



Town of Lake Park, Florida

Historic Preservation Board Meeting Agenda

Monday, October 06, 2025 at 6:30 PM

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

Richard Ahrens	—	Chair
Jon Buechele	—	Vice-Chair
Evelyn Harris Clark	—	Regular Member
Karen Lau	—	Regular Member
Patricia Leduc	—	Regular Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Historic Preservation Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CIVILITY AND DECORUM

The Town of Lake Park is committed to civility and decorum to be applied and observed by its elected officials, advisory board members, employees and members of the public who attend Town meetings. The following rules are hereby established to govern the decorum to be observed by all persons attending public meetings of the Commission and its advisory boards:

- Those persons addressing the Commission or its advisory boards who wish to speak shall first be recognized by the presiding officer. No person shall interrupt a speaker once the speaker has been recognized by the presiding officer. Those persons addressing the Commission or its advisory boards shall be respectful and shall obey all directions from the presiding officer.
- Public comment shall be addressed to the Commission or its advisory board and not to the audience or to any individual member on the dais.
- Displays of disorderly conduct or personal derogatory or slanderous attacks of anyone in the assembly is discouraged. Any individual who does so may be removed from the meeting.
- Unauthorized remarks from the audience, stomping of feet, clapping, whistles, yells or any other type of demonstrations are discouraged.
- A member of the public who engages in debate with an individual member of the Commission or an advisory board is discouraged. Those individuals who do so may be removed from the meeting.
- All cell phones and/or other electronic devices shall be turned off or silenced prior to the start of the public meeting. An individual who fails to do so may be removed from the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

1. Historic Preservation Board Meeting Minutes January 22, 2024

PUBLIC COMMENTS ON AGENDA ITEMS:

Any person wishing to speak on an agenda item is asked to complete a Public Comment Card located on either side of the Commission Chambers, and provide it to the Recording Secretary. Cards must be submitted before the agenda item is discussed.

ORDER OF BUSINESS:

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

- ☐ Staff Presentation
- ☐ Applicant Presentation (when applicable)
- ☐ Board Member questions of Staff and Applicant
- ☐ Public Comments – 3 minute limit per speaker
- ☐ Rebuttal or closing arguments for quasi-judicial items
- ☐ Motion on floor
- ☐ Vote of Board

NEW BUSINESS:

2. Special Certificate of Appropriateness for Town of Lake Park Town Hall Renovations.

HISTORIC PRESERVATION BOARD MEMBER COMMENTS:

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS AND PROJECT UPDATES:

ADJOURNMENT:

FUTURE MEETING DATE: TBD



Town of Lake Park, Florida

Historic Preservation Board Meeting Minutes

Monday, January 22, 2024 at 6:30 PM

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

Richard Ahrens	—	Chair
Jon Buechele	—	Vice-Chair
Evelyn Harris Clark	—	Regular Member
Gustavo Rodriguez	—	Regular Member
Patricia Leduc	—	Regular Member

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CALL TO ORDER

6:32 pm

PLEDGE OF ALLEGIANCE:

Led by Chair Ahrens

PRESENT:

Chair Ahrens
Vice-Chair Buechele
Member Rodriguez
Member Clark
Member Leduc

APPROVAL OF AGENDA:

Motion made to approve the agenda by Vice-Chair Buechele, Seconded by Board Member Clark.

APPROVAL OF MINUTES:

Historic Preservation Board Meeting Minutes October 2, 2023

Motion made to approve the minutes by Vice-Chair Buechele, Seconded by Board Member Rodriguez

PUBLIC COMMENTS: NONE

Any person wishing to speak on an agenda item is asked to complete a Public Comment Card located on either side of the Commission Chambers, and provide it to the Recording Secretary. Cards must be submitted before the agenda item is discussed.

ORDER OF BUSINESS:

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- ☐ Public Comments – 3 minute limit per speaker
- ☐ Rebuttal or closing arguments for quasi-judicial items
- ☐ Motion on floor
- ☐ Vote of Board

NEW BUSINESS:

HPB 24-001 QUASI JUDICIAL HEARING TO CONSIDER A REQUEST FOR A SPECIAL CERTIFICATE OF APPROPRIATENESS TO ALLOW THE REPLACEMENT OF A ROOF FOR A LOCALLY HISTORICALLY DESIGNATED HOME LOCATED AT 250 FORESTERIA DRIVE.

Chair Ahrens had no ex-parte communications to disclose.

Vice-Chair Buechele had no ex-parte communications to disclose.

Board Member Rodriguez had no ex-parte communications to disclose.

Board Member Leduc had no ex-parte communications to disclose.

Board Member Clark had no ex-parte communications to disclose.

Executive Assistant Kimberly Rowley swore in all witnesses.

Town Planner Karen Golonka explained the item (Exhibit A). She stated that the Town is recommending approval. Chair Ahrens spoke about availability of materials when the roof was originally built. The resident, Mr. Jordan Alexander thanked the Town for their support over this issue. Board Member Clark asked questions about the appearance of the new roof. Mr. Alexander stated that the new roof will look identical to the existing roof.

Motion to approve request for a special certificate of appropriateness to allow the replacement of a roof made by Vice-Chair Buechele. Seconded by Board Member Rodriguez.

Voting Aye: All.

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS:

Town Planner Golonka provided an update on the appeal for the property located at 918 Park Avenue. She advised that the matter will go before the Town Commission on February 27, 2024.

BOARD COMMENTS:

Board Member Clark asked if the appeal documentation for 918 Park Avenue would be made available on the Town website prior to the meeting. Town Planner Golonka said that yes it would be posted as a part of the agenda packet along with the Town Attorney's response. She also stated that the Town Manager had asked if the Town could look into seeing if the structure could be moved to another location. She stated they are still unsure but the structural engineer will be looking at that. Board Member Clark asked if this applicant was interested in affordable housing. Town Planner Golonka stated that they have not received a revised submittal from the applicant.

Board Member Clark asked what the next meeting date would be for the Board. Town Planner Golonka advised that the next meeting date would be February 5, 2024. Chair Ahrens asked about the joint Planning & Zoning Meeting with North Palm Beach. Town Planner Golonka advised that this meeting had been postponed. Board Member Clark asked if this Board would be able to attend the joint meeting. Town Planner Golonka stated that they would be able to appear as a citizen, but the Town Attorney should be consulted for a definitive answer. Board Member Leduc asked what this Board's role would be at the joint meeting. Town Planner Golonka advised that they would be able to speak on items but not voting. Board Member Clark asked if staff is comfortable with North Palm Beach's proposals and how it would affect the Town. Town Planner Golonka stated that it is still very early in the process. Board Member Clark asked if she could be provided with previous discussions on this matter prior to her appointment to the Board. Board Member Leduc mentioned the materials would be available on the Town website. Chair Ahrens asked if another date has been set for the joint meeting and Town Planner Golonka stated a date had not yet been set.

ADJOURNMENT:

Chair Ahrens adjourned the meeting at 6:58 pm.

_____, Chair
Town of Lake Park Historic Preservation Board

Town Seal

Town Clerk, Vivian Mendez, MMC

Deputy Town Clerk, Laura Weidgans

Approved on this _____ of _____, _____



TOWN OF LAKE PARK

Exhibit A

HISTORIC PRESERVATION BOARD

Meeting Date: January 22, 2024

Agenda Item # HPB 24-001

DESCRIPTION: QUASI JUDICIAL HEARING TO CONSIDER A REQUEST FOR A SPECIAL CERTIFICATE OF APPROPRIATENESS TO ALLOW THE REPLACEMENT OF A ROOF FOR A LOCALLY HISTORICALLY DESIGNATED HOME LOCATED AT 250 FORESTERIA DRIVE

Owner/Applicant: Jordan and Erica Alexander
Address: 250 Foresteria Drive
Historic Property Survey: Florida Master Site File, #8PB9581, Masonry Vernacular
Zoning: R-1 Single Family
Future Land Use: Single Family Residential

Request

The applicant's home at 250 Foresteria Drive received a local historic designation by the Town's Historic Preservation Board on July 20, 2000. (Attachment # 1) The house is a stucco, two-story Masonry Vernacular style, built ca. 1925. The structure has hip roofs covered in asphalt composite shingles. It is located in an R-1 Single Family Zoning District, one-half block west of the Federal Highway Mixed Use District Overlay.

Location



The owners, the Alexanders, purchased the home in April 2023. The applicant states that their insurance company is now requiring that the roof be replaced in order to maintain their homeowners insurance and they are on a strict timeline before they lose their coverage.

Section 66-10 (e) of the code requires a Special Certificate of Appropriateness for any work on an historic structure that requires a building permit.

The roof is currently covered with asphalt shingles, and will be replaced with shingles of the same material and color. See attachments # 2 and #3 for COA Application and shingle photos.



Photo - Current



Photo- 1997

Historical Background

The full master site file form is contained in attachment #5. To quote excerpts that describe the home's architectural style:

"Masonry Vernacular structures tend to be simple, largely unornamented, and constructed out of readily-available materials. Modest in design, most of these buildings were designed and constructed by non-professionals. Many of these structures, built in the 1920s and 1930s, were influenced by the Spanish architectural designs of the time. During that period, the predominant masonry building materials were hollow clay tile and brick. Masonry Vernacular buildings dating from the World War II and Aftermath-era of the 1940s were primarily constructed of concrete block, a popular building material found throughout Florida's residential areas. Structures from this era typically possess shallow-pitched gabled or cross-gabled roofs, but in several instances, they exhibit hipped roofs. The concrete walls are often covered with a stucco veneer. Occasionally, horizontal bands are scored into the stucco exterior. Decoration is simple and usually limited to string courses, window and door lintels, decorative bricks, and attic vents. Fenestration consists of metal casement windows, fixed showcase front windows, or bay windows. This building also exhibits components of the Four Square style. Some elements include a low-pitched pyramidal roof, a symmetrical facade, and a focal entryway."

"This residence has elements of the Four Square style, which is unusual for this town but typical of late 1920s construction practices. Modification include the replacement of some original windows and the enclosure of the front porch. Based on architectural significance and associations with the early history of Kelsey City,

this building is considered to be potentially eligible for listing on the National Register of Historic Places as part of the Kelsey City Multiple Property Listing.”

Analysis and Staff Determination:

As stated in the application, the roof will be replaced with the same color composite shingles (See Attachment #3). The applicant states they have worked with their roofing contractor to use shingles as close as possible to the current ones. While the replacement shingles in the attachment may not look exactly like those being replaced, the applicant has stated that he re-checked with the roofing contractor who looked again at the existing roof shingles and confirmed that the new shingles are the same size, style and color. (See attachment #4) The contractor will also be at the meeting.

While repair rather than total replacement is preferred by the standards for rehabilitation, given the requirements by the applicant's insurance company they do not have the option of only replacing a portion of the roof.

No changes will be made to the roof structure, chimney or any other features

Staff conducted an assessment of the historic impacts of the proposed materials for compliance with the Town's historic preservation code as well as the Secretary of the Interior's Standards for Rehabilitation. Standards 1-4 were applicable to this review, which are:

1. A property will be used as it was historically or be given a new user that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
Staff Comment: Standard met. No change in use, remains residential.
2. The historic character of property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
Staff comment: Standard met. No roof features are proposed to be altered.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
Staff comment: Standard met. Applicant is not detracting from historical nature.
4. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
Staff Comment: Standard met Applicant intends to replace shingles as close as possible to current color and composition, per attachment # 3.

Staff finds the above 4 criteria have been met.

