



# HISTORIC PROPERTY AD VALOREM TAX EXEMPTION APPLICATION



## HISTORIC PRESERVATION BOARD

Submittal Date: \_\_\_\_\_ Property Address: 777 N. OCEAN BLVD.

Historic District/Site: THE KOCH RESIDENCE, 170 CALLE

### INSTRUCTIONS FOR COMPLETING AND FILING THE TAX EXEMPTION APPLICATION

The submittal of an application package will require an application submittal appointment. The appointment is required to ensure that all required materials, exhibits, and information is included and provided. Prior to the submittal of the application package please call the Planning, Zoning and Building Department at 561.243-7040 for an appointment. All application packages will only be accepted for processing when deemed complete at the time of submittal. If the submittal is deemed incomplete, the application will not be accepted until all components, including any fees, are provided together in one submittal.

Applications may be submitted to the Planning and Zoning Department at any time between the hours of 8:00 a.m. and 5:00 p.m., Monday thru Friday. Please submit application and all required materials at the same time. Incomplete applications will not be accepted. The Historic Preservation Board (HPB) will act on a tax exemption application at the next applicable meeting upon confirmation by the Historic Preservation Planner that the application is complete and satisfies the requirements of LDR Section 4.5.1(J) and is therefore eligible for review by the Historic Preservation Board. This review period takes approximately **sixty (60) days**. Please review page 9 for complete application processing information.

Tax Exemption Applications must be submitted within three months of Certificate of Occupancy (Final Inspection), and **no later than July 1<sup>st</sup>** to receive the exemption on the following year's taxes.

The application must be accompanied by the \$100.00 processing fee (make checks payable to the City of Delray Beach). Please print or type all of the required information and ensure that the application is complete and accurate. It is necessary that an owner, or an authorized agent, be present at the Board meeting when the application is reviewed. If a property owner wishes to designate a representative/agent, please execute the "Owner's Consent and Designation of Agency" form found in this application.

Pursuant to the City's Land Development Regulations' Section 2.4.6(J)(2)(b) no application for a COA will be accepted by the HPB unless it contains all required and pertinent information. A pre-application conference with a member of the Planning Staff is strongly recommended, and can be scheduled at your convenience.

All projects will be reviewed and evaluated for conformance with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. The Standards for Rehabilitation are broadly worded to guide the improvement of all types of historic properties. The underlying concern expressed in the referenced Standards and Guidelines is the preservation of significant historic materials and features of a building or archaeological site in the process of



restoration, rehabilitation or renovation. Evaluation is based on whether or not the overall project is consistent with the Standards and Guidelines. Proposed work that does not appear to be consistent with the Standards and Guidelines will be identified, and advice will be given to assist property owners, architects, or builders in bringing the project into conformance.

**Notes:**

1. A digital copy of all plan exhibits and application documentation provided on CD is required with the submittal of the application and each subsequent resubmittal. The digital copy must be in a PDF format and shall be prepared at a size of 8½" x 11" or 11"x 17", depending upon legibility.
2. Citizens that request a presentation before the Board or City Commission that is on a portable flash drive device must provide their media to the City Clerk's Office, no later than 12:00 pm one day prior to the meeting where they wish to present. The City laptops will not accept (won't even recognize) any jump drives inserted without prior IT scanning. There will be a zero tolerance policy on this. Applicants have the option to bring their own laptops for their presentation.
3. Board & City Commission Presentations: All applicants are now expected to present their items in full to the Board or City Commission prior to Staff's presentation. City Staff will introduce the item and enter the file into the record; the applicant will then be given time to present their item. Following the applicant's presentation, City Staff will provide a brief overview of code compliance and recommended actions, in addition to relevant information not provided by the applicant.

All applicant presentations must be submitted to the Project Planner a minimum of 3 full business days prior to the day of the City Commission or Board meeting. For example, the SPRAB meetings occur on Wednesdays. The applicant's presentation must be submitted by 5pm on the Thursday prior to the meeting.

