



Historic Preservation Board Regular Meeting

Agenda

December 11, 2024 @ 9:00 AM

City Hall Commission Chambers
401 S. Park Avenue

welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at cityofwinterpark.org/meetings/ and include virtual meeting instructions.

assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

please note

Times are projected and subject to change.

1. Call to Order**2. Consent Agenda**

- a. Approve the minutes of the November 13, 2024 regular meeting. 1 minute

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**4. Public Hearings (Public participation and comment on these matters must be in person.)**

- a. Request of Todd Weaver to designate the property at 1051 Lake Bell Drive to the Winter Park Register of Historic Places. 15 minutes
- b. Request by Wade and Hannah Miller for approval to renovate and expand their existing garage and construct a roofed component of the front porch on the existing home, built in 1935 at 1520 Glencoe Road. 20 minutes
- c. An Ordinance Amending Article VIII "Historic Preservation" concerning the process and procedures for certificates of review subject to the public notice and public hearing process, penalties for unauthorized significant alterations or demolitions. 30 minutes

5. Action Items**6. Non-Action Items****7. Staff Updates****8. Board Comments****9. Upcoming Agenda Items****10. Adjournment**



Historic Preservation Board

agenda item 2.a

item type

Consent Agenda

meeting date

December 11, 2024

prepared by

Mary Bush, Administrative Coordinator III

approved by**subject**

Approve the minutes of the November 13, 2024 regular meeting.

motion | recommendation**background****alternatives | other considerations****fiscal impact****attachments**

1. Draft Historic Preservation Board Regular Meeting Minutes



Historic Preservation Board Regular Meeting Minutes

November 13, 2024 at 9:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

John Skolfield, Kelsey Wolfe, Wade Miller, Kim Burst Wood, Fay Pappas

Absent

Aimee Spencer, N. Lee Rambeau

Staff Present

Director of Planning and Zoning Allison McGillis, 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. Consent Agenda

- a. Approve the minutes of the September 25, 2024 regular meeting.

Motion made by John Skolfield, seconded by Fay Pappas, to approve the September 25, 2024 meeting minutes.

The motion carried unanimously by a 5-0 vote. (Aimee Spencer and N. Lee Rambeau were absent from the meeting.)

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. Certificate of Review to enclose the one-car garage at 325 Vitoria Avenue, built in 1933.

Mr. Briggs provided a summary of the item. He noted that the applicant was asking to convert the existing one-car garage on the Antonette Avenue side of the 325 Vitoria Avenue property into air-conditioned living space. He then reviewed the survey of the

property and noted that two parking spaces located behind the 20-foot street front setback from the property line are required by code, but the conditions of the existing home placement and property design do not adhere to code. Mr. Briggs noted that the proposed exterior change to the one-car garage would only make the exterior look different by removing the garage door and replacing it with a matching wood wall and door. He also indicated that there is a considerable amount of parking space on the two brick driveways that exist both on the Antonette and Vitoria street sides.

Staff recommendation was for approval along with the variance to allow required parking within the 20-foot street setbacks.

The applicant, Trevor Vietor of 325 Vitoria Avenue, Winter Park, FL 32789 addressed the Board. The Board inquired about where the applicant and his family normally park their vehicles. They also inquired about the materials to be used for the doors and lights on the garage. The Board recommended the use of aluminum-clad rather than wood doors and two doors rather than three. Discussion then ensued about the design of the door and the exterior details around the door. The Board indicated that they did not want it to look like a converted garage. They recommended bringing some of the siding and wall inward around the door to reduce the area filled in by the door. The Board then expressed that they wanted to see what the proposed conversion would look like with the Board's recommended adjustments. Discussion ensued regarding the type and level of design direction to provide the applicant. The Board then provided the applicant with recommendations for the design of the door and the trim and wall surrounding the door.

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

Motion made by John Skolfield, seconded by Kelsey Wolfe, for approval of a Certificate of Review to enclose the one-car garage at 325 Vitoria Avenue, built in 1933, with the following conditions:

- **that there be a double door system as opposed to a triple door system,**
- **that the height of the door can either be 6'8" or 7'0",**
- **that the width of the doors can either be 2'8" or 3'0",**
- **that the casing around the door and header replicate what currently exists,**
- **that the owner has the option to locate the opening to the left or right as they deem fit,**
- **that the siding replicates the existing siding as it goes up to it with the addition of the removal of some brick areas on either side of the door to allow some landscaping,**
- **and a variance to allow required parking within the 20-foot street setbacks.**

The motion carried unanimously by a 5-0 vote. (Aimee Spencer and N. Lee Rambeau were absent from the meeting.)

- b. A Resolution of the Historic Preservation Board requesting that the City Commission allocate funding from the FY 2025-26 budget for an update to the historic resources survey for the recognition and potential designation of historic properties within the city.

Mr. Briggs provided a summary of the item. He noted that the Board had previously discussed updating the city's historic resource surveys. He then indicated that the last updates to the city's historic resource surveys were completed in 2001 and 2013. He added that the two historical surveys focused almost exclusively on the historical buildings from the 1880s through the 1940s and there was no focus on the Mid-Century Modern architectural styling built in the 1950s through 1960s. He also noted that between the contributing properties in the districts and the individual designations there were currently over 400 properties that had been committed to the historic preservation of their existing exterior architectural images. Mr. Briggs then expressed that the new survey would focus on properties that were not previously considered historic but which now fall into that category, removal of properties that have been demolished since the last survey, and expanding the current listing with pictures of the buildings and the architectural styling that they represent as well as other information of interest that may be available. He then indicated that the cost of the update to the survey is estimated to be around \$100,000. He explained that the first step would be for the Board to request funding from the City Commission by approving a Resolution outlining the request and rationale. He added that there is availability for a state-funded grant that would match up to \$50,000, but the process is very time-consuming and includes a year-long process to obtain the grant.

Staff recommendation was for approval.

A brief discussion ensued about the pros and cons of approving the request, how the request came about, the proposed team that would be utilized to complete the survey, and the purpose of the survey.

Motion made by Wade Miller, seconded by Fay Pappas, for approval of a Resolution of the Historic Preservation Board requesting that the City Commission allocate funding from the FY 2025-26 budget for an update to the historic resources survey for the recognition and potential designation of historic properties within the city.

The motion carried unanimously by a 5-0 vote. (Aimee Spencer and N. Lee Rambeau were absent from the meeting.)

5. Action Items

a. Discussion of:

An ordinance of the City of Winter Park, Florida amending Article VIII Historic Preservation of Chapter 58 of the Land Development Code concerning the process and procedures for certificates of review subject to the public notice and public hearing process, penalties for unauthorized demolitions or significant alterations to existing historic structures.

