



**Town of Lake Park, Florida  
Historic Preservation Board  
Meeting Minutes  
Thursday, August 12, 2021 6:00 PM  
535 Park Avenue, Lake Park, Florida**

**CALL TO ORDER**

Chair Thomas called the Historic Preservation Board Meeting to order at 6:09 p.m.

**PLEDGE OF ALLEGIANCE**

Chair Thomas lead the Pledge of Allegiance.

**ROLL CALL**

Judith Thomas, Chair	Present
Joseph Rice, Vice-Chair	Present
Richard Ahrens	Excused Absence
Jon Buechele	Excused Absence
Lauren Paxton	Present

Also in attendance were Community Development Director Nadia DiTommaso, Public Works Director Roberto Travieso, Project Manager John Willie and Deputy Town Clerk Shaquita Edwards.

**APPROVAL OF AGENDA**

**Motion: Vice-Chair Rice moved to approve the agenda; Board Member Paxton seconded the motion.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Ahrens			Absent
Board Member Buechele			Absent
Board Member Paxton	X		
Board Member Rice	X		
Chair Thomas	X		

Motion passed 3-0.

**APPROVAL OF MINUTES**

- Historic Preservation Board Meeting Minutes; July 6, 2020.

**Motion: Vice-Chair Rice moved to approve the Historic Preservation Board Meeting minutes of July 6, 2020; Board Member Paxton seconded the motion.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Ahrens			Absent
Board Member Buechele			Absent
Board Member Paxton	X		
Board Member Rice	X		
Chair Thomas	X		

Motion passed 3-0.

### **Public Comment**

Chair Thomas explained the Public Comment procedure.

### **ORDER OF BUSINESS**

The normal order of business for Hearings on agenda items are as follows:

- Staff presentation
- Applicant presentation (when applicable)
- Board Member questions of staff and applicant
- Public Comments – limited to 3 minutes per speaker
- Rebuttal or closing arguments for quasi-judicial items
- Motion on floor
- Vote of Board

### **NEW BUSINESS**

**HPB-21-001- Special Certificate of Appropriateness for the replacement of Town Hall Doors (535 Park Avenue) - Town initiated project (Consultant: REG Architects).**

#### Ex-Parte Communication Disclosed:

Board Member Ahrens – Absent

Board Member Buechele – Absent

Board Member Paxton – had no ex-parte communication to disclose.

Vice-Chair Rice – had no ex-parte communication to disclose.

Chair Thomas – had no ex-parte communication to disclose.

Deputy Town Clerk Edwards swore-in all witnesses.

Community Development Director DiTommaso introduced the item and welcomed Public Works Director Travieso to present to the Board (see Exhibit “A”).

#### Public Comment open:

None

Public Comment closed:

Vice-Chair Rice apologized for his tardiness and thanked Mr. Travieso and Mr. John Wille for joining the Town of Lake Park.

Chair Thomas asked for clarification of the construction timeline. Mr. Travieso announced construction would commence the following week through the end of August 2021 per approval of the Historic Preservation Board. Project Manager Wille explained that project entailed two phases, phase one would commence the week of August 16, 2021 and phase two would commence the week of August 23, 2021. Mr. Wille directed the attention of the Board to Exhibit “A” (Commission Chambers Door 55-Detail & Elevation).

Chair Thomas and Vice-Chair Rice expressed appreciation to staff for their ongoing efforts to preserve the historical significance within the Town of Lake Park. Vice-Chair Rice asked for clarification regarding the number of quotes received. Project Manager Wille explained the project was publicly advertised and the Town had only received one submittal.

Chair Thomas questioned if the Town engaged the services of Janis Research for historic projects. Community Director DiTommaso explained that the Town has not engaged the services of Janis Research for at least a decade. She announced that with funding the Town was hopeful that Janis Research would respond to future solicitations for historic projects.

