



Historic Preservation Board Regular Meeting Minutes

June 12, 2024 at 9:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Fay Pappas, Kim Burst Wood, Wade Miller, Aimee Spencer, Kelsey Wolfe, Lee Rambeau,
Virtual: John Skolfield

Absent

None

Staff Present

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

1. Call to Order

Chairman Wade Miller called the meeting to order at 9:03 a.m.

2. Selection of Chair and Vice Chair

Motion made by Aimee Spencer, seconded by Kelsey Wolfe, to nominate Wade Miller as
Chair of the Board. Mr. Miller accepted the nomination.

By a roll call vote, the motion carried unanimously 7-0.

Motion made by Wade Miller, seconded by N. Lee Rambeau, to nominate Aimee
Spencer as Vice-Chair of the Board. Ms. Spencer accepted the nomination.

By a roll call vote, the motion carried unanimously 7-0.

3. Consent Agenda

- a. Approve the minutes of May 8, 2024.

Motion made by Kelsey Wolfe, seconded by Aimee Spencer to approve the May 8, 2024
meeting minutes.

The motion carried unanimously by a 7-0 vote.

4. 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.

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

- a. Request of Brian and Jennifer Berry to designate the property at 1259 Essex Road to the Winter Park Register of Historic Places.

Mr. Briggs provided a summary of the item. He noted that the applicant purchased their home in 2022. He also noted that the applicant had done some research and found information on the original owner of the home, who had been a student and graduate of Rollins College. He then indicated that the owner wanted to have the house recognized for its historical aspects as well as preserve the home.

Staff recommendation was for approval.

The Board indicated that they appreciated the voluntary designation.

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

Motion made by Aimee Spencer, seconded by Kelsey Wolfe, for approval to designate the home at 1259 Essex Road, built in 1925, to the Winter Park Register of Historic Places.

The motion carried unanimously by a 7-0 vote.

- b. Request of Mr./Mrs. Proudfit for additions to the designated property at 1290 N. Park Avenue on the Winter Park Register of Historic Places.

Mr. Briggs provided a summary of the item. He noted that the home had already been approved for historic designation and a lot split. He also noted that the applicant was adding a new two-car garage to the existing home and a detached accessory structure towards the lakefront. He then indicated that the Board needed to decide on the architectural compatibility of the additions with the existing home.

Staff recommendation was for approval.

The applicant, Zane Williams of 1333 Alberta Drive, Winter Park, FL 32789 addressed the Board. Mr. Williams provided details of what was proposed to be removed from and added to the existing home. Discussion ensued regarding the additional story that would be added to the home, why the applicant wanted to make the proposed changes, adding step backs and articulation to the proposed additions, the applicant's proposed architectural detail changes, and the type of roof tile to be used throughout

the project.

The Board heard public comment from the following resident:

Mike Cross of 1317 N. New York Avenue, Winter Park, FL 32789 addressed the Board. Mr. Cross shared concerns about the proposed setbacks.

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

Motion made by Wade Miller, seconded by Aimee Spencer, for approval of additions to the newly designated property at 1290 N. Park Avenue built in 1930 on the Winter Park Register of Historic Places, with the following conditions:

- **must include an appropriate articulation from the existing home to the addition that is represented where the existing two-story structure ends and is a bump out of no more than 12 inches to create a shadow line and an articulation, but does not over power the Juliette balcony and does not extend farther than the garage,**
- **must use architectural details that are represented in the existing historic house, particularly on the roof with the barrel tile detailing which must be carried through to and mirrored in the new roof design and materials,**
- **and is subject to representations that the applicant agreed to during the Historic Preservation Board meeting discussion on June 12, 2024.**

The motion carried unanimously by a 7-0 vote.

- c. Reconstruction of the home at 965 Lakeview Drive, subject to the conditions of approval for the demolition and variances granted on May 8, 2024.

Mr. Briggs provided a summary of the item. He reviewed the motion that was made for the item at the last Historic Preservation Board meeting on May 8, 2024. He explained that the Board would be reviewing the motion's condition of approval #3 regarding the exterior materials to be used for rebuilding the home. He noted that after the last Board meeting, staff, with the assistance of Historic Preservation Board member John Skolfield, created a supplement to the existing building permit that includes a list of requirements for the window, exterior siding, roof, exterior door, porch column, chimney, and exterior paint color details. Mr. Briggs briefly reviewed the proposed detail requirements.