Mr. Briggs provided a summary of the item. He noted that the Board had asked staff to create a draft of an ordinance to improve the city's certificate of review process and procedure for historic properties and to deal with unauthorized incidents of activities involving historic homes. He noted that the city's attorney had reviewed the draft ordinance and the following updates had been recommended by the attorney and added to the draft:

- Add text to recommend preliminary reviews by HPB prior to formal submission of certificates of review for public hearing decision.
- Add text to require an HPB approval of the construction plans for approved certificates of review prior to issuance of building permit.
- Add text to clarify previous practice and policy for demolitions of 'non-contributing' structures in historic districts that requires the replacement home to be of an architectural styling from the era (1920's – 1940's) of the development of the historic district.
- Add text to clarify fines and penalties for the unauthorized demolition or significant alterations of the exteriors of individually designated historic homes and 'contributing' structures within historic districts.
- Clarify respective roles of the Code Compliance Board and Historic Preservation Board with respect to unauthorized demolitions or significant alterations of individually designated historic homes and 'contributing' structures within historic districts.

Mr. Briggs indicated that the existing code sets forth a procedure that asks applicants to meet with staff prior to application and then the code sets forth the process with notice requirements, etc. for the public hearing at which the Historic Preservation Board may act on the application. The Board previously suggested incorporating a recommendation for a preliminary review prior to the formal public notice application and a post-approval review of the building permit plan submissions. However, Mr. Briggs explained that for many small requests that do not involve additions to the existing structures, the staff may allow the applicant to combine the preliminary and final approvals. He also noted that the code amendment would specify that as part of any certificate of review approval (whether specifically conditioned or not) the

subsequent approval of the construction plan detail is required by the Historic Preservation Board prior to issuance of the building permit. He went on to explain that although the code is not clear that any permitted demolitions of non-contributing structures in a historic district must be replaced with authentic replicas of architectural styling from the era of development of the district, it has been the practice and policy of the Historic Preservation Board to require such, and the code amendment would codify that requirement.

Mr. Briggs continued discussion, noting that while the code is clear that a Historic Preservation Board approval is needed for significant alterations to the exterior of historic structures or for demolitions in whole or in part, there is no code text dealing with the outcome or penalties for unauthorized exterior alterations or demolitions exceeding the scale and scope of what may have been approved. He indicated that the ordinance would codify such penalties as may be applied for such occurrences. He noted that staff recommended having a maximum penalty such as 30% of the value of the improvements (not land) on the OCPA tax rolls. He then explained that there could be legitimate disagreements over valuations of structures (cost to rebuild) and to avoid such disagreements, so that the Historic Preservation Board does not have to arbitrate them, the percentage for the penalty could be adjusted.

A brief discussion ensued regarding creating a checks and balances process for ensuring that what is built matches what is approved by the Historic Preservation Board. The Board requested that staff discuss the possibility of creating a checks and balances process with the city's Building department.

The Board heard public comment from the following resident, who did not confirm their favor of or opposition to the request.

Ryan Phillips of 965 Lakeview Drive, Winter Park, FL 32789.

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

The Board agreed to have staff advertise the ordinance for formal action to be taken at next month's regular Board meeting.

6. Non-Action Items

7. Staff Updates

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 10:43 a.m.

ATTEST:

/s/ Mary Bush, Recording Secretary



Historic Preservation Board

agenda item 4.a

item type

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

meeting date

December 11, 2024

prepared by

Jeffrey Briggs

approved by

Allison McGillis, Director of Planning and Zoning

subject

Request of Todd Weaver to designate the property at 1051 Lake Bell Drive to the Winter Park Register of Historic Places.

motion | recommendation

Staff recommendation is for approval of the historic designation.

background

Mr. Todd Weaver (property owner) has voluntarily agreed to designate the property and home at 1051 Lake Bell Drive to the Winter Park Register of Historic Places. This home is an example of the mid-century modern architectural style as was popular when this home was built in 1957. This one-story, 3-bedroom, 2-bath home has 2,337 square feet of living area plus an accessory detached cottage in the rear of 515 square feet.

There can sometimes be mis-conceptions about what qualifies as a property that can be designated as historic. To many, the perception is that a home must be very old, such as from the 1920's-1940's. However, to qualify as historic, the building must only be over 50 years old, and this home is 67 years old. Another misconception is that the architectural styling must be unique or endangered. When one sees many other homes of similar mid-century modern architectural styling in a neighborhood, then the misconception is that such is not worthy of a historic preservation status.

This home is of mid-century modern architectural styling. Many of these low-sloped roof, one-story homes from the 1950s are what the City routinely sees for tear-downs and rebuilds. Especially in lakefront locations. What this historic designation will do is to maintain the scale and look of the original homes built in this neighborhood. At some point in the future when the redevelopment of this lakefront takes off, as it has on many other lakes in the City, this may be the only remnant home, providing a visual example of what the first homes on Lake Bell looked like. Otherwise, this 15,725 square foot lot could be redeveloped with a modern contemporary two-story 5,500 sq. ft. home.

The rear accessory cottage was a storage shed that has been converted to a small accessory living space. A historic designation allows a property owner, as an incentive for designation, to use such an accessory cottage as a rental unit (30-day minimum). It does not allow use as an AirB&B or VRBO. One of the incentives in the Historic Preservation Code, provides such a trade-off. If an owner agrees to never demolish and rebuild, (which would be for a much larger home) and the property owner is giving up that economic value of doubling the square footage, then the compensation may be the use of an accessory dwelling unit. From the staff's perspective, this is a fair trade-off.

No one expects a home built 70 years ago to be frozen in time from the original construction. All homes undergo renovations, expansions, etc. that alter the look (such as new windows and doors, as well as other additions. The same for this home in that there have been expansions, garage enclosure and conversion of storage area to living space, that have occurred during those intervening years.

As the Board is aware, often a historic designation request comes with plans to further renovate and modernize the property and exterior appearance, after its historic designation. For example, the Mid-Century Modern architectural style home at 1500 Sunset Drive was approved with agreement on alterations and expansions. The question for the Historic Preservation Board for 1051 Lake Bell Drive is the same as all other requests. That is looking at what it is today...(as-is)...whether enough of the original architectural styling remains to reflect the predominate architectural styling from the era of the original construction in this neighborhood.

alternatives | other considerations

fiscal impact

attachments

1. Location Map
2. Front Picture
3. Street front picture
4. Rear View picture
5. Resolution_1051 Lake Bell Drive
6. Historic Designation application

OCA Web Map

Florida Turnpike	Major Roads	Proposed Road	Block Line	Commercial/Institutional	Hydro	Golf Course
Interstate 4	Public Road	Brick Road	Lot Line	Governmental/Institutional/Misc	Waste Land	Lakes and Rivers
Toll Road	Gated Roads	Rail Road	Residential	Commercial/Industrial	County Boundary	Building
Road Under Construction	Proposed SunRail	Agriculture	Agricultural Curtilage	Park	Hospital	



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This map is for reference only and is not a survey







RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PROPERTY LOCATED AT 1510 LAKE BELL DRIVE, WINTER PARK, FLORIDA AS A HISTORIC RESOURCE ON THE WINTER PARK REGISTER OF HISTORIC PLACES.

