



**AGENDA
TOWN OF JUPITER
HISTORIC RESOURCE BOARD REGULAR MEETING
COUNCIL CHAMBERS
MONDAY, SEPTEMBER 16, 2024
6:00 PM**

Call To Order

ROLL CALL

Chairperson Debi Murray	Town Attorney, Thomas J. Baird
Vice Chairperson Brad Mayo	Asst. Director of Planning and Zoning,
Board Member Christine Pinello	and Staff Liaison, Stephanie Thoburn
Board Member Josh Liller	Senior Planner and Interim Staff Liaison,
Board Member Lee Webber	Thatcher Hart
Board Member Sara Misselhorn (1st Alt)	Secretary, Michael Schneider
Board Member Vacant (2nd Alt)	

If you would like to speak before the Board, please submit a green comment card to the secretary.

CITIZEN COMMENTS

MINUTES

1. June 17, 2024 Historic Resources Board Minutes

REGULAR AGENDA

Order of Business:

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

- Applicant presentation
- Staff presentation
- Board questions to Applicant and Staff
- Public comment – Three (3) minute limit per speaker
- Board discussion
- Motion on floor - Discussion only on the motion

- Call for the vote

OLD BUSINESS

2. Certificate of Appropriateness (COA) Matrix and Zoning Text Amendment

NEW BUSINESS

3. Inlet Village Market - Certificate To Dig
4. Alice Kitching Benton - Certificate of Appropriateness

STAFF UPDATES

5. Historic Centennial Committee
6. Mayor Robert Culpepper

ADJOURNMENT

7. The next regularly scheduled Historic Resources Board meeting is scheduled for October 21, 2024.

The next regularly scheduled Historic Resources Board Meeting is scheduled for **Monday, October 21, 2024.**

Reminder: Communications regarding Town public business are considered public records under the Florida Records Law and may be subject to public disclosure.

**TOWN OF JUPITER HISTORIC RESOURCES BOARD
DRAFT MINUTES
JUNE 17, 2024**

CALL TO ORDER:

Chair Murray called the meeting to order at 6:00 P.M.

ATTENDANCE:

Chair Debi Murray; Board Members; Josh Liller, Lee Webber, Christine Pinello; Stand in for Town Attorney, Brett Lashley; Asst. Director of Planning and Zoning, Stephanie Thoburn; Senior Planner, Stephen Mayer; Secretary, Michael Schneider.

ORDER OF BUSINESS

1. **Approval of Minutes and Agenda** - Chair Murray asked if anyone had any changes to the minutes, and since there were none she asked for approval. Board Member Liller moved to approve the minutes from February 26, 2024; seconded by Board Member Pinello. The motion passed unanimously (4-0 vote).

Staff said there was one change to the agenda and that was to change the next meeting from August 19th to September 16th. Board Member Liller moved to approve the agenda; seconded by Board Member Webber. The motion passed unanimously (4-0 vote).

REGULAR AGENDA

OLD BUSINESS

2. **Certificate of Appropriateness (COA) Matrix and Historical and Archaeological Preservation Ordinance update** – Mr. Mayer provided an update on the COA and the Historic Preservation Ordinance and said this topic had previously been discussed on October 16th and February 26th HRB Meetings. Mr. Mayer stated that the matrix is not included within the Zoning Code and is instead adopted by reference. The intent of the COA matrix is to guide routine administrative approvals for certificates of appropriateness, streamlining the process for historic sites or buildings that are locally historically designated based on the Secretary of Interior Standards for Historic Buildings.

A. **Certificate of Appropriateness Matrix:**

Mr. Mayer detailed the changes to the COA matrix including clarification of new and existing categories and the additional items regarding historic site work. An exempt column was added to the matrix for minor changes as well as guidance on sustainability measures from the National Park Service, reflecting the need for flood control and other adaptive measures. He went on to say some changes had been previously reviewed in February, with additional updates highlighted in green. These included notable changes include updates to landscaping, painting,

and resiliency guidelines.

- B. Section 27-2437-2439 and 2443, to provide consistency with the COA matrix and update application requirements:

Mr. Mayer said in regards to the Zoning Text Amendment (ZTA) that staff previously recommended changes to four sections. Staff is recommending two additional changes to 27-2443 Archeological Resources Protections. The first is subsection e(1) – Certificate To Dig (CTD), to address when more than one CTD may be needed to develop a site. The second is to amend the expiration date.

Mr. Mayer stated that staff has recommended edits to the section that allows staff to request a new CTD application if additional information is discovered or an amendment to a development order is requested that may change impacts to resources. Staff researched 15 other municipalities for examples on how to best handle CTD processing and if an expiration date should be implemented.

Mr. Mayer further discussed the impact on property owners when minor changes that will create subsurface disturbances within archaeological significant zones are not caught early in the process and as a result, hold up the building permit process. As a solution, staff has explored the possibility of adding an administrative CTD process for minor changes to an archaeologically significant site and is requesting Board input and if supported will bring back the language.

Board Member Pinello was in support of a minor CTD however, had concerns that the implementation of a minor CTD might allow a special CTD to be less stringent.

Board Member Webber expressed appreciation for an example given during the discussion, specifically about how tree roots might reveal hidden objects, like bones or artifacts, especially after events like hurricanes. He related this to his own observations, mentioning that uprooted trees often expose shells and other surface items from long ago. He found the example relatable and suggested there are likely other similar instances.

Board Member Liller suggested that the minor CTD should be based on the depth of the work proposed.

Chair Debi Murray questioned the process for staff involvement in a minor CTD, particularly regarding site findings during minor excavations. Ms. Thoburn explained that minor Certificates to Dig would involve preliminary testing (e.g., shovel tests) to ensure that any significant findings are properly addressed. Additionally, Ms. Thoburn also mentioned that the town could cover costs for single family home CTDs to prevent major concern over the process for home owners. Chair Murray called for a vote to postpone the zoning text amendment discussion. The motion to continue was approved with a vote of 4 to 0.

NEW BUSINESS

- 3. Centennial Celebration Discussion:** Mr. Mayer provided an update on the progress, including the involvement of various committees and the development of key programs like a history webpage, a commemorative book, themed panel discussions, and guided trolley tours of historic sites. He mentioned the Historic History Committee aims to finalize most preparations by December, and consists of town staff, residents, and representatives from various organizations, including two members from the Board, the Palm Beach County Library, Loxahatchee Historical Society, and Loxahatchee Guild.

Ms. Bernadette Dickson, from the Palm Beach County Public Library, had a comment about the Centennial Celebration. She proposed a "Decades of Jupiter" display to involve the community. Board members emphasized the importance of producing original content for the centennial book and making better use of the town's archives on the website.

Staff Updates -

- 4. National Alliance for Preservation Conference:** Ms. Thoburn reported that an email was sent to gauge interest in attending the conference. Josh and Christie expressed interest. The Town staff and Josh Liller will be presenting at the conference on "Incentivizing preservation" and a tour at the Jupiter Inlet Lighthouse Outstanding Natural Area and Sawfish Bay Park.
- 5. Sawfish Bay Archaeological Excavation:** Ms. Thoburn provided an update on the ongoing excavation for the Aicher House Deck. The Town's archaeologist discovered a prehistoric hearth feature, likely used for pottery or cooking, a historic trash pit from the first Mayor of Jupiter.

Ms. Thoburn also informed the Board that at the Bayside property where the Sawfish Bay midden site extends next to park, the building has been demolished. The Town is awaiting the arrival of archaeologists for further work.

Board Comments: Chair Murray remembered Lynn Drake for her contributions to the Town. Ms. Thoburn noted that she served on the Historic Resources Board.

Next Meeting: Tentatively September 16, 2024

ADJOURNMENT: Board Member Liller made a motion to adjourn the meeting and was seconded by Board Member Webber. The motion passed unanimously (4-0 vote). Meeting was adjourned at 7:19 pm.

Michael Schneider, Secretary

Debi Murray, Chair

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**TOWN OF JUPITER STAFF REPORT
CERTIFICATE OF APPROPRIATENESS MATRIX AND
HISTORIC AND ARCHAEOLOGIC ZONING TEXT AMENDMENT**



DATE: September 9, 2024

TO: Historic Resources Board

FROM: Stephanie A. Thoburn, Asst. Director of Planning and Zoning

SUBJECT: A. **Certificate of Appropriateness Approval Matrix Update**- Updating the Certificate of Appropriateness (COA) Matrix referenced in Section 27-2439, entitled "Modifications/development of Historic sites".

B. **Historic and Archaeologic Preservation Standards Zoning Text Amendment (ZTA)** - Town initiated zoning text amendment to Division 19 **and Article I Zoning Definitions:**

- a. Section 27-2437 to update Historic Resource Board responsibilities;
- b. Section 27- 2438 to update notice requirements for Local Historic Designations;
- c. Section 27- 2439 to amend requirements for COA applications;
- d. Section 27- 2443 to clarify requirements for Certificate to Dig applications, **to allow administrative approvals for certain Certificates to Dig, and provide for expiration;**
- e. **Section 27-1 to add two historic definitions.**

PZ #23-5764

T. Hart

Historic Resources Board:	June 17, 2024 September 16, 2024
LPA/P&Z Commission:	October 8, 2024
Town Council:	November 19, 2024 (1 st Reading) December 17, 2024 (2 nd Reading)

Project Information

Project Name:	Historic and Archaeological Preservation Standards Zoning Text Amendment (ZTA)
Applicant:	Town initiated
Request:	Update the existing Certificate of Appropriateness (COA) Approval Matrix, referenced in Section 27-2439(a)(2)(b), entitled "Modifications/development of Historic sites" to: 1. Include additional changes related to historic sites and properties; 2. Clarify existing language; and 3. Differentiate between COA exemptions or requirement.

Amend the following sections of the Zoning Code:

1. Section 27-1, entitled “Definitions” to add a definition for “character defining façade” and “contributing property”;
2. Section 27-2437, entitled “Historic resources board established” to clarify responsibilities of the board;
3. Section 27-2438, entitled “Historic resource designation procedures” to update and clarify notice requirements;
4. Section 27-2439, entitled “Modifications/development of historic sites” to amend requirements for COA applications for consistency with the COA matrix, and;
5. Section 27-2443, entitled “Archaeological resources protection” to allow administrative approvals for certain Certificates to Dig, to update application requirements, and provide for an expiration.

Staff Update

Staff is returning this item to the Historic Resources Board (HRB) since new language has been added as noted below in yellow highlight. In Exhibit 1 and 2 the previously reviewed changes are shown in yellow highlight but with black text. The new language is highlighted in yellow with red text in Exhibit 1.

Historic Resources Board Recommendation

At their June 17, 2024 Historic Resources Board, the Board postponed the COA Matrix and zoning text amendment to allow staff to provide additional changes based on input.

Staff Compliance Review Summary

The proposed staff-initiated text amendment (see Exhibit 1) is consistent with Objective 1.6 of the Housing Element, and Objective 1.9 of the Coastal Management Element of the Comprehensive Plan. Staff has highlighted those areas of code that are being amended by the text amendment (see Exhibit 1), showing the changes in ~~strikeout~~ and underline.

Staff has initiated an update to the existing Certificate of Appropriateness (COA) matrix which is adopted by reference in the code. A COA is required when a site or building with a local historic designation undergoes an exterior change. The existing COA Approval Matrix anticipates alterations and improvements to buildings, structures, and some site elements, but does not fully address site/property improvements. Staff initiated the update of the COA Approval Matrix in order to:

- Clarify whether certain improvements may be administratively approved, require Historic Resource Board (HRB) approval, or may be exempt from the COA process entirely;
- Better address changes to a site or property;
- Require a special COA for landscaping if the visible from rights-of-way impacting character defining facades for non-residential uses;
- Clarify administrative and special COA for color changes;
- Address alterations for Flood Control changes for Character Defining Façades.

Due to the COA matrix update and the need to review and update the Historic and Archaeologic Preservation Standards of the code, staff is proposing changes to:

- Address existing internal inconsistencies between the exemptions in the COA matrix update and existing Sec. 27-2439(a)(4), entitled “Activities not requiring a Certificate of Appropriateness” (See Attachment A);
- Provide consistency with the proposed COA matrix changes;

- Update the Certificate to Dig application timeline requirements to be consistent with other similar development application deadlines;
- Update HRB responsibilities to reflect input only for certain duties;
- Require that historically significant sites meriting protection be denoted on the Town's Future Land Use Map;
- Provide a link from the archaeological resources protection "Purpose" subsection pertaining to protecting significant archaeological resources without substantially delaying development to the certificate to dig subsection;
- Require an amended or new Certificates to Dig (CTD) due to changing conditions such as discovery of new archaeological resources, changes to an archaeological plan or change in site development;
- Amend time frames for scheduling a CTD application to the HRB; Expiration dates for a CTD and a Certificate of Appropriateness (COA);
- Reorganize the Areas of Archaeological Site Potential section;
- Clarify type of days either business or calendar;
- Add two new historic definitions.

Background

The existing COA matrix provides guidance for determining if changes to an historic structure are considered significant or routine, and whether a proposed change can be granted administratively or requires review and approval by the HRB. The existing matrix identifies design features (roofing materials, window types, shutter types, doors, porches, or other similar appurtenance). Per Sec. 27-2439(a)(2)(b), the COA approval matrix can only be modified by the Town Council after consideration of a recommendation from the Historic Resources Board. As part of the original staff report analysis in 2012, when the COA approval matrix was approved, it was noted that the COA process was intended to streamline the approvals for locally designated historical sites in the Town. Although the existing matrix provides greater explanation and transparency to the public, it does not list any of the activities that are considered exempt, and does not consider changes to sites or properties.

Updating the existing COA Approval Matrix was requested by the HRB and Town Council during the local historic designation review of the Old Town Hall property. During the public meetings, staff noted that certain modifications and development on the site would require a COA approval, and that the COA approval matrix will need updating to address changes to a site. Questions arose as to whether specific site work, such as stormwater retention projects, updating playground equipment or utilizing the site as a staging area, would require administrative or HRB approval. The Town Council provided policy direction on Town projects utilized for staging, generally stating that staging shall not occur on town properties unless approved by Town Council. Because of that Town Council policy, the revised COA matrix will remain silent on this temporary use (staging areas for construction).

The Town of Jupiter's COA Approval Matrix (see Attachment B) was adopted in 2012. It was generally based on West Palm Beach's COA standards and utilized the Secretary of Interior's Standards. For more information refer to the [The Secretary of the Interior's Standards for the Treatment of Historic Properties - Technical Preservation Services \(U.S. National Park Service\) \(nps.gov\)](https://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm) (<https://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm>). The basis of COA Guidelines is to preserve and maintain "historic character", which can be defined by the building or property's distinctive physical record of its time, place and use in historic context. Physical elements, such as distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved. Staff notes that Section 27-2439 regarding COAs, references the federal guidelines apply standards to all types of historic buildings, provide a critical part of the framework of the national preservation program and promote the best practices in preservation. The Secretary of Interior standards "apply to a property undergoing treatment

(or site improvements), depending upon the property's significance, existing physical conditions, the extent of documentation available, and interpretive goals, when applicable".

Another area of concern related historic preservation and the use of the COA matrix are potential natural hazard impacts such as climate change and sea level rise. Given Jupiter is a coastal community, resiliency for historic buildings and sites, and improvements that enhance the sustainability of buildings is also a growing need. The Town is also concurrently undergoing a vulnerability assessment for flooding and many of these low-lying areas coincide with historic and archaeological sites. Sustainability includes the evaluation or installation of energy-efficiency characteristics, sustainable construction methods, materials, and climate change resiliency. Resiliency can include flood measures, fire, wind damage, or other climate related impacts. The topic of sustainability is addressed in detail in the "Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings" (see Attachment C).

Analysis

Research

Staff reviewed local examples (peer review) of historic guidelines and compared them with the Town's existing matrix. The peer review included municipalities that have a significant number of historic structures and included: Key West, Miami/Dade, Fort Lauderdale, St. Petersburg, Lakeland, Gainesville, Fernandina Beach, Hollywood, Fort Myers, West Palm Beach and St. Augustine. From this review, staff identified several new classifications for the COA matrix related to the exterior and grounds of a historic building or site, including: lighting, land forms, circulation, parking and accessibility, pedestrian amenities, signs, utilities, and resiliency.

The approach from other cities utilize two accepted practices in delineating the approval of COAs. Fort Lauderdale, Key West, Hollywood, St. Petersburg, St. Augustine, Gainesville and Miami-Dade have published specific historic preservation guidelines to determine how to process COAs, and staff determines whether the approval would be by the historic board or approved administratively. The City of Ft. Lauderdale has guidelines which include a section on "site elements" (Attachment D). Like Jupiter, Fort Myers, Fernandina Beach and Monroe County, utilize a matrix to determine whether a historic board will need to approve a change, or whether staff could approve the change administratively. This method is clearer and more up front, providing the best customer service to their residents.

Some specific examples that staff found as noteworthy include a distinction between Board approval or administrative approval based on three methods of differentiation:

- *Major vs. minor.* New construction, major renovation and complete demolitions which require board approval; and minor construction, minor renovation and partial demolitions which require administrative approval. A qualifier between major and minor typically uses percentages of the building altered.
- *"Contributing" vs. "non-contributing"* portion of the building or site. Contributing means a resource (a building, structure or site) which contributes to the overall historic significance of a designated historic district and possesses historic integrity reflecting the character of a time or is capable of yielding important information about a historically significant period or independently meets the criteria for historic designation. Changes to contributing resources require Board approval, while any changes to non-contributing resources could be approved administratively.
- *Visible or not visible* from a public right-of-way. Changes that are visible from a public right-of-way would generally require Board approval, while changes that are screened, or generally not visible by the public, could be approved administratively.

Staff utilized all of these methods in the proposed COA matrix. A new term "character defining façade" was added and defined as "any elevation that contains features that helps to distinguish a structure's

historic significance”. This definition was included within the proposed COA matrix under the additions category.

COA MATRIX UPDATE PROPOSED STAFF CHANGES (SEE EXHIBIT 2):

1. Include additional changes related to historic sites and properties missing in the existing COA matrix. New categories and proposed changes to sections include: circulation, land forms, resiliency and signage were included and delineated with specifics for the possible types of site improvements impacting a historic property.
 - a. Staff added resiliency and circulation (vehicular and pedestrian including parking lots, sidewalks and requirements for accessibility) because they are categories addressed in the Secretary of Interior’s Standards for the Treatment of Historic Properties and can change when a property evolves, particularly with adaptive reuse.
 - b. Signage was added and has a high level of staff coordination and review, and it is recommended that signage be approved administratively.
 - c. Land forms was added to address issues that arose from the Old Town Hall Local Historic designation regarding a potential stormwater area.
 - d. The Town Council addressed the laydown/staging for Town-owned properties through a new policy, and therefore staff did not recommend adding language.
 - e. All new categories include:
 - i. Circulation- Vehicular and Pedestrian;
 - ii. Land forms/water features/subsurface disturbances;
 - iii. Lighting;
 - iv. Pedestrian Amenities;
 - v. Resiliency;
 - vi. Signs; and
 - vii. Utilities
2. Clarify existing language. Staff clarified, reorganized or expanded existing categories to help differentiate minor changes from major changes. Staff also provided a new definition, “character defining façade”, to help clarify and replace the term “primary façade”. Staff utilized the new term based on Secretary of Interior’s Standards for the Treatment of Historic Properties to help clarify changes that would require Board approval, staff approved, and those that are exempt. Accessory structures such as trellises, play equipment, and pergolas were placed into the existing sheds category. All of the categories clarified by staff include:

a. Additions b. Awnings c. Decks, Patios and Pergolas d. Demolitions e. Fences and walls f. Landscaping; g. Mechanical Systems	h. New construction i. Painting j. Porches k. Repair l. Sheds m. Windows
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3. Items exempt from COA approval. The existing code, Section 27-2439(a)(4) addresses items that are exempt from a COA approval. However, these items were not included with the COA Approval Matrix creating inconsistencies between the matrix and the code. Section 27-2439(a)(4), entitled “Activities not requiring a Certificate of Appropriateness” states:
(a) General and occasional maintenance and repair of any archaeological or historic site or any improvement within a historic district except as prohibited or regulated by archaeological considerations. General and occasional maintenance and repair shall include lawn and landscaping repair, minor repairs that restore or maintain the historic site or current character of the improvement. General and occasional maintenance and repair shall also include an ordinary maintenance which does not require a building permit from the Town.

General and occasional maintenance and repair shall not include any of the activities described and defined in subsection (a)(1) of this section nor shall it include exterior color change, addition or change of awnings, signs, or alterations to porches and steps or any alterations which require excavation or disturbance of subsurface resources.
(b) Any interior alteration, construction, reconstruction, restoration or renovation.

Staff Comment: A new column is proposed in the updated matrix, exempting changes from requiring a COA approval. The potential exempt changes in the matrix include: new groundcover, hedges and planting beds; landscape not visible from rights-of-way; lighting and pedestrian amenities (benches, trash receptacles and bike racks), compatible to the architectural style; changes in roof that are the same material and shape; signs for which no permit is required and compatible to the architectural style; and, windows that are the same materials, style and size.

ZONING TEXT AMENDMENT TO ARTICLE 1 “DEFINITIONS” PROPOSED STAFF CHANGES (see EXHIBIT 1):

1. Section 27-1. Definitions – Add two new definitions

Add a definition for *Character Defining Façade* to be an elevation that contains features that helps distinguish a structures historic significance.

The new definition serves to clarify the modifications made to the Certificate of Appropriateness approval matrix that have been made in response to feedback from the Historic Resources Board and that is included within this zoning text amendment.

Add a new definition for *Contributing Property* shall mean a building, site, structure, or object which adds to the historical architectural qualities, historic associations, or archaeological values for which a district is significant because

(a) it was present during the period of significance of the district and possesses historic integrity reflecting its character at the time;

(b) is capable of yielding important information about the period; or

(c) it independently meets the National Register of Historic Places criteria for evaluation

This definition is referenced in the COA matrix section, and was modeled after the language that is used within the Codes of the City of Gainesville and St. Augustine.

ZONING TEXT AMENDMENT TO DIVISION 19 PROPOSED STAFF CHANGES (see EXHIBIT 1):

- 2. Section 27-2437(e). Historic resources board established** - Amend “Responsibilities” to reflect the Town Council’s direction to define the purpose of the Historic Resources Board to coordinate and provide input versus requiring the HRB to maintain lists, inventories, and Florida Master Site Files. Also, a correction was made referencing the Future Land Use Map versus the Zoning Map as it relates to historically designated and historically significant sites meriting protection.

Section 27-2438(d). Historic resource designation procedures – Amend the subsection on “Public hearings required for historic site or district designation”, to only require staff to send a courtesy mailing notice to property owners within a 300-foot radius once, prior to the “first” public hearing. Staff is amending the notice requirements for local historic designations to be consistent with all other development applications. A courtesy notice is only required prior to the first public hearing.

- 3. Section 27-2439.** Modifications/development of historic sites entitled, “Certificate of appropriateness”
- a. Amend subsection (a)(1) and (a)(2) to reference the COA approval matrix that is maintained by the department of Planning and Zoning.
 - b. Amend subsection (a)(1)(a), (a)(1)(b) and (a)(1)(c) to generalize and remove conflicts on the types of activities that require a special certificate of appropriateness, and to specify that changes landscaping features are applicable to nonresidential uses.
 - c. Amend subsection (a)(2)(b) and (a)(4)(c) to include language to differentiate exempt activities that do not impact the historic nature of a site or character defining structure are separate from those activities that require an administrative certificate of appropriateness, and to define what minor changes are considered exempt.
 - d. Amend subsection (b) to change the timelines for applications for special certificates of appropriateness and the evaluation guidelines to be more consistent with other development applications that are processed by the department. Staff proposes the changes so that special HRB meetings are not required to be scheduled and applications can be processed based on regularly scheduled meetings.
 - e. Amend subsection (b)(9) to modify the timeline of expiration for administrative and Special Certificates of Appropriateness effective from the time of approval by the board or department until the issuance of a building permit of the specified improvements or if an associated development order expires. This will allow commercial building or adaptive reuse to have consistent expiration dates already established with a development applications.
- 4. Section 27-2443. Archaeological resource protection**
- a. Amend subsection (a)(4), “Purpose”, to include a reference to the certificate to dig found in subsection (e).
 - b. Amend subsection (d)(3) currently entitled “Loxahatchee River, Coastal Strand, high and moderate zones” to “Areas of archaeological site potential zones”, to reorganize and provide clarity for the requirements of properties within Areas of Archaeological site potential. This section did not change other than adding to the criteria used to determine the archaeological protection to include “moderate” potential zones along with high potential zones.
 - c. Amend subsection (d)(4) regarding “Field review for certain activities at single-family residential parcels within certain archaeological zones” to add “moderate” potential zones along with high potential zones for property owners that may request an archaeological field review at any time.
 - d. Amend subsection (d)(4)(b) regarding “Field review for certain activities at single-family residential parcels within certain archaeological zones” to clarify timeline for completion of archaeological field reviews conducted by the town on residential parcels.
 - e. Amend subsection (e)(1) “Application” of the Certificate to dig section, to allow administrative certificates to dig applications, and to add when more than one certificate to dig may be required to develop a site based on:
 - I. Discovery of new archaeological resources or information indicating the presence of unforeseen resources discovered prior to site development;
 - II. An amendment to a development order is requested that significantly impacts resources; or
 - III. Any changes to the archaeological plan or an approved Phase III management plan.
 - f. Amend subsection (e)(3) “Certificate to dig”, to distinguish the difference between special certificates to dig and to outline the timeline required for special certificates to dig to be more consistent with other development applications. Staff is proposing to modify the existing application timetable for certificates to dig applications to be consistent with Section 27-230, entitled “Application filing dates” which provides application filing dates for all development applications other than Comprehensive Plan amendments. The Town staff has seven calendar days to determine if an application contains sufficient information for a formal review. An application must also be deemed sufficient 17 calendar days prior to placing an application on

an agenda for a meeting. This change is more realistic and avoids confusion. Also, as detailed in the text amendment, the certificate to dig application facilitates the protection of historic resources, without substantially delaying construction.

- g. Add section (e)(4) entitled “Standards for issuance of an administrative certificate to dig”, to establish standards for issuance of administrative certificates to dig and to outline the timeline for processing such applications. The intent is to allow administrative approvals, with the town’s archaeologists recommendation, for certificates to dig that have no or insignificant value or if there is a change to the development order that also impacts the certificate to dig approval. The same timeline is proposed as special certificates to dig and the department shall evaluate the application based upon guidelines in this section and the recommendations included within the archaeologist’s report. The addition of this process is designed to limit delays for applications that are located in areas of archaeological concern while still conducting necessary measures to preserve historic resources.
- h. Amend subsection (e)(5) to provide an expiration date to Section 27-2443, which states that a certificate to dig will expire within two years of approval, unless the subject property has an approved development order in which case the certificate to dig will expire on the same timeline as the development order. If an amendment to the development order is required pursuant to this section, dependent on the intensity of its changes, the certificate to dig may be approved by the department.

Staff Comment: Staff has researched fifteen local land development regulations and have found that all but three have expiration dates for Certificates to dig. The vast majority of municipalities have expirations for CTDs, typically between six months to a year. In consultation with our Archaeological Consultant, requiring an expiration date was advised and staff proposed two years consistent with the expiration of a development order, since most CTDs are associated with a development approval.

Staff has also researched if there is example code that would detail when a second phase or second CTD should be needed to conduct improvements, demolitions and other work to a site with suspected archaeological resources. Staff has provided new language that encapsulates the conditions in which the town should require an issuance of a new CTD. In consultation with our Archaeological Consultant, the new language was acceptable. Please see attachment E for more detailed description of the research.

ATTACHMENTS

- Exhibit 1 – Proposed Zoning Text Amendment in Strike Thru and Underline
- Exhibit 2 – Proposed COA Matrix Update
- Attachment A – Section 27-2439 of the Town Code, “Modifications/Development of Historic Sites”
- Attachment B – Existing Certificate of Appropriateness Matrix
- Attachment C – Secretary of the Interior’s Standards for Rehabilitation and Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings
- Attachment D – City of Ft. Lauderdale Historic Preservation Guidelines – Site Elements Chapter
- Attachment E – Peer Code Research

FILE PATH:

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Article I, Section 27-1. Definitions.

Character Defining Façade an elevation that contains features that helps distinguish a structures historic significance.

Contributing Property shall mean a building, site, structure, or object which adds to the historical architectural qualities, historic associations, or archaeological values for which a historic district or area is significant because:

(a) it was present during the period of significance of the district and possesses historic integrity reflecting its character at the time;

(b) is capable of yielding important information about the period; or

(c) it independently meets the National Register of Historic Places criteria for evaluation

DIVISION 19. HISTORIC AND ARCHAEOLOGIC PRESERVATION¹

Sec. 27-2435. Declaration of legislative intent.

It is hereby declared that the protection, enhancement and preservation of properties, structures, artifacts, documents, memorabilia, and other physical assets of historical, archaeological, architectural, and/or cultural significance are in the interest of the public health, safety and general welfare of the residents of and visitors to the town. Therefore, this division is intended to:

- (1) Effect and accomplish the protection, enhancement, and preservation and study of archaeological sites, properties, structures, improvements, landscape features, artifacts, and other physical assets located within the town which represent distinctive elements of the town's prehistoric, historic, architectural, and/or social character;
- (2) Safeguard the town's history, heritage, and unique attributes;
- (3) Foster civic pride and respect for the accomplishments of the past; and
- (4) Protect and enhance the town's attraction of visitors and support and stimulate the economy from increased tourism.

(Code 1992, § 27-1675.5; Ord. No. 8-99, § 2, 5-4-1999)

Sec. 27-2436. Scope of regulations.

The land development regulations established herein shall apply to all property in the town and to those properties over which the town has land use planning responsibilities pursuant to F.S. ch. 163. Nothing contained herein shall supersede or conflict with the town's building and land development regulations. The land development regulations contained herein shall be cumulative and read in conjunction with other land development regulations of this Code.

(Code 1992, § 27-1675.6; Ord. No. 8-99, § 3, 5-4-1999)

¹State law reference(s)—Historical resources, F.S. ch. 267.

Sec. 27-2437. Historic resources board established.

- (a) *Establishment.* The town council hereby establishes the town historic resources board (board) whose responsibility shall be to perform the duties and responsibilities identified herein and such other duties as may be assigned to it by the town council.
- (b) *Membership.* The board shall consist of five regular members and two alternate members, designated as the first alternate and the second alternate. Each member of the council shall be entitled to appoint a regular member, who shall serve at the pleasure of the member of the council who makes the appointment. The two alternate members shall be appointed by a majority vote of the town council. If all regular members of the board are present, the alternate members of the board may participate in the discussion, but shall not be entitled to cast a vote. If any regular member is absent from a meeting, the alternate members shall be entitled to participate in discussion and to vote, in a rotating manner, on any items which come before the board. Members of the board shall have professional experience and/or higher educational degrees in the disciplines of history, architecture, landscape architecture, architectural history, archaeology, planning, or other professional experience or degrees in related disciplines such as American studies, American civilization, cultural geography, cultural anthropology, or American history. Two members of the board may be filled by individuals that do not meet the educational or professional experience requirements set forth above, provided they demonstrate a special interest, or knowledge of, the town's history. All applicants for positions on the board shall submit sufficient information to demonstrate their educational or professional experience and qualifications which is relevant to demonstrating that they meet the qualifications established herein. A majority of the membership of the board shall be residents of the town. However, the town council may appoint one member of the board who is not a resident of the town, provided they have the professional or educational qualifications and/or experience requirements recited hereinabove.
- (c) *Terms of office.* The term of regular board members appointed by the town council shall serve at the pleasure of the appointing council member. The term of an alternate members shall be one year. When a vacancy occurs on the board, it shall be filled by the town council as quickly as possible for the remainder of the unexpired term.
- (d) *Quorum, officers, rules of procedure.*
 - (1) No meeting of the board shall be called to order, nor any business transacted, without a quorum consisting of a majority of the members of the board. A majority of the quorum present shall be necessary for the board to take action.
 - (2) The members of the board shall elect a chairman and vice chairman who shall serve terms of one year. The vice chairman shall act as chairman in the absence of the chairman and shall have all powers of the chairman. The chairman shall be in charge of all proceedings before the board.
 - (3) The department of planning and zoning shall provide all notices of and shall record all meetings of the board and shall maintain the minutes of these meetings.
 - (4) The department of planning and zoning shall furnish the board with administrative support, including fiscal support, subject to budgetary approval by the town council. The department may approve and issue regular certificates of appropriateness.
 - (5) All meetings of the board shall be governed by Robert's Rules of Order.
 - (6) Meetings of the board shall be held quarterly, or as often as may be necessary for the board to discharge its responsibilities.

The town council may appoint one of its members to serve as an ex officio member of the board.

- (e) *Responsibilities.* The board shall have the following responsibilities:

- (1) Promote the preservation and conservation of historic and archaeological resources within the town.

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- (2) Cooperate and coordinate with property owners, public and private organizations, and businesses to ensure the conservation and preservation of archaeological sites and the contents of identified historic and/or archaeological sites, improvements or districts of historic and/or archaeological significance.
 - (3) Advise the town council concerning land use plan amendments and land development regulations as they relate to the preservation of historic and/or archaeological resources.
 - (4) ~~To~~ Conduct public hearings regarding historic and/or archaeological resources and make recommendations to the town council regarding applications for historic designation, demolition permit applications, and the nomination of properties to the National Register of Historic Places, and to approve and issue special certificates of appropriateness and certificates to dig.
 - (5) Subject to town council direction and appropriation, the board may participate in the National Register program in Florida, as defined by the 1981 and subsequent amendments to the Historic Preservation Act of 1966 and regulations and rules drafted pursuant to those amendments by the National Park Service and the Florida State Bureau of Historic Preservation.
 - (6) ~~To~~ Cooperate with and enlist the assistance of other public or private organizations in matters involving historic preservation, renovations, rehabilitation, and reuse; and to support increased public awareness of the value of historic preservation.
 - (7) ~~To Coordinate and provide input to staff to maintain~~ a list of all designated historic and archaeological resources within the town's boundaries, irrespective of whether such determination was made by the town, state, or federal authorities. This list shall be known as the "Town of Jupiter List of Designated Historic Resources." For the purposes of this division, the designation of properties on the town's list of designated historic resources shall supersede conflicting determinations by other agencies, authorities, or individual professional opinions.
 - (8) ~~To Coordinate and provide input to staff to survey and maintain~~ inventories of potential historic and/or archaeological resources in the town and plan for their preservation.
 - (9) ~~To Coordinate and provide input to staff to maintain a copies of the~~ Florida Master Site Files ~~for all~~ recorded historic resources in the town; maintain a series of United States Geological Survey (U.S.G.S.) topographical maps upon which historic and archaeological resources recorded on the Florida Master Site File are shown, and a series of soil survey maps upon which archaeological sensitive zones are shown; maintain a copy of the town's official ~~Future Land Use Map zoning map~~ upon which all designated historic resources, ~~and historically significant sites meriting protection~~, are shown.
 - (10) Recommend the design of standardized historic markers and plaques for designated historic and archaeological sites and districts within the town.

(Code 1992, § 27-1675.8; Ord. No. 8-99, § 5, 5-4-1999; Ord. No. 60-00, § 2, 11-21-2000; Ord. No. 32-03, § 3, 8-19-2003; Ord. No. 10-12, § 2, 4-3-2012; Ord. No. 12-17, § 2, 5-24-2017; Ord. No. 11-18, § 2, 7-17-2018; Ord. No. 11-21, § 2, 5-18-2021)

Sec. 27-2438. Historic resource designation procedures.

- (a) *Purpose and intent.* This section provides mechanisms to promote historic preservation in the town by the designation of historic sites and districts, and by the regulation of construction and demolition at historic sites and within historic districts.
- (b) *Criteria.*
 - (1) To qualify as a designated historic site or historic district, properties, individual properties, structures, sites and buildings, or groups of properties, structures, sites and buildings, the proposed site or district shall meet one or more of the following criteria:

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- a. Is associated in a significant way with the life or activities of a major person important in Jupiter, Palm Beach County, Florida or national history;
 - b. Is associated with an historic event with significant effect upon the town, county, state or nation;
 - c. Is associated in a significant way with a major historic event whether cultural, economic, military or political;
 - d. Exemplifies the historic, political, cultural or economic trends of the community history;
 - e. Is associated in a significant way with a past or continuing institution which has contributed to the life of the town;
 - f. Portrays the environment in an era of history characterized by one or more distinctive architectural styles;
 - g. Embodies those distinguishing characteristics of an architectural style, period or method of construction;
 - h. Is an historic or outstanding work of a prominent architect, designer, landscape architect, or builder; or
 - i. Contains elements of design, detail, material, or craftsmanship of outstanding quality or which represents, in its time, a significant innovation or adaptation to the South Florida environment.
- (2) A building, structure, site, or district will be deemed to have historic significance if, in addition to, or in the place of previously mentioned criteria, the building, structure, site, or district meets the historic development standards as defined by and listed in the regulations of and criteria for the National Register of Historic Places or those of Palm Beach County.
- (3) Properties not generally considered eligible for designation include cemeteries, birthplaces or graves of historic figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, buildings or sites primarily commemorative in nature, reconstructed historic buildings, and properties that have achieved significance less than 50 years prior to the date the property is proposed for designation. However, such properties will qualify if they are integral parts of districts that do meet the previously described criteria or if they fall within one or more of the following categories:
- a. A religious property deriving primary significance from architectural or artistic distinction of historic importance.
 - b. A building or structure removed from its location but which is primarily significant for architectural value, or is the surviving structure most importantly associated with an historic event or person.
 - c. A birthplace or grave of an historic figure of outstanding importance if there is no other appropriate site or building directly associated with **their** productive life.
 - d. A cemetery which derives its primary significance from graves of persons of transcendent importance, from age, distinctive design features, or from association with historic events.
 - e. A property primarily commemorative in nature if design, age, tradition or symbolic value have invested it with its own historic significance.
 - f. A building, structure, site or district achieving significance less than 50 years from the date it is proposed for designation if it is of exceptional historic importance.
- (c) *Application for historic site or historic district designation.*
- (1) Applications for historic or archaeological site or district status for privately-owned property may be initiated by the town, the historic resources board or the property owner of a site, except that

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- applications for historic site status for privately-owned single-family homes may only be initiated by the owner of the property. An incorporated homeowners, condominium or community association may apply for historic district status. Application for historic or archaeological site or district status for public property may be initiated by any resident of the town, the town, or the board.
- (2) By resolution of the town council, a fee shall be established and may be amended to cover the town's actual costs of reviewing and processing applications for historic designation. In addition, an application may require that funds be deposited in an escrow account to cover fees for consultants which may be hired by the department when needed to evaluate the eligibility of a property.
 - (3) Upon receipt of an application, the department shall conduct a preliminary evaluation of the application to determine whether or not the department has sufficient information to process the application and shall send a copy of the application by certified mail to the property owners of record. The department shall make the determination that an application is sufficient within **15 days calendar working** days of receipt of an application. If the application is not sufficient to process, the department shall specify what additional information is necessary.
 - (4) When an application is sufficient, the department shall prepare a designation report for consideration by the board which shall contain the following information:
 - a. Proposed legal boundaries of the historic improvement, archaeological site, or historic district;
 - b. An analysis of the historic or archaeological significance of the nominated property;
 - c. For those public buildings which have public access, an analysis of interiors with features of exceptional architectural, aesthetic, artistic or historic significance;
 - d. Any proposed specific land development regulations;
 - e. Any conditions beyond the standards contained in the land development regulations or conditions based on the development standards for historic districts and sites of section 27-2439.
- (d) *Public hearings required for historic site or district designation.*
- (1) After the department prepares the designation report, the board shall conduct a public hearing to evaluate and receive comments regarding the application. For each proposed designation of an individual site or district, and except as otherwise provided herein, the board is encouraged to obtain the approval of the owners of properties proposed for designation, by providing information on the benefits of designation. The owners of the property shall be given an opportunity at the public hearing to object to the proposed designation.
 - (2) The department shall, by certified mail at least ~~45~~ **10** calendar days prior to the public hearing, mail a copy of the designation report and a notice of public hearing to the property owners of record as determined by the most current Palm Beach County property tax rolls then available. Refusal to accept this notice of public hearing shall not invalidate the hearing. In addition, all property owners of record, as determined by the most current Palm Beach County property tax rolls, within a 300-foot radius of the nominated site or district shall be sent courtesy notice of the **first** public hearing. However, failure to receive such courtesy notice shall not invalidate the hearing. Notice shall also be provided by publishing a copy thereof in a newspaper of general circulation within the town at least ten calendar days prior to the date of the hearing. All interested parties shall be given an opportunity to be heard at the public hearing.
 - (3) Upon the mailing of the designation report to the property owners, the town shall cease issuing permits for any new construction, alteration, relocation or demolition of the property which is the subject of a proposed designation. No permits shall be issued by the town until after the town council approves or denies the nomination for historic site or district status, or the application is withdrawn by the person or entity who has initiated the application.

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- (4) After the close of the public hearing, but no later than 45 calendar days following the close of the public hearing, the board shall vote at a public hearing and make its recommendation to the town council on the designation.
 - (5) The town council shall thereafter hold a public hearing following the same notice requirements set forth in subsection (d)(2) of this section.
 - (6) If the board recommends designation of a district, a vote of the property owners shall be taken prior to the public hearing before the town council. The town shall send by certified mail to each record owner a ballot, notification of the date the ballot is due back, and a self-addressed, stamped envelope. Each parcel as identified within the proposed district shall have one vote. The marked ballots shall be returned to the town clerk within 30 calendar days from the date of mailing of the ballots. Any ballots not returned within 30 calendar days from the date of mailing shall be disqualified. A two-thirds majority of the votes cast and received by the clerk within the 30 calendar days of mailing in favor of the district shall be a pre-requisite to the town council's designation of a district.
 - (7) At its public hearing, the town council shall consider the application, all relevant support materials, the designation report, the recommendations of the board and the criteria for designation, and may, at the conclusion of the hearing, adopt a resolution approving, approving with conditions, or denying the historic site or district designation. For property not owned by a governmental entity, a supermajority vote of the town council is required for designation. For single-family homes, the approval of the property owner is required for designation.
 - (8) Amendment or rescission. The town may amend or rescind any designation provided it complies with the same notice and public hearing requirements and other procedures used in approving the original designation.
- (e) *Town of Jupiter Register of Historic Places.*
- (1) If the town council approves the nomination of an historic site or an historic district, said site or district shall be listed on the town register of historic places. The town list of designated historic resources shall be maintained by the town clerk.
 - (2) The town council shall issue an official certificate of historic significance to the owner of properties listed individually on the town list of designated historic resources or judged as contributing to the character of an historic district listed on the town list of designated historic resources. The town manager, or the town manager's designee, is authorized to issue and place official signs denoting the geographic boundaries of each historic site or district listed on the town list of designated historic resources.
- (f) *Recording.* The resolution designating an historic site or historic district shall be recorded in the public records of Palm Beach County, Florida.
- (Code 1992, § 27-1675.9; Ord. No. 8-99, § 6, 5-4-1999; Ord. No. 32-03, § 4, 8-19-2003)

Sec. 27-2439. Modifications/development of historic sites.

- (a) *Certificate of appropriateness.*
- (1) **General, Activities** requiring a special certificate of appropriateness (approved by the historic resources board) **are listed below. More specific details are contained in the certificate of appropriateness approval matrix maintained by the department of planning and zoning.**
 - a. **Any The erection, alteration, restoration, renovation, excavation, relocation, or demolition of a improvement proposed change, including demolition, to a structure, site** or landscape feature, of any designated historic site, historic building or which is located within any historic district.

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- b. Any material change in existing exterior walls, fences, paving and sidewalks, change of color, or construction of new walls, fences, paving and sidewalks that impact the character defining façade.
 - c. Any material change in the landscape features for non-residential uses or site improvements of any historic site.
- (2) Activities requiring an administrative certificate of appropriateness are listed below. More specific details are contained in the certificate of appropriateness approval matrix maintained by the department of planning and zoning.
- a. Those activities listed in subsection (a)(1) of this section, which pertain to locally designated sites contained within the United States Department of the Interior's Jupiter Inlet Lighthouse Outstanding Natural Area (JILONA), and which are not otherwise subject to federal review for consistency with all federal laws and statutes contained in the JILONA Comprehensive Management Plan and Environmental Assessment.
 - b. Unless considered by staff to be exempt and otherwise not impacting the historic nature of a site or character defining façade or contributing structure in a historic district, Any other activities that are considered routine for design features, including, but not limited to, changes in, roofing materials, window types, shutter types, doors, porches, or other similar appurtenance, as contained in the certificate of appropriateness approval matrix. The official copy of the certificate of appropriateness approval matrix shall be maintained by the department of planning and zoning. The approved certificate of appropriateness approval matrix and any amendments thereto shall be subject to the review and approval of the town council, after consideration of a recommendation from the historic resources board. The certificate of appropriateness matrix contains a list of those design features and indicates which features may be administratively reviewed and which require approval by the historic resources board through the special certificate of appropriateness process.
- (3) Plans required. No special certificate of appropriateness shall be approved unless those plans necessary for the construction, alteration, restoration, renovation, or excavation of a designated historic structure have been submitted to the town and approved by the historic resources board. No special certificate of appropriateness for the reconstruction, relocation or demolition of a designated historic structure shall be approved unless necessary plans have been submitted to the town and approved by the town council, after consideration of a recommendation from the historic resources board. Applications for administrative certificates of appropriateness for locally designated sites within the United States Department of Interior's JILONA shall submit all plans provided to the state historic preservation officer.
- (4) Activities not requiring a certificate of appropriateness.
- a. General and occasional maintenance and repair of any archaeological or historic improvement or site, or any improvement within an historic district, except where prohibited or regulated by archaeological considerations. General and occasional maintenance and repair shall include lawn and landscaping care and minor repairs that restore or maintain the historic site or current character of the improvement. General and occasional maintenance and repair shall also include any ordinary maintenance which does not require a building permit from the town. General and occasional maintenance and repair shall not include any of the activities described and defined in subsection (a)(1) of this section, nor shall it include exterior color change, addition or change of awnings, signs, or alterations to porches and steps or any alterations which require excavation or disturbance of subsurface resources.
 - b. Any interior alteration, construction, reconstruction, restoration or renovation.

c. Minor changes, as determined by the department of planning and zoning, that typically do not significantly impact the historic character of the site or a character defining façade or contributing structure may be exempt from a certificate of appropriateness, as detailed in the certificate of approval matrix, including but not limited to: new groundcover, hedges and planting beds; landscape not obscuring the view of the historic structure or site attributes; pedestrian amenities that are compatible to the architectural style; lighting; changes in materials that are the same material and shape; signs for which no permit is required and compatible to the architectural style; and, windows that are the same materials, style and size.

(b) *Applications for administrative and special certificates of appropriateness and evaluation guidelines.*

- (1) Applications for certificates of appropriateness shall be made on forms approved and provided by the town and shall include such plans, drawings, or surveys, as required by the town.
- (2) Applications for an administrative certificate of appropriateness may be submitted pursuant to Sec. 27-230, "Application filing dates". Applications for a special certificate of appropriateness shall be submitted to the department on the second Monday of each month. If this deadline is on an official town holiday, the deadline shall be on the following weekday a minimum of ten calendar days prior to any meeting of the board at which such application is to be considered.
- (3) An applicant ~~may~~ shall request a preapplication conference with the town staff to obtain information and guidance regarding the application process.
- (4) In evaluating applications, the department and board shall utilize the most recent United States Secretary of the Interior's Standards for Rehabilitation for the evaluation of applications for a certificate of appropriateness.
- (5) If the department determines that an application is not sufficient, it shall provide written notice to the applicant specifying the application's deficiencies. The department shall take no further action on the application until the deficiencies are remedied. If the applicant fails to correct the deficiencies within 20 ~~businessworking~~ days ~~from the date staff sent the~~ application deficiencies, the department may consider the application to be withdrawn.
- (6) If the application is determined sufficient, the department director ~~or designee~~ shall determine if it requires an administrative or special certificate of appropriateness. If it is an administrative certificate, then the department shall, within ~~ten-18 business~~ days from the date an application is found to be complete, approve or deny the application for the certificate of appropriateness. The determination shall be ~~sent to the applicant via mail or email~~ mailed to the applicant within three business days of the decision, accompanied by a written statement of the staff's determination. If the application is for a special certificate of appropriateness, the director ~~or designee~~ shall place the application on ~~an-the~~ next regularly scheduled agenda for the board's consideration.
- (7) An applicant may appeal a decision of the department within 30 ~~calendar~~ days of the decision by filing a written notice of appeal with the board. The notice of appeal shall state the decision which is being appealed, the grounds for the appeal, and a brief summary of the relief which is sought. ~~Within 35 days of the filing of the appeal,~~ the board shall consider the appeal ~~at on the next regularly scheduled agenda at~~ which time it may affirm, modify or reverse the decision of the staff. Nothing contained herein shall preclude the board from seeking additional information prior to rendering a final decision. The decision of the board shall be in writing and a copy of the decision shall be forwarded to the appealing party.
- (8) The board will act upon the application for a special certificate of appropriateness or an appeal of an administrative certificate of appropriateness ~~on the next regularly scheduled agenda within 35 calendar days of receipt of the application,~~ provided that the application meets the filing and technical sufficiency requirements as defined in this section, unless the applicant requests a continuance.

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- (9) If the board or department approves the application, a certificate of appropriateness shall be issued. The issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other development permits, orders and approvals required by the town, except in the case of an administrative certificate of appropriateness for a locally designated site within the Department of the Interior's JILONA located on federal public lands. A building permit or other development permit, order or approval shall be invalid if it is obtained without a certificate of appropriateness. Construction for which a certificate of appropriateness has been received, shall **be effective from the time of approval by the board or department until the issuance of a building permit of the specified improvements, or if an associated development order for the property expires commence within 18 months from the date of the certificate's issuance, and said certificate shall expire if 25 percent of the approved improvements have not been completed within 24 months from the date of issuance.** If the board denies the application for a special certificate of appropriateness or if the department denies the application for an administrative certificate of appropriateness, a certificate of appropriateness shall not be issued.
- (10) An applicant may appeal a decision of the board within 30 days of the decision by filing a written notice of appeal with the town council. The notice of appeal shall state the decision which is being appealed, the grounds for the appeal, and a brief summary of the relief which is sought. Within 30 **calendar** days of the filing of the appeal, the town council shall convene a public hearing at which time it may affirm, modify or reverse the decision of the board. Nothing contained herein shall preclude the town council from seeking additional information prior to rendering a final decision. The decision of the town council shall be in writing and a copy of the decision shall be forwarded to the board and the appealing party.
- (11) An applicant may appeal a final decision of the town council within 30 **calendar** days of the rendition of the final, written decision by filing a petition for writ of certiorari in circuit court of the Fifteenth Judicial Circuit in and for Palm Beach County.

(c) *Development standards for historic districts and sites.*

- (1) An historic improvement, site or district shall only be moved, reconstructed, altered or maintained in accordance with this division in a manner that shall preserve the historic and character of the site or district.
- (2) In considering proposals for alterations to the exterior of historic improvements and in applying development and preservation standards, the documented, original design of the improvement may be considered, among other factors.
- (3) An historic or archaeological site, improvement, or appurtenance either within an historic district or individually designated, shall only be altered, restored, preserved, repaired, relocated, demolished, or otherwise changed in accordance with the United States Secretary of the Interior's Standards for Rehabilitation, as same may be amended from time to time.
- (4) The relocation of historic improvements to other sites is prohibited unless it is shown that the preservation of the historic improvement on its existing site is inconsistent with the purposes of this division or would cause undue economic hardship to the property owner. The relocation of any improvement shall not affect the designation of an historic district or archaeological site.
- (5) The demolition of historic sites or historic improvements and appurtenances within historic districts shall be regulated by the town council.
- (6) The construction of new improvements, or the relocation, alteration, reconstruction, or major repair or maintenance of a noncontributing improvement within a designated historic district shall be subject to the same compatibility standards as any material change in the exterior appearance of an existing contributing improvement.
- (7) All improvements to buildings, structures and appurtenances within a designated historic district shall be visually compatible. Visual compatibility shall be defined in terms of the following criteria:

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- a. *Height.* The height of proposed improvements or modifications shall be visually compatible in comparison or relation to the height of existing improvements.
 - b. *Front facade proportion.* The front facade of each improvement shall be visually compatible with and in direct relationship to the width of the improvement and to the height of the front elevation of other adjacent or adjoining buildings within an historic district.
 - c. *Proportion of openings (windows and doors).* The openings of any building within an historic district shall be visually compatible with the openings exemplified by the prevailing historic architectural character within the district. The relationship of the width of windows and doors to the height of windows and doors among buildings within the district shall be visually compatible.
 - d. *Rhythm of solids to voids—Front facades.* The relationship of solids to voids in the front facade of an improvement shall be visually compatible with the front facades of historic improvements within the district.
 - e. *Rhythm of buildings on streets.* The relationship of buildings to open space between it or them and adjoining buildings shall be visually compatible with the relationship between historic sites or improvements within an historic district.
 - f. *Rhythm of entrance and/or porch projections.* The relationship of entrances and porch projections to the sidewalks of a building shall be visually compatible with the prevalent architectural character of entrances and porch projections on historic sites, and improvements within an historic district.
 - g. *Relationship of materials, texture and color.* The relationship of materials, texture and color of the facade of a building shall be visually compatible with the predominant materials used in the historic sites and improvements within an historic district.
 - h. *Roof shapes.* The roof shape of an improvement shall be visually compatible with the roof shapes of an historic site or improvement within an historic district.
 - i. *Walls of continuity.* Appearances of an improvement such as walls, wrought iron, fences, evergreen landscape masses, or building facades, shall form cohesive walls of enclosure along a street to ensure visual compatibility of the building to historic improvements or sites to which it is visually related.
 - j. *Scale of a building.* The size of a building, the building mass in relation to open spaces, windows, door openings, balconies and porches shall be visually compatible with the building size and building mass of historic sites and improvements within an historic district.
 - k. *Directional expression of front elevation.* A building shall be visually compatible with the improvements and sites in its directional character; vertical, horizontal or nondirectional.
- (d) *Code provisions.*
- (1) The board may recommend that the town council adopt specific land development regulations for designated historic resources or contributing properties to a designated historic district. The adoption of specific land development regulations may occur concurrently with the designation process. Specific land development regulations may include setbacks, lot width, depth, area requirements, height limitations, open space requirements, vehicular requirements, design compatibility requirements, and other similar development regulations other than changes in permitted uses, density increases, or waiver of environmental, health, or safety standards. Before granting a specific set of land development regulations, the town council shall determine:
 - a. That the land development regulations will be in harmony with the general appearance and character of the community.

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- b. That the land development regulations will not be injurious to the area involved or otherwise detrimental to the public health, safety or welfare.
 - c. That the project is designed and arranged on the site in a manner that minimizes visual impact on the adjacent properties while affording the owners a reasonable use of their property.
 - d. The land development regulations are the minimum necessary to allow reasonable use of the property while preserving the historic or archaeological attributes of the property.
 - (2) In approving the land development regulations, the town council may prescribe any appropriate conditions necessary to protect and further the interests of the area and abutting properties, including, but not limited to, the following:
 - a. Landscaping, walls and fences as required buffering.
 - b. Modifications of the orientation of any openings.
 - c. Modifications for site arrangements.
 - (3) Any specific land development regulations may be incorporated into the resolution designating the historic site or district and included with any other conditions and standards applicable to the property or district. If the process of establishing specific land development regulations occurs separately from the designation process, the notification and public hearings procedures required for historic designation shall be followed and a resolution approving the land development regulations shall be recorded in the public records of Palm Beach County.
- (e) *Demolition of designated historic structures.*
- (1) Public agencies having the authority to demolish unsafe structures shall receive notice of the historic designation of individual sites and districts.
 - (2) A certificate of appropriateness for demolition shall not be required when an improvement designated as an historic site, or a contributing improvement within a designated historic district, has been condemned by the town.
 - (3) In the event the town council determines that a designated historic site is suffering waste by neglect, it shall notify the property owners of record and shall identify the corrections necessary to return the resource to its condition at designation and shall give the property owner of record 30 calendar days from the date of notice in which to commence work rectifying the evidences of neglect cited by the town. Such notice shall be accomplished in the following manner:
 - a. By certified mailing to the address of the property owner of record as determined by the most current Palm Beach County property tax rolls, or
 - b. In the event the procedure outlined in subsection (e)(3)a of this section is not successful, then the town shall post a notice consistent with F.S. ch. 162, to the historic site.
 - c. Upon the property owner of record's failure to commence work within 30 calendar days of such notice, the town shall notify the property owner in the manner provided above to appear at the next public hearing of the board. The board shall cause to be presented at said public hearing the reasons for the notice, and the property owner shall have the right to present any rebuttal thereto. If, thereafter, the town council determines that the historic site is being demolished by neglect, the council shall forward a motion to the code enforcement division for action.
 - (4) When an applicant seeks a certificate of appropriateness for the purpose of demolition of a noncondemned designated historic site or a contributing improvement within a designated historic district, the applicant shall demonstrate to the board that the applicant's plans to improve the property do not adversely affect the historic district. The board shall then make its recommendation to the town council.

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- (5) Notice of application for a certificate of appropriateness for demolition shall be posted on the premises of the improvement proposed for demolition in a location and manner clearly visible from the street by the applicant using signage provided by the department. Such notice shall be posted within three working days of the town's receipt of an application for demolition.
 - (6) Notice of demolition shall also be published in a newspaper of general circulation at least three times prior to demolition. The first notice shall be published not more than 15 calendar days after the application for a certificate of appropriateness is filed with the department and the final notice shall not be less than 15 calendar days prior to the date of the issuance of the demolition permit.
 - (7) The town council's denial of a certificate of appropriateness for the purpose of demolition shall be supported by substantial competent evidence.
 - (8) The town council may grant a certificate of appropriateness for demolition which may provide for a delayed effective date. The effective date of the certificate shall be determined by the town council based on the relative significance of the structure and the probable time required to arrange a possible alternative to demolition. The town council may delay the demolition of designated historic sites and contributing improvements within designated historic districts for up to six months from the date of the town council's action, while demolition of noncontributing buildings within historic districts may be delayed for up to three months.
 - (9) During the demolition delay period, the town council may ask the department to take such steps as it deems necessary to preserve the structure concerned. Such steps, may include, but not be limited to, consultation with community groups, public agencies, and interested citizens, recommendations for acquisition of property by public or private bodies or agencies, and exploration of the possibility of moving one or more structures or other features.
 - (10) In connection with any certificate of appropriateness for demolition of improvements, the town council may require the property owner, at the property owner's expense, to salvage and preserve specified classes of building materials, architectural details and ornaments, fixtures, and the like for reuse in the restoration of other historic properties. The town council may require, at the owner's expense, recording of the historic resource's details for archival purposes, prior to demolition, by an interested, qualified, nonprofit group selected by the town council. The recording may include, but not be limited to, photographs, documents, and scaled architectural drawings. The town council may also require that the owner, at the owner's expense, excavate, record, and conserve archaeological resources threatened by the alterations so permitted. With the owner's consent, an interested, qualified individual selected by the town council may salvage and preserve building materials, architectural details and ornaments, fixtures, and the like at the expense of the selected nonprofit organization.
 - (11) The town council shall consider, at a minimum, the guidelines listed below in evaluating applications for a certificate of appropriateness for demolition of designated historic sites or improvements within designated historic districts:
 - a. Is the structure of such interest or quality that it would reasonably fulfill criteria for designation for listing on the National Register?
 - b. Is the structure of such design, texture, material, detail, size, scale, or uniqueness of location that it could be reproduced only with great difficulty and/or economically unreasonable expense?
 - c. Is the structure one of the few remaining examples of its kind in the neighborhood, designated historic district or the town?
 - d. Would retaining the structure promote the general welfare of the town by providing an opportunity to study local history, architecture and design, or by developing an understanding of the importance and value of a particular culture and heritage?