Additionally, staff finds that the roof proposed replacement is in keeping with the following recommended guidelines from the Secretary of the Interior's Standards for Rehabilitation specifically regarding roofs:

"Identifying, retaining and preserving roofs and their functional and decorative features that are important in defining the overall historic character of the building. The form of the roof (gable, hipped, gambrel, flat or mansard) is significant as are its decorative and functional features (such as cupolas, parapets, monitors, chimneys, weather vanes and dormers), roofing material (such as slate, wood, clay, tile, metal, roll roofing, or asphalt shingles) and size, color and patterning."

"Replacing in kind the entire roof covering or feature that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation.... If using the same kind of material is not feasible, then a compatible substitute may be considered."

Based on the Findings above, Staff concludes the requested roof replacement is consistent with the Land Development Code and the Secretary of the Interior's Standards.

Staff recommends APPROVAL and the issuance of a Special Certificate of Appropriateness for the new roof.

Attachments:

1. Original Resolution of Designation
2. Application for COA
3. Applicant photos
4. E-mail from Applicant
5. Master File form

**NEW
BUSINESS
ITEM**



Staff Report

Owner/Applicant: Town of Lake Park Public Works Department
("Applicant")
Address: 535 Park Avenue ("Property")
Current Zoning: Public District
FLUM land use category: Other Public Facilities
Existing uses on site: Town Hall Offices
Photos of Structure: See Exhibits
Historic Property Survey 1981: c. 1927, Municipal Building

SUMMARY OF NEW REQUEST AND BACKGROUND INFORMATION:

The Town's property at 535 Park Avenue was listed in the National Register of Historic Places on September 3, 1981 and has been locally historically designated. The property, constructed in 1927, has served as a municipal building since the Kelsey City Era, a function that it still serves today for Lake Park staff. The structure's notable design features include jack arches, open-bed pediments over the ground floor windows, and a rusticated frontispiece in the center bay of the seven-bay façade.

Because the Town (applicant) is seeking approval to make hurricane hardening renovations to exterior façade features as well as ADA upgrades on the grounds, a special certificate of appropriateness from the Historic Preservation Board is required.

The proposed scope of work includes replacing the double entry glass door at the east side of the Commission chambers with impacted rated materials, replacing the Town Hall conference room windows with impact rated windows, creating a new ADA accessible pathway to the commission chamber doors, and reconfiguring the parking lot. In summary, these renovations are proposed for hurricane hardening and ADA compliance. The Applicant has provided photo documentation demonstrating the current conditions for the affected areas under Exhibit B.

For a complete overview of the proposed changes, please refer to the Applicant's plans prepared by the Town's historical architectural consultant, TFH Architecture, and included in the Applicant's special certificate of appropriateness application packet.

Staff has reviewed the proposed renovations for compliance with our zoning code procedures and has found TFH's methodology to be in line with code requirements for a special certificate of appropriateness. All portions of this application pertaining to actions governed by the Florida Building Code will be subject to building permit review following the approval of this special certificate of appropriateness request.



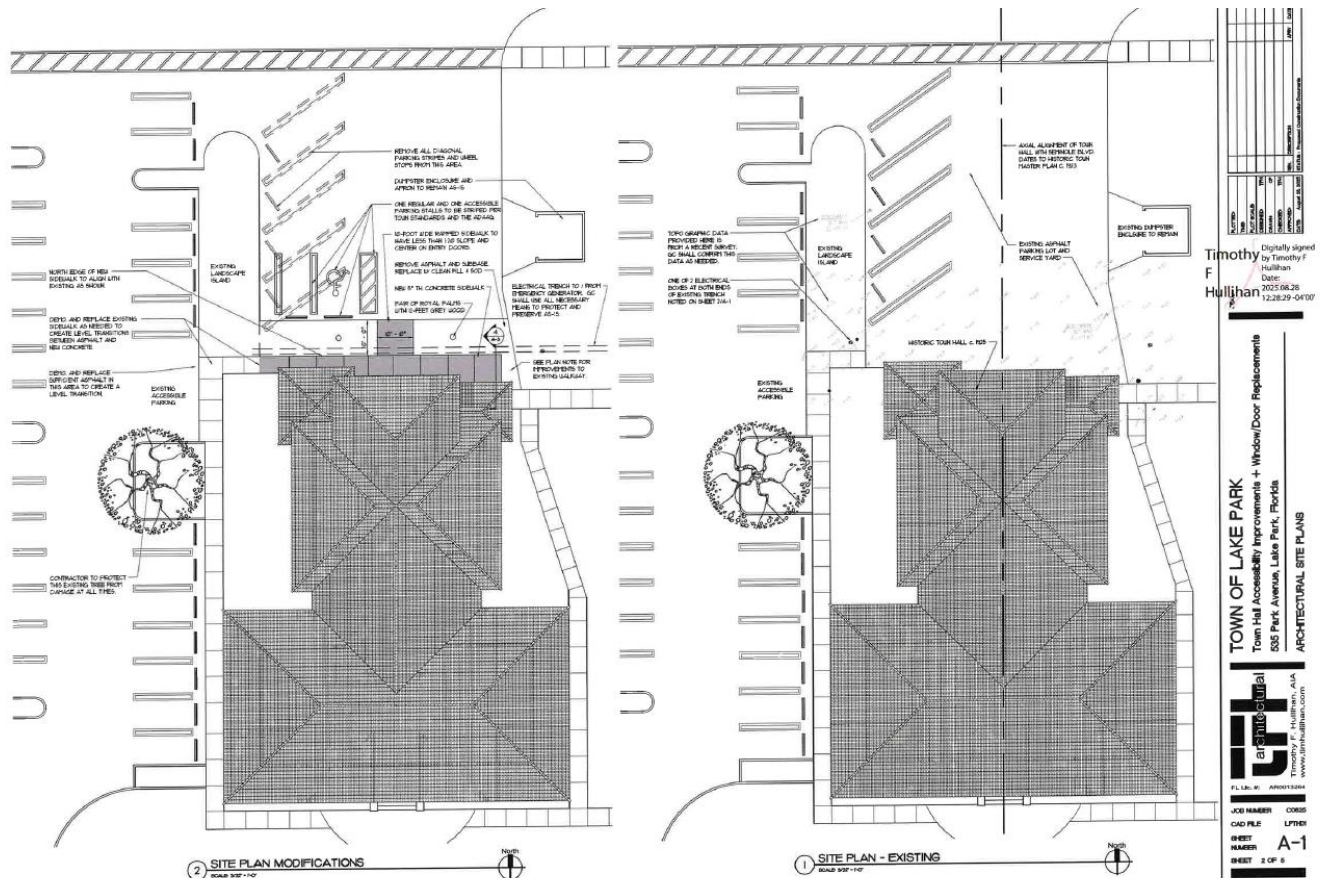
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Historic Preservation Board Meeting
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Staff Report

Exhibits

Exhibit A – Site Plan





Staff Report

EXHIBIT B – Existing Conditions



*Double Door Entry at rear of Town Hall Commission Chambers
Doors to be replaced with similar door, Impact Rated with period correct aesthetics
Reuse existing hardware*



*Single Door Entry at rear of Town Hall into Public Information Office
Door to be replaced with similar door, Impact Rated with period correct aesthetics
Reuse existing hardware*



The sections of radius arched windows (above the casement windows) are not impact rated.
Building exterior hardening plan is to change these openings to achieve an impact rating.





Staff Report



Modify the ADA pathway and access to the Commission Chambers door area



Alcove area just at Commission Chambers door area



Rear parking area leading alcove at rear Commission Chambers entry



Staff Report

APPLICABLE GUIDELINES:

Town Code Section 66-10(a) states that an application for a certificate of appropriateness is required to erect, alter, restore, renovate, excavate, move or demolish any structure, building or site that is historically designated.

Town Code Section 66-10(c) states that the Town has adopted the Secretary of Interior's Standards of Rehabilitation, which are guidelines on which applications for any certificate of appropriateness are to be measured and evaluated.

Town Code Section 66-10(e) states that any alteration to buildings or sites other than ordinary maintenance must apply for a Special Certificate of Appropriateness.

ANALYSIS AND STAFF DETERMINATION

This project proposal is being brought forward by the Town's historical architectural consultant TFH Architecture, who was retained by the Public Works Department to draft the renovation plans. In their September 15, 2025 letter, TFH has confirmed that the proposed renovations are in keeping with the applicable Secretary of the Interior's Standards of Rehabilitation, which are stated under Sec 66-10 (c) to be the adopted standards by which certificate of appropriateness applications are to be reviewed. Pertaining to the 4 relevant criteria, they offered the following responses:

1. The referenced property will be used as it was historically intended, and the proposed work will not diminish its current historic usage.
2. The historic character of the property will be retained and preserved. New materials introduced as part of the restoration work are necessary to harden the building against hurricanes and improve ADA accessibility. In every case, new materials will accurately replicate the original components.
3. The property is recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. No chemical or physical treatments are proposed. However, should they become necessary, only the gentlest means possible will be permitted. Treatments that could cause damage to historic materials are not proposed.

Based on these responses, staff is satisfied that TFH has complied with the requirements of our historic preservation ordinance pertaining to special certificates of appropriateness; for the full proposal details, please refer to TFH's plans.



**Town of Lake Park
Historic Preservation Board Meeting
Meeting Date: October 6, 2025
HPB 25-001**

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Staff Report

Staff concludes the requested actions are consistent with the Land Development Code and the Secretary of the Interior's Standards and recommends **APPROVAL**.



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: Town Hall
Property Address: 535 Park Ave.
Lake Park, Fla.
Folio No.: 36-43-42-20-01-019-0010

SPECIAL ☐ REGULAR ☐

Designation No.: _____

Date Application Received: _____

Date of Designation: _____

LEGAL DESCRIPTION

Type of Designation: _____

Subdivision: KELSEY CITY

Assigned COA No.: _____

Lot: IN PB 6 PGM 15 to 18
23 + 27 + 34-37 INCLUDED
Block: 19 (LESS E 130 FT)

Property is in a District: ☐ YES

☐ NO

Non-Contributing: ☐

Contributing: ☐

II. APPLICANT INFORMATION:

Name(s) of Owner: Town of Lake Park

Name of Applicant: PUBLIC WORKS DEPARTMENT

Address of Applicant: 640 OLD DIXIE HIGHWAY
LAKE PARK, FLORIDA

Applicant telephone number: 561-881-3345

Applicant E-Mail Address: publicworks@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:

Roofs and Roofing System:

Windows and Doors: • REPLACE EXISTING DOORS (2ND) & WINDOW PANELS (3RD)
WITH STORM-RESISTANT IMPACT PRODUCT.

Materials: (masonry, wood, metal):

Porches, Porte-cochere, Steps and Stairways: • MODIFY / ADD ADA ACCESS TO
REAR PATIO ACCESS.

Painting and Finishes and Color:

Additions:

Demolitions:



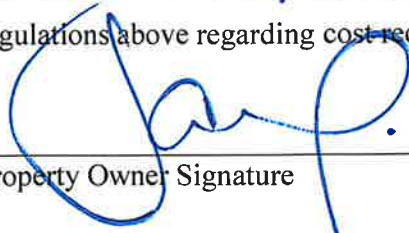
PLEASE DO NOT DETACH FROM APPLICATION.

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, <u>Jaime Morales</u> , have read and understand the regulations above regarding cost recovery.	
 _____ Property Owner Signature	<u>09.15.2025</u> _____ Date

Development

- ***Architectural Design:***

Design work to include a condition assessment of the structure and the development of architectural plans and specifications identifying the structural preservation improvements needed and building use assessment to determine the use improvements needed to provide the best use functionality for the Town and its residents.

Develop a set of architectural plans and specifications including work specific details for each of the proposed preservation and compliance work items.

