



DEVELOPMENT SERVICES

BUILDING | HISTORIC PRESERVATION | PLANNING & ZONING

January 20, 2019

Virginia Ritter and John Kolkmeier
101 NE 5th Street
Delray Beach, FL 33444
driquana@earthlink.net

**RE: Certification letter – 101 NE 5th Street
Certificate of Appropriateness (2019-030)**

Dear Ms. Ritter and Mr. Kolkmeier,

At its meeting of December 5, 2018, the Historic Preservation Board (HPB) approved the Certificate of Appropriateness 2019-030 for construction of a new two-car garage on the west side of the property located at 101 NE 5th Street, Del-Ida Park Historic District. Enclosed is a copy of the certified plans.

You may now proceed to the Building Division to obtain a building permit for the construction of the proposed improvements. Please note that all plans submitted with the building permit application must accurately reflect the improvements within the attached certified plan set. In order to expedite the review of the permit, it is recommended that you verify that the building permit plans match the final certified plans. The status of your building permit may be verified by contacting the Building Division at 561.243.7201.

Please be advised that this site plan modification approval is valid for 24 months, expiring on December 5, 2020. Prior to the expiration date, 25% of the cost of all improvements associated with this site plan modification must be constructed to be considered established. If necessary, an extension for an additional 18 months may be considered when a written request is submitted at least 45 days prior to the expiration date.

Should you have any questions regarding this project approval, please do not hesitate to contact me via email at hoilandm@mydelraybeach.com or by phone at 561.243.7039.

Sincerely,

A handwritten signature in blue ink that reads "Michelle Hoyland".

Michelle Hoyland
Principal Planner, Historic Preservation

Enclosures
cc: Departmental File