WHEREAS, there are located within the City of Winter Park historic sites, areas, structures, buildings, improvements and appurtenances, both public and private, both on individual properties and in groupings, that serve as reminders of past eras, events, and persons important in local, state and national history; or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, the City Commission recognizes that the sites and properties of historical, cultural, archaeological, aesthetic and architectural merit contribute to the public health, welfare, economic well being and quality of life of the citizens of Winter Park; and

WHEREAS, the Winter Park Historic Preservation Board has determined and recommended that the property at 1510 Lake Bell Drive with the existing home of mid-century modern architectural styling, built in 1957 is an example of the architecture popular during that period.

NOW, THEREFORE, be it resolved by the City Commission of the City of Winter Park, Florida that:

SECTION 1. That the City Commission of the City of Winter Park hereby designates 1510 Lake Bell Drive as a historic resource on the Winter Park Register of Historic Places.

SECTION 2. That the historic designation will permit the use of the detached accessory cottage as an accessory dwelling unit.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park held in City Hall, Winter Park on this _____ day of _____ 2024.

Sheila DeCiccio, Mayor

ATTEST:

Renee Cranis, City Clerk



City of Winter Park
Planning & Zoning Department
401 Park Avenue, South
Winter Park, Florida 32789
407-599-3440

City of Winter Park Historic Designation Application

1. 1051 LAKE BELL DRIVE

Building address

TODD WEAVER

Owner's name(s)

SAME

Address

4074966523

Telephone

TODDCWEAVER99@GMAIL.COM

E-mail Address

2. I, TODD C. WEAVER, as owner of the property described above, do hereby authorize the filing of this application for historic designation for that property.

Todd C. Weaver

Owner's Signature

11/15/24

Date

Historic Preservation Board Office Use

Criteria for Designation

- ☐ A. Association with events that have made a significant contribution to the broad patterns of history including the local pattern of development; or
- ☐ B. Association with the lives of a person or persons significant in our past; or that
- ☐ C. Embodies the distinctive characteristics of a type, period, or method of construction or that represents the work of a master, or that possesses high artistic values or that represents a significant and distinguishable entity whose components may lack individual distinction; or
- ☐ D. Has yielded or are likely to yield information important in prehistory or history.

Legal description

Year built

Historic name of building (if any)

Historic district name (if any)

Date received: _____

HPC Meeting: _____

Case File No.: _____

Florida Master Site File No.: OR-

☐ Local Historic Landmark

☐ Local Historic Resource



Historic Preservation Board

agenda item 4.b

item type

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

meeting date

December 11, 2024

prepared by

Jeffrey Briggs

approved by

Allison McGillis, Director of Planning and Zoning

subject

Request by Wade and Hannah Miller for approval to renovate and expand their existing garage and construct a roofed component of the front porch on the existing home, built in 1935 at 1520 Glencoe Road.

motion | recommendation

Staff Recommendation is for approval.

background

Back in August 2022, Hannah and Wade Miller (owners) received approval to demolish their existing detached one-car garage and to build a replacement detached one car garage with a living area on the second floor and to construct a new front porch onto the existing home, built in 1930, at 1520 Glencoe Road. This home is a contributing property within the Virginia Heights, East historic district. The existing one-story 414 sq. ft. garage was to be demolished and replaced with a new two-story garage with a living area upstairs comprising 1,225 sq. ft. As often happens, the complexity and cost of home improvement projects lead property owners to revise and downscale the original scope. That is the scenario in this case and the return to the Historic Preservation Board for the revised scope.

Current Request

The current project scope is to renovate (not remove) the existing garage and convert the former garage (not used as such for decades) into living space; add a small addition onto the rear of the existing garage plus a storage shed and construct a pergola in the front of the former garage. The new enclosed space is 935 square feet in size. A second component to the request is to add a roof cover to a portion of the new front porch on the home.

Setback Variances Requested

There are two variances that are requested. One is to maintain the existing 8.7-foot side setback for the new garage/living space addition and front pergola in lieu of the required side setback of 13.7 feet for this 91-foot wide lot. The storage shed component meets that 13.7-foot side setback. The second variance is for the covered porch to be 0.35 feet from the side

property line. That is the setback of the current patio. The open porch, which had a 6-foot tall side wall, that was approved in August 2022 was approved at that 0.35-foot side setback. The change is the addition of a roof component.

Architectural Compatibility

One primary issue for the Historic Preservation Board is architectural compatibility of the new construction with the existing home. The existing two-story home has wood siding and window fenestration from the 1930s era. The renovation and new addition is matching the existing window fenestration for the new windows on the converted garage and addition. There will be real wood siding on the renovated front side, but the owners would like to use hardie board on the sides not visible from the street.

Summary and Recommendation

The general policy is that a historical designation (whether contributing in a district or individually designated) is supposed to be a win-win. A benefit for the City in gaining preservation and a benefit for the owner in consideration of variances when it is deemed not to be incompatible with the neighboring affected properties. The variances reflect existing conditions and, in the absence of any objections by those affected neighbors, appear to be compatible.

