



**CITY OF DELAND  
REGULAR MEETING OF THE  
HISTORIC PRESERVATION BOARD  
JUNE 4, 2026 AT 5:00 PM  
CITY HALL, COMMISSION CHAMBERS  
120 SOUTH FLORIDA AVENUE  
AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

1. May 7, 2026 Meeting Minutes

**PRESENTATIONS**

**OLD BUSINESS**

**NEW BUSINESS**

1. **Historic Preservation Review (Demolition) of a commercial structure built prior to 1950 at 635 Bert Fish Drive.**  
**Application No.: HPB26-085**  
**Applicant/Owner: Stetson University**
  
2. **Historic Preservation Review (Demolition) of a residential structure built prior to 1950 at 338 Clake Street.**  
**Application No.: HPB26-047**  
**Applicant: Scenic View Design & Construction, LLC**  
**Owner: Voorhis Investment Partners, LLC**

**STAFF UPDATES**

**OTHER DISCUSSION**

**NEXT SCHEDULED MEETING DATE** July 2, 2026 at 5:00PM.

**ADJOURNMENT**



**MINUTES - CITY OF DELAND  
HISTORIC PRESERVATION BOARD**

City Commission Chambers  
120 South Florida Avenue  
May 7, 2026 - 5:00 P.M.

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**I. CALL TO ORDER**

Having been duly noticed as required by law, the May 7, 2026 meeting of the City of DeLand Historic Preservation Board was called to order at 5:02 p.m. by Solomon Greene, *Chairman*.

**II. ROLL CALL WITH DETERMINATION OF QUORUM**

**Present:** Devon Morris, Charles Palmer Jr., William Hoffman, Matthew West, and West Costa & Solomon Greene, *Chairman*

**Absent:** Reggie Santilli

**City Staff:** Carol Kuhn, *AICP, Planning Director*; Emily Kunkel, Senior Planner/Historic Resource Coordinator; Sam Nelson, *Planner I*; Chris Carson, *AICP, Interim Principal Planner*; Vivian Ford, *Administrative Coordinator*; & Aerial McCann, *City Attorney*.

**III. APPROVAL OF MINUTES**

*Devon Morris motioned to approve the February 12, 2026 special meeting minutes with a correction to the spelling of his name. William Hoffman seconded the motion and all approved unanimously. (6-0)*

**IV. PRESENTATIONS**

None

**V. OLD BUSINESS**

None

**VI. NEW BUSINESS**

**1. Certificate of Appropriateness (Exterior Alteration) for a commercial building at 112 W. Georgia Avenue.**

**Application No.:** HPB26-081

**Applicant:** Empire Custom Builders, Inc.

**Owner:** Café DaVinci, LLC

Emily Kunkel provided an overview of the application and stated that staff understands the applicant's desire to increase security and increase ingress/egress for the building; however, there is concern regarding the expansion of the door and window opening on the west elevation due to sandstone brick being soft and easily damaged during demolition or cutting. Therefore, staff recommends that openings be enlarged by cutting along mortar joints rather than through the bricks to preserve the existing material. Additionally, to the greatest extent feasible, all removed historic sandstone brick should be carefully salvaged and either retained, sold, or donated for use in repairs to the subject building or other historic structures within the district, to ensure material consistency and continue preservation of the district's architectural integrity.

Staff finds that this exterior alteration is consistent with the City's Land Development Regulation Section 33-34.03. Staff recommended the Historic Preservation Board approve this Certificate of Appropriateness (COA) as presented.

The property owner, Dan Reed, provided a brief presentation of the proposed project.

Discussion ensued amongst the board members, each providing their feedback, questions and concerns with the project.

*William Hoffman motioned for approval of the Certificate of Appropriateness (COA) as presented. West Costa seconded the motion. (6-0)*

**VII. STAFF UPDATES**

**1. Land Development Regulations – 2026 Update**

Emily Kunkel and Carol Kuhn provided an overview of the proposed updates to the Land Development Regulations as outlined in the staff memo and agenda packet. Emily Kunkel stated this is not a formal agenda item, so no formal action is to be taken.

Discussion ensued amongst the board members, each providing their feedback, questions and concerns with the proposed changes in each article.

**VIII. OTHER DISCUSSION**

None

**IX. NEXT REGULARLY SCHEDULED MEETING**

The next regularly scheduled Historic Preservation Board meeting is June 4, 2026.

**X. ADJOURNMENT**

As there was no further business, the meeting adjourned at 6:02 P.M.



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**DATE:** June 4, 2026

**TO:** Historic Preservation Board

**FROM:** Emily Kunkel, *Senior Planner & Historic Resource Coordinator*

**RE:** **Historic Preservation Review (Demolition) for a commercial building built prior to 1950 at 635 Bert Fish Drive**  
**Application No.:** HPB26-085  
**Applicant/Owner:** John B. Stetson University  
**Zoning District:** E-1  
**Current Use:** Vacant  
**Florida Master Site File Number:** None

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**Description of Proposed Work:**

The applicant is requesting approval to demolish a commercial building constructed prior to 1950, (constructed in 1945), per the Volusia County Property Appraiser. This structure is not located within a designated Historic District, but rather the Downtown Historic Support District. The applicant has stated there are currently no definitive plans for redevelopment of the property and intends for the site to be maintained as informal green space. Therefore, no redevelopment applications have been submitted for review at this time, and pursuant to section 33-35(b)(5), demolition of historic structures without definitive plans for redevelopment is discouraged.

**Staff Analysis**

Since this building was built prior to 1950, review is required by both the Historic Preservation Board and the City Commission. This request has been reviewed against the City's Land Development Regulations, Section 33-35.01, which does not require the applicant to provide additional details or reports on the structural integrity of the structures. However, the applicant provided a Facility Condition Assessment Report identifying the condition, description, and recommendations for various building elements, including estimated replacement costs for each element of the structure. While the report provides detailed information regarding the overall building's condition and states that the foundation is in fair condition, but has zero years of remaining useful life. It does not however evaluate the overall structural integrity of the structure.

**Guidance from DeLand Land Development Regulations**

Land Development Regulations Section 33-35 outlines demolitions requirements in the City of DeLand. 33-35.01. *Generally. (a) Purpose and intent. The purpose of this section is to ensure that historic properties are protected from neglect or premature demolition by providing the following procedure for review. No demolition permit affecting a building or structure in a designated Historic District, a designated historic building or structure, or a building or structure constructed prior to 1950 shall be issued until the applicant has demonstrated that no other feasible alternative to demolition can be found.*

**1. Issuance of demolition permit shall be guided by the following factors:**

***a. The historic or architectural significance of the building, structure, or object;***

This site does not have a Florida Master Site File, and it is apparent that the building has undergone extensive modifications and additions since its original construction. The applicant provided historical information indicating the building was originally constructed as a private residence in 1945 and was acquired by Stetson in 1987. Since that time, the structure has been used for office and student community space, but is currently vacant. City staff has not found any additional historic or architectural significance for these buildings.

***b. The importance of the building, structure, or object to the ambiance of a district;***

This structure is not located within a designated Historic District, only the Downtown Historic Support District. There are many existing wood-frame bungalow style buildings within the city and within the Downtown Historic Support District. This structure is surrounded by a variety of other architectural style buildings, all of which have been built around the time period of 1930 - 1949.

***c. The difficulty or the impossibility of reproducing such a building, structure or object because of its design, texture, material, detail, or unique location;***

The bungalow style is still a commonly used architectural style, however it is uncommon for new development to include the level of detail this structure encompasses. In addition, it may be difficult to reproduce the building using similar materials as the original materials would be more difficult to obtain and would not meet current Florida Building Codes.

***d. Whether the building, structure, or object is one of the last remaining examples of its kind in the neighborhood, the county, or the region;***

This building is not one of the last remaining examples of its kind on campus or in the city, and there are other bungalow styles buildings in the immediate block.

***e. 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;***

The applicant has stated, at this time there are no definite plans to reuse the property and intends for the property to be used as informal green space for the Stetson Campus. Per LDR Section 33-35(b)(5) demolition of historic buildings without definitive plans for redevelopment is discouraged.

***f. Whether reasonable measures can be taken to save the building, structure, or object from collapse; and***

The applicant submitted a Facility Condition Assessment Report identifying the condition, description, and recommendations for various building elements, including estimated replacement costs. While the report provides detailed information regarding the building's condition, it does not evaluate the overall structural integrity of the structure. The applicant has also stated that while there are structural deficiencies due to the age of the structure, it is not in danger of collapse. Since acquiring the property in 1987, Stetson has invested in the building to meet the campus needs, but the building no longer serves its useful purpose for the University.

***g. Whether the building, structure, or object is capable of earning reasonable economic return on its value.***

If rehabilitated, the estimated cost of the renovation may exceed the value of the structure. If demolished and redeveloped, it could be possible to have a return on the investment. Any rehabilitation would benefit the Stetson University campus. Without documentation regarding the structural integrity or viability of rehabbing the building, staff is unable to make an assessment.

**Staff Recommendation:**

Staff finds that although the Land Development Regulations does not require the applicant to provide additional details or reports on the structural integrity of the structure, a Facility Condition Assessment Report was submitted identifying the condition of various building elements and noting that the foundation has zero years of remaining useful life. Based on the information provided and the applicable review criteria, staff recommends approval of the demolition request.

The redevelopment of this site will not require review by the Historic Preservation Board, because it is not located in any Historic Districts. The demolition requires both Historic Preservation Board and City Commission action due to the age of the structure (constructed prior to 1950).

**Historic Preservation Board Recommendation:** *(LDR Section 33-35(b)(6))*

The historic preservation board shall use the criteria set forth in subsection (a) above to review the completed application and accompanying submittals. After completing the review of the application and fulfilling the public notice and hearing requirements set forth above, the board shall forward its recommendation to the city commission.