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- e. Are there definite plans for immediate reuse of the property if the proposed demolition is carried out, and what effect will those plans have on the architectural, historic, archaeological, or environmental character of the surrounding area and district?
 - f. Does the improvement contribute significantly to the historic character of a designated historic district and to the overall ensemble of buildings within the designated historic district?
 - g. Have reasonable measures been taken to save the building from further deterioration, collapse, arson, vandalism or neglect?
 - h. Has demolition of the designated improvement been ordered by the appropriate public agency due to unsafe conditions?
- (f) *Guidelines for relocation of historic resources.* The board shall consider the following standards in evaluating applications for a certificate of appropriateness for the relocation of all historic improvements and contributing improvements within designated historic districts:
- (1) The contribution made by the historic improvement to its present setting.
 - (2) The reasons for the proposed move.
 - (3) The proposed new setting and the general environment of the proposed new setting.
 - (4) Whether the improvement can be moved without significant damage to its physical integrity, or change in or loss of significant characteristics. Elements removed in order to move the improvement shall be replaced following relocation.
 - (5) Whether the proposed relocation-site is compatible with the historical and architectural character of the improvement.
 - (6) When applicable, the effect of the move on the distinctive historical and visual character of a designated historic district.
 - (7) The effect of relocation on subsurface resources.
- (g) *Amendments to designations.* Applications for amendments to existing designations of historic sites or designations of historic districts shall be processed according to the provisions and procedures used for the origination of an application for designation. Where the town council has issued a certificate of appropriateness for demolition or relocation, the historic designation classification shall be automatically set aside in the case of demolition or amended to reflect the new location for relocation.
- (h) *Economic hardship.*
- (1) In any instance where there is a claim of undue economic hardship, the owner may submit, by affidavit, to the board at least 15 days prior to the public hearing, an application containing, at a minimum, the following information:
 - a. *For all property:*
 - 1. The amount paid for the property, the date of purchase and the party from whom purchased;
 - 2. The assessed value of the land and improvement thereon according to the two most recent assessments prepared by the Palm Beach County Property Appraiser's office;
 - 3. Amount of real estate taxes paid for the previous two years;
 - 4. Annual debt service or mortgage payments, if any, for the previous two years;
 - 5. All appraisals, if any, obtained within the previous two years by the owner or applicant in connection with the purchase, financing, refinancing, or ownership of the property;

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6. Any listing of the property for sale or rent, price asked and offers received, if any; and
 7. Any consideration by the owner as to profitable adaptive uses for the property, including, but not limited to, possible fair market rents for the property if it were rented or leased in its current condition.
- b. *For income-producing property:*
1. Annual gross income from the property for the previous two years;
 2. Itemized operating and maintenance expenses for the previous two years; and
 3. Annual cash flow, if any, for the previous two years.
- (2) The board may require that an applicant furnish such additional information as the board believes is relevant to the board's determination of any alleged undue economic hardship. The board may evaluate the proposed requirements in the certificate of appropriateness and may modify the requirements as it deems necessary to mitigate the economic hardship as demonstrated by the owner.
- (3) The same procedures used above may be used during town council consideration of the certificate of appropriateness.

(Code 1992, § 27-1675.10; Ord. No. 8-99, § 7, 5-4-1999; Ord. No. 32-03, § 5, 8-19-2003; Ord. No. 5-13, § 4, 5-7-2013)

Sec. 27-2440. Historical and archaeological variances and other incentives for preservation.

The board may recommend to the town's zoning board of adjustment variances to appropriate town land development regulations, such as setbacks, off-street parking, height, lot coverage and floor area ratio for those properties designated as historic sites or buildings, or structures within designated historic districts, or archaeological sites. In evaluating applications under this section, the criteria contained in section 27-124(g) shall not apply. Rather, the zoning board of adjustment may approve variances to the town's land development regulations where it deems the variance to be appropriate and necessary for the continued preservation of the designated historic site or building, structure within a designated historic district or archaeological site, and only to the extent necessary for the preservation.

- (1) *Administrative variances.*
- a. The planning and zoning director may, by written administrative decision, approve any variance request for any designated historical/archaeological site, district, structure, building or property which has received a certificate of appropriateness from the historic resources board for matters involving setbacks, lot width, depth, area requirements, land development regulations, height limitations, open space requirements, parking requirements, and other similar zoning variances not related to a change in use of the property in question.
 - b. Before granting a variance, the planning and zoning director must find:
 1. That the variance will be in harmony with the general appearance and character of the area.
 2. That the variance will not be injurious to the area involved or otherwise detrimental to the public health, safety or welfare.
 3. That the proposed work is designed and arranged on the site in a manner that minimizes adverse impact on the adjacent properties.
- (2) *Open space.* Historical/archaeological resources that are to be preserved may be utilized to satisfy required setbacks, buffer strips or open space up to the maximum area required by development

regulations. Conservation of such historic or archaeological resources shall qualify for any open space requirements mandated by the development regulations.

(Code 1992, § 27-1675.10.1; Ord. No. 32-03, § 6, 8-19-2003)

Sec. 27-2441. Tax exemptions for historic properties.

- (a) *Scope of tax exemptions.* A method is hereby created for the town council, at its discretion, to allow tax exemptions for the restoration, renovation, or rehabilitation of historic properties. The exemption shall apply to 100 percent of the assessed value of all improvements to historic properties which result from restoration, renovation, or rehabilitation made on or after the effective date of the ordinance from which this section is derived. The exemption applies only to taxes levied by the town. The exemption shall not apply to taxes levied for the payment of bonds or to taxes authorized by a vote of the electors pursuant to section 9(b) or section 12, article VII of the Florida Constitution. The exemption does not apply to personal property.
- (b) *Duration of tax exemptions.* Any exemption granted under this section to a particular property shall remain in effect for ten years, beginning January 1 of the year following the year in which final approval is given by the town council and the Palm Beach County Property Appraiser has been instructed to provide such exemption. The town council shall have the discretion to set a lesser term if requested by the property owner in its original application and covenant. The term of the exemption shall be specified in the resolution approving the exemption. The duration of the exemption as established in the resolution granting the exemption shall continue regardless of any change in the authority of the town to grant such exemptions or any change in ownership of the property. In order to retain an exemption, however, the historic character of the property, and improvements which qualified the property for an exemption, must be maintained in their historic state over the entire period for which the exemption was granted.
- (c) *Eligible properties and improvements.*
 - (1) Property is qualified for an exemption under this section if:
 - a. At the time the exemption is granted, the property:
 - 1. Is individually listed in the National Register of Historic Places pursuant to the National Historic Preservation Act of 1966, as amended; or
 - 2. Is a contributing property to a national-register-listed district; or
 - 3. Is designated as a historic property, or as a contributing property to a historic district, under the terms of this section; and
 - b. The board has certified to the town council that the property for which an exemption is requested satisfies subsection (c)(1)a of this section.
 - (2) In order for an improvement to a historic property to qualify the property for an exemption, the improvement must:
 - a. Be made after the date of adoption of this section; and
 - b. Be consistent with the United States Secretary of Interior's Standards for Rehabilitation; and
 - c. Be determined by the board to meet criteria established in rules adopted by the department of state, division of historical resources, F.A.C. 1A-38 as amended; and
 - d. Be consistent with any ordinance of the town designating the property as historic or designating the historic district in which the property is located.
- (d) *Applications.* Any person or business entity such as a partnership or corporation which seeks an ad valorem tax exemption for the improvement of a historic property must, in the year the exemption is desired to take effect, file a written application with the town clerk on a form prescribed by the department of state, division

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of historical resources. Part 1 of the application, the preconstruction application shall be submitted before qualifying improvements are initiated and part 2, the final application "Request for Review of Completed Improvements," shall be submitted upon completion of the qualifying improvements.

- (1) *Preconstruction application.* A preconstruction application shall be filed with the department before the qualifying project is initiated. The application shall include:
 - a. The name of the property owner and the location of the property which is the subject of the application;
 - b. A description of the improvements to real property for which an exemption is requested and the date of commencement of construction of such improvements;
 - c. Proof, to the satisfaction of the board, that the property that is to be rehabilitated or renovated is a historic property under this section;
 - d. Proof, to the satisfaction of the board, that the improvements to the property will be consistent with the United States Secretary of Interior's Standards for Rehabilitation and will be made in accordance with guidelines developed by the department of state;
 - e. Other information identified in appropriate department of state, division of historic resources regulations, or requested by the board; and
 - f. If the property is within the jurisdiction of the board, a completed application for a certificate of appropriateness for the qualifying restoration, renovation, or rehabilitation. The board will review the preconstruction application and approve or deny the application.
- (2) *Final application.* Upon completion of the work, a final application/request for review of completed improvements shall be filed with the department. The board shall recommend that the town council grant or deny the application and exemption. Such reviews must be conducted in accordance with rules adopted by the department of state. The recommendation, and the reasons therefor, must be provided to the applicant and to the town council before consideration of the application at an official meeting of the town council.
- (e) *Required covenant.* To qualify for an exemption, the property owner must enter into a covenant with the town for the term for which the exemption is granted. The form of the covenant or agreement must be approved by the department of state and must require that the character of the property, and the qualifying improvements to the property, be maintained during the period that the exemption is granted. The covenant shall be binding on the current property owner, transferees, and their heirs, successors, or assigns. Violation of the covenant results in the property owner being subject to the payment of the differences between the total amount of taxes which would have been due in March in each of the previous years in which the covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in section 212.12(3), Florida Statutes (F.S. § 212.12(3)), as amended.
- (f) *Approval by town council.* A majority vote of the town council then present and voting shall be required to approve a written application for exemption. Such exemption shall take effect on the January 1 following substantial completion of the improvement. The town council shall include the following in the resolution approving the application for exemption:
 - (1) The name of the owner and the address of the historic property for which the exemption is granted.
 - (2) The period of time for which the exemption will remain in effect and the expiration date of the exemption.
 - (3) A finding that the historic property meets the requirements of this section.

(Code 1992, § 27-1675.10.2; Ord. No. 32-03, § 7, 8-19-2003)

Sec. 27-2442. Limited commercial uses permitted through adaptive reuse of historic structures.

- (a) *Intent.* To provide an incentive to preserve and locally designate historic structures in the town by allowing certain commercial uses to be included within the Residential, Single-Family District (R-1). It is the intent of this section to only allow certain types of commercial uses that would have minimal impact on the surrounding residential uses so as to maintain the single-family residential character of the neighborhood.
- (b) *Qualification.* A commercial use as listed in section 27-1323 is eligible for inclusion in a locally designated historic structure as a special exception use in the Residential, Single-Family District (R-1).
- (c) *Locational criteria.*
 - (1) Shall front on a major collector road which has been identified in the transportation element of the comprehensive plan.
 - (2) Shall be a designated local historic structure.
- (d) *Additional criteria.*
 - (1) Shall meet all performance standards of the Residential, Single-Family District (R-1).
 - (2) Be compatible and/or consistent with the established character of the neighborhood.
 - (3) Shall not create substantial negative impacts on the surrounding or adjacent residential uses.
 - (4) Restaurants shall be subject to the following additional limitations:
 - a. Drive-thru service is prohibited;
 - b. Catering, including transporting food prepared on-site to off-site locations, is prohibited;
 - c. A license only for beer and wine consumption on-site is permitted.
 - (5) Cooking food shall be limited to utilizing light and medium-duty commercial cooking appliances as defined in the Florida Building Code.
 - (6) Hours of operations for all allowed uses, except bed and breakfast, shall not extend beyond the hours of 6:00 a.m. to 10:00 p.m.
 - (7) The use of any outdoor sound amplification machine or device, including, but not limited to, a radio receiving set, musical instrument, compact disc, tape, phonograph, loudspeaker, sound amplifier or other machine or device for the production or reproduction of sound shall be prohibited.

(Ord. No. 15-17 , § 3(27-1675.10.3), 10-17-2017)

Sec. 27-2443. Archaeological resources protection.

- (a) *Purpose.* The purposes of this section are to:
 - (1) Establish a procedure for review of development proposals on lands which have been identified as containing archaeological resources;
 - (2) Establish a method to review the potential archaeological significance of previously unidentified sites after the discovery of prehistoric or historical artifacts, skeletal or fossilized human remains, or nonhuman vertebrate fossils during development;
 - (3) Establish a mechanism to protect, when appropriate, resources of significant archaeological significance identified pursuant to this section that are deemed important by a qualified archaeologist

knowledgeable concerning the prehistory or history of the town, Palm Beach County, the State of Florida or the United States of America; and

- (4) Facilitate protection and study of resources of significant archaeological value without substantially delaying development, **as detailed in subsection (e) Certificate to dig below.**
- (b) *Map of archaeological sites and zones.* A map identifying known archaeological sites and areas of greatest potential for archaeological sites and called the town areas of site potential map and attached as Exhibit A is hereby adopted and incorporated herein and shall be maintained by the department. This map may be amended by resolution or ordinance adopted by the town council at a public hearing after considering a recommendation of the board. The map shall be amended upon determination by the town that additional sites of significant archaeological value have been discovered. At a minimum, the map and the Florida Master Site Files shall be reviewed annually for possible map amendment. The owners of the property proposed to be included in an archaeological zone shall be given an opportunity at the public hearing to comment on the proposed designation.
- (c) *Applicability.* This section is applicable within the incorporated limits of the town and shall apply to:
- (1) All parcels of land which are identified as archaeological sites or potential sites on the map entitled Areas of Site Potential;
 - (2) A parcel on which a previously unidentified artifact or any human skeletal or fossilized human remain or nonhuman vertebrate fossils of significant archaeological value is found during site development or during any other activity which may disturb an archaeological site, and,
 - (3) All applications for Phase III excavation.
- (d) *Development subject to archaeological review.*
- (1) *Parcels on identified sites.* Parcels on the areas of site potential map and proposals for Phase III excavation.
 - (2) *Parcels on unidentified sites.* When archaeological sites are discovered during development, including, but not limited to, a site containing one or more artifacts, human skeletal or fossilized remains; or nonhuman vertebrate fossils are discovered during development or during other activity disturbing the site, all development or disruptive activity on the site shall cease. Before any further development or disruptive activity continues, the owner/developer shall:
 - a. Stake the area directly over the find;
 - b. Within 72 hours of discovering the potential find, the department and, if applicable, the property owner shall be notified;
 - c. Within three working days, a qualified archaeologist shall inspect and evaluate the site for the purpose of determining whether artifacts, human skeletal or fossilized remains; or nonhuman vertebrate fossils are located on the site. If the qualified archaeologist determines a significant archaeological resource is on-site or likely to be on-site, the department shall issue an order suspending construction and define the area where the order applies, based upon the archaeologist's assessment. Such order does not have the effect of a stop work order and shall not stop construction activity that does not directly impact the archaeological resource;
 - d. A qualified archaeologist shall evaluate the significance of the archaeological find and submit a written archaeological evaluation report to the property owner and to the director of the department, postmarked within seven working days from issuance of the suspension order; and
 - e. If a qualified archaeologist, including the town's archaeological consultant, determines that the site contains artifacts of significant archaeological value, a certificate to dig shall be required

before construction may proceed. If a qualified archaeologist determines that there is no reasonable possibility that artifacts of significant archaeological value are contained on the site, the archaeologist shall submit this finding to the department as part of the archaeological evaluation report whereupon the department shall immediately lift its suspension order; and

- f. In order to encourage individuals to bring potential artifacts to the town's attention, private citizens engaged in disruptive activity which does not require a development order and uncovering a potential artifact, fossil, or remains, may request a waiver of application fees and shall not be subject to the notification time frame required in subsection (c)(2)b of this section.
- (3) ***Loxahatchee River, Coastal Strand, high and moderate Areas of archaeological site potential zones -*** Applicants for site plans for large-scale and small-scale (excluding one single-family home) developments located within the Loxahatchee River, coastal strand, high or moderate potential zones identified on the areas of site potential map shall meet with the department in a preapplication conference prior to submitting an application for site plan review.
- a. Loxahatchee River and Coastal Strand Zones.*** An archaeological protection determination must be made by the town archaeological consultant for properties in the Loxahatchee River and Coastal Strand zones as part of a submittal for a large-scale or small-scale development. If recommended by the town's archaeological consultant, applicants shall obtain a cultural resources assessment survey (CRAS), prepared by a qualified archaeologist, and shall submit the archaeologist's cultural resources assessment survey to the department. The criteria used to determine the archaeological protection required includes, but is not limited to:
- (1) Whether the property was previously disturbed and/or developed;
 - (2) Is adjacent to, or within, a high or moderate potential zone; or
 - (3) Is proximate to known archaeological sites.
- The applicant shall pay to the department, a cost recovery fee for the costs incurred by the department for the town archaeological consultant's review of the cultural resources assessment survey submitted to the department. The department shall review the cultural resources assessment survey to determine if a certificate to dig is required and shall provide the applicant with its written determination within 15 business days of its receipt of the cultural resources assessment survey.
- b. High or Moderate Potential Zones.*** Applicants submitting for a site plan for large-scale or small-scale development located within the high or moderate potential zones shall be required to obtain a certificate to dig, unless it is determined by the Town's archaeologist that the cultural resource assessment survey contains no significant historic or archaeological findings in which case the certificate to dig may be processed administratively.
- Loxahatchee River Zone, coastal strand, high and moderate potential zones.*** Applicants for site plans for large-scale and small-scale (excluding one single-family home) developments located within the Loxahatchee River, coastal strand, high or moderate potential zones identified on the areas of site potential map shall meet with the department prior to submitting an application for site plan review. Applicants for site plans for large-scale and small-scale (excluding one single-family home) developments located within the high or moderate potential zones shall be required to obtain a certificate to dig. Applicants for site plans for large-scale and small-scale (excluding one single-family home) developments located within the Loxahatchee River or coastal strand zone shall meet with the department in a preapplication conference. If recommended by the town's archaeological consultant, applicants shall obtain a cultural resources assessment survey, prepared by a qualified archaeologist and shall submit the archaeologist's cultural resources assessment survey to the department. The criteria used to determine the archaeological protection required includes, but is not limited to, whether the property was previously disturbed and/or developed; is adjacent to, or within, a high potential zone; or is proximate to known archaeological sites. The applicant shall pay to the

department, a cost recovery fee for the costs incurred by the department for the town archaeological consultant's review of the cultural resources assessment survey submitted to the department. The department shall review the cultural resources assessment survey to determine if a certificate to dig is required and shall provide the applicant with its written determination within 15 business days of its receipt of the cultural resources assessment survey.

- (4) *Field review for certain activities at single-family residential parcels within certain archaeological zones.* Owners of single-family residential parcels which are located within a high potential site zone who apply for a new construction or demolition permit are subject to an archaeological field review prior to the commencement of any development or disturbance activity. Owners of single-family residential parcels which are located within the high or moderate potential zone who apply for permits for pool construction, tree removal, or any other activity that may alter or reveal an archaeological site, may voluntarily submit to an archaeological field review. Owners of single-family residential parcels which are located within the high or moderate potential zone may request an archaeological field review at any time. Based on characteristics of the zone, owners may be subject to a complete field review and any additional guidelines the board Town may deem necessary. In such cases, the department shall approve the archaeological field review within ten days from the date a completed application has been submitted. A qualified archaeologist shall perform the archaeological field review and provide it to the department. The archaeological field review shall include a determination as to whether or not there is a reasonable possibility that artifacts of significant archaeological value are contained on the owner's parcel, and, if so, the recommended action. If the owner's parcel is determined to have significant archaeological value, the owner shall obtain a certificate to dig before commencing any activity that alters the owner's parcel.
- a. For single-family residential parcels within a high or moderate potential archaeological zone, the town may elect to:
1. Bear the cost of the review;
 2. Contract directly with a qualified individual or firm to perform the review; or
 3. Reimburse the owner for pre-approved expenses.
- If no town funds are made available for archaeological field reviews, an archaeological field review shall not be required.
- b. The department's approval of an archaeological field review shall include the date at which the proposed activity may begin which date shall not be more than 60 days from the approval date, unless the board decides to recommend the owner's parcel as an historic individual site or district. Archaeological field reviews conducted by the town shall be completed within 30 calendar days unless the owner agrees to extend the time of the review.
- (5) *Sites containing human skeletal remains.* If human skeletal remains are found, then F.S. § 872.05, as amended, shall control.
- (6) *Non-development related subsurface disturbances.* All applicants, governmental agencies, public and private utilities who submit an application for a permit for subsurface excavations related to the construction or extension of utilities, roadways, stormwater facilities or for the clearing of exotic vegetation within the Loxahatchee River, coastal strand, high or moderate potential zones and any known archaeological site, shall meet with the department prior to submitting an application. Pursuant to the town's archaeological consultant's evaluation of the area where a permit is being requested, the department may require that the property be monitored as a condition of the issuance of the permit. The applicant shall pay to the department a cost recovery fee for the costs incurred by the department for the archaeological consultant's review of an application. Applicants submitting permit applications for subsurface disturbances listed herein above within listed archaeological zones, are not required to

meet with the department provided the applications are solely for maintenance or emergency repair work.

(e) *Certificate to dig.*

- (1) *Application.* Owners of parcels or of properties which include a known archaeological site, or of archaeological sites discovered during development, or sites which are determined to have significant archaeological value, or of large-scale or nonresidential properties within either the high or moderate potential archaeological zone, or of large-scale or nonresidential properties within either the Loxahatchee River or Coastal Strand Zone for which the department has determined, pursuant to subsection (d)(3) of this section, that a certificate to dig is required shall make application for a certificate to dig to the department for review and approval and the issuance of the certificate to dig by the board or department. Owners shall make such application prior to the issuance of a development order. The application for the certificate to dig shall be made on a form available from the department. Only one certificate to dig shall be required to develop a site unless:
 - A. Additional resources are found during site development;
 - B. Discovery of new archaeological resources or information indicating the presence of unforeseen resources are discovered prior to site development;
 - C. An amendment to a development order is requested that significantly impacts resources; or
 - D. Any changes to the archaeological plan or an approved Phase III management plan.
- (2) *Report contents of a certificate to dig.* The application for a certificate to dig shall be subject to an application fee established by the department, governed by subsection (e)(3)d of this section, and shall include a report prepared by a qualified archaeologist. The report shall at minimum contain a documented search of the Florida Master Site Files, a brief history of the area, an archaeological survey and field inspection performed in a professionally acceptable manner, an assessment of the archaeological significance of the site, and a proposed plan for management. All reports submitted to the department on properties determined to be of archaeological significance shall include the preparation of a Florida Master Site File form, which shall be forwarded by the department to the division of historical resources of the Florida Department of State. Copies of Florida Master Site File forms shall be available at the department.
- (3) *Standards for issuance of a special certificate to dig.* Within three seven (7) working business days of receiving an application, the department shall make a determination of the completeness of the application. If the application is determined to be incomplete, the department shall request additional information by certified mail and/or email. In order for town staff to consider placing an application on an agenda for a meeting of the historic resource board, the required additional information or analysis must be submitted within 17 calendar days from the town's transmittal of the written notification. If the required additional information or analysis is received within this time frame, the placement of the application on an agenda shall occur only after the expiration of this 17-day period, regardless of when the information is received. When the application is complete, the department shall forward the application to the board. The board shall hold a public hearing within 30 days of the date of receipt at the next available Historic Resources Board meeting of the application by the board. The department shall prepare its evaluation of the application and notify the applicant of its findings at least ten seven working business days prior to the public hearing. Evaluation of the application by the department and the board shall be based upon guidelines in this section and the recommendations included in the archaeologist's report. The board's evaluation shall do one of the following:
 - a. If the property is determined to have no significant archaeological value or insignificant value, the board shall, issue the certificate to dig, or lift the construction suspension order, if applicable, and the development may proceed; or

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- b. If the property is determined to have significant archaeological value, the board shall issue a certificate to dig with conditions that are deemed necessary to protect the archaeological resources or to permit the excavation of any part of the site found to be of significance, including conditions regarding site design. In order to protect archaeological resources of significant value, the board may require the applicant to do one or more of the following as a condition of the certificate to dig:
1. Preserve the archaeological site within open space of the development;
 2. Redesign the development to accommodate preservation of all or a portion of a site containing the significant archaeological resources;
 3. The property owner may voluntarily fund or seek funding for excavation of the resource, if agreed to by the town.
- c. If the board finds its impossible to adequately preserve the significant archaeological resource using the standards and procedures in subsection (e)(3)b of this section, and the proposed development plan would adversely affect any significant archaeological resources found on the site, the board may delay issuance of a certificate to dig for up to eight weeks after the submittal of a completed application so that either:
1. Appropriate archaeological excavation may be conducted to properly extract and interpret the significant archaeological resources found on the site; or
 2. The town may approach any recognized historic preservation agency to seek alternate solutions; or
 3. A buyer may be found to purchase the site for either site preservation or in order to allow detailed excavation, analysis and interpretation of the site.
- d. The department shall charge a fee covering the direct and indirect costs associated with reviewing an application for a certificate to dig, and monitoring compliance with the certificate. Fees for the issuance of a certificate to dig shall be added to the department fee schedule by resolution approved by the town council.
- (4) Standards for issuance of an administrative certificate to dig. Within seven (7) business days of receiving an application, the department shall make a determination of the completeness of the application. If the application is determined to be incomplete, the department shall request additional information by mail and/or email. In order for town staff to process the administrative certificate to dig, the required additional information or analysis must be submitted within 17 calendar days from the town's transmittal of the written notification. If the required additional information or analysis is received within this time frame, the department shall review the application only after the expiration of this 17-day period, regardless of when the information is received. The department shall evaluate the application based upon guidelines in this section and the recommendations included in the archaeologist's report. The department's evaluation shall do one of the following:
- a. If the property is determined to have no significant archaeological value or insignificant value, the department shall, issue the certificate to dig, or lift the construction suspension order, if applicable, and the development may proceed;
 - b. If the property is subject to a development order amendment that is determined to be consistent with the current certificate to dig approval, or provides increased protection or preservation of the known archaeological resources; the department shall, issue the certificate to dig, or lift the construction suspension order, if applicable, and the development may proceed;
 - c. If the property is determined to have significant archaeological value, increases impacts to protection or preservation of the known archaeological resources; the department shall forward the certificate to dig application to the historic resources board.

~~(5) Expiration. A certificate to dig shall expire within two years of approval, unless the subject property has an approved development order. Then the certificate to dig shall expire upon the subject property's development order expiration. If a proposed amendment to the development order maintains the same level of preservation of the site as determined by the town's archaeologist, the department may approve the certificate to dig. However, if the town's archaeologist finds that the proposed amendment disturbs archaeological resources on the site beyond the previous approval a special certificate to dig is necessary.~~

- (f) *Appeals.* An applicant may appeal a final decision of the board to the town council within 30 days of the rendition of the decision of the board by filing a notice of appeal with the department. An applicant may appeal a final decision of the town council by filing a petition for writ of certiorari in circuit court of the Fifteenth Judicial Circuit in and for Palm Beach County, Florida within the time prescribed by the Florida Rules of Appellate Procedure.

(Code 1992, § 27-1675.11; Ord. No. 8-99, § 8, 5-4-1999; Ord. No. 32-03, § 8, 8-19-2003; Ord. No. 22-05, § 2, 5-17-2005; Ord. No. 01-06, § 2, 3-21-2006; Ord. No. 5-13, § 5, 5-7-2013)

Sec. 27-2444. Incentives and conservation easements.

- (a) All properties designated as historic sites or as contributing properties within an historic district shall be eligible, upon application by the owners, for any available financial assistance set aside for historic preservation by the town, county, or state contingent on the availability of funds and the scope of the project as described in the application.
- (b) The town shall encourage owners to consider granting, selling, or leasing conservation easements, pursuant to F.S. ch. 704 and common law. The town, at its discretion, may acquire interests in conservation easements and their concurrent rights in order to protect, enhance and perpetuate properties of historical, archaeological, aesthetic and architectural merit for the benefit of the health, prosperity, economic and general welfare of its citizens. Pursuant to F.S. ch. 163, the town may provide an owner of property within the municipal limits of the town with transferable development rights.

(Code 1992, § 27-1675.12; Ord. No. 8-99, § 9, 5-4-1999)

Sec. 27-2445. Enforcement and penalties.

- (a) The town may enforce any of the provisions of this division either criminally or civilly pursuant to general law.
- (b) Where the town determines that any improvements to the exterior of a designated historic site, or within a designated historic district, are endangered by lack of ordinary maintenance and repair, or of deterioration, or that other improvements in visual proximity to a designated site or designated historic district are endangered by lack of ordinary maintenance and repair, or of deterioration, to such an extent that it detracts from the desirable character of the designated historic site or designated historic district, the town may require correction of such deficiencies.
- (c) The knowing, willful, or negligent attempt by a property owner to create conditions that invite demolition of a designated historic site shall constitute a violation punishable by civil or criminal penalties, including a fine of up to \$500.00 per day for each day the violation continues and including a requirement that necessary work to remove the health and safety hazard or conditions caused by neglect since the time of designation must be conducted.

(Code 1992, § 27-1675.13; Ord. No. 8-99, § 10, 5-4-1999)

Sec. 27-2446. Town archive of historically significant artifacts.

- (a) The town shall locate, identify, collect, record, catalogue, document and preserve historical material and data, including books, pamphlets, maps, charts, manuscripts, family histories, census records, real and personal property, papers, photographs, articles, memorabilia, artifacts and other objects or material illustrative of and relating to the history, prehistory, architecture and culture of the town.
- (b) The town shall procure from appropriate persons written and oral narratives of their experiences relative to the history of the town and preserve the same.
- (c) The town shall make available to other government bodies and to the public at large for study and reference purposes all collected materials, data and objects. Restrictions may be placed on the availability of certain valuable, fragile or sensitive items, and information when such restrictions are in the public interest.

(Code 1992, § 27-1675.14; Ord. No. 8-99, § 11, 5-4-1999)

Secs. 27-2447—27-2465. Reserved.

Certificate of Appropriateness Approval Matrix

<u>ACTION PROPOSED CHANGE</u>	<u>EXEMPT</u>	<u>STAFF COA</u>	<u>SPECIAL COA (HISTORIC RESOURCES BOARD)</u>
ADDITIONS			
1. <u>To a character defining facade (1) and less than 10% of the existing building's square footage</u>		X	
2. <u>To a secondary facade and less than 20% of the existing building's square footage</u>		X	
3. <u>All other additions that impact the character defining facade</u>			X
AWNINGS			
1. <u>On any character defining facade of a residence, or any facade of a nonresidential building</u>		X	
2. <u>Residence only on a secondary facade</u>	X		
CARPORTS/PORTE COCHERE			X
<u>CIRCULATION- VEHICULAR AND PEDESTRIAN</u>			
1. <u>Repainting/restriping for accessible parking</u>	X		
2. <u>New or additional parking, driveways, drive aisles or ingress/egress which is greater than 20% of the existing pavement</u>			X
3. <u>New or additional parking, drive aisles or ingress/egress less than 20% of existing pavement</u>		X	
4. <u>Rehabilitation for the purpose of meeting accessibility requirements</u>		X	
5. <u>Sidewalks</u>		X	
<u>DECKS, PATIOS, PERGOLAS, SWIMMING POOLS</u>			
1. <u>With or without a primary structure</u>		X	
2. <u>Without a structure Changes to a character defining facade</u>		X	X
DEMOLITIONS (of any historic portion of a designated building or structure or contributing structures in a historic district)			X
DOCKS (with or without a primary structure)		X	
<u>DOORS/GARAGE DOORS</u>			
1. <u>Same materials, style and size</u>	X	X	
2. <u>Change in materials or style</u>		X	
3. <u>Change in number or size of openings on the main a character defining facade</u>			X
4. <u>Change in number or size of openings on a secondary facade</u>		X	
DRIVEWAYS & SIDEWALKS (staff note: moved to circulation)		X	
EXTERIOR WALL FINISH		X	X
FENCES, AND WALLS AND GATES		X	

<u>ACTION PROPOSED CHANGE</u>	<u>EXEMPT</u>	<u>STAFF COA</u>	<u>SPECIAL COA (HISTORIC RESOURCES BOARD)</u>
INTERIORS (Ad Valorem Tax Exemption Applications ONLY)			X
LANDSCAPING		X	
1. <u>New groundcover, hedges and planting beds</u>	X		
2. <u>Landscaping not visible from rights-of-way</u>	X		
3. <u>Landscaping visible from rights-of-way that does not impact character defining facades</u>		X	
4. <u>Landscaping visible from rights-of-way that significantly impacts character defining facades for non-residential uses</u>			X
LAND FORMS/SITE WORK/SUBSURFACE DISTURBANCES			
1. <u>Subsurface disturbances (e.g. irrigation systems, swales, exfiltration)</u>		X	
2. <u>Changes to existing elevation, fountains, foundations, and drainage</u>			X
LIGHTING - Paths, parking areas and façade (compatible to the architectural style of the building or property, including security lighting)		X	
MECHANICAL SYSTEMS causing an effect— HVAC systems, air condition, solar, venting, etc.		X	
1. <u>To a secondary facade or not visible from the public right of way</u>		X	
2. <u>To a character defining façade, or visible from the public right of way</u>			X
NEW CONSTRUCTION OR RECONSTRUCTION			X
PAINTING (color changes outside of the approved color scheme)			X
1. <u>Color changes outside of included in the approved color scheme</u>		X	
2. <u>Color changes not included in the approved color scheme</u>			X
POOLS PEDESTRIAN AMENITIES - Benches, trash receptacles and bike racks (Compatible to the architectural style of the building or property)	X	X	
PORCHES AND BALCONIES			
1. <u>Open an enclosed porch</u>		X	
2. <u>Enclose a porch or balcony on the main a character defining façade</u>			X
3. <u>Enclose a porch or balcony on a secondary facade</u>		X	
4. <u>Restoration of existing porch features</u>		X	
RELOCATION			X
RESILIENCY (1)			
1. <u>Alterations of the building or site, such as raising a building's elevation or other flood control measures</u>		X	
2. <u>Alterations of the building for flood control that changes a character defining facade</u>		X ³	X ³

<u>ACTION PROPOSED CHANGE</u>	<u>EXEMPT</u>	<u>STAFF COA</u>	<u>SPECIAL COA (HISTORIC RESOURCES BOARD)</u>
<u>REPAIR OR REPLACEMENT OF EXTERIOR FEATURES</u> (same material or compatible architectural style)		X	
<u>ROOF</u>			
1. Same material and shape	X	X	
2. Change in material		X	
3. Change in shape			X
<u>SHEDS, TRELLISES, PLAY EQUIPMENT, PERGOLAS & OTHER ACCESSORY STRUCTURES</u> (Less than 200 square feet)			
1. Demolition less than 200 square feet		X	
2. Demolition greater than 200 square feet			X
3. New less than 499 square feet		X	
4. New over 500 square feet			X
<u>SHUTTERS</u>			
1. Removable Shutters (hurricane)		X	
2. Permanent Shutters (character defining facades)			X
3. Permanent Shutters (secondary facades)		X	
<u>SIGNS</u>			
1. Signs for which no permit is required, compatible to the architectural style	X		
2. Modifications of existing signage (no change in material, size or location)		X	
3. New façade, freestanding or monument signs, or changes of material, size or location of existing signage		X	
<u>UTILITIES</u> (Electrical, potable water, sewer and other associated mechanical equipment)			
1. Above ground or exposed			X
2. Underground or screened		X	
<u>WINDOWS</u>			
1. Same materials, style and size	X	X	
2. Change in materials or style including energy efficient, impact, etc.		X	
3. Change in number or size of openings on the main a character defining façade			X
4. Change in number or size of openings on the secondary façade		X	

- (1) Character Defining Façade is an elevation that contains features that helps distinguish a structures historic significance
- (2) Changes that are otherwise pre-empted by Building Code, Fire Code and/or allowed per Florida Statute and Federal regulations
- (3) Staff will utilize the National Park Service Technical Preservation Service Division's guidance on Flood Adaptation for Rehabilitating Historic Buildings [Guidelines On Flood Adaptation For Rehabilitating Historic Buildings \(nps.gov\)](https://www.nps.gov/tps/technical-preservation/guidelines-on-flood-adaptation-for-rehabilitating-historic-buildings.htm), to determine the appropriateness of risk evaluation and adaptation measures employed and whether the improvements may be approved administratively or require a special COA.

(a) *Certificate of appropriateness.*

- (1) Activities requiring a special certificate of appropriateness (approved by the historic resources board).
 - a. The erection, alteration, restoration, renovation, excavation, relocation, or demolition of an improvement or landscape feature, of any designated historic site, historic building or which is located within any historic district.
 - b. Any material change in existing walls, fences, paving and sidewalks, change of color, or construction of new walls, fences, paving and sidewalks.
 - c. Any material change in the landscape features or site improvements of any historic site.
- (2) Activities requiring an administrative certificate of appropriateness.
 - a. Those activities listed in subsection (a)(1) of this section, which pertain to locally designated sites contained which are within the United States Department of the Interior's Jupiter Inlet Lighthouse Outstanding Natural Area (JILONA), and which are not otherwise subject to federal review for consistency with all federal laws and statutes contained in the JILONA Comprehensive Management Plan and Environmental Assessment.
 - b. Any other activities that are considered routine for design features, including, but not limited to, changes in, roofing materials, window types, shutter types, doors, porches, or other similar appurtenance, as contained in the certificate of appropriateness approval matrix. The official copy of the certificate of appropriateness approval matrix shall be maintained by the department of planning and zoning. The approved certificate of appropriateness matrix and any amendments thereto shall be subject to the review and approval of the town council, after consideration of a recommendation from the historic resources board. The certificate of appropriateness matrix contains a list of those design features and indicates which features may be administratively reviewed and which require approval by the historic resources board through the special certificate of appropriateness process.
- (3) Plans required. No special certificate of appropriateness shall be approved unless those plans necessary for the construction, alteration, restoration, renovation, or excavation of a designated historic structure have been submitted to the town and approved by the historic resources board. No special certificate of appropriateness for the reconstruction, relocation or demolition of a designated historic structure shall be approved unless necessary plans have been submitted to the town and approved by the town council, after consideration of a recommendation from the historic resources board. Applications for administrative

certificates of appropriateness for locally designated sites within the United States Department of Interior's JILONA shall submit all plans provided to the state historic preservation officer.

(4) Activities not requiring a certificate of appropriateness.

- a. General and occasional maintenance and repair of any archaeological or historic improvement or site, or any improvement within an historic district, except where prohibited or regulated by archaeological considerations. General and occasional maintenance and repair shall include lawn and landscaping care and minor repairs that restore or maintain the historic site or current character of the improvement. General and occasional maintenance and repair shall also include any ordinary maintenance which does not require a building permit from the town. General and occasional maintenance and repair shall not include any of the activities described and defined in subsection (a)(1) of this section, nor shall it include exterior color change, addition or change of awnings, signs, or alterations to porches and steps or any alterations which require excavation or disturbance of subsurface resources.

- b. Any interior alteration, construction, reconstruction, restoration or renovation.

(b) *Applications for administrative and special certificates of appropriateness and evaluation guidelines.*

- (1) Applications for certificates of appropriateness shall be made on forms approved and provided by the town and shall include such plans, drawings, or surveys, as required by the town.
- (2) Applications shall be submitted to the department a minimum of ten calendar days prior to any meeting of the board at which such application is to be considered.
- (3) An applicant may request a preapplication conference with the town staff to obtain information and guidance regarding the application process.
- (4) In evaluating applications, the department and board shall utilize the most recent United States Secretary of the Interior's Standards for Rehabilitation for the evaluation of applications for a certificate of appropriateness.
- (5) If the department determines that an application is not sufficient, it shall provide written notice to the applicant specifying the application's deficiencies. The department shall take no further action on the application until the deficiencies are remedied. If the applicant fails to correct the deficiencies within 20 working days, the department may consider the application to be withdrawn.
- (6) If the application is determined sufficient, the department director shall determine if it requires an administrative or special certificate of appropriateness. If it is an administrative certificate, then the department shall, within ten days from the date an application is found to be complete, approve or deny the application for the certificate of appropriateness. The

determination shall be mailed to the applicant within three working days of the decision, accompanied by a written statement of the staff's determination. If the application is for a special certificate of appropriateness, the director shall place the application on an agenda for the board's consideration.

- (7) An applicant may appeal a decision of the department within 30 days of the decision by filing a written notice of appeal with the board. The notice of appeal shall state the decision which is being appealed, the grounds for the appeal, and a brief summary of the relief which is sought. Within 35 days of the filing of the appeal, the board shall consider the appeal at which time it may affirm, modify or reverse the decision of the staff. Nothing contained herein shall preclude the board from seeking additional information prior to rendering a final decision. The decision of the board shall be in writing and a copy of the decision shall be forwarded to the appealing party.
- (8) The board will act upon the application for a special certificate of appropriateness or an appeal of an administrative certificate of appropriateness within 35 calendar days of receipt of the application, provided that the application meets the filing and technical sufficiency requirements as defined in this section, unless the applicant requests a continuance.
- (9) If the board or department approves the application, a certificate of appropriateness shall be issued. The issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other development permits, orders and approvals required by the town, except in the case of an administrative certificate of appropriateness for a locally designated site within the Department of the Interior's JILONA located on federal public lands. A building permit or other development permit, order or approval shall be invalid if it is obtained without a certificate of appropriateness. Construction for which a certificate of appropriateness has been received, shall commence within 18 months from the date of the certificate's issuance, and said certificate shall expire if 25 percent of the approved improvements have not been completed within 24 months from the date of issuance. If the board denies the application for a special certificate of appropriateness or if the department denies the application for an administrative certificate of appropriateness, a certificate of appropriateness shall not be issued.
- (10) An applicant may appeal a decision of the board within 30 days of the decision by filing a written notice of appeal with the town council. The notice of appeal shall state the decision which is being appealed, the grounds for the appeal, and a brief summary of the relief which is sought. Within 30 days of the filing of the appeal, the town council shall convene a public hearing at which time it may affirm, modify or reverse the decision of the board. Nothing contained herein shall preclude the town council from seeking additional information prior to rendering a final decision. The decision of the town council shall be in writing and a copy of the decision shall be forwarded to the board and the appealing party.

- (11) An applicant may appeal a final decision of the town council within 30 days of the rendition of the final, written decision by filing a petition for writ of certiorari in circuit court of the Fifteenth Judicial Circuit in and for Palm Beach County.

(c) *Development standards for historic districts and sites.*

- (1) An historic improvement, site or district shall only be moved, reconstructed, altered or maintained in accordance with this division in a manner that shall preserve the historic and character of the site or district.
 - (2) In considering proposals for alterations to the exterior of historic improvements and in applying development and preservation standards, the documented, original design of the improvement may be considered, among other factors.
 - (3) An historic or archaeological site, improvement, or appurtenance either within an historic district or individually designated, shall only be altered, restored, preserved, repaired, relocated, demolished, or otherwise changed in accordance with the United States Secretary of the Interior's Standards for Rehabilitation, as same may be amended from time to time.
 - (4) The relocation of historic improvements to other sites is prohibited unless it is shown that the preservation of the historic improvement on its existing site is inconsistent with the purposes of this division or would cause undue economic hardship to the property owner. The relocation of any improvement shall not affect the designation of an historic district or archaeological site.
 - (5) The demolition of historic sites or historic improvements and appurtenances within historic districts shall be regulated by the town council.
 - (6) The construction of new improvements, or the relocation, alteration, reconstruction, or major repair or maintenance of a noncontributing improvement within a designated historic district shall be subject to the same compatibility standards as any material change in the exterior appearance of an existing contributing improvement.
 - (7) All improvements to buildings, structures and appurtenances within a designated historic district shall be visually compatible. Visual compatibility shall be defined in terms of the following criteria:
 - a. *Height.* The height of proposed improvements or modifications shall be visually compatible in comparison or relation to the height of existing improvements.
 - b. *Front facade proportion.* The front facade of each improvement shall be visually compatible with and in direct relationship to the width of the improvement and to the height of the front elevation of other adjacent or adjoining buildings within an historic district.
- c.

Proportion of openings (windows and doors). The openings of any building within an historic district shall be visually compatible with the openings exemplified by the prevailing historic architectural character within the district. The relationship of the width of windows and doors to the height of windows and doors among buildings within the district shall be visually compatible.

- d. *Rhythm of solids to voids—Front facades.* The relationship of solids to voids in the front facade of an improvement shall be visually compatible with the front facades of historic improvements within the district.
- e. *Rhythm of buildings on streets.* The relationship of buildings to open space between it or them and adjoining buildings shall be visually compatible with the relationship between historic sites or improvements within an historic district.
- f. *Rhythm of entrance and/or porch projections.* The relationship of entrances and porch projections to the sidewalks of a building shall be visually compatible with the prevalent architectural character of entrances and porch projections on historic sites, and improvements within an historic district.
- g. *Relationship of materials, texture and color.* The relationship of materials, texture and color of the facade of a building shall be visually compatible with the predominant materials used in the historic sites and improvements within an historic district.
- h. *Roof shapes.* The roof shape of an improvement shall be visually compatible with the roof shapes of an historic site or improvement within an historic district.
- i. *Walls of continuity.* Appearances of an improvement such as walls, wrought iron, fences, evergreen landscape masses, or building facades, shall form cohesive walls of enclosure along a street to ensure visual compatibility of the building to historic improvements or sites to which it is visually related.
- j. *Scale of a building.* The size of a building, the building mass in relation to open spaces, windows, door openings, balconies and porches shall be visually compatible with the building size and building mass of historic sites and improvements within an historic district.
- k. *Directional expression of front elevation.* A building shall be visually compatible with the improvements and sites in its directional character; vertical, horizontal or nondirectional.

(d) *Code provisions.*

- (1) The board may recommend that the town council adopt specific land development regulations for designated historic resources or contributing properties to a designated historic district. The adoption of specific land development regulations may occur concurrently with the designation process. Specific land development regulations may include setbacks, lot width, depth, area requirements, height limitations, open space requirements, vehicular requirements, design compatibility requirements, and other similar development

regulations other than changes in permitted uses, density increases, or waiver of environmental, health, or safety standards. Before granting a specific set of land development regulations, the town council shall determine:

- a. That the land development regulations will be in harmony with the general appearance and character of the community.
 - b. That the land development regulations will not be injurious to the area involved or otherwise detrimental to the public health, safety or welfare.
 - c. That the project is designed and arranged on the site in a manner that minimizes visual impact on the adjacent properties while affording the owners a reasonable use of their property.
 - d. The land development regulations are the minimum necessary to allow reasonable use of the property while preserving the historic or archaeological attributes of the property.
 - (2) In approving the land development regulations, the town council may prescribe any appropriate conditions necessary to protect and further the interests of the area and abutting properties, including, but not limited to, the following:
 - a. Landscaping, walls and fences as required buffering.
 - b. Modifications of the orientation of any openings.
 - c. Modifications for site arrangements.
 - (3) Any specific land development regulations may be incorporated into the resolution designating the historic site or district and included with any other conditions and standards applicable to the property or district. If the process of establishing specific land development regulations occurs separately from the designation process, the notification and public hearings procedures required for historic designation shall be followed and a resolution approving the land development regulations shall be recorded in the public records of Palm Beach County.
- (e) *Demolition of designated historic structures.*
- (1) Public agencies having the authority to demolish unsafe structures shall receive notice of the historic designation of individual sites and districts.
 - (2) A certificate of appropriateness for demolition shall not be required when an improvement designated as an historic site, or a contributing improvement within a designated historic district, has been condemned by the town.
 - (3) In the event the town council determines that a designated historic site is suffering waste by neglect, it shall notify the property owners of record and shall identify the corrections necessary to return the resource to its condition at designation and shall give the property

owner of record 30 calendar days from the date of notice in which to commence work rectifying the evidences of neglect cited by the town. Such notice shall be accomplished in the following manner:

- a. By certified mailing to the address of the property owner of record as determined by the most current Palm Beach County property tax rolls, or
 - b. In the event the procedure outlined in subsection (e)(3)a of this section is not successful, then the town shall post a notice consistent with F.S. ch. 162, to the historic site.
 - c. Upon the property owner of record's failure to commence work within 30 calendar days of such notice, the town shall notify the property owner in the manner provided above to appear at the next public hearing of the board. The board shall cause to be presented at said public hearing the reasons for the notice, and the property owner shall have the right to present any rebuttal thereto. If, thereafter, the town council determines that the historic site is being demolished by neglect, the council shall forward a motion to the code enforcement division for action.
- (4) When an applicant seeks a certificate of appropriateness for the purpose of demolition of a noncondemned designated historic site or a contributing improvement within a designated historic district, the applicant shall demonstrate to the board that the applicant's plans to improve the property do not adversely affect the historic district. The board shall then make its recommendation to the town council.
 - (5) Notice of application for a certificate of appropriateness for demolition shall be posted on the premises of the improvement proposed for demolition in a location and manner clearly visible from the street by the applicant using signage provided by the department. Such notice shall be posted within three working days of the town's receipt of an application for demolition.
 - (6) Notice of demolition shall also be published in a newspaper of general circulation at least three times prior to demolition. The first notice shall be published not more than 15 calendar days after the application for a certificate of appropriateness is filed with the department and the final notice shall not be less than 15 calendar days prior to the date of the issuance of the demolition permit.
 - (7) The town council's denial of a certificate of appropriateness for the purpose of demolition shall be supported by substantial competent evidence.
 - (8) The town council may grant a certificate of appropriateness for demolition which may provide for a delayed effective date. The effective date of the certificate shall be determined by the town council based on the relative significance of the structure and the probable time required to arrange a possible alternative to demolition. The town council may delay the demolition of designated historic sites and contributing improvements within designated

historic districts for up to six months from the date of the town council's action, while demolition of noncontributing buildings within historic districts may be delayed for up to three months.

- (9) During the demolition delay period, the town council may ask the department to take such steps as it deems necessary to preserve the structure concerned. Such steps, may include, but not be limited to, consultation with community groups, public agencies, and interested citizens, recommendations for acquisition of property by public or private bodies or agencies, and exploration of the possibility of moving one or more structures or other features.
- (10) In connection with any certificate of appropriateness for demolition of improvements, the town council may require the property owner, at the property owner's expense, to salvage and preserve specified classes of building materials, architectural details and ornaments, fixtures, and the like for reuse in the restoration of other historic properties. The town council may require, at the owner's expense, recording of the historic resource's details for archival purposes, prior to demolition, by an interested, qualified, nonprofit group selected by the town council. The recording may include, but not be limited to, photographs, documents, and scaled architectural drawings. The town council may also require that the owner, at the owner's expense, excavate, record, and conserve archaeological resources threatened by the alterations so permitted. With the owner's consent, an interested, qualified individual selected by the town council may salvage and preserve building materials, architectural details and ornaments, fixtures, and the like at the expense of the selected nonprofit organization.
- (11) The town council shall consider, at a minimum, the guidelines listed below in evaluating applications for a certificate of appropriateness for demolition of designated historic sites or improvements within designated historic districts:
 - a. Is the structure of such interest or quality that it would reasonably fulfill criteria for designation for listing on the National Register?
 - b. Is the structure of such design, texture, material, detail, size, scale, or uniqueness of location that it could be reproduced only with great difficulty and/or economically unreasonable expense?
 - c. Is the structure one of the few remaining examples of its kind in the neighborhood, designated historic district or the town?
 - d. Would retaining the structure promote the general welfare of the town by providing an opportunity to study local history, architecture and design, or by developing an understanding of the importance and value of a particular culture and heritage?
 - e. Are there definite plans for immediate reuse of the property if the proposed demolition is carried out, and what effect will those plans have on the architectural, historic, archaeological, or environmental character of the surrounding area and district?

- f. Does the improvement contribute significantly to the historic character of a designated historic district and to the overall ensemble of buildings within the designated historic district?
 - g. Have reasonable measures been taken to save the building from further deterioration, collapse, arson, vandalism or neglect?
 - h. Has demolition of the designated improvement been ordered by the appropriate public agency due to unsafe conditions?
- (f) *Guidelines for relocation of historic resources.* The board shall consider the following standards in evaluating applications for a certificate of appropriateness for the relocation of all historic improvements and contributing improvements within designated historic districts:
 - (1) The contribution made by the historic improvement to its present setting.
 - (2) The reasons for the proposed move.
 - (3) The proposed new setting and the general environment of the proposed new setting.
 - (4) Whether the improvement can be moved without significant damage to its physical integrity, or change in or loss of significant characteristics. Elements removed in order to move the improvement shall be replaced following relocation.
 - (5) Whether the proposed relocation-site is compatible with the historical and architectural character of the improvement.
 - (6) When applicable, the effect of the move on the distinctive historical and visual character of a designated historic district.
 - (7) The effect of relocation on subsurface resources.
- (g) *Amendments to designations.* Applications for amendments to existing designations of historic sites or designations of historic districts shall be processed according to the provisions and procedures used for the origination of an application for designation. Where the town council has issued a certificate of appropriateness for demolition or relocation, the historic designation classification shall be automatically set aside in the case of demolition or amended to reflect the new location for relocation.
- (h) *Economic hardship.*
 - (1) In any instance where there is a claim of undue economic hardship, the owner may submit, by affidavit, to the board at least 15 days prior to the public hearing, an application containing, at a minimum, the following information:
 - a. *For all property:*
 - 1. The amount paid for the property, the date of purchase and the party from whom purchased;
 - 2.

The assessed value of the land and improvement thereon according to the two most recent assessments prepared by the Palm Beach County Property Appraiser's office;

3. Amount of real estate taxes paid for the previous two years;
4. Annual debt service or mortgage payments, if any, for the previous two years;
5. All appraisals, if any, obtained within the previous two years by the owner or applicant in connection with the purchase, financing, refinancing, or ownership of the property;
6. Any listing of the property for sale or rent, price asked and offers received, if any; and
7. Any consideration by the owner as to profitable adaptive uses for the property, including, but not limited to, possible fair market rents for the property if it were rented or leased in its current condition.

b. *For income-producing property:*

1. Annual gross income from the property for the previous two years;
 2. Itemized operating and maintenance expenses for the previous two years; and
 3. Annual cash flow, if any, for the previous two years.
- (2) The board may require that an applicant furnish such additional information as the board believes is relevant to the board's determination of any alleged undue economic hardship. The board may evaluate the proposed requirements in the certificate of appropriateness and may modify the requirements as it deems necessary to mitigate the economic hardship as demonstrated by the owner.
- (3) The same procedures used above may be used during town council consideration of the certificate of appropriateness.

(Code 1992, § 27-1675.10; Ord. No. 8-99, § 7, 5-4-1999; Ord. No. 32-03, § 5, 8-19-2003; Ord. No. 5-13, § 4, 5-7-2013)

Certificate of Appropriateness Approval Matrix

ACTION	STAFF	BOARD
ADDITIONS		
1. Visible from the street <u>and</u> 10% or less of the existing building's square footage	X	
2. Not visible from the street <u>and</u> 20% or less of the existing building's square footage	X	
3. All other additions		X
CANVAS AWNINGS	X	
CARPORTS		X
DECKS, PATIOS, PERGOLAS		
1. With a structure	X	
2. Without a structure	X	
DEMOLITIONS		X
DOCKS (with or without a structure)	X	
DOORS/GARAGE DOORS		
1. Same materials, style & size	X	
2. Change in materials or style	X	
3. Change in openings on the main façade		X
4. Change in openings on a secondary façade	X	
DRIVEWAYS & SIDEWALKS	X	
EXTERIOR WALL FINISH		X
FENCES & WALLS	X	
INTERIORS (Ad Valorem Tax Exemption Applications ONLY)		X
LANDSCAPING	X	
MECHANICAL SYSTEMS causing an effect	X	
NEW CONSTRUCTION		X
PAINTING (Color changes outside of the approved color scheme)		X
POOLS	X	
PORCHES		
1. Open an enclosed porch	X	
2. Enclose a porch on the main façade		X
3. Enclose a porch on a secondary façade	X	
RELOCATION		X
REPAIR (same material)	X	
ROOF		
1. Same material & shape	X	
2. Change in material	X	
3. Change in shape		X
SHEDS (Less than 200 sq. ft.)		
1. Demolition	X	
2. New	X	
SHUTTERS		
1. Removable Shutters	X	
2. Permanent Shutters (visible)		X
3. Permanent Shutters (not visible)	X	
WINDOWS		
1. Same materials, style & size	X	
2. Change in materials or style	X	
3. Change in openings on the main facade		X
4. Change in openings on a secondary facade	X	

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION &

ILLUSTRATED GUIDELINES ON **SUSTAINABILITY** FOR REHABILITATING HISTORIC BUILDINGS



U.S. Department of the Interior
National Park Service
Technical Preservation Services

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION &

ILLUSTRATED GUIDELINES ON SUSTAINABILITY FOR REHABILITATING HISTORIC BUILDINGS

Anne E. Grimmer with Jo Ellen Hensley | Liz Petrella | Audrey T. Tepper

U.S. Department of the Interior
National Park Service
Technical Preservation Services
Washington, D.C.

2011

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Acknowledgements

The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings was produced by Anne E. Grimmer and Kay D. Weeks, first published in 1992 and reprinted in 1997. The *Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings*, which are presented in the same format, replace the chapter on “Energy Conservation” in the 1992 publication. They have been developed with the guidance and support of numerous public agencies, professional organizations and individuals.

All photographs and drawings included here not individually credited have been selected from National Park Service files.



Foreword

The *Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings* replaces the chapter on “Energy Conservation” in the *Illustrated Guidelines for Rehabilitating Historic Buildings* published in 1992. (This same guidance is presented in the chapter entitled “Energy Retrofitting” in the unillustrated *Guidelines for Rehabilitating Historic Buildings*.) The illustrated version of the *Guidelines for Rehabilitating Historic Buildings* was designed to further enhance overall understanding and interpretation of basic preservation principles. *The Illustrated Guidelines on Sustainability* begin with an overview focusing on the fact that historic buildings are themselves often inherently sustainable and that this should be used to advantage in any proposal to upgrade them. These guidelines offer specific guidance on how to make historic buildings more sustainable in a manner that will preserve their historic character and that will meet *The Secretary of the Interior’s Standards for Rehabilitation*. The written guidance is illustrated with examples of appropriate or “recommended” treatments and some that are “not recommended” or could negatively impact the building’s historic character. The National Park Service Branch of Technical Preservation Services has developed these illustrated guidelines in accordance with its directive to provide information concerning professional methods and techniques to ensure the preservation and rehabilitation of the historic properties that are an important part of the nation’s heritage.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

Introduction to the Standards

The Secretary of the Interior is responsible for establishing standards for all programs under Departmental authority and for advising federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places. In partial fulfillment of this responsibility *The Secretary of the Interior's Standards for the Treatment of Historic Properties* have been developed to guide work undertaken on historic properties; there are separate standards for preservation, rehabilitation, restoration and reconstruction. *The Standards for Rehabilitation* (codified in 36 CFR 67) comprise that section of the overall treatment standards and address the most prevalent treatment. "Rehabilitation" is defined as the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values."

Initially developed by the Secretary of the Interior to determine the appropriateness of proposed project work on registered properties supported by the Historic Preservation Fund grant-in-aid program, the Standards have been widely used

over the years—particularly to determine if a rehabilitation project qualifies as a Certified Rehabilitation for Federal Historic Preservation Tax Incentives. In addition, the Standards have guided federal agencies in carrying out their responsibilities for properties in federal ownership or control; and state and local officials in reviewing both federal and non-federal rehabilitation proposals. They have also been adopted by historic district and planning commissions across the country.

The intent of the Standards is to assist in the long-term preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes and occupancy and include the exterior and the interior of the buildings. They also encompass the building's site and environment, including landscape features, as well as attached, adjacent or related new construction. To be certified for federal tax purposes, a rehabilitation project must be determined by the Secretary of the Interior to be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located.



[1] Stained glass skylight provides natural light in a historic train station.



[2-3] Clerestory windows provide natural light in a historic industrial building: Before and after rehabilitation.



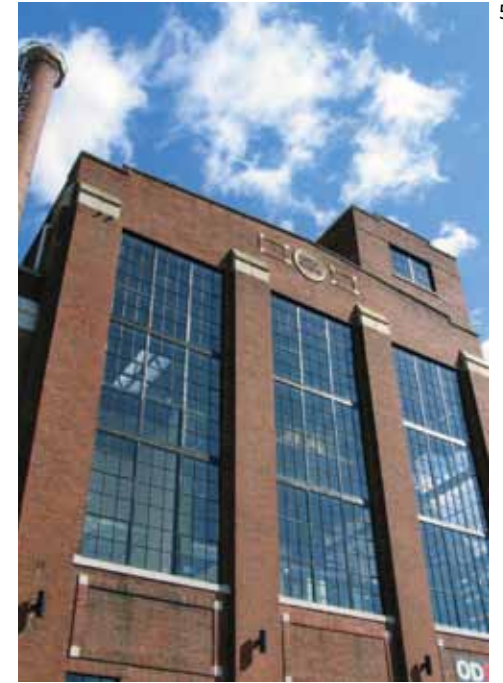
[4] Covered walkways and horizontal sun screens are distinctive and sustainable features in some mid-century modern office buildings.

As stated in the definition, the treatment “rehabilitation” assumes that at least some repair or alteration of the historic building will be needed in order to provide for an efficient contemporary use; however, these repairs and alterations must not damage or destroy materials, features or finishes that are important in defining the building’s historic character. For example, certain treatments—if improperly applied—may cause or accelerate physical deterioration of the historic building. This can include using improper repointing or exterior masonry cleaning techniques, or introducing insulation that may damage historic fabric. Any of these treatments will likely result in a project that does not meet the Standards. Similarly, exterior additions that duplicate the form, material and detailing of the historic structure to the extent that they compromise its historic character also will fail to meet the Standards.

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of the Interior regulations 36 CFR 67) pertain to all historic properties listed in or eligible for listing in the National Register of Historic Places.

- 1) A property shall be used for its intended historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- 2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- 3) Each property shall 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 architectural elements from other buildings, shall not be undertaken.
- 4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
- 5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
- 6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.



5



6

[5-6] Large windows and a roof monitor provide natural illumination in a historic industrial building.



7

[7-9] Porches and canvas awnings provide shade and keep interiors cool in historic residential and commercial buildings.



9

- 7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- 8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.



8

- 9) New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- 10) New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



11

[11] A vestibule helps retain interior conditioned air in the living space in this historic row house.



10

[10] Wood shutters provide natural light when open and keep interiors cool when closed in historic residential buildings.



12

[12-14] Roof monitors provide natural light in historic industrial buildings



13



14

GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS

Introduction to the Guidelines

The *Guidelines for Rehabilitating Historic Buildings* were initially developed in 1977 to help property owners, developers and federal managers apply *The Secretary of the Interior's Standards for Rehabilitation* during the project planning stage by providing general design and technical recommendations. Unlike the Standards, the Guidelines are not codified as program requirements.