alternatives | other considerations

fiscal impact

attachments

1. Location map
2. Pictures
3. 1520 Glencoe garage expansion plans
4. 1520 Glencoe front porch plans

OCA Web Map



Major Roads

Public Roads

Gated Roads

Road Under Construction

Proposed Road

Brick Road

Block Line

Lot Line

Residential

Agriculture

Commercial/Institutional

Governmental/Institutional/Misc

Commercial/Industrial/Vacant Land

Agricultural/Cutlery

Hydro

Waste Land

Parks

Lakes and Rivers

Building

E Block Number

6 Lot Number

06060 Parcel Number

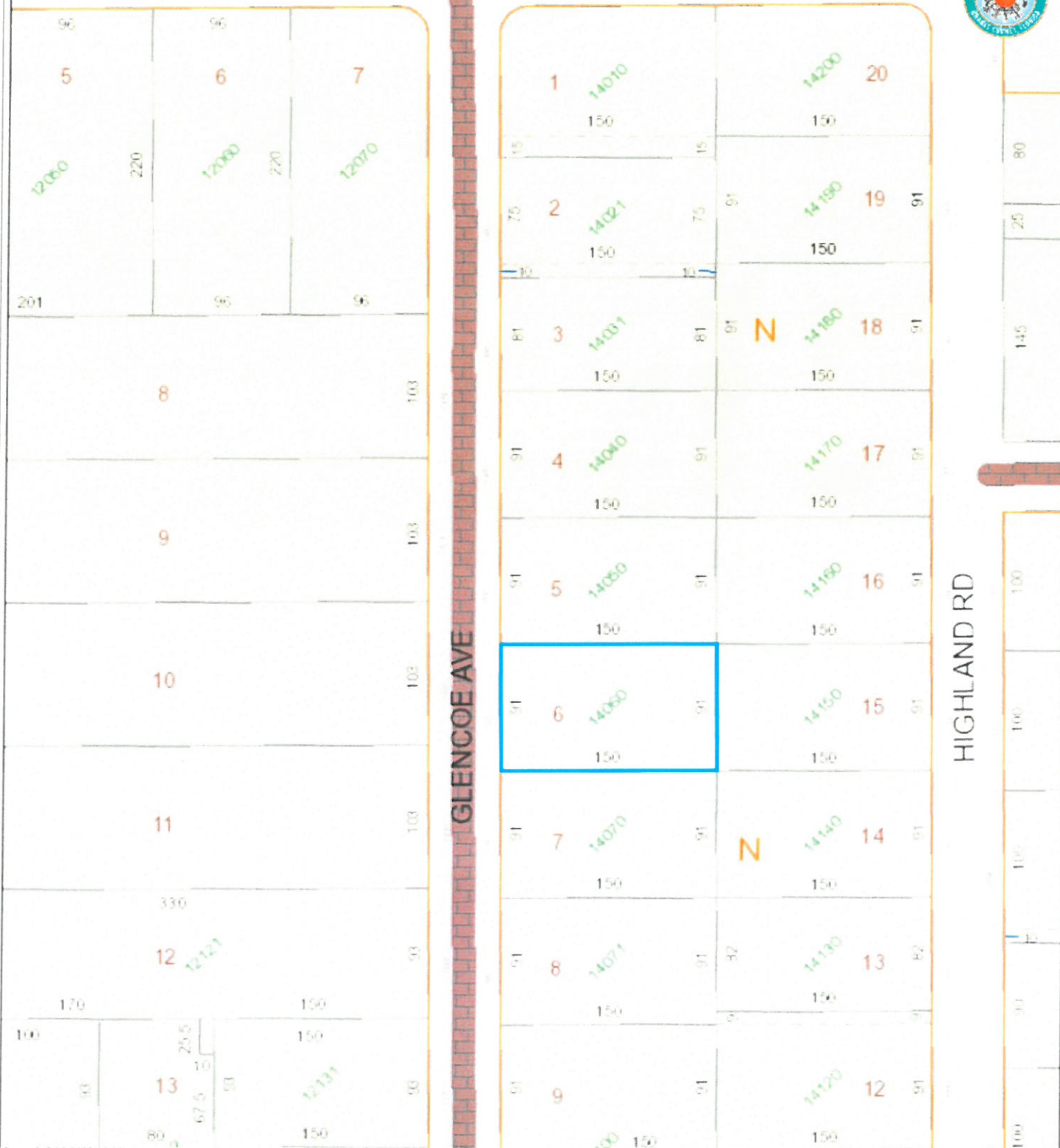
3106 Parcel Address

111.9 Parcel Dimension



STIRLING AVE

Orange County Property Appraiser



Created: 7/13/2022 10:39

This map is for reference only and is not a survey











SETBACK / COVERAGE WORKSHEET

For Single Family Zoning Districts (R-1A, R-1AA & R-1AAA)

Address:
Submitted by:

1520 GLENCOE ROAD
STEPHEN FELLER, ARCHITECT

Lot width: 41'
Lot area: 1,693 SF

	Maximum N Allowed	Existing Area	Maximum Proposed Area	Additional Proposed Area	New Total Area
IMPERVIOUS LOT COVERAGE	50%	5,047 SF	6,816 SF	839 SF	5,886 SF

FLOOR AREA RATIO (F.A.R.)	INCLUDE: First and second floors, garages/porches, attic areas with permanent access, stair areas on both floors, areas on second floors which are open to the first floor, and accessory buildings. EXCLUDE: pool screen enclosure areas and certain open front, side and rear porches.				
	Less 12,500 sq. ft. or less: 40%				
	Less over 12,500 sq. ft.: 35% or 5,000 sq. ft., whichever is greater	3,924 SF	4,724 SF	945 SF	3,869 SF

Attic Area(s)	3% FAR				
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FRONT YARD LANDSCAPE COVERAGE	INCLUDE: Count all landscaped green areas EXCLUDE: hard surfaces and all driveway surfaces (permeable & impervious)				
FRONT LOT AREA 3,649 SF	50%		1,771 SF	1,854 SF	1,795 SF

DEVELOPMENT

	Minimum Allowable Dimensions	Existing	Proposed
FRONT	20% of the lot depth or existing setback, whichever is greater	64' TO EXIST. GARAGE	64' TO NEW PERGOLA
SIDES	1st Floor: 30% of lot width	Left: 9.7'	Left: 9.7' & Right: 13.7'
	2nd Floor: 40% of lot width		
REAR	1st Floor: 25 ft.	69.1'	75.1'
	2nd Floor: 35 ft.		
	Laundry: see note 7		
CORNER LOT (street-side yard)	Lot width of 70 ft. or less: 15 ft. Lot width over 70 ft.: 20 ft.		
BUILDING HEIGHT	Less 12,500 sq. ft. or less: 32 ft. Less over 12,500 sq. ft.: 35 ft.	16'	16'

Miller Residence, 1520 Glencoe, Winter Park, Florida

18 October 2024

ROOM FINISH SCHEDULE/NOTES:

REC. ROOM:

Floor: concrete. Raise floor with concrete or gypsum to be level with Laundry floor.
Walls: existing wood siding to remain; paint.
Ceiling: open trusses to remain. Closed cell foam insulation under roof, paint.
Mini-split AC system on wall.

LAUNDRY:

Floor: concrete.
Walls: drywall and insulation.
Ceiling: drywall (8'0" height).

ATTIC OVER LAUNDRY:

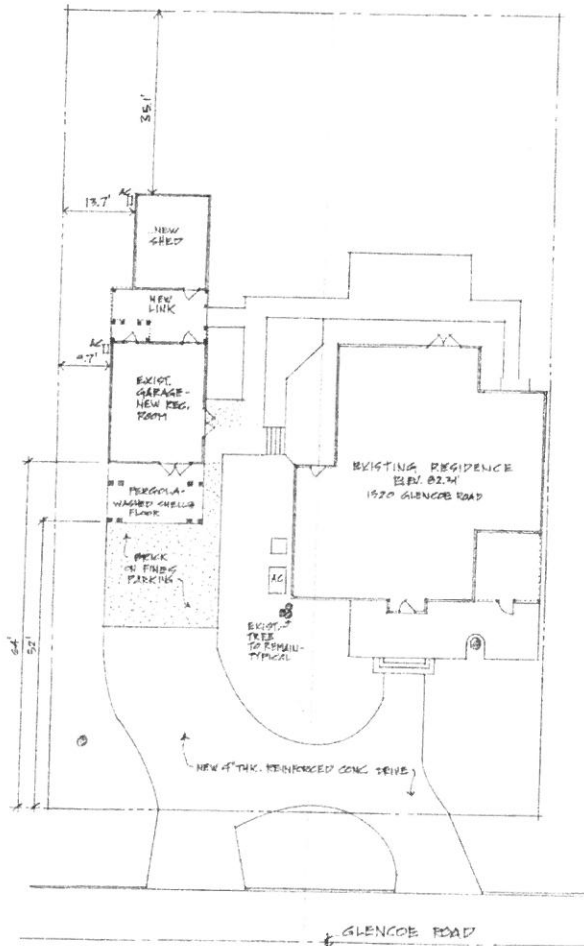
Floor: plywood.
Ceiling: similar to Rec. Room.

