



APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

\$200 application fee plus escrow deposit (minimum \$1,500 at submittal)

I. PROPERTY INFORMATION:

THIS SECTION FOR OFFICE USE ONLY

Site Designation Name: Evergreen House

SPECIAL ☐ REGULAR ☐

Property Address: 601A Federal Hwy

Designation No.: _____

Folio No.: 36-43-42-20-01-118-0010

Date Application Received: _____

Date of Designation: _____

LEGAL DESCRIPTION

Type of Designation: _____

Subdivision: KELSEY CITY

Assigned COA No.: _____

Lot: ALL (LESS W 20 FT RD R/W)

Property is in a District: ☐ YES

Block: BLK 118

☐ NO

Non-Contributing: ☐

Contributing: ☐

II. APPLICANT INFORMATION:

Name(s) of Owner:

Town of Lake Park

Name of Applicant:

John Wille, Town of Lake Park - Capital Projects

Address of Applicant:

535 Park Ave, West Palm Beach, FL 33403-2603

Applicant telephone number:

(561) 881-3345 ext 647

Applicant E-Mail Address:

jwille@lakeparkflorida.gov

Applicant is: ☒ Owner

☐ Lease

☐ Contractor

☐ Legal Agent

All applications shall include one or two 3" x 5" color photographs of the designated property and project plans.

III. THE PROPOSED PROJECT WILL INCLUDE:

Please check those that apply to your project.

☒ Maintenance or Repair

☒ Restoration

☐ Rehabilitation

☐ Evacuation

☐ Demolition

☐ New Construction

☐ Relocation

IV. DESCRIPTION OF THE PROPOSED PROJECT:

Please describe what changes will be made to the following items and how they will be accomplished.

Structural System: Electrical, Plumbing, HVAC improvements; functional adjustments to interior layout.

Please see included Scope and Plans for detail

Roofs and Roofing System: Flat roof replacement

Repairs to exterior wood framing and parapet wall. Please see included Scope and Plans for detail

Windows and Doors: Window and door replacement, with remedial reinforcement of the head, sill, and jamb conditions. Please see included Scope and Plans for detail.

Materials: (masonry, wood, metal): wood floors, ceilings, walls that are to remain: patched, repaired or replaced or match as needed. Please see included Scope and Plans for detail.

Porches, Porte-cochere, Steps and Stairways: construct ADA sidewalk - accessible access route.

Please see included Scope and Plans for detail.

Painting and Finishes and Color: Please see Scope and Plans for Detail. Proposed colors are listed on

Architectural Plan Sheet A2.0

Additions: n/a

Demolitions: please see demolition plan page - interior wall portions, non-original closet,



PLEASE DO NOT DETACH FROM APPLICATION.

SIGNATURE REQUIRED BELOW.

Please be advised that Section 51-6 of the *Town of Lake Park Code of Ordinances* provides for the Town to be reimbursed, in addition to any application or administrative fees, for any supplementary fees and costs the Town incurs in processing development review requests.

These costs may include, but are not limited to, advertising and public notice costs, legal fees, consultant fees, additional Staff time, cost of reports and studies, NPDES stormwater review and inspection costs, and any additional costs associated with the building permit and the development review process.

For further information and questions, please contact the Community Development Department at 561-881-3318.

I, Jaime J. Morales, have read and understand the regulations above regarding cost recovery.

Jaime J. Morales Digitally signed by Jaime J. Morales
Date: 2026.08.31 08:43:41 -04'00'

Property Owner Signature

8/28/2026

Date

ADD ADDITIONAL TEXT (IF NEEDED):

Please see project scope on the following pages, and the provided Plan Set.