- ***Exterior Hardening:***

- a. ***Exterior Door Replacement***

Replacement of two (2) existing exterior doors at the rear of the building. One door leads to the Commission Chambers room and the other to the Town's Public Information office

The doors are in disrepair, but were not included in previous preservation projects to do budget limitations.

Remove existing non-compliant doors and replace with new Impact Rated doors.

Doors to remain period correct.

Clean and reuse existing door hardware.

- b. ***Exterior Window Glass Replacement:***

Change the glass work in an existing architectural window feature to Impact Rated Glass. With the completion of this fix-glass window change out, all of the building windows will have been hardened to Impact Rated exterior glass.

- ***Exterior ADA Accessibility Compliance:***

Provide ADA Accessibility to rear entrance of Town Commission Chambers

Construct concrete sidewalks, landings and ramps to provide ADA access from public walks to the rear entry of the Town Hall Commission Chambers room. Currently the rear entrance does not accommodate ADA access.

Construction of ADA accessible sidewalks, landings and ramps for the rear entry of the Commission Chambers area. Currently the commission chambers rear access does not provide an accessible route in or out of the access point. This new concrete work will provide the required and necessary access route that will bring this building entry point into compliance with federal access regulations.

DOOR REPLACEMENT – Town Hall Rear Access:



*Double Door Entry at rear of Town Hall Commission Chambers
Doors to be replaced with similar door, Impact Rated with period correct aesthetics
Reuse existing hardware*



*Single Door Entry at rear of Town Hall into Public Information Office
Door to be replaced with similar door, Impact Rated with period correct aesthetics
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Exterior Window Glass Change-out:



The sections of radius arched windows (above the casement windows) are not impact rated.
Building exterior hardening plan is to change these openings to achieve an impact rating.



ARCHITECTURAL SERVICES SCOPE OF WORK:

Building Preservation and Compliance Improvements

This project is partially funded by a grant from the State of Florida, Department of State, Division of Historical Resources. Project funding is for the procurement of Architectural/Engineering services required to develop and produce 1005 Construction and Permit ready construction plans and specifications including elevations, for the restoration of the Lake Park Town Hall.

Tasks Deliverable associated with the grant are:

- Task 1:** Provide a copy of the professional architectural / engineering firms credentials and a project timeline (schedule) of the proposed work.
- Task 2:** Provide conceptual project drawings with elevations for review and approval
- Task 3:** Provide a copy of the 50% complete construction drawings for review and approval
- Task 4:** Provide a copy of the 100% complete construction drawings for review and approval

Scope of Work:

The Lake Park Town Hall is the operations center for the Town of Lake Park. The Town Hall building houses the Town's Administration services, the Town Clerk, the Community Development office, the Finance Department, the Events office and the Town's Commission Chambers. Additionally, the 3rd Floor includes the Mirror Ballroom, which is used for events ranging from official town meetings to wedding ceremonies.

Over the past several years the Town Hall has seen various historic preservation projects designed to repair and harden the exterior façade of this historic building. There are a few remaining building components that need to be preservation work. If awarded this grant opportunity, the Town will use the grant funds for design and construction to address those remaining building preservation needs.

Upon receipt of grant funding, the Town will look to develop design plans for the preservation construction projects. Upon completion of the final plans and specifications and Division approval, the Town will look to competitively solicit bid proposals, pursuant to the Town's purchasing policy, from contractors that have the qualifications and experience to meet the needs of this unique historic preservation project.

The Town's Public Works Department and their Capital Projects manager, in coordination with the Historical Preservation Architect, will work closely with the contractor to ensure the industry practices and standards are implemented and that the desired results are achieved.

The written specifications shall be used by the Town for soliciting project bids and as construction contract documents identifying the required project scope of work for each of the two building improvement project identified above.

Development

- ***Architectural Design:***

Design work to include a condition assessment of the structure and the development of architectural plans and specifications identifying the structural preservation improvements needed and building use assessment to determine the use improvements needed to provide the best use functionality for the Town and its residents.

Develop a set of architectural plans and specifications including work specific details for each of the proposed preservation and compliance work items.

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- a. ***Exterior Door Replacement***

Replacement of two (2) existing exterior doors at the rear of the building. One door leads to the Commission Chambers room and the other to the Town's Public Information office

The doors are in disrepair, but were not included in previous preservation projects to do budget limitations.

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Clean and reuse existing door hardware.

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Change the glass work in an existing architectural window feature to Impact Rated Glass.

With the completion of this fix-glass window change out, all of the building windows will have been hardened to Impact Rated exterior glass.

- ***Exterior ADA Accessibility Compliance:***

Provide ADA Accessibility to rear entrance of Town Commission Chambers

Construct concrete sidewalks, landings and ramps to provide ADA access from public walks to the rear entry of the Town Hall Commission Chambers room. Currently the rear entrance does not accommodate ADA access.

Construction of ADA accessible sidewalks, landings and ramps for the rear entry of the Commission Chambers area. Currently the commission chambers rear access does not provide an accessible route in or out of the access point. This new concrete work will provide the required and necessary access route that will bring this building entry point into compliance with federal access regulations.

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Exterior Window Glass Change-out:



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Building exterior hardening plan is to change these openings to achieve an impact rating.



ADA SIDEWALK ACCESS COMPLIANCE:



Modify the ADA pathway and access to the Commission Chambers door area



Alcove area just at Commission Chambers door area



Rear parking area leading alcove at rear Commission Chambers entry

THIS PAGE FOR OFFICE USE ONLY

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.

THIS PAGE FOR OFFICE USE ONLY

SPECIAL 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:** _____

STAFF RECCOMENDATIONS:

Date of Board Hearing: _____

Board Actions/Conditions:

☐ 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 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.

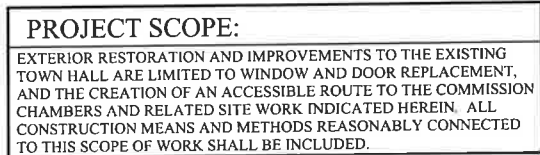
GENERAL NOTES:

IN ADDITION TO THE FOLLOWING REQUIREMENTS, IT SHALL BE THE HIGHEST PRIORITY IN ALL CASES TO FOLLOW THE SECRETARY OF THE INTERIOR'S GUIDELINES FOR REHABILITATION OF HISTORIC STRUCTURES. SHOULD THE CONTRACTOR HAVE QUESTIONS OR CONCERNS, CONSULTATION WITH THE ARCHITECT SHOULD BE SOUGHT BEFORE PROCEEDING WITH A QUESTIONABLE APPROACH.