CONNECTING LINK:

Floor: concrete.

SHED:

Floor: concrete.
Walls: open stud and closed cell insulation; do not paint.
Ceiling: open trusses; closed cell foam insulation under roof, paint.
Mini-split AC system on wall.



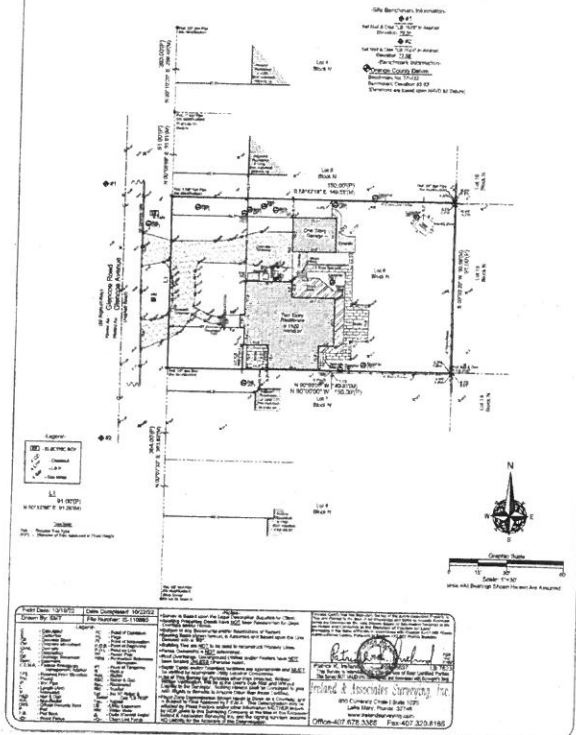
PROPOSED SITE PLAN
66' 3/4" x 11'-0"

Boundary Survey

Legal Description:
LOT 8, BLOCK N, VIRGINIA HEIGHTS, ACCORDING TO THE PLAT THEREOF, AS RECORDED
IN PLAT BOOK G, PAGE 107 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Field Description:
BY RECONSTRUCTING A SEARCH WITH THE LOCAL GOVERNING MUNICIPALITY OR WITH FEMA GOV. THE PROPERTY
APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN CITY OF WINTER PARK, COMMUNITY NUMBER
10186, DATED 03/07/14.

CERTIFIED TO:
WADE MILLER AND HANNAH MILLER



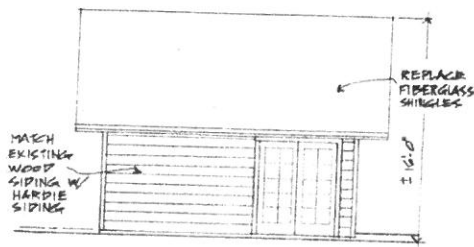
EXISTING SURVEY
66' 1" x 30'

1.

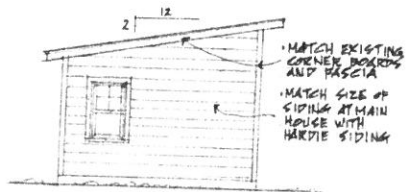
MILLER RESIDENCE

STEPHEN FELLER
ARCHITECT P.L.L.C. #ART050
126 PARK AVENUE, SOUTH
WINTER PARK, FL. 32789
407.647.8776

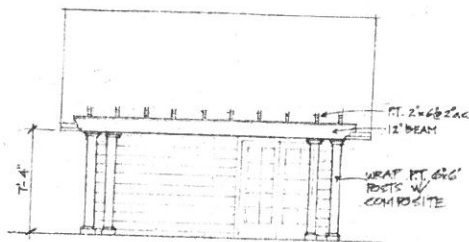
12 NOV. 24.



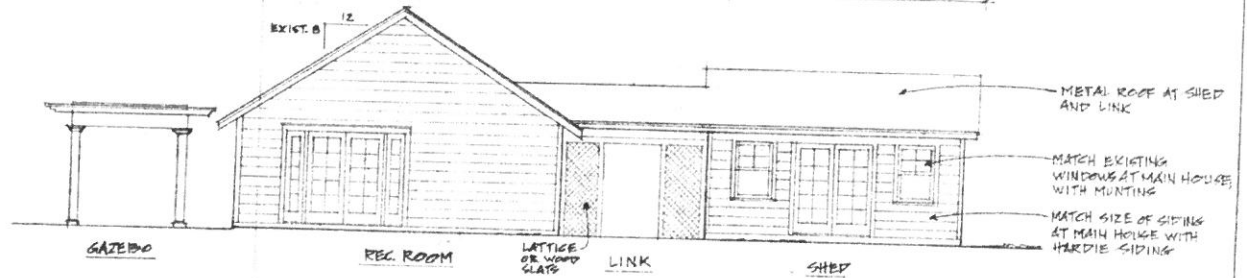
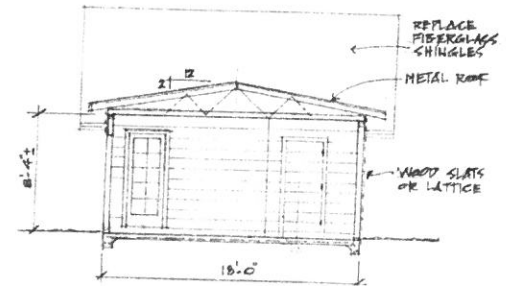
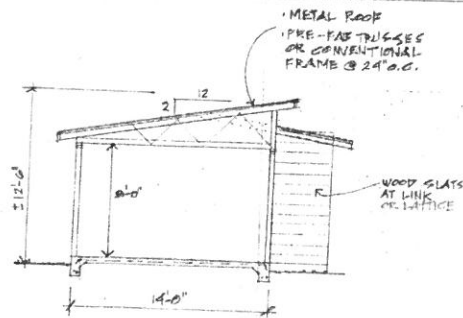
FRONT ELEVATION/WEST