The Guidelines are general and intended to provide guidance to help in interpreting and applying the Standards to all rehabilitation projects. They are not meant to give case-specific advice. For instance, they cannot tell owners or developers which features in a historic building are important in defining the historic character and must be retained. This case-by-case determination is best accomplished by seeking assistance from qualified historic preservation professionals in the very early stages of project planning.

Like the Standards, the Guidelines pertain to historic buildings of all materials, construction types, sizes and occupancy; and apply to exterior and interior work, as well as new addi-

tions and the building's site and environment. The Guidelines are presented in a "Recommended" vs. "Not Recommended" format. Those approaches, treatments and techniques that are consistent with *The Secretary of the Interior's Standards for Rehabilitation* are listed in the "Recommended" column on the left; those approaches, treatments and techniques which could adversely affect a building's historic character are listed in the "Not Recommended" column on the right. To provide clear and consistent guidance for property owners, developers and federal agency managers, the "Recommended" courses of action are listed in order of historic preservation concerns so that a rehabilitation project may be successfully planned and completed—one that, first, assures the preservation of a building's important or "character-defining" architectural materials, features and spaces and, second, makes possible an efficient contemporary use. The guidance that follows begins with the most basic and least invasive approaches that will help the project achieve the desired goal, before considering work that may involve more change and potentially greater impact on the historic character of the building.

Sustainability

Before implementing any energy conservation measures to enhance the sustainability of a historic building, the existing energy-efficient characteristics of the building should be assessed. Buildings are more than their individual components. The design, materials, type of construction, size, shape, site orientation, surrounding landscape and climate all play a role in how buildings perform. Historic building construction methods and materials often maximized natural sources of heating, lighting and ventilation to respond to local climatic conditions. The key to a successful rehabilitation project is to identify and understand any lost original and existing energy-efficient aspects of the historic building, as well as to identify and understand its character-defining features to ensure they are preserved. The most sustainable building may be one that already exists. Thus, good preservation practice is often synonymous with sustainability. There are numerous treatments--traditional as well as new technological innovations--that may be used to upgrade a historic building to help it operate even more efficiently. Increasingly stricter energy standards and code requirements may dictate that at least some of these treatments be implemented as part of a rehabilitation project of any size or type of building. Whether a historic building is rehabilitated for a new or a continuing use, it is important to utilize the building's inherently-sustainable qualities as they were intended. It is equally important that they function effectively together with any new measures undertaken to further improve energy efficiency.



[15] Glass skylight illuminates historic shopping arcade.



[16-18] Inherently sustainable features of historic buildings: Shutters and a deep porch keep the interior cool in a warm climate (top); a skylight provides natural light to the interior of this mid-20th century house (center); partially glazed partitions and doors allow natural light into the corridor of a historic office building (bottom).



PLANNING

RECOMMENDED

NOT RECOMMENDED

Forming an integrated sustainability team when working on a large project that includes a preservation professional to ensure that the character and integrity of the historic building is maintained during any upgrades.

Omitting preservation expertise from a sustainability project team.

Analyzing the condition of inherently-sustainable features of the historic building, such as shutters, storm windows, awnings, porches, vents, roof monitors, skylights, light wells, transoms and naturally-lit corridors, and including them in energy audits and energy modeling, before planning upgrades.

Ignoring inherently-sustainable features of the existing historic building when creating energy models and planning upgrades.

Identifying ways to reduce energy use, such as installing fixtures and appliances that conserve resources, including energy-efficient lighting or energy-efficient lamps in existing light fixtures, low-flow plumbing fixtures, sensors and timers that control water flow, lighting and temperature, before undertaking more invasive treatments that may negatively impact the historic building.

Prioritizing sustainable improvements, beginning with minimally invasive treatments that are least likely to damage historic building material.

Beginning work with substantive or irreversible treatments without first considering and implementing less invasive measures.

MAINTENANCE

RECOMMENDED	NOT RECOMMENDED
Maintaining historic buildings regularly to preserve historic fabric and maximize operational efficiency.	Delaying maintenance treatments which may result in the loss of historic building fabric or decrease the performance of existing systems or features.
Retaining and repairing durable historic building materials	Removing durable historic building materials and replacing them with materials perceived as more sustainable; for instance, removing historic heart pine flooring and replacing it with new bamboo flooring.
Using environmentally-friendly cleaning products that are compatible with historic finishes.	Using cleaning products potentially harmful to both historic finishes and the environment.
Using sustainable products and treatments, such as low VOC paints and adhesives and lead-safe paint removal methods, as much as possible, when rehabilitating a historic building.	



21



22

19



20

Recommended: [19] Caulking the gap between the aluminum storm window and wood window frame helps maximize thermal efficiency in this historic residence.

[20] Using sustainable cleaning products preserves both the environment and the historic building.

Not Recommended: [21-22] The peeling paint on an exterior window sill and on the interior of a window indicates that these features have not received regular maintenance. The broken casement window hardware also needs to be repaired to make the window operable.



Recommended: [23-25] Historic exterior storm windows have been well maintained and continue to perform as intended.

Recommended: [26] The new metal interior storm window was carefully matched to the exterior window as part of the rehabilitation of this historic armory building.

WINDOWS	
RECOMMENDED	NOT RECOMMENDED
Maintaining windows on a regular basis to ensure that they function properly and are completely operable.	Neglecting to maintain historic windows and allowing them to deteriorate beyond repair with the result that they must be replaced.
Retaining and repairing historic windows when deteriorated.	Removing repairable historic windows and replacing them with new windows for perceived improvement in energy performance.
Weather stripping and caulking historic windows, when appropriate, to make them weather tight.	
Installing interior or exterior storm windows or panels that are compatible with existing historic windows.	Replacing repairable historic windows with new insulated windows.



Not Recommended: [27] A broken sash cord can be repaired easily and does not justify replacement of the window.



WINDOWS

RECOMMENDED

NOT RECOMMENDED

Installing compatible and energy-efficient replacement windows that match the appearance, size, design, proportion and profile of the existing historic windows and that are also durable, repairable and recyclable, when existing windows are too deteriorated to repair.	Installing incompatible or inefficient replacement window units that are not durable, recyclable or repairable when existing windows are deteriorated beyond repair or missing.
Replacing missing windows with new, energy-efficient windows that are appropriate to the style of historic building and that are also durable, repairable and recyclable.	
Retrofitting historic windows with high-performance glazing or clear film, when possible, and only if the historic character can be maintained.	

28



Recommended: [28-29]
These exterior storm windows match the pane configuration of the historic interior windows in a residence and in a multi-story hotel building.

29

31



32



Not Recommended: [31-32]
Ill-fitting exterior aluminum storm windows viewed from both inside and outside are clearly not energy efficient.

Not Recommended: [30] Not only have incompatible windows that do not fit the size and shape of the historic window openings been installed, but the original openings have also been shortened to install through-the-wall HVAC units.

30





34



35



Recommended: [33-35] Original metal windows were appropriately repaired as part of the rehabilitation of this historic industrial building.

WINDOWS

RECOMMENDED

NOT RECOMMENDED

Retrofitting historic steel windows and curtain-wall systems to improve thermal performance without compromising their character.

Installing clear, low-emissivity (low-e) glass or film without noticeable color in historically-clear windows to reduce solar heat gain.

Installing film in a slightly lighter shade of the same color tint when replacing glazing panels on historically-dark-tinted windows to improve daylighting.

Retrofitting historically-clear windows with tinted glass or reflective coatings that will negatively impact the historic character of the building.

Introducing clear glazing or a significantly lighter colored film or tint than the original to improve daylighting when replacing historically dark-tinted windows.

36



37



38



Recommended: [36-38] Original metal windows were retained and made operable during the rehabilitation of this historic mill complex. Installing patio slider doors as interior storm windows was a creative and successful solution to improve the energy efficiency of the existing windows.

WINDOWS

RECOMMENDED

NOT RECOMMENDED

Maintaining existing, reinstalling or installing new, historically-appropriate shutters and awnings.	Removing historic shutters and awnings or installing inappropriate ones.
Repairing or reopening historically-operable interior transoms, when possible, to improve air flow and cross ventilation.	Covering or removing existing transoms.



39

Recommended: [39-40] The original windows, which were deteriorated beyond repair, featured a dark tint. They were replaced with a slightly lighter-tinted glazing to improve daylighting in this mid-century modern office building.



41

Recommended: [41] Traditional canvas awnings should be retained when they exist on historic buildings.



40



Recommended: [42] Transoms and screen doors are distinctive and practical features that provided cross ventilation in this historic hotel.

42



43

Recommended: [43] The wall and door glazing ensures that the corridor receives natural daylight and the operable transom helps air to circulate in this historic office building.

Recommended:
[44-45] A blower door test is a useful tool to help identify air infiltration in a historic building before undertaking weatherization or retrofit treatments.
Top Photo: Robert J. Cagnetta, Heritage Restoration, Inc.



44



45

Recommended: [46]
A hand-held infrared scanner reveals areas that are not well insulated and that allow heat transfer through the walls of a building.



46

Recommended: [47-48] Insulation should be installed first in unfinished areas such as attics, crawl spaces and basements of residential buildings.

WEATHERIZATION AND INSULATION

RECOMMENDED

NOT RECOMMENDED

Using a variety of analytical tools, such as a comprehensive energy audit, blower door tests, infrared thermography, energy modeling or daylight modeling, to gain an understanding of the building's performance and potential before implementing any weatherization or retrofit treatments.	Implementing energy-retrofit measures without first diagnosing the building's performance and energy needs.
Developing a weatherization plan based on the results of the energy analysis of the building's performance and potential.	
Eliminating infiltration first, beginning with the least invasive and most cost-effective weatherization measures, such as caulking and weather stripping, before undertaking more invasive weatherization measures.	Undertaking treatments that result in loss of historic fabric, for example, installing wall insulation that requires removing plaster, before carrying out simple and less damaging weatherization measures.
Understanding the inherent thermal properties of the historic building materials and the actual insulating needs for the specific climate and building type before adding or changing insulation.	
Insulating unfinished spaces, such as attics, basements and crawl spaces, first.	Insulating a finished space, which requires removing historic plaster and trim, before insulating unfinished spaces.



47



48

WEATHERIZATION AND INSULATION

RECOMMENDED

NOT RECOMMENDED

Using the appropriate type of insulation in unfinished spaces and ensuring the space is adequately ventilated.	Using wet-spray or other spray-in insulation that is not reversible or may damage historic materials.
	Adding insulation in cavities that are susceptible to water infiltration.
Ensuring that air infiltration is reduced before adding wall insulation.	Insulating walls without first reducing air infiltration.
Installing appropriate wall insulation, only if necessary, after lower impact treatments have been carried out.	Installing wall insulation that is not reversible and that may cause damage to historic building materials.
	Installing insulation on the exterior of a historic building, which results in the loss of historic materials and may alter the proportion and relationship of the wall to the historic windows and trim.
Removing interior plaster only in limited quantities and when absolutely necessary to install appropriate insulation.	Removing all interior plaster to install appropriate insulation.
Replacing interior plaster—removed to install insulation—with plaster or gypsum board to retain the historic character of the interior, and in a manner that retains the historic proportion and relationship of the wall to the historic windows and trim.	Replacing interior plaster—removed to install insulation—with gypsum board that is too thick and that alters the historic proportion and relationship of the wall to the historic windows and trim.
Reinstalling historic trim that was removed to install insulation.	Replicating trim rather than retaining and reinstalling historic trim that is repairable.

Not Recommended: [49] The original proportion and relationship of the wall to the door trim has been all but lost because the gypsum board installed was too thick.

[50-51] When wall insulation was installed here the walls were furred out, which created deep, historically inappropriate window recesses. The repairable historic trim was also not reinstalled.



49



50



51



52



53

Recommended: [52-53]

The original proportion and relationship of the wall to the windows and trim, which is important in defining the character of these historic interior spaces, has been retained here.



54

Recommended: [54] This rigid insulation has been correctly installed in the wall cavity so that when the gypsum board is hung the original proportion and relationship of the wall to the trim will be retained.

Photo: Robert J. Cagnetta, Heritage Restoration, Inc.

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Retaining and maintaining functional and efficient HVAC systems.	Replacing existing HVAC systems without testing their efficiency first.
Upgrading existing HVAC systems to increase efficiency and performance within normal replacement cycles.	Replacing HVAC systems prematurely when existing systems are operating efficiently.
Installing an energy-efficient system that takes into account whole building performance and retains the historic character of the building and site when a new HVAC system is necessary.	Installing an inefficient HVAC system or installing a new system based on pre-retrofit building performance when a smaller system may be more appropriate.



55

Recommended: [55-57]
Wood vents in the gable ends of a historic house and a barn and cast-iron oval vents in a masonry foundation traditionally helped air circulate.



56



57

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Supplementing the efficiency of HVAC systems with less energy-intensive measures, such as programmable thermostats, attic and ceiling fans, louvers and vents, where appropriate.	
Retaining or installing high efficiency, ductless air conditioners when appropriate, which may be a more sensitive approach than installing a new, ducted, central air-conditioning system that may damage historic building material.	Installing through-the-wall air conditioners, which damages historic material and negatively impacts the building's historic character.
	Installing a central HVAC system in a manner that damages historic building material.



60

Recommended: [60] Original radiators that are still functional and efficient were retained in the rehabilitation of this historic house.

58



Recommended: [58] Ceiling fans enhance the efficiency of HVAC systems in historic buildings.

59



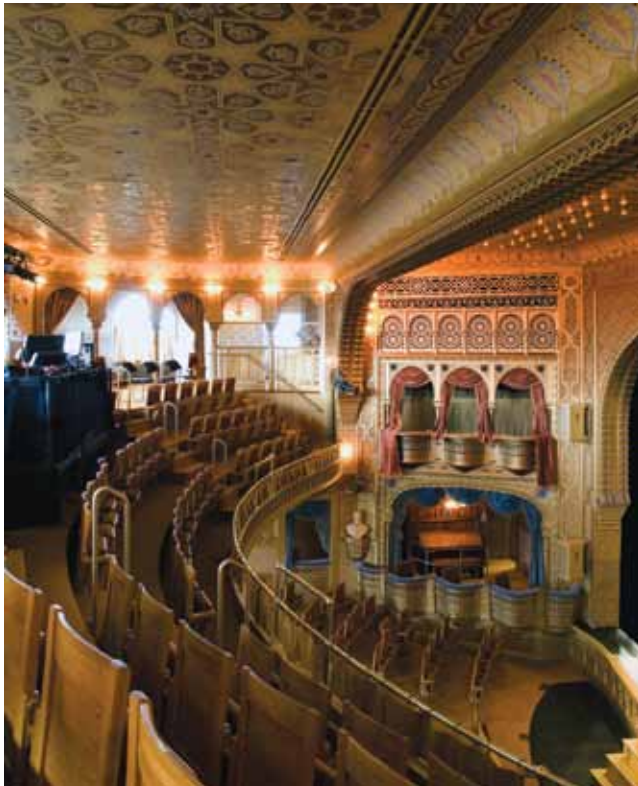
Recommended: [59] Installing a programmable thermostat can help existing systems to operate more efficiently.



61

Not Recommended: [61] The cuts made in the brick and the decorative stone trim to install through-the-wall air conditioners have not only destroyed building material, but have also negatively impacted the character of this historic apartment building.

62



HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Installing new mechanical ductwork sensitively or using a mini-duct system, so that ducts are not visible from the exterior and do not adversely impact the historic character of the interior space.	Installing new mechanical ductwork that is visible from the exterior or adversely impacts the historic character of the interior space.
Leaving interior ductwork exposed where appropriate, such as in industrial spaces, or when concealing the ductwork would destroy historic fabric.	Leaving interior ductwork exposed in highly-finished spaces where it would negatively impact the historic character of the space.
Leaving interior ductwork exposed and painting it, when concealing it would negatively impact historic fabric, such as a historic pressed metal ceiling.	Leaving exposed ductwork unpainted in finished interior spaces, such as those with a pressed metal ceiling.
Placing HVAC equipment where it will operate effectively and efficiently and be minimally visible and will not negatively impact the historic character of the building or its site.	Placing HVAC equipment in highly-visible locations on the roof or on the site where it will negatively impact the historic character of the building or its site.

63



64



Recommended: [62-63] Carefully installed new mechanical ductwork is barely visible in the elaborately decorated ceiling of this historic theater.

[64] The ductwork has been left unpainted which is compatible with this historic industrial interior.

[65] To avoid damaging the metal ceiling, the ductwork was left exposed and it was painted to minimize its impact, thus preserving the historic character of this former bank.

65



66



Not Recommended: [66] Interior ductwork has been inappropriately left exposed and unpainted here in this traditionally-finished school entrance hall.

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND AIR CIRCULATION

RECOMMENDED

NOT RECOMMENDED

Commissioning or examining the performance of the HVAC system and continuing to examine it regularly to ensure that it is operating efficiently.	Installing a new HVAC system without commissioning or testing its efficiency after installation.
Investigating whether a geothermal heat pump will enhance the heating and cooling efficiency of the building before installing one.	Installing a geothermal heat pump without evidence that it will improve the heating and cooling efficiency of the building.
	Installing a geothermal system where there is a significant landscape or where there are archeological resources that could be damaged.



67

Recommended:[67] A professional energy auditor analyzes the performance of an existing furnace to ensure it is operating efficiently.

[68-69] A geothermal system, evidenced by a panel in the sidewalk, was installed on the site of this historic firehouse during rehabilitation.



68



70

Recommended: [70-71]
A geothermal system was installed on the property of this historic mansion, but only after an archeological investigation was conducted of the grounds.



71



69

SOLAR TECHNOLOGY

72



73



Recommended: [72-73] Solar panels were installed appropriately on the rear portion of the roof on this historic row house that are not visible from the primary elevation.

RECOMMENDED

NOT RECOMMENDED

Considering on-site, solar technology only after implementing all appropriate treatments to improve energy efficiency of the building, which often have greater life-cycle cost benefit than on-site renewable energy.

Installing on-site, solar technology without first implementing all appropriate treatments to the building to improve its energy efficiency.

Analyzing whether solar technology can be used successfully and will benefit a historic building without compromising its character or the character of the site or the surrounding historic district.

Installing a solar device without first analyzing its potential benefit or whether it will negatively impact the character of the historic building or site or the surrounding historic district.

Installing a solar device in a compatible location on the site or on a non-historic building or addition where it will have minimal impact on the historic building and its site.

Placing a solar device in a highly-visible location where it will negatively impact the historic building and its site.

Installing a solar device on the historic building only after other locations have been investigated and determined infeasible.

Installing a solar device on the historic building without first considering other locations.

74



Recommended: [74] Free-standing solar panels have been installed here that are visible but appropriately located at the rear of the property and compatible with the character of this industrial site.

75



Not Recommended: [75] Solar roof panels have been installed at the rear, but because the house is situated on a corner, they are highly visible and negatively impact the character of the historic property.

SOLAR TECHNOLOGY

RECOMMENDED

NOT RECOMMENDED

Installing a low-profile solar device on the historic building so that it is not visible or only minimally visible from the public right of way: for example, on a flat roof and set back to take advantage of a parapet or other roof feature to screen solar panels from view; or on a secondary slope of a roof, out of view from the public right of way.	Installing a solar device in a prominent location on the building where it will negatively impact its historic character.
Installing a solar device on the historic building in a manner that does not damage historic roofing material or negatively impact the building's historic character and is reversible.	Installing a solar device on the historic building in a manner that damages historic roofing material or replaces it with an incompatible material and is not reversible.
	Removing historic roof features to install solar panels.
	Altering a historic, character-defining roof slope to install solar panels.
	Installing solar devices that are not reversible.
Installing solar roof panels horizontally -- flat or parallel to the roof—to reduce visibility.	Placing solar roof panels vertically where they are highly visible and will negatively impact the historic character of the building.

76



77



79

Not Recommended: [79] Although installing solar panels behind a rear parking lot might be a suitable location in many cases, here the panels negatively impact the historic property on which they are located.

Recommended: [76-77] Solar panels, which also serve as awnings, were installed in secondary locations on the side and rear of this historic post office and cannot be seen from the front of the building. [78] Solar panels placed horizontally on the roof of this historic building are not visible from below.

78



WIND POWER—WIND TURBINES AND WINDMILLS

80



Recommended: [80] It is often best to install wind-powered equipment in off-site, rural locations to avoid negatively impacting a historic building and its site.

[81] This wind turbine is located in a large parking lot next to a historic manufacturing complex and it is compatible with the character of the industrial site.

[82] This 2011 Kansas postage stamp features a traditional windmill and modern wind turbines to illustrate the importance of wind power in the growth of the state.

RECOMMENDED

Considering on-site, wind-power technology only after implementing all appropriate treatments to the building to improve energy efficiency, which often have greater life-cycle cost benefit than on-site renewable energy.

Analyzing whether wind-power technology can be used successfully and will benefit a historic building without compromising its character or the character of the site or the surrounding historic district.

Installing wind-powered equipment in an appropriate location on the site or on a non-historic building or addition where it will not negatively impact the historic character of the building, the site or the surrounding historic district.

NOT RECOMMENDED

Installing on-site, wind-power technology, without first implementing all appropriate treatments to the building to improve energy efficiency.

Installing wind-powered equipment without first analyzing its potential benefit or whether it will negatively impact the character of the historic building or the site or the surrounding historic district.

Placing wind-powered equipment on the site where it is highly visible when it is not compatible with the historic character of the site.

81



82

WIND POWER—WIND TURBINES AND WINDMILLS

RECOMMENDED

Installing wind-powered equipment on the historic building without damaging the roof or walls or otherwise negatively impacting the building's historic character.

NOT RECOMMENDED

Installing wind-powered equipment on the historic building in a manner that damages the roof, compromises its structure or negatively impacts the building's historic character.

Removing historic roof features to install wind-powered equipment, such as wind turbines.

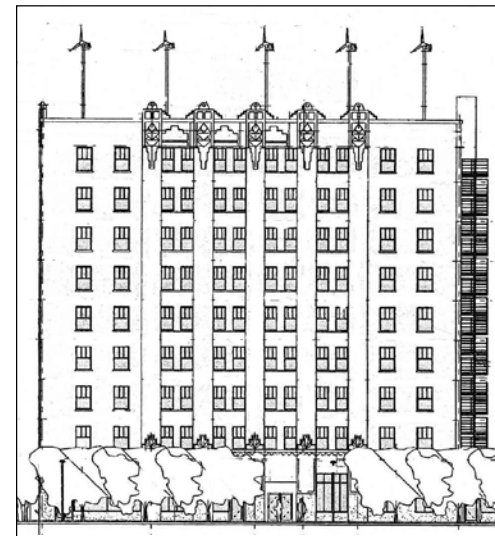
Installing wind-powered equipment on the historic building that is not reversible.

Installing wind-powered equipment on the primary façade of a historic building or where it is highly visible.

Investigating off-site, renewable energy options when installing on-site wind-power equipment would negatively impact the historic character of the building or site.



84



83

Not Recommended:

[83-84] This historic hotel is a prominent and highly visible local landmark, and the wind turbines proposed to be added on the roof would negatively impact its historic character.

ROOFS—COOL ROOFS AND GREEN ROOFS

85



RECOMMENDED

- Retaining and repairing durable, character-defining historic roofing materials in good condition.
- Analyzing whether a cool roof or a green roof is appropriate for the historic building.
- Installing a cool roof or a green roof on a flat-roofed historic building where it will not be visible from the public right of way and will not negatively impact the building's historic character.
- Selecting appropriate roofing materials and colors when putting a new cool roof on the historic building.
- Ensuring that the historic building can structurally accommodate the added weight of a green roof and sensitively improving the structural capacity, if necessary.

NOT RECOMMENDED

- Replacing durable, character-defining historic roofing materials in good condition with a roofing material perceived as more sustainable.
- Installing a cool roof or a green roof without considering whether it will be highly visible from the public right of way and will negatively impact the building's historic character.
- Installing a cool roof that is incompatible in material or color with the historic building.
- Adding a green roof that would be too heavy and would damage the historic building or supplementing the structural capacity of the historic building in an insensitive manner.

86



Recommended: [85-86] A cool or green roof is best installed on a flat roof where it cannot be seen from the public right of way and will not negatively impact the character of the historic building.

87



Not Recommended: [87] Historic roofing materials in good condition should be retained rather than replaced with another material perceived as more sustainable, such as, in this case, solar roofing shingles.

88



Not Recommended: [88] This new, cool white metal roof is not an appropriate material or color for this historic mid-20th century house.

ROOFS—COOL ROOFS AND GREEN ROOFS

RECOMMENDED

NOT RECOMMENDED

Ensuring that the roof is water tight and that roof drains, gutters and downspouts function properly before installing a green roof.	Installing a green roof without ensuring that the roof covering is water tight and that drainage systems function properly.
Including a moisture-monitoring system when installing a green roof to protect the historic building from added moisture and accidental leakage.	
Selecting sustainable native plants that are drought resistant and will not require excessive watering of a green roof.	
Selecting appropriately-scaled vegetation for a green roof that will not grow so tall that it will be visible above the building's historic character.	Selecting vegetation for a green roof that will be visible above the roof or parapet.

89



Recommended: [89-92] Low-scale and sustainable native plants are appropriate for these roof gardens on historic buildings.



90-91



Not Recommended: [93] The vegetation on these green roofs has grown too tall and negatively impacts the character of these historic commercial buildings.



92

94



95



Recommended: [94-95] Permeable pavers were used at this historic residential property for a driveway and parking (above) and a hard-packed, construction aggregate provides environmentally-friendly paths for visitors at this historic site (below).

[96] Mature trees and a water feature contribute to the sustainability of this mid-twentieth century property.

96



SITE FEATURES AND WATER EFFICIENCY

RECOMMENDED

Respecting an important cultural landscape and significant character-defining site features when considering adding new sustainable features to the site.

Using to advantage existing storm-water-management features, such as gutters, downspouts and cisterns, as well as site topography and vegetation that contribute to the sustainability of the historic property.

Adding natural, sustainable features to the site, such as shade trees, if appropriate, to reduce cooling loads for the historic building.

Using permeable paving where appropriate on a historic building site to manage storm water.

NOT RECOMMENDED

Installing new sustainable site features without considering their potentially negative impact on an important cultural landscape and character-defining site features.

Ignoring existing features that contribute to the sustainability of the historic property.

Removing existing natural features, such as shade trees, that contribute to the building's sustainability.

Planting trees where they may grow to encroach upon or damage the historic building.

97



Not Recommended: [97] This tree, which was planted too close to the building, has caused the masonry wall to retain moisture that damaged the mortar and required that the brick be repointed in this area.

SITE FEATURES AND WATER EFFICIENCY

RECOMMENDED	NOT RECOMMENDED
Avoiding paving up to the building foundation to reduce heat island effect, building temperature, damage to the foundation and storm-water runoff.	Paving up to the building foundation with impermeable materials.
Landscaping with native plants, if appropriate, to enhance the sustainability of the historic site.	Introducing non-native plant species to the historic site that are not sustainable.
Adding features, such as bioswales, rain gardens, rain barrels, large collection tanks and cisterns, if compatible, to the historic building site to enhance storm-water management and on-site water reuse.	

98



Recommended: [98-100] Rain gardens and rain-water collection tanks are features that may be added to a historic property to improve storm-water management and increase on-site water use.

99



100



Not Recommended: [101] Splash back from the impermeable concrete paving next to the foundation is damaging these stones.

101



102

Recommended: [102-103]
Small, covered atriums that are compatible with the character of these historic warehouses have been inserted to light the interior.



103

Not Recommended: [104-106]
Skylights added on a primary roof elevation negatively impact the character of these historic houses.



104



105



106

DAYLIGHTING

RECOMMENDED

NOT RECOMMENDED

Retaining features that provide natural light to corridors, such as partial glass partitions, glazed doors and transoms, commonly found in historic office buildings.	Removing or covering features that provide natural light to corridors, such as partial glass partitions, glazed doors and transoms, commonly found in historic office buildings.
Reopening historic windows that have been blocked in to add natural light and ventilation.	Blocking in historic window openings to accommodate new building uses.
Adding skylights or dormers on secondary roof elevations where they are not visible or are only minimally visible so that they do not negatively impact the building's historic character.	Adding skylights or dormers on primary or highly-visible roof elevations where they will negatively impact the building's historic character.
Adding a small light well or light tubes, where necessary and appropriate, to allow more daylight into the historic building.	
Inserting a small atrium, only when necessary, to allow more daylight into the building in a manner that is compatible with the historic character of the building.	Cutting a very large atrium into the historic building that is not compatible with the building's historic character.
	Creating an open, uncovered atrium or courtyard in the historic building that appears to be an outdoor space, rather than an interior space.

DAYLIGHTING

RECOMMENDED

Installing light-control devices on the historic building where appropriate to the building type, such as light shelves in industrial or mid-century modern buildings, awnings on some commercial and residential buildings and shutters on residential buildings that had them historically.

Installing automated daylighting controls on interior lighting systems that ensure adequate indoor lighting and allow for energy-saving use of daylighting.

Adding new window openings on secondary and less visible facades, where appropriate, to allow more natural light into the historic building.

NOT RECOMMENDED

Installing light-control devices that are incompatible with the type or style of the historic building.

Adding new window openings on primary elevations that will negatively impact the character of the historic building.



110

Recommended: [110]

A clerestory window lights the interior corridor of this historic mill building.

111

[111] A limited number of new window openings may be added to non-character-defining, secondary facades to allow natural light into formerly windowless spaces.

107



Recommended: [107] Traditional canopies compatible with the industrial character of this former factory building were installed when it was converted for residential use.

[108-109] The original, partially-glazed doors and office partitions, as well as skylights, that let natural light into the corridors were retained as part of the rehabilitation of this early-20th century building.



108



109



U.S. Department of the Interior
National Park Service
Technical Preservation Services



City of Fort Lauderdale

Historic Preservation Design Guidelines

SITE ELEMENTS



Landscape elements should complement a building's architectural style. In this example, planting beds are located along the house's foundation and the narrow palm tree trunks allow the historic home to remain visible from the public sidewalk. Many of the plants are native to the area requiring less water and chemicals for their upkeep.

PURPOSE

These *Guidelines* were prepared to assist property owners with information when considering the alteration or installation of site elements. It is not intended that these *Guidelines* should replace consultation with qualified landscape architects, architects, contractors, the Historic Preservation Board (HPB), City Staff and applicable ordinances.

These *Guidelines* were developed in conjunction with the City of Fort Lauderdale's Historic Preservation Board (HPB) and the Department of Sustainable Development (DSD). Please review this information during the early stages of planning your project. Familiarity with this material can assist in moving a project quickly through the approval process, saving applicants both time and money.

The DSD Staff is available to provide informal informational meetings with potential applicants who are considering improvements to their properties.

Additional *Guidelines* addressing other historic building topics are available at City Hall and on the City's website at www.fortlauderdale.gov. For more information, to clarify whether a proposed project requires HPB review, or to obtain permit applications, please call the DSD at (954) 828-3266.

FORT LAUDERDALE'S SITE ELEMENTS

Site elements frame the architecture along a streetscape. In some areas, the established components such as sidewalks, street trees, walls, fences, walkways and driveways provide a consistent setting that is unique to a neighborhood.

When considering alterations to a site, property owners are encouraged to develop an understanding of the environmental characteristics of their immediate surroundings and allow that understanding to direct their design. When considering alterations to a historic site, the following should be considered:

Encouraged:

- Keeping views of historic buildings open to street
- Front yard development with traditional, simple arrangements, similar to neighboring properties

Discouraged:

- ✗ Modern amenities in front and side yards in view from public roadways
- ✗ Dense foliage, walls, fences or other screening blocking views to historic buildings from the public way

It should be noted that the only planting subject to Department of Sustainable Development (DSD) review are those required for screening of non-contributing site elements such as air conditioner equipment and generators. However, property owners are encouraged to select plants that are native to the region to minimize the use of water and chemicals in their upkeep.

WALLS, FENCES & GATES

Walls, fences and gates are important elements of the overall character of a neighborhood. They:

- Identify boundaries, provide privacy and security
- Are often a major element of a streetscape – separating public from private property
- Are often related to a building's design



Most landscape walls in Fort Lauderdale are stuccoed, with the color and texture generally complementing the principal historic building.

WALLS

Landscape walls are typically constructed of masonry or concrete, and often include a stucco finish. In some cases, landscape walls are constructed of decorative, patterned block, with openings to allow the passage of light and air.

The construction of walls that visually block primary building façades from the public right of way, particularly at historically important buildings, is discouraged. It is recommended that walls in front yards be limited to 36" in height. In addition, the construction of walls with plain concrete block is discouraged; however, decorative concrete block and stuccoed walls are an acceptable alternative if stylistically appropriate for the property.



Low wood picket fences are generally appropriate for wood-framed homes.

FENCES

Wood is a traditional material for fences in the City of Fort Lauderdale, with some fences being made from metal. Traditional fencing types not only marked the boundaries of a specific space, but also allowed visual access to and from the historic structures located on a property from the roadway. Similar to walls, fences in front yards should be limited to 36" in height, and preferably picket-style that is at least 30% open.



A simple wood gate provides access through the stuccoed wall.

GATES

Pedestrian gate, traditionally along a walkway, are generally 3 to 3½ feet wide. Gates for residential vehicular access are generally approximately 10 feet wide. When installed with a fence, gates tend to be of the same material and similar design as the fence, although potentially more elaborate. When installed within a wall, they are generally flanked by gate posts, and can be either wood or metal.

Encouraged:

- Use of traditional materials for walls, fences, gates and other boundary markers in an appropriate manner
- Maintain building views open to the surrounding public streets and sidewalks
- Install fence posts towards the interior of a property
- Regular maintenance and upkeep to fences

Discouraged:

- ✗ Block views to historic buildings and settings with solid walls, or dense fencing materials or planting
- ✗ Use of non-traditional fencing materials such as vinyl
- ✗ Chain link fences



Vinyl fencing is discouraged, as is tall solid fencing, particularly in the front yard.

MAINTAINING WALLS, FENCES & GATES

Similar to building walls, landscape walls, fences and gates, require regular maintenance. Similar to wood on buildings, wood fences require regular maintenance. Refer to the *Guidelines for Exterior Woodwork & Cladding* and *Guidelines for Masonry, Stucco & Concrete* for additional information.



A variety of materials can be used for walkways including stone. The stone paving in this example is a local limestone known as oolite or keystone.

PAVING

Paving, which includes sidewalks, walkways, patios and driveways, has changed significantly with the development of new materials. Historically, paving could be as simple as crushed shells or hard materials, such as brick or stone, laid in simple or ornamental patterns. Materials popularized in the 20th century include concrete and asphalt, and more recently, cast concrete pavers, often colored and shaped to resemble brick.

In an effort to retain the quality of the City's historic properties and Districts, the retention and maintenance of existing historic paving materials is encouraged. The City also encourages minimizing new paving and impervious paving whenever possible to maximize storm water absorption.

Since the character and context of every property is unique, each application for changes in paving location and material is taken on a case by case basis.

Required for Review:

- Detailed, dimensioned site plans indicating the size and location of all proposed paving changes

Encouraged:

- Retain, repair and maintain historic paving materials
- Minimize the amount of paving on a site
- Install more permeable small scale paving materials, such as gravel or exposed aggregate paving instead of poured concrete or asphalt
- Simple, steel-troweled concrete finish – design and color of stamped concrete is subject to HPB review
- Narrow parking strips instead of driveways
- Patios instead of raised decks

Discouraged:

- ✗ Removal of historic paving materials
- ✗ Parking areas in the front yards of residences
- ✗ Asphalt at walkways

LIGHTING

Outdoor lighting is an amenity of modern life. For a historic house, outdoor lighting should highlight the architecture and be of a style appropriate for the historic building. A wide range of wall-mounted or free-standing, replica historic lighting is available to complement a variety of historic properties and their lighting needs.

Residential lighting should be installed to illuminate pathways and access routes, limiting the spillage onto adjacent properties and the public way. Generally lighting on one property should not extend onto the neighboring lots or into the night sky. To minimize light spillage, many lights are available that cast light downward where it is needed to illuminate walking surfaces. In addition, existing lights can often be fitted with hoods or shields to direct light downwards.

If security lighting is desired, it is generally best when it is located as discretely as possible, generally limited to side and rear elevations. The number of security lights should be limited, and they should be activated by motion sensors whenever possible.

Encouraged:

- Unobtrusive lighting of historic properties that limits light spillage onto neighboring properties and into the night sky
- Lighting fixtures that complement the architectural style

Discouraged:

- ✗ Obtrusive lighting of historic properties that illuminates neighboring properties
- ✗ Lighting fixtures that are not stylistically appropriate on historic buildings
- ✗ Highly visible security lighting
- ✗ Security lighting that is not activated by motion sensors

ZONING REQUIREMENTS

The Zoning Ordinance dictates the amount of paving permitted on a lot as well as illumination levels at properties. Please contact the Department of Sustainable Development at (954) 828-3266 to review allowable paving and lighting at your parcel.

SIDEWALKS

Property owners are required to maintain sidewalks, particularly historic sidewalk materials. If sidewalks require replacement, replacement with a compatible material is recommended.

The Public Works Department at (954) 828-5000 for additional information regarding sidewalk maintenance requirements.

LANDSCAPE FEATURES & PLAY EQUIPMENT

Landscape features, such as pergolas and fountains; as well as play equipment such as jungle gyms, swimming pools, Jacuzzis and tennis courts can all add to our outdoor enjoyment of our properties. Similar to ground mounted equipment, these are all examples of modern alterations that can affect the historic integrity of a site and its surroundings. Property owners are encouraged to locate landscape features and play equipment in a rear yard to minimize their visibility.



Equipment such as air handling units should be screened from public view to the greatest extent possible.

GROUND-MOUNTED EQUIPMENT

Ground-mounted equipment, which includes air conditioning condensers, generators, ground-mounted solar collectors, trash dumpsters, and satellite dishes are all examples of modern mechanical equipment that can affect the historic integrity of a site and its surroundings. Property owners should locate ground-mounted equipment in a rear yard, or when this is not possible, in a side yard as far back from the front of the building as possible to minimize visibility.

SMALL STRUCTURES

Small structures can be functional and provide enjoyment for property owners. They are generally less than 100 square feet in size, include tool or garden sheds; play houses; dog houses; permanent sun shading canopies; building or wall-mounted awnings, and gazebos. They are examples of modern alterations that can affect the historic integrity of a site and its surroundings. Small structures that are visible from the public right-of-way are generally more appropriate if constructed of the same historic materials as the existing main building such as walls and roof. The installation of pre-manufactured sheds that are visible from the public right of way, particularly those with metal or vinyl wall cladding, are discouraged. To minimize their visual impact, small structures should be located in the rear yard and should not block the view of historic buildings or features from the public way.

SECONDARY STRUCTURES

For information regarding secondary structures such as garages, larger sheds and carports please refer to the *Guidelines for New Construction & Additions, Page 11.*

Fencing and landscaping can be used to screen modern landscape elements such as garbage dumpsters.



Encouraged:

- Unobtrusively locate landscape features, small structures and ground mounted equipment where they are not visible from the public way
- If it is not possible to locate landscape features, play equipment, small structures and ground mounted equipment where they cannot be seen by the public, minimize the public's view and screen with dense plantings, a wall and/or wood fencing

Discouraged:

- ✗ Landscape features, small structures and ground mounted equipment in the front yard of a property
- ✗ Visually prominent landscape features, play equipment, small structures and ground mounting equipment

FUNDING

This project has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior, and administered by the Florida Division of Historical Resources. The contents and opinions do not necessarily reflect the views or policies of the U.S. Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

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PREPARATION

All components of the *Fort Lauderdale Historic Preservation Design Guidelines* including all text, graphic design, photography and illustrations unless noted otherwise were prepared by:

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Topic: Certificate to Dig Expiration

(one that doesn't have expiration dates is West Palm Beach, which we patterned our code after)

- Miami/Dade County - YES, does have an expiration

Approved Certificates to Dig shall contain an effective date not to exceed 60 days, at which time the proposed activity may begin. The Certificate to Dig is valid for a period of 180 days after the date of its approval. After the expiration date, the Historic Preservation Chief or designee may approve an additional 60-day period within which to complete work in progress, if the owner/petitioner can show cause why the work was not yet completed. After this time period, an application for a new Certificate to Dig shall be required.

- Hialeah – YES, does have an expiration

Approved certificates to dig shall contain an effective date no later than 60 days after approval, at which time the proposed activity may begin, unless prior to or during that period the board decides to designate the site in question as an individual site or district pursuant to [section 46-66](#), in which event all the rules and regulations pertaining to the designation process shall apply from the date the designation report has been filed.

- Palm Beach County – Does NOT have an expiration

Has this language similar to ours: Only one Certificate to Dig shall be required to develop a site unless additional resources not addressed in the initial Certificate to Dig are found during site development.

- Miami – Yes, does have an expiration

Any certificate of appropriateness issued pursuant to the provisions of this section shall expire 12 months from the date of issuance, unless the authorized work is commenced within this time period, or a building permit has been obtained. The preservation officer may grant an extension of time not to exceed 12 months upon written request by the applicant, unless the board's guidelines as they may relate to the authorized work have been amended.

- Miami Beach – YES, does have an expiration

(Combines the term Certificate to Dig with Appropriateness)

After deciding to grant a request for a certificate of appropriateness for demolition the historic preservation board may stay for a fixed period of time, not to exceed six months, the issuance of the certificate of appropriateness for demolition. Should the board grant a stay for demolition, the length of such a stay shall be determined by the board based upon the relative significance of the structure and the probable time required to arrange a possible alternative to demolition. The effective date of the stay shall be from the date of the historic preservation board's public hearing. Alternatively, if an appeal to a special magistrate is filed, upon request of the petitioner, the board may stay demolition pending the conclusion of that appeal and any subsequent court review of the matter.

- Davie – YES, does have an expiration

An approved CTD shall contain an effective date, not to exceed sixty (60) calendar days after the decision, at which time the proposed activity may begin, unless the historic preservation board

initiates the nomination process for the site in question as a historic resource or historic district. In such a case, all the rules and regulations pertaining to the nomination process for a historic resource shall apply.

- St. Augustine – YES, does have an expiration

The historic architectural review board shall include a time limitation in its certificates of demolition or partial demolition, utilizing the following procedures:

(1) The board shall include a provision in its orders for certificates of demolition or partial demolition that the certificate expires one (1) year from the date of the order.

(2) The owner of the property described in the certificate of demolition or partial demolition may request an administrative six-month extension from the planning and building director. The request for administrative extension must be filed in writing with the planning and building department during regular office hours no later than thirty (30) days before the expiration of the certificate of demolition or partial demolition. The administrative extension is a ministerial act and shall be available for one extension only.

(3) In the alternative, the owner of the property described in the certificate of demolition or partial demolition may request a one-year extension from the board. The request for board extension must be filed in writing with the planning and building department during regular office hours no later than thirty (30) days before the expiration of the certificate of demolition or partial demolition. The application for board extension shall be heard at the next available board meeting. A board extension cannot be applied for property that has already been granted an administrative extension.

(4) If the property owner has received either an administrative extension or a board extension of time on a certificate of demolition or partial demolition, the property is not eligible for further consecutive extensions and upon the expiration of the extension the property owner must reapply for a certificate of demolition or partial demolition.

- Gainesville – Yes, does have an expiration

Approval length, expiration and resource preservation. An approved resource determination is valid for a period of two years from the date of the final decision of the city plan board and is subject to the requirements set forth below. The resource determination shall expire at the end of the two-year period. No extension shall be granted.

a. The resources assessment will be updated at the time of development plan application review to determine the presence of regulated sinkholes or listed species. This update is subject to the payment of the update fee set forth in appendix A of the city code of ordinances.

b. Updates will be required at the time of development plan review if changes have occurred on or adjacent to the planning parcel that could alter the resource assessment. These changes include, but are not limited to, flood, fire, major storm, or adjacent new development that might impact the planning parcel and the presence and location of the resources. This update is subject to the payment of the associated fee in appendix A of the city code of ordinances.

c. During the two-year period the resource determination is valid, the applicant shall use best practices to preserve and protect any regulated natural and archaeological resources on the planning parcel.

d. Approval of the resource determination establishes only the presence and location of the resources and does not exempt the applicant from level 1 review or level 2 review, if applicable, at the time of submittal of any application listed in section 30-8.11.C.

- Lee County – YES, does have an expiration

(3) The staff of the Historic Preservation Board must, within 15 calendar days of receipt of a complete application for a Certificate to Dig, approve the application for a Certificate to Dig, or approve the Certificate to Dig subject to specified conditions, including, but not limited to, a delay not to exceed 60 days to allow any necessary site excavation or additional archaeological assessment prior to commencement of the proposed construction activity. Staff's decision must be based on the application and any other guidelines the Historic Preservation Board may establish. If the approved Certificate to Dig requires archaeological excavation, the certificate must specify a period of time during which excavation may occur, not to exceed 60 days unless the owner agrees to an extension. The owner must have an archaeologist conduct excavations as necessary during this period. The Certificate to Dig and any staff findings must be mailed by regular mail, or when available, via electronic means, to the applicant within seven calendar days of its review and approval.

(4) The applicant has the opportunity to appeal any conditions attached to a Certificate to Dig by applying for a Special Certificate of Appropriateness within 30 calendar days of the date the Conditional Certificate to Dig is issued. The Historic Preservation Board must convene no later than 50 calendar days after the date a completed application for a Special Certificate of Appropriateness is filed with the staff. Approved Certificates to Dig must contain an effective date not to exceed 60 calendar days, at which time the proposed activity may begin, unless the archaeological excavation uncovers evidence of such significance that it warrants designation of the archaeological site as an historic resource pursuant to Article III of this chapter.

- Titusville – Yes, has an expiration date

Approved certificates to dig shall contain an effective date not to exceed one hundred eighty (180) days at which time the proposed activity may begin, unless the Historic Preservation Board designates the site in question as an individual historic site or historic district pursuant to this article in which all the rules and regulations pertaining to the designation process shall apply from the date the designation report has been filed.

- Vero Beach – YES, has an expiration date

Approved certificates to dig shall contain an effective date not to exceed 60 days at which time the proposed activity may begin.

- Broward County – Yes, has a series of expirations based on step by step process.
- Lake Worth – Yes, when associated with a development order, 3 years, when associated with a permit, 1 year
- Hallandale Beach – No expiration for CTD, but there is for COAs
- Boca Raton – No expiration of CTD or COAs

- Fort Myers – no expiration date

Topic: Approval of Certificate of Appropriateness – guidelines

Broward County

Ordinary repairs and maintenance to a building or structure that are otherwise permitted by law may be undertaken without a COA, provided the work on a historic resource does not alter the exterior architectural appearance or features of the exterior or designated interior, or alter elements significant to its architectural, archaeological, or historic integrity.

General criteria and guidelines for granting COAs: In approving or denying applications for a COA for alterations, new construction, relocation, demolition, land disturbance, or development activity, the Historic Preservation Board shall use the Secretary of the Interior's Standards for evaluation of the project's compliance and consider the following general criteria:

- (1) Whether the proposed modification has a material effect on the historic resource.
- (2) Whether the proposed modification will affect the historic and architectural significance, architectural style, design, arrangements, texture, materials, and color of the historic resource.
- (3) Whether denial of a COA would deprive the property owner of all reasonable economically beneficial use of such property.
- (4) Whether the plans may be reasonably carried out by the applicant.
- (5) Whether the proposed work will have a negative impact on the historic resource upon which such activity is to be done.
- (6) Whether the proposed work will have a negative impact on other historic resources on the site or on other historic resources within its viewshed.
- (e) Additional guidelines relating to alterations: In approving or denying applications for a COA for alterations, in addition to the general criteria listed in subsection (d) above, the Historic Preservation Board shall determine:
 - (1) Whether the distinguishing original qualities or character of a building, structure, or site and its surrounding environment will be retained. Whenever reasonably possible, historic material or distinctive exterior architectural features will not be removed or altered.
 - (2) Whether the proposed alterations change, destroy, or adversely affect any exterior architectural feature upon which the alterations are to be performed.
 - (3) Whether the alterations will protect, enhance, or perpetuate the structure, building, or site.
 - (4) If replacement of an architectural feature is necessary, whether the new material is compatible with the material being replaced in composition, design, color, and texture.
 - (5) Whether distinctive stylistic features or examples of craftsmanship which characterize a building, structure, or site will be preserved.
 - (6) Whether every reasonable effort is being made to protect and preserve archaeological resources on or adjacent to the site, or that may be affected by, any alterations, rehabilitation, restoration, or reconstruction project.

(g) Additional requirements relating to request to relocate a historic resource: In approving or denying applications for a COA for relocation of a historic resource, the Historic Preservation Board, in addition to the general criteria listed in Subsection (d) above, shall consider the following:

- (1) Whether the relocation will affect the contribution the building or structure makes to its present setting.
- (2) Whether there are definite plans for the site to be vacated.
- (3) Whether the building or structure can be moved without significant damage to its physical integrity.
- (4) Whether the building or structure is compatible with the building or structure on its proposed site or adjacent properties.
- (5) Whether it has been demonstrated that no viable preservation alternatives exist at its present location.
- (6) Whether all necessary measures will be taken to protect and preserve archaeological and paleontological resources affected by, or adjacent to, a historic resource.

A CTD shall also be required for relocation of a historic resource if the resource is one hundred (100) years old or older.

(h) Additional requirements relating to requests for demolition: Demolition of a historic resource may occur pursuant to an order of a government agency, a court of appropriate jurisdiction, or, if granted, pursuant to an application by the owner or owner's agent for a COA for demolition from the Historic Preservation Board.

(1) In approving or denying applications for a COA for demolition of a historic resource, in addition to the general criteria listed above, the following criteria shall be considered:

- a. Whether the application concerns a noncontributing resource;
- b. Whether the historic resource no longer retains its significance due to permitted alterations or extensive damage caused by fire, flood, or storm;
- c. Whether the demolition is of major benefit to a historic district;
- d. Whether the historic or architectural importance of the historic resource is significant;
- e. Whether the historic resource is one of the last remaining examples of its kind in the neighborhood, the County, or the region;
- f. Whether there are definite plans for reuse of the property if the proposed demolition is carried out, and the effect of those plans on the character of the surrounding properties;
- g. Whether reasonable measures can be taken to save the historic resource; and

h. Whether failure to issue the COA for demolition will deprive the owner of all reasonably economically beneficial use of the owner's property.

Topic: Certificate to Dig Admin and Special

Hallandale Beach and Palm Beach County – has two forms of CTD

The department shall determine whether the application is a standard or special Certificate to Dig. A special Certificate to Dig will be required for any application that will potentially alter or destroy more than ten percent of any known or previously recorded archeological site. All special Certificates to Dig will be forwarded by the department to the Palm Beach County Historic Resources Review Board (HRRB) for review. All standard Certificates to Dig will be reviewed by the department staff and the County Archaeologist.

Topic: Certificate of Appropriateness - Expiration Research

- Miami Dade County – 365 days with potential 180-day extension

Unless otherwise provided in the Certificate of Appropriateness, both regular and special Certificates of Appropriateness shall expire after 365 days. The Historic Preservation Chief or designee may grant extensions of time of up to an additional 180 days for restoration or rehabilitation work only upon satisfaction that the scope of the work originally approved has not changed and provided a written request is filed and work is commenced before expiration of the Certificate.

- Palm Beach County – Similar to Jupiter's current language, construction must commence within 18 months and 25 percent shall be completed within 24 months.

The HRRB may approve, modify, or deny an application for a Certificate of Appropriateness. For purposes of granting a Certificate of Appropriateness, the HRRB shall have access to the designated site. If the HRRB approves the application, a Certificate of Appropriateness shall be issued. The issuance of a Certificate of Appropriateness shall not relieve the Applicant from obtaining other Development Permits, Orders, and approvals required by PBC. A Development Permit shall be invalid if it is obtained without the Certificate of Appropriateness required for the work. Construction for which a Certificate of Appropriateness is issued shall commence within 18 months from the date of issuance, and said certificate shall expire if 25 percent of the approved improvements have not been completed within 24 months from the date of issuance. The HRRB may not approve extensions for Certificates of Appropriateness. If the HRRB denies the application, a Certificate of Appropriateness shall not be issued. The HRRB shall state its reasons for denial in writing and present these written reasons to the Applicant within ten-calendar days of the HRRB's denial. [Ord. 2010-022]

- City of Miami – 12 months from issuance, unless the authorized work is commenced within this time period

(g)Expiration of certificates of appropriateness. Any certificate of appropriateness issued pursuant to the provisions of this section shall expire 12 months from the date of issuance, unless the authorized work is commenced within this time period, or a building permit has been obtained. The preservation officer may grant an extension of time not to exceed 12 months upon written

request by the applicant, unless the board's guidelines as they may relate to the authorized work have been amended.

- Miami Beach – 18 months from approval for a Certificate of Appropriateness of demolition.

(11)Expiration of order of board. The applicant shall have up to 18 months, or such lesser time as may be specified by the board, from the date of the board meeting at which a certificate of appropriateness for demolition was granted to obtain a full building permit or a phased development permit. The foregoing 18-month time period or such lesser time as may be specified by the board, includes the time period during which an appeal of the decision of the historic preservation board may be filed. If the applicant fails to obtain a full building permit or a phased development permit within 18 months, or such lesser time as may be specified by the board, of the board meeting date at which a certificate of appropriateness for demolition was granted and/or construction does not commence and proceed in accordance with said permit and the requirements of the applicable Florida Building Code, the certificate of appropriateness for demolition shall be deemed null and void. Extensions for good cause, not to exceed a total of one year for all extensions, may be granted by the historic preservation board, at its sole discretion, provided the applicant submits a request in writing to the planning department no later than 90 calendar days after the expiration of the original approval, setting forth good cause for such an extension. At the discretion of the planning director, an applicant may have up to 30 days (not to extend beyond 30 months from the date of original approval) to complete the building permit review process and obtain a full building permit, provided that within the time provided by the board to obtain a full building permit a valid full building permit application and plans have been filed with the building department, a building permit process number has been issued and the planning department has reviewed the plans and provided initial comments.

- Gainesville – one year from the date of approval

Effective term. A certificate of appropriateness is effective for one year from the date of approval. After one year, the applicant shall reapply for a new certificate of appropriateness and shall be subject to any changes in the Historic Preservation Rehabilitation and Design Guidelines that took effect during the intervening period.

- Titusville – If there is a proposed change the materially affects the historic character of the structure a new certificate of appropriateness is required.

If the Historic Preservation Officer finds that the proposed change materially affects the historic character, or the change is not in accordance with guidelines, standards, or the certificate of appropriateness previously approved by the Historic Preservation Board, a new certificate of appropriateness shall be required. The same time limits, notification procedures and all other procedural requirements shall be met, as the application is considered a new application.

- Lake Worth Beach – Expiration follows building permits and development order timeline.

Expiration of COAs follow the time limits regarding building permits and development orders. Building permits shall be submitted within 12 months from the data of approval. Development orders shall expire automatically within 3 years from the date of issuance.

- Hallandale Beach – Unless otherwise stated in authorizing language, Certificates of Appropriateness expire after 365 days and may be granted an extension of 180 days

Unless otherwise provided in the authorizing language of a particular certificate of appropriateness at the discretion of the city commission, both regular and special certificates of appropriateness shall expire after 365 days. Staff may grant extensions of time of up to an additional 180 days for restoration or rehabilitation work only upon satisfaction that the scope of the work originally approved has not changed and provided that a written request is filed and work is commenced before the expiration of the original certificate.

- Fort Myers – The Certificate shall expire once the building permit obtained for the specific improvement expires. If there is no active permit, the Certificate is effective for two years.

The certificate of review shall be effective from the time of approval by the historic preservation commission until the expiration of the building permit obtained for the specified improvements. A certificate of review is effective for two years unless there is an active building permit.

**TOWN OF JUPITER EXECUTIVE SUMMARY FOR
CERTIFICATE TO DIG
PLANNING AND ZONING OFFICE**



DATE: September 9, 2024
TO: Historic Resources Board Members
FROM: Stephanie A. Thoburn, Asst. Director of Planning and Zoning
SUBJECT: **Inlet Village Market** – Certificate to Dig application on a .15 +/- acre property located at 1025 Love St., adjacent to a known archaeological site (8PB7718) and within the Moderate Potential Zone. (PZ#24-6146)

Certificate to Dig #2-24
PZ 24-6146
T. Hart

Historic Resources Board 09/16/2024 (quasi-judicial)

EXECUTIVE SUMMARY:

Consideration of a Certificate to Dig (CTD) application to demolish the existing 1,080 square-foot residence prior to the construction of a proposed mixed use building and associate site development (See Attachment A).

The applicant has submitted concurrent with this request, a Small Scale Planned Unit Development application for the site. According to the Town of Jupiter Map of Areas of Archaeological Site Potential, the subject property is located within the Moderate Potential Zone. Per Section 27-2443(d)(3), applicants located within the High or Moderate Potential zones shall be required to obtain a CTD.

The subject property was determined to contain shell scatter with no artifacts but with ecofacts that include oyster and clam shells. A known previously recorded archaeological site (8PB7718), Suni Sands midden, is located east of the subject property. According to the property owner's archaeologist, it is possible that the site is a marginal western extension of the Suni Sands shell midden (Attachment B – Archaeological Report).

BACKGROUND:

<i>Property owner & Applicant:</i>	<i>JAM ONE LTD</i>
<i>Agent:</i>	<i>Cotleur & Hearing</i>
<i>Acreage:</i>	<i>.15+/- acres</i>
<i>PCN:</i>	<i>30434031040080110</i>
<i>Property location:</i>	<i>1025 Love St.</i>
<i>Existing Use of Property:</i>	<i>Single-Family Residential</i>
<i>Proposed Use of Property:</i>	<i>Mixed-Use</i>
<i>Current FLUM Designation:</i>	<i>Inlet Village Flex</i>
<i>Current Zoning District Designation:</i>	<i>C-2, Commercial, General</i>

Reason for the Request:

The concurrent site plan application for the subject property and narrative are provided as Attachment A. The applicant is proposing a 2,050 SF retail building, residential on the second floor, a large porch and two residential parking spaces on site. The Certificate to Dig application will allow the property owner construct the two-story building.

With regard to the demolition of the existing structure built in 1965, staff found that the house was not listed in the Draft Janus Report due to its age and is not a significant historic site warranting a local historic designation since it does not meet the local designation criteria.

SUMMARY OF ASSESSMENT REPORTS AND ARCHAEOLOGICAL MANAGEMENT PLAN:

I. PHASE I ARCHEOLOGICAL ASSESSMENT REPORT

The applicant's archaeological consultant, Archaeological and Historical Conservancy, Inc., (AHC) prepared a Phase I Cultural Resource Assessment of the subject property in August 2024 (see Attachment B). The consultant conducted four shovel tests located throughout the site on the exterior of the building. All four locations tested were positive for cultural material characterized by oyster shell and clam shell refuse. Findings from these shovel tests are noted in Attachment B, and it is noted that the site is not eligible for listing in the National Register are detailed in the Results and Conclusions section. The property owner's archaeologist recommends continued monitoring to occur through the demolition phase of the project and during all ground disturbing activities based on the potential of archaeological features or artifacts occurring on the parcel.

Staff Analysis: Advanced Archaeology, Inc. reviewed the applicant's Phase I Cultural Resource Assessment and draft management plan for the subject property and concluded the documents were thorough and completed using recognized professional archaeological standards. Advanced Archaeology, Inc. recommends approval for a Certificate to Dig and also concurs with Archaeological and Historical Conservancy's determinations and stated condition to have archaeological monitoring be conducted during all ground-disturbing development activities because it encompasses archaeological materials and the proximity of the subject parcel to known archaeological sites (See the end of Attachment B).

- II. CERTIFICATE TO DIG** : The recommendation for approval of Certificate to Dig #2-24 (see Attachment B) is subject to the conditions based on the Phase I Cultural Resources Assessment, the applicant's Archaeological Management Plan and the Town's archaeological consultant's recommendation.

STAFF AND TOWN ARCHAEOLOGIST RECOMMENDATION:

Based on the facts and findings contained herein, pursuant to the goals, objectives, and policies of the Town's Comprehensive Plan and Chapter 27, Article X, Division 25 of the Town Code pertaining to historic and archaeological preservation, the Department of Planning and Zoning and the Town Archaeologist recommend approval of the Certificate to Dig application as contained in Certificate to Dig #2-24.

STRATEGIC PRIORITY: Small Town Feel

EXHIBITS:

- Attachment A – Site Plan and Narrative
- Attachment B – Certificate to Dig #2-24

Contact Thatcher Hart at 561-741-2464 or email at Thatcherh@jupiter.fl.us for a copy of the Exhibits.

File Path:

V:\PlanningZoning\Staff\WP51\Signature - HRB\9.16.24\Inlet Village Market CTD\Inlet Village Market CTD #2-24
Staff Report.docx

LEGAL DESCRIPTION

FROM THE SOUTHEAST CORNER OF LOT 8, SUNI-SANDS AS RECORDED IN PLAT BOOK 23, PAGE 5, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, PROCEED NORTHERLY, ALONG THE EAST LINE OF SAID LOT 8, A DISTANCE OF 150 FEET; THENCE WESTERLY, PARALLEL TO THE SOUTH LINE OF SAID LOT 8, A DISTANCE OF 200 FEET TO THE WEST LINE OF SAID LOT 8, THENCE NORTHERLY, ALONG THE SAID WEST LINE OF LOT 8, A DISTANCE OF 133.33 FEET TO THE POINT OF BEGINNING; THENCE EASTERLY, PARALLEL TO THE SAID SOUTH LINE OF LOT 8, A DISTANCE OF 100 FEET; THENCE NORTHERLY PARALLEL TO THE SAID EAST LINE OF LOT 8, A DISTANCE OF 66.67 FEET; HENCE WESTERLY, PARALLEL TO THE SAID SOUTH LINE OF LOT 8, A DISTANCE OF 100 FET TO THE SAID WEST LINE OF LOT 8, THENCE SOUTHERLY, ALONG THE SAID WEST LINE OF LOT 8, A DISTANCE OF 66.67 FEET TO THE POINT OF BEGINNING.