CITY OF DELRAY BEACH PLANNING AND ZONING DEPARTMENT  
PROPERTY TAX EXEMPTION APPLICATION

Project Name/Address:

~~THE KUCH RESIDENCE; A/D~~  
~~THE MCCAULEY RESIDENCE @~~  
777 N. OCEAN BLVD. (A/D)

PART ONE - APPLICANT INFORMATION:

APPLICANT'S

Name: WILLIAM + STEPHANIE MCCAULEY

Mailing Address: 777 N. OCEAN BLVD

DELRAY BEACH, FL.  
33404

Telephone Number: 561-573-6286 E-Mail: WPMCCAULEY@GMAIL.COM

AGENT

Name: ROGER COPE COPE ARCHITECTS, INC,

Mailing Address: 701 W 1ST STREET

DELRAY BEACH, FL.  
33404

Telephone Number: 709-3791 E-Mail: COPEARCHITECTSINC  
@GMAIL.COM

OWNER (if other than applicant)

Name: APPLICANT

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Applicant is: Owner ☒ Lessee ☐ Other \_\_\_\_\_



**PART TWO - PROPERTY INFORMATION:**

Property Control Number: 2-42-44-09-04-004-0210

Legal Description (attach separate sheet if necessary): \_\_\_\_\_

PALM BEACH SHORE ACRES REV PL BLKS D+E  
LT 21 BLK D

Zoning Designation: SINGLE FAMILY R-1-AAA

Property is: \_\_\_ in a Local Historic District \_\_\_ in a National Register District

☒ Individually Listed on Local Register \_\_\_ Individually Listed on National Register

Use of Property Prior to Improvements: SINGLE FAMILY

Use of Property After to Improvements: SINGLE FAMILY

Original Date of Construction: ± 1949 (MUCH OLDER)

Dates of Previous Alterations: TOO MANY TO ITEMIZE  
BUT MOST SIGNIFICANT ± 2000-2007

Has the building ever been moved or relocated? ( ) Yes ☒ No

If so, when? \_\_\_\_\_ From Where? \_\_\_\_\_

**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* (before improvement) -- not as it was when first built (unless unchanged) or as it will be after improvement. 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. Finally, discuss the way in which the building relates to others in the district in terms of siting, scale, material, construction, and date of construction.

MAGNIFICENT CUSTOM OCEANFRONT  
ESTATE: MEDITERRANEAN IN DESIGN  
AND BEHOLD'S ONLY OCEANFRONT  
HISTORIC PROPERTY.



### Statement of Significance:

Summarize how the building contributes to the significance of the district. This summary should relate to the significance of the district (including the district's period of significance) as identified in the National Register nomination or district designation documentation. 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.

WHILE NOT IN A "DISTRICT" THIS HOME IS  
THE LEAST VISIBLE (FROM THE PUBLIC  
YET MOST IMPRESSIVE IN OUR CITY

### PART THREE – PROJECT INFORMATION

Type of request:

☒ Exemption under 196.1997, F.S. (standard exemption)

☐ Exemption under 196.1998, F.S. (exemption for properties occupied by non-profit organizations or government agencies and regularly open to the public)

Project Start Date: 7/19/2018

Project Completion Date: 3/19/2020  
(Certificate of Occupancy Issued by Building Department)

Total Estimated Project Costs: \$1,513,000.

Total Project Cost Attributed Solely to the Historic Structure: \$1,513,000.

### PART FOUR: APPLICATION REQUIREMENTS

Please provide one complete of all applicable items noted below.

- ☒ **Warranty Deed**
- ☒ **Survey** – Provide a copy of a survey from both before and after the improvements when the building footprint(s) has changed.
- ☒ **Site Plan, Exterior Elevations, Floor Plans** – As approved by the HPB.
- ☐ **Attachment Sheets** – When necessary.
- ☒ **Photographs (Labeled)** – Provide a before and after photo of each exterior elevation, all new construction, and all interior improvements. Each page should contain a before and after photo of the same item; provide a corresponding description of the photos and the improvements. Photographs are not returnable. Polaroid photographs are not acceptable. Such documentation is necessary for evaluation of the effect of the improvements on the historic structure. Where such documentation is not provided, review and evaluation cannot be completed. This shall result in a recommendation for denial of the request for exemption. NOTE: All features should be identified with the approximate date, a description, and impact of work on existing feature. All pages should include the property address.
- ☒ **Most Recent Tax Bill**
- ☒ **Applicable Fee, payable to the City of Delray Beach** - See cover sheet.
- ☒ **Executed Agent Authorization Form**