1. THE INTENT OF THESE DRAWINGS IS TO SHOW THE OVERALL DESIGN INTENT AND PROVIDE THE BASIS FROM WHICH THE GENERAL CONTRACTOR (GC) WILL PROVIDE ALL LABOR, MATERIALS, EQUIPMENT AND SUPERVISION NECESSARY TO PROVIDE A COMPLETED PROJECT OF THE HIGHEST QUALITY AND WORKMANSHIP. THEREFORE, ALL ITEMS NECESSARY FOR THE COMPLETION OF THE WORK ARE REQUIRED, EVEN IF NOT SHOWN HEREIN, BUT ARE REASONABLY INFERRABLE AS BEING NECESSARY TO PROVIDE THE INTENDED RESULTS.
2. THE CONTRACT FOR CONSTRUCTION SHALL BE AIA DOCUMENT A107 AND INCORPORATE A201, GENERAL CONDITIONS.
3. IT IS THE GC'S RESPONSIBILITY TO ENSURE THAT HIS FORCES AND THOSE OF HIS SUBCONTRACTORS HAVE REVIEWED THE PROJECT SITE, THESE DOCUMENTS AND THE RELATED FIELD CONDITIONS TO BECOME FAMILIAR WITH THE WORK. SAID FAMILIARITY SHALL BE ACHIEVED AND ANY DISCREPANCIES OR CONCERNS BROUGHT TO THE ATTENTION OF THE ARCHITECT PRIOR TO COMMENCING WORK.
4. THE GC SHALL VERIFY ALL DIMENSIONS. DRAWINGS SHALL NOT BE SCALED AS A BASIS FOR ANYTHING.
5. THE GC SHALL ENSURE THAT ALL MATERIALS ARE NEW AND ALL WORK PERFORMED BY HIS FORCES OR BY HIS SUBCONTRACTORS SHALL BE OF THE HIGHEST QUALITY.
6. ALL MATERIALS AND SYSTEMS SHALL BE INSTALLED IN STRICT COMPLIANCE WITH THE MANUFACTURER'S INSTRUCTIONS, DADE COUNTY NOAS, AND/OR PRODUCT APPROVALS WITH THE STATE OF FLORIDA.
7. DELIVERY AND STORAGE SHALL AT ALL TIMES BE ACCEPTABLE TO THE MANUFACTURER AND PROVIDE COMPLETE PROTECTION.
8. ALL MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR 1-YEAR AFTER SUBSTANTIAL COMPLETION IS CERTIFIED BY THE ARCHITECT OR OWNER.
9. THE GC SHALL MAINTAIN A CURRENT SET OF AS-BUILTS ON SITE AT ALL TIMES AND DELIVER A FINAL AS-BUILT DRAWING TO THE OWNER UPON FINAL COMPLETION AND ACCEPTANCE.
10. THE GC SHALL SUBMIT ALL NECESSARY SHOP DRAWINGS AND PRODUCT APPROVALS TO THE LOCAL BUILDING DEPARTMENT FOR PERMITTING AND TO THE PROFESSIONAL OF RECORD, IF REQUIRED, FOR REVIEW.
11. ALL SUBCONTRACTORS SHALL BE CURRENTLY LICENSED IN THE STATE OF FLORIDA AND IN THE LOCAL JURISDICTION.
12. SUBSTITUTIONS OF ITEMS BY THE GC OR HIS SUBCONTRACTORS SHALL ONLY BE PROPOSED IF THEY BELIEVE AN EQUAL OR HIGHER QUALITY ITEM IS BEING OFFERED. APPROVAL BY THE OWNER WILL BE REQUIRED FOR ALL SUBSTITUTIONS AND, IF ITEMS REQUIRE APPROVAL BY THE PERMITTING AUTHORITY, IT SHALL ALSO BE APPROVED BY THE LOCAL BUILDING OFFICIAL.
13. THE GENERAL CONTRACTOR SHALL MAINTAIN ALL SAFETY MEASURES REQUIRED BY ANY REGULATORY BODY HAVING JURISDICTION TO PROTECT WORKMEN AND THE GENERAL PUBLIC.
14. ALL NECESSARY FIRE PROTECTION EQUIPMENT AND DEVICES SHALL BE MAINTAINED IN A WORKING AND ACCESSIBLE STATE THROUGHOUT THE DURATION OF THE CONSTRUCTION CONTRACT.
15. SINCE THE ARCHITECT IS PROVIDING LIMITED OR NO CONSTRUCTION PHASE SERVICES, THE OWNER AND THE GC ARE SOLELY RESPONSIBLE FOR COMPLIANCE WITH THE PERMITTED PLANS AND SPECIFICATIONS, THE QUALITY OF WORKMANSHIP AND FINAL MATERIAL SELECTION. ALL FINISHES, FIXTURES, HARDWARE, TRIM, COLORS AND ACCESSORIES SHALL BE COORDINATED WITH THE OWNER.
16. SPECIFICATIONS ARE PART OF THESE DOCUMENTS EITHER AS A SEPARATE BOOK OR WITHIN THE DRAWING. ALL DRAWINGS, SPECIFICATIONS AND NOTES WITHIN THESE DOCUMENTS ARE COMPLEMENTARY TO EACH OTHER. WHAT IS CALLED FOR IN ONE IS BINDING FOR ALL.
17. GYPSUM WALL BOARD SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITION OF THE UNITED STATES GYPSUM "GYPSUM CONSTRUCTION HANDBOOK". ALL GYPSUM BOARD FINISHES SHALL BE LEVEL AND TRUE; HAVING NO VISIBLE SEAMS OR IMPERFECTIONS. FURR-OUT AS REQUIRED AND DO NOT DEVIATE FROM THE STATED REQUIREMENTS FOR RATED PARTITIONS.
18. THE GC SHALL MAINTAIN ADEQUATE LIABILITY INSURANCE (IN THE AMOUNTS AGREED BY THE OWNER) THROUGHOUT THE DURATION OF THE CONSTRUCTION CONTRACT.
19. UPON FINAL COMPLETION, THE GC SHALL THOROUGHLY CLEAN THE PREMISES TO THE SATISFACTION OF THE OWNER.
20. ALL FURNISHINGS, FIXTURES AND DISPLAYS SHALL BE BY OWNER UNLESS NOTED OTHERWISE. GC TO COORDINATE INSTALLATION WITH THE OWNER AND PROVIDE ASSISTANCE AS REQUESTED.
21. ALL SURFACES TO RECEIVE PAINT SHALL BE PROPERLY PREPARED. EACH SUCCESSIVE COAT SHALL BE APPLIED ONLY WHEN PREVIOUS COAT HAS THOROUGHLY DRIED.
22. GC SHALL PROVIDE INSTRUCTIONS AND RECOMMENDATIONS FOR MAINTENANCE OF ALL MATERIAL AND EQUIPMENT INSTALLATIONS TO THE OWNER. PROPER MAINTENANCE OF SAME SHALL BE THE RESPONSIBILITY OF THE OWNER AND GC. FAILURE TO PROVIDE PROPER MAINTENANCE THAT LEADS TO BODY HARM OF WORKERS AND/OR BUILDING OCCUPANTS SHALL REMAIN THE SOLE RESPONSIBILITY OF THE OWNER AND/OR GC.
23. A CERTIFICATE OF OCCUPANCY SHALL BE ISSUED BY THE BUILDING DEPT. PRIOR TO REQUESTING FINAL PAYMENT FROM THE OWNER.
24. FIRE EXTINGUISHERS SHALL BE PROVIDED IN THE PROPER QUANTITY AND TYPES REQUIRED BY ALL APPLICABLE CODES.
25. THE GC AND HIS SUBS SHALL REQUEST FROM THE ARCHITECT ANY ADD'L INFORMATION AND/OR DETAILS THEY MAY NEED TO FULLY UNDERSTAND THE DESIGN INTENT. LACK OF INFORMATION, DETAILS OR THE REQUEST FOR SAME WILL NOT EXCUSE IMPROPER INSTALLATION AND CORRECTIONS SHALL BE MADE BY THE GC AT NO ADDITIONAL COST TO THE OWNER.
26. AN ESTIMATE OF CONSTRUCTION DURATION SHALL BE PROVIDED TO THE OWNER BY THE GC FOR APPROVAL.
27. VINYL WALL COVERING SHALL NOT BE INSTALLED ON THE INTERIOR FACE OF AN EXTERIOR WALL AT ANYTIME.
28. THESE PLANS HAVE BEEN PREPARED TO COMPLY WITH APPLICABLE LOCAL PERMITTING ONLY. ANY WORK BEYOND THE SCOPE OF THESE DRAWINGS NOT REVIEWED OR APPROVED BY THE ARCHITECT IN WRITING SHALL NOT BE THE ARCHITECT'S RESPONSIBILITY.
29. THE GC SHALL COORDINATE THE INSTALLATION OF ALL SUB WORK TO AVOID CONFLICTS. THE GC SHALL ENSURE THAT ALL OF HIS SUBS HAVE REVIEWED ALL PLANS THAT MAY AFFECT THE INSTALLATION OF THEIR WORK. SHOP DRAWINGS ARE PREPARED, AND COORDINATION MEETINGS HELD AS NECESSARY IN THE OPINION OF THE GC TO ASSIST THE COORDINATION EFFORT. THE ARCHITECT AND ENGINEER WILL REVIEW SHOP DRAWINGS IF IT WILL BE A BENEFIT TO THE COORDINATION EFFORT. HOWEVER, ALL CONFLICTS SHALL BE RESOLVED PRIOR TO EXECUTING THE WORK. REWORK RESULTING FROM A LACK OF COORDINATION SHALL BE MADE AT NO ADDITIONAL COST TO THE OWNER.
30. G.C. SHALL COORDINATE, INSTALL ALL NECESSARY BACKING SUPPORTS FOR LIGHTING FIXTURES AND ACCESSORIES.
31. NEW CONSTRUCTION MUST MEET "ADA" BARRIER FREE REQUIREMENTS. CONFLICTS OR CONCERNS SHOULD BE BROUGHT TO THE ARCHITECT'S ATTENTION PRIOR TO COMMENCING WORK. NO WORK ASSOCIATED WITH BRINGING THE EXISTING STRUCTURE INTO COMPLIANCE WITH THE "ADA" IS PART OF THE INTENDED SCOPE OF WORK.
32. NO ASBESTOS CONTAINING MATERIALS (ACMs) WILL BE PERMITTED ON THE PROJECT.
33. COPIES OF MATERIAL SAFETY DATA SHEETS (MSDSs), FOR ALL MATERIALS USED FOR, OR ASSOCIATED WITH, THE CONSTRUCTION OF THIS PROJECT WILL BE PROVIDED TO THE OWNER BY THE GC.
34. WHEREVER DISSIMILAR METALS MUST BE IN CONTACT EACH OTHER, AND ARE SEPARATED ON THE BELOW SCALE BY MORE THAN ONE INTERMEDIATE METAL, THE CONTACTING SURFACES SHALL BE SEPARATED FROM EACH OTHER BY A BITUMINOUS COATING, 15# ASPHALT SATURATED FELT, OR OTHER ARCHITECT APPROVED MEANS. METALS ARRANGED IN ORDER OF GALVANIC ACTIVITY: ALUMINUM, ZINC, GALVANIZED IRON, TIN ON STEEL, LEAD (HARD), STAINLESS STEEL, COPPER, MONEL.
35. ALL WOOD LOCATED IN CONCEALED SPACES SHALL BE FIRE RETARDANT.
36. ALL REQUIRED EXITS AND EXIT PATHWAYS SHALL REMAIN OPEN AND FREE OF BLOCKAGE AT ALL TIMES.
37. SEE SPECIFICATIONS FOR ADA SIGNAGE REQUIREMENTS.
38. ALL CONSTRUCTION ACTIVITY SHALL BE PERFORMED IN A MANNER THAT WILL NOT ADVERSELY IMPACT THE CONDITION OF ADJACENT PROPERTY. UNLESS SUCH ACTIVITY IS PERMITTED TO AFFECT SAID PROPERTY PURSUANT TO WRITTEN AGREEMENT BETWEEN THE PROJECT OWNER AND ADJACENT PROPERTY OWNER.
39. IT IS UNLAWFUL FOR ANY PERSON TO ALLOW CONSTRUCTION RELATED MATERIALS EQUIPMENT AND DEBRIS TO REMAIN LOOSE UNWATCHED AT A CONSTRUCTION SITE FROM 24 HRS. AFTER A HURRICANE WATCH HAS BEEN ISSUED, AND UNTIL THE HURRICANE WATCH HAS BEEN LIFTED. ALL CONSTRUCTION MATERIALS, EQUIPMENT AND DEBRIS SHALL BE REMOVED FROM THE CONSTRUCTION SITE OR SECURED IN ACCORDANCE WITH FLORIDA LAWS TO MINIMIZE DAMAGE TO PERSONS OR PROPERTY FROM HIGH WINDS. ANY PERSONS WHO FAIL TO COMPLY WITH SAID LAWS MAY BE SUBJECT TO A FINE OR DISCIPLINARY ACTION PURSUANT TO FLORIDA STATUTES.
40. ALL CONSTRUCTION, ALTERATION, OR DEMOLITION OPERATIONS SHALL COMPLY WITH NFPA 241.

FINAL CONSTRUCTION DOCUMENTS: AUGUST 25, 2025
TFH Architectural Services, LLC

tfh_architect@msn.com



-2023 FLORIDA BUILDING CODE / WITH REVISIONS & SUPPLEMENTS
-NFPA 101, LIFE SAFETY CODE, LATEST EDITION
-NFPA 241, STANDARD FOR SAFEGUARDING CONSTRUCTION,
ALTERATION, AND DEMOLITION OPERATIONS
-NFPA-70, LATEST EDITION - NATIONAL ELECTRIC CODE
-NFPA-72, LATEST EDITION
-NFPA-13, LATEST EDITION

SUMMARY OF NEW ACCESSIBLE ENTRANCE:

1. THE NEW DOOR SHOULD NOT ALTER THE EXISTING COMBINED EGRESS WIDTH FROM THE COUNCIL CHAMBER.
2. THE POWER ASSISTED OPENING METHODOLOGY SHALL COMPLY WITH THE ADA WHILE REMAINING AN EMERGENCY EXIT. THUS, IT SHALL BE INTERFACED WITH FIRE ALARM TO ENSURE THAT IT DEFAULTS TO AN UNLOCKED AND FREE TO OPEN STATUS WHEN FIRE ALARM IS TRIGGERED.

INTERIOR FINISHES:

FBC TABLE 803.5 - FOR TYPE 'B' OCCUPANCY, NON-SPRINKLERED, CLASS 'C' IS ALLOWABLE. NFPA 101 SEC. 10.2.8.1 & 39.3.3.2.1 & TABLE A.10.2.2

FIRE SPRINKLERS AND ALARMS:

EXCEPT FOR THE INTERFACE MENTIONED ABOVE, FIRE ALARM SYSTEM ADDITIONS AND / OR MODIFICATIONS ARE NOT REQUIRED OR PROPOSED.

THE MODIFICATIONS PROPOSED HEREIN HAVE NO AFFECT OF THE EXISTING OCCUPANCY TYPE, LOAD OR EGRESS CAPACITY OF THE EXISTING FACILITY. THE SIZE AND LOCATION OF ALL INTERIOR USES WILL REMAIN THE SAME, AND THE WIDTH AND LOCATION OF ALL EGRESS POINTS WILL REMAIN AS-IS. THEREFORE, THE INGRESS / EGRESS CONFIGURATION REMAINS UNCHANGED.

THUS, NO OCCUPANCY CALCULATION HAS BEEN CREATED, NOR SHOULD ONE BE REQUIRED.