PROPERTY CONTAINS 6,417 SQUARE FEET OR 0.15 ACRES, MORE OR LESS.



A PHASE I CULTURAL RESOURCE ASSESSMENT OF THE 1025 LOVE STREET PARCEL, PALM BEACH COUNTY, FLORIDA

ARCHAEOLOGICAL AND HISTORICAL CONSERVANCY, INC.



AHC PROJECT NO. 2024.92
AHC TECHNICAL REPORT NO. 1480
AUGUST 2024

A PHASE I CULTURAL RESOURCE ASSESSMENT OF THE 1025 LOVE STREET PARCEL, PALM BEACH COUNTY, FLORIDA

By:

Robert S. Carr, M.S.
Maleah Inboden, B.A.
Timothy A. Harrington
Ryan Franklin, Ph.D.
John G. Beriault, B.A.

ARCHAEOLOGICAL AND HISTORICAL CONSERVANCY, INC.

4800 SW 64th Avenue, Suite 107
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(954) 792-9776

For:

COTLEUR & HEARING

AHC PROJECT NO. 202492
AHC TECHNICAL REPORT NO. 1480
AUGUST 2024



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CONSULTANT SUMMARY

In August, 2024 the Archaeological & Historical Conservancy, Inc. (AHC) conducted a Phase I cultural resource survey for Cotleur and Hearing of the 1025 Love Street parcel. The approximately .14 acre parcel is located on the south shore of Jupiter Inlet and the east side of Love Street north of its intersection with A-1-A in northern Palm Beach County, Florida. The parcel was surveyed to assess any sites of archaeological and/or historical significance. The project parcel is located in Section 31 in Township 40S, Range 43E (Figure 1).

This assessment was conducted to fulfill historic and cultural resource requirements of Chapter 267, Florida Statutes, and cultural resource requirements of the Town of Jupiter. The work and the report conform to the specifications set forth in Chapter IA-46, Florida Administrative Code.

This Phase I cultural resource assessment included an archival review, a pedestrian survey, and subsurface testing across the parcel. A site search with the Florida Division of Historic Resources determined that sixteen previously recorded prehistoric sites and seven resource groups occur within one mile of the parcel.

Four shovel tests were excavated across the parcel all of which were positive for variable quantities of oyster and marine shell (Figure 12). No artifacts were found. It is possible that the site is a marginal eastern extension of 8PB7718, the Suni Sands shell midden east of the parcel.

One historic structure was documented on the parcel: 8PB20503—a wood frame residence. It is the consultant's opinion that the structure does not meet the criteria for listing in the National Register of Historic Places.

It is recommended that archaeological monitoring be conducted of ground-disturbing activities because of the proximity of the project parcel to known archaeological sites. In the event that human remains are discovered then the provisions of Chapter 872.05, Florida Statutes, will apply.

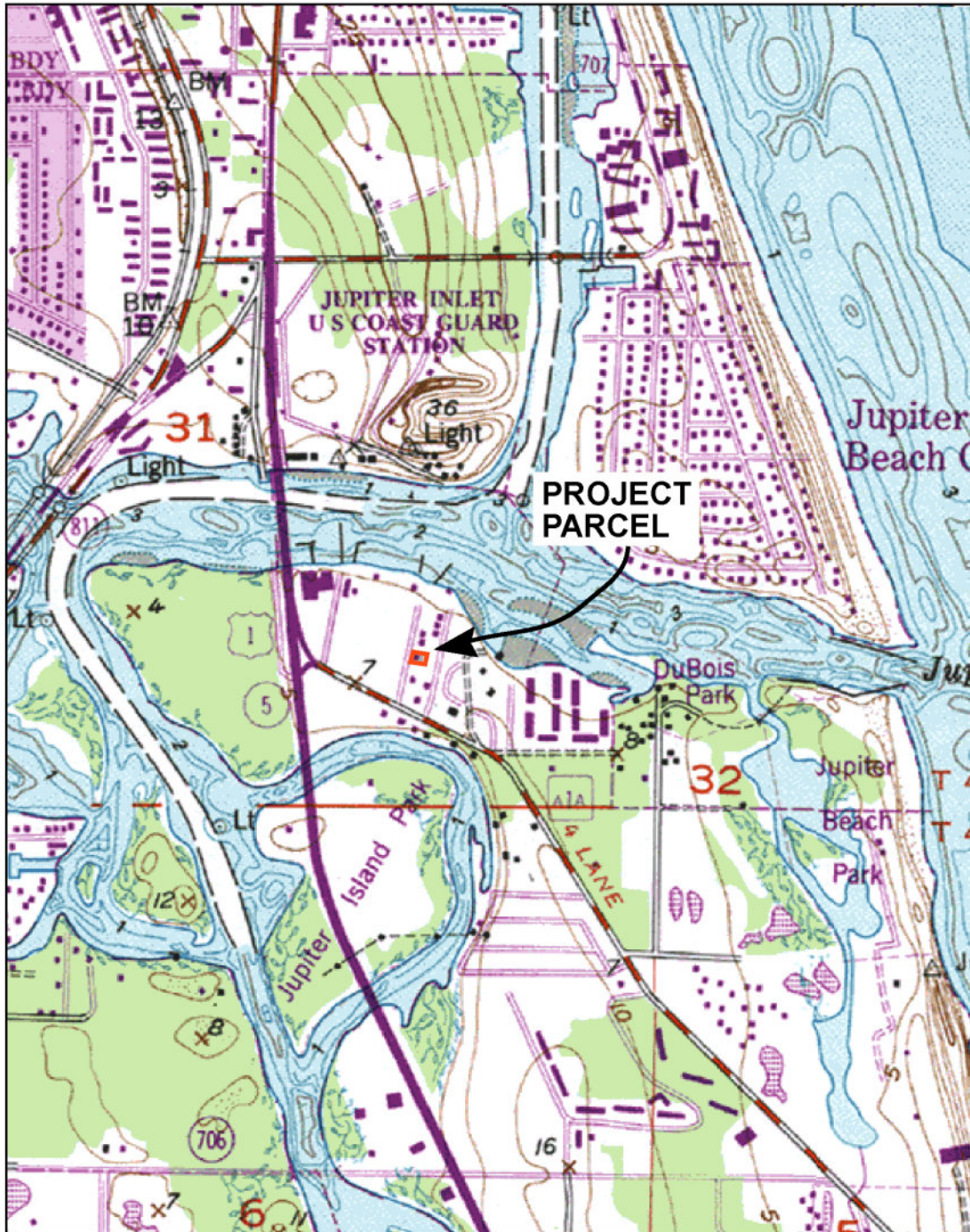
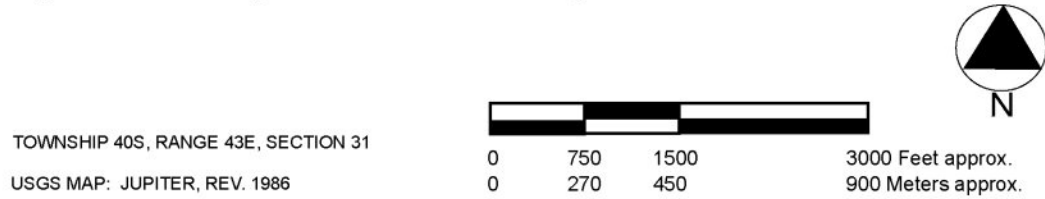


Figure 1. USGS map of the 1025 Love Street parcel.



PROJECT SETTING

The project parcel is located in Section 31 of Township 40S, Range 43E north of State Road A1A in the Town of Jupiter, Palm Beach County. The project parcel is a .14-acre residential lot. The parcel measures roughly 100 feet east-west by 75 feet along the eastern side of Love Street. The relevant USGS map is Jupiter, Florida (Figure 1).

Historically, the project parcel area was likely a cabbage palm/oak hammock. The parcel is about 5 feet above sea level. The parcel has been extensively altered by clearing. In the 1953 aerial photo (Figure 3) most of the area has been cleared and a small structure occurs on the parcel. The 1964 aerial photo indicates that the structure has been destroyed and residential development in the area is beginning, especially to the east where Suni Sands is redeveloped as a mobile home park (Figure 4). The existing structure on the parcel, a residence built in 1965, is evident on the 1968 aerial photo (Figure 5).

Sediments on the parcel are characterized as marine sands and shell hash mantling gray marine marl, a stratigraphy suggesting that the parcel area was inundated and may have been wetlands in the past several millennia. Mantled tan sands mixed with shells suggest water related deposits. Some evidence of redeposited dredged sediments also was observed on the parcel. The USDA soil survey characterizes the soil present as: Quartz zipsammments, shaped, 0-5 percent slopes (United States Department of Agriculture, 2024).

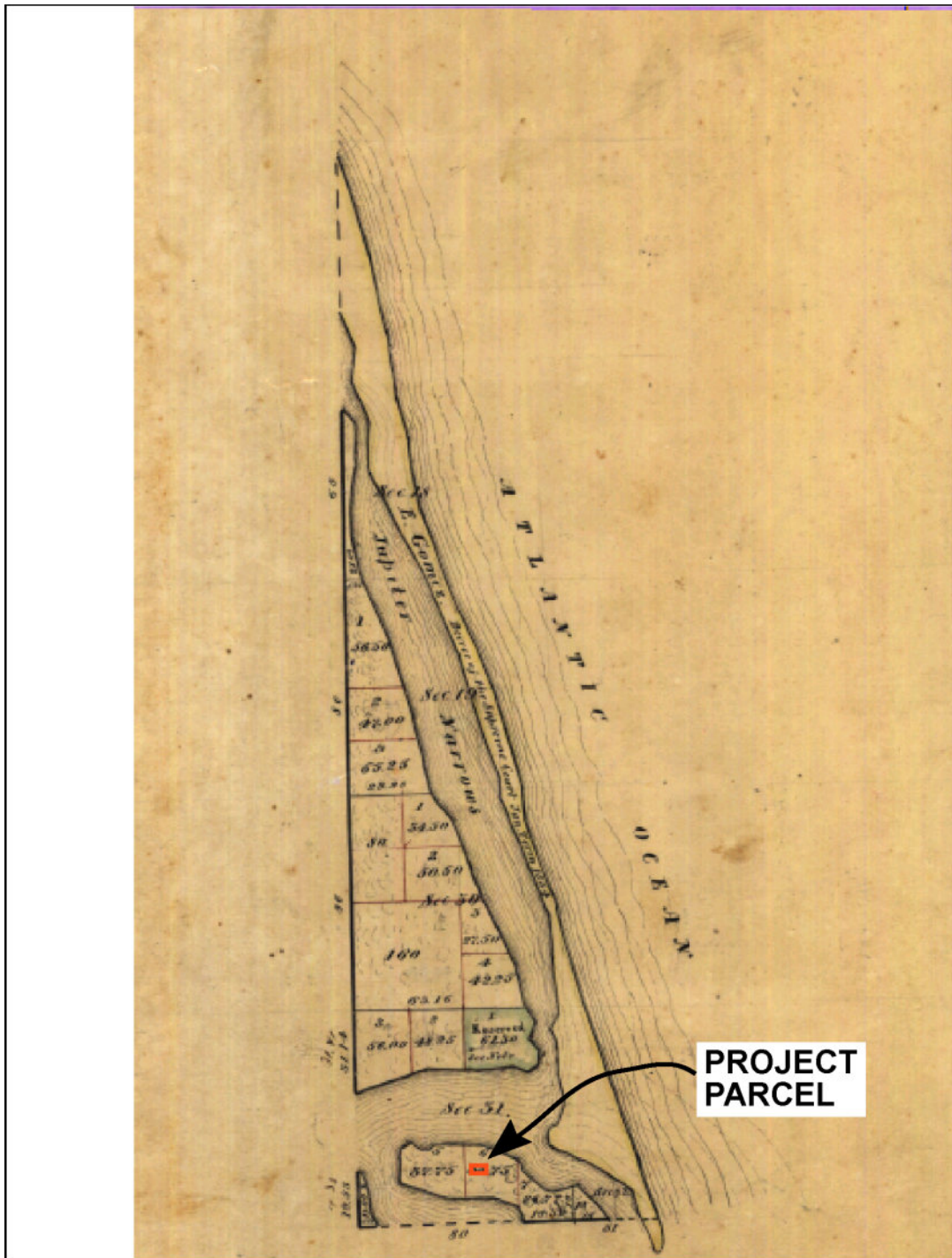


Figure 2. 1855 plat map for Township 40S, Range 43E with the project parcel boundaries superimposed.



0 1500 3000 6000 Feet approx.
0 450 900 1800 Meters approx.





Figure 3. 1953 black and white aerial photograph of the project parcel.

 = PROJECT PARCEL

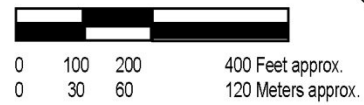




Figure 4. 1964 black and white aerial photograph of the project parcel.

 = PROJECT PARCEL

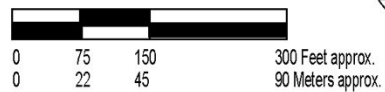




Figure 5. 1968 black and white aerial photograph of the project parcel.

 = PROJECT PARCEL


 0 100 200 400 Feet approx.
 0 30 60 120 Meters approx.



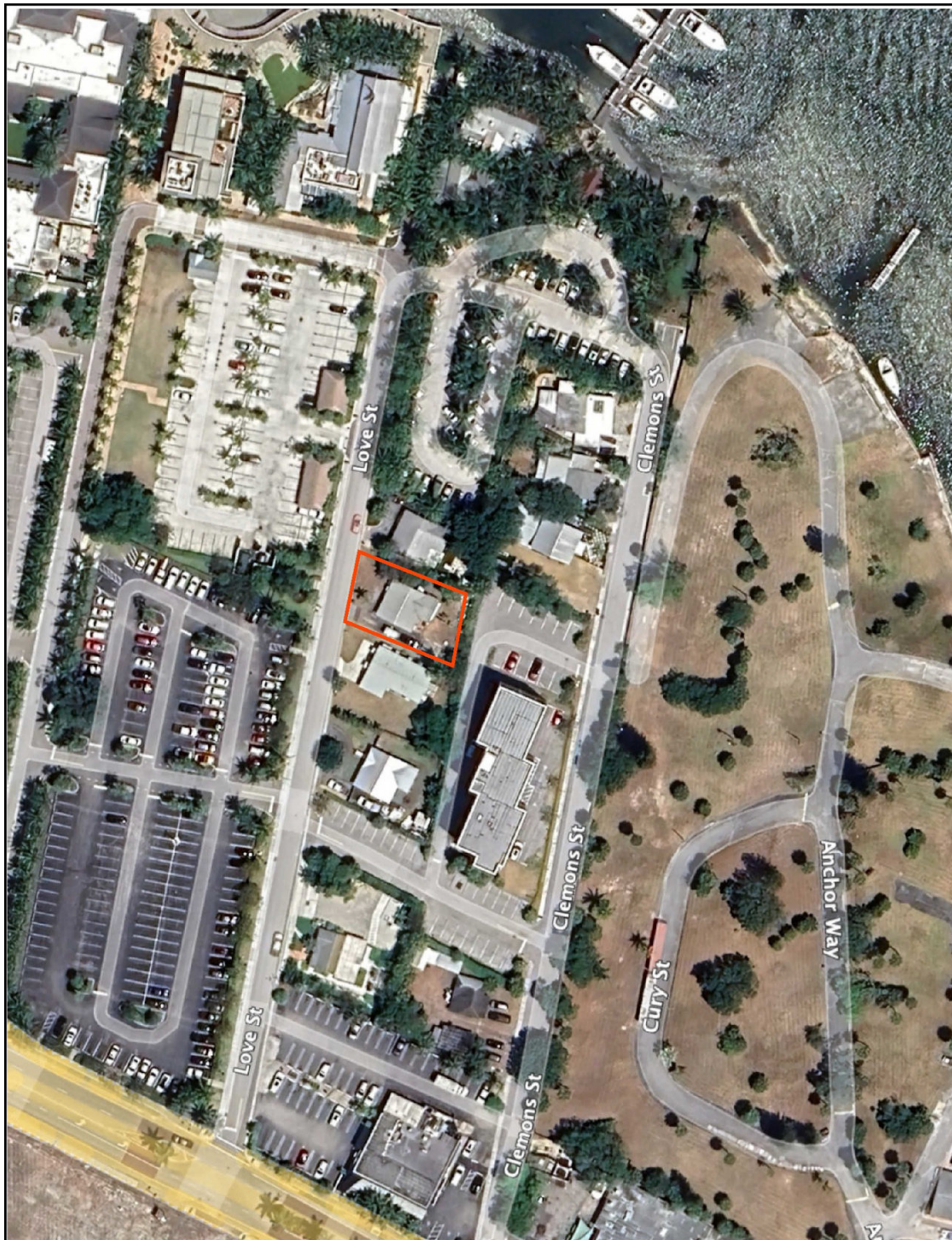


Figure 6. 2024 color aerial orthophotograph of the project parcel.

 = PROJECT PARCEL


 0 50 100 200 Feet approx.
 0 15 30 60 Meters approx.





Figure 7. Southwest corner of parcel, looking east-northeast at 8PB20503.



Figure 8. Digging Shovel Test 1 in southeast corner of parcel, view northwest of structure 8PB20503.



Figure 9. Northwest corner of parcel, looking southeast at structure 8PB20503.



Figure 10. Digging Shovel Test 2 in northeast corner of parcel, looking southwest at PB20503.

PREVIOUS RESEARCH

The first attempt at creating an inventory of archaeological sites in Palm Beach County was by John Goggin, who in the late 1940s and early 1950s compiled a list of sites in south Florida, many based on informant data but not visited by him. Goggin lists a total of 45 Palm Beach County sites. This initial inventory became the basis for the Florida Master File in Tallahassee initiated in 1967.

Systematic surveys of Palm Beach County began in 1991, when Florida Atlantic University prepared a predictive model for the unincorporated parts of the County (Kennedy et al., 1991). Their survey resulted in the field assessment of approximately 3000 acres and the evaluation of the status of recorded sites in the county, as well as the documentation of five previously unrecorded sites (Kennedy et al., 1991:104). Subsequently, AHC conducted a county-wide archaeological survey (Carr et al. 2003).

The Archaeological and Historical Conservancy conducted work within a one mile radius of the project parcel which includes work at the historic Jupiter Lighthouse (Archaeological and Historical Conservancy 2000, 2002), at the Jupiter Marina Site, 8PB09261 (Carr et al. 2008), and at the Dubois House on Jupiter Inlet (Carr et al. 2009).

In June, 2004 AHC conducted a Phase I assessment of the 2-acre Sawfish Bay Park parcel lying a short distance north of the project parcel. Archaeologist Victor Longo dug seven shovel tests, of which six were positive for historic and prehistoric cultural material resulting in the then newly-recorded site designation 8PB11388, the Sawfish Bay Park Site. The historic material was believed to originate from the 1890s Cabot family homestead and school, and the prehistoric component from an extensive shell midden (Archaeological and Historical Conservancy 2004).

AHC conducted an archaeological assessment and monitoring of the Jupiter BLM and Coast Guard Parcel (Archaeological and Historical Conservancy 2011).

AHC conducted Phase I assessments of several parcels across the street from the project parcel and extending to the inlet shore, collectively denoted 1116 Love Street (Archaeological and Historical Conservancy 2013). Sparse quantities of oyster shell and faunal bone were encountered.

In February, 2014, AHC completed a Phase I assessment of the Suni Sands parcel one lot east of the project parcel (Carr and Harrington 2015) and later Phase II (Carr et al. 2021) assessments of 8PB7718, the Suni Sands Shell Midden located east of the project parcel.

AHC conducted Phase I and II assessments of the nearby Kempe West parcel (Archaeological and Historical Conservancy 2017) and most recently of the Bayside Jupiter parcel adjacent to Sawfish Bay Park (Archaeological and Historical Conservancy 2024).

LITERATURE REVIEW

A search was requested on 8/6/24 with FDHR for archives and literature associated with the project area. This included site forms and reports from the Master Site File of previously recorded archaeological sites and cultural resource assessments in and within one mile of the project parcel (Table 1).

Table 1. Literature Review Summary

Previously Recorded Sites:	
Within Project Parcel	0
Within One Mile of Project Parcel	15
Previous Assessments:	
Within Project Parcel	0
Within One Mile of Project Parcel	38

A review of Florida site files and archives determined that sixteen previously recorded archaeological sites occur within one mile of the project parcel.

Table 2. Previously Recorded Sites Summary

Site Number	Site Name	Site Type	References	In Parcel	Out of Parcel
8PB34	Jupiter Inlet Historical and Archaeological Site	Prehistoric and Historic Resource Group	<i>Palm Beach Planning and Zoning Dept., 2006</i>		X
8PB34A	Jupiter Inlet Archaeological Site	Prehistoric coastal shell midden	<i>Palm Beach Planning and Zoning Dept., 2006</i>		X
8PB35	Jupiter Midden #2	Prehistoric Shell Midden	<i>AHC, 2008</i>		X
8PB170	NN	Prehistoric midden	<i>Wm. J. Kennedy, 1981</i>		X
8PB7718	Sunni Sands Shell Midden	Prehistoric Celt cache	<i>Panamerican Consultants, Inc., 2004</i>		X
8PB9261	Scheurich Midden	Prehistoric midden	<i>Snapp & Lewis, 2007; Panamerican Consultants, 2005</i>		X
8PB10940	Jonathan Landing	Prehistoric Shell Midden	<i>AHC, Report #419, 2003</i>		X
8PB11388	Harbor View	Prehistoric Midden with historic component	<i>AHC 2004, Survey #26471</i>		X
8PB11546	Milam Midden	Late Archaic with historic component	<i>No site file form available</i>		X
8PB11550	Meghen's Mound	Coastal midden	<i>Gregory J. Mount, 2006</i>		X
8PB13725	761 North A1A Concrete Slab	Historic 20 th Century Concrete Slab	<i>Environmental Services Inc. Survey #14415, 2007</i>		X
8PB15298	Celt Cache Site	Shell scatter and Strombus celt cache	<i>Joseph F. Mankowski, 2011</i>		X
8PB15396	North Jupiter BLM Site	Prehistoric midden/campsite	<i>Robert S. Carr et al, Survey #28763, 2014</i>		X
8PB16068	Assistant Lighthouse	19 th Century Historic Structure	<i>AHC Technical Report #958, 2010</i>		X

	Keeper's House				
8PB18534	Fullerton Island	Shell midden	<i>Chris Davenport, 2019</i>		X
8PB18544	Sawfish Bay	Shell midden	<i>Chris Davenport, 2019</i>		X
Note: ¹ Based on sites within one mile of the project parcel.					

A review of the state report files indicated that thirty-eight cultural resource assessments were previously conducted within one mile of the project parcel (Table 3).

Table 3. Previous Cultural Resource Assessments¹

Survey No.	Date	Author	Title	In Parcel	Out of Parcel
1804	1976	Sears, William H.	Archaeological Survey of API In, Jupiter Project.		X
605	1981	New World Research, Inc.	Literature review and Cultural Resources Survey of the U.S. Coast Guard Light Station, Jupiter Inlet, Palm Beach county, Florida.		X
593	1981	Bennett, W.J. Jr.	Cultural Resources Reconnaissance of the U.S. Coast Guard Facilities, Florida, SC and Puerto Rico.		X
408	1981	Humphries, Mark	Archaeological Survey of Government Lots 5 and 6, T40S-R43E.		X
2381	1990	Florida Department of Transportation	A Cultural Assessment Survey of SR 706 (Indiantown Road) in Palm Beach, Florida.		X
23509	1997	Lewis, Scott	Phase I report Archaeological Investigation of the Rest and Recovery center Parcel, Jupiter, Palm Beach County, Florida; conducted by SPLHPS Inc. Scott Lewis Project Manager, Annette Snapp, Consulting Archaeologist May 1997.		X
5325	1998	Janus Research, Inc.	Cultural Resource Assessment Survey of U.S. Coast Guard Exchange Project.		X
2031	2000	Archaeological and Historical Conservancy	Archaeological Excavations and Monitoring at the Jupiter Lighthouse Restoration Project, 8PB35, Palm Beach County, Florida.		X
8126	2001	Panamerican Consultants, Inc.	An Archaeological and Historical Survey of the Proposed Jupiter Eyeball Tower Location in Palm Beach County, Florida.		X
8118	2002	Archaeological and Historical Conservancy	Archaeological Testing and Monitoring of the Septic System Project Area at the Jupiter Inlet Coast Guard Station, Palm Beach County, Florida.		X
7878	2002	Archaeological and Historical Conservancy	Archaeological Monitoring of a Fenceline Installation at the Jupiter Inlet Coast Guard Station, Palm Beach County, Florida.		X
7849	2002	Archaeological and Historical Conservancy	Archaeological Monitoring of a Garage Demolition at the Jupiter Inlet Coast Guard Station, Palm Beach County, Florida.		X
26471	2004	Archaeological and Historical Conservancy	An Archaeological and Historical Assessment of the Sawfish Bay Park Parcel, Jupiter, Palm Beach County, Florida.	X	
14000	2006	Janus Research, Inc.	Cultural Resources Reconnaissance Study South Florida East Coast Corridor Transit Analysis Miami-Dade, Broward, and Palm Beach Counties.		X
14904	2007	Archaeological Consultants, Inc.	Cultural Resource Assessment Survey, Report U.S. 1/SR 5 Low Level Bridges Replacement Project Development and Environmental (PD&E) Study, Palm Beach County, Florida.		X

14415	2007	Environmental Services, Inc.	A Cultural Resources Assessment Survey of the 761 North A1A Tract, Palm Beach County, Florida.		X
26126	2008	Archaeological and Historical Conservancy	A Reconnaissance Cultural Resource Survey of Fullerton Island, Palm Beach County, Florida.		X
22875	2008	Jupiter Wreck, Inc.	Annual Report Jupiter Wreck Incorporated (JCI) 2006-2007.		X
16802	2008	Archaeological and Historical Conservancy	AHC Monitoring of Construction for Drainfields at Jupiter Lighthouse (8PB35).		X
15842	2008	Christian Davenport	The Results of a Historic Resources Assessment at the Susan DuBois Kindt Estate in an Unincorporated Portion of Jupiter, Florida.		X
16886	2009	Panamerican Consultants, Inc.	A Cultural Resource Assessment Survey of the Jupiter Inlet Fishing Piers in Jupiter, Palm Beach County, Florida.		X
16702	2009	Florida History, LLC	Archaeological and Historical Reconnaissance Survey at USCG Jupiter Inlet Light Station, Palm Beach County, Florida.		X
20693	2011	Environmental Services, Inc.	A Cultural Resource Assessment Survey of the Proposed Jupiter A1A Bike Path, Palm Beach County, Florida.		X
19931	2011	Archaeological and Historical Conservancy	A Phase I Cultural Resource Assessment of the Proposed Embankment Stabilization, Indian River BLM and Coast Guard Parcels, Palm Beach county, Florida.		X
19113	2011	Archaeological and Historical Conservancy	A Phase I Cultural Resource Survey of the Waterway Park Parcel, Jupiter, Palm Beach County, Florida.		X
25194	2013	Archaeological and Historical Conservancy	A Phase I Cultural Resource Assessment of the 1116 Love Street Parcel, Palm Beach County, Florida.		X
22877	2013	Jupiter Wreck, Inc.	Jupiter Wreck Incorporated (JWI) Annual Report Field Season 2011-2012.		X
20495	2013	Janus Research, Inc.	Cultural Resource Assessment Report for the All Aboard Florida Passenger Rail Project from Orlando to West Palm Beach.		X
20369	2013	Panamerican Consultants, Inc.	Submerged Cultural Resources Remote Sensing and Diver Identification of the Intracoastal Waterway, Jupiter, Florida.		X
20293	2013	Janus Research, Inc.	Cultural Resource Assessment Survey Jupiter US-1/Intracoastal Waterway Bridge from Ocean Boulevard (Mile Post 10.567) to Beach Road (Mile Post 11.127), Palm Beach County, Florida.		X
25174	2017	Archaeological and Historical Conservancy	A Phase I and II Cultural Resource Assessment of the Kempe West Parcel, Jupiter, Palm Beach County, Florida.		X
23478	2016	Tidewater Atlantic Research	Draft Report: Juno Beach Borrow Site, Submerged Cultural Resource Survey, Palm Beach County, Florida.		X
23490	2017	Janus Research, Inc.	Cultural Resource Assessment Survey State Road (SR) 5/US-1 Federal Highway Bridge from CR A1A to Beach Road, Palm Beach County, Florida.		X
26571	2019	Advanced Archaeology, Inc.	A Cultural Resources Assessment Survey of Sawfish Island, Palm Beach County, Florida.		X
28018	2020	Janus Research, Inc.	Cultural Resource Assessment Survey (CRAS) for the Village of Tequesta US-1 Bridge Reject Main Relocation Project, Palm Beach County, Florida.		X
27569	2020	Janus Research, Inc.	Addendum to the Cultural Resources Assessment Survey of Jupiter US-1/Intracoastal Waterway bridge (Jupiter Bridge) from Ocean Boulevard (Mile Post 10.567) to Beach Road (Mile Post 11.127) Palm Beach County, Florida (Florida Financial Management No. 42840.		X
28757	2015	Carr and Harrington	A Cultural Resource Assessment of the Sperry		X

		2015	Property/Suni Sands, Jupiter, Florida.		
28763	2014	Archaeological and Historical Conservancy	An Archaeological Assessment and Monitoring of the Jupiter BLM and Coast Guard Parcel, Palm Beach county, Florida.		X
Note: ¹ Based on assessments within one mile of the project parcel.					



Figure 11. USGS map depicting previously recorded archaeological sites within one mile of the project parcel.

CULTURAL SUMMARY

The project parcel is within the East Okeechobee archaeological area. The area east and southwest of Lake Okeechobee, including Palm Beach County, has long been an archaeological enigma due to a lack of systematic research in this region. John M. Goggin was the first to recognize this area as being distinctive, defining it as the East Coast Region of the Okeechobee archaeological subarea (Goggin n.d.). In his description of the region, Goggin noted that no “local” ceramic forms could be found here. This is partly a reference to the lack of known diagnostic decorated wares with a preponderance of sand tempered plain pottery, and decorated wares largely limited to St. Johns Plain and St. Johns Check-Stamped pottery, according to Goggin. Absent was the spectrum of incised and punctate decorated pottery that occurred to the immediate south of Palm Beach County.

Subsequent archaeological work in the area conducted in the 1970s by John Furey, a graduate student at Florida Atlantic University, focused on several sites in the Boca Raton area collectively known as the Spanish River Complex (Furey 1972). Although the complex was supposed to fall just within the southern border of Goggin's East Coast Region of the Okeechobee Subarea, Furey's ceramic analysis revealed that almost half of the sherd collection consisted of Belle Glade Plain. Partly because of this, Furey interpreted the Spanish River Complex as representing a coastal extension of the interior Belle Glade area. Furey concluded that coastal Martin and Palm Beach counties were predominantly influenced by the Lake Okeechobee area rather than from cultures to the south and north. Furey's interpretation was seemingly strengthened by Browning's (1975) work at the Rocky Point 2 Site (8MT33) in northern Martin County, where he reported a sherd assemblage that consisted of 25% Belle Glade Plain.

Despite these findings, Milanich and Fairbanks (1980) included the coastal portions of Martin and Palm Beach counties in a “Circum-Glades” area. They defined the “Circum-Glades” area as including all of southeastern Florida and the east coast as far north as Indian River County. The term “Circum-Glades” had been coined earlier by Griffin (1974) who argued that the major focus for settlement and subsistence in southeastern Florida was along the coasts. He interpreted the tree-island sites within the Everglades as small, temporary hunting camps, which were used sporadically by the coastal inhabitants. Milanich and Fairbanks considered this interpretation to be appropriate for coastal Palm Beach and Martin counties as well, although they provided little explanation for this conclusion.

Carr and Beriault (1984) rejected most of the cultural names and boundaries used by Milanich and Fairbanks for southern Florida and reiterated Furey's generalizations on the coastal portions of Martin and Palm Beach counties. They concluded that Boca Raton was the southern boundary of a separate cultural area which they called “East Okeechobee.” This area was seen to be mainly influenced from the west. Based on the work of Browning at Rocky Point, Carr and Beriault suggested that the northern boundary for the area was probably somewhere around the border of Martin and St. Lucie counties. A western boundary was chosen that would exclude inland sites in Martin and Palm Beach counties like Big Mound City (8PB48), the Boynton Mounds (8PB100), Barley Barber I (8MT19), and Belle Glade (8PB41), as these sites seemed to be part of an earthworks tradition associated with the Lake Okeechobee culture area.

In his synthesis of Everglades archaeology, Griffin (1988) provided a detailed description of his ideas concerning southern Florida prehistoric cultural boundaries. He supported the boundaries that Carr and Beriault used for their East Okeechobee Area, but he did not accept a name for the area. Instead, Griffin referred to the area as being "unclassified," probably due to the lack of archaeological work conducted there. He also refers to the area as being transitional between three different areas, presumably the Belle Glade Area to the west, the Everglades Area to the south and another cultural area to the north. He suggested that it might be more appropriate to consider this area to be a district of one of its neighboring areas.

Frequent contact and trade between the St. Johns, Indian River and East Okeechobee Culture Areas are documented in the archaeological record in Palm Beach County. Evidence of non-local contacts include St. Johns pottery, type X *Busycon* picks, *Busycon* adzes, and the presence of exotic northern trade goods such as greenstone celts and plummets (Rouse 1951, Goggin 1952, DuBois 1957 Kennedy et al. 1993, Wheeler 1993).

Ethnographic evidence for contact and trade between various regions, at least in historic times, can be found in *Jonathan Dickinson's Journal* (Dickinson 1985). On his journey up the coast to St. Augustine, Dickinson and his party stopped at Jece, which was likely an Ais village. When the leader of this village learned that the people of Jobe, a Jeaga town, had European goods that had been salvaged from Dickinson's wrecked ship, he went to Jobe himself and returned with most of it. This illustrates that the Jeaga, or at least the Jeaga town of Jobe, was in some kind of vassal-type relationship with the Ais, or at least with the town of Jece.

Thus, the main influence on the East Okeechobee area during the seventeenth century seems to have come from the northern cultural areas, such as the Indian River and St. Johns Areas, rather than from the Lake Okeechobee Area, as was previously thought. Contact and trade with the west certainly did occur, though. Influence from and trade with the Lake Okeechobee Area is evident in the East Okeechobee Area from the presence of Belle Glade Plain pottery. Several earthworks reminiscent of the Lake Okeechobee Area can also be found in the East Okeechobee Area. The Riviera Complex, for instance, was reported to have had sand earthworks (Goggin n.d., Small 1928). It is possible that this pottery, or at least the tradition of making St. John's pottery type, made its way to the southeast coast from East Okeechobean contact with the Lake Okeechobee Area. The same may be true for the *Busycon* adzes which have been found in post-archaic contexts in the Belle Glade and Ten Thousand Island areas (Wheeler 1993).

Until recent discoveries of Deptford pottery (Carr et al. 2018), it was thought that decorated ceramics were absent in this area prior to the appearance of St. Johns Check Stamped pottery. The numerous incised sand-tempered types, common in the Everglades Area, are almost completely absent from the East Okeechobee Area, especially as one moves further north in the area. Sand-tempered Plain is the dominant type, except in and around Boca Raton, which, as discussed, may be an eastern outpost for a Lake Okeechobee proto-chieftdom. Thus, sites closest to Boca Raton are expected to have a greater proportion of Belle Glade Plain pottery than sites farther to the north in this area. The types Belle Glade Plain, Sand-tempered Plain, St. Johns Plain, and St. Johns Check-stamped make up the bulk of all ceramic artifacts found here. Other types, such as Savannah Fine Cord-marked, Surfside Incised, Engelwood Incised, Opa Locka Incised, Dunn's Creek Red, Carrabelle Punctated, Little Manatee

Zoned Shell Stamped, St. Johns Simple Stamped, Weeden Island Incised, and Sarasota Incised have been recovered in very small amounts in the area and probably represent trade wares.

Non-ceramic artifacts that distinguish the East Okeechobee Area are *Busycon* adzes and picks typical of the Indian River and St. John's Areas. Rare trade items typical of these areas include greenstone celts and plummets. Bone artifacts, such as points and hair pins, are not uncommon and a few have been recovered with incised decorations (Wheeler 1992b, Kennedy et al. 1993).

Site types include oyster shell and black earth middens. Both villages and camp sites occur, with the largest sites being along the coast where small coastal procurement sites also have been recorded. The Singer Island Site (8PB214), for example, is located on a barrier island and seems to have served as both a site of procurement of sea turtles and other marine fauna and as a lookout point for the salvaging of shipwrecked European vessels (Dickel 1988). Sand burial mounds, such as the Highland Beach Burial Mound (8PB11), the Nebot Site (8PB219), the Palm Beach Inlet Mound (8PB29), Palm Beach 4 (8PB26) and 8PB4 of the Boca Raton Complex are not uncommon and are usually associated with coastal village complexes. Some, such as the Highland Beach Mound, contained large numbers of burials. A. E. Douglass (1882, 1885, 1890), an early explorer and amateur archaeologist, also reported excavating in a burial mound associated with the Jupiter Inlet Complex, although recent attempts to find this mound have been unsuccessful.

Almost all recorded habitation sites are located in what are now, or what once were, hardwood hammocks. Coastal sites are located in tropical hammocks and inland sites are generally located in "low" hammocks. There were several adaptive advantages associated with these ecosystems that made them quite attractive to the aborigines of the East Okeechobee Area and southern Florida in general. First, hammock vegetation, especially that of low or "hydric" hammocks, produces a great amount of edible fruits and seeds (Ewel 1990). Species that were or probably were important aboriginally include the cabbage palm, pigeon plum, *Ficus aurea* (strangler fig) and *Ficus citrifolia*, sea grape, "fox grapes," laurel and live oaks, persimmon and dahoon holly (Austin 1980). In addition, large numbers of potential game animals, including deer, are attracted to hammocks during mast (acorn) producing season. Low hammocks are also usually tree islands, surrounded by water or other ecosystems. Camping or living in such a place would allow easy access to drinking water and other ecosystems for foraging. Hammocks are also generally moist enough so that fires, especially campfires, would not have been a potential problem. Flooding would not have been a problem either, as hammocks usually occupy fairly high ground. Hammocks in their natural state are also often free of underbrush or herbs of any kind. This would make movement easy and provide work and living areas. Hammocks also lack the temperature extremes found in other ecosystems, providing enough shade during the day to keep temperatures within them fairly cool and trapping enough heat at night to keep temperatures from dropping too low. Finally, many hammock soils contain clay deposits, important for the manufacture of ceramic vessels.

Human burials reported in the area demonstrate several mortuary practices, including primary burials, extended burials, and bundle burials. Isolated burials have even been noted in village midden contexts (Kennedy et al. 1993, DuBois 1994). However, there is a general lack of discernable temporal and spatial patterns for the area, likely due to a lack of evidence and research in the area.

A tentative and general chronology for the East Okeechobee Area is summarized below.

PALEO PERIOD (10000 BC - 8000 BC)

Paleo Indians lived in southern Florida in association with megafauna including mammoths, bison, and horse. Deposits of fossilized Pleistocene bone have been uncovered by dredging and quarry operations from several locations across Palm Beach County and from solution holes in south Dade County. These deposits yielded a wide range of grazing ungulates and sloths, indicating the presence of more extensive grasslands than present (Webb and Martin 1974). With the extinction of the megafauna by about 11,000 BP, Paleo Indians adapted to the emerging wetlands of southern Florida and began to establish the patterns of subsistence that were to provide the basis of resource procurement for the subsequent 10,000 years.

Evidence of the Paleo period in southern Florida is now well established with the discovery of a late Paleo/Early Archaic site at Cutler in south Dade County (Carr 1986, 2015). Radiocarbon dates of $9,640 \pm 120$ years BP were determined for this site, associated with the exploitation of deer and rabbit, marine fauna, and some indication of hunting extinct horse and peccary. However, the majority of data from this site reflects a subsistence pattern after the extinction of New World megafauna.

ARCHAIC PERIOD (7500 BC - 750 BC)

During the Post Glacial, the sea level rose and greatly diminished Florida's land mass. It has been calculated that the rate of sea level rise was approximately 8.3 cm per 100 years from 6000 to 3000 BP. That rate has decreased to about 3.5 cm per 100 years from 3000 BP to present (Scholl and Stuiver 1967).

By 5000 BP, cypress swamps and hardwood forests characteristic of the sub-tropics began to develop in southern Florida (Carbone 1983, Delcourt and Delcourt 1981). The Archaic Period was characterized by an increased reliance on the shellfish and marine resources on the coast, and a generally expanded hunting, fishing, and plant gathering base throughout southern Florida.

EARLY ARCHAIC (7500 BC - 5000 BC)

To date, only a few sites are known in southern Florida that contain early Archaic components. The Cutler site seems to date mainly to the early Archaic, as do the Little Salt Spring and Warm Mineral Spring sites in Sarasota County. These two sites are both deep sinkholes that were probably utilized as waterholes in the early Archaic. There may be other south Florida sites from this time period but they are as yet unidentified. If such sites are found they are likely associated with solution holes, similar to the Sarasota sites, which served as ponds or waterholes in the past (Milanich 1994) or occur offshore.

MIDDLE ARCHAIC (5000 BC - 3000 BC)

During the middle Archaic larger areas of surface water were present in southern Florida. However, most known habitation sites are located around ancient hydric solution holes or around similar

features, which would have been good sources of water in the past. Little Salt Spring and Warm Mineral Spring have sizable Middle Archaic components as do the Bay West site in Collier County and the Republic Grove site in Hardee County (Milanich 1994).

One important culture trait peculiar to the Early and Middle Archaic of southern Florida is the mortuary pond. The Bay West site (Beriault et al. 1981), Little Salt Spring (Clausen et al. 1979), Warm Mineral Spring (Royal and Clark 1960), and the Republic Grove site (Wharton et al. 1981) all contain human interments in what were shallow ponds during the Middle Archaic. Preservation of organic materials from these pond burials is excellent because of the anaerobic condition of the ponds and the mucky soils that underlie them. Middle Archaic village middens may have been located on the edges of these mortuary ponds.

In addition to mortuary ponds, small campsites are also common for the middle Archaic. These camps frequently occur as scatters of lithic artifacts and debitage. The Westridge site (8BD1119) on Pine Island ridge may be the only mid-Archaic site identified to date in southeastern Florida (Carr et al. 1992).

LATE ARCHAIC (3000 BC - 750 BC)

By 1000 BC, the climate and environments of south Florida had reached its pre-drainage conditions. These expanding wetlands occurred in association with regionalization of cultures throughout Florida as Native Americans developed adaptations specific to their local environments (Milanich 1994). It was during this period that the first pottery was manufactured in Florida. The development of ceramics is important because it suggests that people at this time had adopted a more sedentary lifestyle.

Two separate late Archaic cultures can be identified archaeologically in South Florida: the Orange culture and what Pepe refers to as the Glades Archaic culture (Pepe 2000). Each of these cultures, and sites that can be attributed to them, are discussed below.

The Orange culture is known primarily from northeast Florida, including both the Atlantic coast and the St. Johns River drainage. The Orange peoples made a distinctive pottery tempered with fiber and they are associated with *Busycon* adzes and *Strombus* celts. It is possible that the *Busycon* adzes found in northeast Florida at this time were of local origin while the *Strombus* celts were traded from southeastern Florida (Wheeler 1994). Site types are generally oyster and coquina shell middens along the coast and freshwater pond snail middens along the inland rivers and streams. Some coastal shell rings also have been documented (Weisman 1992).

The Orange culture seems to have originated and been most prevalent in northeast Florida, where numerous sites date to this time. Orange Period artifacts have been recovered from several sites in southern Florida. In southwestern Florida, fiber-tempered pottery has been identified at the Palmer site and at Useppa Island (Marquardt 1992), several sites on Marco Island (Cockrell 1970), and at the Firebreak site. Several sites around Lake Okeechobee have also yielded fiber-tempered pottery, including Fort Center (Sears 1982), Pahokee Ridge #1 (8PB6293) and #2 (8PB6297) (Kennedy et al. 1991), and several sites on the Brighton Seminole Reservation (Carr and Steele 1995). In southeastern Florida, fiber-tempered pottery has been recovered along Biscayne Bay at the Atlantis site (Carr

1981a, 1981b) and at interior sites such as the Honey Hill site (8DA411) (Carr et al. 1992), the 202nd Street site in northern Dade County (Laxson 1962), and the Markham Park site (8BD183) in Broward County (Mowers and Williams 1974). Along the Atlantic coast east of Lake Okeechobee, a possible semi-fiber-tempered sherd was recovered from the House of Refuge Midden on Hutchinson Island in Martin County during avocational excavations (Feaster 1965). In addition, several possibly semi-fiber-tempered sherds from another Hutchinson Island site, Santa Lucea (8MT37), are on display at the Elliot Museum. Several semi-fiber-tempered sherds are also reported for Jupiter Inlet I (8PB34) farther south in Palm Beach County (Kennedy et al. 1993). Semi-fiber-tempered sherds were also recovered from the coastal Mt. Elizabeth site (8MT30) in a survey of Martin County (Carr et al. 1995).

This evidence shows that late Archaic peoples in southern Florida had some contact with the northern Orange culture. This contact may include migrations of Orange peoples and a limited southern extension of the Orange culture into south Florida.

Although Orange culture populations seem to have been present along the eastern edge of the East Okeechobee Area, our understanding of them is limited due to a lack of archaeological research. For example, no archaeological analysis has been conducted on the Reed Mound other than mapping and photographing (Sears and Hoffman 1965), so its exact cultural placement is uncertain. Much of the Orange component from the Jupiter Inlet I site may have been destroyed by 20th century shell mining operations (Kennedy et al. 1993), although the pottery has been recovered in recent years from the Jupiter Inlet area (Carr et al. 2016)

Pepe suggests that a separate late Archaic culture, which has been referred to as the "Glades Archaic" (Pepe 2000) also was present in southern Florida. The presence of this culture is suggested by numerous non-ceramic faunal bone middens now recognized as occurring on almost all interior tree islands or former tree islands in southern Florida. This site type is well documented for the Big Cypress Swamp (Ehrenhard et al. 1978, 1979, 1980) and the Brighton Seminole Reservation (Carr and Steele 1995). Similar sites are known from the Everglades, such as the Tree Island site (8DA1087) and the Bass Creek site (8BD2878). Several of these types of sites have also been identified from what once were the Loxahatchee Marsh (Carr et al. 1995) and Allapatah Flats in Martin County. Some of these sites, such as Reese #3 (8PB7988) and the Bass Creek and Tree Island sites, are dense and certainly represent long-term occupations. Smaller and less dense sites likely represent short-term camp sites. Faunal remains from these sites are all dominated by freshwater species, such as turtle, fish and pond apple snail, which could have been easily obtained from the wetlands that once surrounded most of these sites.

The fact that these sites are non-ceramic suggests that they represent short-term hunting camps occupied temporarily by coastal inhabitants, or that they date to pre-ceramic times. As stated above, the extreme densities of cultural deposits on some of these sites argue against them being anything other than permanent habitation sites. Research also shows that these tree island communities date back to at least 5000 BP, or 3000 BC (Kremer and Spackman 1981). This seems to rule out habitation of these sites during periods earlier than the late Archaic, although the possibility remains that initial occupation may have begun during mid-Archaic times at some.

Predominantly, the entire Orange ceramic tradition, including early St. Johns Plain, was probably not practiced by Glades Archaic peoples. Instead, it seems that the first pottery produced by many of these people was the crude Sand-tempered Plain recovered from later Glades I sites and components.

The general paucity of stone tools in southern Florida is due, in part, to a lack of adequate lithic resources in South Florida. The natural resources utilized and the food eaten by these people probably required little of the sort of archaeologically recognizable material culture represented by ceramic and lithic artifacts. Vegetable fibers, including wood, and bone probably provided most of the raw materials needed for artifact production. The use of biodegradable material translates into a low number of artifacts preserved from these sites. Most artifacts recovered are made from bone, although *Strombus* celts have been recovered from some sites. These celts most likely represent coastal procurement by Glades Archaic populations.

The Glades Archaic is postulated as being a culture that was well adapted to life within the interior wetlands during the Late Archaic Period. This adaptation was so complete that Glades culture was able to remain relatively unchanged for over 2000 years.

EAST OKEECHOBEE PERIOD (CA. 750 BC - AD 1750)

The East Okeechobee I period (750 BC - ca. AD 800) is characterized by undecorated sand-tempered pottery in most of the area, such as in the Hungryland Midden, 8PB6294 (Kennedy et al. 1991), the numerous sites recently identified along the upper Loxahatchee River (Kennedy et al. 1991; Kennedy, Jester, Pepe, Sinks and Wernecke 1994; Kennedy, Jester, Pepe, Sinks, Wernecke and Flaherty 1994; Carr et al. 1995), and in basal levels of Jupiter Inlet I, 8PB34 (Kennedy et al. 1993). Belle Glade Plain is a minor type except in and around Boca Raton where it is the dominant type and sand-tempered plain is the minor type. This pattern is evidenced by the ceramic assemblage from the Spanish River Complex (Furey 1972). Again, this is probably the result of a Lake Okeechobean settlement in the Boca Raton area. Other types of pottery are absent or make up only trace amounts of total assemblages from this period. It is important to note that this period is marked by an absence of St. Johns pottery. This seems to demonstrate a direct transition from the Glades Archaic rather than from the Orange.

As with the Glades Archaic, sites seem to be concentrated in the interior wetlands rather than on the coast. However, the upper Loxahatchee River sites seem to demonstrate that, unlike the earlier Glades Archaic, East Okeechobee I sites may be found along the upper reaches of rivers and streams in the area. These sites probably represent camps that were occupied seasonally and not located in exactly the same place every year. This would explain the extended length and unevenly distributed middens of most of the upper Loxahatchee sites. Coastal sites such as Jupiter Inlet I were probably occupied as well during this time. The time span for this period is quite long but it could possibly be broken down into sub-periods if more research is done in the area. Changes in ceramic rim styles may prove to be the most useful tool for that purpose.

The East Okeechobee II period can be tentatively stated as starting around AD 800 extending to about AD 1000. This relatively short period is marked by the appearance of St. Johns Plain ceramics as documented at Jupiter Inlet I (8PB34) and Suni Sands (8PB7718). The noticeable lack of St. Johns ceramics in the interior sites mentioned for the last period testifies to a change in settlement patterns

for East Okeechobee II. It appears that permanent settlements in this period were concentrated along the coast for the first time (excepting earlier Orange settlements). In the southern part of the area, dominated by the proposed Lake Okeechobean settlement, this period is marked by an increase in the use of Sand-tempered plain pottery and by a corresponding slight decrease in Belle Glade Plain. The dates for this period in and around Boca Raton may also be slightly later, perhaps from about AD 950 to AD 1200.

Jupiter Inlet I (8PB34) has provided a radiocarbon date from the beginning of the East Okeechobee III Period. The marker type for this period, St. Johns Check Stamped, makes its first appearance at ca. AD 1000-1200. In all parts of the East Okeechobee Area though, this period is marked by a substantial increase in the St. Johns ceramic series, until St. Johns Plain and St. Johns Check-Stamped become the dominant types. This can be seen at the Riviera Site, 8PB30 (Wheeler 1992). Before the St. Johns series becomes dominant in the Boca Raton area though, the increase in Sand-tempered Plain and decrease in Belle Glade Plain continues, so that, for a while at least, both the amounts of Sand-tempered Plain and the St. Johns wares are increasing simultaneously. This period ends with the appearance of European goods. A tentative date in line with other areas in southern Florida for sustained European contact is ca. AD 1500.

The subsequent East Okeechobee IV Period is marked by essentially the same ceramics as the previous period except with the addition of European goods. The St. Johns series is dominant (the Riviera Site, 8PB30, suggests that St. Johns Check-Stamped may actually be the most dominant ware). The tribe encountered in the East Okeechobee Area by Europeans at this time was called the Jeaga. It is possible that the Jeaga were under the political dominance of the Calusa, a tribe centered on the southwestern coast of Florida (Fontaneda in True 1945). However, the large amount of St. Johns pottery and other artifacts from the Indian River and St. Johns Areas in the East Okeechobee Area during this time may suggest dominance by the northern Ais areas instead. Jonathan Dickinson observed that the Jeaga were forced to hand over their shipwrecked cargo to the Ais, their neighbors to the north (Andrews and Andrews 1945). Thus, if the Calusa did exert any control over the Jeaga, it was minimal or sporadic and was not as strong as was exerted by the Ais during this time period.

HISTORIC PERIOD (AD 1750AD - AD 1900)

It has been estimated that there were about 20,000 Indians in south Florida when the Spanish arrived (Milanich and Fairbanks 1980). By 1763, when the English gained control of Florida, that population had been reduced to several hundred. These last survivors were reported to have migrated to Cuba with the Spanish (Romans 1962); however, it is likely that the so-called "Spanish Indians" (Sturtevant 1953), who raided Indian Key in 1840, were the mixed-blood descendants of the Calusa and/or refugees from north Florida missions raided by the English in the early eighteenth century. The Spanish-Indians joined the Seminoles, who had fled en masse into south Florida in 1838 after the Battle of Okeechobee, although some Creek and north Florida groups apparently had migrated to south Florida earlier in the century.

A large Seminole population had resettled on the Loxahatchee River during the Second Seminole War by 1838. That settlement was again displaced in the Battle of Loxahatchee the same year. Fort Jupiter was constructed in 1838 at nearby Pennock Point.

METHODOLOGY

ARCHIVAL REVIEW

Prior to conducting fieldwork in the project parcel, relevant archives and literature were reviewed. This included, but was not limited to, studying the previous archaeological reports for sites in coastal Palm Beach County and the Jupiter Inlet area, reviewing information from the Master Site File in Tallahassee concerning nearby sites, and examining USGS maps of the project area. A review of the LABINS database of land surveys also was conducted. In addition, color and black and white aerial photographs from the project area, which could aid in revealing anthropogenic changes to the topography and floral communities, were reviewed.

RESEARCH DESIGN

This Phase I cultural resource survey of the 1025 Love Street parcel incorporated the use of certain predictive archaeological site models. These models postulate that elevated coastal hammocks adjacent to wetlands (i.e. salt marshes and estuarine features) are generally moderate to high probability areas for being associated with archaeological sites. Hammocks and anthropogenic anomalies can be identified examining vintage aerial photographs taken prior to modern development. The topographic information on the Jupiter Quadrangle map for the area were used. It was determined that overall, the parcel had a medium probability for containing archaeological sites, based on its proximity to historic and prehistoric cultural deposits along the Jupiter Inlet.

FIELDWORK

The project parcel was assessed by pedestrian survey and subsurface testing. A total of four shovel tests were excavated in the limited available locations around a residential structure occupying the parcel. All holes were 50 cm square and dug to a depth of 100 cm where possible. All recovered sediments were subject to sifting through a 1/4-inch screen.

The residential structure was determined to be historic and was assessed by an architectural historian.

COLLECTIONS

Four shovel tests produced shell refuse. All field notes and maps repose at the AHC offices in Davie.

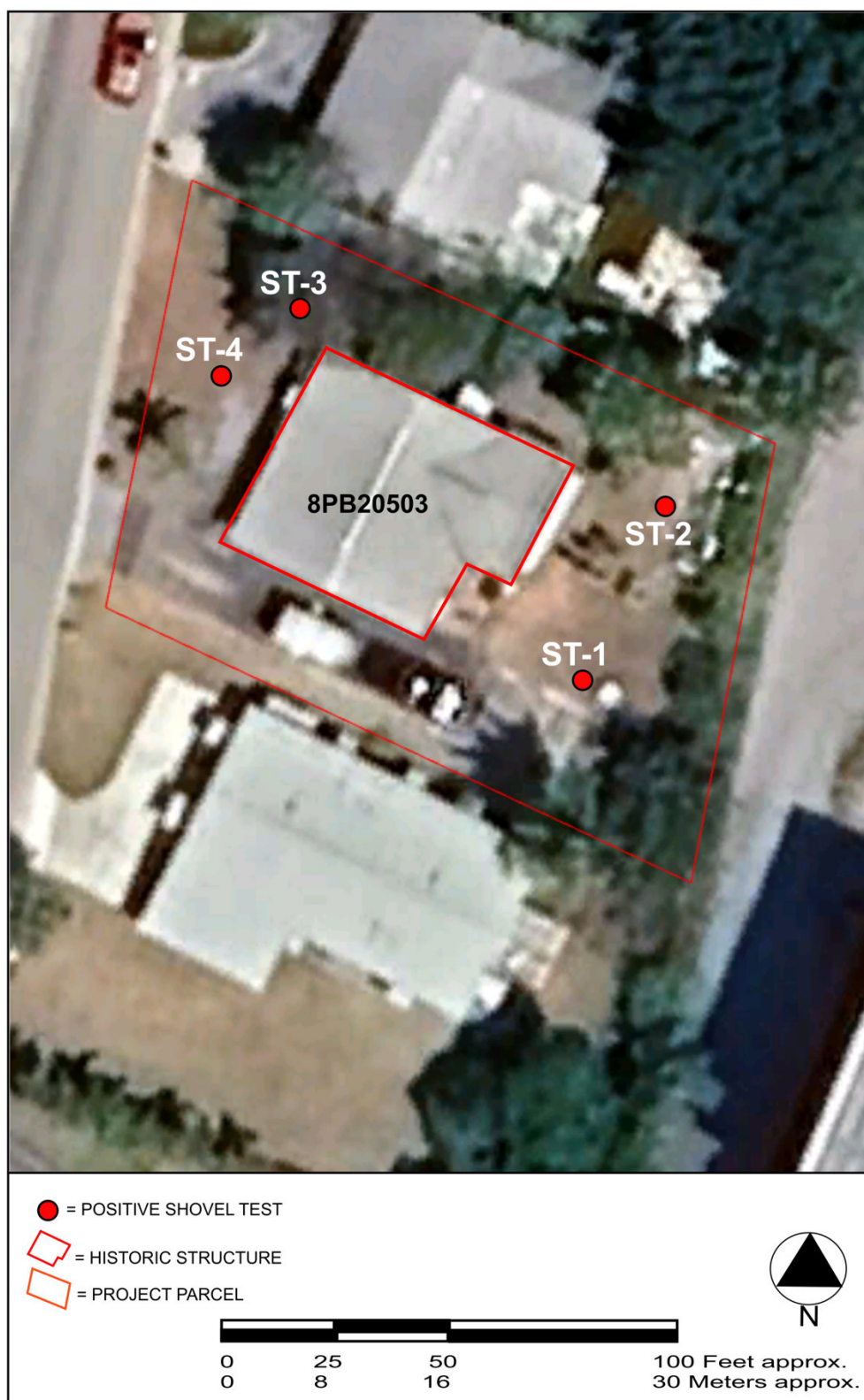


Figure 12. 2024 aerial photograph showing the location of shovel tests.

SUMMARY OF SITES

Site Name:	Suni Sands western component
State Site Number:	8PB7718
Environmental Setting:	Historic: cabbage palm/oak hammock Modern: built-on residential lot
Location:	Township 40S, Range 43E, Section 31
Site Type:	Shell scatter
Site Function:	Resources procurement
Description:	The site is characterized by a shell scatter, possibly an extension of the Suni Sands site to the east. The shell occurred between 30cm and 140cm below the surface.
Chronology:	Prehistoric: period unknown
Collections:	FS 1-4: shell refuse (95% oyster, 5% clam)
Previous Research:	None
Preservation Quality:	Poor to Fair, the area was cleared and a building constructed.
Ownership:	Private
Significance:	The site within the project parcel is not eligible for listing in the National Register of Historic Places.



Figure 13. Northwest of Shovel Test 1 looking southeast.



Figure 14. North wall profile of Shovel Test 1. Prehistoric shell refuse was found in fine sand at 35-135cm below redeposited soils.

SUMMARY OF SITES

Site Name:	1025 Love Street
State Site Number:	8PB20503
Environmental Setting:	Historic cabbage palm/oak hammock
Location:	Township 40S, Range 43E, Section 31
Site Type:	Building
Site Function:	Residence
Description:	The resource is an L-shaped, single-story, wood frame residence of a common type, minimally ornamented. The house has a built-in utility room and Florida room extension to the rear, and its windows are shaded by clamshell awnings. It has a composition-shingled, intersecting gable roof. The exterior fabric is primarily vertically grooved, rough-finished, plywood siding (T1-11). The windows are aluminum-framed, single hung sash. The foundation is slab on grade.
Chronology:	Historic: 1965
Collections:	N/A
Previous Research:	None
Preservation Quality:	Good.
Ownership:	Private
Significance:	The resource does not appear to meet criteria for listing on the National Register of Historic Places.



Figure 15. Main entrance of 8PB20503 looking southeast.



Figure 16. Rear entrance to 8PB20503 looking northwest.