## **PART FIVE: APPLICATION REVIEW**

*For Historic Preservation Planner Use Only.*

The Historic Preservation Planner has reviewed the Historic Preservation Property Tax Exemption Application for the subject property and hereby:

( ) Certifies that the above referenced property qualifies as a historic property consistent with the provisions of s. 196.1997 (11), F.S.

( ) Certifies that the above referenced property does not qualify as a historic property consistent with the provisions of s. 196.1997 (11), F.S.

( ) Certifies that the above referenced property qualifies for the special exemption provided under s. 196.1998, F.S., for properties occupied by non-profit organizations or government agencies and regularly open to the public.

( ) Certifies that the above referenced property does not qualify for the special exemption provided under s. 196.1998, F.S.

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The Historic Preservation Planner has reviewed the Historic Preservation Property Tax Exemption Application for the subject property and hereby:

( ) Determines that improvements to the above referenced property are consistent with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the criteria set forth in Chapter 1A-38, F.A.C.

( ) Determines that improvements to the above referenced property are not consistent with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the criteria set forth in Chapter 1A-38, F.A.C. All work not consistent with the referenced Standards, Guidelines and criteria are identified in the Review Comments. *Recommendations to assist the applicant in bringing the proposed work into compliance with the referenced Standards, Guidelines and criteria are provided in the Review Comments.*

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The Historic Preservation Planner has reviewed the Historic Preservation Property Tax Exemption Application for the subject property and hereby:

( ) Determines that the completed improvements to the property are consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and other criteria set forth in Chapter 1A-38, F.A.C., and, therefore, recommends approval of the requested historic preservation tax exemption.

( ) Determines that the completed improvements to the above referenced property are not consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and other criteria set forth in Chapter 1A-38, F.A.C., and, therefore, recommends denial of the requested historic preservation tax exemption for the reasons stated in the Review Comments below.

Review Comments: \_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_

Typed or printed name \_\_\_\_\_

Title \_\_\_\_\_



## **PART SIX: OWNER ATTESTATION**

I hereby attest that the information I have provided is, to the best of my knowledge, correct, and that I own the property described above or that I am legally the authority in charge of the property. Further, by submission of this Application, I agree to allow access to the property by the Historic Preservation Planner of the City of Delray Beach, Planning and Zoning Department, and appropriate representatives of the local government from which the exemption is being requested, for the purpose of verification of information provided in this Application. I also understand that, if the requested exemption is granted, I will be required to enter into a Covenant with the local government granting the exemption in which I must agree to maintain the character of the property and the qualifying improvements for the term of the exemption.

WILLIAM M'CAULEY

Name

Signature

Date

STEPHANIS M'CAULEY

Complete the following if signing for an organization or multiple owners:

Title

Organization name

I hereby apply for the historic preservation property tax exemption for the restoration, rehabilitation or renovation work as approved by the Historic Preservation Board. I attest that the information provided is, to the best of my knowledge, correct, and that in my opinion the completed project conforms to The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and is consistent with the work approved by the Historic Preservation Board. I also attest that I am the owner of the property described above or, if the property is not owned by an individual, that I am the duly authorized representative of the owner. Further, by submission of this Application, I agree to allow access to the property by Historic Preservation Planner of the City of Delray Beach, Planning and Zoning Department, where such office exists, and appropriate representatives of the local government from which the exemption is being requested, for the purpose of verification of information provided in the Application and this Request. I understand that, if the requested exemption is granted, I will be required to enter into a Covenant with the local government granting the exemption in which I must agree to maintain the character of the property and the qualifying improvements for the term of the exemption. I also understand that falsification of factual representations in this Application or Request is subject to criminal sanctions pursuant to the Laws of Florida.

