



DEVELOPMENT SERVICES

BUILDING | HISTORIC PRESERVATION | PLANNING & ZONING

November 2, 2023

Jaime Mayo
3705 N. Federal Highway
Delray Beach, FL 33444
jmayo@hnm-architecture.com

**RE: Approval Letter for 143 S. Swinton Ave.
Certificate of Appropriateness (COA) 2023-007**

Dear Mr. Mayo:

At its meeting of **November 1, 2023**, the Historic Preservation Board approved the Certificate of Appropriateness (2023-007) request for the installation of two signs on the exterior of a contributing commercial structure on the property located at **143 S. Swinton Ave., 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.

Next Steps

Please be advised that the COA and site plan approval is valid for 24 months; thus, expiring on **November 1, 2025**. Prior to the expiration date of the COA and site plan, 25% of the cost of all improvements associated with the approved development must be constructed in order for this proposal to be considered established. Any request for an approval extension shall be filed 45 days prior to the previously noted expiration date.

Please provide three (3) complete, full sized sets of plans, and an updated digital copy of the plans. Submitted items are required to be collated, folded and stapled. Subsequent to Site Plan Certification, you may submit a Building Permit application for the approved project.

Applicant Appeal

All final actions may be appealed to the City Commission, pursuant to the procedures of Chapter 2.

Additionally, at the City Commission's discretion, this Board action can be appealed by the City Commission at its meeting of **November 14, 2023**, as it will be listed within the "Report of Appealable Land Use Items" on the consent agenda. In such case, the HPB decision is NOT final until **November 14, 2023**. Decisions appealed by the City Commission, or the applicant are scheduled for a new action. Plans pending certification or permit issuance could be held until the appeal period has lapsed.

Should you have any questions regarding this project approval, please do not hesitate to contact me via email at paliwodak@mydelraybeach.com or by phone at 561.243.7040.

Sincerely,

Katherina C. Paliwoda, MHP
Planner, Historic Preservation