RESULTS AND CONCLUSIONS

This Phase I cultural resource assessment of the 1025 Love Street Parcel resulted in the documentation of shell refuse possible associated with site 8PB7718. Four shovel tests were dug across the parcel. All tests were positive for prehistoric oyster shell.

The shell was found from 30-45cm to 120-140cm in very fine sand below redeposited soils consisting of fine loamy sand. The shell refuse (95% oyster, 5% clam) increased in density from west to north with the following weights of shell. ST-1: 658 grams. ST-2: 331 grams. ST-2: 32 grams. ST-4: 183 grams.

No artifacts were found. It is the consultant's opinion that the site within the project parcel is not eligible for listing in the National Register.

One historic structure occurs on the project parcel. The single-story, wood frame residence built in 1965 was assessed by an architectural historian and newly documented as 8PB20503. In the consultant's opinion, 8PB20503 does not meet eligibility criteria for listing in the National Register.

Although a systematic effort was made to locate other sites on the subject parcel without positive results, there is still the potential of archaeological features or artifacts occurring on the parcel. Should subsequent development reveal this, efforts should be made to protect and document these resources.

It is recommended that archaeological monitoring be conducted of ground-disturbing activities because it encompasses archaeological materials and the proximity of the project parcel to known archaeological sites. In the event that human remains are discovered then the provisions of Chapter 872.05, Florida Statutes, will apply.

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APPENDIX I: FLORIDA SURVEY LOG

Ent D (FMSF only) _____



Survey Log Sheet

Florida Master Site File
Version 5.0 3/19

Survey # (FMSF only) _____

Consult *Guide to the Survey Log Sheet* for detailed instructions.

Manuscript Information

Survey Project (name and project phase)

1025 Love Street Phase I

Report Title (exactly as on title page)

A Phase I Cultural Resource Assessment of the 1025 Love Street Parcel, Palm Beach County, Florida

Report Authors (as on title page)

1. Carr, Robert S.

3. Franklin, Ryan

2. Imboden, Maleah

4. Beriault, John G.

Publication Year 2024Number of Pages in Report (do not include site forms) 38

Publication Information (Give series, number in series, publisher and city. For article or chapter, cite page numbers. Use the style of *American Antiquity*.)

AHC Technical Report #1480

Supervisors of Fieldwork (even if same as author) Names Robert S. Carr

Affiliation of Fieldworkers: Organization Archaeological & Historical Conservancy, Inc.City Davie, Florida

Key Words/Phrases (Don't use county name, or common words like *archaeology, structure, survey, architecture, etc.*)

1. Jupiter Inlet3. Sperry

5. _____

7. _____

2. Sunni Sands

4. _____

6. _____

8. _____

Survey Sponsors (corporation, government unit, organization, or person funding fieldwork)

Clear Sponsor Values

Name _____

Organization _____

Address/Phone/E-mail _____

Recorder of Log Sheet John G. BeriaultDate Log Sheet Completed 8-6-2024

Is this survey or project a continuation of a previous project?

☒ No☐ Yes:

Previous survey #s (FMSF only) _____

Project Area Mapping

Clear Mapping Values

Counties (select every county in which field survey was done; attach additional sheet if necessary)

1. Palm Beach

3. _____

5. _____

2. _____

4. _____

6. _____

USGS 1:24,000 Map Names/Year of Latest Revision (attach additional sheet if necessary)

1. Name JUPITERYear 1986

4. Name _____

Year _____

2. Name _____

Year _____

5. Name _____

Year _____

3. Name _____

Year _____

6. Name _____

Year _____

Field Dates and Project Area Description

Fieldwork Dates: Start 8-2-2024 End 8-6-2024 Total Area Surveyed (fill in one) _____ hectares 0.14 acresNumber of Distinct Tracts or Areas Surveyed 1

If Corridor (fill in one for each) Width: _____ meters _____ feet Length: _____ kilometers _____ miles

Research and Field Methods

Types of Survey (select all that apply): ☒ archaeological ☒ architectural ☒ historical/archival ☐ underwater
☐ damage assessment ☐ monitoring report ☐ other(describe): _____

Scope/Intensity/Procedures

Judgmental shovel testing with 4 shovel tests across parcel in accessible areas, all positive for prehistoric oyster shell

Preliminary Methods (select as many as apply to the project as a whole)

☒ Florida Archives (Gray Building) ☐ library research- *local public* ☐ local property or tax records ☒ other historic maps ☐ LIDAR
☐ Florida Photo Archives (Gray Building) ☐ library-special collection ☐ newspaper files ☒ soils maps or data ☐ other remote sensing
☒ Site File property search ☐ Public Lands Survey (maps at DEP) ☒ literature search ☐ windshield survey
☒ Site File survey search ☐ local informant(s) ☐ Sanborn Insurance maps ☒ aerial photography
☐ other (describe): _____

Archaeological Methods (select as many as apply to the project as a whole)

☐ Check here if **NO** archaeological methods were used.
☐ surface collection, controlled ☐ shovel test-other screen size ☐ block excavation (at least 2x2 m) ☐ metal detector
☐ surface collection, uncontrolled ☐ water screen ☐ soil resistivity ☐ other remote sensing
☒ shovel test-1/4" screen ☐ posthole tests ☐ magnetometer ☐ pedestrian survey
☐ shovel test-1/8" screen ☐ auger tests ☐ side scan sonar ☐ unknown
☐ shovel test 1/16" screen ☐ coring ☐ ground penetrating radar (GPR)
☐ shovel test-unscreened ☐ test excavation (at least 1x2 m) ☐ LIDAR
☐ other (describe): _____

Historical/Architectural Methods (select as many as apply to the project as a whole)

☐ Check here if **NO** historical/architectural methods were used.
☐ building permits ☐ demolition permits ☐ neighbor interview ☐ subdivision maps
☐ commercial permits ☐ windshield survey ☐ occupant interview ☐ tax records
☐ interior documentation ☒ local property records ☐ occupation permits ☐ unknown
☒ other (describe): Newspaper files

Survey Results

Resource Significance Evaluated? ☒ Yes ☐ No [Clear Check Boxes](#)

Count of Previously Recorded Resources 1 Count of Newly Recorded Resources 1

List Previously Recorded Site ID#s with Site File Forms Completed (attach additional pages if necessary)

PB7718

List Newly Recorded Site ID#s (attach additional pages if necessary)

PB20503

Site Forms Used: ☐ Site File Paper Forms ☒ Site File PDF Forms

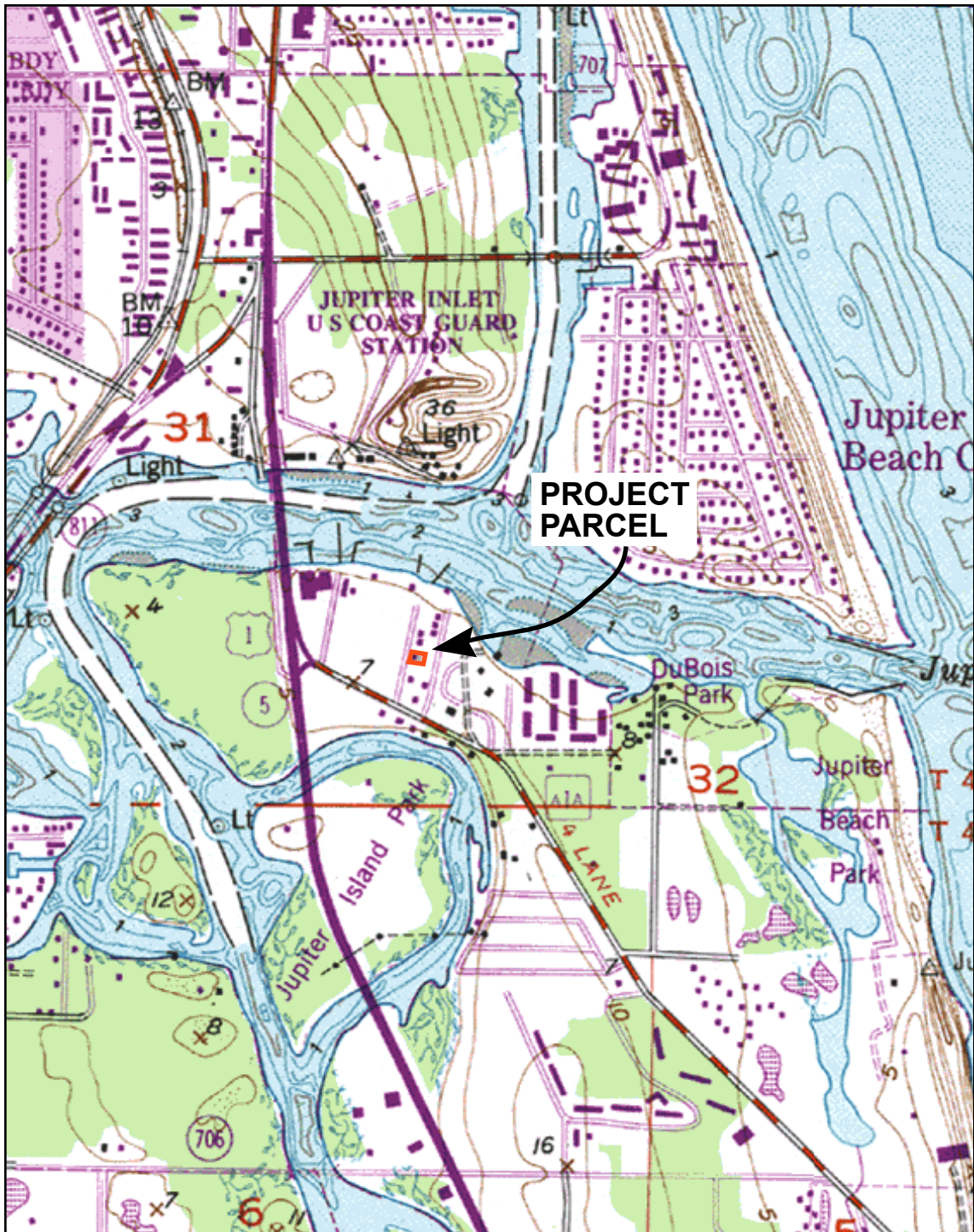
REQUIRED: Attach Map of Survey or Project Area Boundary

SHPO USE ONLY

SHPO USE ONLY

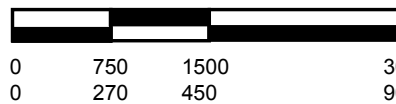
SHPO USE ONLY

Origin of Report: ☐ 872 ☐ Public Lands ☐ UW ☐ 1A32 # _____ ☐ Academic ☐ Contract ☐ Avocational
☐ Grant Project # _____ ☐ Compliance Review: CRAT # _____
 Type of Document: ☐ Archaeological Survey ☐ Historical/Architectural Survey ☐ Marine Survey ☐ Cell Tower CRAS ☐ Monitoring Report
☐ Overview ☐ Excavation Report ☐ Multi-Site Excavation Report ☐ Structure Detailed Report ☐ Library, Hist. or Archival Doc
☐ Desktop Analysis ☐ MPS ☐ MRA ☐ TG ☐ Other: _____
 Document Destination: Plottable Projects Plotability: _____ 



USGS map of the 1025 Love Street parcel.

TOWNSHIP 40S, RANGE 43E, SECTION 31
 USGS MAP: JUPITER, REV. 1986



3000 Feet approx.
 900 Meters approx.

APPENDIX II: FLORIDA SITE FORMS – 8PB7718, 8PB20503

☐ Original
☒ Update



ARCHAEOLOGICAL SITE FORM
FLORIDA MASTER SITE FILE
Version 5.0 3/19

Consult Guide to Archaeological Site Form for detailed instructions

Site # **DA7718**
Field Date 8-6-2024
Form Date 8-13-2024
Recorder # _____

Clear Form Values

Site Name(s) Suni Sands western component Multiple Listing (DHR only) _____
Project Name 1025 Love Street Phase I Survey # (DHR only) _____
Ownership: ☒ private-profit ☐ private-nonprofit ☐ private-individual ☐ private-nonspecific ☐ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

LOCATION & MAPPING

Clear Location Values

USGS 7.5 Map Name JUPITER USGS Date 1986 Plat or Other Map _____
City/Town (within 3 miles) Jupiter In City Limits? ☒ yes ☐ no ☐ unknown County Palm Beach
Township 40S Range 43E Section 31 ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
Township _____ Range _____ Section _____ ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE
Landgrant _____ Tax Parcel # 30-43-40-31-04-008-0110
UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
Address / Vicinity / Route to:
E side of Love St off A1A 2 blocks S of US1

Name of Public Tract (e.g., park) Suni Sands

TYPE OF SITE (select all that apply)

SETTING	STRUCTURES OR FEATURES	FUNCTION
☒ Land (terrestrial) ☐ Lake/Pond (lacustrine) ☐ River/Stream/Creek (riverine) ☐ Tidal (estuarine) ☐ Saltwater (marine)	☐ log boat ☐ agric/farm building ☐ burial mound ☐ building remains ☐ cemetery/grave ☐ dump/refuse ☐ earthworks (historic)	☐ fort ☐ midden ☐ mill ☐ mission ☐ mound, nonspecific ☐ plantation ☐ platform mound
☐ Wetland (palustrine) ☐ usually flooded ☐ usually dry ☐ Cave/Sink (subterranean) ☐ terrestrial ☐ aquatic	☐ road segment ☒ shell midden ☐ shell mound ☐ shipwreck ☐ subsurface features ☐ surface scatter ☐ well	☐ campsite ☐ extractive site ☒ habitation (prehistoric) ☐ homestead (historic) ☐ farmstead ☐ village (prehistoric) ☐ town (historic) ☐ quarry (prehistoric)

Other Features or Functions (Choose from the list or type a response.)
1. Subsurface shell scatter 2. _____

CULTURE PERIODS (select all that apply)

ABORIGINAL	NON-ABORIGINAL
☐ Alachua ☐ Archaic (nonspecific) ☐ Archaic, Early ☐ Archaic, Middle ☐ Archaic, Late ☐ Belle Glade ☐ Cades Pond ☐ Caloosahatchee ☐ Deptford ☐ Englewood ☐ Fort Walton ☐ Glades (nonspecific) ☐ Glades I ☒ Glades II ☐ Glades III ☐ Hickory Pond ☐ Leon-Jefferson ☐ Malabar I ☐ Malabar II ☐ Manasota ☐ Mississippian ☐ Mount Taylor ☐ Norwood ☐ Orange ☐ Paleoindian ☐ Pensacola ☐ Perico Island ☐ Safety Harbor ☐ St. Augustine ☐ St. Johns (nonspecific) ☐ St. Johns I ☐ St. Johns II ☐ Santa Rosa ☐ Santa Rosa-Swift Creek ☐ Seminole (nonspecific) ☐ Seminole: Colonization ☐ Seminole: 1st War To 2nd ☐ Seminole: 2nd War To 3rd ☐ Seminole: 3rd War & After ☐ Swift Creek (nonspecific) ☐ Swift Creek, Early ☐ Swift Creek, Late ☐ Transitional ☐ Weeden Island (nonspecific) ☐ Weeden Island I ☐ Weeden Island II ☒ Prehistoric (nonspecific) ☐ Prehistoric non-ceramic ☐ Prehistoric ceramic	☐ First Spanish 1513-99 ☐ First Spanish 1600-99 ☐ First Spanish 1700-1763 ☐ First Spanish (nonspecific) ☐ British 1763-1783 ☐ Second Spanish 1783-1821 ☐ American Territorial 1821-45 ☐ American Civil War 1861-65 ☐ American 19th Century ☐ American 20th Century ☐ American (nonspecific) ☐ African-American

Other Cultures (Choose from the list or type a response. For historic sites, give specific dates.)
1. _____ 2. _____ 3. _____ 4. _____

OPINION OF RESOURCE SIGNIFICANCE

Clear Significance Values

Potentially eligible individually for National Register of Historic Places? ☐ yes ☒ no ☐ insufficient information
Potentially eligible as contributor to a National Register district? ☐ yes ☒ no ☐ insufficient information
Explanation of Evaluation (required if evaluated; use separate sheet if needed)

Sparse scatter, possible marginal extension of known site to east.

Recommendations for Owner or SHPO Action

No further action.

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 ☐ insufficient info NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see National Register Bulletin 15, p. 2)	Date _____ Init. _____ Date _____
--	---	--------------------------------------

FIELD METHODS (select all that apply)

SITE DETECTION

- ☐ no field check ☐ exposed ground ☐ screened shovel
☒ literature search ☐ posthole tests ☒ screened shovel-1/4"
☐ informant report ☐ auger tests ☐ screened shovel-1/8"
☐ remote sensing ☐ unscreened shovel ☐ screened shovel-1/16"

- ☐ bounds unknown ☐ none by recorder
☐ literature search
☐ informant report

SITE BOUNDARY

- ☐ remote sensing ☐ unscreened shovel
☐ exposed ground ☒ screened shovel
☐ posthole tests ☐ block excavations
☐ auger tests ☐ estimate or guess

Other methods; number, size, depth, pattern of units; screen size (attach site plan)

4 shovel tests in accessible areas.

SITE DESCRIPTION

Clear Description Values

Extent/Size (m²) 500 Depth/stratigraphy of cultural deposit (describe below)

35-40cms to 120-140cms

Temporal Interpretation - Components (check one): ☒ single component ☐ multiple component ☐ uncertain

Describe each occupation in plan (refer to attached large scale map) and stratigraphically. Discuss temporal and functional interpretations:

Possible marginal association with PB7718.

Integrity - Overall disturbance: ☐ none seen ☐ minor ☒ substantial ☐ major ☐ redeposited ☐ destroyed-document! ☐ unknown

Disturbances / threats / protective measures

Development

Surface collection: area collected _____ m² # collection units _____ Excavation: # noncontiguous blocks _____

ARTIFACTS

Clear Artifact Values

Total Artifacts # _____ Count _____ Estimate _____ Surface # _____ Subsurface # _____

COLLECTION SELECTIVITY

- ☐ unknown ☒ unselective (all artifacts)
☐ selective (some artifacts)
☐ mixed selectivity

SPATIAL CONTROL

- ☐ uncollected ☐ general (not by subarea)
☐ unknown ☐ controlled (by subarea)
☐ variable spatial control
☐ other (describe in comments below)

ARTIFACT CATEGORIES and DISPOSITIONS

A - Shellfood remains

- _____

☒ _____☒ _____☒ _____☒ _____☒ _____☒ _____select a disposition from the list below
for each artifact category selected at left

A - category always collected
S - some items in category collected
O - observed first hand, but not collected
R - collected and subsequently left at site
I - informant reported category present
U - unknown

Artifact Comments

DIAGNOSTICS (type or mode, and frequency: e.g., Suwanee ppk, heat-treated chert, Deptford Check-stamped, ironstone/whiteware)

- | | | |
|-------------------|-------------------|-------------------|
| 1. _____ N= _____ | 4. _____ N= _____ | 7. _____ N= _____ |
| 2. _____ N= _____ | 5. _____ N= _____ | 8. _____ N= _____ |
| 3. _____ N= _____ | 6. _____ N= _____ | 9. _____ N= _____ |

ENVIRONMENT

Clear Environment Values

Nearest fresh water: Type River Name Loxahatchee River Distance from site (m) 130
Natural community MARITIME HAMMOCK Topography River shore Elevation: Min 2 m Max 2 m
Local vegetation Cabbage palms, miscellaneous shrubbery
Present land use Residential
SCS soil series _____ Soil association _____

DOCUMENTATION

Clear Documentation Values

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 Archaeological & Historical Conservancy, Inc.
Document description Field notes, maps, photos File or accession #'s 2024.92
- 2) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

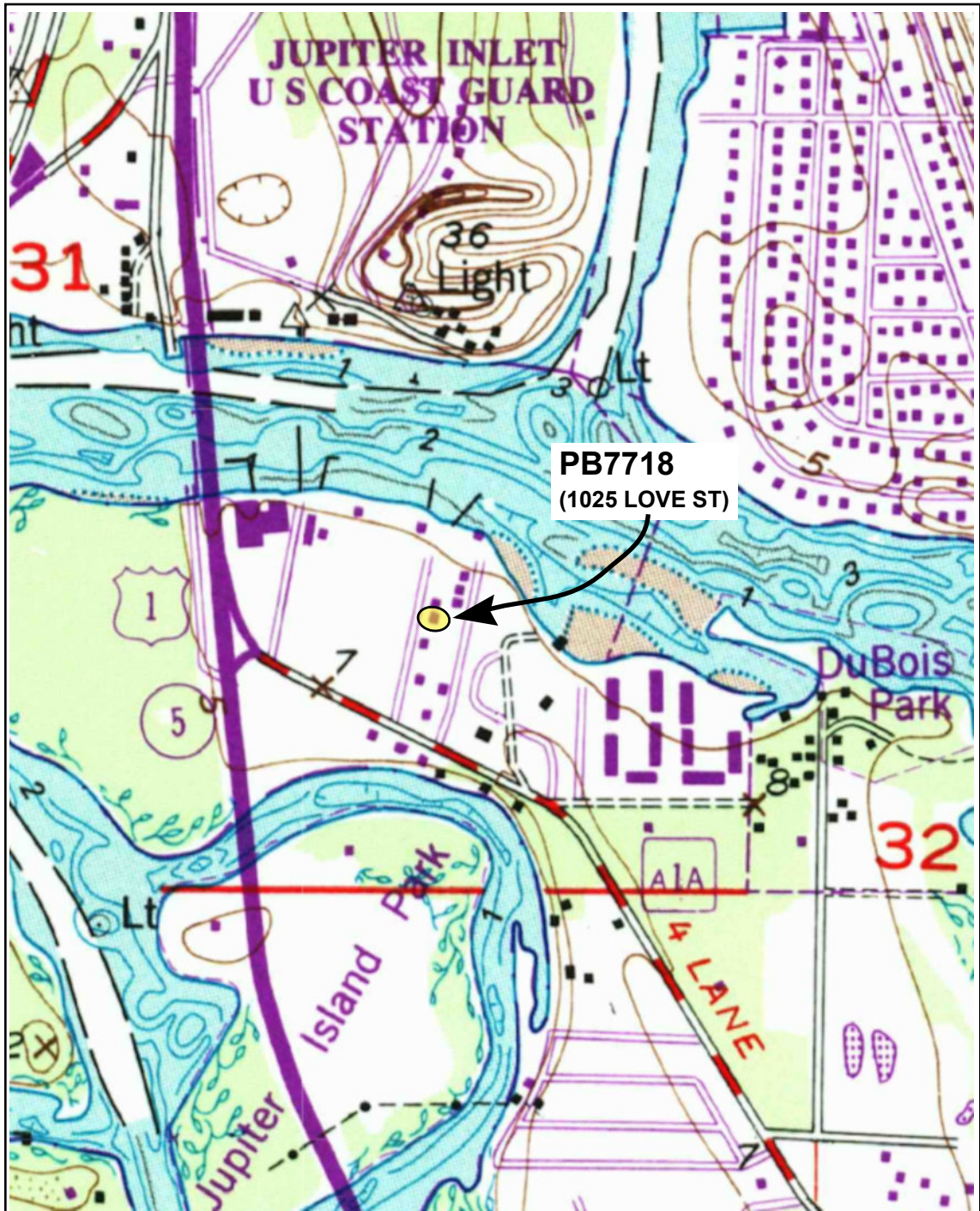
RECORDER & INFORMANT INFORMATION

Informant Information: Name _____
Address / Phone / E-mail _____

Recorder Information: Name Robert S. Carr Affiliation Archaeological & Historical Conservancy, Inc.
Address / Phone / E-mail 4800 SW 64 Ave Ste 107 Davie FL 33314 archlgl@bellsouth.net (954) 792-9776/9954

**Required
Attachments**

1 PHOTOCOPY OF 7.5' USGS QUAD MAP WITH SITE BOUNDARIES MARKED and SITE PLAN
Plan at 1:3,600 or larger. Show boundaries, scale, north arrow, test/collection units, landmarks and date.



USGS map showing the location of 8PB7718, 1025 Love Street component.



TOWNSHIP 40S, RANGE 43E, SECTION 31

USGS MAP: JUPITER, REV. 1983



0 250 500 1000 Feet approx.
0 75 150 300 Meters approx.



Advanced Archaeology, Inc.
1126 S. Federal Hwy. #263
Ft. Lauderdale, FL 33316
Phone: 954-270-6624
Email: contact@advancedarchaeology.com

August 16, 2024

Stephanie A. Thoburn
Assistant Director of Planning and Zoning
Town of Jupiter
210 Military Trail
Jupiter, Florida 33458

Re: Report Review – *A Phase I Cultural Resource Assessment of the 1025 Love Street Parcel, Palm Beach County, Florida. AHC Technical Report No. 1480*

Dear Mrs. Thoburn,

This letter is provided as a review of the above referenced CRAS report (dated August 2024) that the Archaeological and Historical Conservancy, Inc. (AHC) submitted in accordance with the Town of Jupiter's Historical and Archaeological Protection Division of the Town Code (27-2443.11[e][1]) for the 1025 Love Street parcel.

In August 2024, a CRAS was conducted by AHC of the 1025 Love Street parcel, which resulted in the excavation of a total of four shovel tests that were placed across the property. All shovel tests were determined to be positive for containing cultural material, characterized by shell refuse that potentially demonstrate that the cultural deposit represents a western extension of site 8PB7718 (Suni Sands). Also, one existing historic wood-framed structure found within the parcel was documented as site 8PB20503.

AHC concluded that the component of site 8PB7718 that is located within the subject parcel and site 8PB20503 does not meet the eligibility criteria for listing in the *National Register of Historic Places*. AHC recommends that archaeological monitoring be conducted during ground disturbances associated with the proposed work plans.

Based on the information provided, I concur with AHC's determinations. I recommend the approval for a Certificate to Dig with the condition that intensive archaeological monitoring be conducted during future ground-disturbing activities within the parcel in order to document additional archaeological deposits that may be uncovered.

Please contact me with any questions or comments.

Sincerely,

A handwritten signature in cursive script, reading "Joseph F. Mankowski". The signature is written in dark ink on a light-colored, slightly textured background.

Joseph F. Mankowski, M.A., RPA – Advanced Archaeology, Inc.
Archaeological Consultant for the Town of Jupiter



Archaeological and Historical Conservancy, Inc.

4800 S.W. 64th Ave, Suite 107 Davie, FL 33314

Phone: 954-792-9776

Fax: 954-792-9954

Email: archlgcl@bellsouth.net Web: www.florida-archaeology.org

August 30, 2024

1025 Love Street Archaeological Management Plan

AHC archaeologists will monitor all ground-disturbing activities associated with new construction on the 1025 Love Street parcel. Monitoring will include visual inspection of all ground disturbing work, as well as sampling and spot screening of spoil through a ¼" hardware mesh. Shell refuse will be documented with a sample collected.

If a significant feature or cultural deposit is encountered your agency will be alerted within 48 hours of that find with a written notice and upon consultation, if agreed, the feature or cultural deposit will be fully documented.

If human remains are encountered then they will be subject to the provisions of Florida Statute 872.05. Any significant archaeological materials that are collected will be analyzed and described in the final report. A final written report will be provided to your agency within 20 business days of completion of field monitoring.

Sincerely,

Robert S. Carr
Executive Director

INLET VILLAGE MARKET

Site plan Review and Small Scale PUD

STATEMENT OF USE

December 29, 2023

Revised June 7, 2024

REQUEST

On behalf of the applicant and owner, Jam-One, LTD, we are requesting site plan review approval and small-scale PUD for the project known as “Inlet Village Market”. The owner is proposing a mixed-use building with retail on the ground floor and one accessory dwelling unit above. All retail, including food-retail and accessory dwelling units are a use by right within the General Commercial (C-2) zoning district.

PROJECT TEAM

All correspondence in connection with this request should be directed to the agents for the applicant:

AGENT / LANDSCAPE ARCHITECT / PLANNER

Cotleur & Hearing
Contact: Donaldson Hearing/Melissa Kostelia
1934 Commerce Lane, Suite 1
Jupiter, Florida 33458
Phone: (561) 747-6336

OWNER

Jam-One, LTD
Contact: James Burg
8819 NO. Virginia Ave
Palm Beach Gardens, Florida 33418

ARCHITECT

REG Architects Interiors Planners
Contact: Rick Gonzalez, AIA/ Vlad Dumitrescu
120 S Olive Avenue, Suite 210
West Palm Beach, FL 33401
Phone: (561) 659-2383

CIVIL AND TRAFFIC ENGINEER

Simmons & White
Contact: Bryan G. Kelley, P.E.
2581 Metrocentre Blvd West, Ste 3
West Palm Beach, FL 33407
Phone: (561) 478-7848 x112

LOCATION

The subject site is located 1025 Love Street in the Jupiter Inlet Village. The current use of the site is a one-story single family residence constructed in 1965. The 0.15 acre property is located within the General Commercial zoning district (C-2) and has an Inlet Village Flex (IVF) Future land use designation. The site is also within the US-1 Intracoastal Waterway Corridor and the Inlet Village Redevelopment Overlay Area (ROA).

USE REGULATIONS- RETAIL

Approval of this request would allow 2,050 square feet of Retail for a small establishment on the ground floor for traditional retail such as a clothing store or food retail, including but not limited to a bakery, candy store, coffee shop or potentially an ice cream shop.

The owner is envisioning a small market under the food-retail definition. Within the definition of “Retail”, section 27-1 states: “other types of retail may include food and/or beverages for off-premise consumption either immediately or with further preparation.”

The proposed retail is located within walking distance of many local attractions, destinations, and restaurants in the Inlet Village. It is anticipated, the majority of patrons would walk to the site while visiting the surrounding area.

The owner is also proposing some tables and chairs for use of the patrons under the covered canopy. Other patrons would park their cars nearby, enter the retail shop and order at the counter and leave the market with baked goods or shopping bags. The retail “back of the house” is dedicated to food preparation, storage and a walk-in cooler. The establishment is intended to complement the existing commercial establishment on Love Street and within the Jupiter Inlet Village. The use will be family friendly. No Alcohol or regulated substance of any kind will be permitted.

The primary hours of operation are from 6:00am to 4:30pm. It is important to note that no alcohol will be sold or consumed on the premises at any time.

OUTDOOR SEATING

The outdoor seating area is located under the covered canopy along the front of the building. The area is defined by pavers and planter boxes and will be furnished with small black bistro-style tables and chairs, consistent with the color and style with the building's exterior. The outdoor seating is intended for ambiance and the convenience of the public. Waiter service will not be provided.

The 183 square feet of outdoor seating, or 9% of the building, will adhere to the regulations in Section 27-2760 for outdoor seating associated with a legally licensed retail food establishment and does not require additional parking.

ARCHITECTURE

The architecture is reminiscent of a small independent boutique shop. The architecture style responds to the vernacular-inspired variety and style-mix of the Love Street project. The proposed building utilizes inspiration from French Caribbean style, such as:

- Balance and symmetrical composition
- Double pitch generous eave hipped metal roofs
- Repeated vertical openings rhythm
- Loggia and Second floor wide terrace
- Cast stone clad columns and arches
- French doors with muntin dividing pattern

PARKING

In accordance with Section 27-2828, "Standards for required off-street parking", one (1) parking space is required per every 250 square feet of retail. The proposed retail is 2,050 square feet, eight (8) parking spaces are required, and eight (8) off-site parking spaces are proposed. Accessory residential units require one space per unit, two (2) tandem parking spaces are provided within the private driveway and indicated with a private drive sign to accommodate the 1,200 square foot dwelling unit.

The Community Redevelopment Agency created an Inlet Village Parking Management Plan to ensure adequate parking is provided to accommodate the parking needs of private developments and to provide parking for use by the general public. Individual parking lots on small lots are inconsistent with the CRA stated goals for public parking allowances for private developers. The town council and CRA staff have stated publicly on numerous occasions that the use of the public parking lots is specifically intended to support the small commercial properties on Love and Clemons Streets. These are non-conforming C-2 commercial properties, ranging from 0.11 to 0.15 acres (4792- 6534 SF) in size. Requiring these properties to self-park adversely impacts the desired walkability of the Jupiter Inlet Village.

WAIVER REQUEST

The applicant is requesting approval of (2) waivers to Sec. 27-3393(1)(b) and Sec. 23-68 to reduce the required (33') front yard setback to 20-feet, and to reduce the required (10') landscape buffer for the north and south property lines to 5-feet.

COMPLIANCE WITH CODE REQUIREMENTS & CRITERIA

OFFSITE PARKING

The owner requesting off-site parking, per Section 27-2832 (b), Requirements:

- (1) The town may allow required parking to be provided off-site when it is found that it would not be practical to provide the parking on the subject property. Off-site parking may be allowed only within a radius of 300 feet of the subject site (unless a greater distance is approved by the town council), provided that the proposed location of the off-site parking is zoned to permit such parking.

RESPONSE: The owner requests to lease eight (8) daytime parking spaces from the Community Redevelopment Agency (CRA) parking lot, which is located off-site. There are 123 parking spaces within 300 feet of the subject property. The owner request approval from the CRA and Town Council to lease 8 daytime spaces from 6am to 4:30pm.

Most of the existing lease agreements between private owners and the CRA for parking spaces are for use during the evening, from 4:30pm to 1:00am. The primary hours of operation for the proposed use are from 6:00am to 4:30pm. Given the concentration of alcoholic sales in the area the proposed establishment offers benefits to the public. See shared parking assessment, prepared by MilCor Group, Inc, for more information.

An ADA parking space that is parallel or perpendicular to the street would take up approximately 320 to 470 square feet of space. It is not feasible to include an ADA parking space on this small site due to the need for greenspace, landscape, pedestrian amenities, walkways, a street edge, and a continuous sidewalk.

- (2) The owner of a property who proposes to use off-site parking to meet parking requirements shall prepare a written off-site parking agreement between the owner of the subject property and the owner of the site with the off-site parking.

RESPONSE: A written off-site lease agreement shall be executed between the CRA and the property owner for eight (8) daytime parking spaces between the hours of 6:00am and 4:30pm.

- (3) A paved sidewalk or other access way shall be provided from the off-site parking to the property for which it is approved.

RESPONSE: Pedestrian access is achieved by the way of the CRA parking lot, existing sidewalks, a proposed crosswalk from the CRA parking lot and proposed sidewalks on the subject property.

- (4) Signage that complies with the town's sign regulations shall be provided to indicate the location of all off-site parking.

RESPONSE: Signage is provided within and to the existing CRA parking lot.

USE REGULATIONS- ACCESSORY RESIDENTIAL -Sec. 27-1913. Accessory residential uses.

- (a) An accessory residential use on a nonresidential property shall adhere to the following requirements:
 - (1) A dwelling unit shall be a minimum of 500 square feet and a maximum of 1,200 square feet of gross floor area in total size;

- (2) A dwelling unit shall be a rental apartment or a live-work unit occupied by the property owner;
- (3) No dwelling unit shall be located on the ground floor;
- (4) The dwelling unit shall incorporate CPTED criteria per division 11, article XI of this chapter;
- (5) A shared or individual outdoor space shall be provided for each dwelling unit; and
- (6) A maximum of three dwelling units may be permitted on a lot or parcel or land.

(b) and (c) Not applicable to this request.

RESPONSE: The owner is proposing one accessory residential unit located on the second floor totaling 1,200 square feet.

DIVISION 3. - INLET VILLAGE REDEVELOPMENT OVERLAY AREA

Sec. 27-1784. - General planning principles.

New development and redevelopment shall be consistent with the future land use element of the comprehensive plan, specifically objectives 1.9 and 1.10, and policies 1.9.8, 1.9.10 through 1.9.14, and 1.10.1 through 1.10.8.

Sec. 27-1785. - Land development regulations.

Properties located in this redevelopment overlay area (ROA) are eligible for waivers as part of a planned unit development, provided the development is consistent with the intent of the redevelopment overlay area hereby established.

The small mixed use project is located within the Inlet Village Sector and has an Inlet Village Flex future land use designation. The proposed project is consistent with the intent of the Sector by integrating a food retail use which is complimentary to the adjacent restaurants, nearby outdoor recreation destinations and other retail establishments, leading to a greater overall mix of uses.

Policy 1.9.8 The Town shall continue to require development to be oriented toward the Intracoastal Waterway, Riverwalk, Jupiter Lighthouse, and the Jupiter Inlet including provisions allowing for: variable setbacks, landscaping, parking regulations; clustering structures to form public open space; providing opportunities for open vistas of the waterways; developing a point of interest at the terminus along the Riverwalk; providing for access and support amenities to the Riverwalk Corridor such as; screening; sign placement and type; providing for special design treatments: providing for street furniture, lighting and providing for amenities, such as: balconies, porches, and awnings; providing for a system of entry statements which identify the U. S. Highway One Corridor.

RESPONSE: *The building is oriented toward Love Street which is one of the main roads terminating at the Riverwalk. The first-floor setback is consistent with the existing structure and surrounding properties.*

The project incorporates detailed site elements, such as a custom wood fence, planter boxes and a unique bike rack. Attention has been given to the architectural treatments, details, lighting, signage, porch and second floor terrace.

Policy 1.9.10 Maintain land development regulations for the Inlet Village Sector to establish a compact village with mixed uses, such as marine oriented facilities, retail, restaurants, hotel, personal services, office, and residential. The sector shall be developed to become a destination and encourage tourism in an active pedestrian environment with connectivity of parcels to sidewalks, alleys and streets that provide access to the Riverwalk Corridor component, and enhanced views to the Jupiter Lighthouse. The development style shall be reminiscent of small historical coastal villages and development standards for this district shall discourage auto oriented strip development.

RESPONSE: *The proposed project is intended to be a desired frequently visited walkable destination within the Inlet Village. It is anticipated that most patrons would walk to the site while visiting the surrounding area and the Riverwalk. The owner is proposing some tables and chairs for patrons under the covered canopy, site furniture and a sidewalk along Love Street. The proposed use, including the request for off-site parking enhances active pedestrian activity consistent with the intent of the policy.*

Policy 1.9.11 The Town shall maintain land development regulations in the Inlet Village sector as follows:

- a) Use of coastal vernacular architectural style, specifically Florida Cracker style, Stick, Shingle, and Anglo Caribbean;
- b) to (e) Not applicable to this request.
- f) Establish and require build to lines.

RESPONSE: *The proposed building utilizes inspiration from French Caribbean style, allowing for a balance and symmetrical composition, double pitch generous-eaves hipped metal roof details, a repeated vertical openings rhythm, a loggia/second floor wide terrace, cast stone clad columns/arches and French doors with a muntin dividing pattern.*

The front setback is consistent an apparent build-to-line along the west side of Love Street. However, a build to line has not been established for this site.

Policy 1.9.12 Inlet Village Sector – This Sector, as shown on the Town’s Future Land Use Map (FLUM), is intended to:

(not applicable or redundant sections are not stated, for brevity)

- 4) Create a tropical coastal environment promoting an active destination for residents and visitors;
- 5) Enhance and promote the existing scale and character of the area;
- 6) Encourage the development of a mix of non-residential and residential uses.
 - b) Guidelines for the design freedom and flexibility for development of a parcel to allow a true mixing and integration of residential and nonresidential uses both vertically and/or horizontally;

RESPONSE: *The project is a mixed use redevelopment and infill project, consistent with the Inlet Village Sector. The proposed use is consistent with and enhances the scale of the sector. The proposed use provides for a mixture of residential and non-residential uses.*

Objective 1.10 The Town shall continue to maintain land development regulations for the Riverwalk Corridor (as shown on the Town’s Future Land Use Map) along the Intracoastal Waterway providing for pedestrian movement, encouraging nonvehicular movement of people and complimenting the visual features and natural resources of the Intracoastal Waterway north and south of Indiantown Road.

RESPONSE: *The subject site is not contiguous with the Riverwalk Corridor. However, the proposed retail use promotes walkability. The site and building are complimentary to the design elements found within the Riverwalk Corridor.*

DIVISION 2. SMALL-SCALE PLANNED UNIT DEVELOPMENT DISTRICT (SSPUD)

Sec. 27-1708. Purpose and intent.

The purpose and intent of this article is to:

- (1) Provide a method for parcels of land which are less than ten acres, to develop as Small-Scale Planned Unit Development Districts (SSPUD);

RESPONSE: *The subject site is 0.15 acres.*

- (2) Provide for design flexibility through the waiver of certain development regulations;

RESPONSE: *The owner is requesting a waiver to the setback requirements for the C-2 general commercial district. The front setback is consistent with the apparent build-to-line along the west side of Love Street. It is important to*

note, the second floor is “steps back” and provides for a tiered effect from the street.

The subject property does not meet the minimum lot area, width and depth of the C-2 general commercial district and therefore is considered a non-conforming lot. Pursuant to Section 27-3393(1)(b),

The front and rear building setbacks for lots in commercial and industrial districts shall be in proportion to the ratio of such setback requirements to the minimum lot depth requirement established for the zoning district in which the property is located.

Therefore, the minimum front setback is 33’, rear setback is 20’, and following code section the side setbacks are zero. The subject petition requires a waiver to the front and rear setbacks.

SETBACK CHART			
	FIRST FLOOR	SETBACKS C-2	WAIVER
FRONT	20’	33’	13’
SIDE- NORTH	5’	0’	NONE
SIDE- SOUTH	5.2’	0’	NONE
REAR	14.3’	20’	5.7’

In addition, the owner is requesting a waiver to the landscape buffer width. Note, the subject lot width is 65-feet and the required setback is 0ft. The owner is proposing a 5ft landscape buffer (10’ required by code) with a 6ft tall 100% opaque fence on both property lines.

All properties on the east side of Love Street are zoned C-2, General Commercial. A 5ft landscape buffer is appropriate for two commercial properties, however a 0ft setback is required. The property to the north is a vacation rental similar to a bed and breakfast and the property to the south is also zoned commercial and is anticipated to convert to a commercial use as the trend continues as the corridor develops.

- (3) Provide for accessory residential in nonresidential zoning districts and mixed use in residential zoning districts;

RESPONSE: The owner is proposing one accessory residential unit on the second floor.

- (4) Provide for unified design concepts compatible with the purpose and intent of the redevelopment overlay area or compatible with the context of the area if not in a redevelopment overlay area;

RESPONSE: *The proposed project is compatible with the ROA, as discussed.*

- (5) Provide incentives for private investment, redevelopment and reuse;

RESPONSE: *The subject request is a private owner initiated redevelopment project.*

- (6) Provide for a method that allows the reuse, expansion or change of use of a previously approved development or property that increases the intensity or density on a site;

RESPONSE: *The existing single family home is not a good candidate for reuse or expansion. The owner is proposing to change the use to retail and retain the density on the site.*

- (7) Foster the development of infill parcels;

RESPONSE: *The subject request is a redevelopment and infill project.*

- (8) to (11) – Not applicable to this request.

SEC. 27-175. CRITERIA FOR SITE PLAN REVIEW.

- (a) The criteria listed below shall apply to all site plan applications, including small-scale developments, large-scale developments, planned unit developments, developments of regional impact, and modifications of existing approved development orders.

- (1) The proposed development is consistent with the goals, objectives and policies of the town comprehensive plan.

RESPONSE: *The proposed development is consistent with the intent of the and the Town's Comprehensive Plan and specifically the Objectives, Policies, and Goals of the Inlet Village ROA, as previously stated.*

- (2) The proposed development is consistent with any applicable, countywide land development regulations.

RESPONSE: *The proposed project will comply with the land development regulations for all applicable jurisdictions.*

- (3) The proposed development is consistent with all applicable land development regulations and all other portions of this Code.

RESPONSE: *All retail including food retail and accessory residential uses are a use by right in the (C-2) Commercial, General District. The maximum building height in the district is 50 feet and the proposed structure is 27.5 feet. The proposed project meets and exceeds the minimum greenspace, 30 percent is required, and 38.41 percent is provided.*

NON-CONFORMING LOT – (C-2) GENERAL COMMERCIAL ZONING DISTRICT

The subject site is a non-conforming lot within the C-2 General Commercial zoning district, in regard to lot area, lot width and lot depth. Land development regulations for the Inlet Village Sector for this site have not been established. The site is within a Redevelopment Overlay Area and is eligible for a waiver from the C-2 land development regulations. The owner is requesting a waiver to the required setbacks and lot coverage. The first floor and second floor setbacks are shown on the proposed site plan demonstrating a reduction of the overall mass of the structure.

The minimum separation for a dumpster enclosure is 75 feet from a residentially zoned property. The subject lot width is 67 feet; therefore a 75 feet setback is not possible. In addition, the adjacent properties are zoned C-2.

The trash enclosure is located under the stairs and enclosed with a 100% opaque screen.

Section 27-2832 (b), Off Site Parking & Extended Hours Parking

The applicant is requesting a waiver to lease 8 daytime spaces from 6am to 4:30pm from the CRA public parking lot. The use of the CRA parking lot is intended to support the conversion of the small commercial properties on Love Street and Clemons Street to promote an active pedestrian environment that encourages walkability and connectivity to the Riverwalk.

- (4) The proposed development is compatible and/or consistent with the established or proposed character of a neighborhood or area.

RESPONSE: *The proposed architecture responds to and is complementary to the surrounding buildings in the sense of setbacks, scale, massing and character.*

- (5) The proposed development does not create or excessively increase traffic congestion or otherwise affect public safety.

RESPONSE: *The proposed peak hour traffic is in the morning when the adjacent restaurants are closed.*

- (6) There are adequate levels of service for public facilities, including, but not limited to, transportation, water supply, drainage and sanitation, available concurrent with the impacts of the development proposed by the application.

RESPONSE: *All public facilities servicing the site have sufficient capacity to meet the needs of the project.*

- (7) The proposed development does not significantly reduce light and air to adjacent properties.

RESPONSE: *The proposed new development shall be subject to all applicable and required lighting regulations as stated in the Town's Code.*

- (8) The proposed development does not adversely affect property values in adjacent areas.

RESPONSE: *The buildings to the north and south are single family homes. The properties have the same future land use designation and zoning district as the subject site. Approval of the subject request would increase the adjacent property values and encourage redevelopment.*

- (9) The proposed development would not be a deterrent to the improvement or development of adjacent property in accordance with existing regulations.

RESPONSE: *The proposed development will not deter the development of adjacent properties. The Applicant sees the redevelopment as a catalyst for reuse and redevelopment within the Inlet Village. In addition, this use will be a great complement to the Love Street development project.*

- (10) The proposed development does not create noise or visual pollution.

RESPONSE: *The proposed development shall be subject to all applicable noise and visual regulations as stated in the Town's Code.*

The architecture has been designed to locate the trash/recycle cans within an air conditioned storage room, fully sepearated from food preparation areas. The ventilated, air conditioned storage room will prevent odors and nuisances. Trash service/reuse service is proposed via roll-out cans from Waste Management.

Deliveries are proposed from Love Street to storage portion of the building located on the south-east corner of the site. The "back of house" for the food-retail use is located to the rear of the property.

- (11) The proposed development does not negatively impact adjacent natural systems or public facilities, such as parks.

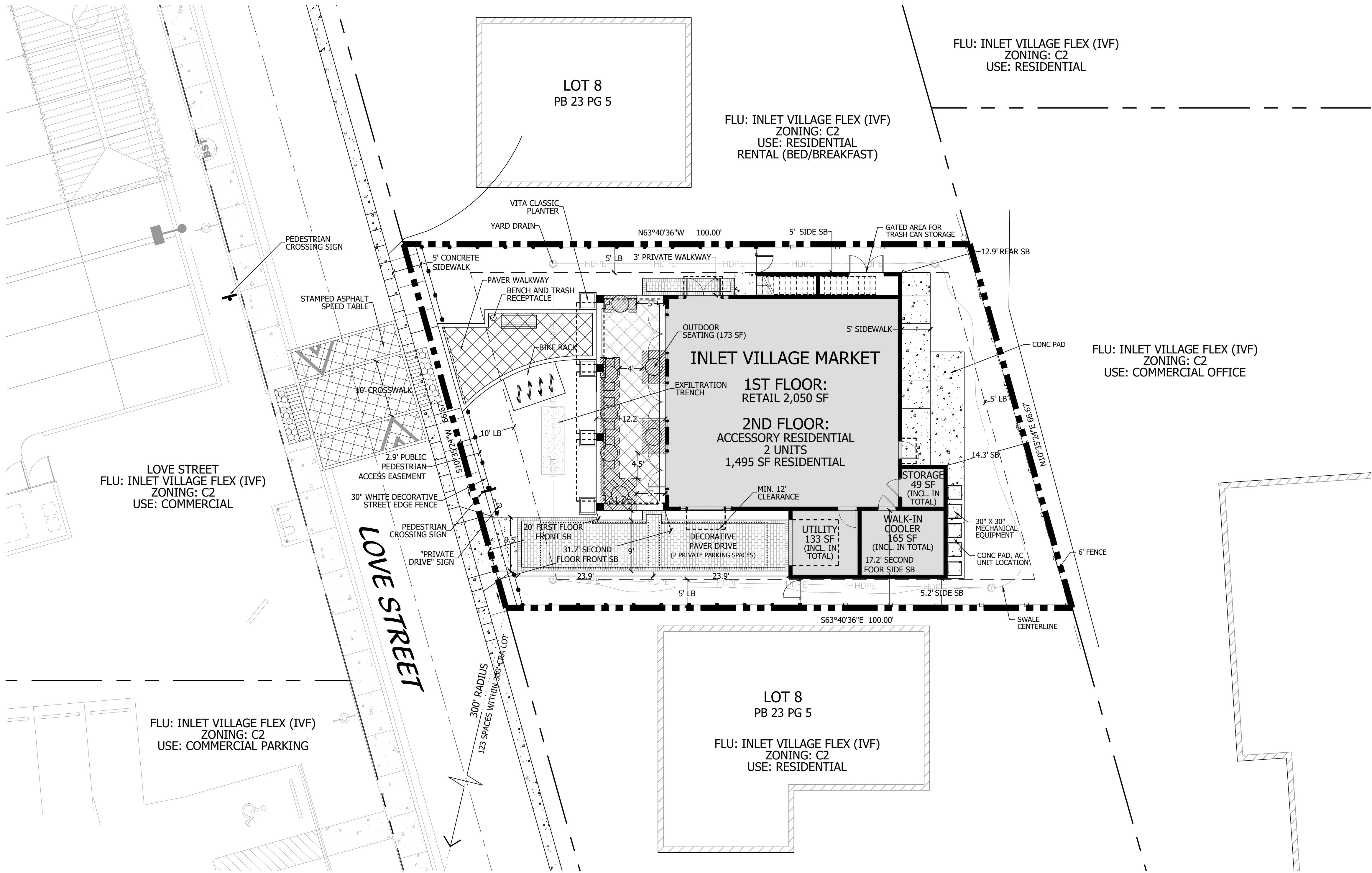
RESPONSE: *The proposed new use is not adjacent to the natural system. Existing vegetation within the landscape buffer will remain on site and enhanced with additional landscape material.*

- (12) The proposed development provides pedestrian amenities, including, but not limited to, benches, trash receptacles, and/or bicycle parking.

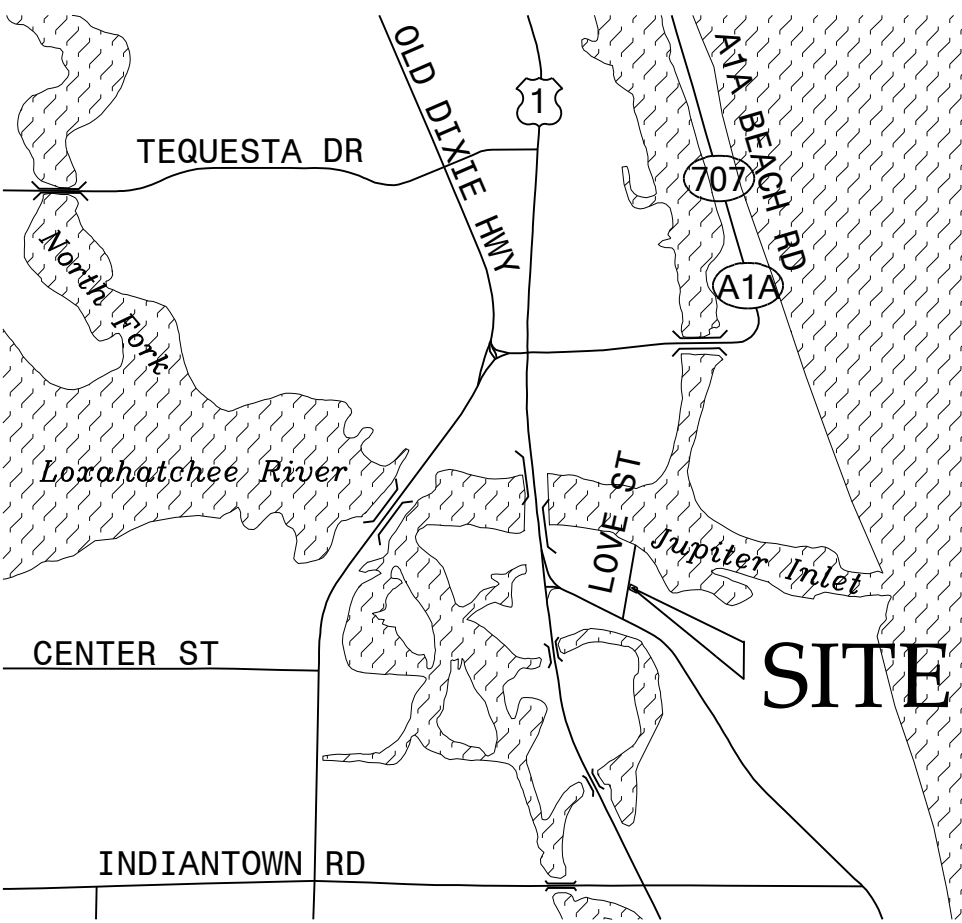
RESPONSE: *A bench, trash receptacle, and bicycle rack have been incorporated into the site design.*

CONCLUSION

The proposed retail market would complement the existing services, raise property values by redeveloping within Inlet Village. On behalf of the owner, we are happy to answer any questions that you may have about the proposed amendment, please contact the agent on behalf of the owner, Zach Ciciara and Donaldson Hearing with Cotleur & Hearing 561-747-6336 ext. 135, zciciera@cotleur-hearing.com.



LOCATION MAP



SITE DATA

NAME OF PROJECT	INLET VILLAGE MARKET
PROPERTY CONTROL NUMBER	30-43-40-31-04-008-0110
TOWN OF JUPITER P&Z #	PZ-22-00005166
FEMA FLOOD ZONE	X
TRAFFIC ANALYSIS ZONE	56
EXISTING USE	SINGLE FAMILY RESIDENTIAL
EXISTING ZONING DISTRICT	C2 - COMMERCIAL, GENERAL
FUTURE LAND USE DESIGNATION	INLET VILLAGE FLEX
OVERLAY DISTRICT	REDEVELOPMENT OVERLAY AREAS (ROA)
BUILDING HEIGHT	27.5'
NUMBER OF STORIES	2 STORY
NUMBER OF BUILDINGS	1
TOTAL SITE AREA	6,417 SF
TOTAL SITE AREA	0.15 AC

BUILDING DATA

1ST FLOOR	2,050 SF
RETAIL	2,050 SF
OUTDOOR SEATING (MAXIMUM 10%)	173 SF 8%
2ND FLOOR	1,495 SF
RESIDENTIAL (1 BEDROOM)	861 SF
RESIDENTIAL (1 BEDROOM)	634 SF
TOTAL GROSS FLOOR AREA	3,718 SF

TOTAL RESIDENTIAL	1,495 SF	2 DWELLING UNITS
MIN (500 SF) AND MAXIMUM (1,200 SF), PER DWELLING UNIT		
TOTAL RETAIL	2,223 SF	
FAR	0.35	

LAND USE	SF	AC	%
BUILDING LOT COVERAGE	2,615	0.06	40.75%
OPEN SPACE	3,802	0.09	59.25%
TOTAL	6,417	0.15	100.00%

LOT COVERAGE	SF	AC	%
IMPERVIOUS AREA	2,615	0.06	40.75%
BUILDING LOT COVERAGE	1,337	0.03	20.84%
SIDEWALKS & HARDSCAPE	3,952	0.09	61.59%
TOTAL IMPERVIOUS AREA			

PERVIOUS AREA	SF	AC	%
GREEN SPACE	2,465	0.06	38.41%
TOTAL PERVIOUS AREA	2,465	0.06	38.41%

TOTAL SITE AREA	6,417	0.15	100.00%
-----------------	-------	------	---------

PARKING DATA	REQ	PROV
RETAIL (1/250SF)	8	8 (*)
ACCESSORY RESIDENTIAL (1/1 BR)	2	2
TOTAL	10	10

PEDESTRIAN AMENITIES	REQ	PROV
BENCH (1 / 12,500 SF OF GFA)	1	1
TRASH CAN (1 / 25,000 SF)	1	1
BIKE RACK (1 / 12,500 SF OF GFA)	1	1

(*) 8 PARKING SPACES TO BE LEASED- OFF SITE

LEGEND

HDPE	HIGH DENSITY POLYETHYLENE PIPE
LB	LANDSCAPE BUFFER
SB	SETBACK
SW	SIDEWALK
TYP	TYPICAL
⊙	YARD DRAIN

PROJECT TEAM

OWNER: JAM-ONE, LTD 8819 N. VIRGINIA AVE PALM BEACH GARDENS, FL 33418	ARCHITECT: REG ARCHITECTS 120 S OLIVE AVE, SUITE 212 WEST PALM BEACH, FLORIDA 33401 561.659.2383
LANDSCAPE ARCHITECT/PLANNER: COTLEUR & HEARING 1934 COMMERCE LANE, SUITE 1 JUPITER, FL 33458 561.747.6336 CONTACT: DONALDSON HEARING MELISSA KOSTELIA	ENGINEER: THE MILCOR GROUP, INC. 10975 S.E. FEDERAL HIGHWAY HOBE SOUND, FLORIDA 33455 772-223-8851 CONTACT: MELISSA G. CORBETT
TRAFFIC CONSULTANT: KIMLEY-HORN 1920 WEKIVA WAY SUITE 200, WEST PALM BEACH, FL 33411 561.845.0665 CONTACT: ADAM KERR	SURVEYOR: LEGACY SURVEYING AND MAPPING, INC. 112 N. US, HIGHWAY NO. 1 TEQUESTA, FL, 33469 561.746-8424 CONTACT: GREGORY TUCKER

LEGAL DESCRIPTION

FROM THE SOUTHEAST CORNER OF LOT 8, SUNI-SANDS AS RECORDED IN PLAT BOOK 23, PAGE 5, PUBLIC RECORD OF PALM BEACH COUNTY, FLORIDA, PROCEED NORTHERLY, ALONG THE EAST LINE OF SAID LOT 8, A DISTANCE OF 150 FEET; THENCE WESTERLY, PARALLEL TO THE SOUTH LINE OF SAID LOT 8, A DISTANCE OF 200 FEET TO THE WEST LINE OF SAID LOT 8, THENCE NORTHERLY, ALONG THE SAID WEST LINE OF LOT 8, A DISTANCE OF 133.33 FEET TO THE POINT OF BEGINNING; THENCE EASTERLY, PARALLEL TO THE SAID SOUTH LINE OF LOT 8, A DISTANCE OF 100 FEET; THENCE NORTHERLY PARALLEL TO THE SAID EAST LINE OF LOT 8, A DISTANCE OF 66.67 FEET; HENCE WESTERLY, PARALLEL TO THE SAID SOUTH LINE OF LOT 8, A DISTANCE OF 100 FET TO THE SAID WEST LINE OF LOT 8, THENCE SOUTHERLY, ALONG THE SAID WEST LINE OF LOT 8, A DISTANCE OF 66.7 FEET TO THE POINT OF BEGINNING.

GENERAL NOTES

10' X 30' SAFE SIGHT TRIANGLE SHALL BE PROVIDED AT THE PROJECTS ENTRY ROADS.

RAMPS SHALL BE PROVIDED AT ALL PLAZA, SIDEWALK AND STREET INTERSECTIONS IN ACCORDANCE WITH ADA AND THE FLORIDA ADA ACCESSIBILITY CODE.

THE BUILDING, LANDSCAPE AND LIGHTING DESIGN SHALL MAXIMIZE THE USE OF CPTED DESIGN PRINCIPLES.

MINIMUM TYPE CONSTRUCTION FOR ALLOWABLE HEIGHT & BUILDING AREA MUST BE COMPLIANCE WITH THE FLORIDA BUILDING CODE T-500.

ALL SIGNAGE SHALL CONFORM TO THE REQUIREMENTS OF THE TOWN OF JUPITER LDR'S.

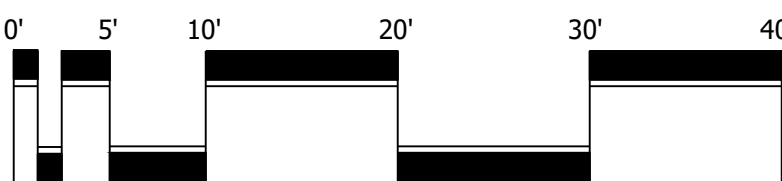
PROJECT ID SIGNS SHALL BE ILLUMINATED WITH GROUND MOUNTED FIXTURES ON PHOTOCELLS.