CVR	KEY PLAN, LOCATION MAP AND GENERAL NOTES
<u>ARCHITECTURAL:</u>	
A-1	SITE PLANS - NEW AND EXISTING
A-2	1ST FLOOR PLANS - NEW AND EXISTING
A-3	EXTERIOR ELEVATIONS AND SECTIONS
A-4	DETAILS AND SPECIFICATIONS

PROJECT SITE @
535 PARK AVENUE
LAKE PARK, FL

Map labels include: 1ST STREET, 2ND STREET, 3RD STREET, 4TH STREET, 5TH STREET, 6TH STREET, 7TH STREET, 8TH STREET, 9TH STREET, 10TH STREET, 11TH STREET, 12TH STREET, 13TH STREET, 14TH STREET, 15TH STREET, 16TH STREET, 17TH STREET, 18TH STREET, 19TH STREET, 20TH STREET, 21ST STREET, 22ND STREET, 23RD STREET, 24TH STREET, 25TH STREET, 26TH STREET, 27TH STREET, 28TH STREET, 29TH STREET, 30TH STREET, 31ST STREET, 32ND STREET, 33RD STREET, 34TH STREET, 35TH STREET, 36TH STREET, 37TH STREET, 38TH STREET, 39TH STREET, 40TH STREET, 41ST STREET, 42ND STREET, 43RD STREET, 44TH STREET, 45TH STREET, 46TH STREET, 47TH STREET, 48TH STREET, 49TH STREET, 50TH STREET, 51ST STREET, 52ND STREET, 53RD STREET, 54TH STREET, 55TH STREET, 56TH STREET, 57TH STREET, 58TH STREET, 59TH STREET, 60TH STREET, 61ST STREET, 62ND STREET, 63RD STREET, 64TH STREET, 65TH STREET, 66TH STREET, 67TH STREET, 68TH STREET, 69TH STREET, 70TH STREET, 71ST STREET, 72ND STREET, 73RD STREET, 74TH STREET, 75TH STREET, 76TH STREET, 77TH STREET, 78TH STREET, 79TH STREET, 80TH STREET, 81ST STREET, 82ND STREET, 83RD STREET, 84TH STREET, 85TH STREET, 86TH STREET, 87TH STREET, 88TH STREET, 89TH STREET, 90TH STREET, 91ST STREET, 92ND STREET, 93RD STREET, 94TH STREET, 95TH STREET, 96TH STREET, 97TH STREET, 98TH STREET, 99TH STREET, 100TH STREET.

Other labels: LAKE PARK BLVD, HAWTHORNE DRIVE, GOODMEAD DRIVE, PARK AVENUE, U.S. HIGHWAY ONE, LAKE SHORE DRIVE, DATE PALM DRIVE.

Legend: 1. DRIVE, 2. DRIVE, 3. DRIVE, 4. DRIVE, 5. DRIVE, 6. DRIVE, 7. DRIVE, 8. DRIVE, 9. DRIVE, 10. DRIVE, 11. DRIVE, 12. DRIVE, 13. DRIVE, 14. DRIVE, 15. DRIVE, 16. DRIVE, 17. DRIVE, 18. DRIVE, 19. DRIVE, 20. DRIVE, 21. DRIVE, 22. DRIVE, 23. DRIVE, 24. DRIVE, 25. DRIVE, 26. DRIVE, 27. DRIVE, 28. DRIVE, 29. DRIVE, 30. DRIVE, 31. DRIVE, 32. DRIVE, 33. DRIVE, 34. DRIVE, 35. DRIVE, 36. DRIVE, 37. DRIVE, 38. DRIVE, 39. DRIVE, 40. DRIVE, 41. DRIVE, 42. DRIVE, 43. DRIVE, 44. DRIVE, 45. DRIVE, 46. DRIVE, 47. DRIVE, 48. DRIVE, 49. DRIVE, 50. DRIVE, 51. DRIVE, 52. DRIVE, 53. DRIVE, 54. DRIVE, 55. DRIVE, 56. DRIVE, 57. DRIVE, 58. DRIVE, 59. DRIVE, 60. DRIVE, 61. DRIVE, 62. DRIVE, 63. DRIVE, 64. DRIVE, 65. DRIVE, 66. DRIVE, 67. DRIVE, 68. DRIVE, 69. DRIVE, 70. DRIVE, 71. DRIVE, 72. DRIVE, 73. DRIVE, 74. DRIVE, 75. DRIVE, 76. DRIVE, 77. DRIVE, 78. DRIVE, 79. DRIVE, 80. DRIVE, 81. DRIVE, 82. DRIVE, 83. DRIVE, 84. DRIVE, 85. DRIVE, 86. DRIVE, 87. DRIVE, 88. DRIVE, 89. DRIVE, 90. DRIVE, 91. DRIVE, 92. DRIVE, 93. DRIVE, 94. DRIVE, 95. DRIVE, 96. DRIVE, 97. DRIVE, 98. DRIVE, 99. DRIVE, 100. DRIVE.

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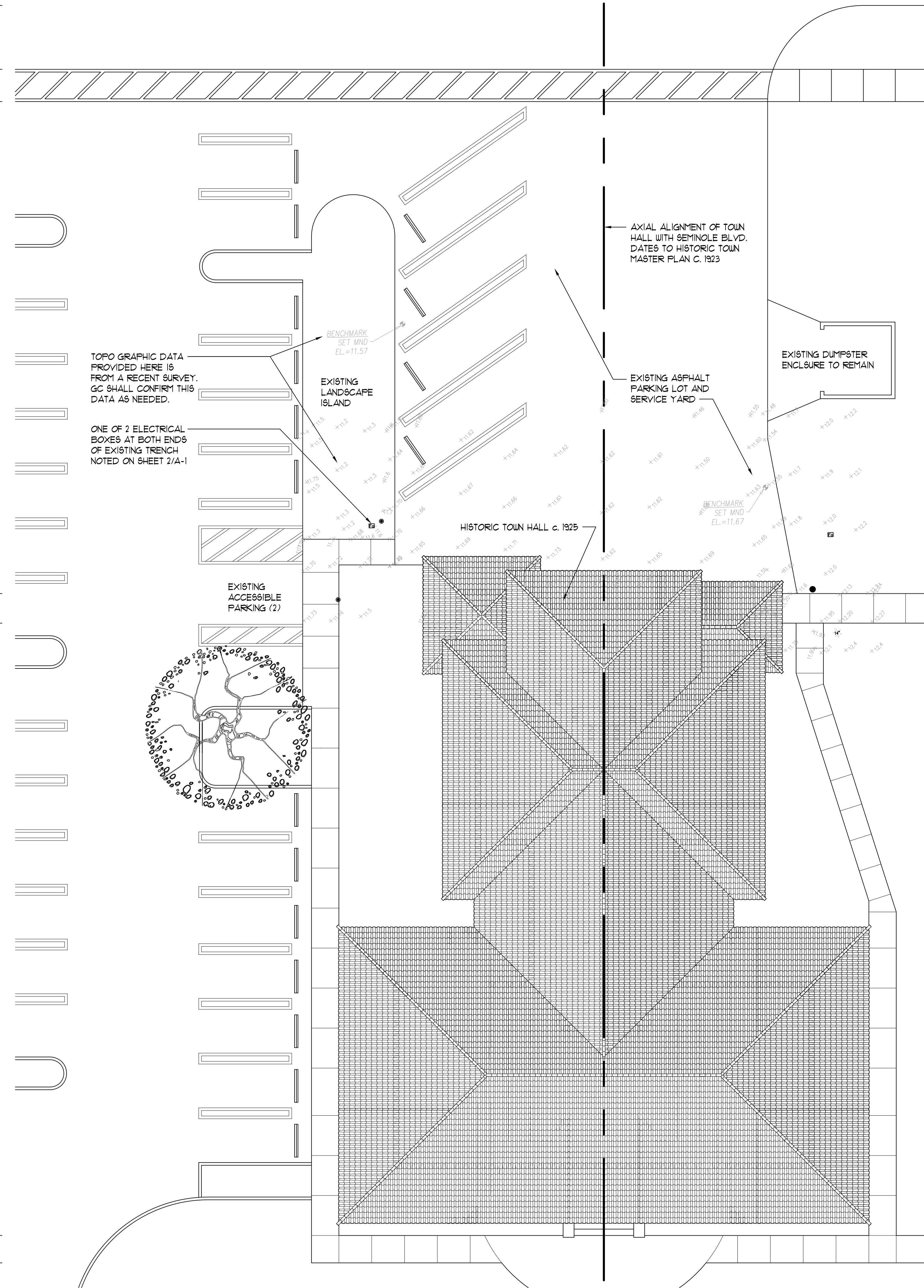
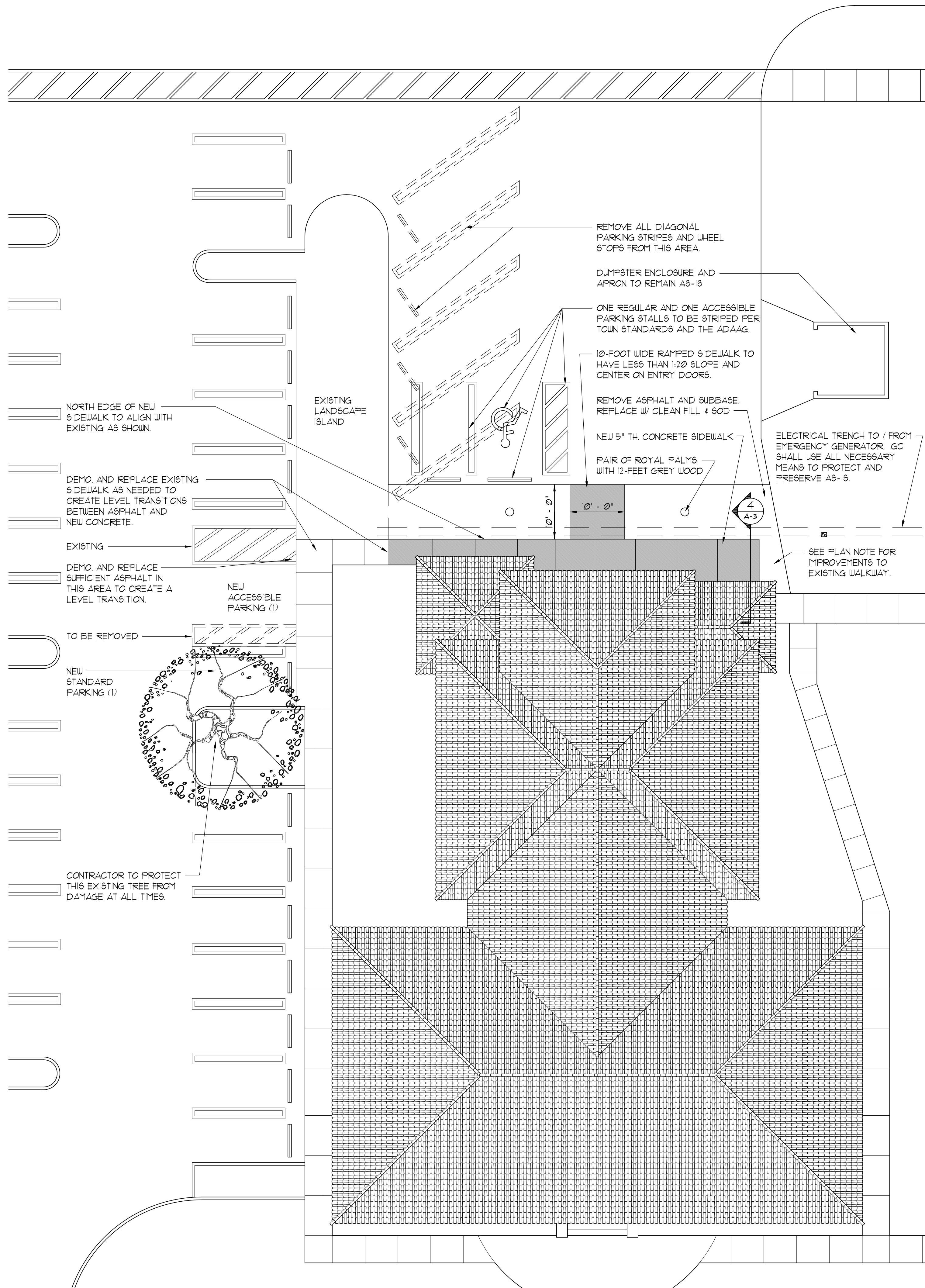
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TOWN OF LAKE PARK
Town Hall Accessibility Improvements + Window/Door Replacements
535 Park Avenue, Lake Park, Florida

COVER SHEET

architectural
Timothy F. Hullihan, AIA

FL Lic. #: AR001326
 JOB NUMBER C062
 CAD FILE LPTH
 SHEET CVR
 NUMBER
 SHEET 1 OF 5



REV.	DESCRIPTION	APPV.	DATE
1	STATUS: Proposed Construction Documents		
2			
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SEAL

TOWN OF LAKE PARK
Town Hall Accessibility Improvements + Window/Door Replacements
535 Park Avenue, Lake Park, Florida
ARCHITECTURAL SITE PLANS

architectural
Timothy F. Hulihan, AIA
www.timhulihan.com

FL Lic. #: AR0013264

JOB NUMBER C0625

CAD FILE LPTH01

SHEET NUMBER

SHEET 2 OF 5

32

A compass rose with a circle divided into four quadrants by a vertical and a horizontal line. The top quadrant is shaded black and labeled "North" to its right.

