



Historic Preservation Board Regular Meeting Minutes

April 10, 2024 at 9:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

John Skolfield, Kelsey Wolfe, Aimee Spencer, Wade Miller, Lucy Boudet, N. Lee Rambeau, Drew Henner

Staff Present

Planning and Zoning Consultant Jeff Briggs, Planner I Corinna Lundgren, Administrative Coordinator Mary Bush

1. Call to Order

Chairman Miller called the meeting to order at 9:04 a.m.

2. Consent Agenda

- a. Approve the minutes of March 13, 2024.

Motion made by Aimee Spencer, seconded by Lucy Boudet to approve the March 13, 2024 meeting minutes.

The motion carried unanimously by a 6-0 vote. (John Skolfield was not present for the meeting minutes.)

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

No one from the public wished to speak. The public hearing was closed.

4. Public Hearings (Public participation and comment on these matters must be in person.)

- a. Request by Carolyn Miller for approval to reconstruct the existing one-story Ranch architectural style home at 1430 Glencoe Road into a one-story Spanish Colonial/Spanish Mission architectural style home of 3,700 square feet in size.

Mr. Briggs provided a summary of the item. He noted that the property is a

contributing property within the Virginia Heights East Historic District. He further noted that the applicant's conceptual plans had been reviewed by the Board as a discussion item at their December 13, 2023 regular meeting and was favorably received by the Board. He added that the architectural details of the plans were determined to meet Spanish Colonial styling, but the Board encouraged the applicant to go back and make a few revisions and then bring the plans back for formal approval. Mr. Briggs then presented photos of the existing home and the site plan. He indicated that staff had a concern about placing asphalt or concrete around a Live Oak tree located near the middle of the property. Staff recommended placing gravel instead to preserve the surface roots and keep the pervious nature of water around the tree.

Staff recommendation was for approval with the following condition:

- That the driveway section adjacent to the Live Oak tree along the north property line be gravel and not concrete/asphalt.

The applicant, Carolyn Miller of 1581 Forest Avenue, Winter Park, FL 32789 addressed the Board. Ms. Miller indicated that she had addressed the Board's feedback and recommendations from the meeting in December, and she had no issue with using gravel around the oak tree instead of asphalt or concrete.

The applicant's architect, Julie Lamar of Lamar Design at 1370 Gene Street, Winter Park, FL 32789 addressed the Board. Ms. Lamar went over the details of the proposed renovation. She noted that she and the applicant had been working together to thoughtfully develop a functional floor plan that would meet the applicant's future needs and would aesthetically pay homage to the Spanish Colonial style. She explained that she and the applicant had researched surveyor comments from previous historic asset surveys that been developed for the City in past years, which indicated that the Virginia Heights district was notable for its Spanish Colonial style. Because of this finding, they incorporated details into the proposed home like the tower element, the iron work over the small front window, the arched windows, the parapet wall, the barrel tile, the white stucco finish, and the blue-green window color. Ms. Lamar indicated that the proposed plan meets the requirements of the front and rear setbacks and meets all of the requirements for floor-area-ratio and impervious coverage. She noted that drainage, most specifically containing it, had been a concern, so retention had been proposed for the site. She then explained that the some of the chosen architectural details were from architectural graphic standards and a book on historic Spanish Colonial architecture.

Brief discussion ensued regarding the type of sheet metal and windows to be used, how the doors would meet building code requirements, the type of gate to be used for the detail over the small window, the type of window casing to be used, and the builders or contractors the applicant might work with. The Board recommended that

the applicant use copper when dealing with clay barrel tile, to back paint the brick mould before installing the windows, and to find someone that is familiar with and does fine craftsmanship with historic homes and in terms of the type of details the applicant proposed.

The Board heard public comment from the following residents:

Orman Kimbrough of 1451 Highland Road, Winter Park, FL 32789 addressed the Board. Mr. Kimbrough inquired about the allowed rear setback, a comment in the staff report regarding enlarging the garage, pool setbacks, impervious coverage requirements, and if the detached garage would be fully detached from the house.

Billy Collins of 1450 Glencoe, Winter Park, FL 32789 addressed the Board. Mr. Collins expressed that he was relieved that the house would be one story. He also inquired as to how much of the existing house would be preserved and if a variance was being requested for the setback adjacent to his home.

No one else from the public wished to speak. The public hearing was closed.

The Board shared their thoughts on the request. A brief discussion ensued regarding renovating the house versus tearing it down and restyling homes in historic districts. The Board noted that a tear down of a historic home is not something the Board would want to grant permission to do. During the discussion the Board overall, expressed favor for the project.

Motion made by Aimee Spencer, seconded by N. Lee. Rambeau for approval to reconstruct the existing one-story Ranch architectural style home at 1430 Glencoe Road into a one-story Spanish Colonial/Spanish Mission architectural style home of 3,700 square feet in size, with the following condition:

- **That the driveway section adjacent to the Live Oak tree along the north property line be gravel and not concrete/asphalt.**

The motion carried unanimously by a 7-0 vote.

5. Action Items

6. Non-Action Items

7. Staff Updates

Mr. Briggs noted that the owners of 151 Sterling Avenue had previously come before the Board twice for a tear down and rebuild of the existing home but have recently decided to sell the home instead of submitting another application.

He also noted that the historical gateway sign project for Park Avenue just went out for bid to sign companies for submissions in mid-May and will hopefully be awarded in June to move forward with the project.

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 9:50 a.m.

Minutes approved by the Board on May 8, 2024.

ATTEST:

/s/ Mary Bush, Recording Secretary