TRASH RECEPTACLES SHALL BE INDIVIDUAL TRASH REUSE

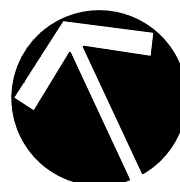
SETBACK CHART

SETBACK CHART			
	FIRST FLOOR	SETBACKS C-2	WAIVER
FRONT	20'	33'	13'
SIDE- NORTH	5'	0'	NONE
SIDE- SOUTH	5'	0'	NONE
REAR	14.3'	20'	5.7'

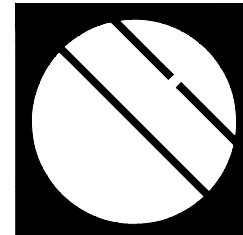
Site Plan



Scale: 1" = 10'



North



Cotleur & Hearing

Landscape Architects
Land Planners
Environmental Consultants
1934 Commerce Lane
Suite 1
Jupiter, Florida 33458
561.747.6336 · Fax 747.1377
www.cotleurhearing.com
Lic# LC-26000535

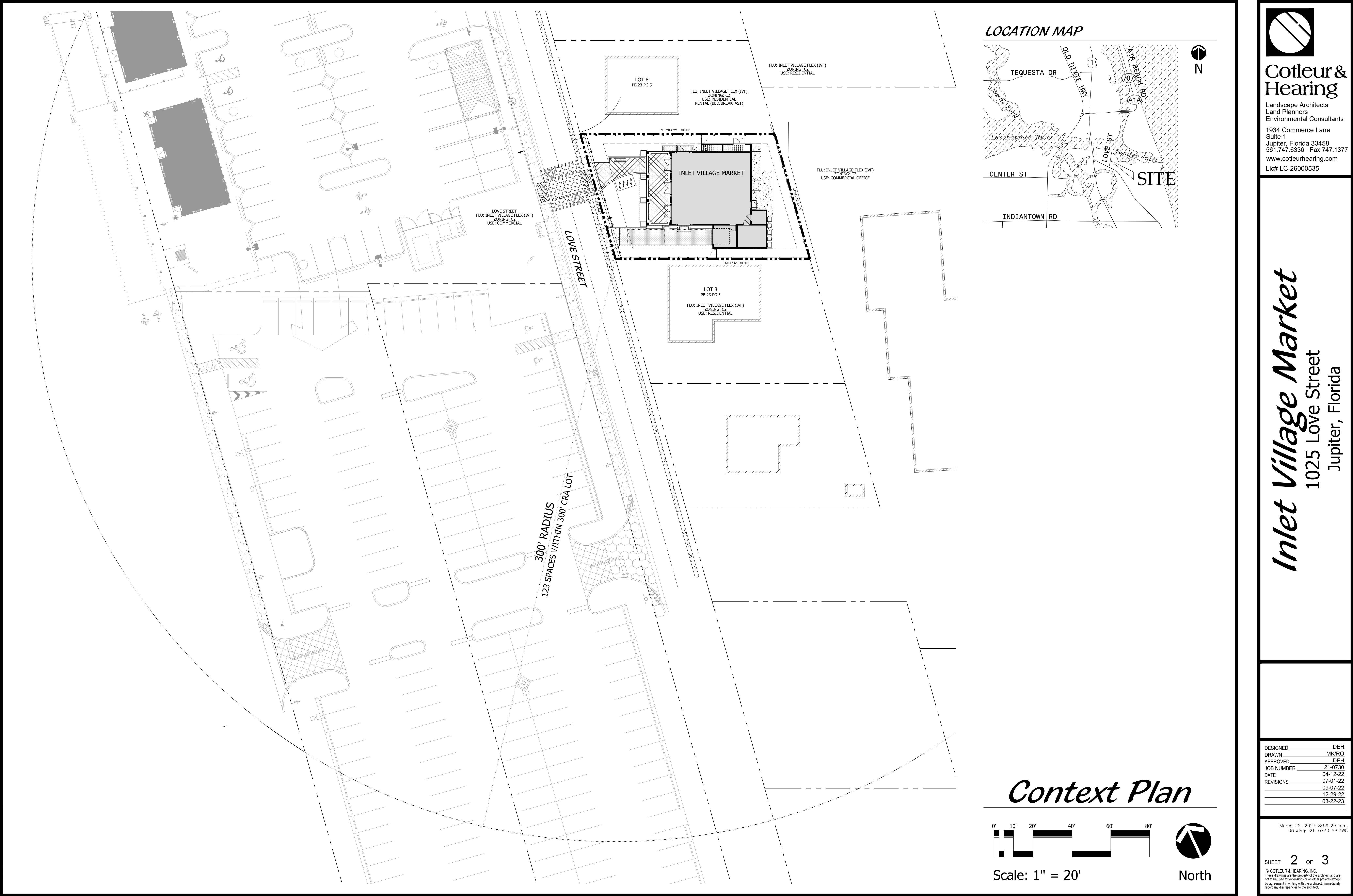
Inlet Village Market
1025 Love Street
Jupiter, Florida

DESIGNED	DEH
DRAWN	MK/RO
APPROVED	DEH
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	03-22-23

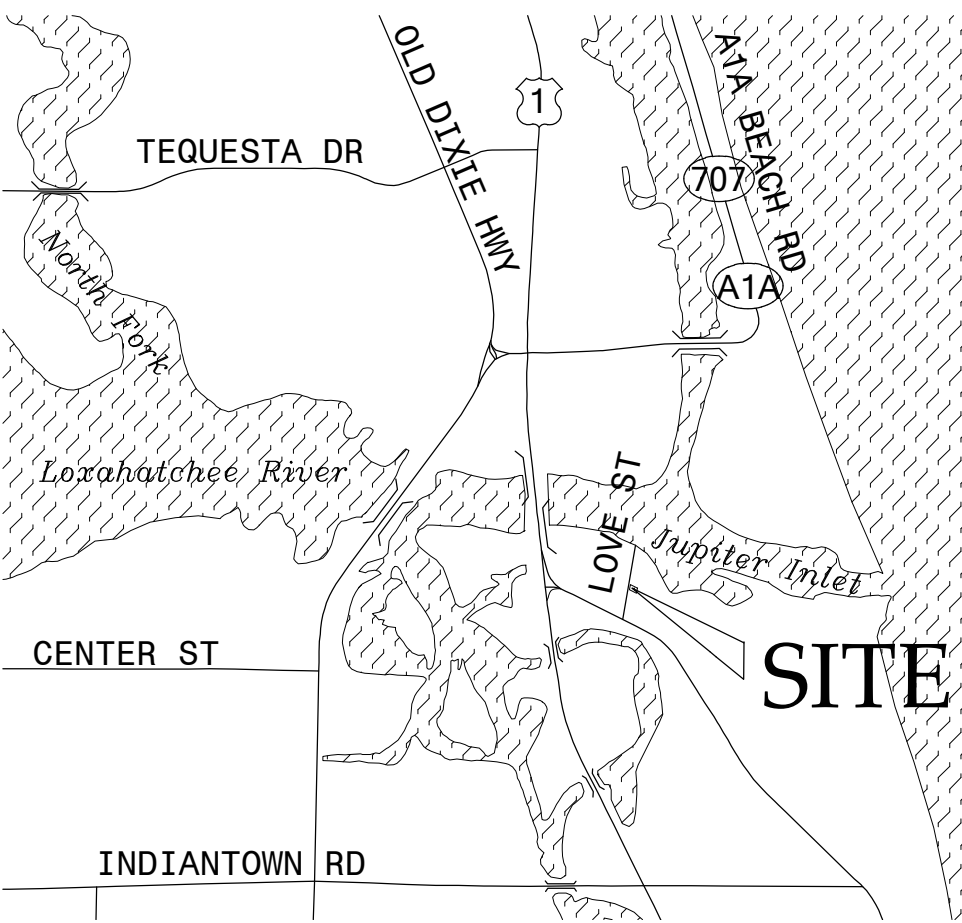
March 22, 2023 8:59:29 a.m.
Drawing: 21-0730 SP.DWG

SHEET 1 OF 3

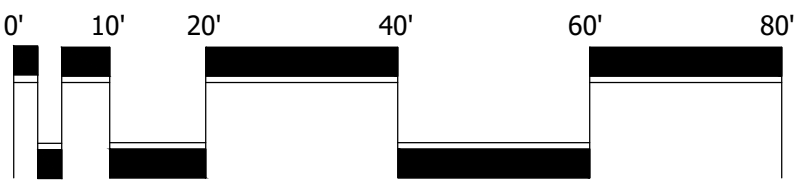
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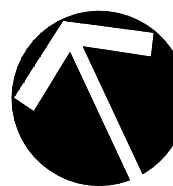
LOCATION MAP



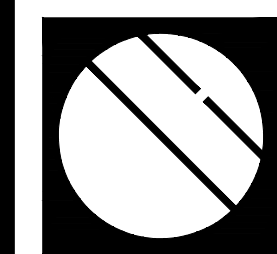
Context Plan



Scale: 1" = 20'



North


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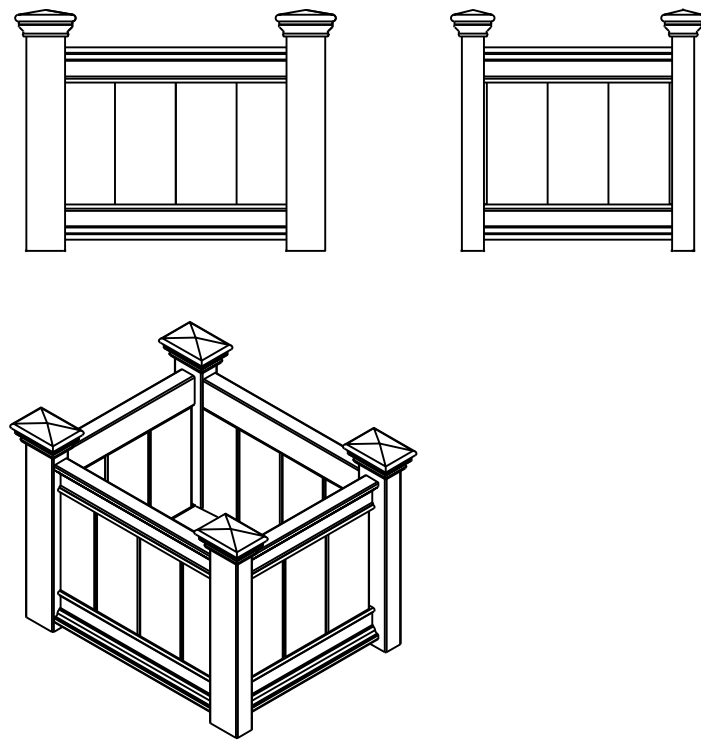
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March 22, 2023 8:59:29 a.m.
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PLANTER DETAIL

NTS

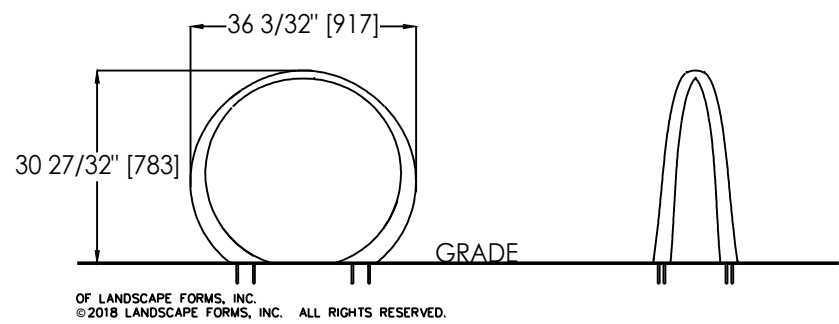


MANUFACTURER: HOME DEPOT
https://www.homedepot.com/
1-800-430-3376

TYPE: VITA CLASSIC 27" L X 21"W X 22"H
BARCELONA VINYL PLANTER BOX, WHITE,
VA68210.

BIKE RACK DETAIL

NTS

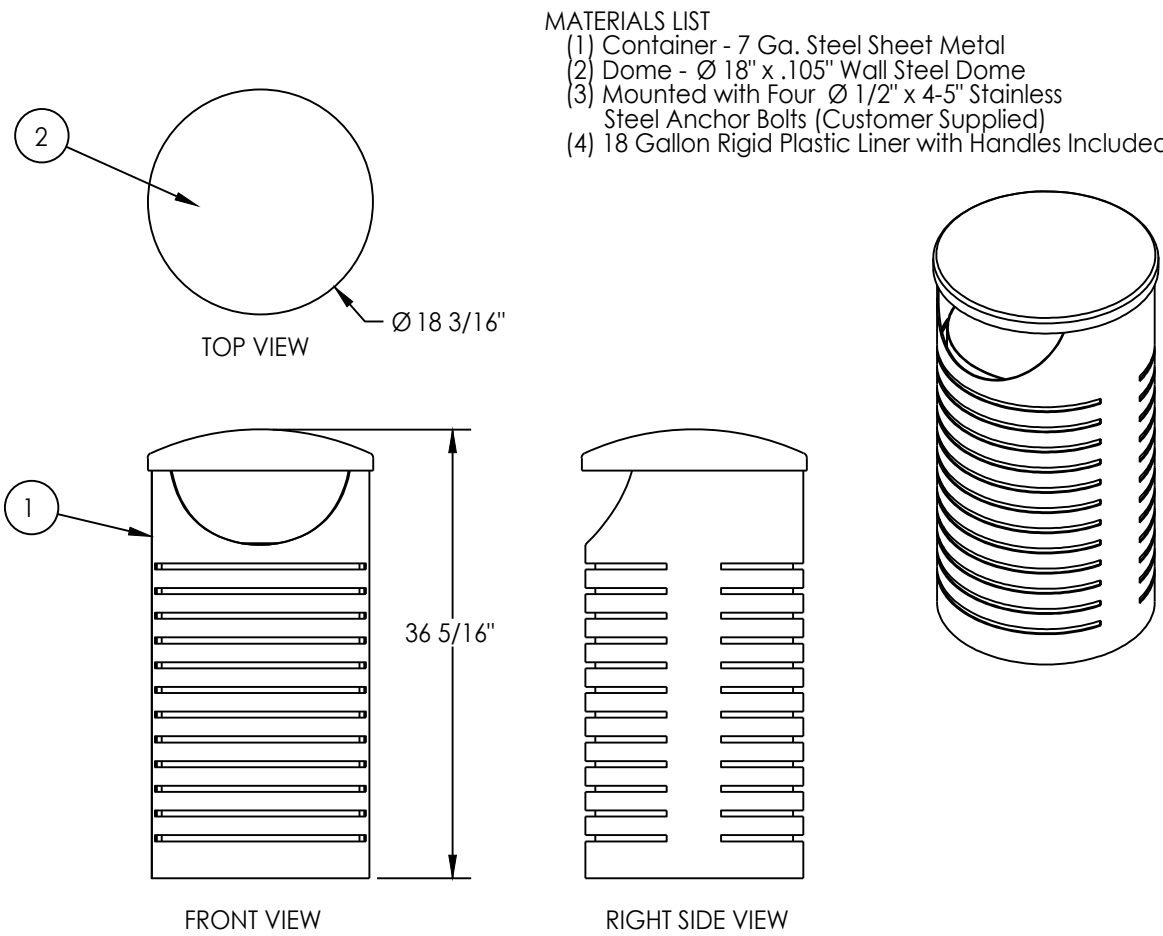


MANUFACTURER: LANDSCAPE FORMS
https://www.landscapeforms.com
800.430.6209

TYPE: LOOP BIKE RACK
MATERIAL: ALUMINUM FRAME
MOUNTING: EMBEDDED
COLOR: BRONZE

TRASH CAN DETAIL

NTS

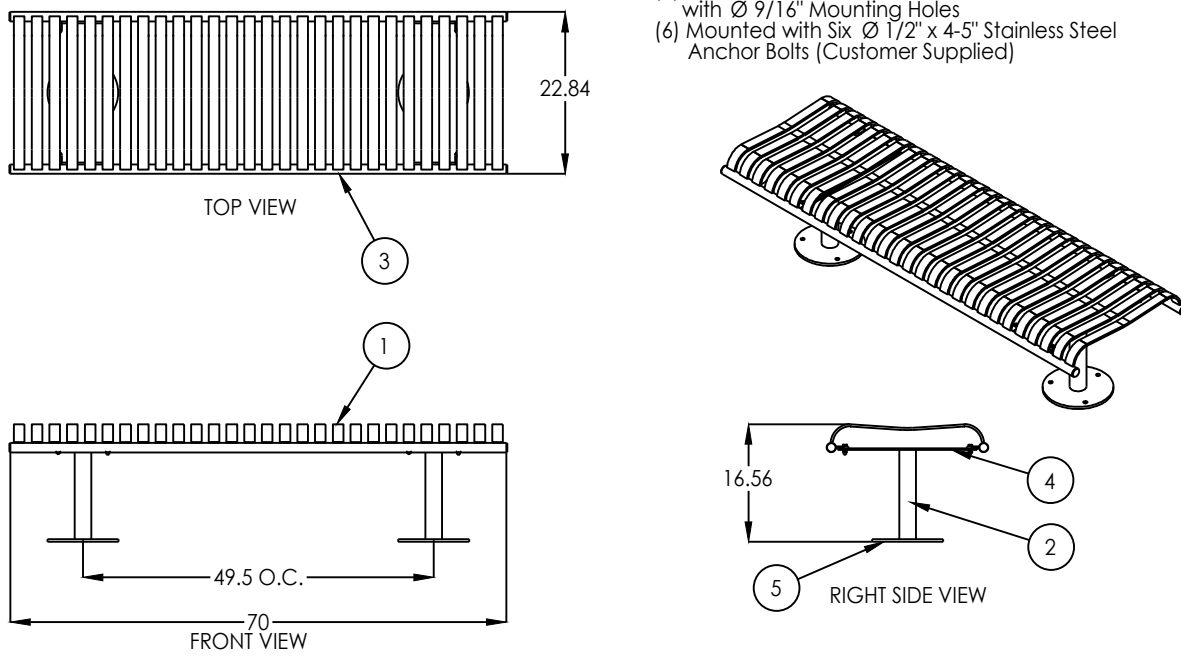


MANUFACTURER: SITESCAPES
https://www.sitescapesonline.com/index.asp
888-331-9464

TYPE: CV1-1120 BACKLESS BENCH, SIX FOOT LENGTH, NO ENDS.
MOUNTING: SURFACE MOUNT
COLOR: BRONZE

BENCH DETAIL

- Materials List
- 1) Seat Straps - 5/16" x 1 1/2" Steel Flat Bar
 - 2) Mounting Pipes - Ø 2 3/8" x 1.54" Wall Steel Tubing
 - 3) Support Pipes - Ø 1.315" x 1.33" Steel Pipe
 - 4) Support Plates - 1/4" Steel Plate
 - 5) Surface Mount Plates - Ø 10" x 3/8" Steel Plate with Ø 9/16" Mounting Holes
 - 6) Mounted with Six Ø 1/2" x 4-5" Stainless Steel Anchor Bolts (Customer Supplied)

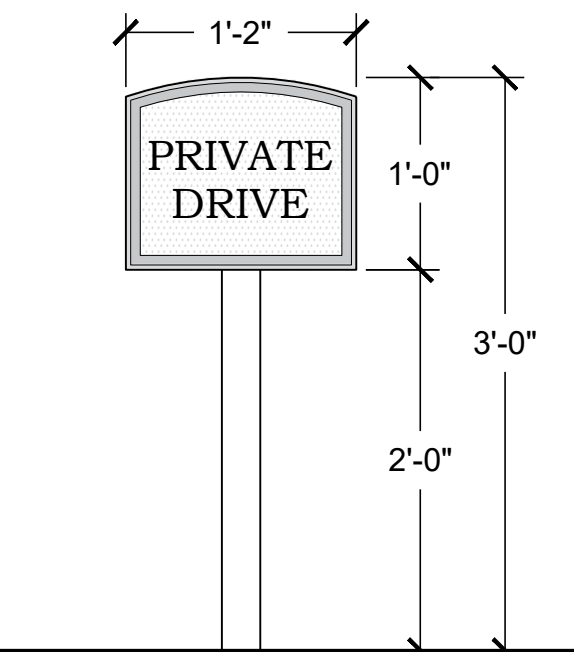


MANUFACTURER: SITESCAPES
https://www.sitescapesonline.com/index.asp
888-331-9464

TYPE: CV1-1120 BACKLESS BENCH, SIX FOOT LENGTH, NO ENDS.
MOUNTING: SURFACE MOUNT
COLOR: BRONZE

PRIVATE DRIVE SIGN

NTS



MATERIAL: STEEL, POWDER COATED
OR APPROVED EQUIVALENT

P-5, PERMANENT SIGN

MAXIMUM SIGN AREA: 4 SF
PROVIDED SIGN AREA: 1.17 SF

PAVER DETAIL

NTS



SIMULATED CHICAGO BRICK

STREET EDGE FENCE DETAIL

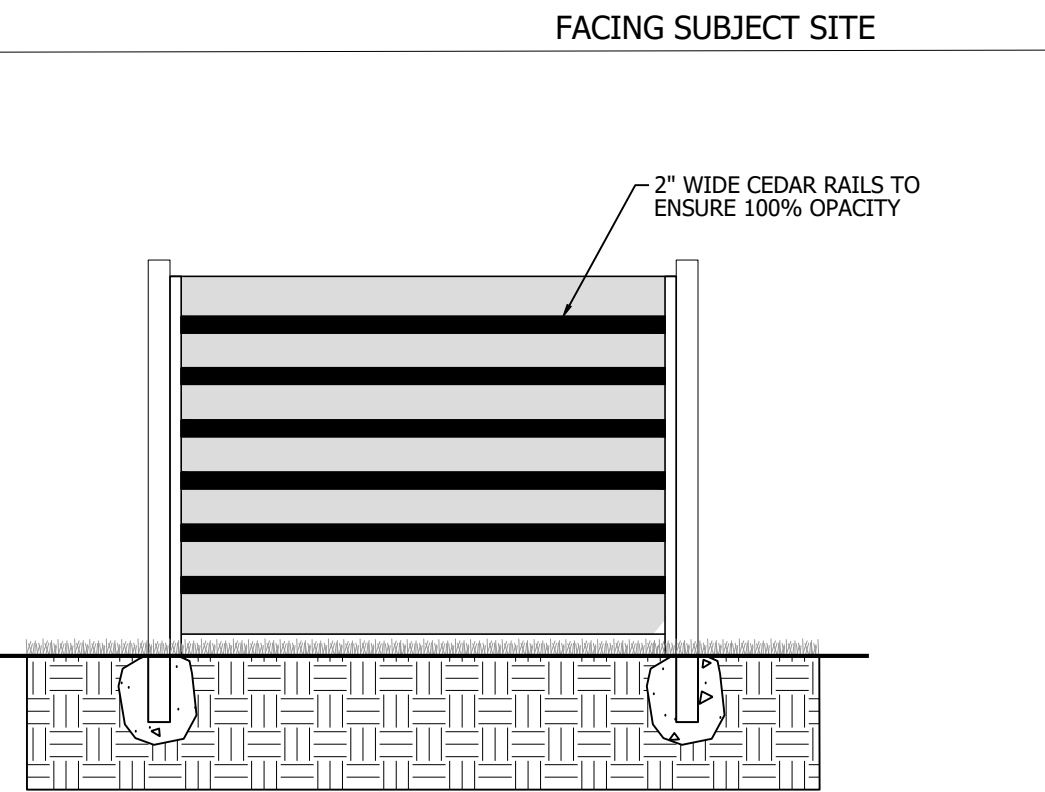
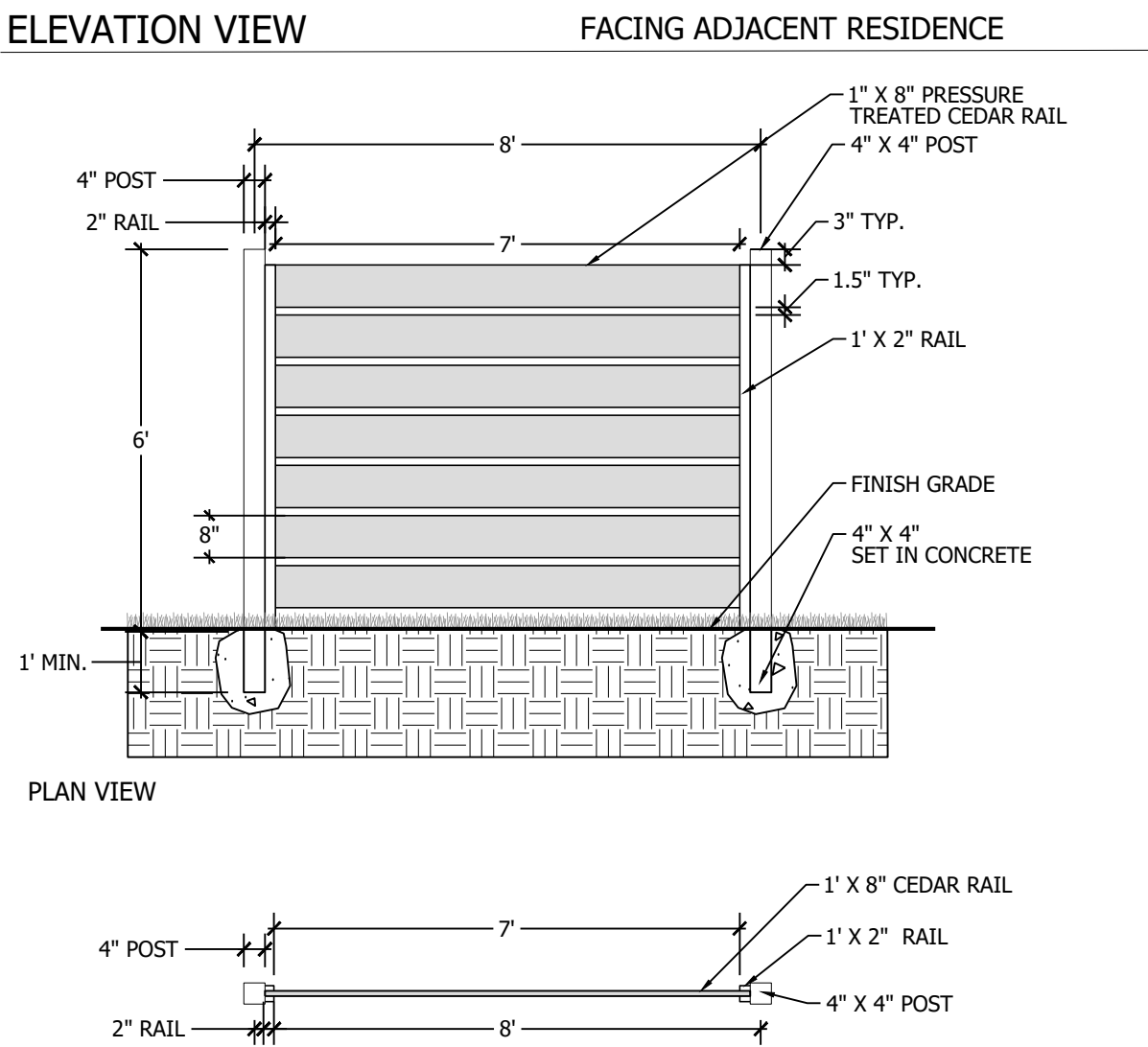
NTS



30" WHITE DECORATIVE
STREET EDGE FENCE

CUSTOM FENCE DETAIL

NTS



- NOTES
- ALL HARDWARE SHALL BE STAINLESS STEEL OR BLACK POWER COATED ALUMINUM
 - WOOD TO BE PRESSURE TREATED CEDAR OR SYNTHETIC CEDAR

OUTDOOR SEATING EXHIBIT

173 SF

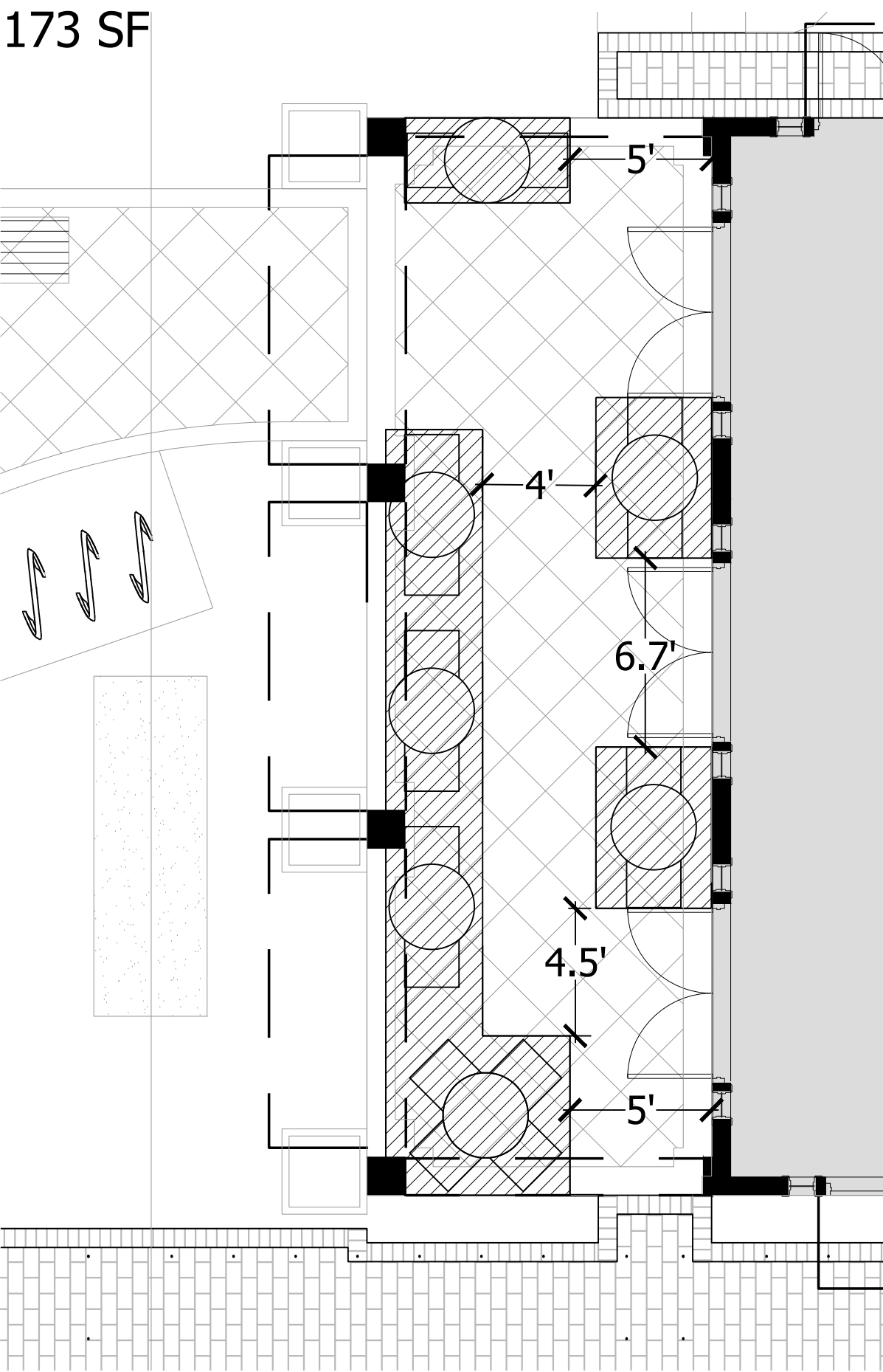
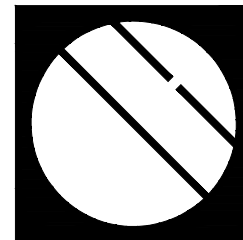


TABLE AND CHAIRS DETAIL

NTS



MANUFACTURER: SITESCAPES INC.
TYPE: CITYVIEW
MATERIAL: STAINLESS STEEL
COLOR: BLACK
OR APPROVED EQUIVALENT



Cotleur & Hearing

Landscape Architects
Land Planners
Environmental Consultants

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SHEET 3 OF 3

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Site Details

CERTIFICATE TO DIG NO. 2-24

TOWN OF JUPITER, FLORIDA

CERTIFICATE TO DIG WITH CONDITIONS FOR
THE INLET VILLAGE MARKET PROPERTY
LOCATED AT 1025 LOVE STREET PURSUANT
TO 27-2443.11(E)(1) OF THE ZONING CODE

WHEREAS, JAM ONE, LTD is the owner ("Owner") of approximately
±.15 acres, the legal description of which is described in **Exhibit "A"** and
incorporated herein ("the subject property"); and,

WHEREAS, the Owner has submitted an application for a Certificate to
Dig ("the Application") to the Town of Jupiter's Planning and Zoning Department
(the Department) pursuant to Town Code Section 27-2443.11(e)(1),
authorizing subsurface disturbances; and,

WHEREAS, the Owner's archaeological consultant, Archaeological and
Historical Conservancy, Inc., has prepared a Phase I Cultural Resources
Assessment ("the Assessment") of the subject property, which is attached
hereto and made a part hereof as **Exhibit "B;"** and,

WHEREAS, the Department has determined, based on the
recommendation of the Town's qualified archaeologist, Advanced
Archaeology, Inc., a copy of which is attached hereto and made a part hereof
as **Exhibit "C,"** that the Owner's Assessment is technically sufficient, and

1 complies with the requirements of the Town Code for the issuance of a
2 Certificate to Dig; and,

3 **WHEREAS**, at its September 16, 2024 regular meeting, the Jupiter
4 Historic Resources Board considered the evidence presented to it by the
5 Department, Advanced Archaeology, Inc., and the Owner and its agents,
6 regarding the Application's consistency with the archaeological resource
7 protection provisions of the Town's Comprehensive Plan, and Chapter 27,
8 Article XI, Division 19 of the Town Code pertaining to historic and
9 archaeological preservation; and,

10 **WHEREAS**, Advanced Archaeology, Inc. has determined that the
11 subject property contains artifacts of significant archaeological value and has
12 recommended that the Historic Resources Board issue a Certificate to Dig; and,

13 **WHEREAS**, the Historic Resources Board has considered the
14 Application and has determined that a Certificate to Dig should be issued,
15 subject to the conditions; and,

16 **WHEREAS**, the Certificate to Dig shall apply to the Owner and their
17 successors or assigns.

18 **NOW, THEREFORE, THE HISTORIC RESOURCES BOARD OF THE**
19 **TOWN OF JUPITER HEREBY ISSUES THIS CERTIFICATE TO DIG**
20 **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

21 **Section 1.** The whereas clauses are true and correct and incorporated
22 herein as the findings of fact and conclusions of law of the Jupiter Historic
23 Resources Board (the Board).

1 **Section 2.** The Board hereby approves the Application and issues this
2 Certificate to Dig for the subject property, subject to the conditions described in
3 Section 3 herein. The Board has determined that the Owner's compliance with
4 these conditions is necessary for the Application to be consistent with the goals,
5 objectives and policies of the Town's Comprehensive Plan and to meet the
6 Land Development Regulations contained in Chapter 27, Article XI, Division
7 19, pertaining to historic and archeological preservation.

8 **Section 3.** The Certificate to Dig shall be subject to the following
9 conditions:

10 **Condition 1:** The owner shall provide notification to the Planning and
11 Zoning Department and the Town's archaeological
12 consultant (Advanced Archaeology, Inc.) at least five (5)
13 business days prior to the proposed commencement of
14 all ground disturbing activities associated with
15 development of the subject property. The notification
16 should include the precise location and depth of
17 proposed ground disturbing activities.

18 **Condition 2:** The owner shall be responsible for any professional fees,
19 costs and expenses incurred by the Town associated
20 with the archaeological monitoring, excavations, reviews
21 and reports that are required by this Certificate to Dig.

22 **Condition 3:** A report containing the results of archaeological
23 monitoring and excavations shall be completed by the

Owner's archaeological consultant and submitted to the Town for review. Based on review of the report by the Department and the Town's archaeological consultant, the Board may request additional documentation or monitoring of the subject property.

Condition 4: All archaeological artifacts that are recovered from the subject property as a result of any excavation shall be documented in writing by the Owner, and a copy of the written documented findings shall be provided to the Department. Any archaeological artifacts recovered from the subject property shall be the property of the Owner. If human skeletal remains are found on the subject property, the Owner shall immediately comply with Section 872.05 Florida Statutes.

Condition 5: The Owner shall conduct intensive archaeological monitoring during future ground-disturbing activities within the parcel in order to document additional archaeological deposits that may be uncovered.

Condition 6: The violation of any condition of this Certificate to Dig shall be subject to a notice of Violation as provided for in the Town Code.

Section 4. This Certificate to Dig shall become effective upon its execution.

- 1 **Attachments: Exhibit A** - Legal Description
- 2 **Exhibit B** – Property Owner’s Phase I Cultural
- 3 Resources Assessment and Management Plan
- 4 **Exhibit C** - Town’s Archaeological Consultant
- 5 Recommendation

V:\PlanningZoning\Staff\WP51\Signature - HRB\9.16.24\Inlet Village Market CTD\Final\Attachment D - CTD #2-24.docx August 30, 2024

LEGAL DESCRIPTION

FROM THE SOUTHEAST CORNER OF LOT 8, SUNI-SANDS AS RECORDED IN PLAT BOOK 23, PAGE 5, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, PROCEED NORTHERLY, ALONG THE EAST LINE OF SAID LOT 8, A DISTANCE OF 150 FEET; THENCE WESTERLY, PARALLEL TO THE SOUTH LINE OF SAID LOT 8, A DISTANCE OF 200 FEET TO THE WEST LINE OF SAID LOT 8, THENCE NORTHERLY, ALONG THE SAID WEST LINE OF LOT 8, A DISTANCE OF 133.33 FEET TO THE POINT OF BEGINNING; THENCE EASTERLY, PARALLEL TO THE SAID SOUTH LINE OF LOT 8, A DISTANCE OF 100 FEET; THENCE NORTHERLY PARALLEL TO THE SAID EAST LINE OF LOT 8, A DISTANCE OF 66.67 FEET; HENCE WESTERLY, PARALLEL TO THE SAID SOUTH LINE OF LOT 8, A DISTANCE OF 100 FET TO THE SAID WEST LINE OF LOT 8, THENCE SOUTHERLY, ALONG THE SAID WEST LINE OF LOT 8, A DISTANCE OF 66.67 FEET TO THE POINT OF BEGINNING.

PROPERTY CONTAINS 6,417 SQUARE FEET OR 0.15 ACRES, MORE OR LESS.



A PHASE I CULTURAL RESOURCE ASSESSMENT OF THE 1025 LOVE STREET PARCEL, PALM BEACH COUNTY, FLORIDA

ARCHAEOLOGICAL AND HISTORICAL CONSERVANCY, INC.



AHC PROJECT NO. 2024.92
AHC TECHNICAL REPORT NO. 1480
AUGUST 2024

A PHASE I CULTURAL RESOURCE ASSESSMENT OF THE 1025 LOVE STREET PARCEL, PALM BEACH COUNTY, FLORIDA

By:

Robert S. Carr, M.S.
Maleah Inboden, B.A.
Timothy A. Harrington
Ryan Franklin, Ph.D.
John G. Beriault, B.A.

ARCHAEOLOGICAL AND HISTORICAL CONSERVANCY, INC.

4800 SW 64th Avenue, Suite 107
Davie, Florida 33314
archlgcl@bellsouth.net
(954) 792-9776

For:

COTLEUR & HEARING

AHC PROJECT NO. 202492
AHC TECHNICAL REPORT NO. 1480
AUGUST 2024



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CONSULTANT SUMMARY

In August, 2024 the Archaeological & Historical Conservancy, Inc. (AHC) conducted a Phase I cultural resource survey for Cotleur and Hearing of the 1025 Love Street parcel. The approximately .14 acre parcel is located on the south shore of Jupiter Inlet and the east side of Love Street north of its intersection with A-1-A in northern Palm Beach County, Florida. The parcel was surveyed to assess any sites of archaeological and/or historical significance. The project parcel is located in Section 31 in Township 40S, Range 43E (Figure 1).

This assessment was conducted to fulfill historic and cultural resource requirements of Chapter 267, Florida Statutes, and cultural resource requirements of the Town of Jupiter. The work and the report conform to the specifications set forth in Chapter IA-46, Florida Administrative Code.

This Phase I cultural resource assessment included an archival review, a pedestrian survey, and subsurface testing across the parcel. A site search with the Florida Division of Historic Resources determined that sixteen previously recorded prehistoric sites and seven resource groups occur within one mile of the parcel.

Four shovel tests were excavated across the parcel all of which were positive for variable quantities of oyster and marine shell (Figure 12). No artifacts were found. It is possible that the site is a marginal eastern extension of 8PB7718, the Suni Sands shell midden east of the parcel.

One historic structure was documented on the parcel: 8PB20503—a wood frame residence. It is the consultant's opinion that the structure does not meet the criteria for listing in the National Register of Historic Places.

It is recommended that archaeological monitoring be conducted of ground-disturbing activities because of the proximity of the project parcel to known archaeological sites. In the event that human remains are discovered then the provisions of Chapter 872.05, Florida Statutes, will apply.

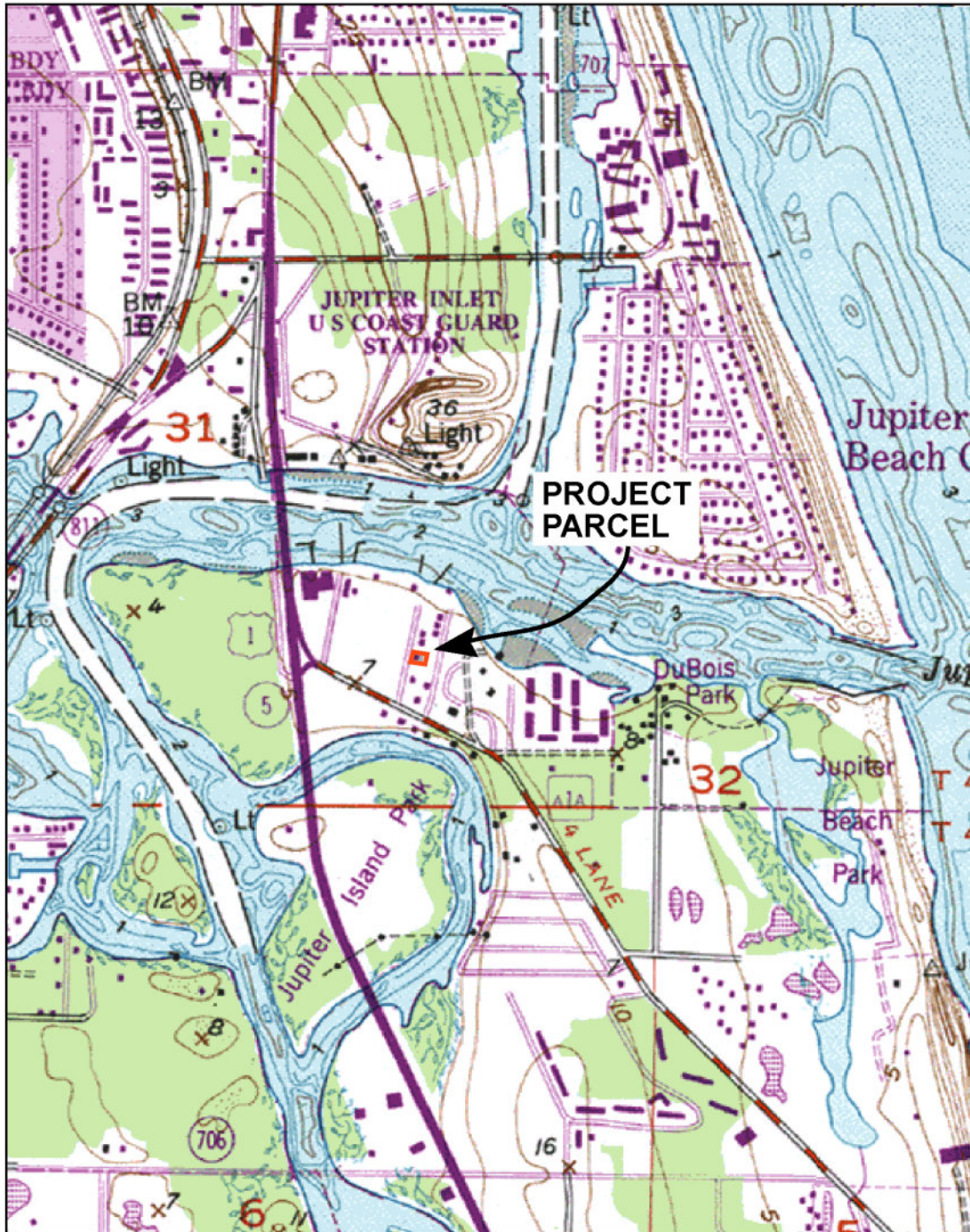
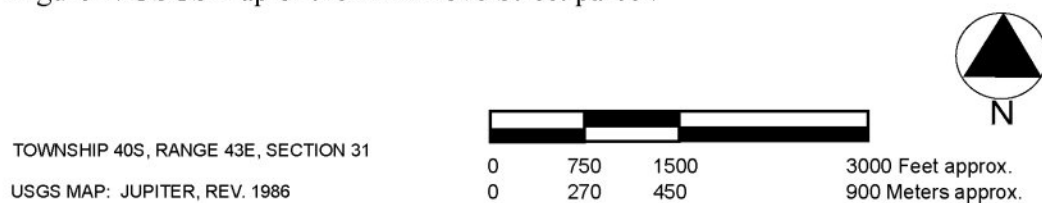


Figure 1. USGS map of the 1025 Love Street parcel.



PROJECT SETTING

The project parcel is located in Section 31 of Township 40S, Range 43E north of State Road A1A in the Town of Jupiter, Palm Beach County. The project parcel is a .14-acre residential lot. The parcel measures roughly 100 feet east-west by 75 feet along the eastern side of Love Street. The relevant USGS map is Jupiter, Florida (Figure 1).

Historically, the project parcel area was likely a cabbage palm/oak hammock. The parcel is about 5 feet above sea level. The parcel has been extensively altered by clearing. In the 1953 aerial photo (Figure 3) most of the area has been cleared and a small structure occurs on the parcel. The 1964 aerial photo indicates that the structure has been destroyed and residential development in the area is beginning, especially to the east where Suni Sands is redeveloped as a mobile home park (Figure 4). The existing structure on the parcel, a residence built in 1965, is evident on the 1968 aerial photo (Figure 5).

Sediments on the parcel are characterized as marine sands and shell hash mantling gray marine marl, a stratigraphy suggesting that the parcel area was inundated and may have been wetlands in the past several millennia. Mantled tan sands mixed with shells suggest water related deposits. Some evidence of redeposited dredged sediments also was observed on the parcel. The USDA soil survey characterizes the soil present as: Quartz zipsammments, shaped, 0-5 percent slopes (United States Department of Agriculture, 2024).

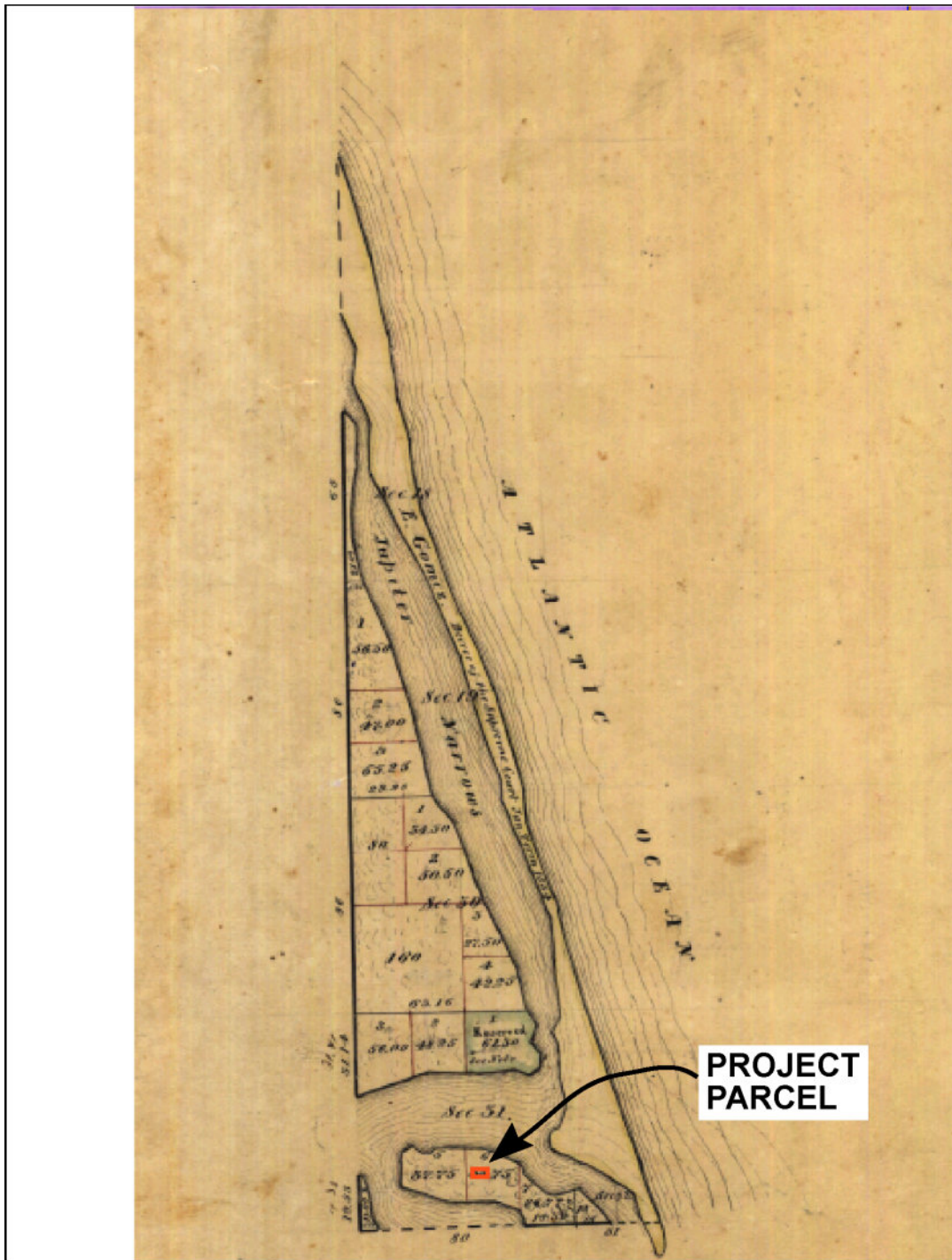


Figure 2. 1855 plat map for Township 40S, Range 43E with the project parcel boundaries superimposed.



0 1500 3000 6000 Feet approx.
0 450 900 1800 Meters approx.





Figure 3. 1953 black and white aerial photograph of the project parcel.

 = PROJECT PARCEL

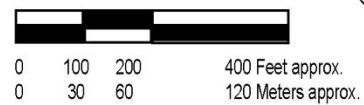




Figure 4. 1964 black and white aerial photograph of the project parcel.

 = PROJECT PARCEL

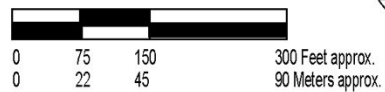
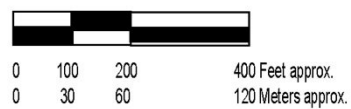




Figure 5. 1968 black and white aerial photograph of the project parcel.

 = PROJECT PARCEL



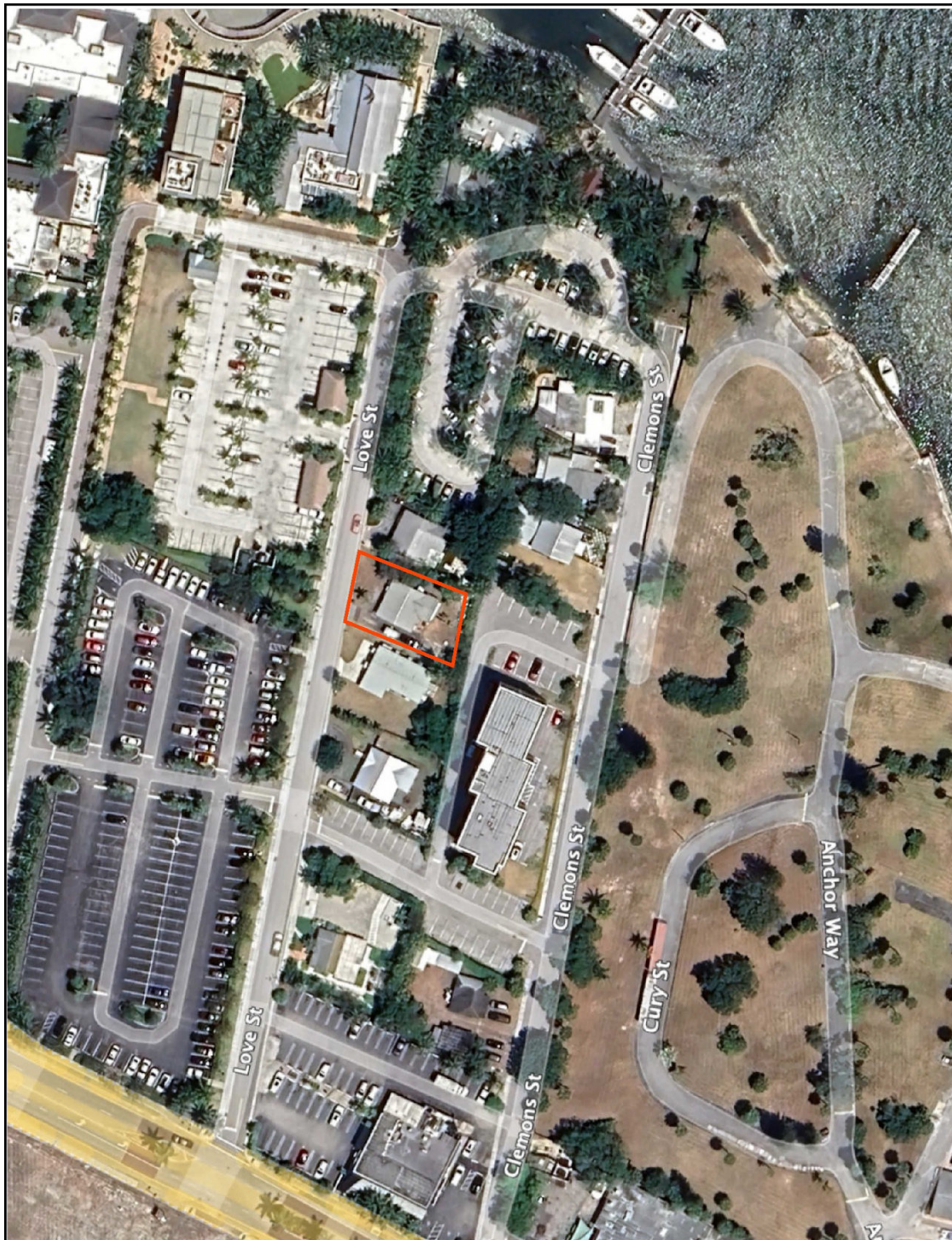


Figure 6. 2024 color aerial orthophotograph of the project parcel.

 = PROJECT PARCEL


 0 50 100 200 Feet approx.
 0 15 30 60 Meters approx.





Figure 7. Southwest corner of parcel, looking east-northeast at 8PB20503.



Figure 8. Digging Shovel Test 1 in southeast corner of parcel, view northwest of structure 8PB20503.



Figure 9. Northwest corner of parcel, looking southeast at structure 8PB20503.



Figure 10. Digging Shovel Test 2 in northeast corner of parcel, looking southwest at PB20503.

PREVIOUS RESEARCH

The first attempt at creating an inventory of archaeological sites in Palm Beach County was by John Goggin, who in the late 1940s and early 1950s compiled a list of sites in south Florida, many based on informant data but not visited by him. Goggin lists a total of 45 Palm Beach County sites. This initial inventory became the basis for the Florida Master File in Tallahassee initiated in 1967.

Systematic surveys of Palm Beach County began in 1991, when Florida Atlantic University prepared a predictive model for the unincorporated parts of the County (Kennedy et al., 1991). Their survey resulted in the field assessment of approximately 3000 acres and the evaluation of the status of recorded sites in the county, as well as the documentation of five previously unrecorded sites (Kennedy et al., 1991:104). Subsequently, AHC conducted a county-wide archaeological survey (Carr et al. 2003).

The Archaeological and Historical Conservancy conducted work within a one mile radius of the project parcel which includes work at the historic Jupiter Lighthouse (Archaeological and Historical Conservancy 2000, 2002), at the Jupiter Marina Site, 8PB09261 (Carr et al. 2008), and at the Dubois House on Jupiter Inlet (Carr et al. 2009).

In June, 2004 AHC conducted a Phase I assessment of the 2-acre Sawfish Bay Park parcel lying a short distance north of the project parcel. Archaeologist Victor Longo dug seven shovel tests, of which six were positive for historic and prehistoric cultural material resulting in the then newly-recorded site designation 8PB11388, the Sawfish Bay Park Site. The historic material was believed to originate from the 1890s Cabot family homestead and school, and the prehistoric component from an extensive shell midden (Archaeological and Historical Conservancy 2004).

AHC conducted an archaeological assessment and monitoring of the Jupiter BLM and Coast Guard Parcel (Archaeological and Historical Conservancy 2011).

AHC conducted Phase I assessments of several parcels across the street from the project parcel and extending to the inlet shore, collectively denoted 1116 Love Street (Archaeological and Historical Conservancy 2013). Sparse quantities of oyster shell and faunal bone were encountered.

In February, 2014, AHC completed a Phase I assessment of the Suni Sands parcel one lot east of the project parcel (Carr and Harrington 2015) and later Phase II (Carr et al. 2021) assessments of 8PB7718, the Suni Sands Shell Midden located east of the project parcel.

AHC conducted Phase I and II assessments of the nearby Kempe West parcel (Archaeological and Historical Conservancy 2017) and most recently of the Bayside Jupiter parcel adjacent to Sawfish Bay Park (Archaeological and Historical Conservancy 2024).

LITERATURE REVIEW

A search was requested on 8/6/24 with FDHR for archives and literature associated with the project area. This included site forms and reports from the Master Site File of previously recorded archaeological sites and cultural resource assessments in and within one mile of the project parcel (Table 1).

Table 1. Literature Review Summary

Previously Recorded Sites:	
Within Project Parcel	0
Within One Mile of Project Parcel	15
Previous Assessments:	
Within Project Parcel	0
Within One Mile of Project Parcel	38

A review of Florida site files and archives determined that sixteen previously recorded archaeological sites occur within one mile of the project parcel.

Table 2. Previously Recorded Sites Summary

Site Number	Site Name	Site Type	References	In Parcel	Out of Parcel
8PB34	Jupiter Inlet Historical and Archaeological Site	Prehistoric and Historic Resource Group	<i>Palm Beach Planning and Zoning Dept., 2006</i>		X
8PB34A	Jupiter Inlet Archaeological Site	Prehistoric coastal shell midden	<i>Palm Beach Planning and Zoning Dept., 2006</i>		X
8PB35	Jupiter Midden #2	Prehistoric Shell Midden	<i>AHC, 2008</i>		X
8PB170	NN	Prehistoric midden	<i>Wm. J. Kennedy, 1981</i>		X
8PB7718	Sunni Sands Shell Midden	Prehistoric Celt cache	<i>Panamerican Consultants, Inc., 2004</i>		X
8PB9261	Scheurich Midden	Prehistoric midden	<i>Snapp & Lewis, 2007; Panamerican Consultants, 2005</i>		X
8PB10940	Jonathan Landing	Prehistoric Shell Midden	<i>AHC, Report #419, 2003</i>		X
8PB11388	Harbor View	Prehistoric Midden with historic component	<i>AHC 2004, Survey #26471</i>		X
8PB11546	Milam Midden	Late Archaic with historic component	<i>No site file form available</i>		X
8PB11550	Meghen's Mound	Coastal midden	<i>Gregory J. Mount, 2006</i>		X
8PB13725	761 North A1A Concrete Slab	Historic 20 th Century Concrete Slab	<i>Environmental Services Inc. Survey #14415, 2007</i>		X
8PB15298	Celt Cache Site	Shell scatter and Strombus celt cache	<i>Joseph F. Mankowski, 2011</i>		X
8PB15396	North Jupiter BLM Site	Prehistoric midden/campsite	<i>Robert S. Carr et al, Survey #28763, 2014</i>		X
8PB16068	Assistant Lighthouse	19 th Century Historic Structure	<i>AHC Technical Report #958, 2010</i>		X

	Keeper's House				
8PB18534	Fullerton Island	Shell midden	<i>Chris Davenport, 2019</i>		X
8PB18544	Sawfish Bay	Shell midden	<i>Chris Davenport, 2019</i>		X
Note: ¹ Based on sites within one mile of the project parcel.					

A review of the state report files indicated that thirty-eight cultural resource assessments were previously conducted within one mile of the project parcel (Table 3).