**Attachments:**

Exhibit A – Existing Conditions  
Vicinity map  
Project narrative  
Facility Condition Assessment Report  
Florida Victorian Architectural Letter

**Exhibit A**  
**Existing Conditions – 635 Bert Fish Drive**  
**Provided by Applicant**

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**Lean-to addition, former greenhouse, facing south**



**Southwest elevation, south wing addition and former greenhouse addition**

**Exhibit A**  
**Existing Conditions – 635 Bert Fish Drive**  
**Provided by Applicant**

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**Cracking plaster and concrete block joints on east elevation at front porch**



**Deteriorated wood windows**

**Exhibit A**  
**Existing Conditions – 635 Bert Fish Drive**  
**Provided by Applicant**

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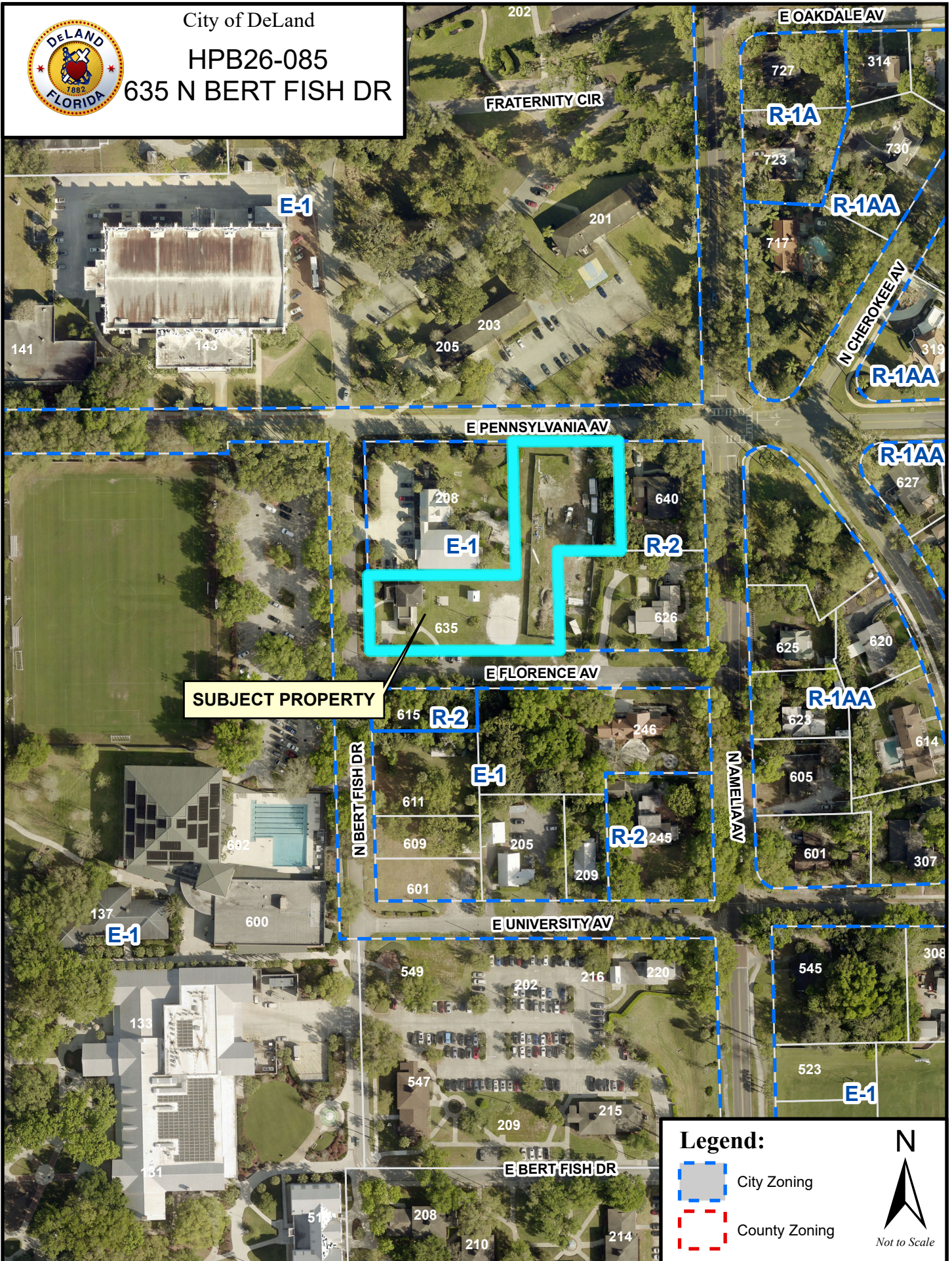
**East elevation**



**Southeast elevation**






City of DeLand  
HPB26-085  
635 N BERT FISH DR



**SUBJECT PROPERTY**

**Legend:**

-  City Zoning
-  County Zoning

  
N  
Not to Scale

## DEMOLITION QUESTIONNAIRE INFORMATION FOR 635 BERT FISH

### Issuance of demolition permit shall be guided by the following factors:

#### **a. The historic or architectural significance of the building, structure, or object;**

The building at 635 N Bert Fish Drive is located on lots 9 and 10 of block 14 of the University Heights neighborhood. The historical address was 635 N Hayden Ave, prior to the renaming of Hayden Ave in 1993. The one-and-a-half story Bungalow-style building was constructed in 1945 as a private residence was acquired in 1987 by Stetson University. It served various uses for the university, including adaptive reuse as office space and student community space.

The building has undergone extensive modifications and additions at unknown times prior to the university's ownership. The original part of the building faces west and contains approximately 2,000 square feet of interior floor space. The building is constructed of concrete masonry units and sits over a crawl space, with wood floor and roof framing. The building displays a mixture of roof types: the original 2-story section consisting of a hipped roof on the north end with a gable on the south end covered by asphalt shingles; the original 1-story sections consisting of built-up flat roofs with parapet walls; at the base of the original parapet walls there is a decorative pitched eave structure protruding from the building covered in asbestos shingles; the 1-story addition to the south consists of a built-up flat roof covered with a granulated modified cap sheet. The single-story wing extending to the south appears to have been added sometime prior to the 1970's. In addition, there is an enclosed lean-to former greenhouse structure further south constructed with concrete masonry units at the bottom couple feet, with wood siding and aluminum windows making up the walls and a sloped roof with asphalt shingles. Fenestration includes wood casement windows with a variety of light patterns in the original section, with aluminum double-hung windows in the south addition. The exterior walls are finished with painted stucco. The building is in poor condition. A condition assessment utilizing the ASTM E2018-15 standard reveals, in part, the need for an electrical and plumbing upgrade, window restoration and replacements, structural repairs, asbestos abatement, and other major repairs.

Research on historic-period owners reveals that the building was built in 1945 and changed ownership six times in the 42 leading up to Stetson's ownership. The first owner was the family of Stetson physics professor, Dr. Robert I. Allen. The property was sold in 1949 to J. Blanford and Edith Taylor who's son was a Stetson student. The property was then sold to Fred and Alice Beatzman in 1962; Fred was a Volusia County agricultural agent. They sold the property to Stanley Courtney in 1970, who later sold the property around 1974 to William 'Bill' and Ann Shelton, Jr. Bill worked for BellSouth as an installer/repairman. The Sheltons approached Stetson with an offer to sell the building in 1982, but Stetson was not prepared at that time to acquire the building. It was then sold to Michael and Judith Lowry and Lavoo Hollen. The Lowrys and Ms. Hollen approached Stetson in 1987 inquiring about the university's interest in purchasing the property. An agreement was made and Stetson acquired the property in May 1987 for \$115,000. The Lowrys and Ms. Hollen occupied the building as tenants for about five months after selling it to Stetson.

Since then, the University has used the building for various purposes, most recently as office and student community space. The building is currently unoccupied and would require major renovations prior to continued occupancy.

While the original part of the building possesses some nice Spanish-style architectural elements, the building has been heavily modified and does not possess sufficient historic or architectural integrity for listing individually in the National Register of Historic Places or in the Local Register of Historic Places. The building served various purposes for the university for nearly 40 years (1987-2025), and it has outlived its useful institutional purpose. The building is currently vacant and not in use.

**b. The importance of the building, structure, or object to the ambiance of a district;**

The building does not contribute either to a formally-recognized historic district or a potential historic district.

**c. The difficulty or the impossibility of reproducing such a building, structure or object because of its design, texture, material, detail, or unique location;**

The building does not display design features or textures, materials, or details that would be difficult or impossible to reproduce.

**d. Whether the building, structure, or object is one of the last remaining examples of its kind in the neighborhood, the county, or the region; examples of its kind in the neighborhood, the county, or the region;**

The building is not one of the last remaining examples of the Bungalow style in DeLand. While the original part of the building possesses some Spanish-style architectural elements, the building has been heavily modified and does not possess sufficient historic or architectural integrity for listing individually in the National Register of Historic Places or in the Local Register of Historic Places.

**e. 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;**

Stetson University's current master plan for this area of campus calls for this building to be demolished and to be redeveloped into informal green space.

**f. Whether reasonable measures can be taken to save the building, structure, or object from collapse;**

While there are structural deficiencies due to age, the building is not in danger of collapse.

**g. Whether the building, structure, or object is capable of earning reasonable economic return on its value.**

As a nonprofit institution, Stetson does not assess buildings and facilities as to their capacity to earn a reasonable economic return of their value. Instead, Stetson strives to provide its students, faculty, and staff with efficient, functional, modern and well-designed buildings to serve a specific function, and the University also preserves, restores, adapts, and upgrades its historic buildings assessed as possessing architectural and historical significance. For the last 38 years, Stetson invested in the building to meet campus needs. The building no longer serves a useful purpose for the university, and Stetson does not intend to invest additional resources in the building.

**The questions below will be considered when reviewing a request to demolish a historic structure:**

**1. Provide a written description and/or graphic display of the building and/or portions of the building to be demolished.**

The entire building will be demolished, along with adjacent hardscape.

**2. Are there definite plans for reuse of the property if the proposed demolition is carried out? If so please provide a rendering of proposed structure.**

Stetson University's current master plan for this area of campus calls for this building to be demolished and to be redeveloped into informal green space.