WILLIAM M'CAULEY

Name

Signature

Date

Complete the following if signing for an organization or multiple owners:

Title

Organization name



**PART SEVEN:**  
**OWNER'S CONSENT**

(A separate consent form must be completed by **ALL** property owners)

I STEPHANIE M-CAULEY, the fee simple owner of the following described property

(Owner's Name as it appears on the recorded warranty deed;  
see note below if owned by a business)

(give legal description): PB SHORE ACRES REV PL BLKS D+E  
LT 21 BLK D

hereby petition the City of Delray Beach for a Ad Valorem Tax Exemption Application for

THE KOCH RESIDENCE / THE M-CAULEY RES.  
777 N. OCEAN (Project Name) BLVD. (A/A)

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 inspection and photographing of the subject property by the Development Services Department Staff for purposes of consideration of this application and/or presentation to the approving body. Further, I understand that this application, attachments, fees, and public hearing presentations become part of the Official Records of the City of Delray Beach, Florida, and are not returnable

Owner's Signature

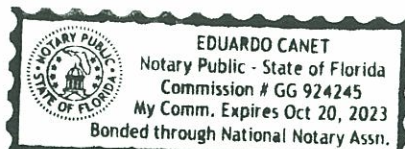
The foregoing instrument was acknowledged before me this FOURTH day of JUNE, 20 20 by William McCauley, who is personally known to me or has produced STEPHANIE (type of identification) as identification and who did (did not) take an oath.

EDUARDO CANET  
(Printed Name of Notary Public)

Eduardo Canet  
(Signature of Notary Public)

Commission # GG924245 My Commission Expires Oct 20, 2023

(NOTARY'S SEAL)



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.



**PART SEVEN:**  
**OWNER'S CONSENT**

(A separate consent form must be completed by **ALL** property owners)

I WILLIAM MCAULEY, the fee simple owner of the following described property

(Owner's Name as it appears on the recorded warranty deed;  
see note below if owned by a business)

(give legal description): PB SHORE ACRES REV PL BLKS D+E  
LT 21 BLK D

hereby petition the City of Delray Beach for a Ad Valorem Tax Exemption Application for

THE KOCH RESIDENCE / THE MCAULEY RES.  
777 N. OCEAN (Project Name) BLVD. (A/A)

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 inspection and photographing of the subject property by the Development Services Department Staff for purposes of consideration of this application and/or presentation to the approving body. Further, I understand that this application, attachments, fees, and public hearing presentations become part of the Official Records of the City of Delray Beach, Florida, and are not returnable

[Signature]  
Owner's Signature

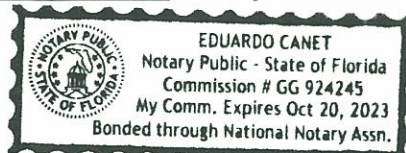
The foregoing instrument was acknowledged before me this Fourth, day of JUNE, 20 20 by William McAuley, who is personally known to me or has produced [Signature] (type of identification) as identification and who did (did not) take an oath.

EDUARDO CANET  
(Printed Name of Notary Public)

[Signature]  
(Signature of Notary Public)

Commission # GG 924245, My Commission Expires Oct 20, 2023

(NOTARY'S SEAL)



**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.**

**OWNER'S DESIGNATION OF AGENCY**

(This form must be completed by **ALL** property owners if designating an Agent)

I, STEPHANIE McCauley, the fee simple owner of the following  
(Owner's Name)

described property (give legal description): PB SHORE ACRES

REV PL BLKS D+E LT21 BLK D

hereby affirm that

ROGER COPE of  
COPE ARCHITECTS, INC. (Applicants/Agent's Name)

is hereby designated to act as agent on my behalf to accomplish the above.

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's Signature)

The foregoing instrument was acknowledged before me this FOURTH, day of  
JUNE, 20 20 by STEPHANIE McCauley, who is personally  
known to me ~~or has produced~~ \_\_\_\_\_ (type of  
identification) as identification and who did ~~(did not)~~ take an oath.

