

**MINUTES
HISTORIC PRESERVATION BOARD
CITY OF DELRAY BEACH**

MEETING DATE: November 1, 2023

MEETING PLACE: City Commission Chambers

1. CALL TO ORDER

The meeting was called to order by Jim Chard, Chair at 6:00 P.M.

2. ROLL CALL

A quorum was present.

Members present Jim Chard, Chair; John Miller, Vice Chair; Chris Cabezas, 2nd Vice Chair; John Brewer; Peter Dwyer; and Kristin Finn.

Absent Ivan Heredia

Staff present were Kelly Brandon, Assistant City Attorney; Michelle Hoyland, Principal Planner; Michelle Hewett, Planner; Katherina Paliwoda, Planner; and Diane Miller, Board Secretary.

3. APPROVAL OF AGENDA

Item 8C to become 8A.

Item 8A to become 8B

Item 8B to become 8C

Motion of APPROVAL the amended agenda for the November 1, 2023, agenda, made by John Miller and seconded by Kristin Finn.

MOTION CARRIED 6-0

4. MINUTES

None

5. SWEARING IN OF THE PUBLIC

Jim Chard, Chair, read the Quasi-Judicial Rules for the City of Delray Beach and Diane Miller swore in all who wished to give testimony.

6. COMMENTS FROM THE PUBLIC

None

7. PRESENTATION

Michelle Hoyland noted that the city hosted the Atlantic Avenue Historic District Symposium on October 26 & 27, 2023 which featured four noted speakers, the symposium can be viewed online at <http://delraybeachfl.gov/i-want-to/watch/delray-live>.

8. QUASI-JUDICIAL HEARING ITEMS

(8A was formally 8C)

- A. Level 2 Site Plan Landscape Plan, Architectural Elevations & Certificate of Appropriateness (2023-154):** Consideration of a Level 2 Site Plan, Landscape Plan, Architectural Elevations & Certificate of Appropriateness request for the construction of a one-story detached accessory structure to the rear of a three-story existing hotel.
Address: 525 E. Atlantic Avenue (A.K.A. The Colony Hotel), Individually Listed to the Local Register of Historic Places
Owner: Boughton Hotels Inc.; marketing@thecolonyhotel.com
Agent: Roy M. Simon, AIA., Architect; roy@roysimonarchitect.com
Planner: Katherina Paliwoda, paliwodak@mydelraybeach.com

Katherina Paliwoda, Planner, entered project file 2023-154 into the record.

Exparte

Jim Chard-None

John Miller- Spoke with Hillary Roche and Roy Simon.

Christopher Cabezas- None

John Brewer-None

Peter Dwyer-None

Kristin Finn-None

Applicant Presentation

Roy Simon, Architect, 766 SE 5th Avenue, Delray Beach, FL 33483

Staff Presentation

Katherina Paliwoda, Planner presented the project from a Microsoft PowerPoint presentation.

Michelle Hoyland, Principal Planner, highlighted that this is the first item presented to the Board following the recent amendments to Chapter 2 of the City's Land Development Regulations.

Public Comment

None

Rebuttal/Cross

None

Board Comments

Kristin Finn expressed support for the proposed structure, noting its alignment with the

architectural style of existing structures and its subordinated placement in the rear of the property.

John Miller voiced his support for the proposed structure, highlighting the absence of waivers or variances and emphasizing its secondary and subordinate nature. Mr. Miller underscored the efficiency benefits for hotel operations, contributing to the viability of the prominent Atlantic Avenue fixture.

Peter Dwyer conveyed his support for the proposed structure.

Christopher Cabezas inquired about the inclusion of landscaping in the front of the structure and recommended the installation of taller landscaping. Despite this concern, Mr. Cabezas expressed overall support for the construction of the proposed structure.

Jim Chard sought clarification on the street view from SE 5th Avenue, and staff confirmed that the proposed structure is set back 67 feet with an eight-foot-tall hedge currently in place along SE 5th Avenue.

MOTION to approve the Level 2 Site Plan, Landscape Plan, Architectural Elevations, and Certificate of Appropriateness (2023-154), for the property located at 525 E. Atlantic Ave known as the Colony Hotel, Individually Listed to the Local Register of Historic Places, 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, was made by John Miller and seconded by Christopher Cabezas.

MOTION CARRIED 6-0

8B was formally 8A)

- B. Certificate of Appropriateness (2024-007):** Consideration of a Certificate of Appropriateness for the installation of two signs on the exterior of a contributing commercial structure.

Address: 143 S. Swinton Avenue, Old School Square Historic District

Owner: Nigel Development, Inc.; jmayo@hnm-architecture.com

Agent: Jaime Mayo; jmayo@hnm-architecture.com

Planner: Michelle Hewett, hewettm@mydelraybeach.com

Michelle Hewett, Planner, entered project file 2024-007 into the record.

Exparte

Jim Chard-None

John Miller- None

Christopher Cabezas- None

John Brewer-None

Peter Dwyer-None

Kristin Finn- None

Applicant Presentation

Jaime Mayo, Architect; HNM Architecture 3705 S Federal Highway, Delray Beach, FL 33483

Staff Presentation

Michelle Hewett, Planner presented the project from a Microsoft PowerPoint presentation.