**3. What is the effect of those plans on the character of the surrounding properties?**

The informal green space will improve the appearance of this area of campus and will have no adverse effect on the surrounding properties.

**4. Can the building be reasonably saved?**

The building is vacant, not in use, and cannot be reasonably preserved by Stetson. Even if a significant financial investment was made, the building would not meet the standard for accessible and modern spaces expected by students or employees, so the building no longer serves the function for which it was acquired by the university nearly 40 years ago. Mark Shuttleworth from Florida Victorian has walked the building and noted that the oak flooring on the first floor is not original and not unique and that the original heart pine flooring on the second floor is salvageable for reuse in another building.

**5. Is the existing building capable of earning reasonable economic return on its value?**

As a nonprofit institution, Stetson does not assess buildings and facilities as to their capacity to earn a reasonable economic return of their value. Instead, Stetson strives to provide its students, faculty, and staff with efficient, functional, modern and well-designed buildings to serve a specific function, and the University also preserves, restores, adapts, and upgrades its historic buildings assessed as possessing

architectural and historical significance. For the last 38 years, Stetson invested in the building to meet campus needs. The building no longer serves a useful purpose for the university, and Stetson does not intend to invest additional resources in the building.

**6. Provide means of demolition and the estimated start and completion date.**

Means of demolition will be heavy equipment operated by qualified individuals. The estimated cost of demolition is \$15,000, including asbestos abatement. Start and completion of demolition is anticipated for summer 2026.

**Photo Exhibit**



**West elevation facing Bert Fish Drive**



**East elevation**



**Southeast elevation**



**Lean-to addition, former greenhouse, facing south**



**Southwest elevation, south wing addition and former greenhouse addition**



**Cracking plaster and concrete block joints on east elevation at front porch**



**Deteriorated wood windows**



**Deteriorated wood windows**



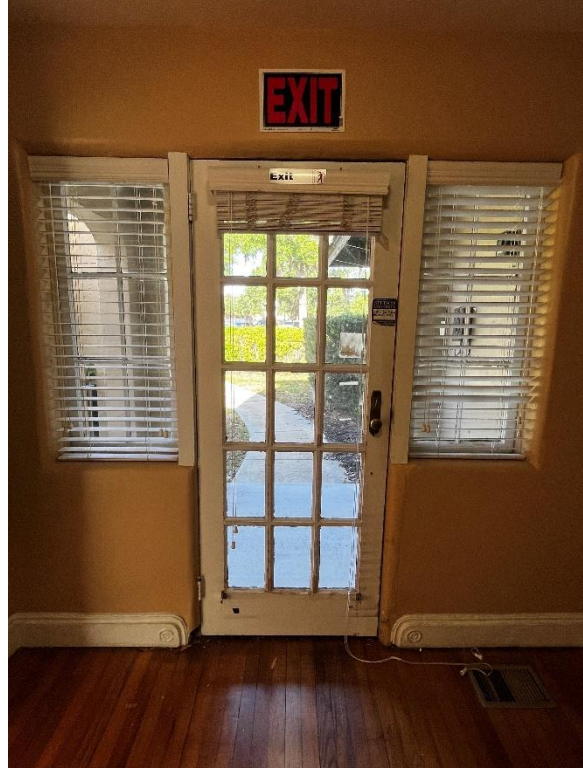
**Deteriorated wood windows**



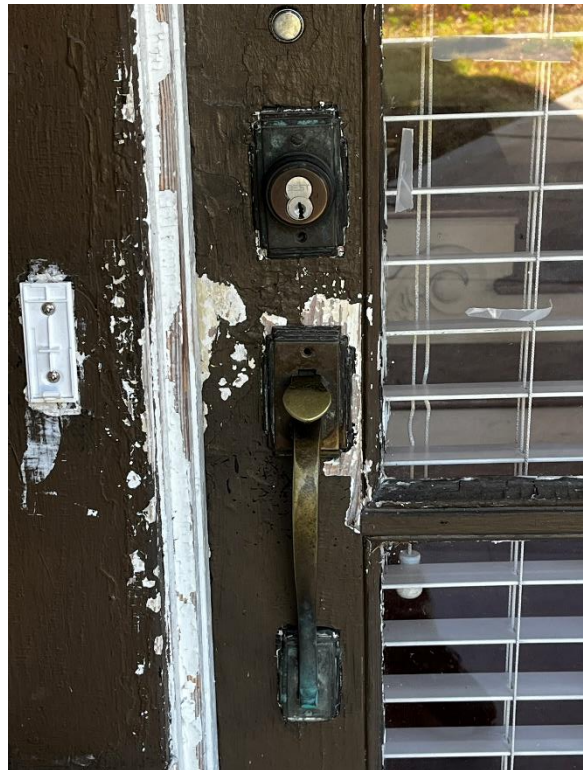
**Deteriorated wood windows**



**Deteriorated aluminum windows**



**Deteriorated wood doors**



**Deteriorated wood doors**



**Deteriorated wood doors**



**Deteriorated wood doors**



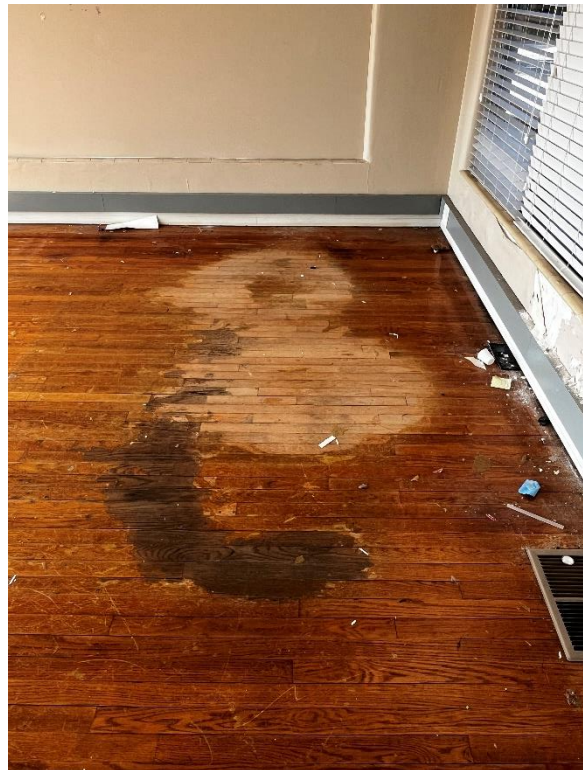
**Screen door at roof access**



**Structural cracking**



**Rotten wood at eaves**



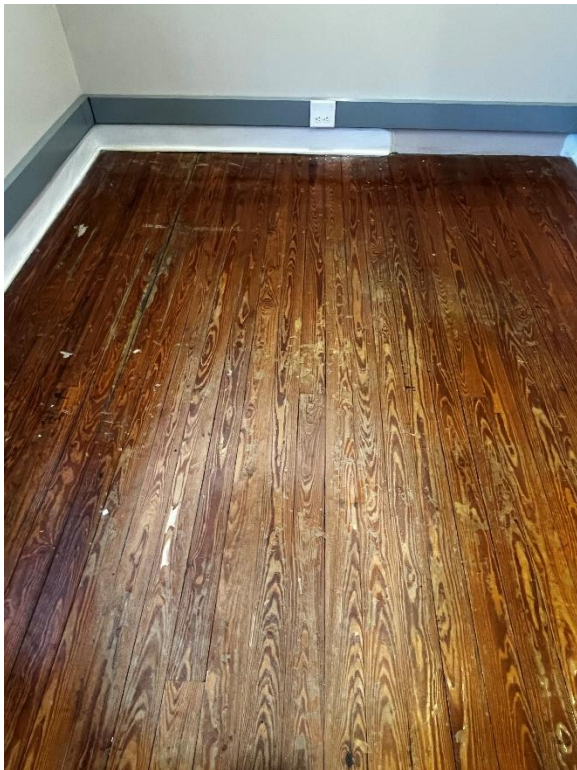
**Oak flooring**



**Vinyl plank flooring**



**Heart pine flooring**



**Heart pine flooring**



**Bathroom**



**Interior water damage under aluminum windows**

## Facility Condition Assessment Report for:

635 N Bert Fish Drive  
DeLand, FL

Assessment conducted on: April 10, 2026

Building narrative: One-and-a-half story Bungalow-style building built in 1945. The building has undergone extensive modifications and additions and displays a variety of roof types. Fenestration includes wood casement windows with a variety of light patterns in the original section, with aluminum double-hung windows in the south addition. The exterior walls are finished with painted stucco. The building was vacant at time of assessment and is in poor condition.

Estimated Replacement Value = \$573,676

### Facility Condition Index (FCI):

5 Year FCI = \$497,562 or 87% of replacement value

10 Year FCI = \$636,380 or 111% of replacement value

## A Substructure

### A10 Foundations

Element Description	
Element ID	2203
Name	A101002 - Low Rise - 1 - 3 Level Building Foundation
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	75 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	1287 / SF Footprint
Unit Cost	\$23.71
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$30,118.08

### Description

The foundations are presumed to be concrete foundations bearing on good soil. Due to the hidden nature of the building's foundations, a visual site confirmation of the foundation type was not possible. The original portion of the building, to the north, is on a crawl space with wood framing.

### Condition Narrative

At the time of the assessment, some cracking of stucco was observed. It is unknown if these pose any structural threat, but based on age, the element has exceeded or will soon exceed its expected useful life. The reported condition is consistent with the element age. Due to its concealed nature and critical function, this should be monitored for any changes.

### Recommendations

Recommendations #1 - Low Rise - 1 - 3 Level Building Foundation	
Rec ID	2408
Type	Life Cycle Replacement
Year	2026
Cost	\$37,647.60

Replace Low Rise - 1 - 3 Level Building Foundation

<b>Element Description</b>	
Element ID	2205
Name	A103001 - Slab on Grade
Installation Year	1960
Condition	2 - Good (6 to 10 Years)
Expected Useful Life	75 Years
Remaining Useful Life	9 Years
Renewal Year	2035
Quantity / Unit of Measure	560 / SF Footprint
Unit Cost	\$6.68
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$3,692.17

### Description

The south addition slabs appear to be cast in place concrete.