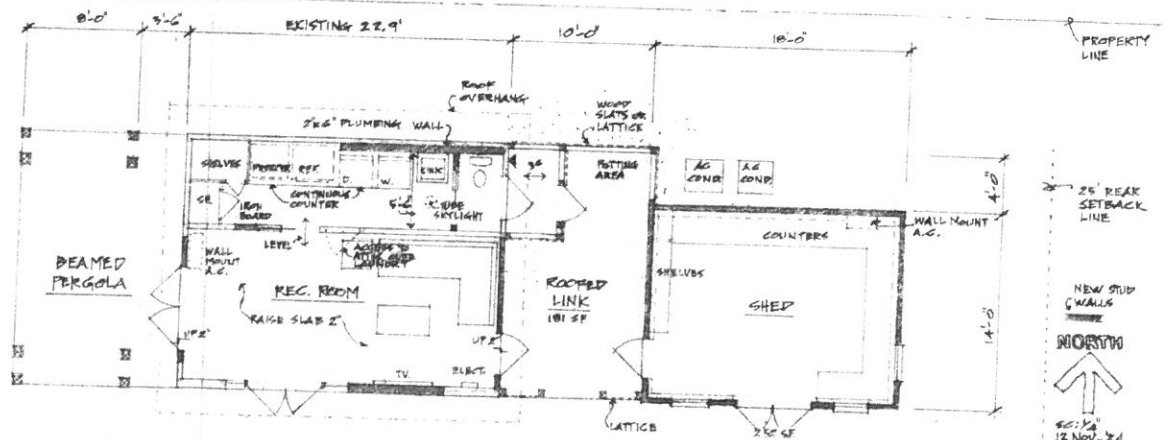
EAST SHED ELEV.



FRONT ELEV./GAZEBO

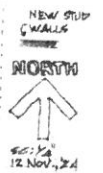


SOUTH ELEVATION
SC-1/4

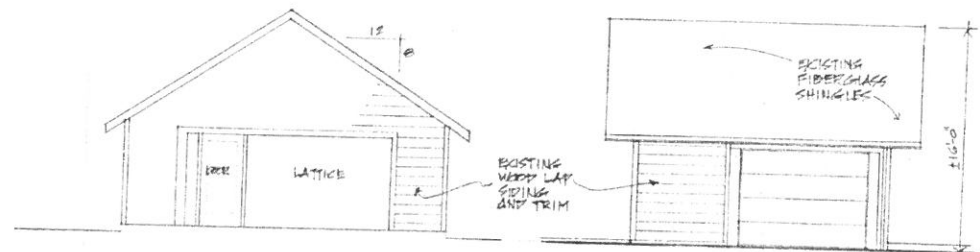


PROPOSED FLOOR PLAN
SC-1/4

REC. ROOM: 412 SF
SHED: 252 SF
664 SF

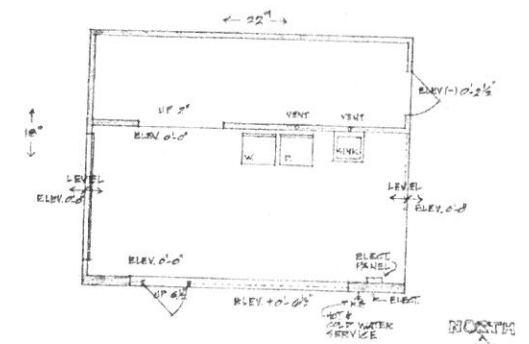


30



EXISTING GARAGE/SOUTH ELEV.
SC: 1/4"

EXISTING FRONT ELEVATION
SC: 1/8"



EXISTING GARAGE FLOOR PLAN
SC: 1/4"

2.

SETBACK / COVERAGE WORKSHEET
(For Single Family Zoning Districts (R-1A, R-1AA & R-1AAA))

Address: 1520 GLENCOE RD
Submitted by: STEVE FELLER, ARCHITECT

Lot width: 91'
Lot area: 13,633 SF

	Maximum % Allowed	Existing Area	Maximum Allowed Area	Additional Proposed Area	New Total Area
IMPERVIOUS LOT COVERAGE	50%	4,728 SF	6,516 SF	319 SF	5,047 SF
FLOOR AREA RATIO (F.A.R.)					
		2,769 SF	4,772 SF	159 SF	2,924 SF
Attic Area(s)	3% FAR				
FRONT YARD LANDSCAPE COVERAGE					
FRONT LOT AREA	50%	2,929 SF	1,771 SF	302 SF	2,021 SF
		LANDSCAPE MIN. REQ'D AREA	LANDSCAPE AREA		2,323 SF (- 302 SF) 2,021 SF

GENERAL NOTES:

- CONTRACTOR SHALL VERIFY ALL DIMENSIONS IN FIELD BEFORE ORDERING MATERIALS.
- ALL DETAILS AND SECTIONS SHOWN ON THE DRAWINGS ARE INTENDED TO BE TYPICAL AND SHALL BE CONSIDERED TO APPLY TO ANY SIMILAR SITUATION UNLESS NOTED ON THE DRAWING, EXCEPT WHERE A DIFFERENT DETAIL IS SHOWN.
- SOIL NOTICES HAVE NOT BEEN MADE. FLOODING HAS BEEN HISTORICALLY ALLOWABLE SOIL BEARING PRESSURE OF 2,000 PSF. ANY LESSER SOIL BEARING VALUES SHALL BE THE RESPONSIBILITY OF THE OWNER.
- GENERAL CONTRACTOR SHALL CHECK ARCHITECTURAL, MECHANICAL AND ELECTRICAL DRAWINGS FOR OPENINGS, SLEEVES, ANCHORS, HANGERS, SLAB DEPRESSIONS, PITCH AND ANY OTHER ITEMS RELATED TO CONCRETE WORK, AND SHALL ASSUME FULL RESPONSIBILITY FOR THEIR PROPER LOCATION BEFORE POURING CONCRETE.
- ALL WORK SHALL CONFORM TO THE LATEST STANDARD BUILDING CODES AND ORDINANCES.
- DO NOT SCALE DRAWINGS.
- DURING AND AFTER DEMOLITION SEQUENCES, THE HOUSE SHALL BE LEFT SECURE AT END OF EACH DAY.
- ALL DEMOLITION MATERIALS SHALL BE REMOVED AT END OF EACH WEEK.
- ALL TREES, PLANTS, PATIO AND WALKS, SHALL BE PROTECTED DURING DEMOLITION AND CONSTRUCTION.
- ALL WORK WILL BE DONE IN CONJUNCTION WITH THE CONDITIONS SET FORTH IN THE AIA A-701 GENERAL CONDITIONS.
- THE CONTRACTOR SHALL SUBMIT PROOF OF INSURANCE AS NOTIFIED BY THE STATE OF FLORIDA.
- CONTRACT PRICE SHALL BE STATED ON EACH CONTRACTOR'S LETTERHEAD AND SHALL BE STATED BY THE OWNER OR CORPORATE OWNER. PRICE SHALL INCLUDE ALL ALLOWANCES. ARCHITECT WILL NOTIFY BIDDERS WHEN BIDS ARE OUT. OWNER RETAINS THE RIGHT TO REJECT ANY AND ALL BIDS.
- INSURANCE NOTE: OWNER TO REFER TO AIA DOCUMENT A201, GENERAL CONDITIONS, SECTION 11.3 FOR HIS INSURANCE RESPONSIBILITIES. AIA DOCUMENT AVAILABLE FROM ARCHITECT.
- THE CONTRACTOR SHALL TAKE FIELD MEASUREMENTS AND VERIFY FIELD CONDITIONS AND SHALL CAREFULLY COMPARE SUCH FIELD MEASUREMENTS AND CONDITIONS AND OTHER INFORMATION KNOWN TO THE CONTRACTOR WITH THE CONTRACT DOCUMENTS BEFORE COMMENCING ACTIVITIES. ERRORS, OMISSIONS OR DISCREPANCIES DISCOVERED SHALL BE REPORTED TO THE ARCHITECT AT ONCE.
- NO WOOD GRADE STAYED PERMITTED.
- THE DESIGN AND CONSTRUCTION OF THE NEW CONSTRUCTION SHOWN ON THESE DRAWINGS COMPLY WITH THE 8TH EDITION 2023 FLORIDA RESIDENTIAL BUILDING CODE.
- ALL WORK SHALL CONFORM TO THE 8TH EDITION 2023 FLORIDA RESIDENTIAL BUILDING CODE.