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by Timothy F
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Date:
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FL Lic. #: AR001326

JOB NUMBER C062
CAD FILE LPTHK
SHEET A-2
NUMBER
SHEET 3 OF 5

MATERIALS AND COMPONENTS SPECIFICATIONS:

1. THE FOLLOWING SETS OUT PERFORMANCE CRITERIA FOR THE REPLACEMENT DOOR AT THE NORTH-EAST CORNER OF THE COUNCIL CHAMBERS. IT SHALL BE A CUSTOM FABRICATED PAINTED STAINLESS STEEL ASSEMBLY FABRICATED BY AMERICAN STEEL MANUFACTURING IN FULL COMPLIANCE WITH THEIR FLORIDA PRODUCT APPROVAL FL7348J, AND SHALL MATCH EXISTING DOOR IN EVERY RESPECT.
2. ALL HARDWARE AND ACCESSORIES SHALL BE INSTALLED TO COMPLY WITH THE BEST-PRACTICE STANDARDS ESTABLISHED BY THE BMA AND ANSI. THE QUALITY OF THE FINISHED RESULTS SHALL MEET OR EXCEED THE HIGHEST AND BEST PRACTICES ACCEPTED BY SEASONED INDUSTRY EXPERTS AND TECHNICIANS.
3. ALL HARDWARE ASSEMBLIES SHALL BE SELECTED BY THE OWNER AND/OR ARCHITECT WITH THE ASSISTANCE OF THE GC. SPECIAL CARE SHALL BE USED TO SELECT HISTORICALLY ACCURATE REPLACEMENTS AND/OR THE REUSE OF EXISTING HISTORICAL COMPONENTS. IN NO CASE, HOWEVER, SHALL IT BE DEEMED ACCEPTABLE TO SUBSTITUTE OR ELIMINATE HARDWARE COMPONENTS FROM EXTERIOR DOORS THAT ARE ESSENTIAL TO THE MANUFACTURER'S STATE OF FLORIDA PRODUCT APPROVAL UNLESS EQUAL OR GREATER STRUCTURAL CHARACTERISTICS CAN BE PROVEN.
4. THE FOLLOW IS A LIST OF THE HARDWARE:
- KEY OPERATED 3-POINT LOCKING SYSTEM (HEAD, JAMB AND SILL) AT NORTH SIDE OF DOOR.
 - 25 PAIR OF REPLICA HINGES SUITABLE FOR SUPPORTING THE WEIGHT OF THE DOOR.
 - FULLY CONCEALED MOTORIZED DOOR OPENING DEVICE. CONCEAL WITHIN DOOR HEAD.
 - ADA COMPLIANT THRESHOLD PER DETAIL 3/A4.
 - ADA COMPLIANT ALUMINUM PUSH PAD ASSEMBLY AT EACH SIDE OF DOOR TO TRIGGER MOTORIZED OPENING.
 - DUMMY REPLICA LEVER HANDLES, AS NOTED ON DRAWINGS, ON INTERIOR AND EXTERIOR SIDES.
5. ALL EXTERIOR DOORS SHALL BE INSTALLED IN STRICT COMPLIANCE WITH THE MANUFACTURER'S FL PRODUCT APPROVAL FL7348J.
6. THE EXTERIOR DOORS SHALL BE INSTALLED AS A COMPLETE ASSEMBLY AND IN RECOGNITION OF THE EXISTING CONDITIONS AND HISTORIC PRESERVATION CRITERIA WITHIN WHICH IT IS TO BE INSTALLED.
7. COORDINATE ALL HARDWARE STYLES, FUNCTIONS, FINISH, ACCESSORIES AND QUANTITIES WITH THE OWNER AND ACCEPTED INDUSTRY STANDARDS PRIOR TO ORDERING.
8. COORDINATE OWNER'S SECURITY REQUIREMENTS WITH RESPECT TO DOOR FUNCTION AND PRE-WIRING. AS INDICATED IN THE DRAWINGS, THE CUSTOM DOOR IS REPLACING A PAIR OF FRENCH DOORS WITH A LARGE SINGLE LEAF SWING DOOR. ITS GENERAL REQUIREMENTS ARE OUTLINED BELOW. HOWEVER, ONLY A SINGLE SOURCE FOR THE DOOR WILL BE PERMITTED (NO SUBSTITUTES) UNLESS THE GC CAN DEMONSTRATE EQUAL STRENGTH, QUALITY AND APPROPRIATENESS FOR THIS UNIQUE APPLICATION.
- A. MANUFACTURER AND INSTALLER, AMERICAN STEEL MANUFACTURING, INC.
- B. FACTORY PAINTED STAINLESS STEEL FINAL COLOR TO BE A CUSTOM MATCH TO EXISTING, AND BE THE MANUFACTURER'S HIGHEST GRADE EXTERIOR COATING SYSTEM.
- C. GLASS CLEAR LAMINATED IN COMPLIANCE WITH MANUFACTURER'S FL PRODUCT APPROVAL.
- D. THRESHOLD BY MANUFACTURE TO BE INSTALLED IN FULL COMPLIANCE WITH THE ADA.
- E. THE NUMBER OF HINGE PAIRS (25 MINIMUM, OR 5 TOTAL) SHALL BE DETERMINED BY THE DOOR MANUFACTURER USING THE DOOR'S WEIGHT AND STRENGTH OF THE EXISTING SUBSTRATE TO SUPPORT THE DOOR.
- F. MOTORIZED DOOR OPERATION SHALL BE VIA A FULLY CONCEALED OVER-HEAD OPERATOR.
10. PROVIDE WEATHER-STRIPPING AS NEEDED TO PREVENT WATER INTRUSION FROM HARD BLOWING RAIN.
11. PROVIDE SILENCERS AND STOPS (WALL OR FLOOR MOUNTED).
12. AS NOTED ABOVE, THE GC SHALL COORDINATE ALL LOCKING AND SECURITY DEVICES ASSOCIATED WITH PUSH BUTTON DOOR OPERATION TO PREVENT DAMAGE TO MOTOR WHEN DOOR IS LOCKED OR IMPED.
13. ALL NEW ELECTRICAL SHALL BE FULLY CONCEALED FROM VIEW. NO EXPOSED CONDUIT PERMITTED.

INTERIOR FINISHES

1. EXISTING INTERIOR FINISHES POTENTIALLY IMPACTED BY THE SCOPE OF WORK SHALL BE PROTECTED FROM DAMAGE.
2. COMPLETE RESTORATION OF DAMAGED AREAS TO ORIGINAL CONDITION IS THE GC'S RESPONSIBILITY.
3. INTERIOR FINISHES ADJACENT TO A DOOR OR WINDOW REPLACEMENT THAT ARE IN NEED OF REPAIR OR REPAINTING, DUE IN NO PART TO THE GC'S WORK, SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER AND ARCHITECT FOR INCORPORATION INTO THE SCOPE OF WORK.
4. EXISTING INTERIOR WOOD TRIM AND WALL FINISHES THAT ARE NECESSARILY REMOVED OR ALTERED FOR A WINDOW OR DOOR REPLACEMENT SHALL BE RESTORED TO ORIGINAL CONDITION.
5. EXISTING EXTERIOR STONE OR PLASTER TRIM AND WALL FINISHES THAT ARE NECESSARILY REMOVED OR ALTERED FOR A WINDOW OR DOOR REPLACEMENT SHALL BE RESTORED TO ORIGINAL CONDITION.
6. THE USE OF WALL COVERING ON EXTERIOR WALLS IS STRONGLY RECOMMENDED AGAINST.