### Condition Narrative

No deficiencies were observed or reported.

### Recommendations

<b>Recommendations #1 - Slab on Grade</b>	
Rec ID	2410
Type	Life Cycle Replacement
Year	2035
Cost	\$4,615.21

Replace Slab on Grade

**B Shell**  
**B10 Superstructure**

<b>Element Description</b>	
Element ID	2204
Name	B102004 - Canopies
Installation Year	1945
Condition	4 - Poor (1 to 2 Years)
Expected Useful Life	50 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	110 / SF Canopy Steel
Unit Cost	\$51.39
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$5,579.41

**Description**

The structure includes a covered front porch and two covered back porches that are built in to the building.

**Condition Narrative**

Both front and back porch areas show large cracks in stucco, presumably the result of water intrusion over the years.

**Recommendations**

<b>Recommendations #1 - Canopies</b>	
Rec ID	2409
Type	Life Cycle Replacement
Year	2026
Cost	\$6,974.27

Replace Canopies

<b>Element Description</b>	
Element ID	2206
Name	B103008 - Load Bearing Masonry Walls
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	75 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$63.28
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$124,040.32

### Description

At the time of the assessment, where accessible in exposed areas for visual review on site, the building's structural framing system is likely load bearing concrete masonry unit (CMU) walls with wood beams, wood truss roof with wood deck floor and roof sheathing systems.

### Condition Narrative

Some minor deficiencies were observed in the building load bearing masonry structural framing elements, at the time of assessment which include smaller amounts of step cracking observed in the structure. While the deficiencies appear to be relatively minor, monitoring is recommended. Should any substantial changes occur, it is recommended that a structural engineer be retained to analyze the observed changes in deterioration and the effect, if any, on the future performance of the building structure. Repair may be required.

### Recommendations

<b>Recommendations #1 - Load Bearing Masonry Walls</b>	
Rec ID	2411
Type	Life Cycle Replacement
Year	2026
Cost	\$155,050.40

Replace Load Bearing Masonry Walls

## B20 Exterior Enclosure

Element Description	
Element ID	2208
Name	B201010 - Exterior Coatings / Paint
Installation Year	2000
Condition	4 - Poor (1 to 2 Years)
Expected Useful Life	10 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	2000 / SF
Unit Cost	\$2.93
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$5,783.82

### Description

A paint finish is applied to exterior wall surfaces.

### Condition Narrative

Deficiencies observed during the assessment include peeling surfaces and fading. The deterioration is normal for its age and is anticipated to progress due to exposure to the elements, and may lead to deterioration of underlying surfaces. Repainting is recommended in the short term.

### Recommendations

Recommendations #1 - Exterior Coatings / Paint	
Rec ID	2413
Type	Life Cycle Replacement
Year	2026
Cost	\$7,229.78

Replace Exterior Coatings / Paint

<b>Element Description</b>	
Element ID	2207
Name	B201023 - Stucco
Installation Year	1945
Condition	4 - Poor (1 to 2 Years)
Expected Useful Life	40 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	2500 / SF
Unit Cost	\$20.55
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$50,707.13

### Description

Stucco cladding presumably includes multiple coatings applied over concrete masonry units (CMU).

### Condition Narrative

Deficiencies observed or reported during the assessment include cracks / fissures and fading. The deterioration is anticipated to progress due to age and exposure to the elements, and may lead to moisture infiltration and a weakening of integrity.

### Recommendations

<b>Recommendations #1 - Stucco</b>	
Rec ID	2412
Type	Life Cycle Replacement
Year	2026
Cost	\$63,383.91

Replace Stucco

<b>Element Description</b>	
Element ID	2209
Name	B201026 - Wood Siding
Installation Year	1960
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	30 Years
Remaining Useful Life	4 Years
Renewal Year	2030
Quantity / Unit of Measure	280 / SF
Unit Cost	\$19.09
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$5,275.71

### Description

The 'greenhouse' addition to the south has exterior wall surfaces clad with wood siding.

### Condition Narrative

No significant deficiencies were observed or reported.

### Recommendations

<b>Recommendations #1 - Wood Siding</b>	
Rec ID	2414
Type	Life Cycle Replacement
Year	2030
Cost	\$6,594.64

Replace Wood Siding

<b>Element Description</b>	
Element ID	2210
Name	B202001 - Windows
Installation Year	1945
Condition	4 - Poor (1 to 2 Years)
Expected Useful Life	35 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	300 / SF
Unit Cost	\$107.92
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$31,955.11

### Description

Original Windows: Are single-paned glass set in painted wood. Window frames are presumed to be original. The windows are casement pairs of various sizes with a variety of light patterns. Wood-framed screens are installed on the interior side of the windows.

### Condition Narrative

Deficiencies observed during the assessment include damaged glazing, degraded and missing sealant, rot, worn framework and trim, water damage on surrounding surfaces, air/moisture leakage, damaged hardware, inoperable cranks, wear and fatigue. The deterioration is anticipated to progress due to age and exposure to the elements, and may lead to moisture infiltration and a weakening of integrity. Complete restoration or replacement is recommended.

### Recommendations

<b>Recommendations #1 - Windows</b>	
Rec ID	2415
Type	Life Cycle Replacement
Year	2026
Cost	\$39,943.89

Replace Windows

<b>Element Description</b>	
Element ID	2211
Name	B202001 - Windows
Installation Year	1960
Condition	4 - Poor (1 to 2 Years)
Expected Useful Life	35 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	432 / SF
Unit Cost	\$107.92
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$46,015.36

### Description

South Addition Windows: are single-paned glass set in aluminum frames.

### Condition Narrative

Deficiencies observed during the assessment include damaged glazing, degraded sealant, water damage on surrounding interior surfaces, air/moisture leakage, damaged hardware, inoperable sashes, wear and fatigue. The deterioration is anticipated to progress due to age and exposure to the elements, and may lead to moisture infiltration and a weakening of integrity. Replacement is recommended.

### Recommendations

<b>Recommendations #1 - Windows</b>	
Rec ID	2416
Type	Life Cycle Replacement
Year	2026
Cost	\$57,519.20

Replace Windows

<b>Element Description</b>	
Element ID	2212
Name	B203024 - Exterior Doors - Wood
Installation Year	1945
Condition	4 - Poor (1 to 2 Years)
Expected Useful Life	25 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	5 / Each
Unit Cost	\$4,812.16
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$23,748.01

### Description

Exterior door assemblies include painted wood panels that are hinge-mounted within painted wood frames. Select door panels include vision lights composed of single-paned glass.

### Condition Narrative

Deficiencies observed during the assessment include delamination / rot, discolored finishes, air or moisture leakage, worn hardware, damaged or missing weather stripping, wear and fatigue. Replacement or restoration is recommended.

### Recommendations

<b>Recommendations #1 - Exterior Doors - Wood</b>	
Rec ID	2417
Type	Life Cycle Replacement
Year	2026
Cost	\$29,685.01

Replace Exterior Doors - Wood

## B30 Roofing

Element Description	
Element ID	2213
Name	B301005 - Gutters and Downspouts
Installation Year	2000
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	30 Years
Remaining Useful Life	2 Years
Renewal Year	2028
Quantity / Unit of Measure	120 / LF
Unit Cost	\$13.97
Difficulty / Regional / Soft Cost / Replacement	2.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$3,309.21

### Description

Gutters and downspouts are installed in some areas for the collection of storm water runoff. The downspouts discharge onto landscaped surfaces at ground level.

### Condition Narrative

Minor deficiencies were observed. Replacement is recommended next time the roof coverings are replaced.

### Recommendations

Recommendations #1 - Gutters and Downspouts	
Rec ID	2418
Type	Life Cycle Replacement
Year	2028
Cost	\$4,136.52

Replace Gutters and Downspouts

<b>Element Description</b>	
Element ID	2214
Name	B301022 - Conventional - Modified Bitumen
Installation Year	2000
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	22 Years
Remaining Useful Life	2 Years
Renewal Year	2028
Quantity / Unit of Measure	591 / SF
Unit Cost	\$20.55
Difficulty / Regional / Soft Cost / Replacement	1.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$17,980.75

### Description

Low-sloped roof surfaces are covered with a two-ply modified bituminous roofing assembly consisting of reinforced layers of modified asphalt with a granule surface cover.

### Condition Narrative

Installation year is estimated. No significant deficiencies or leaks were observed or reported. The system, based on age, has surpassed its expected useful life and may experience weakening of integrity over time, resulting in moisture infiltration, damage to internal elements, and disruption to building operations. Replacement is recommended in the short term.

### Recommendations

<b>Recommendations #1 - Conventional - Modified Bitumen</b>	
Rec ID	2419
Type	Life Cycle Replacement
Year	2028
Cost	\$22,475.93

Replace Conventional - Modified Bitumen

<b>Element Description</b>	
Element ID	2215
Name	B301027 - Asphalt Shingles
Installation Year	2000
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	15 Years
Remaining Useful Life	2 Years
Renewal Year	2028
Quantity / Unit of Measure	750 / SF
Unit Cost	\$5.88
Difficulty / Regional / Soft Cost / Replacement	1.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$6,529.01

### Description

Pitched roof surfaces are covered with architectural asphalt shingles.

### Condition Narrative

Age is estimated. Deficiencies observed during the assessment include granule loss. The deterioration is anticipated to progress due to age and exposure to the elements, and may lead to a weakening of integrity, and system failure. Replacement is recommended in the short term.

### Recommendations

<b>Recommendations #1 - Asphalt Shingles</b>	
Rec ID	2420
Type	Life Cycle Replacement
Year	2028
Cost	\$8,161.26

Replace Asphalt Shingles

<b>Element Description</b>	
Element ID	2216
Name	B301099 - Other Roof Coverings
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	30 Years
Remaining Useful Life	2 Years
Renewal Year	2028
Quantity / Unit of Measure	1 / Lump Sum
Unit Cost	\$5,000.00
Difficulty / Regional / Soft Cost / Replacement	1.25 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$6,168.75

### Description

Pitched roof surface on the decorative eave structure is covered with cementous shingles, presumed to be original to the building.

