



February 28th, 2026

CITY OF DELRAY BEACH, Development Services Department
100 North West 1st Avenue
Delray Beach, Florida 33444

Re: **LETTER OF INTENT**
John P Basford & Jasmine Carvajal Residence
516 North Swinton Avenue, Delray Beach, FL 33444
Folio: 12-43-46-08-21-011-0060
Zoning District: R-1 AA Single Family

Dear Members of the Historic Preservation Board,

This letter is submitted as part of the Historic Review Application for the above-referenced property.

The property currently contains an **existing two-story historic residence** located on the primary portion of the lot, along with a **detached accessory garage structure located in the rear yard** of the property. The detached garage is situated toward the back of the lot and **is not visible from the public right-of-way**.

The scope of the proposed work is limited to modifications to the existing detached garage structure. Specifically, the project proposes the **removal and demolition of the existing garage roof structure** in order to construct a **new second-story guest quarters above the existing garage footprint**. The intent of the project is to improve the functionality of the accessory structure while maintaining the primary historic residence and overall site configuration.

No alterations are proposed to the front façade of the historic residence or other character-defining elements of the primary structure. The work is confined to the rear accessory structure, which remains visually separated from the public streetscape.

The proposed design will be developed to remain **compatible with the architectural character of the property and surrounding historic context**, while clearly functioning as a secondary accessory use to the principal residence.

We respectfully submit this application for review and welcome any comments or guidance from staff and the Historic Preservation Board.



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RESPONSE TO THE SECRETARY OF THE INTERIOR'S STANDARDS OF REHABILITATION

This document addresses the **Secretary of the Interior's Standards for Rehabilitation** as published by the National Park Service. The proposed project involves modifications to an **existing detached accessory garage located in the rear yard** of a property containing a historic two-story primary residence.

The proposed work consists of **removing the existing garage roof and constructing a second-story guest quarters above the existing detached garage footprint**. The garage structure is located in the **rear portion of the lot and is not visible from the public right-of-way**. No exterior alterations are proposed to the historic primary residence.

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.

Response:

The property will continue to function as a **single-family residential property**, consistent with its historic use. The proposed guest quarters above the detached garage represents a **secondary accessory residential use** that requires minimal alteration to the historic property and does not impact the defining characteristics of the primary residence or site.

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.

Response:

The project does **not involve alterations to the primary historic residence** or its character-defining architectural features. The scope of work is confined to the **detached accessory garage structure located in the rear yard**, ensuring that the historic character of the main structure and the streetscape remains intact.

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 shall not be undertaken.

Response:

The proposed second-story guest quarters will be designed to be **compatible with the existing architectural character of the property while remaining clearly identifiable as a contemporary addition**. The design will avoid creating a false sense of historical development or inaccurately replicating historic architectural elements.

Standard 4

Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

Response:

Based on the available documentation, no later alterations or additions that have acquired historic significance are proposed to be removed. The work is limited to the **existing roof structure of the detached garage**, which will be modified to allow the construction of the new accessory guest quarters.

Standard 5

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

Response:

No distinctive historic materials or craftsmanship associated with the **primary contributing structure** are impacted by the proposed work. All character-defining features of the historic residence will remain preserved.

Standard 6

Deteriorated historic features shall be repaired rather than replaced.

Response:

The project does not involve the removal or replacement of deteriorated historic features associated with the primary residence. Any repairs related to the accessory garage structure will be performed in a manner consistent with applicable preservation guidelines.

Standard 7

Chemical or physical treatments that cause damage to historic materials shall not be used.

Response:

No chemical treatments or abrasive cleaning methods that could damage historic materials are proposed as part of the project.

Standard 8

Archeological resources shall be protected and preserved in place.

Response:

The project scope does not involve significant excavation beyond work associated with the existing accessory structure. Should archaeological resources be encountered during construction, work will cease and appropriate procedures will be followed.

Standard 9

New additions, exterior alterations, or related new construction shall not destroy historic materials and shall be differentiated from the old while being compatible with the historic materials, features, size, scale, and proportion.

Response:

The proposed addition will be located **above the existing detached garage footprint**, ensuring that no historic materials of the primary residence are impacted. The new construction will be **subordinate in scale and massing to the historic residence** and will be designed to remain compatible with the architectural character of the property. Because the structure is located in the **rear yard and is not visible from the public right-of-way**, the historic streetscape and visual context will remain unaffected.