The applicant, Charles Clayton of Clayton Construction at 940 Old England Avenue, Winter Park, FL 32789 addressed the Board and stated that he was available for any

questions. The Board inquired with Mr. Clayton about the supplier for the siding to be used.

The homeowner, Ryan Phillips, addressed the Board regarding modernizing materials and options for the siding. Discussion ensued. The Board expressed that they were not in favor of any switch from wood siding to any other product.

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

Motion made by Wade Miller, seconded by N. Lee Rambeau, for approval of the Condition of Approval #3 on the exterior materials to be used for the rebuilding of house at 965 Lakeview Drive in response to the demolitions that occurred, with the following conditions:

- **the applicant must adhere to staff's supplement to the existing building permit,**
- **and only wood siding or a 3/4-inch shiplap is allowed.**

The motion carried unanimously by a 7-0 vote.

- d. Request to build 1,201 SF of additions to the existing 1,574 SF one-story masonry home at 2230 Howard Drive.

Mr. Briggs provided a summary of the item. He noted that in 2019 the homeowner at that time had applied and was approved for a historic designation of the home along with a request for some additions and setback variances. He then noted that the new homeowner, Christopher Thomas purchased the home and desires to increase the square footage of the home and add a two-car garage. Mr. Briggs indicated that the applicant had received a consent letter from their adjacent neighbor for the setback variance requested along Mulbry Drive.

Staff recommendation was for approval.

The applicant, Christopher Thomas addressed the Board and indicated that he wanted to keep the mid-century modern style of the home. He also noted that he had a signed letter from the adjacent neighbor in approval of the request.

The Board expressed that they would like staff to sign off on the building permit to ensure the plans match what is approved by the Board.

The Board heard public comment from the following resident:

Cindy Smith of 2909 Parkland Drive, Winter Park, FL 32789. Ms. Smith expressed concerns about what the applicant presented in their submittal and what she believed

would actually be built.

The Board informed Ms. Smith that her concerns about potential traffic issues should be discussed with the City's Transportation department.

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

The applicant addressed the Board and spoke about Ms. Smith's comments. He indicated that he was not married nor a developer and did not coerce his neighbor to sign off on a consent letter.

Motion made by Wade Miller, seconded by Aimee Spencer, to amend the Certificate of Review granted in August 2019 to build 1,201 SF of additions to the existing 1,574 SF one-story masonry home at 2230 Howard Drive with variances requested for the rear and street side setbacks, with the following condition:

- **the applicant must submit to the Board an updated set of full working plans that show more details about the proposed additions.**

The motion carried unanimously by a 7-0 vote.

6. Action Items

- a. Request for Preliminary Review to designate the property at 1423 Westchester Avenue, built in 1925, contingent upon approval of additions to the existing home.

Mr. Briggs provided a summary of the item. He noted that the home had been extensively restored and updated inside, and the owners desired to expand it to a larger square footage.

The owners of the home, Bush and Shameen Wrighton, of 1423 Westchester Avenue, Winter Park, FL 32789 addressed the Board. Mr. Wrighton spoke about previous historic homes that they owned and renovated. He then noted that they wanted to increase the roof pitch and add dormers to the existing home along with a few other additions.

Discussion ensued about the curb cut approaching the garage on Westchester Avenue, and stepping back the additions from the original home. The Board recommended that the applicant study the architectural style of the original home and use their findings in their plans. The Board also recommended that the applicant provide a site plan that includes the surrounding homes, professional elevations, and details of the materials to be used.

7. Non-Action Items

8. Staff Updates

Mr. Briggs noted that the 151 Stirling Avenue home was sold. He added that the new owners are happy with the existing home but may soon apply for only a small addition to the home.

9. Board Comments

10. Upcoming Agenda Items

11. Adjournment

The meeting adjourned at 11:23 a.m.

Minutes approved by the Board on July 10, 2024.

ATTEST:

/s/ Mary Bush, Recording Secretary