**Motion: Vice-Chair Rice moved to approve the Special Certificate of Appropriateness for the replacement of Town Hall Doors (535 Park Avenue)- Town initiated project (Consultant: REG Architects); Board Member Paxton seconded the motion.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Ahrens			Absent
Board Member Buechele			Absent
Board Member Paxton	X		
Board Member Rice	X		
Chair Thomas	X		

Motion passed 3-0.

**Community Development Director Comments**

Community Development Director DiTommaso announced the recent sale of 918 Park Avenue, plans had not been received, and the owners intended to proceed with the certificate of appropriateness issued several years ago for façade renovations.

## **Historic Preservation Board Member Comments**

Chair Thomas requested an update regarding 1100 2<sup>nd</sup> Court. Community Development Director DiTommaso announced there was a recent final judgement on the foreclosure, an auction was the next procedural step, and she was hopeful the Town would own the property. Chair Thomas suggested immediate action regarding the overgrowth at 1100 2<sup>nd</sup> Court and the installation of ground lighting in Blakely Park.

## **ADJOURNMENT**

There being no further business to come before the Historic Preservation Board; the meeting adjourned at 6:33 p.m.

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Richard Ahrens, Chair  
Town of Lake Park Historic Preservation Board

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Shaquita Edwards, MPA, MMC, Deputy Town Clerk

Town Seal

Approved on this \_\_\_\_\_ of \_\_\_\_\_, 2022

Exhibit "A"