24. SCOPE OF WORK

Evergreen House Restoration & Preservation Project: ITB #116-2026

PROJECT SCOPE OF WORK:

PHASE 1: Exterior Building Hardening

Mobilization:

- Contractor shall secure an Approved Building Permit before commencing with any work. Contractor will be responsible for scheduling all required building inspections.
- Contractor to provide a Notice of Commencement recorded with the county before start of any work
- Kelsey Park is to remain open during construction activities. The Contractor shall make provisions for and provide barricades / cones / caution ribbon / signage / etc. as required for maintenance of pedestrian or vehicular traffic that may be impacted by construction activities
- Town will work with contractor to identify a staging area for material deliveries and storage.
- Contractor shall provide temporary sanitary facilities for workers. Site placement of port-o-let shall be coordinated with the Town.
- There is potable water available at the Evergreen House
- The electrical supply service to the Evergreen House will remain energized during construction operations. The Contractor can use this power for construction activities. Contractor shall engage power disconnect as required to accomplish construction activities in a safe manor.
- The Project is partially funded by a State Grant through the Division of Historical Resources.
Davis Bacon wage rates do not apply.

EXISTING ROOF REPLACEMENT

- Refer to Architectural Drawings T1.0, D1.0, A1.0, A1.1, A1.1a, A1.2, A1.3, A1.4, A2.0, A2.1, A2.1a, A2.2, & A2.3 for complete architectural specifications and scope of work.
- Refer to Structural Drawings S-0.0, S-1.0, S-1.1 & S-2.0 for complete structural specifications and scope of work.
- Remove existing roof and install new roof.
- See Architectural Design Plans (Sheet A1.1a) for roof plan, specifications and notes
- Contactor to provide necessary engineering, wind load calculations and product approvals included attachment methods and patterns in accordance with ASCE 7-16 and Florida Building Code 2020 7th Edition as required for permitting.
- Contractor shall provide all required material testing (pull tests, etc.) and Florida Product Approval (FPA) or Miami Date County Notice of Acceptance (NOA) for the proposed system as required.

GUTTERS AND DOWNSPOUTS:

- Building gutters and downspouts are to be installed new and will be pre-colored metal.
Painting of the gutters is not required.

REPLACEMENT OF EXTERIOR WINDOWS & DOORS WITH IMPACT RATED PRODUCT

- Refer to Architectural Drawings T1.0, D1.0, A1.0, A1.1, A1.1a, A1.2, A1.3, A1.4, A2.0, A2.1, A2.1a, A2.2, & A2.3 for complete architectural specifications and scope of work.
- Refer to Structural Drawings S-0.0, S-1.0, S-1.1 & S-2.0 for complete structural specifications and scope of work.
- Provide NOA for new window and door product as required for permitting
- Removal of existing windows
- Prepare window opening as required (bucks, etc) to accommodate engineered window installation requirements. Reconstruction of head, jambs and sill may be required. (see structural plans).
- Install new impact windows, caulk and seal new windows after installation
- Secure all required window buck and final window inspections
- Clean new installed window

→ **REPAIR / REPLACE DAMAGED / ROTTED EXTERIOR FRAMING**

- Refer to Architectural Drawings T1.0, D1.0, A1.0, A1.1, A1.1a, A1.2, A1.3, A1.4, A2.0, A2.1, A2.1a, A2.2, & A2.3 for complete architectural specifications and scope of work.
- Refer to Structural Drawings S-0.0, S-1.0, S-1.1 & S-2.0 for complete structural specifications and scope of work.
- Reconstruct framed roof canopy on south side (plan sheet A1.3) and Canopy framing details (plan sheet A2.2).
- Construct new crawl space cover – south side (plan sheet A1.3)
- Provide non-combustible filler at existing fire-place flue – north side (plan sheet A1.3)
- Reconstruct damage parapet – east elevation (plan sheet A1.4)
- Miscellaneous material removals / repairs / replacements as per project plans.

→ **PRESSURE CLEAN, PATCH, WATER-PROOF AND PAINT THE BUILDING EXTERIOR**

→ • **Cleaning:**

- The project scope of work includes cleaning of all exterior building surfaces to remove dirt and mildew in preparation for painting prep and patch work.
- Cleaning shall be performed using the gentlest method possible in accordance with SOI Standards.
- Allow building to thoroughly dry after cleaning operations before starting with surface preparation and patching work.

→ • **Exterior Building Surface Preparation, Caulking and Patching:**

- Contractor to perform a visual inspection of the building exterior to identify building cracks, chips and/or other defects or imperfections in the stucco or concrete building surface that are in need of surface preparation, patch or repair before beginning painting operations.

