


Department of Development Services
Division of Planning and Urban Design




tel: 954.921.3471
fax: 954.921.3347

DATE: March 12, 2025

TO: George R. Keller, Jr. CPPT
City Manager

VIA: Andria Wingett
Director of Development Services 

FROM: Anand Balram 
Planning Manager

SUBJECT: Notice of Decisions Relating to the Tuesday, March 11, 2025, **Historic Preservation Board Meeting.**

The purpose of this notice is to inform the Mayor and City Commission of the opportunity to initiate a City Commission Request for Review (CRR) of a Board decision in accordance with [Section 5.6 of the City's Zoning and Land Development Regulations](#). The process for a CRR is initiated in one of the following ways: if three or more City Commissioners request a review during City Commission comments at a City Commission meeting, which is within 17 days of the Board's action; or if three or more City Commissioners file a request for review in writing with the City Clerk within 17 days of the Board's action. In any event, a *de novo* hearing shall be set.

A *de novo* hearing for a CRR shall be set no later than the next four City Commission meetings from either the City Commission meeting date where three Commissioners requested such review or no later than the next four City Commission meetings from the date that the City Clerk receives the third Commissioners request. Notice and other requirements of the hearing shall be provided in accordance with [Section 5.6 of the City's Zoning and Land Development Regulations](#).

The said request should be filed with the City Clerk's Office, with a copy forwarded to the Division of Planning & Urban Design of the Development Services Department by **March 28, 2025**.

Please note, the Code requires the City Clerk's Office to receive all CRR's within seventeen (17) days of the date a decision is reached by the Board. As such, CRRs filed after **March 28, 2025**, would not be consistent with the Code and could not be considered. The timeframe for setting a hearing provided herein may be extended by written request of the applicant. Appeal from a final decision of the City Commission shall be to circuit court by filing a petition for *writ of certiorari*.

This memorandum is also available on the City website. In this manner, the public is made aware of action taken by the Board, should they wish to encourage the Mayor and City Commission to file a request for review of the Board's decision pursuant to the procedures set forth above.

2600 Hollywood Boulevard
P.O. Box 229045
Hollywood, Florida
33022-9045

hollywoodfl.org

The following summarizes actions taken by the Board. Items #1-2 below may be considered Quasi-Judicial and may be subject to a CRR.

1. **FILE NO.:** 25-CM-03
APPLICANT: Diana Plunkett
LOCATION: 1133 Van Buren Street
REQUEST: Certificate of Appropriateness for Design to remove a fabric covering of an existing porch and add a new roof and columns structure covering the porch on the front façade of a single-family home located within the Hollywood Lakes neighborhood.

STAFF RECOMMENDATION:

Certificate of Appropriateness for Design: Approval

BOARD DECISION:

Certificate of Appropriateness for Design: Approved with the following condition:

1. The applicant shall work with Staff to reduce the width of the columns and soften the header to maintain the spirit of the home.

2. **FILE NO.:** 24-CV-76
APPLICANT: 501 S. Surf Rd. Trust
LOCATION: 501 South Surf Road
REQUEST: Certificate of Appropriateness for Design to construct a new single-family dwelling, and a Variance of Section 4.6.C.e.(5) Off-Street Parking Standards to permit an increase in off street parking from 1.5 permitted spaces to 5 parking spaces in the BWK-25-HD-R zoning district located at 501 South Surf Road, within the Hollywood Beach Historic Overlay District.

STAFF RECOMMENDATION:

Certificate of Appropriateness for Design: Approval with the following conditions:

1. Substantial conformance to the Schematic Design Package for 501 S. Surf Rd. prepared by Kaller Architects, with a stamp and seal dated February 17, 2025.
2. The applicant is to continue to coordinate this private development with the Community Redevelopment Area's (CRA) Phase IV project to ensure that there are no conflicts between construction schedules.
3. The applicant is to work with the CRA on the selection of materials and finishes adjacent to the street end (between Surf Road and the Broadwalk).
4. The applicant is to work with CRA to retain as much on-street parking at the street end as possible.
5. Prior to issuance of building permits, the proposed plans shall be revised to provide consistent design for the Jackson Street and Surf Road cross sections, as approved by the Community Redevelopment Agency and Engineering Division as well as addressing pavement restoration on Surf Road and eliminate discrepancies between the civil engineering plans and architectural site plan.

6. Prior to issuance of building permits, the applicant shall revise plans accordingly and receive the following approvals:
 - a. Florida Department of Environmental Protection (FDEP) approval of Coastal Construction Control Line (CCCL) Permit Application with breakaway wall design certification and details.
 - b. Submit V-Zone Certification with FEMA Scouring Report.
 - c. Signed/Sealed Drainage calculations applying the latest water table elevations and rim elevations.
 - d. Revise Sheet C-03 to match rim elevations on plan view with details.
 - e. Details and Notice of Approvals (NOAs) for glazing system for stairwell.
 - f. Outside agency approvals as applicable from FDEP, South Florida Water Management District (SFWMD), Broward County, Army Corp of Engineers (ACOE), etc.
7. Prior to building permits, the applicant shall revise the design of the rooftop to ensure the rooftop pergola does not exceed 10% of the ground floor area in adherence to Section 4.23 E.(1), Scenery Lofts.

Variance: Approval

BOARD DECISION:

Certificate of Appropriateness for Design: Approved with the following condition in addition to Staff's conditions:

1. The applicant shall work with the Architect and Staff to explore the possibility of adjusting the west and south elevations to find alternatives to the horizontal elements.

Variance: Approved

cc: Honorable Mayor and City Commissioners
City Manager
Interim City Attorney
Assistant City Managers
Assistant City Attorneys
Civic Affairs Administrator