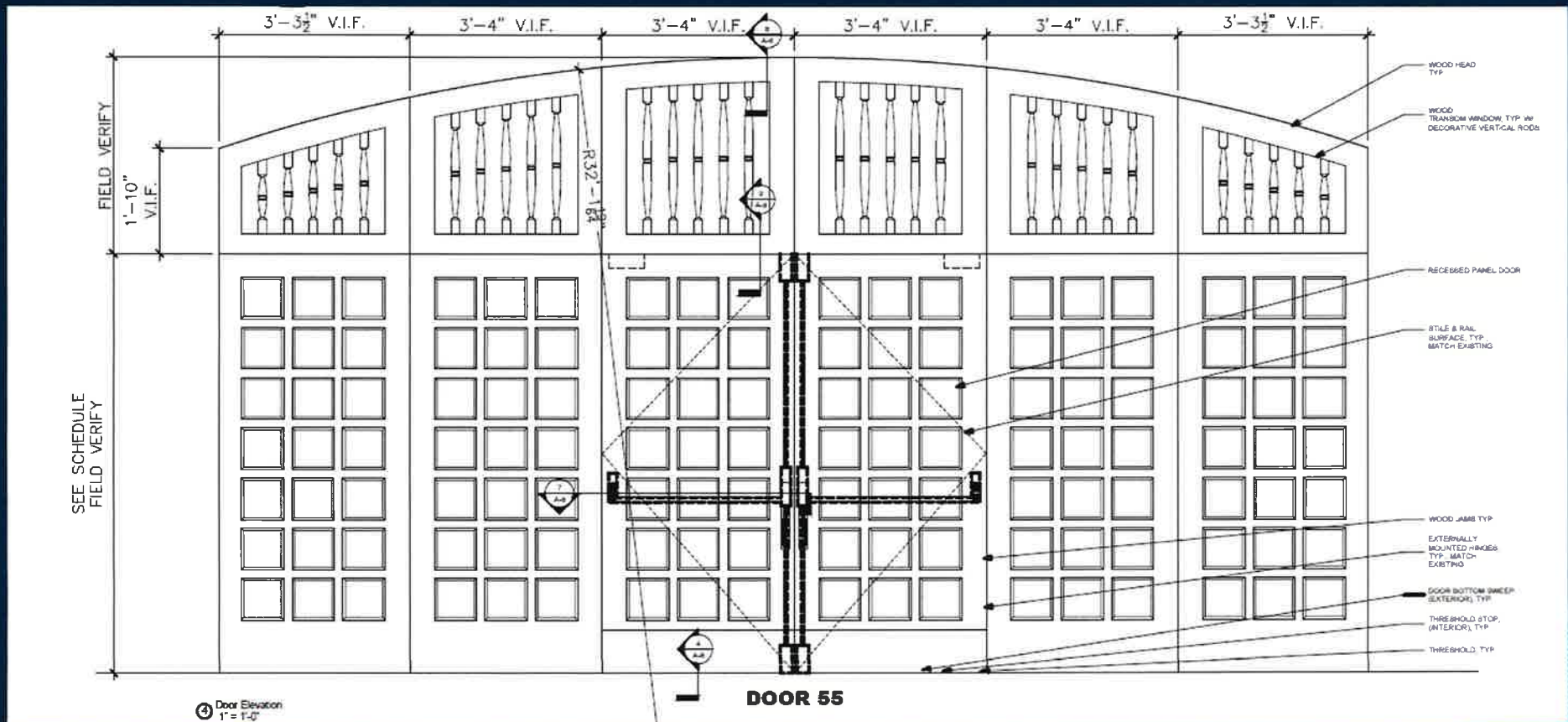
# Historic Preservation Board

## Project to Restore Town Hall Doors

August 12, 2021

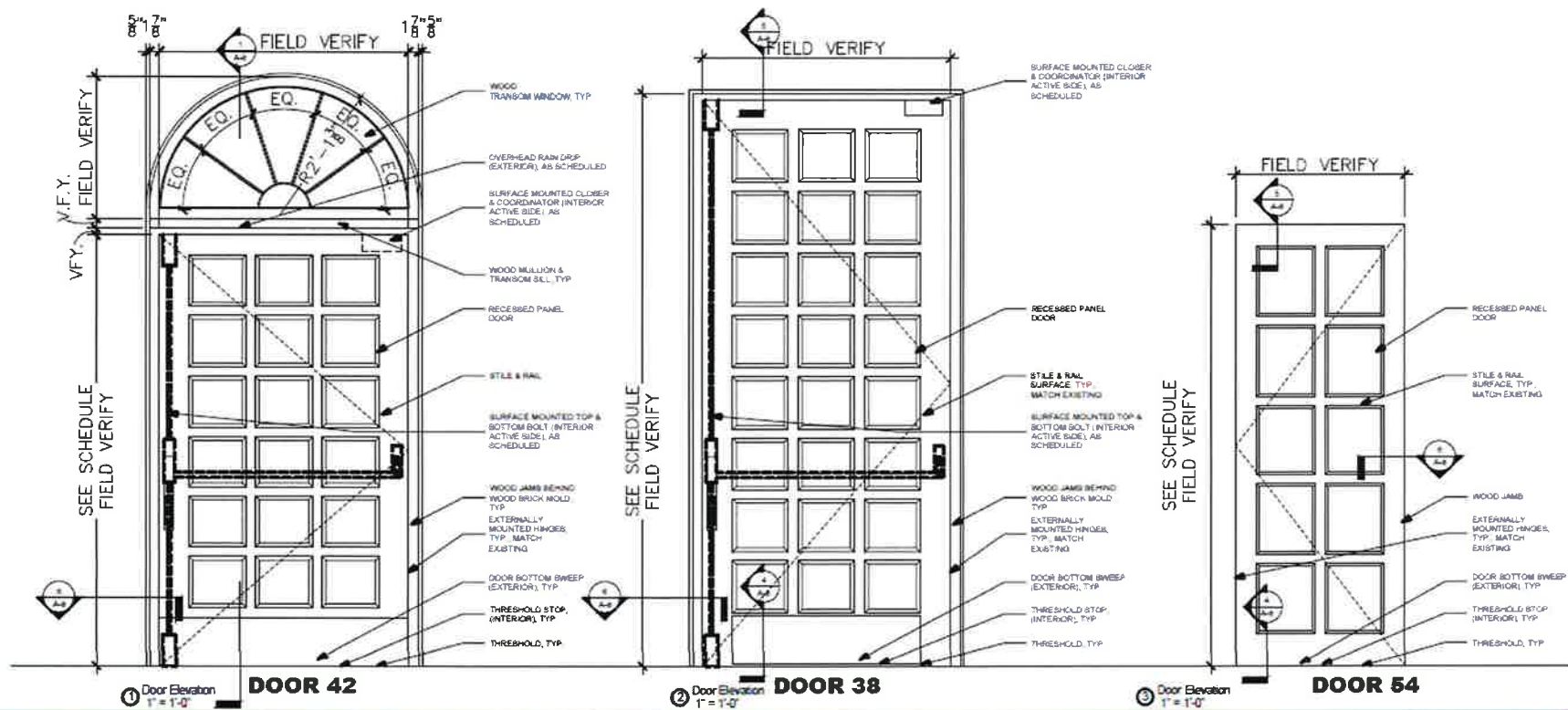


# Commission Chambers Door 55 - Detail & Elevation





# Doors 42, 38, 54, and 54 A - Detail & Elevation



☐ Original  
☒ Update



# HISTORICAL STRUCTURE FORM

## FLORIDA MASTER SITE FILE

Version 4.0 1/07

Site #8 PB00198  
Field Date 8-30-2016  
Form Date 7-21-1981  
Recorder # \_\_\_\_\_

Shaded Fields represent the minimum acceptable level of documentation.  
Consult the Guide to Historical Structure Forms for detailed instructions.

11/10/2016

Exhibit  
2  
ps 1 x  
2

Site Name(s) (address if none) Lake Park Town Hall Multiple Listing (DHR only) \_\_\_\_\_  
Survey Project Name formerly: Kelsey City City Hall Survey # (DHR only) \_\_\_\_\_  
National Register Category (please check one) ☒ building ☐ structure ☐ district ☐ site ☐ object  
Ownership: ☐ private-profit ☐ private-nonprofit ☐ private-individual ☐ private-nonspecific ☒ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

### LOCATION & MAPPING

Street Number 535 Direction \_\_\_\_\_ Street Name Park Street Type Avenue Suffix Direction \_\_\_\_\_  
Address: 535 Park Avenue  
Cross Streets (nearest / between) Sixth Street  