• **Exterior Doors and Windows:**

- Contractor shall inspect the caulking/sealants at the newly installed doors and windows for perimeter caulk/sealant degradation; contractor shall remove and replace any compromised caulk/sealant.

Prime exterior doors and trim; Apply 2-coats of finish paint to doors and trim.

- **Building Exterior Painting:**

- Upon the completion of all preparation, caulking, patching and repair work painting operations should commence.
- The first coat shall be primer paint coat over all existing stucco, concrete and precast concrete surfaces.
- Apply two (2) coats of finish paint to the exterior surfaces as per plan and specifications.

Proposed Colors are:

See Architectural Plan Sheet A2.0

Contractor shall submit paint samples for approval including providing an “on-building” paint sample of each color for Town approval.

- **Metal Railings:**

- The painting of the exterior handrails are included in this scope of work.

CONSTRUCT ADA SIDEWALK ACCESSIBLE ACCESS ROUTE

- Refer to Site Civil Drawings (11 plan sheets total) for complete Civil specifications and scope of work.
- Demolition and removal of existing sidewalk in preparation of constructing new sidewalk.
- Provide all required layout, excavation, grading and compaction necessary in the forming & pouring of the new ADA accessible sidewalks, integrated concrete curbs, concrete ramps and landings.
- Furnish, place and finish concrete for new walkways as per design plans.
- Upon completion of the sidewalk construction work, restore all disturbed areas back to their original condition.
- Contractor shall provide striping, symbols and signs for two (2) ADA parking stalls and a no parking area as indicated on Civil drawings plan sheet 8 of 11 (Boundary Survey Sheet 1 of 1).

PHASE 2: Building Interior Modifications

Mobilization:

- Contractor shall secure an Approved Building Permit before commencing with any work. Contractor will be responsible for scheduling all required building inspections.
- Kelsey Park is to remain open during construction activities. The Contractor shall make provisions for and provide barricades / cones / caution ribbon / signage / etc. as required for maintenance of pedestrian or vehicular traffic that may be impacted by construction activities
- Town will work with contractor to identify a staging area for material deliveries and storage.
- Contractor shall provide temporary sanitary facilities for workers. Site placement of port-o-let shall be coordinated with the Town.
- There is potable water available at the Evergreen House
- The electrical supply service to the Evergreen House will remain energized during construction operations. The Contractor can use this power for construction activities. Contractor shall engage power disconnect as required to accomplish construction activities in a safe manor.

- The Project is partially funded by a State
- Grant through the Division of Historical Resources
- . **Davis Bacon wage rates do not apply.**

→ **PLUMBING IMPROVEMENTS**

- Refer to Mechanical Plumbing Drawings P1.0, P2.0, P3.0 & P4.0 for complete plumbing specifications and scope of work.
- Project basis of work includes:
 - Demolition of existing plumbing, both domestic water and sanitary, to accommodate new installations
 - Modification of plumbing at exist restroom including all new fixtures to ADA compliance
 - Removal of existing HWH and installation of new HWH in a new location.
 - Modification of kitchen fixtures & trim.

→ **HVAC AIR CONDITIONING IMPROVEMENTS**

- Refer to Mechanical HVAC Drawings M1.0, M1.1, P2.0 & M3.0 for complete HVAC specifications and scope of work.
- Project basis of work includes:
 - Demolition of existing AC ductwork, diffusers and equipment to accommodate new installations
 - Installation of new AC ductwork, diffusers, exhaust fan and Ac equipment
 - Removal of existing HWH and installation of new HWH in a new location.
 - Ac contractor to coordinate with the GC as to the new concrete pad for the new Ac heat pump (see plan).
- Mechanical Contractor shall visit site to verify existing conditions. Notify Architect/Engineer of any discrepancies observed.

→ **ELECTRICAL IMPROVEMENTS**

- Refer to Electrical Drawings M1.0, M1.1, P2.0 & M3.0 for complete electrical specifications and scope of work.
- Project basis of work includes:
 - Demolition of existing wire, conduit, outlets, switches, trim, fixtures to accommodate new installations
 - Furnish and install new electrical wire, conduit, outlets, switches, trim, fixtures to provide a new updated electrical system. Work includes a new 200 amp service panel.
- Electrical Contractor shall visit site to verify existing conditions. Notify Architect/Engineer of any discrepancies observed.
- Note: the interior base board reconstruction required to accommodate the new wiring and electrical receptacles will be by others. (see sheet A2.2 Baseboard A & B).