Public Comment

None

Rebuttal/Cross

Jaime Mayo highlighted that the sign would be crafted from aluminum, blending with the current aluminum window frames. He emphasized that aluminum is a widely favored material for wall-mounted signage.

Michelle Hoyland stated that the staff had no reservations about the choice of aluminum. She pointed out that residential conversions typically feature commonly ground-mounted signage.

Board Comment

Peter Dwyer expressed support for the sign, highlighting that the aluminum material chosen for the sign would need less maintenance.

Christopher Cabezas inquired about neighboring properties having ground-mounted signage, and staff clarified that along Swinton Avenue, most signage indeed follows a ground-mounted design. Expressing support for the proposed signage, Mr. Cabezas appreciated the decision not to incorporate the color orange from the company logo into the signage.

John Miller voiced his approval for the proposed signage, highlighting its modest size and non-illuminated nature, deeming it appropriate for the structure.

Kristin Finn asked about the potential use of indirect lighting at night, to which the applicant confirmed the inclusion of uplighting. Ms. Finn conveyed her support for the proposed signage.

John Brewer expressed no concerns regarding the signage.

Jim Chard inquired about the mounting method onto the structure and emphasized the importance of maintaining the shingle siding over time. He expressed a preference for wall-mounted signage over ground-mounted signage.

MOTION to approve Certificate of Appropriateness (2024-007), for the property located at 143 S. Swinton Avenue, 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, was made by Kristin Finn and seconded by Christopher Cabezas.

MOTION CARRIED 6-0

(8C was formally 8B)

- C. **Certificate of Appropriateness and Relocation (2023-173):** Consideration of a Certificate of Appropriateness and Relocation for the temporary vertical elevation and exterior porch alterations to the existing commercial structure.

Address: The Cathcart House, Old School Square Historic District

Owner: Sundy Village West, LLC.

Agent: Covelli Design Associates, Inc.; mike@covellidesign.com

Planner: Michelle Hewett, hewettm@mydelraybeach.com

Michelle Hewett, Planner, entered project file 2023-173 into the record.

Exparte

Jim Chard-None

John Miller- None

Christopher Cabezas- None

John Brewer-None

Peter Dwyer-None

Kristin Finn-None

Applicant Presentation

Mike Covelli, Covelli Design Associates; 1209 S Swinton Avenue, Delray Beach, FL 33444

Staff Presentation

Michelle Hoyland, Principal Planner presented the project from a Microsoft PowerPoint presentation.

Public Comment

George Long, 46 N Swinton Avenue- Mr. Long noted the importance of a strong building foundation.

Rebuttal/Cross

Mike Covelli clarified that none of the existing historic structures were situated on top of the drainage vault.

Board Comments

John Miller expressed support for the relocation, emphasizing the need for required structural repairs. He underscored the significance of the Cathcart House in the Old School Square Historic District and confirmed that the repairs would enhance the structure's resiliency.

Christopher Cabezas raised a question about the bond posted by the property owner before the relocation and voiced support for the proposed move.

Peter Dwyer acknowledged the importance of the structure and expressed satisfaction that necessary repairs will be conducted.

John Brewer commended the applicant for undertaking repairs to the structure.

Kristin Finn highlighted the prominence of the Cathcart House and inquired about the scheduled date for the relocation.

Jim Chard inquired about the potential danger posed by the roof during relocation, and the applicant reassured that proper stabilization measures were in place to address the structure's condition.

MOTION to approve Certificate of Appropriateness and Relocation (2023-173), for the property located at Cathcart House, 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, was made by Christopher Cabezas and seconded by John Miller.

MOTION CARRIED 6-0

9. LEGISLATIVE ITEMS- CITY INITIATED

None

10. REPORTS AND COMMENTS

A. Staff Comments

The upcoming Board meeting is scheduled for December 6, 2023. Please be aware of the updated schedule for Board meetings, with the January session taking place on January 17, 2024.

Additionally, the Atlantic Avenue Historic District Symposium took place on October 26 & 27. Staff is currently engaging with individual property owners to address any questions or concerns.

B. Board Comments

John Miller commended the staff for their efforts in organizing the Atlantic Avenue Historic District Symposium and conducting community outreach. He recommended that staff proceed with the historic designation and suggested providing owners of historic properties with certain development incentives.

Jim Chard acknowledged that most feedback from the Symposium was positive, though some residents expressed concern about the exclusive focus on structures east of Swinton Avenue rather than the original study area from I-95 to the beach. Mr. Chard emphasized the importance of utilizing Transferred Development Rights as an incentive for property owners along Atlantic Avenue. He also mentioned a previous workshop by the Historic Preservation Board on the preservation of the natural environment, with a memorandum provided to the City Commissioners.

Kristin Finn sought clarification from staff regarding the outreach to property owners included within the Atlantic Avenue Historic District.

C. Attorney Comments

None

11. ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:00 P.M.

The undersigned is the Secretary of the Historic Preservation Board and the information provided herein is the Minutes of the meeting of said body for **November 1, 2023**, which were formally adopted and **APPROVED** by the Board on **March 6, 2024**.

ATTEST:



CHAIR



BOARD SECRETARY

NOTE TO READER: If the Minutes you have received are not completed as indicated above, then this means that these are not the official Minutes of the Historic Preservation Board. They will become official minutes only after review and approval, which may involve some amendments, additions, or deletions.