USGS 7.5 Map Name RIVIERA BEACH USGS Date \_\_\_\_\_ Plat or Other Map \_\_\_\_\_  
City / Town (within 3 miles) Lake Park In City Limits? ☒ yes ☐ no ☐ unknown County Palm Beach  
Township 42S Range 43E Section 21 1/4 section: ☐ NW ☐ SW ☒ SE ☐ NE Irregular-name: \_\_\_\_\_  
Tax Parcel # 36434220010190010 Landgrant \_\_\_\_\_  
Subdivision Name Kelsey City Block 19 Lot \_\_\_\_\_  
UTM Coordinates: Zone ☐ 16 ☒ 17 Easting 592300 Northing 2964360  
Other Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
Name of Public Tract (e.g., park) \_\_\_\_\_

### HISTORY

Construction Year: 1927 ☐ approximately ☐ year listed or earlier ☒ year listed or later  
Original Use Municipal building From (year): 1927 To (year): 2016  
Current Use Municipal building From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
Other Use \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
Moves: ☐ yes ☒ no ☐ unknown Date: \_\_\_\_\_ Original address \_\_\_\_\_  
Alterations: ☐ yes ☐ no ☒ unknown Date: \_\_\_\_\_ Nature Fire & Police fac's converted-offices  
Additions: ☐ yes ☒ no ☐ unknown Date: \_\_\_\_\_ Nature \_\_\_\_\_  
Architect (last name first): Kitchell, Bruce Builder (last name first): Arnold Construction Company  
Ownership History (especially original owner, dates, profession, etc.) Town of Lake Park