EDUARDO CANET

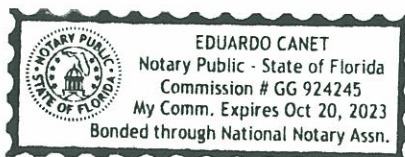
(Printed Name of Notary Public)  
Public)

[Signature]

(Signature of Notary

Commission # GG924245, My Commission Expires Oct 20, 2023

(NOTARY'S SEAL)





**OWNER'S DESIGNATION OF AGENCY**

(This form must be completed by **ALL** property owners if designating an Agent)

I, WILLIAM MCCAULEY, the fee simple owner of the following  
(Owner's Name)

described property (give legal description): PB SHORE ACRES  
REV PL BLKS D+E LT 21 BLK D

hereby affirm that ROGER COPE OF COPE ARCHITECTS  
(Applicants/Agent's Name) INC.

is hereby designated to act as agent on my behalf to accomplish the above.

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's Signature)

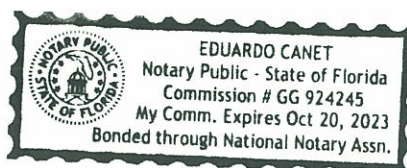
The foregoing instrument was acknowledged before me this FOURTH, day of JUNE, 20 20 by William McCauley, who is personally known to me ~~or has produced~~ [Signature] (type of identification) as identification and who did ~~(did not)~~ take an oath.

EDUARDO CANET  
(Printed Name of Notary Public)  
Public)

[Signature]  
(Signature of Notary

Commission # GG 924245, My Commission Expires OCT 20, 2023

(NOTARY'S SEAL)



## **PART EIGHT: TAX EXEMPTION APPLICATION REVIEW PROCESS**

1. Upon HPB approval of the application, a **Resolution** will be reviewed at the next available City Commission meeting. This review is to authorize the exemption from the City's portion of property taxes.
2. Following approval of the Resolution, a **Property Tax Exemption Covenant** will be provided to the property owner for signature. This Covenant requires the owner(s) to maintain the improvements during the ten (10) year period that the exemption is granted. The Covenant must be **signed and notarized** by a Public Notary for all owners of record of the subject property. Upon signature by the Historic Preservation Planner, the Covenant must then be **recorded by the property owner** (at an additional charge) in the official records of Palm Beach County at:  
The Palm Beach County Court House  
Recording Department, Room 4.25  
205 North Dixie Highway  
P.O. Box 4177  
West Palm Beach, Florida 33402  
(561) 355-2991
3. **Two (2) copies** of the recorded Covenant must be delivered to the Historic Preservation Planner. One (1) of the Property Tax Exemption Covenant copies must be a **Certified Copy**.
4. Upon receiving the two (2) copies of the recorded Covenant, the Historic Preservation Planner will send copies of the following documents to the **Palm Beach County, Property Appraiser's Office, and the Palm Beach County, Planning, Zoning and Building Department, by OCTOBER 1st**:
  - a. HPB Staff Reports for the COA and Tax Exemption Application;
  - b. Certified copy of the recorded Property Tax Exemption Covenant to the Palm Beach County, Property Appraiser's Office;
  - c. Non-certified copy of the Covenant to the Palm Beach County, Planning, Zoning and Building Department;
  - d. Resolution of the City Commission approving the Completed Work Application.
5. Palm Beach County's Planning, Zoning and Building Department will forward this request for the exemption from the County's portion of the property taxes to the County Commission for their approval. The County staff may require additional information. The property owner will also have to enter into a covenant with the County. This covenant will also need to be recorded (additional charge).
6. This documentation will authorize the tax exemption for the Property Appraiser's Office from the City's and the County's portion of property taxes associated with the increased value of the historic property due to improvements.

*Please be aware that the **Palm Beach County, Property Appraiser's Office and the Palm Beach County, Planning, Zoning and Building Department** must have all documentation prior to or on **OCTOBER 1st** of the year preceding the year the tax exemption is to commence.*