### Condition Narrative

According to laboratory testing performed prior to the assessment, these shingles were confirmed to contain asbestos. Proper safety and material removal/disposal protocols should therefore be adhered to during future repair/replacement activities, in accordance with applicable governing regulations. Renewal factor increased to provide an abatement allowance.

### Recommendations

<b>Recommendations #1 - Other Roof Coverings</b>	
Rec ID	2421
Type	Life Cycle Replacement
Year	2028
Cost	\$7,710.94

Replace Other Roof Coverings

**C Interiors**  
**C10 Interior Construction**

<b>Element Description</b>	
Element ID	2217
Name	C101001 - Fixed Partitions
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	75 Years
Remaining Useful Life	4 Years
Renewal Year	2030
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$15.42
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$30,226.01

**Description**

Interior fixed partitions generally include plaster on lath and gypsum drywall. Gypsum board or plaster on lath is affixed to ceiling structures.

**Condition Narrative**

Deficiencies observed during the assessment include worn surfaces and minor cracks in wall surfaces, typical of older buildings.

**Recommendations**

<b>Recommendations #1 - Fixed Partitions</b>	
Rec ID	2422
Type	Life Cycle Replacement
Year	2030
Cost	\$37,782.51

Replace Fixed Partitions

<b>Element Description</b>	
Element ID	2218
Name	C101028 - Interior Guardrails and Screens
Installation Year	1945
Condition	2 - Good (6 to 10 Years)
Expected Useful Life	50 Years
Remaining Useful Life	4 Years
Renewal Year	2030
Quantity / Unit of Measure	15 / LF
Unit Cost	\$178.22
Difficulty / Regional / Soft Cost / Replacement	2.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$5,277.09

### Description

Fixed guardrails of painted metal construction are base-mounted along floor openings at the stairs.

### Condition Narrative

Guardrails had been temporarily removed at time of assessment to facilitate moving furniture out of the second floor. Guardrails are in good condition, only in need of a fresh coat of paint after re-installation. However, they do not meet current code for height or baluster spacing, so replacement is recommended.

### Recommendations

<b>Recommendations #1 - Interior Guardrails and Screens</b>	
Rec ID	2423
Type	Life Cycle Replacement
Year	2030
Cost	\$6,596.37

Replace Interior Guardrails and Screens

<b>Element Description</b>	
Element ID	2219
Name	C102008 - Interior Doors - Hollow Metal or Wood
Installation Year	1980
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	40 Years
Remaining Useful Life	5 Years
Renewal Year	2031
Quantity / Unit of Measure	9 / Each
Unit Cost	\$1,540.00
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$13,679.82

### Description

Interior door assemblies include a mixture of painted wood doors within wood frames. Hardware is a mixture of various ages of modern hardware, with only a few historic pieces remaining.

### Condition Narrative

Deficiencies observed during the assessment include worn and faded finishes and worn hardware. Repairs recommended.

### Recommendations

<b>Recommendations #1 - Interior Doors - Hollow Metal or Wood</b>	
Rec ID	2424
Type	Life Cycle Replacement
Year	2031
Cost	\$17,099.78

Replace Interior Doors - Hollow Metal or Wood

<b>Element Description</b>	
Element ID	2220
Name	C104022 - Universal / Gender Neutral Washroom Refurbishment
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	25 Years
Remaining Useful Life	1 Year
Renewal Year	2027
Quantity / Unit of Measure	2 / Per Washroom
Unit Cost	\$11,062.44
Difficulty / Regional / Soft Cost / Replacement	1.20 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$26,204.71

### Description

The all gender washrooms consist of a floor mounted water closet with flush tank, a vanity mounted lavatory, and a tub. The washroom interior finishes include tile flooring, painted plaster on wall surfaces, and painted plaster ceilings.

### Condition Narrative

Deficiencies observed during the assessment include wear and fatigue, stained and discolored surfaces, broken tiles, and abandoned plumbing fixtures (tub / shower). Refurbishment is recommended.

### Recommendations

<b>Recommendations #1 - Universal / Gender Neutral Washroom Refurbishment</b>	
Rec ID	2425
Type	Life Cycle Replacement
Year	2027
Cost	\$32,755.88

Replace Universal / Gender Neutral Washroom Refurbishment

## C20 Stairs

Element Description	
Element ID	2221
Name	C201001 - Interior Stair Construction
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	75 Years
Remaining Useful Life	9 Years
Renewal Year	2035
Quantity / Unit of Measure	14 / Per Riser
Unit Cost	\$742.77
Difficulty / Regional / Soft Cost / Replacement	1.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$15,395.39

### Description

Interior wood stairs provide access between floor levels. The stairs are finished with oak treads.

### Condition Narrative

No significant deficiencies were observed or reported. Stairs are narrow with low ceiling height compared to today's standards.

### Recommendations

Recommendations #1 - Interior Stair Construction	
Rec ID	2426
Type	Life Cycle Replacement
Year	2035
Cost	\$19,244.24

Replace Interior Stair Construction

## C30 Interior Finishes

Element Description	
Element ID	2222
Name	C301005 - Painted Wall Covering
Installation Year	2015
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	10 Years
Remaining Useful Life	0 Years
Renewal Year	2026
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$3.89
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$7,625.11

### Description

A paint finish is applied to most wall surfaces in the building.

### Condition Narrative

No significant deficiencies were observed or reported aside from normal wear and tear. The building is unoccupied. Repainting is recommended before new occupants are assigned.

### Recommendations

Recommendations #1 - Painted Wall Covering	
Rec ID	2427
Type	Life Cycle Replacement
Year	2026
Cost	\$9,531.38

Replace Painted Wall Covering

<b>Element Description</b>	
Element ID	2223
Name	C302003 - Hardwood Floor
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	30 Years
Remaining Useful Life	19 Years
Renewal Year	2045
Quantity / Unit of Measure	1800 / SF
Unit Cost	\$21.29
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$37,823.81

### Description

Interior floor surfaces on most of the first floor are covered with solid oak flooring. The second floor surfaces are covered with solid pine flooring, presumed to be original.

### Condition Narrative

Many areas are heavily worn from chairs casters. Sanding and refinishing is recommended before the next occupants are assigned.

### Recommendations

<b>Recommendations #1 - Refinish wood flooring</b>	
Rec ID	2428
Type	Aesthetics (Removed)
Year	2027
Cost	\$12,774.00

Sand and refinish all hardwood flooring.

<b>Recommendations #2 - Hardwood Floor</b>	
Rec ID	2430
Type	Life Cycle Replacement
Year	2045
Cost	\$47,279.77

Replace Hardwood Floor

<b>Element Description</b>	
Element ID	2224
Name	C302022 - Vinyl Tile / Sheet Floor
Installation Year	2015
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	15 Years
Remaining Useful Life	2 Years
Renewal Year	2028
Quantity / Unit of Measure	150 / SF
Unit Cost	\$9.30
Difficulty / Regional / Soft Cost / Replacement	1.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$2,065.30

### Description

Interior floor surfaces in the space that was originally a kitchen are finished with residential grade vinyl plank flooring. /or; sheeting).

### Condition Narrative

Deficiencies observed include scratches and general wear and tear.

### Recommendations

<b>Recommendations #1 - Vinyl Tile / Sheet Floor</b>	
Rec ID	2431
Type	Life Cycle Replacement
Year	2028
Cost	\$2,581.62

Replace Vinyl Tile / Sheet Floor

<b>Element Description</b>	
Element ID	2225
Name	C303009 - Veneer Plaster (Stipple) Ceiling
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	40 Years
Remaining Useful Life	5 Years
Renewal Year	2031
Quantity / Unit of Measure	1986 / SF
Unit Cost	\$5.07
Difficulty / Regional / Soft Cost / Replacement	1.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$14,907.18

### Description

A textured veneer plaster coating is applied to the ceiling structure in some places; gypsum board in others.

### Condition Narrative

Deficiencies observed during the assessment include staining and discoloration. Repair is recommended. The recommended repair would be performed as a maintenance activity and therefore a cost has been excluded from this report.

### Recommendations

<b>Recommendations #1 - Veneer Plaster (Stipple) Ceiling</b>	
Rec ID	2432
Type	Life Cycle Replacement
Year	2031
Cost	\$18,633.98

Replace Veneer Plaster (Stipple) Ceiling

D Services  
D20 Plumbing

Element Description	
Element ID	2226
Name	D202001 - Domestic Water Piping and Fittings
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	40 Years
Remaining Useful Life	4 Years
Renewal Year	2030
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$3.74
Difficulty / Regional / Soft Cost / Replacement	1.20 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$8,797.30

### Description

The building domestic water distribution consists of copper domestic cold and hot water supply risers and lines. The cold water is supplied from the municipality. The distribution includes a water meter, backflow preventer device, valves, fittings and pipe insulation.

### Condition Narrative

Some has been upgraded over the years, some appears to be original. No deficiencies observed or reported, but based on age, recommend replacement.

### Recommendations

Recommendations #1 - Domestic Water Piping and Fittings	
Rec ID	2433
Type	Life Cycle Replacement
Year	2030
Cost	\$10,996.62

Replace Domestic Water Piping and Fittings

<b>Element Description</b>	
Element ID	2227
Name	D203001 - Sanitary Waste and Vent Piping and Fittings
Installation Year	1945
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	50 Years
Remaining Useful Life	4 Years
Renewal Year	2030
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$4.26
Difficulty / Regional / Soft Cost / Replacement	1.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$12,525.56

### Description

The building sanitary waste drainage consists of pipe soil stacks and drain lines. The drainage is connected to the municipal sewer system. The drainage includes vents, traps, cleanouts and floor drains.

### Condition Narrative

No deficiencies observed or reported, but based on age recommend replacement, including sanitary waste piping to the point of connection to the city waste line.