FIXED GLAZING SYSTEMS, WINDOWS AND DOORS

1. FIXED WINDOW ASSEMBLIES USE KOLBE AND THE KOLBE WILLWORK COMPANY, INC. AS THE BASIS OF DESIGN. SEE SHEET A-3 FOR ADDITIONAL INFORMATION.
2. THE FOLLOWING NOAS OR SOPPA NUMBERS SHALL GUIDE THE PRODUCT SPECIFICATIONS AND INSTALLATION IN ADDITION TO THE DETAILS CONTAINED IN THESE DOCUMENTS:
- FIXED ARCH WINDOWS: FL 14782, INCLUDING ALL CURRENT REVISIONS AND UPDATES.
 - OUT SWINGING FRENCH DOOR: FL 1652, INCLUDING ALL CURRENT REVISIONS + UPDATES (ADD ALTERNATE).
 - ANY SUBSTITUTES SHALL MEET / EXCEED IMPACT AND WIND LOADING CAPACITIES OF LISTED SYSTEMS.
3. THE SYSTEMS AND THEIR TESTED PRODUCT APPROVALS AND/OR PERFORMANCE STANDARDS ARE THE MINIMUM REQUIREMENTS OF ANY SUBSTITUTE SYSTEM PROPOSED BY THE CONTRACTOR. ALTERNATE MANUFACTURES SHALL MEET OR EXCEED THE WIND PRESSURE RATING, IMPACT CAPACITY, AND MAXIMUM AIR AND WATER INFILTRATION OF THE BASE DESIGN AND HAVE AN APPROVED SOPPA DEMONSTRATING SUCH COMPLIANCE.
4. IN ADDITION TO THE ABOVE, THE FOLLOWING QUALITIES OF THE SPECIFIED KOLBE WINDOWS SHALL BE PRESENT IN ANY KOLBE WINDOW, OR PROPOSED WINDOW SUBSTITUTION TO BE CONSIDERED EQUAL:
- INTERIOR GLAZED
 - GLAZED WITH CLEAR HISTORICALLY COMPATIBLE 1/2" THICK LAMINATED IMPACT RATED GLASS.
 - EXTRUDED ALUMINUM CLADDING WITH TRADITIONAL STYLE AND RAIL DESIGN.
 - ALL ALUMINUM COMPONENTS TO RECEIVE 701 FLOURPOLYMER COATING WITH A 20-YEAR WARRANTY SPECIFIC TO THIS PROJECT AND LOCATION.
 - 10-YEAR WARRANTY ON ENTIRE ASSEMBLY SPECIFIC TO THIS PROJECT AND LOCATION.
 - MUTTINGS TO BE ON BOTH SIDES OF GLASS TO CREATE A THRU-GLASS APPEARANCE AND BE CUSTOM FABRICATED TO MATCH MUTTINGS AT OTHER RECENTLY REPLACED WINDOWS.
 - A CUSTOM COLOR MATCH FOR ALL EXTERIOR CLADDING IS REQUIRED. IT SHALL MATCH OTHER RECENTLY REPLACED WINDOW UNITS.
5. INTERIOR WOOD SURFACES SHALL BE FIELD PAINTED TO MATCH SIMILAR ADJACENT WINDOWS OR DOORS. THE OWNER OR ARCHITECT SHALL APPROVE COLOR SAMPLE BEFORE PAINTING.
6. REFER TO WIND PRESSURE RESISTANCE REQUIREMENTS PROVIDED ELSEWHERE IN THESE DOCUMENTS.
7. INSTALL ALL ASPECTS OF THE WINDOW SYSTEMS IN STRICT COMPLIANCE WITH THE MANUFACTURER'S SPECIFICATIONS, NOA AND/OR FL PRODUCT APPROVAL.
8. WINDOW UNIT SHALL BE WATER TESTED VIA A CERTIFIED TESTING COMPANY WHO CAN PERFORM TESTS USING ASTM PROTOCOLS AND WILL CERTIFY COMPLIANCE OR FAILURE RELATIVE TO THE MANUFACTURER'S SPECIFICATION REGARDING WATER AND AIR INFILTRATION. IN THE CASE OF FAILURE, TAKE WHATEVER REMEDIAL ACTION IS RECOMMENDED BY THE MANUFACTURER, TESTING COMPANY AND / OR INDEPENDENT 3RD PARTY EXPERT, AND RETEST. CONTINUE THE TESTING / REPAIR PROCESS UNTIL THE WINDOW PASSES THE TESTING PROTOCOLS AND IS CERTIFIED BY THE TESTING COMPANY.
9. GLAZING:
- ALL GLAZING SHALL BE 1/2" LAMINATED IMPACT RESISTANT, OR BE OF A SIMILAR TYPE AND NATURE LISTED IN THE MANUFACTURER'S NOA OR FLORIDA PRODUCT APPROVAL (SOPPA).
 - ALL GLAZING SHALL APPEAR EQUALLY CLEAR TO THE ORIGINAL HISTORICAL WINDOWS BEING REPLACED, HAVE AT LEAST THE MINIMUM U-VALUE AND SHGC REQUIRED BY THE FBC, AND A VTL COMPARABLE TO CLEAR GLASS.
 - NO LOW-E GLASS, OR OTHER GLASS COATINGS THAT WILL CREATE A COLOR TINT WILL BE PERMITTED.
10. ALL FASTENERS SHALL BE INSTALLED IN THE SIZE, DEPTH, SPACING, TYPE, MATERIAL, STRENGTH AND EMBEDMENT REQUIRED BY THE MANUFACTURER'S SOPPA.
11. FIELD MEASUREMENT OF ACTUAL OPENINGS SHALL BE MADE PRIOR TO MANUFACTURING AND FABRICATING ANY OF THE SYSTEM COMPONENTS.
12. IT SHOULD BE ASSUMED THAT ALL ROUGH OPENINGS WILL NOT MATCH STANDARD KOLBE WINDOW UNITS, AND, THEREFORE, CUSTOM SIZES ARE REQUIRED. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE THE PRECISE MEASURING AND ORDERING OF WINDOWS AND DOORS SO MAINTAINING THE ORIGINAL DESIGN AND APPEARANCE OF THE HOME IS ACHIEVED.
13. ALL WATERPROOFING NOTED IN THE DETAILS SHALL BE INSTALLED PRIOR TO THE INSTALLATION OF THE WINDOWS AND EXTERIOR DOORS.

STUCCO

1. USE ONLY PORTLAND CEMENT PLASTER THAT HAS BEEN PREPARED ON-SITE ON THE DAY OF USE.
2. EXTERIOR STUCCO IS A VENEER APPLICATION OVER EXISTING STUCCO. THIS SHALL BE ACHIEVED BY ATTACHED NEW GALVANIZED METAL LATH TO EXISTING WOOD SUBSTRATE. ALTERNATELY, IF THE GC CAN DETERMINE THAT THE EXISTING LATH BENEATH ORIGINAL STUCCO IS SOUND AND CAN ACCEPT THE NEW VENEER, ONLY A BONDING AGENT WILL BE NEEDED TO BOND NEW STUCCO TO OLD.
3. USE A 2 OR 3-COAT PROCESS TO ACHIEVE MINIMUM DESIRED VENEER THICKNESS. IN ALL CASES, PROTECT EACH COAT FROM RAPID HYDRATION AND OTHER SOURCES OF CRACKING THAT WOULD BE REASONABLY KNOWN TO AN EXPERIENCED APPLICATOR.
4. SCHEDULE A PRE-WORK CONFERENCE WITH THE ARCHITECT IF DESIRED.
5. DO NOT PERMIT PAINTING OF THE STUCCO UNTIL IT HAS FULLY CURED.

SEALANTS

1. USE ONLY SEALANTS MANUFACTURED BY DOW CHEMICAL.
2. OBTAIN COMPATIBILITY LETTERS FROM DOW FOR EACH SEALANT TYPE PROPOSED TO BE APPLIED TO EACH GIVEN SURFACE MATERIAL.
3. CONSULT THE LOCAL TECHNICAL REPRESENTATIVE FROM DOW CHEMICAL TO DEVELOP A SCHEDULE FOR ALL EXTERIOR SEALANTS.

INTERIOR PAINTING

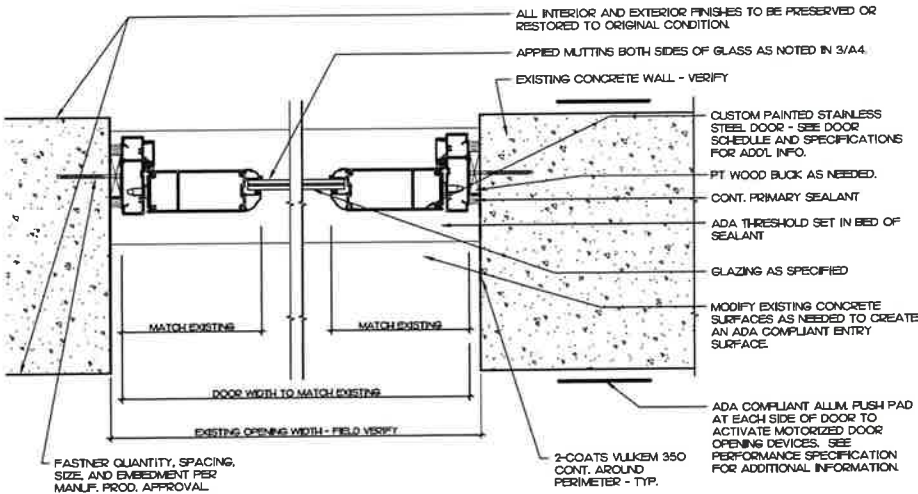
1. ONLY WHEN REQUIRED FOR REPAIR OR REPLACEMENT OF EXISTING INTERIOR SURFACE.
2. USE ONLY PAINT PRODUCTS THAT ARE COMPATIBLE WITH EXISTING PAINT TYPES.
3. PRECISELY MATCH EXISTING COLORS, AND REPAINT EXISTING SURFACE TO NEAREST CONCAVE CORNERS.
4. WOOD SURFACES REQUIRING PAINTING SHALL BE SANDED AND SEALED, PRIMED AND THEN PAINTED WITH 2 COATS OF COMPATIBLE PAINT.
5. WOOD SURFACES REQUIRING STAINING SHALL BE SANDED AND SEALED AND THEN STAINED TO MATCH EXISTING. GC SHALL PREPARE STAINED WOOD SAMPLE FOR APPROVAL BY THE OWNER AND MATCH EXISTING EXACTLY.
6. IN ALL CASES, THE COLORS OF WALLS, TRIM AND ACCESSORIES SHALL BE AS DIRECTED BY THE OWNER OR ARCHITECT.
7. PAINT SHALL BE FROM EITHER BENJAMIN MOORE, PITTSBURGH PAINTS OR SHERWIN WILLIAMS. CONSULT THE LOCAL TECHNICAL REPRESENTATIVE OF THE PAINT MANUFACTURER AND OBTAIN A WRITTEN RECOMMENDATION SCHEDULE FOR THE FINISH AND PRIMER COATS FOR EACH OF THE RESPECTIVE MATERIALS AND SURFACES.

EXTERIOR PAINTING

1. THE EXTERIOR PAINTING IN THE SCOPE OF WORK CONSISTS OF ALL NEW STUCCO SURFACES, WOOD TRIM, CEILINGS, COLUMNS AND ACCESSORIES, AND ALL OTHER MISCELLANEOUS COMPONENTS WITHIN EXTERIOR WALLS UNLESS FACTORY FINISHED OR NOT PERMITTED TO BE PAINTED BY THE MANUFACTURER.
2. THE STUCCO PORTIONS OF THE BUILDING SHALL BE THOROUGHLY CURED PRIOR TO THE APPLICATION OF PAINT. ONCE CURED FOR THE MINIMUM TIME PERIOD RECOMMENDED BY THE PAINT MANUFACTURER, ALL STUCCO SURFACES SHALL BE PRIMED AND THEN PAINTED WITH 2 COATS OF ACRYLIC PAINT.
3. ALL EXTERIOR WOOD COMPONENTS SCHEDULED FOR PAINTING SHALL BE THOROUGHLY PRIMED WITH AN ACRYLIC WOOD PRIMER AND THEN PAINTED WITH 2 FINISH COATS OF ACRYLIC PAINT SUITABLE FOR EXTERIOR WOOD APPLICATIONS.
4. ALL EXTERIOR WOOD COMPONENTS SCHEDULED FOR STAINING SHALL BE SANDED AND SEALED AS RECOMMENDED BY STAIN MANUFACTURER. STAINING SHALL MATCH OWNER'S SAMPLE AND THE GC SHALL PREPARE SAMPLES FOR APPROVAL BY THE OWNER PRIOR TO COMMENCEMENT OF WORK. ALL STAINED WOOD COMPONENTS SHALL RECEIVE A CLEAR SEALER AS RECOMMENDED BY THE STAIN MANUFACTURER OR PAINTING CONTRACTOR.
5. IN ALL CASES, THE COLORS OF WALLS, TRIM AND ACCESSORIES SHALL FOLLOW THE HISTORIC COLOR SCHEDULE PREPARED JOINTLY BY THE OWNER AND ARCHITECT.
6. PAINT SHALL BE FROM EITHER BENJAMIN MOORE, PITTSBURGH PAINTS OR SHERWIN WILLIAMS. CONSULT THE LOCAL TECHNICAL REPRESENTATIVE OF THE PAINT MANUFACTURER AND OBTAIN A WRITTEN RECOMMENDATION SCHEDULE FOR THE FINISH AND PRIMER COATS FOR EACH OF THE RESPECTIVE MATERIALS AND SURFACES.

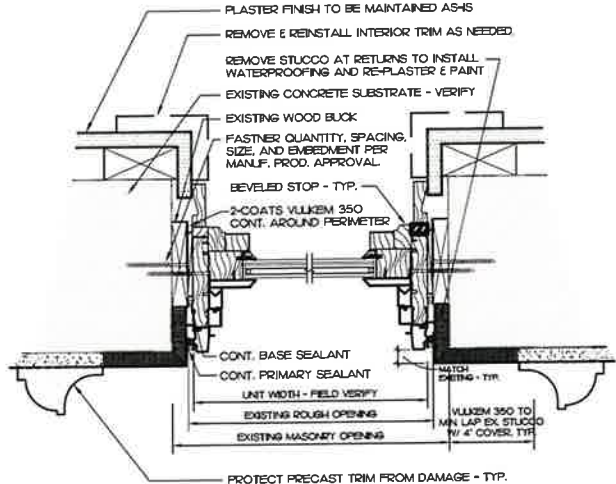
SUPPLEMENTAL BIDDING INSTRUCTION

1. PLEASE SEE PLAN SHEET A-2 FOR INSTRUCTIONS REGARDING AN ALTERNATE BID ITEM.
2. THE OPTION TO ADD AN ADDITIONAL REPLACEMENT DOOR SHALL BE OFFERED FOR A FIXED PRICE TO BE ESTABLISHED AS A SEPARATE LINE ITEM IN ADDITION TO THE BASE BID.
3. THE TOWN OF LAKE PARK WILL HAVE THE OPTION TO AWARD THE CONTRACT WITH OR WITHOUT THE ALTERNATE ITEM.

