



Town of Lake Park, Florida

Historic Preservation Board Meeting Agenda

Monday, March 02, 2026

Immediately Following the Planning & Zoning Board Meeting

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. Minutes of the October 6, 2025 Historic Preservation Board Meeting

PUBLIC COMMENTS

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. Educational Series

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS

BOARD COMMENTS

ADJOURNMENT



Town of Lake Park, Florida

Historic Preservation Board Meeting Minutes

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.

CALL TO ORDER

6:33 P.M.

PLEDGE OF ALLEGIANCE

Vice-Chair Buechele lead the Pledge.

ROLL CALL

- Richard Ahrens, Chair Absent
- Jon Buechele, Vice-Chair
- Patricia J Leduc, Regular Member
- Evelyn C Harris, Regular Member
- Karen Lau, Regular Member

APPROVAL OF AGENDA

Motion to approve the agenda made by Board Member Leduc; seconded by Board Member Harris Clark.

Voting Aye: All

APPROVAL OF MINUTES

1. Historic Preservation Board Meeting Minutes January 22, 2024

Motion to approve the January 22, 2024 meeting minutes made by Board Member Leduc; seconded by Board Member Lau. Voting Aye: All

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.

NONE

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:

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

Town Planner Anders Viane explained the item (Exhibit A). Mr. Tim Hullihan representing TFH Architectural presented to the Board (Exhibit B). Board Member Lau asked if it was complicated to maintain a historic building. Mr. Hullihan stated that it was not complicated, but suggested that the contractor hired to do the work at Town Hall be knowledgeable and specializes in historic structures. Board Member Lau asked if Mr. Hullihan had experience in this type of project. Mr. Hullihan offered his experience, including working in the West Palm Beach projects. Board Member Harris Clark asked if the building would look better upon completion. Mr. Hullihan stated that accessibility would be beneficial to the Town. Board Member Harris Clark asked if the hardening of the windows was expected. Town Planner Viane explained that yes, but it would be done as two separate projects. Vice-Chair Buechele asked would

the doors look the same. Mr. Hullihan explained that it would look the same as now, except that it would be accessible to everyone visiting Town Hall. They would simply press a button and one door would open to all them access. Vice-Chair Buechele asked if the front cast iron gate door would remain as an access point into Town Hall. Mr. Hullihan stated “yes”.

Motion to approve the special Certificate of Appropriateness for Town Hall renovations made by Board Member Leduc; seconded by Board Member Harris Clark.

Voting Aye: All

HISTORIC PRESERVATION BOARD MEMBER COMMENTS:

NONE

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS AND PROJECT UPDATES:

NONE

ADJOURNMENT:

7:00 P.M.

FUTURE MEETING DATE: TBD



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

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.



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*



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.



*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*





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**

Page 6 of 6

Item 1.

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**.

Hardening and Accessibility Improvements



535 Park Avenue, Lake Park, Florida

Historic Town Hall: Limited Exterior Modifications

*Presentation to the Historic Preservation Board
October 06, 2025*

Hardening and Accessibility Improvements



535 Park Avenue, Lake Park, Florida

Historic Town Hall: Limited Exterior Modifications

*Presentation to the Historic Preservation Board
October 06, 2025*

EDUCATIONAL SERIES

The Town is a Certified Local Government (CLG). As a CLG, it is required to hold at least four meetings per calendar year. While new business agenda items such as Special Certificates of Appropriateness are not always needed, Town Staff will include educational information when needed so as to provide the Historic Preservation Board with added information that is relevant and helpful to all Board Members. This information will be part of our 'Educational Series' for Historic Preservation Board Members.

FROM THE FLORIDA DEPARTMENT OF STATE, FLORIDA DIVISION OF HISTORICAL RESOURCES WEBSITE:

Certified Local Governments

OVERVIEW

The Certified Local Government (CLG) Program was enacted as part of the National Historic Preservation Act Amendments of 1980. The program links three levels of government -federal, state and local- into a preservation partnership for the identification, evaluation and protection of historic properties. Designation as a certified local government, either as a municipality or a county, makes historic preservation a public policy through passage of a historic preservation ordinance. The ordinance establishes a historic preservation board to develop and oversee the functions of its historic preservation program.

Since its inception in 1986, Florida's Certified Local Government Program has assisted in the survey, designation and preservation of thousands of historic and cultural resources and helped to increase public awareness of historic preservation. Florida currently has 87 CLGs who receive technical assistance and training and may apply for federally funded CLG subgrants to conduct survey, planning and National Register nomination projects.

For more information about the Florida Certified Local Government Program, please explore the menu on the right.

Property Tax Exemption

PROPERTY TAX EXEMPTION FOR HISTORIC PROPERTIES

This local program is authorized by [Section 196.1997, Florida Statutes](#), and allows counties and municipalities to adopt ordinances allowing a property tax exemption for up to 100% of the increase in assessed improvements resulting from an approved rehabilitation of a qualified historic property. The exemption may remain in effect for up to 10 years. The exemption applies only to that portion of the property tax levied by the unit of government granting the exemption.

Qualified properties may be residential or commercial and must be either individually listed in the National Register of Historic Places, a contributing building in a National Register District, or designated as historic under the provisions of a local preservation ordinance. The rehabilitation work must be in accordance with the Secretary of the Interior' Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

Applications for the property tax exemption are either reviewed by local preservation office in communities designated as a [Certified Local Government](#) or by the Division of Historic Resources for communities not designated as a CLG. To qualify for an exemption a covenant is required for the term of the exemption.

TOWN OF LAKE PARK HISTORICALLY DESIGNATED PROPERTIES

Date	Number	Street	National eligibility	Local Eligibility	Designated
1927	410	3rd - LP Elementary School	y	y	y
1924	114	Bayberry	y	y	y
1924	230	Date Palm	n	y	y
1945	255	East Jasmine	n	n	y
1925	505	Evergreen	n	y	y
1928	515	Evergreen	n	y	y
1925	<i>Kelsey Park</i>	Evergreen House (601 Federal Highway)	n	y	y
1925	227	Foresteria	y	y	y
1925	250	Foresteria	y	y	y
1945	255	Foresteria	n	n	y
1924	304	Foresteria	n	y	y
1924	414	Greenbriar	y	y	y
1926	318	Hawthorne	n	y	y
1928	324	Hawthorne	n	n	y
1923	211	Park	y	y	y
1925	918	Park (Park Building)	y	y	y
1920	600	US-1 (Kelsey House)	y	y	y
1927	535	Park Avenue (Town Hall)	y	y	y

DOES HISTORICAL PRESERVATION EVEN MATTER? (8-minute video: Source – YouTube)

<https://youtu.be/POC5G1gWBC0>