### Recommendations

<b>Recommendations #1 - Sanitary Waste and Vent Piping and Fittings</b>	
Rec ID	2434
Type	Life Cycle Replacement
Year	2030
Cost	\$15,656.95

Replace Sanitary Waste and Vent Piping and Fittings

## D30 HVAC

Element Description	
Element ID	2228
Name	D303021 - Refrigerant DX Condensing Units - Under 5 Tons
Installation Year	2018
Condition	2 - Good (6 to 10 Years)
Expected Useful Life	18 Years
Remaining Useful Life	9 Years
Renewal Year	2035
Quantity / Unit of Measure	1 / Each
Unit Cost	\$3,841.82
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$3,791.88

### Description

Building cooling includes an air cooled DX condensing unit.

### Condition Narrative

No major deficiencies noted. Building is vacant and system can be reused at another building if needed.

### Recommendations

Recommendations #1 - Refrigerant DX Condensing Units - Under 5 Tons	
Rec ID	2435
Type	Life Cycle Replacement
Year	2035
Cost	\$4,739.85

Replace Refrigerant DX Condensing Units - Under 5 Tons

<b>Element Description</b>	
Element ID	2229
Name	D303041 - Split System Air Conditioning Systems
Installation Year	2018
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	18 Years
Remaining Useful Life	9 Years
Renewal Year	2035
Quantity / Unit of Measure	1 / Each
Unit Cost	\$6,243.17
Difficulty / Regional / Soft Cost / Replacement	0.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$3,081.00

### Description

Building cooling includes a split air conditioning system. The system includes the condenser, evaporator, and refrigerant piping.

### Condition Narrative

No noted deficiencies.

### Recommendations

<b>Recommendations #1 - Split System Air Conditioning Systems</b>	
Rec ID	2436
Type	Life Cycle Replacement
Year	2035
Cost	\$3,851.26

Replace Split System Air Conditioning Systems

<b>Element Description</b>	
Element ID	2230
Name	D304001 - Air Distribution Systems
Installation Year	1986
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	50 Years
Remaining Useful Life	10 Years
Renewal Year	2036
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$11.23
Difficulty / Regional / Soft Cost / Replacement	0.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$11,006.42

### Description

The building air distribution consists of flexible supply ductwork.

### Condition Narrative

No noted deficiencies.

### Recommendations

<b>Recommendations #1 - Air Distribution Systems</b>	
Rec ID	2437
Type	Life Cycle Replacement
Year	2036
Cost	\$13,758.03

Replace Air Distribution Systems

## D50 Electrical

Element Description	
Element ID	2231
Name	D501031 - Electrical Distribution Systems
Installation Year	1980
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	40 Years
Remaining Useful Life	5 Years
Renewal Year	2031
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$5.65
Difficulty / Regional / Soft Cost / Replacement	0.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$5,537.51

### Description

The electrical distribution consists of switchboards, panelboards, transformers, disconnects, feeders and associated equipment. The feeders are insulated copper wire in rigid metal conduit. The distribution is fed by the main service disconnect.

### Condition Narrative

Electrical distribution appears to have been added over time, with the most recent upgrade around 1980. The system, based on age, is approaching or is past its expected useful life and can experience electrical or thermal breakdown over time which can eventually result in failure. Remnants of knob and tube wiring is visible in the attic, but it does not appear to be in use. Replacement is recommended in the short term.

### Recommendations

Recommendations #1 - Electrical Distribution Systems	
Rec ID	2438
Type	Life Cycle Replacement
Year	2031
Cost	\$6,921.89

Replace Electrical Distribution Systems

<b>Element Description</b>	
Element ID	2232
Name	D502002 - Interior Lighting Systems
Installation Year	1990
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	35 Years
Remaining Useful Life	5 Years
Renewal Year	2031
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$7.93
Difficulty / Regional / Soft Cost / Replacement	0.50 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$7,772.12

### Description

The building interior lighting includes a mixture of LED, fluorescent, and incandescent light fixtures.

### Condition Narrative

No significant deficiencies were observed. Lighting has been upgraded over the years and it is presumed would be upgraded as needed to meet future needs.

### Recommendations

<b>Recommendations #1 - Interior Lighting Systems</b>	
Rec ID	2439
Type	Life Cycle Replacement
Year	2031
Cost	\$9,715.15

Replace Interior Lighting Systems

<b>Element Description</b>	
Element ID	2233
Name	D503010 - Data Systems
Installation Year	2005
Condition	3 - Fair (3 to 5 Years)
Expected Useful Life	15 Years
Remaining Useful Life	5 Years
Renewal Year	2031
Quantity / Unit of Measure	1986 / SF Building
Unit Cost	\$3.60
Difficulty / Regional / Soft Cost / Replacement	1.00 / 0.82250 / 1.20000 / 1.2500
Element Cost	\$7,056.66

### Description

The building data system consists of a fiber feed from the campus network, switchgear, ethernet cabling and wall outlets.

### Condition Narrative

At time of assessment, all end point devices and switchgear had been removed. Wiring and wall outlets remain. Based on age, wiring should be upgraded to meet modern technology requirements.

### Recommendations

<b>Recommendations #1 - Data Systems</b>	
Rec ID	2440
Type	Life Cycle Replacement
Year	2031
Cost	\$8,820.82

Replace Data Systems

May 18, 2026

Historic Preservation Board  
City of DeLand

Re: Architectural Detail & Salvage Assessment  
635 N. Bert Fish Drive  
Stetson Campus

On May 15, at the request of the Facilities Management Dept. of Stetson, Florida Victorian conducted an hours tour of this structure to determine the condition of the architectural detailing & determine what building component salvage might be appropriate & cost-effective.

Reportedly built in 1945, this original private residence is Mediterranean Revival transitioning to Mid-Century Modern with exterior New Mexico detailing.

Mediterranean architectural components include exterior pairs of six lite wood casement hinged windows with metal crank opening mechanisms. Several one story extensions have parapet walls with flat or slightly sloped hidden roofs & drainage openings. Sloped roof overhangs over the one story areas on three sides of the building protect those casement units. Diamond shaped large roof shingles provide further detailing.

Several exterior block curved arches with stucco surface make a subtle suggestion of New Mexico Pueblo entryways .

Somewhat jarring to the traditional romance of the Mediterranean exterior, particularly on the south building portion, is the late Mid-Century addition of horizontal aluminum crankout jalousie windows, possibly added in the early 1960s' during a building renovation.

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Interior architectural detailing is fairly limited as commercial fire & safety codes required the University to replace most original doors with modern slab doors & commercial very ugly hardware. Exterior entryways have also been compromised by necessary poured concrete handicapped access with generic iron railings.

Interior tongue & groove wood flooring appears in very good condition if it has not been sanded & refinished too many times.

There is approximately 1000 square feet of 2 ¼ inch oak flooring & maybe up to 600 square feet of 3 ¼ inch pine flooring that could be salvaged for reuse.

Most of the casement window units are badly deteriorated with lost or weathered glazing & surface paint & sagging or rotted joints with rotted exterior sills. Some are still salvageable for reuse after repairs.

Structural cracks in some exterior walls suggest foundation problems.

Combined with several large roof shingle areas reportedly containing asbestos hazards and exorbitant costs to Stetson to restore or replace all exterior windows, it appears that Stetson has a valid request for demolition after salvage approval for this obsolete structure that is not contained within the designated Stetson Historic District.

Respectfully,



Mark Shuttleworth  
Florida Victorian Architectural Salvage  
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( 386 ) 804-3094



**DATE:** June 4, 2026

**TO:** Historic Preservation Board

**FROM:** Emily Kunkel, *Senior Planner & Historic Resource Coordinator*

**RE:** **Historic Preservation Review (Demolition) for a residential building built prior to 1950 at 338 South Clake Street**  
**Application No.:** HPB26-047  
**Applicant:** Scenic View Design & Construction LLC  
**Owner:** Voorhis Investment Partners, LLC  
**Zoning District:** C-1  
**Current Use:** Vacant  
**Florida Master Site File Number:** VO10961

**Original Structure Information** *(Provided from Florida Master Site File Structure Form)*

<b>Date of Construction:</b>	+/- 1949	<b>Style:</b>	Masonry Vernacular
<b>Exterior Fabric:</b>	Stucco	<b>Stories:</b>	1
<b>Roof Material:</b>	Sheet metal: Corrugated	<b>Windows:</b>	6/6 sash, possibly vinyl but could be timber, boarded windows
<b>Roof Type:</b>	Gable	<b>Chimneys:</b>	None
<b>Porch:</b>	Enclosed	<b>Secondary Structure:</b>	None

**Description of Proposed Work:**

The applicant is requesting to demolish a residential building built prior to 1950, constructed in 1949, per the Volusia County Property Appraiser. This structure is not located within a designated Historic District, but rather the Downtown Historic Support District and the Historic Support District. At this time, neither the applicant nor the property owner have indicated whether the building has been inspected for structural integrity, nor have they provided information regarding potential repairs or stabilization measures to prevent further deterioration or collapse. The property owner purchased the property in November 2025 and has stated that there are currently no definitive plans for reuse or future development of the site.

**Staff Analysis**

Since this building was built prior to 1950, review is required by both the Historic Preservation Board and the City Commission. This request has been reviewed against the City’s Land Development Regulations (LDR), Section 33-35.01, which does not require the applicant to provide additional details or reports on the structural integrity of the structures. However, without documentation regarding the structural integrity or viability of rehabbing the buildings, and

pursuant to LDR Section 33-35(b)(5) demolition of historic buildings without definitive plans for redevelopment is discouraged, staff is unable to support the demolition request.

