



DEVELOPMENT SERVICES

BUILDING | HISTORIC PRESERVATION | PLANNING & ZONING

FOR OFFICE USE ONLY

FILE #:

DATE SUBMITTED:

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

HISTORIC PRESERVATION UNIVERSAL APPLICATION

CERTIFICATE OF APPROPRIATNESS - 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
Wagman Residence

ADDRESS
310 NE 1st Ave., Delray Beach, FL 33444

PROPERTY CONTROL NUMBER (PCN):
12-43-46-16-01-065-0260

BUILDING PERMIT ASSOCIATED WITH
REQUEST:
☒ YES ☐ NO PERMIT NUMBER: 23 - 00211839

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: Res. & Comm.	ZONING DISTRICT: OSSHAD	HISTORIC DISTRICT, INDIVIDUALLY DESIGNATED, OR OVERLAY DISTRICT (INDICATE IF LOCAL, NATIONAL OR BOTH): OSSHAD
DATE OF ORIGINAL CONSTRUCTION: 1940		

EXISTING PROPERTY USE: Residential	SIZE OF PROPERTY: 6,550 SQ. FT. .15 ACRES	LOT DIMENSIONS: 50' WIDTH 131' DEPTH 50' FRONTAGE 6,550sf AREA	
LEGAL DESCRIPTION			
ATTACH SEPARATE SHEET IF NECESSARY IN A MS WORD FORMAT Lot 26, Subdivision of Block 65, Delray Fl Copy of Deed attached.			
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> The proposed request is for an Ad Valorem Tax Exemption for the residential property located at 310 NE 1st Ave., Delray Beach, Fl., 33444. The original 1940 cottage was recently renovated, and an addition to its rear, west side, was added. The addition is not visible from 1st Ave. The property will continue to be used as a single family residence.			
CONTACT INFORMATION			
PROPERTY OWNER			
PROPERTY OWNER NAME: Joseph G Wagman and Susan G Wagman			
ADDRESS: 975 Summit Circle North	CITY: York	STATE: Pa	ZIP CODE: 17403
EMAIL ADDRESS: joewagman@wagman.com	TELEPHONE NUMBER: 717-542-6735		
APPLICANT (IF DIFFERENT THAN OWNER)			
APPLICANT NAME: N/A			
ADDRESS:	CITY:	STATE:	ZIP CODE:
EMAIL ADDRESS:	TELEPHONE NUMBER:		
DESIGNATED AGENT			
APPLICANT NAME: N/A			
ADDRESS:	CITY:	STATE:	ZIP CODE:
EMAIL ADDRESS:	TELEPHONE NUMBER:		

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: \$ 1,098,911.00

Total project costs (can attach separate sheet if necessary): \$ 1,202,182.00

Total project costs attributed solely to the historic structure: \$ 852,182.00

Use of property prior to improvements: Residential

Use of property after improvements: Residential

Date(s) of previous alterations: Replacement of windows (2001)

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.
The subject 0.154-acre property is located within the locally and nationally registered Old School Square Historic District. The original cottage was constructed circa 1940 and is a one-story Minimal Traditional style structure that is classified as contributing within the district. The names of the original architect and builder are unknown.

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.

The subject 0.154-acre property is located within the locally and nationally registered Old School Square Historic District. The original wood frame cottage was constructed circa 1940, in a Minimal Traditional style that is classified as contributing within the district. Distinguishing architectural features include a secondary gable form within the primary front facing gable on the east, a porch recessed below the gables and supported by paired posts braced by 'X' cross-members, and a brick chimney.

OWNER'S CONSENT

I Joseph G Wagman (*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):

Lot 26, Subdivision of Block 65, Delray Florida, according to the map or plat thereof as recorded in Plat Book 2, page 20, Public Records of Palm Beach County, Florida.

hereby petition to the City of Delray Beach for a Certificat of Appropriateness approval (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.

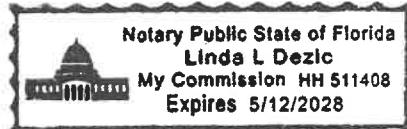
Joseph G Wagman
SIGNATURE - OWNER

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 7 day of MARCH, 2025, by Joseph Wagman (name of person acknowledging), who has produced PA Drivers License as identification and/or is personally known to me.

Linda L. Dezic
SIGNATURE - NOTARY PUBLIC

LINDA L. DEZIC
PRINT NAME - NOTARY PUBLIC

NOTARY SEAL OR STAMP



My Commission Expires: 5-12-2028

OWNER'S DESIGNATION OF AGENCY

I N/A (*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):

hereby affirm that _____ (Agent's Name) is hereby designated to act as agent of my behalf to petition the City of Delray Beach for _____ (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.

SIGNATURE - OWNER

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by _____ (name of person acknowledging), who has produced _____ as identification and/or is personally known to me.

SIGNATURE - NOTARY PUBLIC

PRINT NAME - NOTARY PUBLIC

NOTARY SEAL OR STAMP

My Commission Expires: _____

*NOTE: When an application is executed on behalf of a corporation or business entity, documentation must be provided which demonstrates that the corporation's representative is authorized to act on behalf of the corporation; these forms are available on the website under Supplemental Forms.

1 Susan G Wagman (*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):

Lot 26, Subdivision of Block 65, Delray Florida, according to the map or plat thereof as recorded in Plat Book 2, page 20, Public Records of Palm Beach County, Florida.

SIGNATURE - OWNER

SIGNATURE - NOTARY PUBLIC



PRINT NAME - NOTARY PUBLIC

My Commission Expires: 5-12-2028

1. N/A (*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):

SIGNATURE - OWNER

SIGNATURE - NOTARY PUBLIC

PRINT NAME - NOTARY PUBLIC

NOTARY SEAL OR STAMP

My Commission Expires: _____

*NOTE: When an application is executed on behalf of a corporation or business entity, documentation must be provided which demonstrates that the corporation's representative is authorized to act on behalf of the corporation; these forms are available on the website under Supplemental Forms.

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 3-18-25

Name of department member(s) present MICHELLE HEWETT

- 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 though 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.
- When a final decision is made at a public meeting, and the appeal period has passed, the request is considered final. A new application, including any required fees and documents, is required to be submitted for consideration of new and redesigned proposals or additions and changes to previously acted on proposals.

The aforementioned has been read and acknowledged by:


SIGNATURE - OWNER/APPLICANT

Joseph G and Susan G Wagman

PRINT NAME - OWNER/APPLICANT

SIGNATURE - DESIGNATED AGENT

PRINT NAME - DESIGNATED AGENT