→ INTERIOR MODIFICATIONS

- Refer to Architectural Drawings T1.0, D1.0, A1.0, A1.1, A1.1a, A1.2, A1.3, A1.4, A2.0, A2.1, A2.1a, A2.2, & A2.3 for complete architectural specifications and scope of work.
- Refer to Structural Drawings S-0.0, S-1.0, S-1.1 & S-2.0 for complete structural specifications and scope of work.

→ INTERIOR / EXTERIOR REPAIRS AS A RESULT OF IMPROVEMENT WORK

- Refer to Architectural Drawings T1.0, D1.0, A1.0, A1.1, A1.1a, A1.2, A1.3, A1.4, A2.0, A2.1, A2.1a, A2.2, & A2.3 for complete architectural specifications and scope of work.
- Refer to Structural Drawings S-0.0, S-1.0, S-1.1 & S-2.0 for complete structural specifications and scope of work.

Plans, Sketches and Related Documents that are included as part of this agreement are as follows:

- Invitation to Bid Documents (ITB #115-2026 Evergreen House Restoration & Preservation Project)
- EXHIBIT A: Architectural Plans
- EXHIBIT BA: Structural Plans
- EXHIBIT C: Plumbing Plans
- EXHIBIT D: Mechanical Plans
- EXHIBIT E: Electrical Plans
- EXHIBIT F: Civil Plans
- EXHIBIT G: Scope of Work
- EXHIBIT H: Required Bid Forms
- Addendum #1 ITB #116-2026 New Bid Form
- Addendum #2 ITB #116-2026 Window Contact
- Addendum #3 ITB #116-2026 Bid Time Extension
- Bid Proposal submitted by LaPorta Contracting, Inc.. in response to ITB #116-2026

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REGULAR CERTIFICATE OF APPROPRIATENESS

Designation Name: _____ **C.O.A. #:** _____

Historic Preservation Specialist Reviewer: _____

Application was received complete: ☐ **Yes**
☐ **No**

Request for Additional Documentation: ☐ **Yes**
☐ **No**

What documents or information requested:

Additional Documentation Received: ☐ **Yes** **Date Received:** _____
☐ **No**

Site Inspection: ☐ **Yes** **Date Inspected:** _____
☐ **No** **Inspector:** _____

☐ **Approved** ☐ **Approved with Conditions** ☐ **Denied**

Expiration Date: _____

(Signed) Historic Preservation Division Director

Date

NOTE: The Certificate of appropriateness is valid for a period of 180 days after the date of its approval. After the expiration date a 60-day period may be allowed to complete work In progress if the owner can show cause why the work has not been completed; otherwise, the owner must reapply. Any questions regarding this application may be directed to Community Development Director at 561-881-3319.

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SPECIAL CERTIFICATE OF APPROPRIATENESS

Designation Name: Evergreen House **C.O.A. #:** 26-2

Historic Preservation Specialist Reviewer: Anders Viane

Application was received complete: ☒ **Yes**
☐ **No**

Request for Additional Documentation: ☐ **Yes**
☐ **No**

What documents or information requested:

Additional Documentation Received: ☐ **Yes** **Date Received:** _____
☐ **No**

Site Inspection: ☐ **Yes** **Date Inspected:** _____
☒ **No** **Inspector:** _____

STAFF RECCOMENDATIONS:

Date of Board Hearing: October 5, 2026

Board Actions/Conditions:

☒ **Approved** ☐ **Approved with Conditions** ☐ **Denied**

Expiration Date: N/A

(Signed) Historic Preservation Division Director

Date

NOTE: The Certificate of Appropriateness is valid for a period of 180 days after the date of its approval. After the expiration date a 60-day grace period may be allowed to complete work in progress if the owner can show cause why the work has not been completed; otherwise the owner must reapply.