### **Guidance from DeLand Land Development Regulations**

Land Development Regulations Section 33-35 outlines demolitions requirements in the City of DeLand. 33-35.01. *Generally. (a) Purpose and intent. The purpose of this section is to ensure that historic properties are protected from neglect or premature demolition by providing the following procedure for review. No demolition permit affecting a building or structure in a designated Historic District, a designated historic building or structure, or a building or structure constructed prior to 1950 shall be issued until the applicant has demonstrated that no other feasible alternative to demolition can be found.*

#### **1. Issuance of demolition permit shall be guided by the following factors:**

##### ***a. The historic or architectural significance of the building, structure, or object;***

This site has a Florida Master Site File, with limited historical documentation. According to the 2025 site, the structure was constructed in 1949 as a private residence. Identified distinguishing architectural features include multiple rooflines, an enclosed porch, a rough stucco exterior and an asymmetrical façade. At the time of the January 2025 field survey, the building was vacant and remains vacant today. City staff has not found any additional historic or architectural significance for this building, beyond the information documented in the Florida Master Site File.

##### ***b. The importance of the building, structure, or object to the ambiance of a district;***

This structure is not located within a designated Historic District, but rather the Downtown Historic Support District and the Historic Support District. There are many existing masonry vernacular style buildings within the city and within these Support Districts. These structures are surrounded by a variety of other architectural style buildings, all of which have been built around the time period of 1923 – 1978.

##### ***c. The difficulty or the impossibility of reproducing such a building, structure or object because of its design, texture, material, detail, or unique location;***

The masonry vernacular style is still a commonly used architectural style, however it may be difficult to reproduce the building using similar materials as the original materials would be more difficult to obtain and may not meet current Florida Building Codes.

##### ***d. Whether the building, structure, or object is one of the last remaining examples of its kind in the neighborhood, the county, or the region;***

These buildings are not one of the last remaining examples of its kind within the block or in the city.

##### ***e. 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;***

The property owner purchased the property in November 2025 and has stated that there are currently no definitive plans for reuse or future development of the site. The owner's immediate priority is to address the deteriorated condition of the existing structure, which they've stated

presents safety concerns and potential liability. However, pursuant to LDR Section 33-35(b)(5), demolition of historic buildings without definitive redevelopment plans is discouraged.

***f. Whether reasonable measures can be taken to save the building, structure, or object from collapse; and***

Neither the applicant nor the property owner have indicated whether the building has been inspected for structural integrity, nor have they provided information regarding potential repairs or stabilization measures to prevent further deterioration or collapse.

***g. Whether the building, structure, or object is capable of earning reasonable economic return on its value.***

If rehabilitated, the estimated cost of the renovation may exceed the value of the structure, however the applicant has not provided documentation regarding the integrity of the buildings. If demolished and redeveloped, it could be possible to have a return on the investment. However, without documentation regarding the structural integrity or viability of rehabbing the building, staff is unable to make an assessment.

**Staff Recommendation:**

Staff finds that although the LDR does not require the applicant to provide additional details or reports regarding the structural integrity of the building, without documentation demonstrating the structural integrity of the structure or the viability of rehabilitating the building, staff is unable to support the demolition request. Additionally, pursuant to LDR Section 33-35(b)(5), demolition of historic buildings without definitive redevelopment plans is discouraged.

The redevelopment of this site will not require review by the Historic Preservation Board, because it is not located in any designated Historic Districts, the demolition requires both Historic Preservation Board and City Commission action due to the age of the structure (built prior to 1950).

**Historic Preservation Board Recommendation:** *(LDR Section 33-35(b)(6))*

The historic preservation board shall use the criteria set forth in subsection (a) above to review the completed application and accompanying submittals. After completing the review of the application and fulfilling the public notice and hearing requirements set forth above, the board shall forward its recommendation to the city commission.

**Attachments:**

- Exhibit A – Existing Conditions
- Vicinity map
- Florida Master Site File (VO10961) (2025)
- Project Narrative

**Exhibit A**  
**Existing Conditions – 338 South Clake Street**  
**Provided by Applicant**

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**Exhibit A**  
**Existing Conditions – 338 South Clake Street**  
**Provided by Applicant**

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City of DeLand  
HBP26-047  
338 S. CLAKE ST



**Legend:**

-  City Zoning
-  County Zoning

**N**  
  
Not to Scale

*Voorhis Investment Partners, L.L.C.*

April 20, 2026

City of DeLand  
120 South Florida Avenue  
DeLand, FL 32720

Re: Future Use Statement – 338 S. Clake Street, DeLand, FL

To Whom It May Concern,

This letter is in reference to the property located at 338 S. Clake Street, DeLand, Florida, in response to the City's request regarding the future use of the property following demolition of the existing structure.

At this time, the Owner does not have definitive plans for the future use or development of the property. The immediate priority is to address the current condition of the existing structure, which has deteriorated to a state that presents safety concerns and potential liability.

Accordingly, the Owner respectfully requests approval from the City to proceed with demolition of the existing structure. Removal of the structure will eliminate these concerns and allow the Owner the opportunity to evaluate appropriate future use options for the property.

The Owner remains committed to maintaining the property in compliance with applicable City standards following demolition and will coordinate with the City as future plans are developed.

Sincerely,



Paul M. Missigman, Manager  
Voorhis Investment Partners, L.L.C.

## Historic Preservation Documentation

338 S Clake St  
Deland, FL 32724

1. The SFR Home Structure at 338 S Clake St is in very poor condition. Please see photos below.
2. We will use an excavator for the demolition of the structure. The debris will be placed in a dumpster and hauled to a landfill.
3. Demolition will begin once permits have been issued.
4. Demolition will take 1 week. We will work Monday-Friday from 8 a.m.- 4:30 p.m.
5. Redevelopment is still to be determined. The owner wants the house to be removed at this time due to the deprived condition of the house and the area to limit liability as the property owner.
6. Structural integrity is poor. There is evidence of roof and windows leaking. Broken windows and very unsanitary conditions.







# HISTORICAL STRUCTURE FORM

## FLORIDA MASTER SITE FILE

Version 5.0 3/19

Site#8 **VO10961**  
Field Date 1-30-2025  
Form Date 2-25-2025  
Recorder # JVT

Original  
 Update

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

Site Name(s) (address if none) 338 S CLAKE ST Multiple Listing (DHR only) \_\_\_\_\_  
Survey Project Name City of DeLand HRS Survey # (DHR only) \_\_\_\_\_  
National Register Category (please check one)  building  structure  district  site  object  
Ownership:  private-profit  private-nonprofit  private-individual  private-nonspecific  city  county  state  federal  Native American  foreign  unknown

### LOCATION & MAPPING

Clear Location Values

Street Number 338 Direction S Street Name CLAKE Street Type Street Suffix Direction \_\_\_\_\_  
Address: \_\_\_\_\_  
Cross Streets (nearest / between) Between S Woodland Blvd & S Alabama  
USGS 7.5 Map Name DE LAND USGS Date 2024 Plat or Other Map \_\_\_\_\_  
City / Town (within 3 miles) DeLand In City Limits?  yes  no  unknown County Volusia  
Township 17S Range 30E Section 16 1/4 section:  NW  SW  SE  NE Irregular-name: \_\_\_\_\_  
Tax Parcel # 701612000231 Landgrant \_\_\_\_\_  
Subdivision Name CLAKES BLK 14 HOWRYS ADD Block 14 Lot 231  
UTM Coordinates: Zone  16  17 Easting        Northing         
Other Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
Name of Public Tract (e.g., park) \_\_\_\_\_

### HISTORY

Clear History Values

Construction Year: 1949  approximately  year listed or earlier  year listed or later  
Original Use Residence, private From (year): 1949 To (year): \_\_\_\_\_  
Current Use Unknown From (year): \_\_\_\_\_ To (year): 2025  
Other Use \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
Moves:  yes  no  unknown Date: \_\_\_\_\_ Original address \_\_\_\_\_  
Alterations:  yes  no  unknown Date: \_\_\_\_\_ Nature boarded windows  
Additions:  yes  no  unknown Date: \_\_\_\_\_ Nature Possible addition(s) to rear  
Architect (last name first): \_\_\_\_\_ Builder (last name first): \_\_\_\_\_  
Ownership History (especially original owner, dates, profession, etc.)  
NEI SERVICES LLC

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

### DESCRIPTION

Clear Description Values

Style Masonry Vernacular Exterior Plan Irregular Number of Stories 1  
Exterior Fabric(s) 1. Stucco 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Roof Type(s) 1. Gable 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Roof Material(s) 1. Sheet metal:corrugated 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Roof secondary strucs. (dormers etc.) 1. \_\_\_\_\_ 2. \_\_\_\_\_

Windows (types, materials, etc.)  
6/6 sash, possibly vinyl but could be timber, boarded windows

Distinguishing Architectural Features (exterior or interior ornaments)  
Multiple rooflines; enclosed porch; rough stucco exterior; asymmetric façade

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)  
Paved drive and walkway, 1 bay garage with dbl leaf doors, wood fencing, mature trees

DHR USE ONLY		OFFICIAL EVALUATION		DHR USE ONLY	
NR List Date	SHPO – Appears to meet criteria for NR listing: <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> insufficient info	Date	_____	Init.	_____
<input type="checkbox"/> Owner Objection	KEEPER – Determined eligible: <input type="checkbox"/> yes <input type="checkbox"/> no	Date	_____		
	NR Criteria for Evaluation: <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (see <i>National Register Bulletin 15</i> , p. 2)				

DESCRIPTION (continued)

Clear Description Values

Chimney: No. 1 Chimney Material(s): 1. Stucco 2. 3.
Structural System(s): 1. Wood frame 2. 3.
Foundation Type(s): 1. Unknown 2.
Foundation Material(s): 1. Obscured 2.
Note: you may use the last box in each field to type in an answer that does not appear in the list provided

Main Entrance (stylistic details)

Asymmetric timber and glass pane, accessed by walkway

Porch Descriptions (types, locations, roof types, etc.)

None observed.

Condition (overall resource condition): [ ]excellent [ ]good [x]fair [ ]deteriorated [ ]ruinous

Narrative Description of Resource

This 1949 Masonry Vernacular resource is in fair condition. It has a Gable roof, Stucco siding, and is a single-story building.

