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) I www.delraybeachfl.gov

HISTORIC PRESERVATION
UNIVERSAL DEVELOPMENT APPLICATION

APPLICATION TYPE

- ☐ 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
- ☐ COA & Site Plan Modification (Choose One):
  - ☐ Class I ☐ Class II ☐ Class III ☐ Class IV
- ■ 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 request.
- Contact Development Services at 561-243-7040, ext. 6055 to schedule an appointment for application submittal review.

PROJECT INFORMATION

PROJECT NAME
Marion Project

ADDRESS
131 NW 1st Avenue, Delray Beach, FL 33444

PROPERTY CONTROL NUMBER (PCN): 12-43-46-16-01-059-0021

REQUEST IS A RESULT OF A CODE ENFORCEMENT ACTION
☐ YES ■ NO CASE NUMBER:

BUILDING PERMIT WAS SUBMITTED FOR THIS REQUEST
■ YES ☐ NO PERMIT NUMBER: 20-00193322

ONCE IMPROVEMENTS ARE COMPLETE, WILL YOU BE SEEKING A HISTORIC PROPERTY AD VALOREM TAX EXEMPTION? ■ YES ☐ NO

EXISTING PROPERTY INFORMATION

ZONING DISTRICT
OLD SCHOOL SQUARE HISTORIC DISTRICT

LAND USE DESIGNATION
RESIDENTIAL & COMMERCIAL

HISTORIC DISTRICT, INDIVIDUALLY DESIGNATED, OR OVERLAY DISTRICT (INDICATE IF LOCAL, NATIONAL OR BOTH)
LOCAL HISTORIC DISTRICT

DATE OF ORIGINAL CONSTRUCTION
1928

EXISTING USE
RESIDENTIAL & COMMERCIAL

SIZE OF PROPERTY
10462 SQ. FT.
_____ ACRES

LOT DIMENSIONS
79.50' WIDTH 131.60' DEPTH
79.50' FRONTAGE _____ AREA

LEGAL DESCRIPTION (ATTACH SEPARATE SHEET IF NECESSARY IN A MS WORD FORMAT)
Town of Delray S 3 FT OF LT 2 & LT 3 BLK 59
(OLD SCHOL SQUARE HIST DIST)

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.

[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 identify the proposed hours of operation, use activities and operations, number of units, square footage, 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.]

We are requesting a Historic Property Ad Valorem Tax Exemption for this owner occupied residence and income producing property which is historically contributing to the Delray Old School Square Historic District. The property recently completed a total renovation which was approved by the Delray Historic Preservation Board. The renovation succeeded in preserving the historic nature of the original property.

SIGN REQUEST

Does signage presently exist on site? ☐ YES ☐ NO If yes, provide date of approval:

Quantity of signs:

Is request associated with a previously approved master sign/blanket sign program: ☐ YES ☐ NO

Location(s) of sign(s) on property/site/building:

Sign type(s) – include number of each sign if applying for more than one	☐ Freestanding	☐ Wall/Awning	☐ Directory
	☐ Monument	☐ Under Canopy	☐ Projecting

CONTACT INFORMATION

PROPERTY OWNER

PROPERTY OWNER NAME: Joseph and Donna Marion

ADDRESS	CITY	STATE	ZIPCODE
131 NW 1st Avenue	Delray Beach	FL	33444

TELEPHONE NUMBER	EMAIL ADDRESS
	jmarion@marionassociates.com

APPLICANT (IF DIFFERENT THAN OWNER)

APPLICANT NAME:

ADDRESS	CITY	STATE	ZIPCODE

TELEPHONE NUMBER	EMAIL ADDRESS

DESIGNATED AGENT

APPLICANT NAME:

ADDRESS	CITY	STATE	ZIPCODE

TELEPHONE NUMBER	EMAIL ADDRESS

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) (see below)

☐ **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:

DEMOLITION: Indicate how much of the structure is proposed for demolition:

☐ If more than 25% of a contributing or individually designated structure is proposed for demolition, include the following:

- ☐ Proposed demolition plan
- ☐ Photographs
- ☐ Public Notice Requirements
- ☐ As built drawings
- ☐ History of code violations

HISTORIC AD VALOREM TAX EXEMPTION

Project completion date (Certificate of Occupancy from Building Division): 5/20/22

Project costs as indicated on Certificate of Occupancy: $1,009,134

Total project costs (can attach separate sheet if necessary): $1,407,330.44

Total project costs attributed solely to the historic structure: $1,407,330.44

Use of property prior to improvements: Residential and Commercial

Use of property after improvements: Residential and Commercial

Date(s) of previous alterations:

Has the building/structure ever been moved or relocated? ☐ YES ■ NO If yes, when and where?

STATEMENT OF HISTORIC SIGNIFICANCE (Attach Separate Sheet) - 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.

DESCRIPTION OF PHYSICAL APPEARANCE PRIOR TO IMPROVEMENTS - 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.
(Attach separate sheet if necessary).

OWNER'S CONSENT

I Joseph Marion and Donna Marion (*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 petition to the City of Delray Beach for Ad Valorem Tax Exemption (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 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.

Donna Marion
Signature - owner (Donna Marion)

SIGNATURE - OWNER (Joseph Marion)

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 22 day of July, 2022, by Joseph & Donna Marion (name of person acknowledging), who has produced Driver Licenses as identification and/or is personally known to me.

Alycia Delbrune
SIGNATURE - NOTARY PUBLIC

Alycia Delbrune
PRINT NAME - NOTARY PUBLIC

NOTARY SEAL OR STAMP

ALYCIA DELBRUNE
Notary Public - State of Florida
Commission # HH 182477
My Comm. Expires Oct 6, 2025

My Commission Expires: Oct. 6, 2025

OWNER'S DESIGNATION OF AGENCY

I _____ (*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.

APPLICATION ACKNOWLEDGEMENTS

Please read the following and acknowledge below:

- A pre-application meeting with a member of the Historic Preservation Division is strongly recommended and can be scheduled by appointment at 561-243-7040, ext. 6055, or pzmail@mydelraybeach.com.
- 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 Ordinance No. 20-15, a resubmittal fee of $500 is applied to third and subsequent resubmittals.
- Project waivers identified during the technical review of the proposal that were not identified in the initial submittal are subject to an increased fee ($2,500) per request in accordance with Ordinance No. 20-15.
- 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.
- Certain documents such as, mailing list, certificate of attorney or consent forms, might be required to be revised or updated if older than 6 months from the application submittal date.
- Applications that are inactive for a period over three months, which there has been no action in good faith to move forward with the request, will receive a notification of closure and be given a grace period of 30-days before the file is closed. When a file is closed, a new, complete application, including any required fees, will be required to initiate the review process once again.
- When the applicable board reaches a decision, the decision is presented to the City Commission as "Report of Appealable Land Use Items", under consent items in a City Commission agenda. At the City Commission's discretion, the acting Board's decision can be appealed. Therefore, a Board decision is NOT final until the item is listed on a City Commission agenda as part of an approved Consent Agenda item. Board decisions appealed by the City Commission are scheduled for a new hearing at a later time.
- 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 is acknowledged by:

Donna Marion

SIGNATURE - OWNER/APPLICANT

SIGNATURE - DESIGNATED AGENT

JOSEPH MARION
DONNA MARION

PRINT NAME - OWNER/APPLICANT

PRINT NAME - DESIGNATED AGENT