Is the Resource Affected by a Local Preservation Ordinance? ☒ yes ☐ no ☐ unknown Describe \_\_\_\_\_

### DESCRIPTION

Style Mediterranean Revival Exterior Plan T-shaped Number of Stories 2  
Exterior Fabric(s) 1. Stucco 2. Concrete-poured 3. \_\_\_\_\_  
Roof Type(s) 1. Hip 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Roof Material(s) 1. Barrel tile 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Roof secondary strucs. (dormers etc.) 1. Pavilion tower 2. \_\_\_\_\_  
Windows (types, materials, etc.) Wood frame with impact glazing

Distinguishing Architectural Features (exterior or interior ornaments) Rusticated frontispiece in the center bay of the seven-bay facade. jack arches and open-bed pediments over the 2nd floor windows

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) \_\_\_\_\_

### DHR USE ONLY

### OFFICIAL EVALUATION

### DHR USE ONLY

NR List Date \_\_\_\_\_

☐ Owner Objection

SHPO - Appears to meet criteria for NR listing: ☐ yes ☐ no ☐ insufficient info

KEEPER - Determined eligible: ☐ yes ☐ no

NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see National Register Bulletin 15, p. 2)

Date \_\_\_\_\_ Init. \_\_\_\_\_

Date \_\_\_\_\_



## DESCRIPTION (continued)

Chimney: No. \_\_\_\_\_ Chimney Material(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_  
 Structural System(s): 1. Brick 2. Structural clay tile 3. \_\_\_\_\_  
 Foundation Type(s): 1. Piers 2. Slab  
 Foundation Material(s): 1. Poured Concrete Footing 2. \_\_\_\_\_  
 Main Entrance (stylistic details) Arched entranceway flanked by two engaged columns, flanked by pilasters separated by shallow niches. Unified by bands.  
 Porch Descriptions (types, locations, roof types, etc.) \_\_\_\_\_

Condition (overall resource condition): ☐ excellent ☒ good ☐ fair ☐ deteriorated ☐ ruinous

Narrative Description of Resource \_\_\_\_\_

Archaeological Remains \_\_\_\_\_

☐ Check if Archaeological Form Completed

## RESEARCH METHODS (check all that apply)

☒ FMSF record search (sites/surveys) ☐ library research ☐ building permits ☐ Sanborn maps  
☐ FL State Archives/photo collection ☐ city directory ☐ occupant/owner interview ☐ plat maps  
☒ property appraiser / tax records ☐ newspaper files ☐ neighbor interview ☐ Public Lands Survey (DEP)  
☐ cultural resource survey (CRAS) ☒ historic photos ☐ interior inspection ☐ HABS/HAER record search  
☐ other methods (describe) \_\_\_\_\_

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) \_\_\_\_\_

## OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☒ yes ☐ no ☐ insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☐ yes ☐ no ☒ insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) \_\_\_\_\_

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. Local 3. \_\_\_\_\_ 5. \_\_\_\_\_  
 2. \_\_\_\_\_ 4. \_\_\_\_\_ 6. \_\_\_\_\_

## DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type All materials at one location Maintaining organization Florida Division of Historical Resources  
 Document description Nat. Register Hist. Places, Inventory Nomin File or accession #'s 8PB198  
 2) Document type \_\_\_\_\_ Maintaining organization \_\_\_\_\_  
 Document description \_\_\_\_\_ File or accession #'s \_\_\_\_\_

## RECORDER INFORMATION

Recorder Name W. Carl Shriver Affiliation Florida Division of Archives, History & Records

Recorder Contact Information The Capital, Tallahassee, FL; 904-487-2333  
 (address / phone / fax / e-mail)

## Required Attachments

- ① USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED
- ② LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
- ③ PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE  
 If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable).  
 Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.