Archaeological Remains [ ] Check if Archaeological Form Completed

RESEARCH METHODS (select all that apply)

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

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

OPINION OF RESOURCE SIGNIFICANCE

Clear Significance Values

Appears to meet the criteria for National Register listing individually? [ ]yes [x]no [ ]insufficient information
Appears to meet the criteria for National Register listing as part of a district? [ ]yes [x]no [ ]insufficient information

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

Research did not provide significant historical context to meet criteria for individual listing; and it does not appear to represent the associated qualities or meet NRHP Criteria to be considered a contributing building to the Historic District.

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

1. 3. 5.
2. 4. 6.

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 Maintaining organization
Document description File or accession #'s
2) Document type Maintaining organization
Document description File or accession #'s

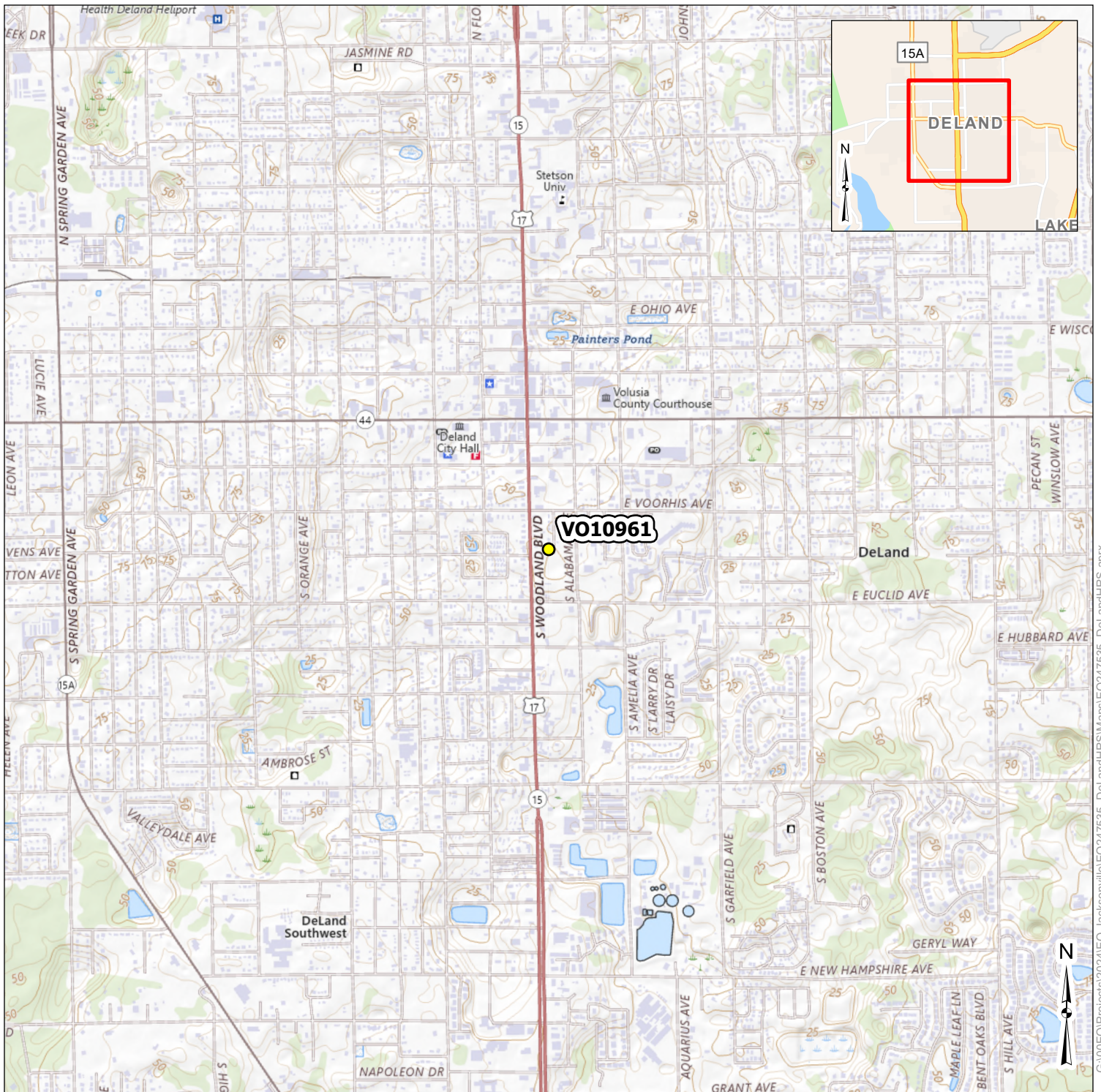
RECORDER INFORMATION

Recorder Name Josie Van Tassel/Selena Garza Affiliation Terracon
Recorder Contact Information 8001 Baymeadows Way, Jax, FL | 904-900-6494
(address / phone / fax / e-mail)

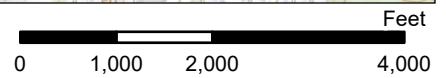
Required Attachments

- 1 USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED
2 LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
3 PHOTO OF MAIN FACADE, DIGITAL IMAGE FILE

When submitting an image, it must be included in digital AND hard copy format (plain paper grayscale acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.




● Historic Structure



DATA SOURCES:  
 Terracon - Historic Structure Identification; ESRI -  
 USGS Topographic Basemap and World Navigation  
 Map

Project No.:	EQ247535
Date:	Feb 2025
Drawn By:	JMA
Reviewed By:	MPB



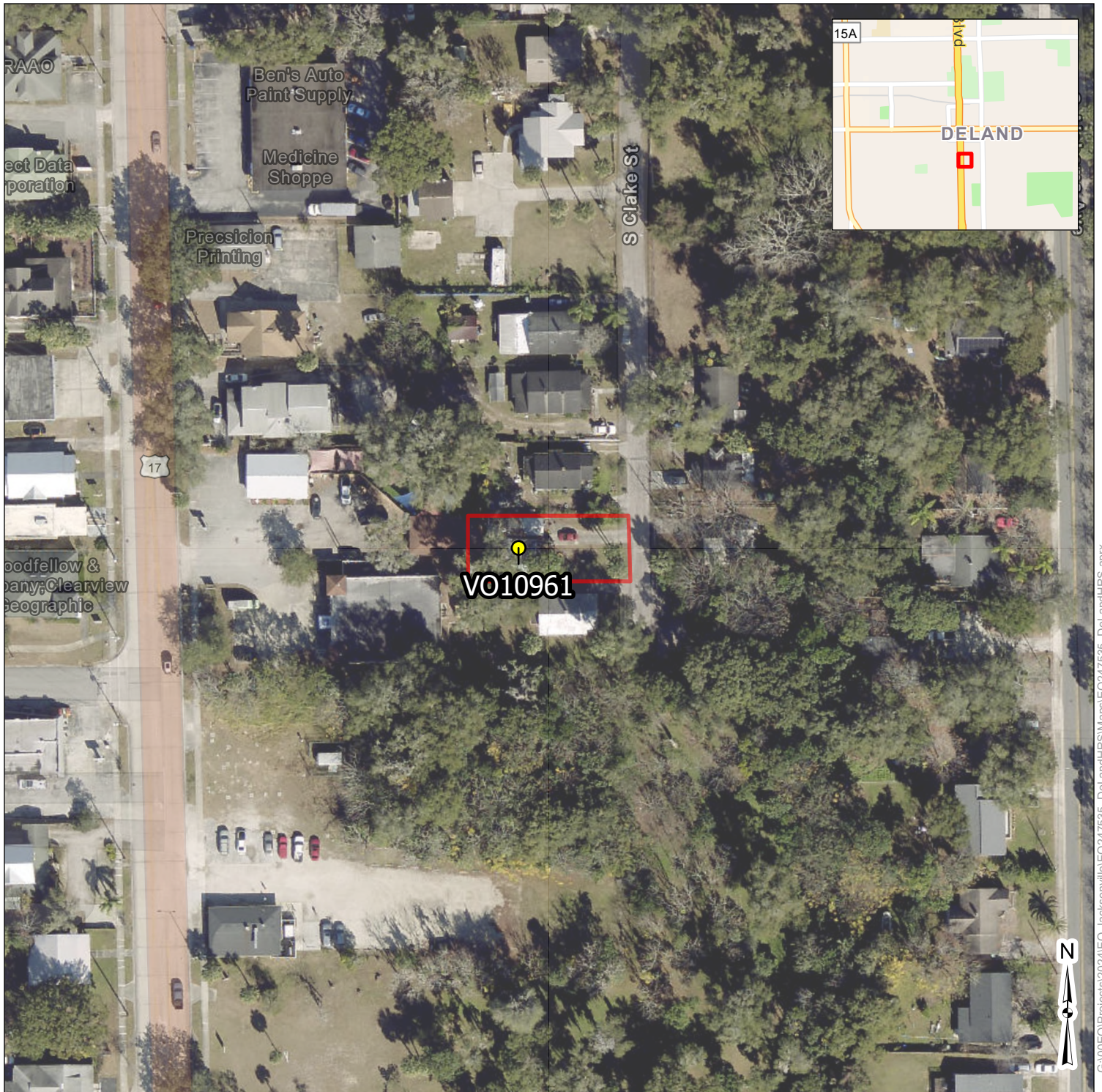
8001 Baymeadows Way, Ste 1 Jacksonville, FL 32256  
 PH. (904) 900-6494 terracon.com

**Project Location - VO10961**

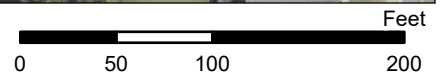
City of DeLand  
 Historic Structures Survey  
 Volusia County, Florida

**Exhibit**

**1**




- Historic Structure
- Historic Parcel



DATA SOURCES:  
 Terracon - Historic Structure Identification; Volusia County - Parcels (2024); ESRI - World Imagery Hybrid Basemap and World Navigation Map

Project No.:	EQ247535
Date:	Feb 2025
Drawn By:	JMA
Reviewed By:	MPB



8001 Baymeadows Way, Ste 1 Jacksonville, FL 32256  
 PH. (904) 900-6494 terracon.com

**Parcel Location - VO10961**

City of DeLand  
 Historic Structures Survey  
 Volusia County, Florida

**Exhibit**

**2**