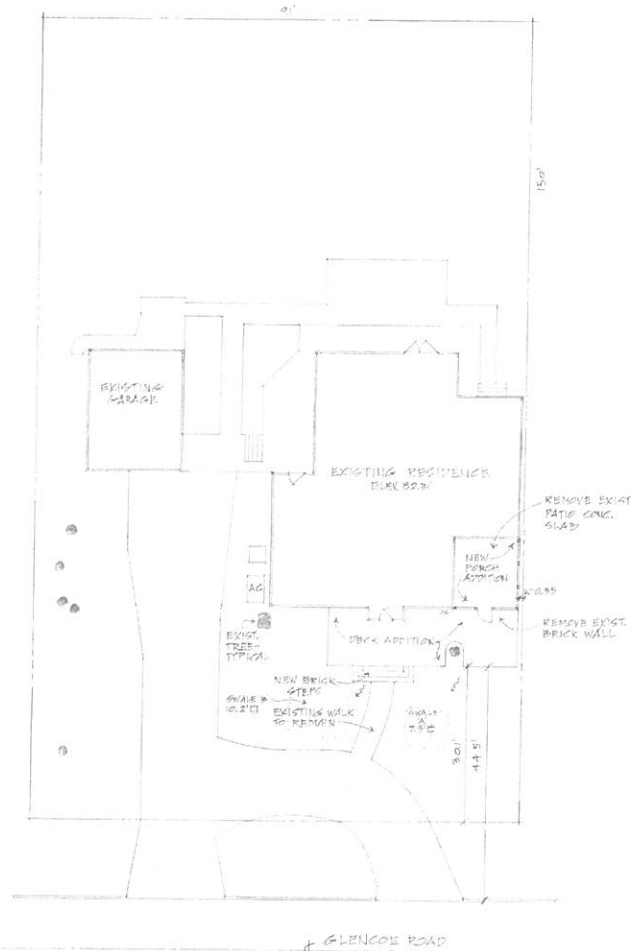
General Notes:

- No light switches, lighting locations, wall or floor outlets, fan locations or thermostats to be located without the approval of the Owner. Final walk through with Owner and Electrician required before final rough-in and/or final installation.

* ALL ELECTRICAL WORK TO COMPLY WITH THE NATIONAL ELECTRICAL CODE 2020 EDITION.

ALLOWANCES:

- Composite T&G deck boards
- Electric fixtures
- Wood screen door
- Aluminum downspout and gutter



PROPOSED SITE PLAN
SCALE: 1/8" = 1'-0"

PREVIOUS LEGEND:
SCALE: 1/8" = 1'-0"
SCALE: 1/8" = 1'-0"
PROPOSED ADDITIONAL IMPERVIOUS AREA: 319 SF

EXISTING SURVEY
SCALE: 1/8" = 1'-0"

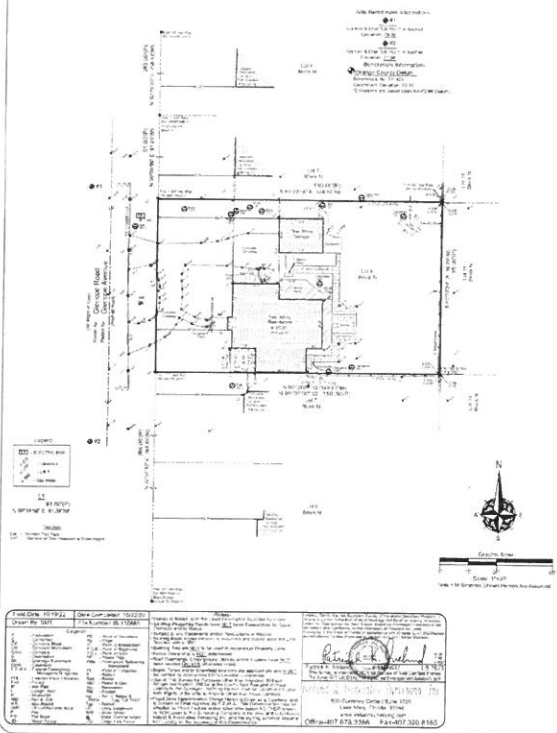
Boundary Survey

Legal Description:

LOT 8, BLOCK N, VIRGINIA HEIGHTS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK G, PAGE 107 OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

BY PERFORMING A SURVEY WITH THE LOCAL GOVERNING MUNICIPALITY OR WITH THE FLORIDA DEPARTMENT OF REVENUE, THIS PROPERTY HAS BEEN FOUND IN CITY OF WINTER PARK, COMMUNITY NUMBER 22784, DATED 05/07/2014.