Table 3. Previous Cultural Resource Assessments¹

Survey No.	Date	Author	Title	In Parcel	Out of Parcel
1804	1976	Sears, William H.	Archaeological Survey of API In, Jupiter Project.		X
605	1981	New World Research, Inc.	Literature review and Cultural Resources Survey of the U.S. Coast Guard Light Station, Jupiter Inlet, Palm Beach county, Florida.		X
593	1981	Bennett, W.J. Jr.	Cultural Resources Reconnaissance of the U.S. Coast Guard Facilities, Florida, SC and Puerto Rico.		X
408	1981	Humphries, Mark	Archaeological Survey of Government Lots 5 and 6, T40S-R43E.		X
2381	1990	Florida Department of Transportation	A Cultural Assessment Survey of SR 706 (Indiantown Road) in Palm Beach, Florida.		X
23509	1997	Lewis, Scott	Phase I report Archaeological Investigation of the Rest and Recovery center Parcel, Jupiter, Palm Beach County, Florida; conducted by SPLHPS Inc. Scott Lewis Project Manager, Annette Snapp, Consulting Archaeologist May 1997.		X
5325	1998	Janus Research, Inc.	Cultural Resource Assessment Survey of U.S. Coast Guard Exchange Project.		X
2031	2000	Archaeological and Historical Conservancy	Archaeological Excavations and Monitoring at the Jupiter Lighthouse Restoration Project, 8PB35, Palm Beach County, Florida.		X
8126	2001	Panamerican Consultants, Inc.	An Archaeological and Historical Survey of the Proposed Jupiter Eyeball Tower Location in Palm Beach County, Florida.		X
8118	2002	Archaeological and Historical Conservancy	Archaeological Testing and Monitoring of the Septic System Project Area at the Jupiter Inlet Coast Guard Station, Palm Beach County, Florida.		X
7878	2002	Archaeological and Historical Conservancy	Archaeological Monitoring of a Fenceline Installation at the Jupiter Inlet Coast Guard Station, Palm Beach County, Florida.		X
7849	2002	Archaeological and Historical Conservancy	Archaeological Monitoring of a Garage Demolition at the Jupiter Inlet Coast Guard Station, Palm Beach County, Florida.		X
26471	2004	Archaeological and Historical Conservancy	An Archaeological and Historical Assessment of the Sawfish Bay Park Parcel, Jupiter, Palm Beach County, Florida.	X	
14000	2006	Janus Research, Inc.	Cultural Resources Reconnaissance Study South Florida East Coast Corridor Transit Analysis Miami-Dade, Broward, and Palm Beach Counties.		X
14904	2007	Archaeological Consultants, Inc.	Cultural Resource Assessment Survey, Report U.S. 1/SR 5 Low Level Bridges Replacement Project Development and Environmental (PD&E) Study, Palm Beach County, Florida.		X

14415	2007	Environmental Services, Inc.	A Cultural Resources Assessment Survey of the 761 North A1A Tract, Palm Beach County, Florida.		X
26126	2008	Archaeological and Historical Conservancy	A Reconnaissance Cultural Resource Survey of Fullerton Island, Palm Beach County, Florida.		X
22875	2008	Jupiter Wreck, Inc.	Annual Report Jupiter Wreck Incorporated (JCI) 2006-2007.		X
16802	2008	Archaeological and Historical Conservancy	AHC Monitoring of Construction for Drainfields at Jupiter Lighthouse (8PB35).		X
15842	2008	Christian Davenport	The Results of a Historic Resources Assessment at the Susan DuBois Kindt Estate in an Unincorporated Portion of Jupiter, Florida.		X
16886	2009	Panamerican Consultants, Inc.	A Cultural Resource Assessment Survey of the Jupiter Inlet Fishing Piers in Jupiter, Palm Beach County, Florida.		X
16702	2009	Florida History, LLC	Archaeological and Historical Reconnaissance Survey at USCG Jupiter Inlet Light Station, Palm Beach County, Florida.		X
20693	2011	Environmental Services, Inc.	A Cultural Resource Assessment Survey of the Proposed Jupiter A1A Bike Path, Palm Beach County, Florida.		X
19931	2011	Archaeological and Historical Conservancy	A Phase I Cultural Resource Assessment of the Proposed Embankment Stabilization, Indian River BLM and Coast Guard Parcels, Palm Beach county, Florida.		X
19113	2011	Archaeological and Historical Conservancy	A Phase I Cultural Resource Survey of the Waterway Park Parcel, Jupiter, Palm Beach County, Florida.		X
25194	2013	Archaeological and Historical Conservancy	A Phase I Cultural Resource Assessment of the 1116 Love Street Parcel, Palm Beach County, Florida.		X
22877	2013	Jupiter Wreck, Inc.	Jupiter Wreck Incorporated (JWI) Annual Report Field Season 2011-2012.		X
20495	2013	Janus Research, Inc.	Cultural Resource Assessment Report for the All Aboard Florida Passenger Rail Project from Orlando to West Palm Beach.		X
20369	2013	Panamerican Consultants, Inc.	Submerged Cultural Resources Remote Sensing and Diver Identification of the Intracoastal Waterway, Jupiter, Florida.		X
20293	2013	Janus Research, Inc.	Cultural Resource Assessment Survey Jupiter US-1/Intracoastal Waterway Bridge from Ocean Boulevard (Mile Post 10.567) to Beach Road (Mile Post 11.127), Palm Beach County, Florida.		X
25174	2017	Archaeological and Historical Conservancy	A Phase I and II Cultural Resource Assessment of the Kempe West Parcel, Jupiter, Palm Beach County, Florida.		X
23478	2016	Tidewater Atlantic Research	Draft Report: Juno Beach Borrow Site, Submerged Cultural Resource Survey, Palm Beach County, Florida.		X
23490	2017	Janus Research, Inc.	Cultural Resource Assessment Survey State Road (SR) 5/US-1 Federal Highway Bridge from CR A1A to Beach Road, Palm Beach County, Florida.		X
26571	2019	Advanced Archaeology, Inc.	A Cultural Resources Assessment Survey of Sawfish Island, Palm Beach County, Florida.		X
28018	2020	Janus Research, Inc.	Cultural Resource Assessment Survey (CRAS) for the Village of Tequesta US-1 Bridge Reject Main Relocation Project, Palm Beach County, Florida.		X
27569	2020	Janus Research, Inc.	Addendum to the Cultural Resources Assessment Survey of Jupiter US-1/Intracoastal Waterway bridge (Jupiter Bridge) from Ocean Boulevard (Mile Post 10.567) to Beach Road (Mile Post 11.127) Palm Beach County, Florida (Florida Financial Management No. 42840.		X
28757	2015	Carr and Harrington	A Cultural Resource Assessment of the Sperry		X

		2015	Property/Suni Sands, Jupiter, Florida.		
28763	2014	Archaeological and Historical Conservancy	An Archaeological Assessment and Monitoring of the Jupiter BLM and Coast Guard Parcel, Palm Beach county, Florida.		X
Note: ¹ Based on assessments within one mile of the project parcel.					



Figure 11. USGS map depicting previously recorded archaeological sites within one mile of the project parcel.

CULTURAL SUMMARY

The project parcel is within the East Okeechobee archaeological area. The area east and southwest of Lake Okeechobee, including Palm Beach County, has long been an archaeological enigma due to a lack of systematic research in this region. John M. Goggin was the first to recognize this area as being distinctive, defining it as the East Coast Region of the Okeechobee archaeological subarea (Goggin n.d.). In his description of the region, Goggin noted that no “local” ceramic forms could be found here. This is partly a reference to the lack of known diagnostic decorated wares with a preponderance of sand tempered plain pottery, and decorated wares largely limited to St. Johns Plain and St. Johns Check-Stamped pottery, according to Goggin. Absent was the spectrum of incised and punctate decorated pottery that occurred to the immediate south of Palm Beach County.

Subsequent archaeological work in the area conducted in the 1970s by John Furey, a graduate student at Florida Atlantic University, focused on several sites in the Boca Raton area collectively known as the Spanish River Complex (Furey 1972). Although the complex was supposed to fall just within the southern border of Goggin's East Coast Region of the Okeechobee Subarea, Furey's ceramic analysis revealed that almost half of the sherd collection consisted of Belle Glade Plain. Partly because of this, Furey interpreted the Spanish River Complex as representing a coastal extension of the interior Belle Glade area. Furey concluded that coastal Martin and Palm Beach counties were predominantly influenced by the Lake Okeechobee area rather than from cultures to the south and north. Furey's interpretation was seemingly strengthened by Browning's (1975) work at the Rocky Point 2 Site (8MT33) in northern Martin County, where he reported a sherd assemblage that consisted of 25% Belle Glade Plain.

Despite these findings, Milanich and Fairbanks (1980) included the coastal portions of Martin and Palm Beach counties in a “Circum-Glades” area. They defined the “Circum-Glades” area as including all of southeastern Florida and the east coast as far north as Indian River County. The term “Circum-Glades” had been coined earlier by Griffin (1974) who argued that the major focus for settlement and subsistence in southeastern Florida was along the coasts. He interpreted the tree-island sites within the Everglades as small, temporary hunting camps, which were used sporadically by the coastal inhabitants. Milanich and Fairbanks considered this interpretation to be appropriate for coastal Palm Beach and Martin counties as well, although they provided little explanation for this conclusion.

Carr and Beriault (1984) rejected most of the cultural names and boundaries used by Milanich and Fairbanks for southern Florida and reiterated Furey's generalizations on the coastal portions of Martin and Palm Beach counties. They concluded that Boca Raton was the southern boundary of a separate cultural area which they called “East Okeechobee.” This area was seen to be mainly influenced from the west. Based on the work of Browning at Rocky Point, Carr and Beriault suggested that the northern boundary for the area was probably somewhere around the border of Martin and St. Lucie counties. A western boundary was chosen that would exclude inland sites in Martin and Palm Beach counties like Big Mound City (8PB48), the Boynton Mounds (8PB100), Barley Barber I (8MT19), and Belle Glade (8PB41), as these sites seemed to be part of an earthworks tradition associated with the Lake Okeechobee culture area.

In his synthesis of Everglades archaeology, Griffin (1988) provided a detailed description of his ideas concerning southern Florida prehistoric cultural boundaries. He supported the boundaries that Carr and Beriault used for their East Okeechobee Area, but he did not accept a name for the area. Instead, Griffin referred to the area as being "unclassified," probably due to the lack of archaeological work conducted there. He also refers to the area as being transitional between three different areas, presumably the Belle Glade Area to the west, the Everglades Area to the south and another cultural area to the north. He suggested that it might be more appropriate to consider this area to be a district of one of its neighboring areas.

Frequent contact and trade between the St. Johns, Indian River and East Okeechobee Culture Areas are documented in the archaeological record in Palm Beach County. Evidence of non-local contacts include St. Johns pottery, type X *Busycon* picks, *Busycon* adzes, and the presence of exotic northern trade goods such as greenstone celts and plummets (Rouse 1951, Goggin 1952, DuBois 1957 Kennedy et al. 1993, Wheeler 1993).

Ethnographic evidence for contact and trade between various regions, at least in historic times, can be found in *Jonathan Dickinson's Journal* (Dickinson 1985). On his journey up the coast to St. Augustine, Dickinson and his party stopped at Jece, which was likely an Ais village. When the leader of this village learned that the people of Jobe, a Jeaga town, had European goods that had been salvaged from Dickinson's wrecked ship, he went to Jobe himself and returned with most of it. This illustrates that the Jeaga, or at least the Jeaga town of Jobe, was in some kind of vassal-type relationship with the Ais, or at least with the town of Jece.

Thus, the main influence on the East Okeechobee area during the seventeenth century seems to have come from the northern cultural areas, such as the Indian River and St. Johns Areas, rather than from the Lake Okeechobee Area, as was previously thought. Contact and trade with the west certainly did occur, though. Influence from and trade with the Lake Okeechobee Area is evident in the East Okeechobee Area from the presence of Belle Glade Plain pottery. Several earthworks reminiscent of the Lake Okeechobee Area can also be found in the East Okeechobee Area. The Riviera Complex, for instance, was reported to have had sand earthworks (Goggin n.d., Small 1928). It is possible that this pottery, or at least the tradition of making St. John's pottery type, made its way to the southeast coast from East Okeechobean contact with the Lake Okeechobee Area. The same may be true for the *Busycon* adzes which have been found in post-archaic contexts in the Belle Glade and Ten Thousand Island areas (Wheeler 1993).

Until recent discoveries of Deptford pottery (Carr et al. 2018), it was thought that decorated ceramics were absent in this area prior to the appearance of St. Johns Check Stamped pottery. The numerous incised sand-tempered types, common in the Everglades Area, are almost completely absent from the East Okeechobee Area, especially as one moves further north in the area. Sand-tempered Plain is the dominant type, except in and around Boca Raton, which, as discussed, may be an eastern outpost for a Lake Okeechobee proto-chieftdom. Thus, sites closest to Boca Raton are expected to have a greater proportion of Belle Glade Plain pottery than sites farther to the north in this area. The types Belle Glade Plain, Sand-tempered Plain, St. Johns Plain, and St. Johns Check-stamped make up the bulk of all ceramic artifacts found here. Other types, such as Savannah Fine Cord-marked, Surfside Incised, Engelwood Incised, Opa Locka Incised, Dunn's Creek Red, Carrabelle Punctated, Little Manatee

Zoned Shell Stamped, St. Johns Simple Stamped, Weeden Island Incised, and Sarasota Incised have been recovered in very small amounts in the area and probably represent trade wares.

Non-ceramic artifacts that distinguish the East Okeechobee Area are *Busycon* adzes and picks typical of the Indian River and St. John's Areas. Rare trade items typical of these areas include greenstone celts and plummets. Bone artifacts, such as points and hair pins, are not uncommon and a few have been recovered with incised decorations (Wheeler 1992b, Kennedy et al. 1993).

Site types include oyster shell and black earth middens. Both villages and camp sites occur, with the largest sites being along the coast where small coastal procurement sites also have been recorded. The Singer Island Site (8PB214), for example, is located on a barrier island and seems to have served as both a site of procurement of sea turtles and other marine fauna and as a lookout point for the salvaging of shipwrecked European vessels (Dickel 1988). Sand burial mounds, such as the Highland Beach Burial Mound (8PB11), the Nebot Site (8PB219), the Palm Beach Inlet Mound (8PB29), Palm Beach 4 (8PB26) and 8PB4 of the Boca Raton Complex are not uncommon and are usually associated with coastal village complexes. Some, such as the Highland Beach Mound, contained large numbers of burials. A. E. Douglass (1882, 1885, 1890), an early explorer and amateur archaeologist, also reported excavating in a burial mound associated with the Jupiter Inlet Complex, although recent attempts to find this mound have been unsuccessful.

Almost all recorded habitation sites are located in what are now, or what once were, hardwood hammocks. Coastal sites are located in tropical hammocks and inland sites are generally located in "low" hammocks. There were several adaptive advantages associated with these ecosystems that made them quite attractive to the aborigines of the East Okeechobee Area and southern Florida in general. First, hammock vegetation, especially that of low or "hydric" hammocks, produces a great amount of edible fruits and seeds (Ewel 1990). Species that were or probably were important aboriginally include the cabbage palm, pigeon plum, *Ficus aurea* (strangler fig) and *Ficus citrifolia*, sea grape, "fox grapes," laurel and live oaks, persimmon and dahoon holly (Austin 1980). In addition, large numbers of potential game animals, including deer, are attracted to hammocks during mast (acorn) producing season. Low hammocks are also usually tree islands, surrounded by water or other ecosystems. Camping or living in such a place would allow easy access to drinking water and other ecosystems for foraging. Hammocks are also generally moist enough so that fires, especially campfires, would not have been a potential problem. Flooding would not have been a problem either, as hammocks usually occupy fairly high ground. Hammocks in their natural state are also often free of underbrush or herbs of any kind. This would make movement easy and provide work and living areas. Hammocks also lack the temperature extremes found in other ecosystems, providing enough shade during the day to keep temperatures within them fairly cool and trapping enough heat at night to keep temperatures from dropping too low. Finally, many hammock soils contain clay deposits, important for the manufacture of ceramic vessels.

Human burials reported in the area demonstrate several mortuary practices, including primary burials, extended burials, and bundle burials. Isolated burials have even been noted in village midden contexts (Kennedy et al. 1993, DuBois 1994). However, there is a general lack of discernable temporal and spatial patterns for the area, likely due to a lack of evidence and research in the area.

A tentative and general chronology for the East Okeechobee Area is summarized below.

PALEO PERIOD (10000 BC - 8000 BC)

Paleo Indians lived in southern Florida in association with megafauna including mammoths, bison, and horse. Deposits of fossilized Pleistocene bone have been uncovered by dredging and quarry operations from several locations across Palm Beach County and from solution holes in south Dade County. These deposits yielded a wide range of grazing ungulates and sloths, indicating the presence of more extensive grasslands than present (Webb and Martin 1974). With the extinction of the megafauna by about 11,000 BP, Paleo Indians adapted to the emerging wetlands of southern Florida and began to establish the patterns of subsistence that were to provide the basis of resource procurement for the subsequent 10,000 years.

Evidence of the Paleo period in southern Florida is now well established with the discovery of a late Paleo/Early Archaic site at Cutler in south Dade County (Carr 1986, 2015). Radiocarbon dates of $9,640 \pm 120$ years BP were determined for this site, associated with the exploitation of deer and rabbit, marine fauna, and some indication of hunting extinct horse and peccary. However, the majority of data from this site reflects a subsistence pattern after the extinction of New World megafauna.

ARCHAIC PERIOD (7500 BC - 750 BC)

During the Post Glacial, the sea level rose and greatly diminished Florida's land mass. It has been calculated that the rate of sea level rise was approximately 8.3 cm per 100 years from 6000 to 3000 BP. That rate has decreased to about 3.5 cm per 100 years from 3000 BP to present (Scholl and Stuiver 1967).

By 5000 BP, cypress swamps and hardwood forests characteristic of the sub-tropics began to develop in southern Florida (Carbone 1983, Delcourt and Delcourt 1981). The Archaic Period was characterized by an increased reliance on the shellfish and marine resources on the coast, and a generally expanded hunting, fishing, and plant gathering base throughout southern Florida.

EARLY ARCHAIC (7500 BC - 5000 BC)

To date, only a few sites are known in southern Florida that contain early Archaic components. The Cutler site seems to date mainly to the early Archaic, as do the Little Salt Spring and Warm Mineral Spring sites in Sarasota County. These two sites are both deep sinkholes that were probably utilized as waterholes in the early Archaic. There may be other south Florida sites from this time period but they are as yet unidentified. If such sites are found they are likely associated with solution holes, similar to the Sarasota sites, which served as ponds or waterholes in the past (Milanich 1994) or occur offshore.

MIDDLE ARCHAIC (5000 BC - 3000 BC)

During the middle Archaic larger areas of surface water were present in southern Florida. However, most known habitation sites are located around ancient hydric solution holes or around similar

features, which would have been good sources of water in the past. Little Salt Spring and Warm Mineral Spring have sizable Middle Archaic components as do the Bay West site in Collier County and the Republic Grove site in Hardee County (Milanich 1994).

One important culture trait peculiar to the Early and Middle Archaic of southern Florida is the mortuary pond. The Bay West site (Beriault et al. 1981), Little Salt Spring (Clausen et al. 1979), Warm Mineral Spring (Royal and Clark 1960), and the Republic Grove site (Wharton et al. 1981) all contain human interments in what were shallow ponds during the Middle Archaic. Preservation of organic materials from these pond burials is excellent because of the anaerobic condition of the ponds and the mucky soils that underlie them. Middle Archaic village middens may have been located on the edges of these mortuary ponds.

In addition to mortuary ponds, small campsites are also common for the middle Archaic. These camps frequently occur as scatters of lithic artifacts and debitage. The Westridge site (8BD1119) on Pine Island ridge may be the only mid-Archaic site identified to date in southeastern Florida (Carr et al. 1992).

LATE ARCHAIC (3000 BC - 750 BC)

By 1000 BC, the climate and environments of south Florida had reached its pre-drainage conditions. These expanding wetlands occurred in association with regionalization of cultures throughout Florida as Native Americans developed adaptations specific to their local environments (Milanich 1994). It was during this period that the first pottery was manufactured in Florida. The development of ceramics is important because it suggests that people at this time had adopted a more sedentary lifestyle.

Two separate late Archaic cultures can be identified archaeologically in South Florida: the Orange culture and what Pepe refers to as the Glades Archaic culture (Pepe 2000). Each of these cultures, and sites that can be attributed to them, are discussed below.

The Orange culture is known primarily from northeast Florida, including both the Atlantic coast and the St. Johns River drainage. The Orange peoples made a distinctive pottery tempered with fiber and they are associated with *Busycon* adzes and *Strombus* celts. It is possible that the *Busycon* adzes found in northeast Florida at this time were of local origin while the *Strombus* celts were traded from southeastern Florida (Wheeler 1994). Site types are generally oyster and coquina shell middens along the coast and freshwater pond snail middens along the inland rivers and streams. Some coastal shell rings also have been documented (Weisman 1992).

The Orange culture seems to have originated and been most prevalent in northeast Florida, where numerous sites date to this time. Orange Period artifacts have been recovered from several sites in southern Florida. In southwestern Florida, fiber-tempered pottery has been identified at the Palmer site and at Useppa Island (Marquardt 1992), several sites on Marco Island (Cockrell 1970), and at the Firebreak site. Several sites around Lake Okeechobee have also yielded fiber-tempered pottery, including Fort Center (Sears 1982), Pahokee Ridge #1 (8PB6293) and #2 (8PB6297) (Kennedy et al. 1991), and several sites on the Brighton Seminole Reservation (Carr and Steele 1995). In southeastern Florida, fiber-tempered pottery has been recovered along Biscayne Bay at the Atlantis site (Carr

1981a, 1981b) and at interior sites such as the Honey Hill site (8DA411) (Carr et al. 1992), the 202nd Street site in northern Dade County (Laxson 1962), and the Markham Park site (8BD183) in Broward County (Mowers and Williams 1974). Along the Atlantic coast east of Lake Okeechobee, a possible semi-fiber-tempered sherd was recovered from the House of Refuge Midden on Hutchinson Island in Martin County during avocational excavations (Feaster 1965). In addition, several possibly semi-fiber-tempered sherds from another Hutchinson Island site, Santa Lucea (8MT37), are on display at the Elliot Museum. Several semi-fiber-tempered sherds are also reported for Jupiter Inlet I (8PB34) farther south in Palm Beach County (Kennedy et al. 1993). Semi-fiber-tempered sherds were also recovered from the coastal Mt. Elizabeth site (8MT30) in a survey of Martin County (Carr et al. 1995).

This evidence shows that late Archaic peoples in southern Florida had some contact with the northern Orange culture. This contact may include migrations of Orange peoples and a limited southern extension of the Orange culture into south Florida.

Although Orange culture populations seem to have been present along the eastern edge of the East Okeechobee Area, our understanding of them is limited due to a lack of archaeological research. For example, no archaeological analysis has been conducted on the Reed Mound other than mapping and photographing (Sears and Hoffman 1965), so its exact cultural placement is uncertain. Much of the Orange component from the Jupiter Inlet I site may have been destroyed by 20th century shell mining operations (Kennedy et al. 1993), although the pottery has been recovered in recent years from the Jupiter Inlet area (Carr et al. 2016)

Pepe suggests that a separate late Archaic culture, which has been referred to as the "Glades Archaic" (Pepe 2000) also was present in southern Florida. The presence of this culture is suggested by numerous non-ceramic faunal bone middens now recognized as occurring on almost all interior tree islands or former tree islands in southern Florida. This site type is well documented for the Big Cypress Swamp (Ehrenhard et al. 1978, 1979, 1980) and the Brighton Seminole Reservation (Carr and Steele 1995). Similar sites are known from the Everglades, such as the Tree Island site (8DA1087) and the Bass Creek site (8BD2878). Several of these types of sites have also been identified from what once were the Loxahatchee Marsh (Carr et al. 1995) and Allapatah Flats in Martin County. Some of these sites, such as Reese #3 (8PB7988) and the Bass Creek and Tree Island sites, are dense and certainly represent long-term occupations. Smaller and less dense sites likely represent short-term camp sites. Faunal remains from these sites are all dominated by freshwater species, such as turtle, fish and pond apple snail, which could have been easily obtained from the wetlands that once surrounded most of these sites.

The fact that these sites are non-ceramic suggests that they represent short-term hunting camps occupied temporarily by coastal inhabitants, or that they date to pre-ceramic times. As stated above, the extreme densities of cultural deposits on some of these sites argue against them being anything other than permanent habitation sites. Research also shows that these tree island communities date back to at least 5000 BP, or 3000 BC (Kremer and Spackman 1981). This seems to rule out habitation of these sites during periods earlier than the late Archaic, although the possibility remains that initial occupation may have begun during mid-Archaic times at some.

Predominantly, the entire Orange ceramic tradition, including early St. Johns Plain, was probably not practiced by Glades Archaic peoples. Instead, it seems that the first pottery produced by many of these people was the crude Sand-tempered Plain recovered from later Glades I sites and components.

The general paucity of stone tools in southern Florida is due, in part, to a lack of adequate lithic resources in South Florida. The natural resources utilized and the food eaten by these people probably required little of the sort of archaeologically recognizable material culture represented by ceramic and lithic artifacts. Vegetable fibers, including wood, and bone probably provided most of the raw materials needed for artifact production. The use of biodegradable material translates into a low number of artifacts preserved from these sites. Most artifacts recovered are made from bone, although *Strombus* celts have been recovered from some sites. These celts most likely represent coastal procurement by Glades Archaic populations.

The Glades Archaic is postulated as being a culture that was well adapted to life within the interior wetlands during the Late Archaic Period. This adaptation was so complete that Glades culture was able to remain relatively unchanged for over 2000 years.

EAST OKEECHOBEE PERIOD (CA. 750 BC - AD 1750)

The East Okeechobee I period (750 BC - ca. AD 800) is characterized by undecorated sand-tempered pottery in most of the area, such as in the Hungryland Midden, 8PB6294 (Kennedy et al. 1991), the numerous sites recently identified along the upper Loxahatchee River (Kennedy et al. 1991; Kennedy, Jester, Pepe, Sinks and Wernecke 1994; Kennedy, Jester, Pepe, Sinks, Wernecke and Flaherty 1994; Carr et al. 1995), and in basal levels of Jupiter Inlet I, 8PB34 (Kennedy et al. 1993). Belle Glade Plain is a minor type except in and around Boca Raton where it is the dominant type and sand-tempered plain is the minor type. This pattern is evidenced by the ceramic assemblage from the Spanish River Complex (Furey 1972). Again, this is probably the result of a Lake Okeechobean settlement in the Boca Raton area. Other types of pottery are absent or make up only trace amounts of total assemblages from this period. It is important to note that this period is marked by an absence of St. Johns pottery. This seems to demonstrate a direct transition from the Glades Archaic rather than from the Orange.

As with the Glades Archaic, sites seem to be concentrated in the interior wetlands rather than on the coast. However, the upper Loxahatchee River sites seem to demonstrate that, unlike the earlier Glades Archaic, East Okeechobee I sites may be found along the upper reaches of rivers and streams in the area. These sites probably represent camps that were occupied seasonally and not located in exactly the same place every year. This would explain the extended length and unevenly distributed middens of most of the upper Loxahatchee sites. Coastal sites such as Jupiter Inlet I were probably occupied as well during this time. The time span for this period is quite long but it could possibly be broken down into sub-periods if more research is done in the area. Changes in ceramic rim styles may prove to be the most useful tool for that purpose.

The East Okeechobee II period can be tentatively stated as starting around AD 800 extending to about AD 1000. This relatively short period is marked by the appearance of St. Johns Plain ceramics as documented at Jupiter Inlet I (8PB34) and Suni Sands (8PB7718). The noticeable lack of St. Johns ceramics in the interior sites mentioned for the last period testifies to a change in settlement patterns

for East Okeechobee II. It appears that permanent settlements in this period were concentrated along the coast for the first time (excepting earlier Orange settlements). In the southern part of the area, dominated by the proposed Lake Okeechobean settlement, this period is marked by an increase in the use of Sand-tempered plain pottery and by a corresponding slight decrease in Belle Glade Plain. The dates for this period in and around Boca Raton may also be slightly later, perhaps from about AD 950 to AD 1200.

Jupiter Inlet I (8PB34) has provided a radiocarbon date from the beginning of the East Okeechobee III Period. The marker type for this period, St. Johns Check Stamped, makes its first appearance at ca. AD 1000-1200. In all parts of the East Okeechobee Area though, this period is marked by a substantial increase in the St. Johns ceramic series, until St. Johns Plain and St. Johns Check-Stamped become the dominant types. This can be seen at the Riviera Site, 8PB30 (Wheeler 1992). Before the St. Johns series becomes dominant in the Boca Raton area though, the increase in Sand-tempered Plain and decrease in Belle Glade Plain continues, so that, for a while at least, both the amounts of Sand-tempered Plain and the St. Johns wares are increasing simultaneously. This period ends with the appearance of European goods. A tentative date in line with other areas in southern Florida for sustained European contact is ca. AD 1500.

The subsequent East Okeechobee IV Period is marked by essentially the same ceramics as the previous period except with the addition of European goods. The St. Johns series is dominant (the Riviera Site, 8PB30, suggests that St. Johns Check-Stamped may actually be the most dominant ware). The tribe encountered in the East Okeechobee Area by Europeans at this time was called the Jeaga. It is possible that the Jeaga were under the political dominance of the Calusa, a tribe centered on the southwestern coast of Florida (Fontaneda in True 1945). However, the large amount of St. Johns pottery and other artifacts from the Indian River and St. Johns Areas in the East Okeechobee Area during this time may suggest dominance by the northern Ais areas instead. Jonathan Dickinson observed that the Jeaga were forced to hand over their shipwrecked cargo to the Ais, their neighbors to the north (Andrews and Andrews 1945). Thus, if the Calusa did exert any control over the Jeaga, it was minimal or sporadic and was not as strong as was exerted by the Ais during this time period.

HISTORIC PERIOD (AD 1750AD - AD 1900)

It has been estimated that there were about 20,000 Indians in south Florida when the Spanish arrived (Milanich and Fairbanks 1980). By 1763, when the English gained control of Florida, that population had been reduced to several hundred. These last survivors were reported to have migrated to Cuba with the Spanish (Romans 1962); however, it is likely that the so-called "Spanish Indians" (Sturtevant 1953), who raided Indian Key in 1840, were the mixed-blood descendants of the Calusa and/or refugees from north Florida missions raided by the English in the early eighteenth century. The Spanish-Indians joined the Seminoles, who had fled en masse into south Florida in 1838 after the Battle of Okeechobee, although some Creek and north Florida groups apparently had migrated to south Florida earlier in the century.

A large Seminole population had resettled on the Loxahatchee River during the Second Seminole War by 1838. That settlement was again displaced in the Battle of Loxahatchee the same year. Fort Jupiter was constructed in 1838 at nearby Pennock Point.

METHODOLOGY

ARCHIVAL REVIEW

Prior to conducting fieldwork in the project parcel, relevant archives and literature were reviewed. This included, but was not limited to, studying the previous archaeological reports for sites in coastal Palm Beach County and the Jupiter Inlet area, reviewing information from the Master Site File in Tallahassee concerning nearby sites, and examining USGS maps of the project area. A review of the LABINS database of land surveys also was conducted. In addition, color and black and white aerial photographs from the project area, which could aid in revealing anthropogenic changes to the topography and floral communities, were reviewed.

RESEARCH DESIGN

This Phase I cultural resource survey of the 1025 Love Street parcel incorporated the use of certain predictive archaeological site models. These models postulate that elevated coastal hammocks adjacent to wetlands (i.e. salt marshes and estuarine features) are generally moderate to high probability areas for being associated with archaeological sites. Hammocks and anthropogenic anomalies can be identified examining vintage aerial photographs taken prior to modern development. The topographic information on the Jupiter Quadrangle map for the area were used. It was determined that overall, the parcel had a medium probability for containing archaeological sites, based on its proximity to historic and prehistoric cultural deposits along the Jupiter Inlet.

FIELDWORK

The project parcel was assessed by pedestrian survey and subsurface testing. A total of four shovel tests were excavated in the limited available locations around a residential structure occupying the parcel. All holes were 50 cm square and dug to a depth of 100 cm where possible. All recovered sediments were subject to sifting through a 1/4-inch screen.

The residential structure was determined to be historic and was assessed by an architectural historian.

COLLECTIONS

Four shovel tests produced shell refuse. All field notes and maps repose at the AHC offices in Davie.

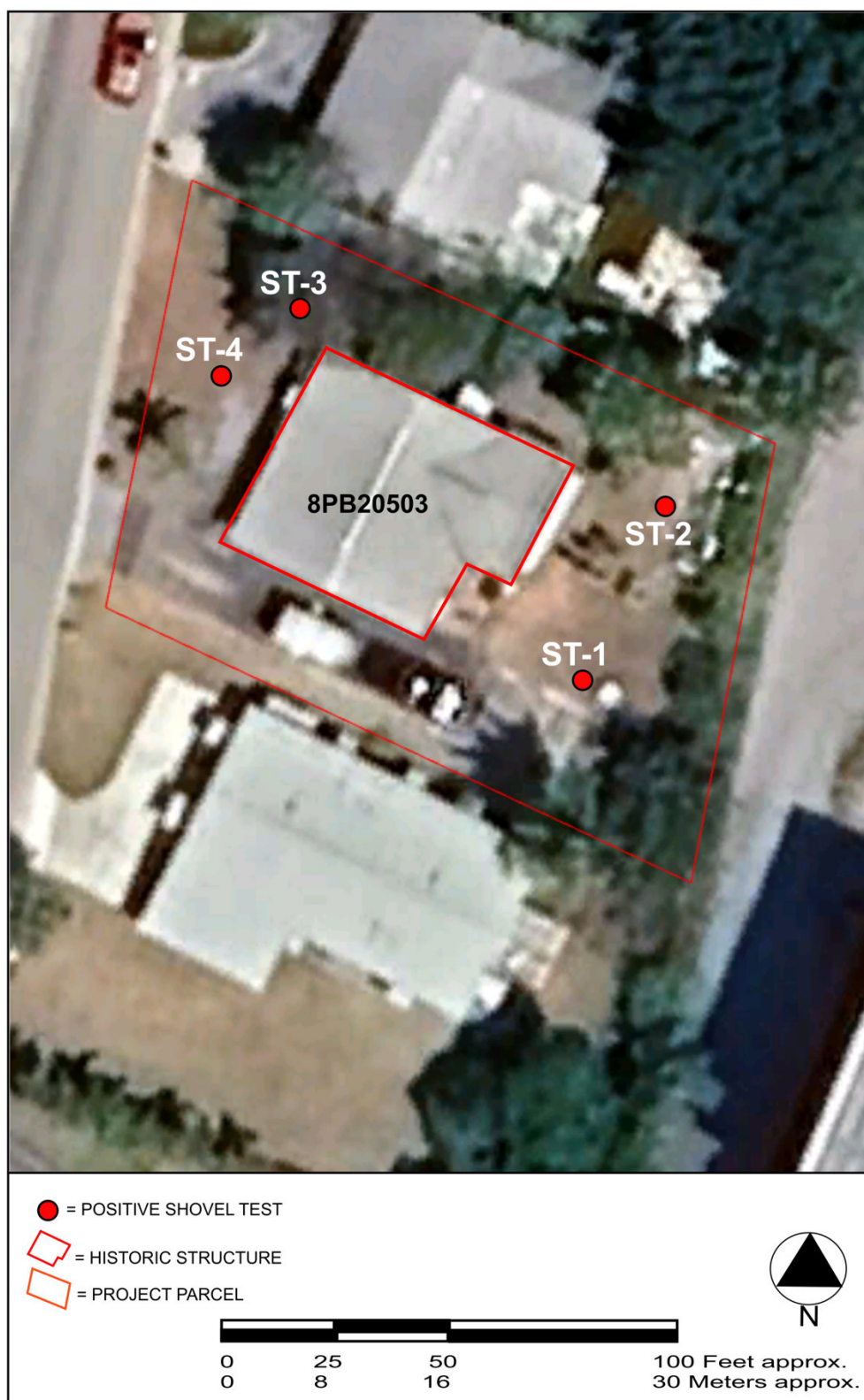


Figure 12. 2024 aerial photograph showing the location of shovel tests.

SUMMARY OF SITES

Site Name:	Suni Sands western component
State Site Number:	8PB7718
Environmental Setting:	Historic: cabbage palm/oak hammock Modern: built-on residential lot
Location:	Township 40S, Range 43E, Section 31
Site Type:	Shell scatter
Site Function:	Resources procurement
Description:	The site is characterized by a shell scatter, possibly an extension of the Suni Sands site to the east. The shell occurred between 30cm and 140cm below the surface.
Chronology:	Prehistoric: period unknown
Collections:	FS 1-4: shell refuse (95% oyster, 5% clam)
Previous Research:	None
Preservation Quality:	Poor to Fair, the area was cleared and a building constructed.
Ownership:	Private
Significance:	The site within the project parcel is not eligible for listing in the National Register of Historic Places.



Figure 13. Northwest of Shovel Test 1 looking southeast.



Figure 14. North wall profile of Shovel Test 1. Prehistoric shell refuse was found in fine sand at 35-135cm below redeposited soils.

SUMMARY OF SITES

Site Name:	1025 Love Street
State Site Number:	8PB20503
Environmental Setting:	Historic cabbage palm/oak hammock
Location:	Township 40S, Range 43E, Section 31
Site Type:	Building
Site Function:	Residence
Description:	The resource is an L-shaped, single-story, wood frame residence of a common type, minimally ornamented. The house has a built-in utility room and Florida room extension to the rear, and its windows are shaded by clamshell awnings. It has a composition-shingled, intersecting gable roof. The exterior fabric is primarily vertically grooved, rough-finished, plywood siding (T1-11). The windows are aluminum-framed, single hung sash. The foundation is slab on grade.
Chronology:	Historic: 1965
Collections:	N/A
Previous Research:	None
Preservation Quality:	Good.
Ownership:	Private
Significance:	The resource does not appear to meet criteria for listing on the National Register of Historic Places.



Figure 15. Main entrance of 8PB20503 looking southeast.



Figure 16. Rear entrance to 8PB20503 looking northwest.

RESULTS AND CONCLUSIONS

This Phase I cultural resource assessment of the 1025 Love Street Parcel resulted in the documentation of shell refuse possible associated with site 8PB7718. Four shovel tests were dug across the parcel. All tests were positive for prehistoric oyster shell.

The shell was found from 30-45cm to 120-140cm in very fine sand below redeposited soils consisting of fine loamy sand. The shell refuse (95% oyster, 5% clam) increased in density from west to north with the following weights of shell. ST-1: 658 grams. ST-2: 331 grams. ST-2: 32 grams. ST-4: 183 grams.

No artifacts were found. It is the consultant's opinion that the site within the project parcel is not eligible for listing in the National Register.

One historic structure occurs on the project parcel. The single-story, wood frame residence built in 1965 was assessed by an architectural historian and newly documented as 8PB20503. In the consultant's opinion, 8PB20503 does not meet eligibility criteria for listing in the National Register.

Although a systematic effort was made to locate other sites on the subject parcel without positive results, there is still the potential of archaeological features or artifacts occurring on the parcel. Should subsequent development reveal this, efforts should be made to protect and document these resources.

It is recommended that archaeological monitoring be conducted of ground-disturbing activities because it encompasses archaeological materials and the proximity of the project parcel to known archaeological sites. In the event that human remains are discovered then the provisions of Chapter 872.05, Florida Statutes, will apply.

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APPENDIX I: FLORIDA SURVEY LOG

Ent D (FMSF only) _____



Survey Log Sheet

Florida Master Site File
Version 5.0 3/19

Survey # (FMSF only) _____

Consult *Guide to the Survey Log Sheet* for detailed instructions.

Manuscript Information

Survey Project (name and project phase)

1025 Love Street Phase I

Report Title (exactly as on title page)

A Phase I Cultural Resource Assessment of the 1025 Love Street Parcel, Palm Beach County, Florida

Report Authors (as on title page)

1. Carr, Robert S.

3. Franklin, Ryan

2. Imboden, Maleah

4. Beriault, John G.

Publication Year 2024

Number of Pages in Report (do not include site forms) 38

Publication Information (Give series, number in series, publisher and city. For article or chapter, cite page numbers. Use the style of *American Antiquity*.)

AHC Technical Report #1480

Supervisors of Fieldwork (even if same as author) Names

Robert S. Carr

Affiliation of Fieldworkers: Organization

AHC

City Davie, Florida

Key Words/Phrases (Don't use county name, or common words like *archaeology*, *structure*, *survey*, *architecture*, etc.)

1. Jupiter Inlet

3. Sperry

5. _____

7. _____

2. Suni Sands

4. _____

6. _____

8. _____

Survey Sponsors (corporation, government unit, organization, or person funding fieldwork)

Clear Sponsor Values

Name _____

Organization _____

Address/Phone/E-mail _____

Recorder of Log Sheet John G. Beriault

Date Log Sheet Completed 8-6-2024

Is this survey or project a continuation of a previous project?

☐ No☐ Yes:

Previous survey #s (FMSF only) _____

Project Area Mapping

Clear Mapping Values

Counties (select every county in which field survey was done; attach additional sheet if necessary)

1. PB

3. _____



5. _____



2. _____



4. _____



6. _____



USGS 1:24,000 Map Names/Year of Latest Revision (attach additional sheet if necessary)

1. Name JUPI

Year 1986

4. Name _____

☐ Year _____

2. Name _____



Year _____

5. Name _____

☐ Year _____

3. Name _____



Year _____

6. Name _____

☐ Year _____

Field Dates and Project Area Description

Fieldwork Dates: Start 8-2-2024 End 8-6-2024 Total Area Surveyed (fill in one) _____ hectares 0.14 acres

Number of Distinct Tracts or Areas Surveyed 1

If Corridor (fill in one for each) Width: _____ meters _____ feet Length: _____ kilometers _____ miles

Research and Field Methods

Types of Survey (select all that apply): ☒ archaeological ☒ architectural ☒ historical/archival ☐ underwater
☐ damage assessment ☐ monitoring report ☐ other(describe): _____

Scope/Intensity/Procedures

Judgmental shovel testing with 4 shovel tests across parcel in accessible areas, all positive for prehistoric oyster shell

Preliminary Methods (select as many as apply to the project as a whole)

☒ Florida Archives (Gray Building) ☐ library research- *local public* ☐ local property or tax records ☒ other historic maps ☐ LIDAR
☐ Florida Photo Archives (Gray Building) ☐ library-special collection ☐ newspaper files ☒ soils maps or data ☐ other remote sensing
☒ Site File property search ☐ Public Lands Survey (maps at DEP) ☒ literature search ☐ windshield survey
☒ Site File survey search ☐ local informant(s) ☐ Sanborn Insurance maps ☒ aerial photography
☐ other (describe): _____

Archaeological Methods (select as many as apply to the project as a whole)

☐ Check here if **NO** archaeological methods were used.
☐ surface collection, controlled ☐ shovel test-other screen size ☐ block excavation (at least 2x2 m) ☐ metal detector
☐ surface collection, uncontrolled ☐ water screen ☐ soil resistivity ☐ other remote sensing
☒ shovel test-1/4" screen ☐ posthole tests ☐ magnetometer ☐ pedestrian survey
☐ shovel test-1/8" screen ☐ auger tests ☐ side scan sonar ☐ unknown
☐ shovel test 1/16" screen ☐ coring ☐ ground penetrating radar (GPR)
☐ shovel test-unscreened ☐ test excavation (at least 1x2 m) ☐ LIDAR
☐ other (describe): _____

Historical/Architectural Methods (select as many as apply to the project as a whole)

☐ Check here if **NO** historical/architectural methods were used.
☐ building permits ☐ demolition permits ☐ neighbor interview ☐ subdivision maps
☐ commercial permits ☐ windshield survey ☐ occupant interview ☐ tax records
☐ interior documentation ☒ local property records ☐ occupation permits ☐ unknown
☒ other (describe): Newspaper files

Survey Results

Resource Significance Evaluated? ☐ Yes ☐ No Clear Check Boxes

Count of Previously Recorded Resources 1 Count of Newly Recorded Resources 1

List Previously Recorded Site ID#s with Site File Forms Completed (attach additional pages if necessary)

PB7718

List Newly Recorded Site ID#s (attach additional pages if necessary)

PB20503

Site Forms Used: ☐ Site File Paper Forms ☒ Site File PDF Forms

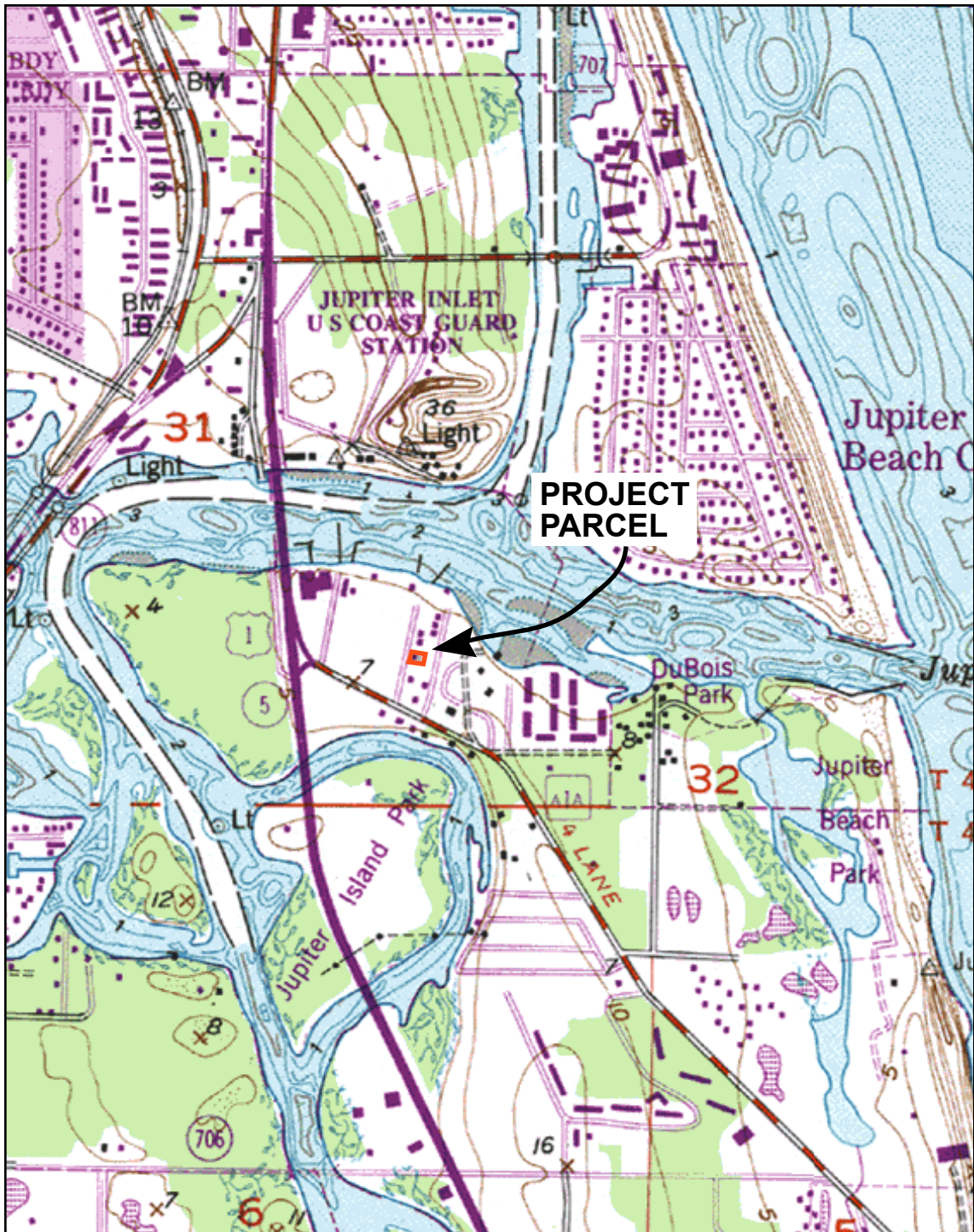
REQUIRED: Attach Map of Survey or Project Area Boundary

SHPO USE ONLY

SHPO USE ONLY

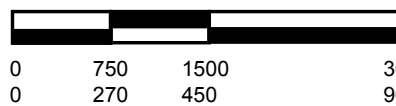
SHPO USE ONLY

Origin of Report: ☐ 872 ☐ Public Lands ☐ UW ☐ 1A32 # _____ ☐ Academic ☐ Contract ☐ Avocational
☐ Grant Project # _____ ☐ Compliance Review: CRAT # _____
 Type of Document: ☐ Archaeological Survey ☐ Historical/Architectural Survey ☐ Marine Survey ☐ Cell Tower CRAS ☐ Monitoring Report
☐ Overview ☐ Excavation Report ☐ Multi-Site Excavation Report ☐ Structure Detailed Report ☐ Library, Hist. or Archival Doc
☐ Desktop Analysis ☐ MPS ☐ MRA ☐ TG ☐ Other: _____
 Document Destination: PLPR Plotability: _____ ▼



USGS map of the 1025 Love Street parcel.

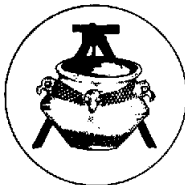
TOWNSHIP 40S, RANGE 43E, SECTION 31
 USGS MAP: JUPITER, REV. 1986



3000 Feet approx.
 900 Meters approx.

APPENDIX II: FLORIDA SITE FORMS – 8PB7718, 8PB20503

☐ Original
☐ Update



ARCHAEOLOGICAL SITE FORM

FLORIDA MASTER SITE FILE

Version 5.0 3/19

Consult Guide to Archaeological Site Form for detailed instructions

Site #8 **DA7718**
Field Date 8-6-2024
Form Date 8-13-2024
Recorder # _____

[Clear Form Values](#)

Site Name(s) Suni Sands western component Multiple Listing (DHR only) _____
Project Name 1025 Love Street Phase I Survey # (DHR only) _____
Ownership: ☐ private-profit ☐ private-nonprofit ☐ private-individual ☐ private-nonspecific ☐ city ☐ county ☐ state ☐ federal ☐ Native American ☐ foreign ☐ unknown

LOCATION & MAPPING

[Clear Location Values](#)

USGS 7.5 Map Name JUPI USGS Date 1986 Plat or Other Map _____
City/Town (within 3 miles) Jupiter In City Limits? ☐ yes ☐ no ☐ unknown County PB
Township 40S Range 43E Section 31 ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
Township ☐ Range ☐ Section _____ ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE
Landgrant _____ Tax Parcel # 30-43-40-31-04-008-0110
UTM Coordinates: Zone ☐ 16 ☐ 17 Easting ☐ ☐ ☐ ☐ ☐ ☐ Northing ☐ ☐ ☐ ☐ ☐ ☐
Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
Address / Vicinity / Route to:
E side of Love St off A1A 2 blocks S of US1

Name of Public Tract (e.g., park) Suni Sands

TYPE OF SITE (select all that apply)

SETTING	STRUCTURES OR FEATURES	FUNCTION
☒ Land (terrestrial) ☐ Lake/Pond (lacustrine) ☐ River/Stream/Creek (riverine) ☐ Tidal (estuarine) ☐ Saltwater (marine)	☐ log boat ☐ agric/farm building ☐ burial mound ☐ building remains ☐ cemetery/grave ☐ dump/refuse ☐ earthworks (historic)	☐ fort ☐ midden ☐ mill ☐ mission ☐ mound, nonspecific ☐ plantation ☐ platform mound
☐ Wetland (palustrine) ☐ usually flooded ☐ usually dry ☐ Cave/Sink (subterranean) ☐ terrestrial ☐ aquatic	☐ road segment ☒ shell midden ☐ shell mound ☐ shipwreck ☐ subsurface features ☐ surface scatter ☐ well	☐ campsite ☐ extractive site ☒ habitation (prehistoric) ☐ homestead (historic) ☐ farmstead ☐ village (prehistoric) ☐ town (historic) ☐ quarry (prehistoric)

Other Features or Functions (Choose from the list or type a response.)
1. Subsurface shell scatter 2. ☐

CULTURE PERIODS (select all that apply)

ABORIGINAL	NON-ABORIGINAL
☐ Alachua ☐ Archaic (nonspecific) ☐ Archaic, Early ☐ Archaic, Middle ☐ Archaic, Late ☐ Belle Glade ☐ Cades Pond ☐ Caloosahatchee ☐ Deptford ☐ Englewood ☐ Fort Walton ☐ Glades (nonspecific) ☐ Glades I ☒ Glades II ☐ Glades III ☐ Hickory Pond ☐ Leon-Jefferson ☐ Malabar I ☐ Malabar II ☐ Manasota ☐ Mississippian ☐ Mount Taylor ☐ Norwood ☐ Orange ☐ Paleoindian ☐ Pensacola ☐ Perico Island ☐ Safety Harbor ☐ St. Augustine ☐ St. Johns (nonspecific) ☐ St. Johns I ☐ St. Johns II ☐ Santa Rosa ☐ Santa Rosa-Swift Creek ☐ Seminole (nonspecific) ☐ Seminole: Colonization ☐ Seminole: 1st War To 2nd ☐ Seminole: 2nd War To 3rd ☐ Seminole: 3rd War & After ☐ Swift Creek (nonspecific) ☐ Swift Creek, Early ☐ Swift Creek, Late ☐ Transitional ☐ Weeden Island (nonspecific) ☐ Weeden Island I ☐ Weeden Island II ☒ Prehistoric (nonspecific) ☐ Prehistoric non-ceramic ☐ Prehistoric ceramic	☐ First Spanish 1513-99 ☐ First Spanish 1600-99 ☐ First Spanish 1700-1763 ☐ First Spanish (nonspecific) ☐ British 1763-1783 ☐ Second Spanish 1783-1821 ☐ American Territorial 1821-45 ☐ American Civil War 1861-65 ☐ American 19th Century ☐ American 20th Century ☐ American (nonspecific) ☐ African-American

Other Cultures (Choose from the list or type a response. For historic sites, give specific dates.)
1. ☐ 2. ☐ 3. ☐ 4. ☐

OPINION OF RESOURCE SIGNIFICANCE

[Clear Significance Values](#)

Potentially eligible individually for National Register of Historic Places? ☐ yes ☐ no ☐ insufficient information
Potentially eligible as contributor to a National Register district? ☐ yes ☐ no ☐ insufficient information
Explanation of Evaluation (required if evaluated; use separate sheet if needed)

Sparse scatter, possible marginal extension of known site to east.

Recommendations for Owner or SHPO Action

No further action.

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 Clear Check Boxes NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see <i>National Register Bulletin</i> 15, p. 2)	Date _____ Init. _____ Date _____
--	---	--------------------------------------

FIELD METHODS (select all that apply)

SITE DETECTION

- ☐ no field check
☒ literature search
☐ informant report
☐ remote sensing
- ☐ exposed ground
☐ posthole tests
☐ auger tests
☐ unscreened shovel
- ☐ screened shovel
☒ screened shovel-1/4"
☐ screened shovel-1/8"
☐ screened shovel-1/16"

- ☐ bounds unknown
☐ none by recorder
☐ literature search
☐ informant report

SITE BOUNDARY

- ☐ remote sensing
☐ exposed ground
☐ posthole tests
☐ auger tests
- ☐ unscreened shovel
☒ screened shovel
☐ block excavations
☐ estimate or guess

Other methods; number, size, depth, pattern of units; screen size (attach site plan)

4 shovel tests in accessible areas.

SITE DESCRIPTION

Clear Description Values

Extent/Size (m²) 500 Depth/stratigraphy of cultural deposit (describe below)

35-40cmts to 120-140cmts

Temporal Interpretation - Components (check one): ☐ single component ☐ multiple component ☐ uncertain

Describe each occupation in plan (refer to attached large scale map) and stratigraphically. Discuss temporal and functional interpretations:

Possible marginal association with PB7718.

Integrity - Overall disturbance: ☐ none seen ☐ minor ☐ substantial ☐ major ☐ redeposited ☐ destroyed-document! ☐ unknown

Disturbances / threats / protective measures

Development

Surface collection: area collected _____ m² # collection units _____ Excavation: # noncontiguous blocks _____

ARTIFACTS

Clear Artifact Values

Total Artifacts # _____ Count _____ Estimate _____

Surface # _____ Subsurface # _____

COLLECTION SELECTIVITY

- ☐ unknown
☐ unselective (all artifacts)
☐ selective (some artifacts)
☐ mixed selectivity

SPATIAL CONTROL

- ☐ uncollected ☐ general (not by subarea)
☐ unknown ☐ controlled (by subarea)
☐ variable spatial control
☐ other (describe in comments below)

ARTIFACT CATEGORIES and DISPOSITIONS

ALL - SHFD

☐	☐
☐	☐
☐	☐
☐	☐
☐	☐
☐	☐
☐	☐

select a disposition from the list below
for each artifact category selected at left

A - category always collected
S - some items in category collected
O - observed first hand, but not collected
R - collected and subsequently left at site
I - informant reported category present
U - unknown

Artifact Comments

DIAGNOSTICS (type or mode, and frequency: e.g., Suwanee ppk, heat-treated chert, Deptford Check-stamped, ironstone/whiteware)

- | | | |
|-------------------|-------------------|-------------------|
| 1. _____ N= _____ | 4. _____ N= _____ | 7. _____ N= _____ |
| 2. _____ N= _____ | 5. _____ N= _____ | 8. _____ N= _____ |
| 3. _____ N= _____ | 6. _____ N= _____ | 9. _____ N= _____ |

ENVIRONMENT

Clear Environment Values

Nearest fresh water: Type RIVE Name Loxahatchee River Distance from site (m) 130Natural community MRHA Topography STSR Elevation: Min 2 m Max 2 mLocal vegetation Cabbage palms, miscellaneous shrubberyPresent land use Residential

SCS soil series _____ Soil association _____

DOCUMENTATION

Clear Documentation Values

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

- 1) Document type ALL Maintaining organization AHCI
Document description Field notes, maps, photos File or accession #'s 2024.92
- 2) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

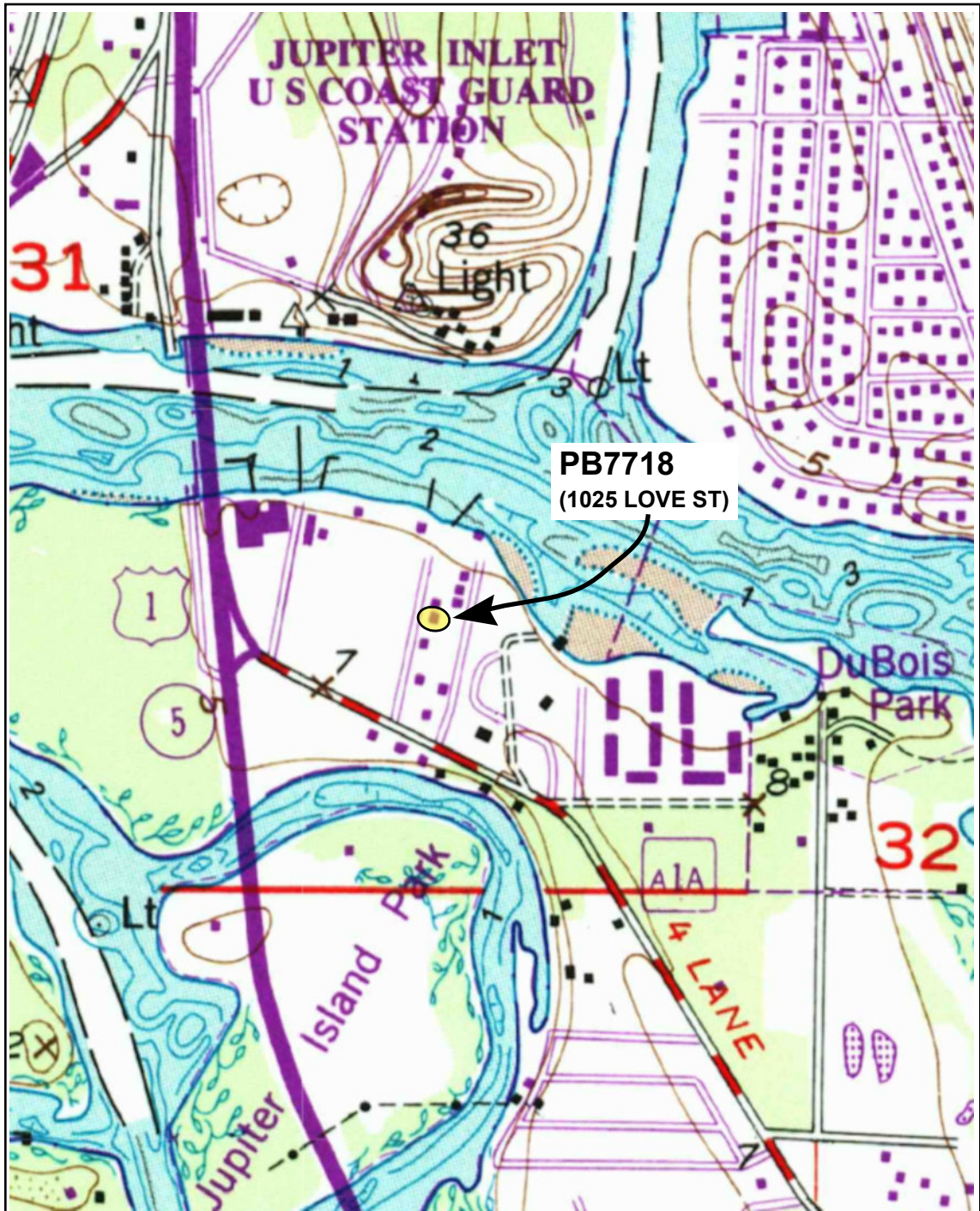
RECORDER & INFORMANT INFORMATION

Informant Information: Name _____

Address / Phone / E-mail _____

Recorder Information: Name Robert S. Carr Affiliation AHCIAddress / Phone / E-mail 4800 SW 64 Ave Ste 107 Davie FL 33314 archlgcl@bellsouth.net (954) 792-9776/9954**Required
Attachments**

❶ **PHOTOCOPY OF 7.5' USGS QUAD MAP WITH SITE BOUNDARIES MARKED and SITE PLAN**
Plan at 1:3,600 or larger. Show boundaries, scale, north arrow, test/collection units, landmarks and date.



