Plan Review and Appearance Board or Historic Preservation Board, in the review of plans for building permits. If the following criteria are not met, the application shall be disapproved.

- (1) The plan or the proposed structure is in conformity with good taste, good design, and in general, contributes to the image of the city as a place of beauty, spaciousness, harmony, taste, fitness, broad vistas, and high quality.**
- (2) The proposed structure, or project, is in its exterior design and appearance of quality such as not to cause the nature of the local environment or evolving environment to materially depreciate in appearance and value.**
- (3) The proposed structure, or project, is in harmony with the proposed developments in the general area, with the Comprehensive Plan, and with the supplemental criteria which may be set forth for the Board from time to time.**

The proposal for two new hood vents, new architectural screening for the approved mechanical equipment on the roof terrace, and interior coverings on the northwest ground floor windows are intended to accommodate an adaptive reuse modification to the historic structures within the Sundy Village site. The board will need to make a determination that the proposal can be considered to be designed with good taste nor is it expected to cause any harm regarding the nature of the local environment nor its evolving environment to depreciate in value. Further, the board will need to make a determination that the proposal can be considered in harmony with other properties in the general area and within the Old School Square Historic District.

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:

HPE Objective 1.4 - Property shall be developed or redeveloped, in a manner so that the future use, intensity and density are appropriate in terms of soil, topographic, and other applicable physical considerations; encourage affordable goods and services; are complementary to and compatible with adjacent land uses; and fulfill remaining land use needs.

The development proposal involves exterior modifications to an historic structure within the Sundy Village development. 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 a mix of uses including residential, office, restaurant, church, and retail uses. The proposal can be considered to be consistent with the subject Objective.

HPE Policy 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 proposal includes exterior modifications to the existing historic structure of Building A (The Rectory) located within Block 61 of the Sundy Village property. It is important that the alterations made to the property are found consistent with the provisions of LDR Section 4.5.1 relating to historic sites and districts as well as the Secretary of the Interior’s Standards and the “Delray Beach Historic Preservation Design Guidelines”.

SITE PLAN TECHNICAL ITEMS

1.

ALTERNATIVE ACTIONS

- A. Move to continue with direction.
- B. Approve the Level 1 Site Plan Modification and Certificate of Appropriateness (HP-446-2026), for the property located at **Sundy Village – Building A (The Rectory), Old Schol 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 the Level 1 Site Plan Modification and Certificate of Appropriateness (HP-446-2026), for the property located at **Sundy Village – Building A (The Rectory), Old Schol 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 conditions.
- D. Deny the Level 1 Site Plan Modification and Certificate of Appropriateness (HP-446-2026), for the property located at **Sundy Village – Building A (The Rectory), Old Schol 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 required for this request.	<input checked="" type="checkbox"/> Public notice mailers were not required for this request. <input checked="" type="checkbox"/> Agenda was posted on (04/29/26), 5 working days prior to the meeting.
---	--