Standard 10

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

Response:

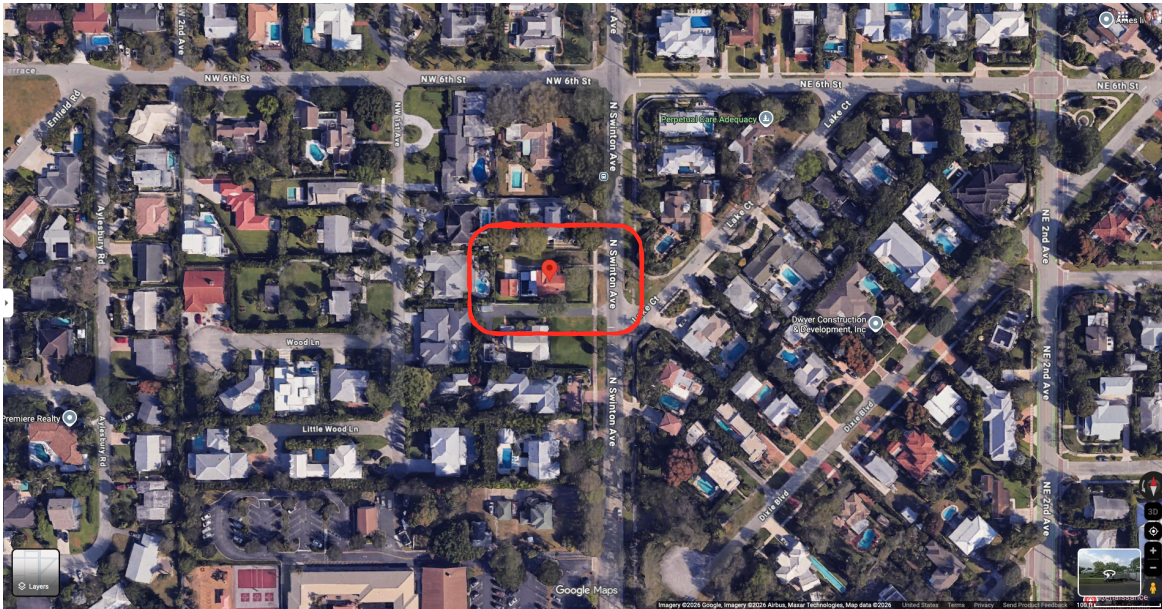
The proposed second-story guest quarters will be constructed on the **detached accessory structure**, independent from the primary historic residence. If the addition were removed in the future, the essential form, historic integrity, and character of the primary structure and site would remain unimpaired.

The proposed improvement is located on an **existing detached accessory garage structure situated in the rear yard of the property**. The garage is physically and visually secondary to the historic primary residence and is **not visible from the public right-of-way**.

The proposed second-story guest quarters will remain **subordinate in scale, massing, and architectural presence to the primary historic residence**, ensuring that the historic structure continues to remain the dominant feature of the property. The addition will utilize materials, proportions, and architectural elements that are **compatible with the historic character of the property without replicating historic fabric in a way that creates a false sense of history**.

Because the work occurs on a **rear-yard accessory structure and does not alter the primary façade or character-defining features of the historic residence**, the proposed improvements will have **minimal visual and physical impact on the historic resource and surrounding historic context**.

IMAGES



Map / Aerial view of property - North Swinton Avenue



South view of exiting House from R.O.W.



Property to the North



Property to the South



Property across N. Swinton Ave to the East



Existing (conditions of) detached Garage structure, in rear yard (west side of property)



Rendering of the proposed addition to the top for the existing Garage

TM

DESIGN +



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The property currently contains an **existing two-story historic residence** located on the primary portion of the lot, along with a **detached accessory garage structure located in the rear yard** of the property. The detached garage is situated toward the back of the lot and **is not visible from the public right-of-way**.

The scope of the proposed work is limited to modifications to the existing detached garage structure. Specifically, the project proposes the **removal and demolition of the existing garage roof structure** in order to construct a **new second-story guest quarters above the existing garage footprint**. The intent of the project is to improve the functionality of the accessory structure while maintaining the primary historic residence and overall site configuration.

No alterations are proposed to the front façade of the historic residence or other character-defining elements of the primary structure. The work is confined to the rear accessory structure, which remains visually separated from the public streetscape.

The proposed design will be developed to remain **compatible with the architectural character of the property and surrounding historic context**, while clearly functioning as a secondary accessory use to the principal residence.

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Re: **VISUAL COMPATIBILITY JUSTIFICATION STATEMENT**
John P Basford & Jasmine Carvajal Residence
516 North Swinton Avenue, Delray Beach, FL 33444
Folio: 12-43-46-08-21-011-0060
Zoning District: R-1 AA Single Family

Dear Members of the Historic Preservation Board,

This letter is submitted as part of the Historic Review Application for the above-referenced property.

The proposed second-story addition above the existing **non-contributing detached rear garage** has been designed to remain **visually compatible with the architectural character of the primary historic residence**. The addition will incorporate **exterior finishes, window types and proportions, door styles, trim details, and roofing materials consistent with those of the existing historic house**, ensuring continuity in appearance across the site. The proposed work maintains **compatible scale, massing, and roof form**, while remaining clearly **subordinate to the primary contributing structure** and located outside the public streetscape. As the addition is situated in the **rear yard and not visible from the public right-of-way**, it preserves the historic visual character of the property and surrounding district while supporting continued functional use of the accessory structure.



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