USGS map showing the location of 8PB7718, 1025 Love Street component.



TOWNSHIP 40S, RANGE 43E, SECTION 31

USGS MAP: JUPITER, REV. 1983



0 250 500 1000 Feet approx.
0 75 150 300 Meters approx.



Advanced Archaeology, Inc.
1126 S. Federal Hwy. #263
Ft. Lauderdale, FL 33316
Phone: 954-270-6624
Email: contact@advancedarchaeology.com

August 16, 2024

Stephanie A. Thoburn
Assistant Director of Planning and Zoning
Town of Jupiter
210 Military Trail
Jupiter, Florida 33458

Re: Report Review – *A Phase I Cultural Resource Assessment of the 1025 Love Street Parcel, Palm Beach County, Florida. AHC Technical Report No. 1480*

Dear Mrs. Thoburn,

This letter is provided as a review of the above referenced CRAS report (dated August 2024) that the Archaeological and Historical Conservancy, Inc. (AHC) submitted in accordance with the Town of Jupiter's Historical and Archaeological Protection Division of the Town Code (27-2443.11[e][1]) for the 1025 Love Street parcel.

In August 2024, a CRAS was conducted by AHC of the 1025 Love Street parcel, which resulted in the excavation of a total of four shovel tests that were placed across the property. All shovel tests were determined to be positive for containing cultural material, characterized by shell refuse that potentially demonstrate that the cultural deposit represents a western extension of site 8PB7718 (Suni Sands). Also, one existing historic wood-framed structure found within the parcel was documented as site 8PB20503.

AHC concluded that the component of site 8PB7718 that is located within the subject parcel and site 8PB20503 does not meet the eligibility criteria for listing in the *National Register of Historic Places*. AHC recommends that archaeological monitoring be conducted during ground disturbances associated with the proposed work plans.

Based on the information provided, I concur with AHC's determinations. I recommend the approval for a Certificate to Dig with the condition that intensive archaeological monitoring be conducted during future ground-disturbing activities within the parcel in order to document additional archaeological deposits that may be uncovered.

Please contact me with any questions or comments.

Sincerely,

A handwritten signature in cursive script, reading "Joseph F. Mankowski". The signature is written in dark ink on a light-colored background.

Joseph F. Mankowski, M.A., RPA – Advanced Archaeology, Inc.
Archaeological Consultant for the Town of Jupiter



Advanced Archaeology, Inc.
1126 S. Federal Hwy. #263
Ft. Lauderdale, FL 33316
Phone: 954-270-6624
Email: contact@advancedarchaeology.com

August 16, 2024

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Sincerely,

A handwritten signature in cursive script, reading "Joseph F. Mankowski". The signature is written in dark ink on a light-colored, slightly textured background.

Joseph F. Mankowski, M.A., RPA – Advanced Archaeology, Inc.
Archaeological Consultant for the Town of Jupiter

**TOWN OF JUPITER STAFF REPORT FOR THE
ALICE KITCHING BENTON HOUSE CERTIFICATE OF APPROPRIETNESS
HISTORIC RESOURCES BOARD**



DATE: September 9, 2024
TO: Members of the Historic Resources Board
FROM: Stephanie A. Thoburn, Assistant Dir. Planning and Zoning
SUBJECT: **Alice Kitching Benton House** – Special Certificate of Appropriateness application for a *circa* 1931 single-family house and accessory storage building for adaptive reuse.

PZ 24-6118
T. Hart

Historic Resources Board: 09/16/24

Project Information

Project Name:	Alice Kitching Benton House Certificate of Appropriateness
Owner/Applicant:	Stacey Telenzak
Agent:	Bondi Construction, LLC
Location:	408 Center Street
Acreage:	0.17± acres
Future Land use designation:	High Density Residential
Zoning:	R-1 Single Family Residential
Existing use:	1,223 sq. ft. Beauty Salon and 306 sq. ft. accessory storage building consisting of a: • 1,027 sq. ft. <i>circa</i> 1931 historic portion • 196 sq. ft. <i>circa</i> 1986 non-historic addition • 180 sq. ft. <i>circa</i> 1931 restored open front porch • 306 sq. ft. <i>circa</i> 1931 historic storage building
Request:	Consideration of a Certificate of Appropriateness that has expired for a <i>circa</i> 1931 single-family house and accessory storage building on ± 0.17 acres of property, located at 408 Center Street.

Background and History

The approved Certificate of Appropriateness (COA) for the subject property has expired on **July 1, 2024** prior to the expiration of the site plan and special exception. The site plan and special exception application was extended through the state issued development order extension process and has a new expiration date of **October 19, 2026**. Expiration of the COA occurred because the applicant did not meet Section 27-3439 that requires 25 percent of the approved improvements be completed within 24 months of the approval.

Part of the delay was based on a condition of approval required through the site plan and special exception. The condition was to provide a recorded 5-foot-wide Center Street right of

way dedication and four-foot-wide alley easement to the County prior to the issuance of development permits. Due to delays by the county to approve the agreements, the Town processed a site plan amendment application to allow for draft agreements instead of the recorded finalized agreements with the County. This modification allowed for the approval of the property's development permits that were on hold. As a result, the COA needs to be reapproved by the Historic Resources Board. Staff is currently proposing an amendment to this code section to address this scenario from reoccurring.

Analysis

Attachment A includes the COA for the Alice Kitching Benton house with a few modifications that have been removed from the request shown as ~~strike-through~~ and underline from the document. The COA before the Board is the generally the same as previously approved except for the following modifications:

- The removal of the ADA ramp is no longer needed on site due to the elevation of the property being raised (Page 3 of Attachment A);
- The removal of the proposed railings for the associated ADA Ramp that is no longer necessary (Figure 4 of Attachment A); and
- Revised Elevation Drawing without ADA Ramp and Stairs. (Figure 8 of Attachment A).

Attachments:

Attachment A – Certificate of Appropriateness for the Alice Kitching Benton House
Attachment B – Approved Site Plan

* Please contact Thatcher Hart at Thatcherh@jupiter.fl.us or 561-741-2464 in order to obtain a copy of the proposed plans or any attachments.

File Path: V:\PlanningZoning\Staff\WP51\Signature - HRB\9.16.24\Alice Kitching Benton COA\Final\Alice Kitching Benton House COA Staff Report.docx
September 9, 2024

**CERTIFICATE OF
APPROPRIATENESS**
FOR
TOWN OF JUPITER

THE ALICE KITCHING-BENTON HOUSE
408 CENTER STREET

FINAL PLANS
Historic Resources Board Approval
June 21, 2022 / Resolution #20-22

PREPARED BY:



1934 Commerce Lane, Suite 1
Jupiter, Florida 33458

COTLEUR & HEARING (AGENT) FOR STACEY TELENZAK (OWNER)

I. GENERAL INFORMATION

For the purposes of historic designation and according to restrictions and obligations, the owner is seeking to designate the original 1931 residential and storage buildings, at 408 Center Street in the Town of Jupiter. The subject structures, the original 1,168 square foot portion and the 289 square foot storage building, shall be referred to as the “structure(s)” throughout this application document.

The structures are primarily made of Dade County Pine, thus the need to protect, and preserve the Dade County Pine, as it is very hard to find and somewhat extinct.

The applicant is not requesting historic designation for the parcel of land, nor the 196 square foot extension located on the west side of the house, as illustrated in the Historic Designation Map which has been provided in Figure 9 on page 12.

In 1986, a 196 square foot addition to the original circa 1931 structure was permitted by the Town. The building plan for the 1986 addition illustrates the differences between the original to non-original construction (see Figure 10 on Page 13). This includes modern supports for the crawl space, noncontinuous roof lines and a distinguished west-ward extension of the typically symmetrical shot-gun style house.

All non-original structural building elements on the applicant’s property including fencing, landscaping, hardscape, crawlspace access and lighting are not subject to historic designation and according to restrictions, obligations, or review as applicable per standards regulated and enforced by the Town of Jupiter Historic Resource Board. As such, future modifications made to these non-designated portions of the structure and site shall not be subject to the certificate of appropriateness standards in the Town of Jupiter Municipal code. It should be noted that the applicant is not requesting concurrent grant funding or review at this time.

II. PROPOSED SCOPE OF WORK

This Certificate of Appropriateness (COA) application is seeking “pre-approval” for renovation and alteration requests, by the Historic Resource Board, prior to future building permit applications. HRB approval is necessary to for the applicant to proceed with the Historic Adaptive Reuse on the subject structure. All request items shall be consistent with the Secretary of Interior’s, “Using the Standards and Guidelines for Preservation, Rehabilitation, Restoration and Reconstruction Projects”

According to the Secretary of Interior, rehabilitation is defined as *“the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.”* The Rehabilitation Standards *“acknowledge the need to alter or add to a historic building to meet, continuing, or new uses while retaining the building’s historical character.”*

REHABILITATION

An open style porch was originally constructed circa 1931, with the original structure. The porch was enclosed during the 1970's, by a previous property owner. According to the Secretary of Interior's Guidelines on Historic Structures, if a missing feature is important to the character of the structure, replacement of the feature is always recommended. In this case, the current property owner is proposing to restore the porch as noted below.

The proposed colors and materials correspond with the simplicity of the architectural style of the original structure in regard to shape, detail, size and massing.

FRONT FAÇADE AND FRONT PORCH RESTORATION

The applicant is requesting to restore the front (north) façade by removing the north, east and west walls that currently enclose the porch and replacing the existing bead board wood paneling adjacent to the front door and the aluminum siding on the balance of the front elevation with Hardie board siding. The four existing columns and header will be analyzed and replaced in kind if necessary.

See rendering on page 11 (Figure 8).

RAILING

Railings, balusters, and deck post caps are proposed on the newly restored open porch. The dimensions are appropriately sized, straight wood in style, simple, functional, and not overly ornate.

~~The ADA ramp railing connecting the sidewalk to the subject structure, which is not included within this COA, will tie into and complement the proposed the proposed porch railing with handrails in accordance with ADA code. Shape and massing are considered when modern materials are utilized.~~

Details of the railing, baluster and post caps are provided in the material section below on Figure 4. The owner will provide greater detail for review by staff in the building permit phase of the project, to ensure that all elements are consistent with the style.

FRONT WINDOWS AND DOOR

Rough window openings were found behind the bead board paneling on front of the house in the enclosed porch. The general contractor (GC) of record opened a small hole with a camera and found only the rough window openings. There are currently no windows on the front façade.

The rough window opening on the either side of the front door, match the size and shape of the existing windows on the east elevation. The Owner is proposing to restore the window openings custom aluminum with impact rated clear glass, with the mullions and details to match the style of the existing windows that include a vertical mullion pattern on the top four

divided lights. Modern impact rated glass is proposed to protect the integrity of the house during storm events.

The existing *circa* 1970's front door is not wide enough to meet ADA standards and is proposed to be replaced with a half-light glass door with two raised panels as shown below in the material section (Figure 6).

EXISTING WINDOWS, HURRICANE PROTECTION

The owner is proposing aluminum hurricane panels over the existing windows openings. Fasteners are to be installed within the initial rehabilitation of the house and the panels are only required with inclement weather.

STORAGE

The existing auxiliary storage building has been altered by the previous owner and is also expected to undergo a smaller renovation to bring the building back to a more historically accurate look.

The galvanized metal panels utilized as siding are proposed to be removed and replaced with a historically accurate Hardie Board Siding. The Hardie board will match the white aluminum wood grain siding used on the main building and the two other sides of the storage building. Additionally, the double wood/glass French doors on the Storage Building are in poor condition. The Owner will attempt to restore the existing wood French doors; however, if restoration is not feasible the Owner is requesting to have approval to replace the existing doors with solid double fiberglass two panel doors.

Major Maintenance, Alteration, or Repair: Much of the subject structure is in an overall good condition, with few areas being of neglect and un-maintained. As such, some of the following renovations are proposed in the case of maintenance.

- Hardie Board with 5" exposure and wood grain painted white to replace poor siding when needed. The Hardie board has a thirty-year warranty and provides a sustainable exterior shell that will protect the Dade Pine wooden frame from any potential harsh humidity and moisture common to our South Florida weather patterns. The contractor will repair wood framing found during the construction process if required. Hardie board also excels in providing hurricane protection, flood, and fire protection. This makes it a superb material for an exterior shell material. The wood grain finish will strongly resemble the original siding in finish and shadow casting.
- Wood Repair to potentially damaged wood structure on the porch or in the garage will occur during the rehabilitation and restoration process.

Demolition: Selective demolition is proposed on the sections of the porch and garage that require rehabilitation and restoration to maintain historical accuracy. Specific demolition will occur on the porch windows, three exterior walls and interior siding of the front porch residence wall. The original Dade County Pine Roof is to remain as it is in excellent condition. Handrails and entrances will be opened to period correct style.

III. WORK PLAN

The chronology of work begins with the parking lot and while simultaneously demolishing portions of the existing porch exterior walls and windows, as discussed above. After the initial analysis, the wood columns and beams are installed or repaired, to support the existing Dade County Pine roof and framing. Restoration of the front façade, installation of the windows, door and railing complete the front façade and porch. The restoration of the auxiliary storage building are next, including the door and siding. Both structures are then painted. Fasteners are installed for hurricane protection; the remaining site work and landscape complete the project.

IV. MATERIALS SAMPLE AND COLOR

SIDING

The existing siding on the house and north and east side of the auxiliary storage building is made of aluminum. A close up photo is provided below in Figure 1 .



Figure 1: Photo of Existing Aluminum Siding

The front façade of the main structure, as well as the south and west side of the storage building are proposed with the Hardie Plank lap siding, mechanically fastened to existing framing. The finish will result in a 5" exposure to match existing house and storage building (see Figure 2 below).



Figure 2: Proposed Hardie Board Lap Siding

PAINT SCHEME

The owner is requesting to paint the existing siding trim, soffit and fascia Benjamin Moore “White” OC-151, as shown in Figure 3 below.

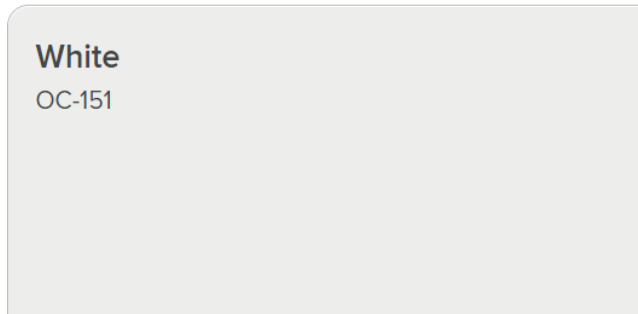


Figure 3: Proposed Paint Color

FRONT PORCH RAILING

The proposed deck railing, balusters and deck post cap details are provided in Figure 4.



Figure 4: Railing Details

FRONT WINDOWS

As noted in the Rehabilitation section of this report, the replacement windows on the front elevation are proposed to have aluminum frames, and clear impact rated glass. The proposed windows will be custom made to match the existing size, massing, frame, details, and mullions of the existing windows, as shown in Figure 5 below.



Figure 5: Photo of Existing Windows, East Elevation

DOORS

Renderings of the proposed front door with half-light and two panels and the double six-panel doors proposed for the auxiliary storage building is provided in Figure 6 and 7 below.



Figure 6: Front Door

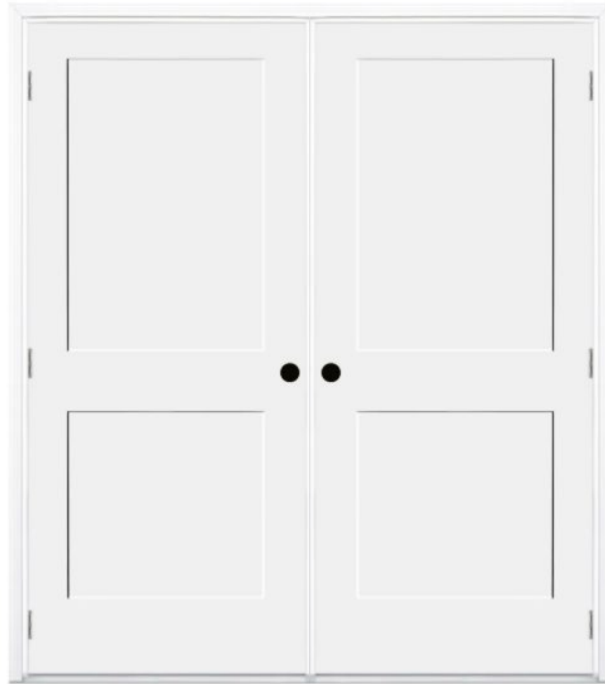


Figure 7: Double Door, storage building

V. WAIVER AND NON CONFORMITIES

FINISHED FLOOR ELEVATION

The subject structure is located partially in the Flood Hazard Area Zones Subzone A7 and Zone B. As required in section 1201.3 *Flood Hazard Areas* of the Florida Building Code, all proposed work, including repairs, work required due to a change of occupancy, and alterations, constitutes substantial improvement, the building shall comply with Section 1612 of the *Florida Building Code, Building* or Section R322 of the *Florida Building Code, Residential* as applicable

However, the applicant is requesting a waiver to the finished floor elevation of the structure. The structure received an historic preservation designation, comply with the standards set forth herein with this certificate of appropriateness.

The subject site is naturally inclined to flood due to the shifting variation in elevations. A drainage plan has been provided which shows the ability of the site to direct storm water to existing infrastructure or distributing it to the groundwater system.

Without an exception, the subject site would require a lifting of the structure or even a potential relocation from the existing site. The Owner obtained a cost estimate to lift the structure to meet base flood elevation (See Attachment A). Ultimately the Owner determined that lifting the house would diminish the historic value of the property and would be an undue burden upon the property owner who is looking to preserve the structure where it sits today.

REAR SETBACK

According to a survey dated July 7, 2020, the auxiliary storage building is currently setback a minimum of 0.2 feet from the rear property line and 1.0 feet from the west side property line. Section 27-3393, entitled "Certain nonconforming and substandard lots" allows the rear setback to be reduced to 10 feet and the side setback to be reduced to 5 feet. Therefore, the auxiliary storage building is nonconforming due to the setbacks at which it was constructed in *circa* 1931. Pursuant to Section 27-3397, entitled "Alterations, repairs, and maintenance", a nonconforming building may be maintained and repairs and alterations may be made but no structural alterations may be made except those required by law. The proposed siding and door replacement is consistent with Section 27-3397.

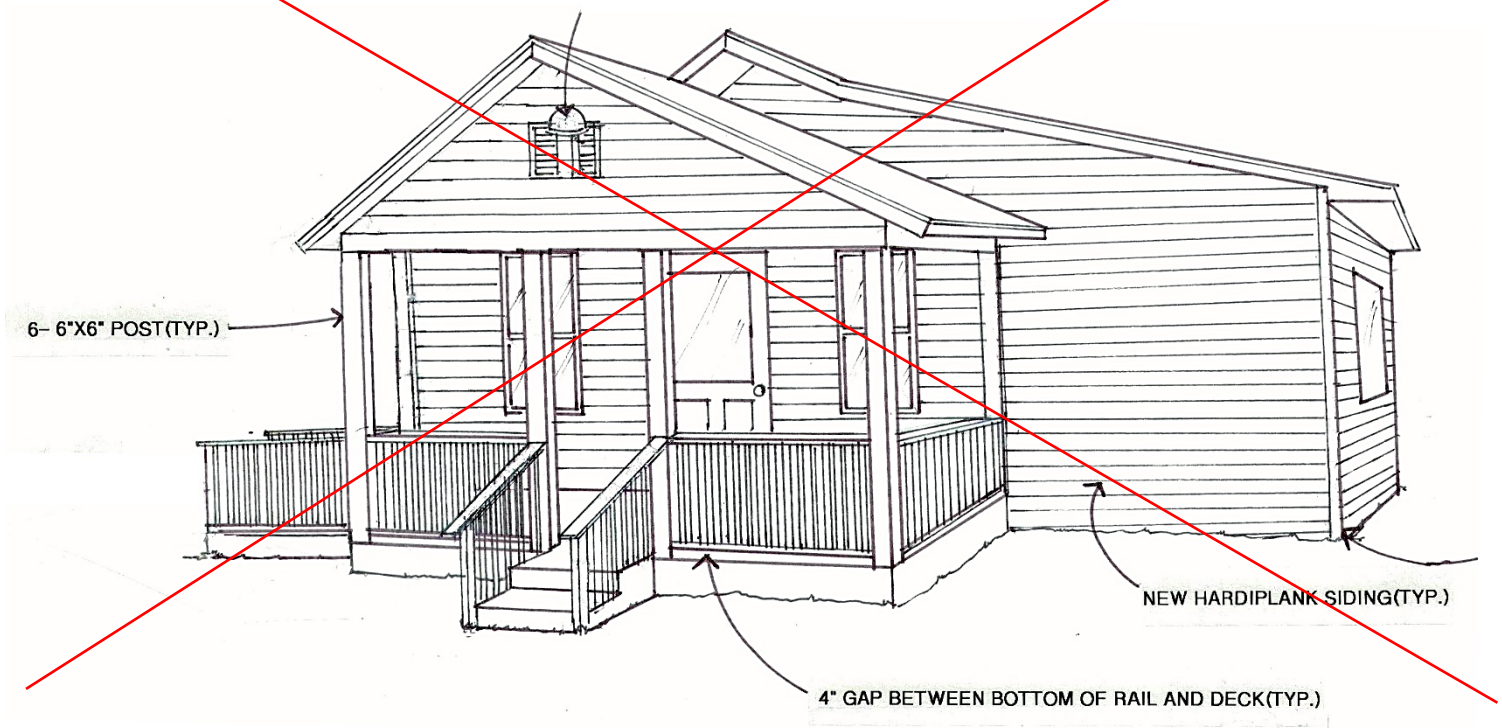
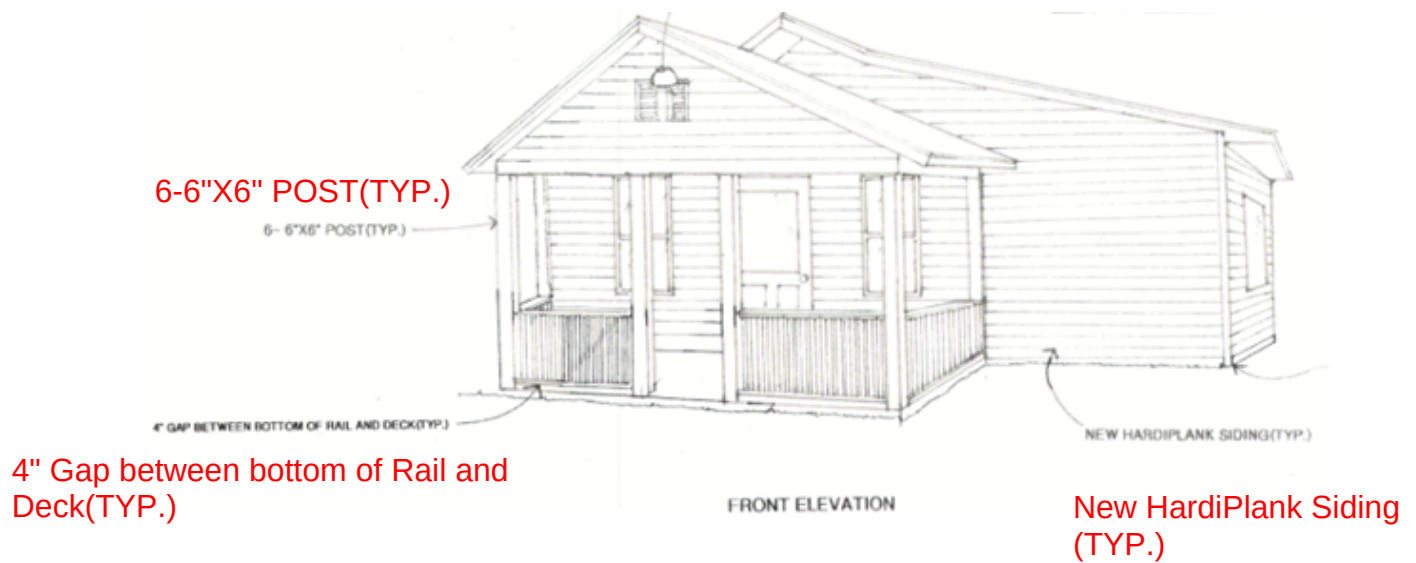


Figure 8: Architectural Rendering of Subject Building



Alice Kitching-Benton House
Certificate of Appropriateness

October 1, 2021 FINAL PLANS, June 21, 2022 / Resolution #20-22

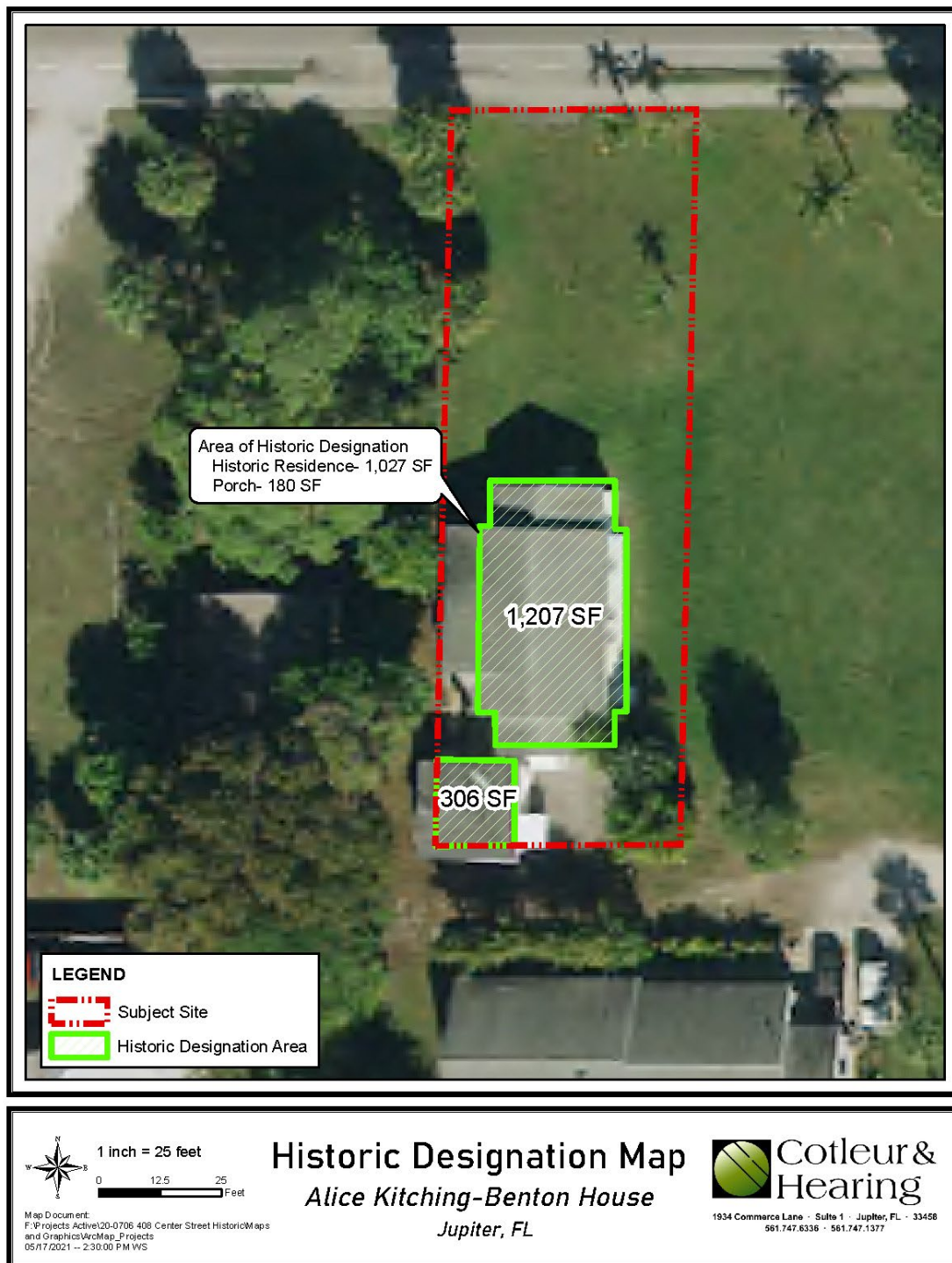


Figure 9: Historic Designation Map

October 1, 2021 FINAL PLANS, June 21, 2022 / Resolution #20-22

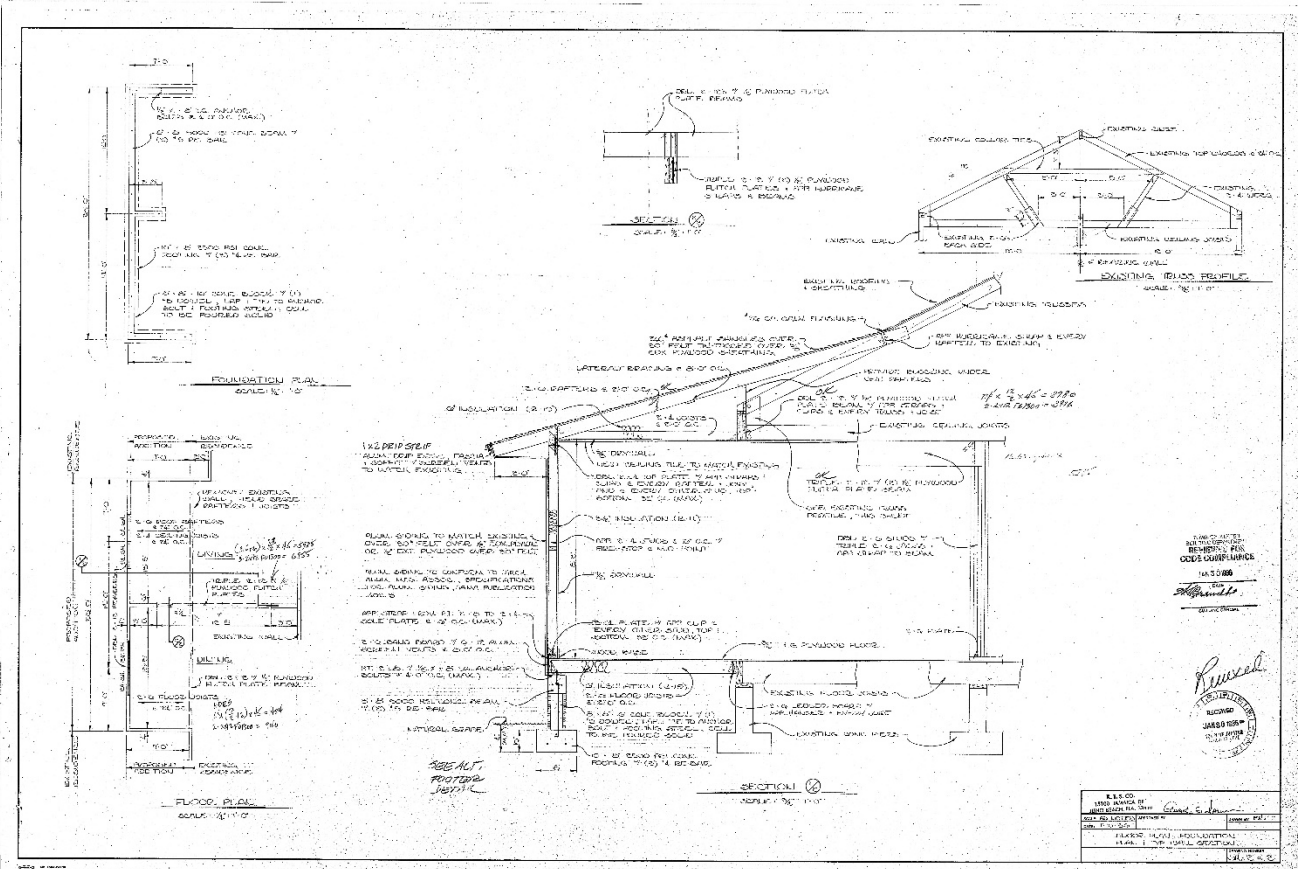


Figure 10: Building Department Plans of Previous Expansion

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RESOLUTION NO. 49-22

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, APPROVING A SITE PLAN AND THE SPECIAL EXCEPTION USE OF BEAUTY SALON, FOR A LOCALLY DESIGNATED HISTORIC STRUCTURE LOCATED AT 408 CENTER STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Stacey Teleznak is the owner ("the Owner") of approximately 0.2± acres of property located at 408 Center Street (the subject property); and,

WHEREAS, the legal description of the subject property is attached hereto and incorporated herein as Exhibit A; and,

WHEREAS, the subject property has been approved for an Adaptive Reuse; and

WHEREAS, the Owner has submitted applications for Site Plan and the Special Exception Use of a beauty salon for a locally designated historic structure upon the subject property (the Application); and,

WHEREAS, the Town of Jupiter, Florida (Town) was designated as a Certified Local Government in 2001 by the Florida Department of State – Division of Historical Resources, pursuant to National Historic Preservation Act of 1966 (Public Law 89-665; STAT.915; 16 U.S.C. 470) as amended most recently by Public Law 102-575; and,

*R#49-22
Page E*

112 6) Prior to the issuance of development permits, the Owner shall:

113 a) Dedicate the 5-foot-wide Center Street Right of Way shown on the site plan

114 to Palm Beach County and record the dedication instrument in the Public

115 Records of Palm Beach County. The Owner shall provide the Town with

116 the recorded instrument, including its official record book and page number;

117 b) Provide a draft reciprocal cross-access easement for the review and

118 approval of the Town Engineer and Town Attorney. Upon the approval of

119 the reciprocal cross access easement by the Town Engineer and Town

120 Attorney, the Owner shall record it in the Public Records of Palm Beach

121 County and thereafter provide the Town with the recorded easement,

122 including its official record book and page number.

123 c) Provide a draft alley easement for the review and approval of the Town

124 Engineer and Town Attorney. Upon approval of the alley easement

125 agreement by the Town Engineer, the Owner shall record it in the Public

126 Records of Palm Beach County and thereafter provide the Town with the

127 recorded easement, including its official record book and page number.

128 d) Provide a draft shared parking agreement with surrounding properties for

129 the review and approval of the Department and the Town Attorney. Upon

130 approval of the shared parking agreement by the Department and Town

131 Attorney, it shall be executed by the Owner and the owners of the

132 neighboring properties and thereafter recorded in the Public Records of

133 Palm Beach County. The Owner shall provide the Town with the executed

134 shared parking agreement including the official record book and page

135 number prior to the issuance of a Certificate of Occupancy.

136 7) The Owner shall provide the Department with a copy of the executed water service

137 agreement and a document confirming its payment of connection fees to the

*R#49-22
Page B*

34 WHEREAS, the Planning and Zoning Commission reviewed the Application,

35 conducted a public hearing to consider the Application; and has presented its

36 recommendations to the Town Council; and,

37 WHEREAS, the Town Council has conducted a hearing to consider the

38 Application; and,

39 WHEREAS, at this hearing the Town Council considered the evidence presented

40 to it by the Planning and Zoning Department staff, the Owner and Applicant, and other

41 interested parties and members of the public, regarding the Application's consistency with

42 the Town's Comprehensive Plan and Town Code; and,

43 WHEREAS, at this hearing the Town Council considered the evidence presented

44 to it by the Planning and Zoning Department staff, the Owner, and other interested parties

45 and members of the public regarding whether the Application meets the special exception

46 use criteria of the Town Code; and,

47 WHEREAS, the Town Council has determined that the conditions which are

48 incorporated into Section 3 herein are necessary for the Application to be consistent with

49 the Town's Comprehensive Plan and to meet the Town's land development regulations,

50 including the special exception use criteria; and,

51 WHEREAS, the conditions incorporated herein shall apply to the Owner's

52 successors and assigns.

53 NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE

54 TOWN OF JUPITER:

55 Section 1. The whereas clauses are hereby incorporated herein as the findings

56 of fact and conclusions of law of the Town Council.

57 Section 2. The Town Council hereby approves the special exception use of a

58 Beauty Salon at 408 Center Street.

59

*R#49-22
Page F*

138 Town's water utility within 60 days of site plan approval or prior to the issuance of

139 development permits, whichever occurs first.

140 8) The placement of any type of vending machines or units which dispense food,

141 beverages, candy, merchandise, products, goods, handbills, or advertising

142 magazines on the exterior portions of the subject property within public view, is

143 prohibited.

144 9) The Applicant shall investigate the use of pervious materials for the parking lot in

145 the front of the building such as TrueGrid or pervious pavers.

146 10) The hours of operation shall end at 8:00 p.m.

147 11) The conditions of approval herein shall apply to the Owner, Applicant, and their

148 successors and assigns.

149 Section 4. Should any section or provision of this Resolution, or any portion

150 thereof, and paragraph, sentence, or word, ever be declared by a court of competent

151 jurisdiction to be invalid, such decision shall not affect the validity of the remaining portion

152 of this Resolution.

153 Section 5. This Resolution shall become effective upon its execution.

154 Attachments: Exhibit "A" – Legal Description

155 June 22, 2022

*R#49-22
Page C*

60 Section 3.

61 1) The Owner shall install and maintain all improvements in compliance with the

62 following:

63 a) Site Plan and Site Details, prepared by Coteleur and Hearing, referenced as

64 "Sheet 1 of 2," "Sheet 2 of 2," dated 04/22/22, received and dated by the

65 Department of Planning and Zoning on 04/25/22.

66 b) Landscape Plan and Landscape Details, prepared by Coteleur and Hearing,

67 referenced as "Sheet 1 of 2," and "Sheet 2 of 2," dated 04/22/22, received

68 and dated by the Department of Planning and Zoning on 04/25/22.

69 c) Floor Plan, prepared by BRG, dated 02/24/20, received and dated by the

70 Department of Planning and Zoning on 04/25/22.

71 d) Front Elevation, prepared by Green Giant Landscape, referenced as

72 "Sheet 1 of 1", dated 01/03/22, received and dated by the Department of

73 Planning and Zoning on 04/25/22.

74 e) Statement of Use, prepared by Coteleur and Hearing, dated 05/02/22,

75 received and dated by the Department of Planning and Zoning on 05/02/22.

76 2) The uses conducted on the subject property shall be consistent with the Statement

77 of Use, dated 05/02/22, received and received by the Department of Planning and

78 Zoning (the Department) on 05/02/22.

79 3) Any revisions to the site plan, Statement of Use, or other details submitted as part

80 of the Application, including but not limited to the location of the proposed

81 improvements or additional, revised or deleted colors, materials, or structures, or

82 changes to how the use operates, shall be submitted to the Department and shall

83 be subject to its review and approval.

84 4) Site Plan. Upon the applicant's submission of the final plans and prior to the

85 issuance of any development permits, the site plan shall be revised to:

*R#49-22
Page D*

86 a) Show the south four (4) feet of the subject property dedicated as an alley

87 easement. The historic storage building may remain within the alley

88 easement until such time that it is destroyed or otherwise removed from the

89 property as set forth in Section 27-3395 entitled "Nonconforming buildings

90 or structures."

91 b) Indicate the 16-foot by 65-foot alley and alley turnout between the subject

92 property and North Loxahatchee Drive shall be improved with TrueGrid (or

93 Engineering Division approved equivalent). The alley stabilization shall be

94 completed to the satisfaction of the Engineering Division prior to the

95 issuance of a Certificate of Occupancy by the Building Department.

96 c) Increase the rear patio setback from zero to 7.5 feet. The portion of the

97 alley easement not occupied by the historic storage building shall be

98 improved with TrueGrid and a podocarpus hedge shall be installed in the

99 3.5' of land remaining between the patio and alley easement.

100 d) Show the limits of the proposed reciprocal cross-access easement in the

101 vehicle use area.

102 5) Signage.

103 a) One monument sign is allowed.

104 b) The monument sign shall not exceed four feet in height.

105 c) The monument sign shall not exceed 18 square feet of sign area.

106 d) The monument sign shall not be internally illuminated.

107 e) Wall signs are prohibited.

108 f) One window sign of no more than one square foot is permitted.

109 g) A window sign shall only face Center Street.

110

111

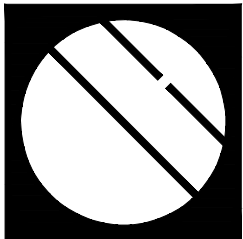
Exhibit A

Lot 2, Block 3, PINE GARDENS, according to the plat thereof as recorded in Plat Book 2, Page 77, Public Records of Palm Beach County, Florida.

Premises commonly known as 408 Center Street, Jupiter, Florida 33458.

Final Plans
Thatcher Hart
08/11/2023

FINAL PLANS
06-21-2022
Resolution R-49-22

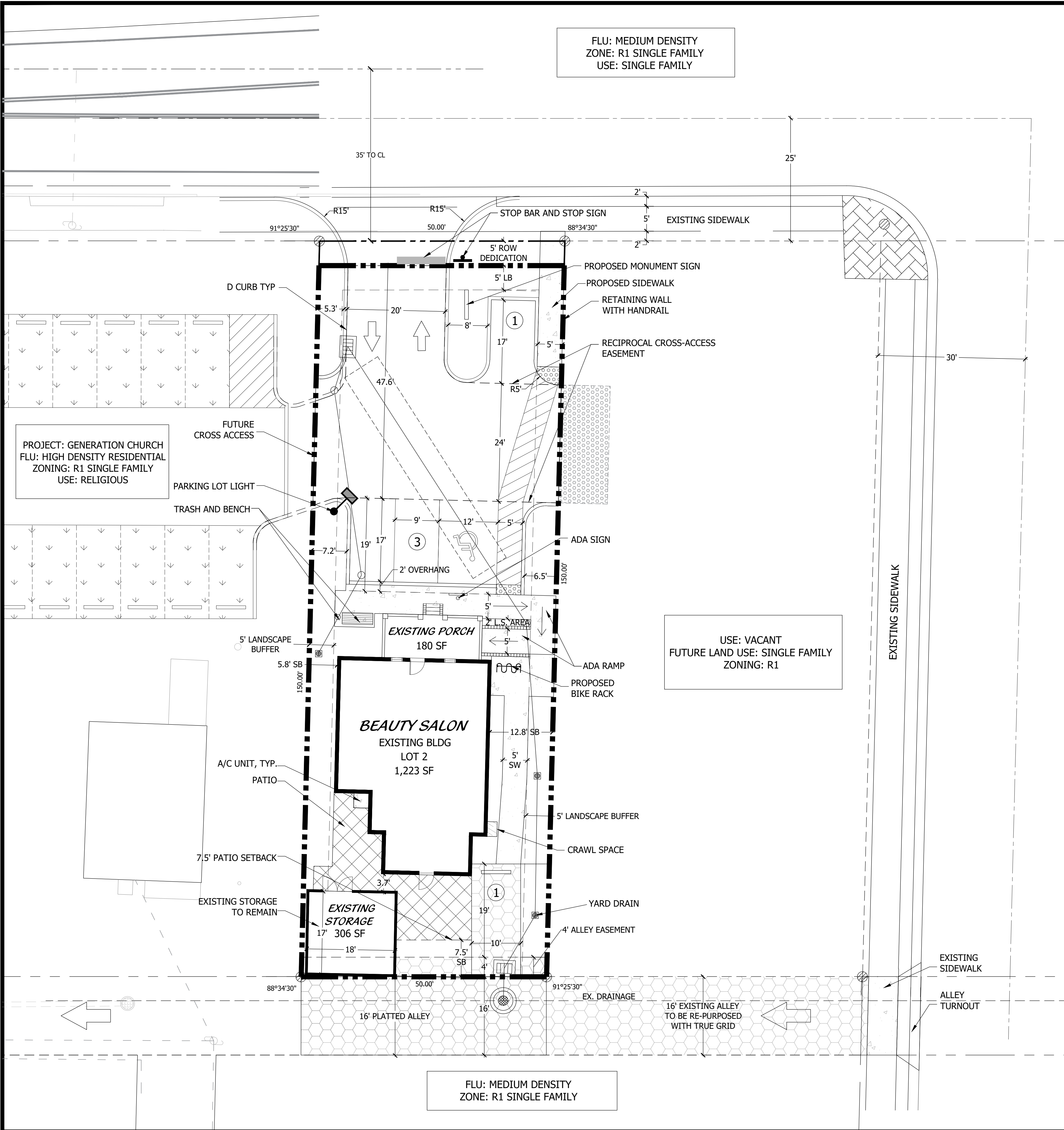


Coteleur & Hearing
Landscape Architects
Land Planners
Environmental Consultants
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Suite 1
Jupiter, Florida 33458
561.747.6336 · Fax 747.1377
www.coteleurhearing.com
Lic# LC-26000535

The Alice Kitching-Benton House
408 Center Street
Jupiter, Florida

DESIGNED	JM / MAK
DRAWN	JM / MAK
APPROVED	DEH
JOB NUMBER	20-0706
DATE	04-21-21
REVISIONS	10-01-21
07-14-22	FINAL PLANS 12-10-21
	01-28-22
	03-22-22
	04-22-22

July 15, 2022 11:49:06 a.m.
Drawing: 20-0706_SP.DWG



LOCATION MAP



N.T.S.

SITE DATA

NAME OF PROJECT	THE ALICE KITCHING-BENTON HOUSE
PROPERTY CONTROL NUMBER	30-42-41-01-07-003-0020
TOWN OF JUPITER P&Z #	PZ 21-4689 & 4690
FEMA FLOOD ZONE	0.2 PCT ANNUAL CHANCE FLOOD HAZARD
TRAFFIC ANALYSIS ZONE	20
EXISTING LAND USE DESIGNATION	0100 - SINGLE FAMILY
EXISTING ZONING DISTRICT	R1 - SINGLE FAMILY
FUTURE LAND USE DESIGNATION	RHD - HIGH DENSITY RESIDENTIAL
OVERLAY DISTRICT	N/A
MAXIMUM BUILDING HEIGHT	35 FT
NUMBER OF STORIES	1 STORY
NUMBER OF BUILDINGS	2

TOTAL SITE AREA 0.17 AC

BUILDING DATA	
BEAUTY SALON	1,223
HISTORIC RESIDENCE	1,027
EXTENSION	196
PORCH	180
STORAGE	306
GROSS SQUARE FOOTAGE	1,709

FAR 0.16

LAND USE	SF	AC	%
BUILDING LOT COVERAGE	1,709	0.04	22.79%
VEHICULAR USE AREA	2,864	0.07	38.18%
OPEN SPACE	2,927	0.07	39.03%
TOTAL	7,500	0.17	100.00%

LOT COVERAGE	SF	AC	%
IMPERVIOUS AREA			
BUILDING LOT COVERAGE	1,709	0.04	22.79%
VEHICULAR USE AREA	2,864	0.07	38.18%
SIDEWALKS & HARDSCAPE	1,500	0.03	19.99%
TOTAL IMPERVIOUS AREA	6,072	0.14	80.96%

PERVIOUS AREA	SF	AC	%
GREEN SPACE	1,428	0.03	19.04%
TOTAL PERVIOUS AREA	1,428	0.03	19.04%

TOTAL SITE AREA 7,500 0.17 100.00%

PARKING DATA	REQ	PROV
BEAUTY SALON (1/250SF)	5	5
TOTAL	5	5
ADA SPACES (INCLUDED IN TOTAL)	1	1

PEDESTRIAN AMENITIES	REQ	PROV
BENCH (1 / 12,500 SF OF GFA)	1	1
TRASH CAN (1 / 25,000 SF)	1	1
BIKE RACK (1 / 12,500 SF OF GFA)	1	1

GENERAL NOTES

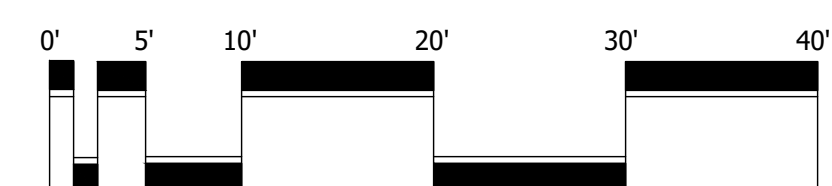
10' X 30' SAFE SIGHT TRIANGLE SHALL BE PROVIDED AT THE PROJECTS ENTRY ROADS.
TYPE D OR F RAISED CONCRETE CURBING SHALL BE PROVIDED AROUND ALL PLANTING ISLANDS WITHIN VEHICULAR USE AREAS.
RAMPS SHALL BE PROVIDED AT ALL PLAZA, SIDEWALK AND STREET INTERSECTIONS IN ACCORDANCE WITH ADA AND THE FLORIDA HANDICAP ACCESSIBILITY CODE.
THE BUILDING, LANDSCAPE AND LIGHTING DESIGN SHALL MAXIMIZE THE USE OF CPTED DESIGN PRINCIPLES.
MINIMUM TYPE CONSTRUCTION FOR ALLOWABLE HEIGHT & BUILDING AREA MUST BE COMPLIANCE WITH THE FLORIDA BUILDING CODE T-500.
ALL SIGNAGE SHALL CONFORM TO THE REQUIREMENTS OF THE TOWN OF JUPITER LDRS.
PROJECT ID SIGNS SHALL BE ILLUMINATED WITH GROUND MOUNTED FIXTURES ON PHOTOCELLS.
THE PHOTOMETRIC PLAN REFLECTS MAINTAINED LIGHTING VALUES IN ACCORDANCE WITH THE REQUIREMENTS OF THE TOWN OF JUPITER LDRS.

LEGEND

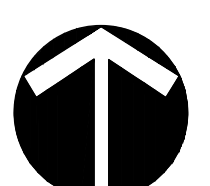
ADA	AMERICAN DISABILITIES ACT	○	ADA SIGN	⬮	PARKING LIGHT
LB	LANDSCAPE BUFFER	—	STOP SIGN		
R	RADIUS				
SB	SETBACK				
SW	SIDEWALK				
TYP	TYPICAL				

FINAL PLANS
06-21-2022
RESOLUTION R-49-22

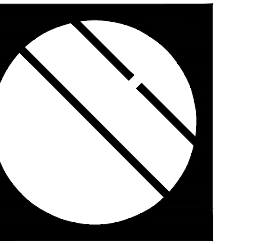
Site Plan



Scale: 1" = 10'



North



Cotleur & Hearing

Landscape Architects
Land Planners
Environmental Consultants

1934 Commerce Lane
Suite 1
Jupiter, Florida 33458
561.747.6336 · Fax 747.1377
www.cotleurhearing.com
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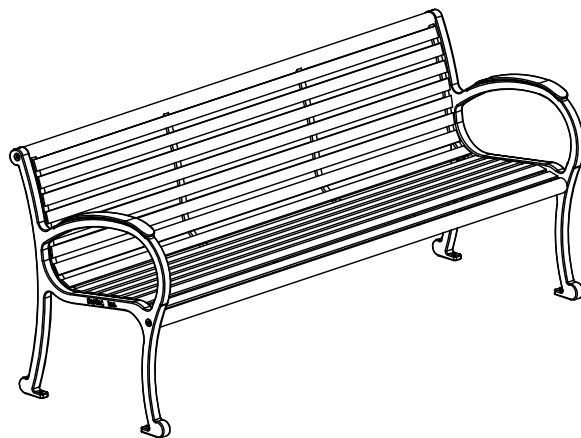
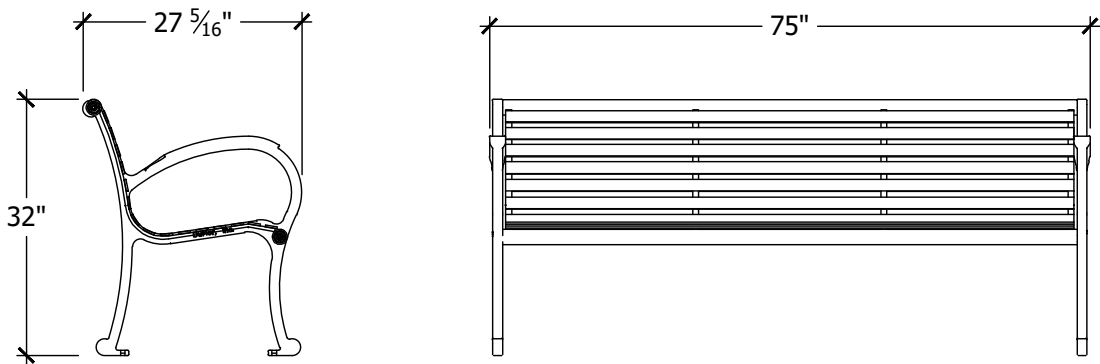
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	03-22-22
	04-22-22

July 15, 2022 11:49:06 a.m.
Drawing: 20-0706_SP.DWG

SHEET 1 OF 2
© COTLEUR & HEARING, INC.
These drawings are the property of the architect and are not to be used for extensions or on other projects except by agreement in writing with the architect. Immediately report any discrepancies to the architect.

BENCH DETAIL

NTS

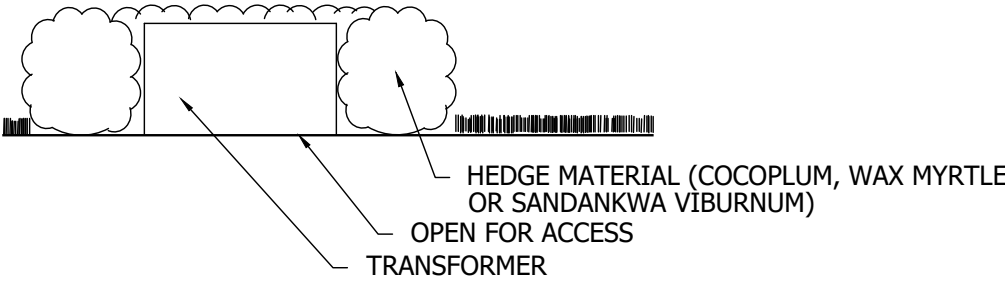


TYPE: DUMOR 160 SERIES BENCH
COLOR: GREEN
FINISH: ZINC RICH AND POLYESTER POWDER COAT

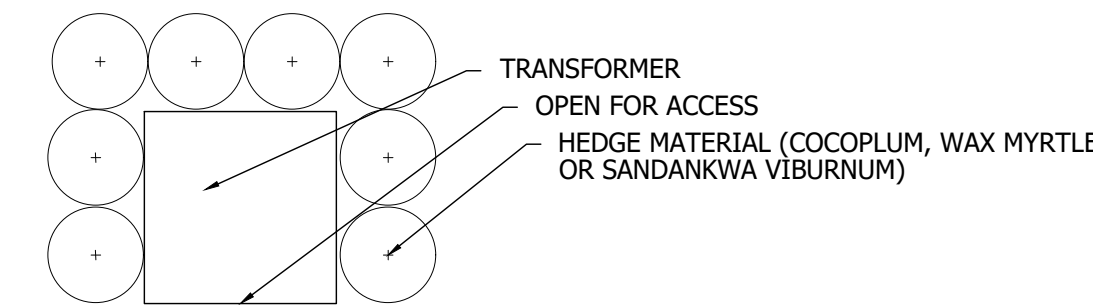
TRANSFORMER DETAIL

NTS

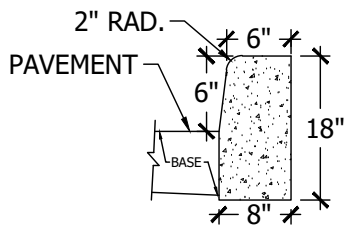
ELEVATION VIEW



PLAN VIEW



D CURB DETAIL



BIKE RACK DETAIL

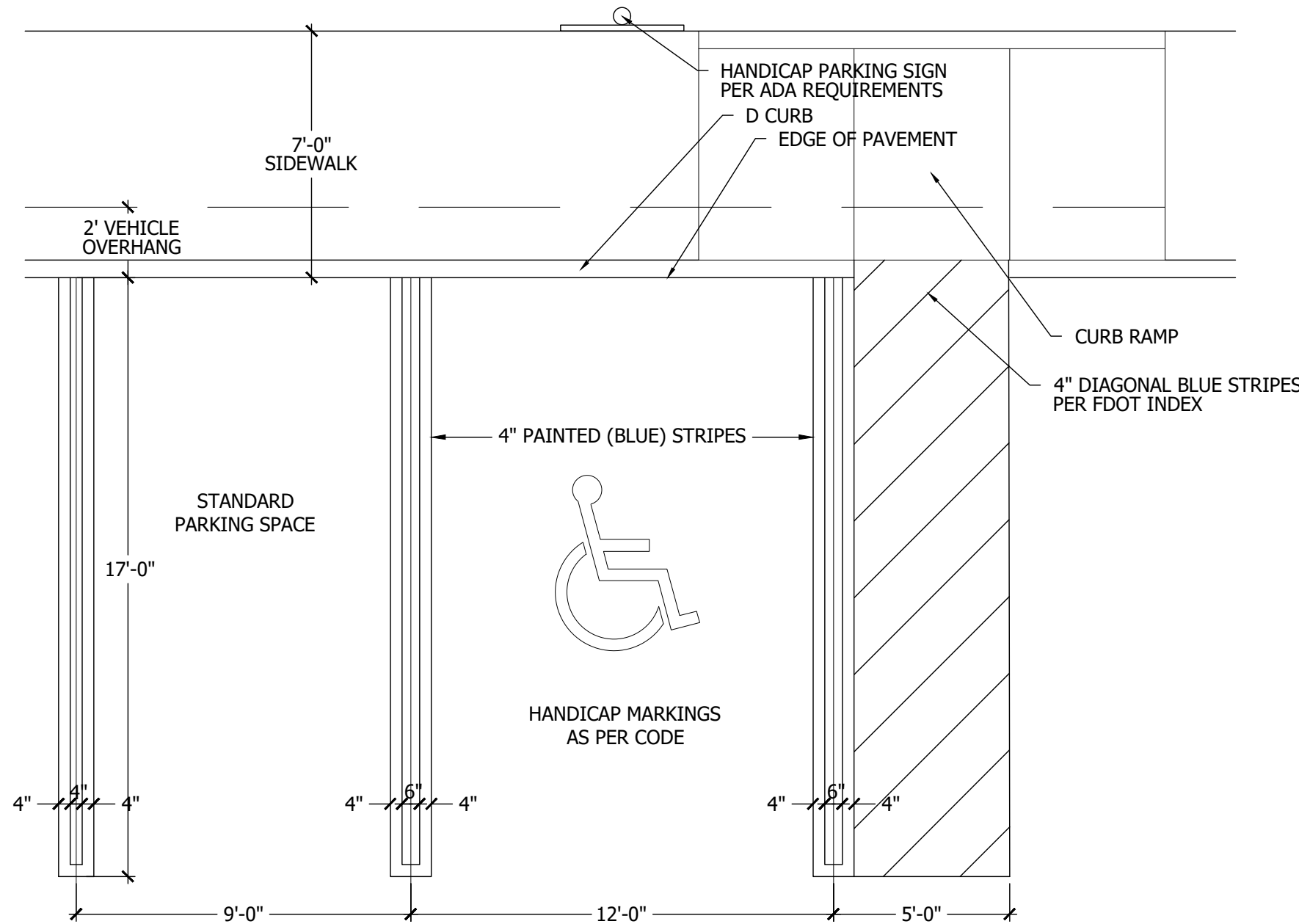
NTS



TYPE: LANDSCAPE FORMS FPG BIKE RACK
COLOR: DARK GREY/SILVER
FINISH: POWDER COAT

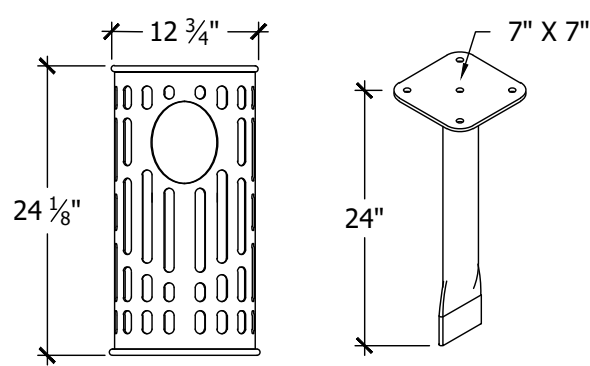
STANDARD AND HANDICAP PARKING DETAIL

NTS



TRASH CAN DETAIL

NTS



TYPE: WABASH VALLEY ASH URN
COLOR: GREEN / RIB PATTERN
FINISH: POWDER COAT

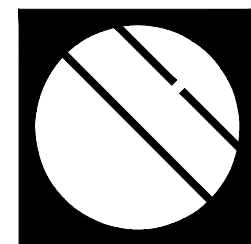
SIGNAGE DETAIL

NTS



FINAL PLANS
06-21-2022
RESOLUTION R-49-22

Site Details



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DESIGNED	JM/MAK
DRAWN	JM/MAK
APPROVED	DEH
JOB NUMBER	20-0706
DATE	04-21-21
REVISIONS	10-01-21
07-14-22	FINAL PLANS 12-10-21
	01-28-22
	03-22-22
	04-22-22

July 15, 2022 11:49:06 a.m.
Drawing: 20-0706_SP.DWG

SHEET 2 OF 2
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