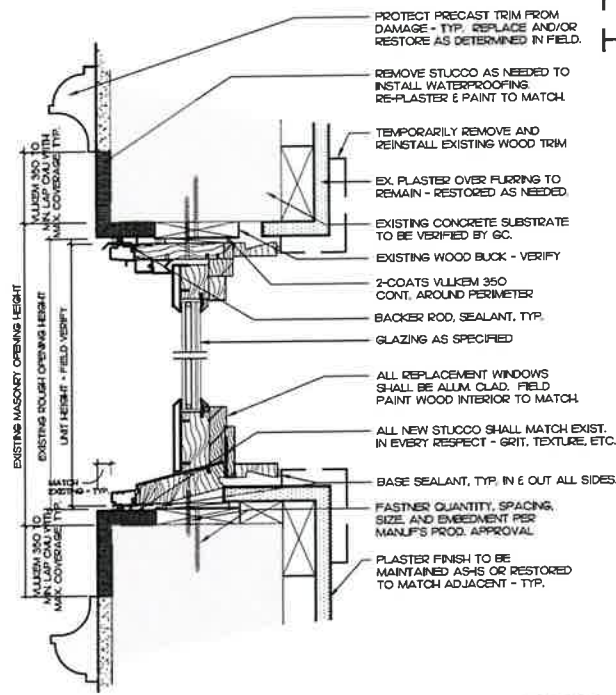


4 TYP. JAMB - ADA REPLACEMENT DOOR
SCALE 3/4"=1'

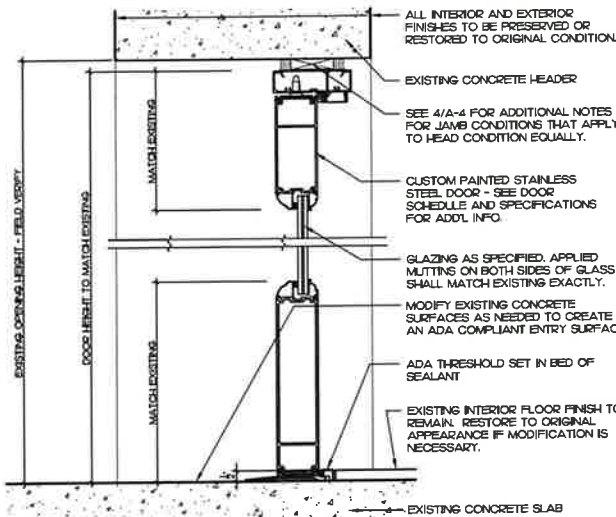
PLEASE NOTE:
EXCERPTS FROM THE ORIGINAL ARCHITECTURAL DRAWINGS PREPARED BY BRUCE KITCHELL IN THE 1920s ARE USED HEREIN WITH PERMISSION FROM THE TOWN OF LAKE PARK. THE GENERAL CONTRACT SHALL NOTIFY THE ARCHITECT OF THIS RENOVATION OF ANY DISCREPANCIES BETWEEN THESE DRAWING AND THE ORIGINAL KITCHELL DRAWINGS SO ADJUSTMENTS CAN BE MADE PRIOR TO THE VARIATIONS CREATE ANY PROBLEMS OR DELAYS.



1 TYP. JAMB - REPLACEMENT WINDOWS
SCALE 3/4"=1'



2 HEAD / SILL REPLACEMENT WINDOWS
SCALE 3/4"=1'



3 HEAD / SILL ADA REPLACEMENT DOOR
SCALE 3/4"=1'

REV.	DESCRIPTION	DATE
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Timothy F. Hullihan
Digitally signed by Timothy F. Hullihan
Date: 2025.08.28 12:32:40 -04'00'

TOWN OF LAKE PARK
Town Hall Accessibility Improvements + Window/Door Replacements
535 Park Avenue, Lake Park, Florida
SPECIFICATIONS AND MISCELLANEOUS DETAILS

architectural
Timothy F. Hullihan, AIA
www.timhullihan.com

FL Lic. #: AR0013264

JOB NUMBER C0625

CAD FILE LPTH01

SHEET NUMBER A-4

SHEET 5 OF 5



TFH Architectural Services, LLC
649 U.S. Highway One, Suite 18
North Palm Beach, Florida 33408
O: 561.557.2607
C: 561.301.4616

September 15, 2025

Historic Preservation Board
Town Hall Commission Chambers
535 Park Avenue
Lake Park, Florida 33403

Re: Lake Park Town Hall, ADA and Hurricane Hardening

We are confirming as the Architect of Record that our plans meet the historic preservation requirements of the Secretary of the Interior Standards for Rehabilitation with references to four applicable standards. In summary, we are preserving those portions and features which convey its historical, cultural, and architectural values.

Standards for Preservation:

1. The referenced property will be used as it was historically intended, and the proposed work will not diminish its current historic usage.
2. The historic character of the property will be retained and preserved. New materials introduced as part of the restoration work are necessary to harden the building against hurricanes and improve ADA accessibility. In every case, new materials will accurately replicate the original components.
3. The property is recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
4. No chemical or physical treatments are proposed. However, should they become necessary, only the gentlest means possible will be permitted. Treatments that could cause damage to historic materials are not proposed.

We look forward to working with you on this project. Please do not hesitate to call me directly should you have any questions or concerns.

Best regards,

Timothy F. Hullihan, President
TFH Architectural Services, LLC

NOTICE OF QUASI-JUDICIAL
HISTORIC PRESERVATION BOARD MEETING
Town of Lake Park

Please be advised that the **Historic Preservation Board** of the Town of Lake Park will hold a quasi-judicial public hearing on **Monday, October 6, 2025, at 6:30 p.m., or as soon thereafter as can be heard** in the Lake Park Town Commission Chambers at Town Hall, located at 535 Park Avenue, Lake Park, Florida to consider the following item:

The Town of Lake Park (Owner and Applicant) is requesting Special Certificate of Appropriateness approval to modify the historically designated Town Hall at 535 Park Avenue to replace two existing doors and three existing windows with storm-resistant impact materials as well as add an ADA accessible ramp and sidewalk at the rear patio and Commission Chamber doors.

Records related to these items may be inspected at the Community Development Department located at Town Hall. If a person decides to appeal any decision made by the Historic Preservation Board with respect to any hearing, they will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. For additional information, please contact Vivian Mendez, Town Clerk at 561-881-3311.

Town Clerk: Vivian Mendez

PUB: The Palm Beach Post – Friday, September 26, 2025



Community
Development
Department

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3318
Fax: (561) 881-3323

www.lakeparkflorida.gov

(sent via email)

September 26, 2025

Ruben A. Acosta
Bureau Chief
Bureau of Historic Preservation
Division of Historical Resources
500 South Bronough Street
Tallahassee, FL 32399

Re: 535 Park Avenue (Town Hall), Lake Park, FL – Application for Special Certificate of Appropriateness

Greetings Mr. Acosta:

Please be advised that the **Historic Preservation Board** of the Town of Lake Park, FL will hold a quasi-judicial public hearing on **Monday, October 6, 2025 at 6:30 p.m.** to consider the application detailed below. The meeting will be held in the Lake Park Town Commission Chambers at Town Hall, located at 535 Park Avenue, Lake Park, Florida. Records related to this item may be inspected at the Community Development Department located at Town Hall. The application scheduled for this meeting is as follows:

Historic Preservation Board Quasi-Judicial Public Hearing Item:

The Town of Lake Park (Owner and Applicant) is requesting Special Certificate of Appropriateness approval to modify the historically designated Town Hall at 535 Park Avenue to replace two existing doors and three existing windows with storm-resistant impact materials as well as add an ADA accessible ramp and sidewalk at the rear patio and Commission Chamber doors.

The subject property is generally located on the northwest corner of 5th Street and Park Avenue with the following Parcel Control Number: 36-43-42-20-01-019-0010. The property is historically designated at the national and local level. It was built c. 1927 using the Mediterranean Revival style of architecture. The Historic Preservation Board is the governing body for this application.

Should you have any questions please contact me directly by phone at 561-881-3320 (EXT 320) or via email at aviane@lakeparkflorida.gov.

Sincerely,

Anders Viane, Planner

**SPECIAL CERTIFICATE OF APPROPRIATENESS
FOR THE STRUCTURE AT
535 PARK AVENUE, LAKE PARK, FLORIDA 33403**

WHEREAS, Town of Lake Park (Town) owns the Town Hall building located at 535 Park Avenue, Lake Park, Florida, 33403, legally described as City Block 19, (less E 130 Feet) (the “subject property”); and

WHEREAS, on September 3, 1981, the subject property was listed on the National Register for Historic Places; and

WHEREAS, the Town has adopted regulations which are intended to protect, enhance and perpetuate properties of historical, cultural, archeological, aesthetic and architectural merit in furtherance of the public health, safety and general welfare; and

WHEREAS, in accordance with Town Code § 66-10, the Owner submitted an application for a Special Certificate of Appropriateness to the Town’s Community Development Department (“Department”) pertaining to the subject property whereby it is seeking an approval to upgrade two existing doors and three existing windows with storm-resistant impact materials and add an ADA accessible ramp and sidewalk at the rear patio adjacent to the doors to the Town Commission chambers (the Application); and

WHEREAS, pursuant to the Town Code, the Town’s Historic Preservation Board considers applications for Special Certificates of Appropriateness; and

WHEREAS, because the subject property has been locally designated, the Town Code requires that a Special Certificate of Appropriateness be approved by the Town’s Historic Preservation Board before the architectural features of a designated structure are altered, restored, or renovated; and

WHEREAS, the Application was reviewed by the Department and the Town's historic architectural consultant TFH Architectural Services; and

WHEREAS, based upon the review of TFH Architectural Services, the Department prepared a report which analyzed whether the Application was in compliance with the regulations of the Town Code; and

WHEREAS, in accordance with Town Code § 66-10(e)(2), a notice was properly published in a newspaper of general circulation that a public hearing will be held by the Lake Park Historic Preservation Board on October 6, 2025; and

WHEREAS, the Lake Park Historic Preservation Board considered the Application at a quasi-judicial hearing on October 6, 2025; and

WHEREAS, the Lake Park Historic Preservation Board has determined that there is competent substantial evidence, based upon the testimony and evidence at the quasi-judicial hearing, to approve a Special Certificate of Appropriateness for the subject property; and

WHEREAS, this Certificate of Appropriateness shall apply to the Owner, and its successors or assigns.

Section 1. The whereas clauses are hereby incorporated as true and correct as the findings of fact and conclusions of law of the Lake Park Historic Preservation Board.

Section 2. The Lake Park Historic Preservation Board hereby approves the Application and directs the Department to issue a Special Certificate of Appropriateness for the subject property.

DONE AND ORDERED this ____ day of October, 2025.

ATTEST:

TOWN OF LAKE PARK, FLORIDA:

Vivian Mendez, Town Clerk

By: _____
Richard Ahrens, Chairman, Lake
Park Historical Preservation Board

[TOWN SEAL]

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