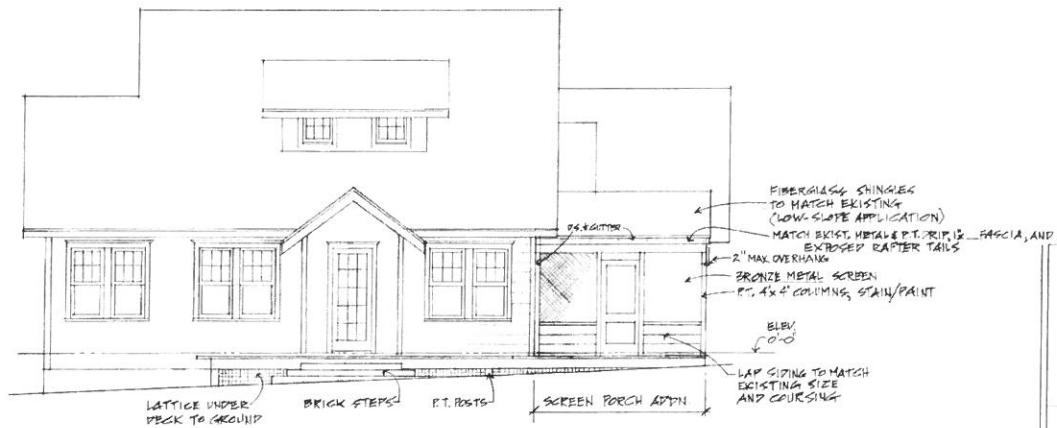
CERTIFIED TO:
WADE MILLER AND HANNAH MILLER



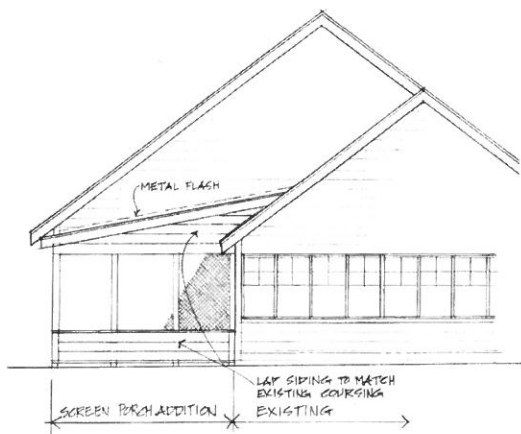
MILLER RESIDENCE

STEPHEN FELLER
ARCHITECT & DESIGNER
126 PARK AVENUE, SOUTH
WINTER PARK, FL 32789
407.647.5776

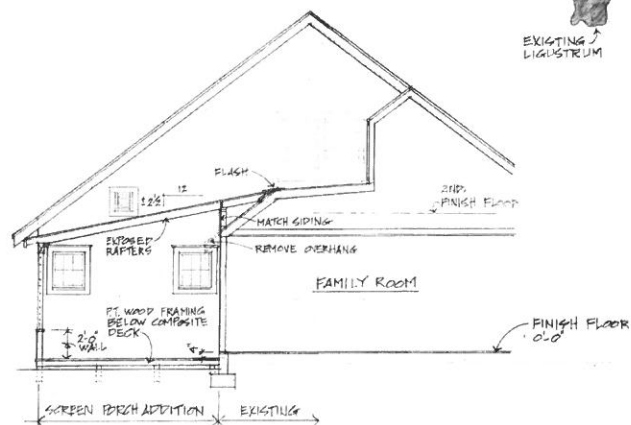




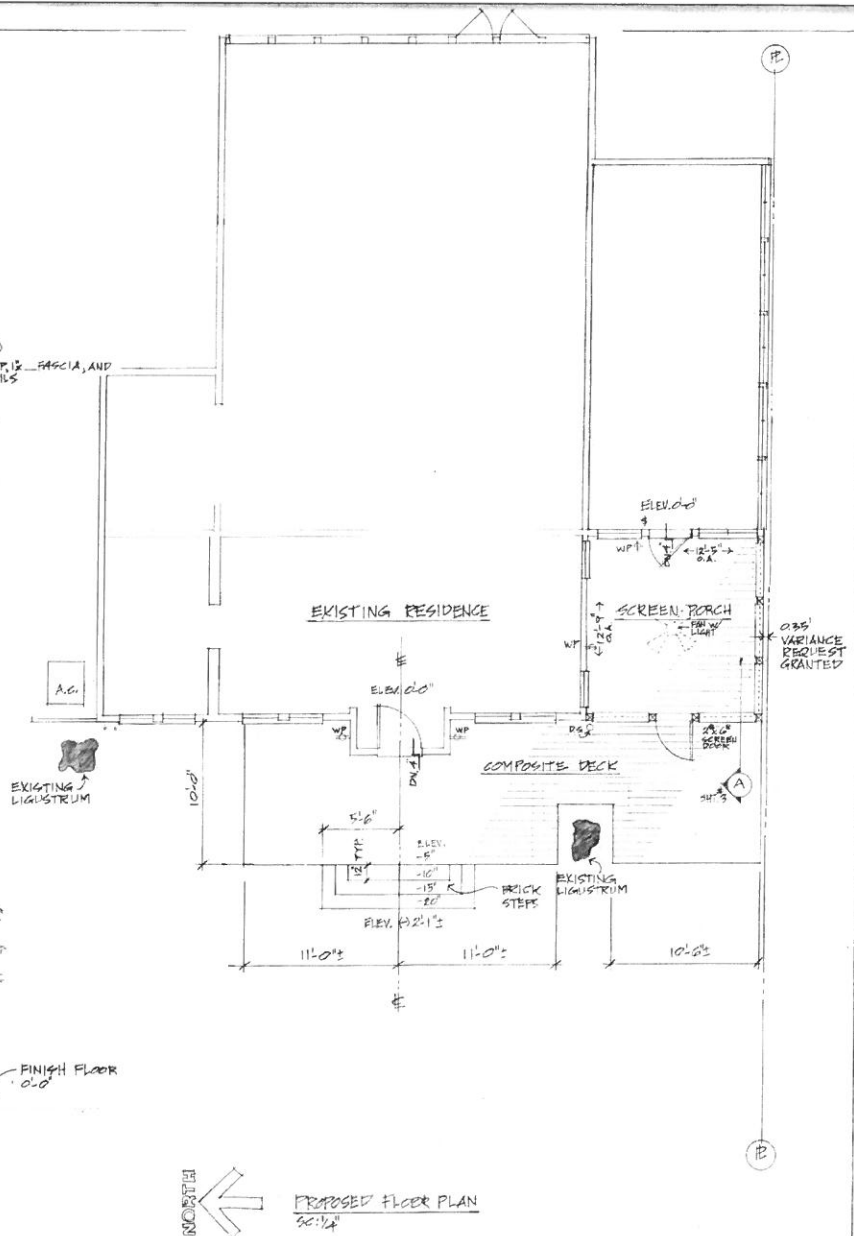
WEST ELEVATION
SC: 1/4"



SOUTH ELEVATION
SC: 1/4"



BUILDING SECTION
SC: 1/4"



PROPOSED FLOOR PLAN
SC: 1/4"

- Page 30 of 39



Historic Preservation Board

agenda item 4.c

item type

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

meeting date

December 11, 2024

prepared by

Jeffrey Briggs

approved by

Allison McGillis, Director of Planning and Zoning

subject

An Ordinance Amending Article VIII "Historic Preservation" concerning the process and procedures for certificates of review subject to the public notice and public hearing process, penalties for unauthorized significant alterations or demolitions.

motion | recommendation

Staff recommendation is for approval.

background

The Historic Preservation Board (HPB) has asked to review potential ordinance changes to incorporate the procedures to be used in the review of applications for construction on historic properties referred to in the code as 'certificates of review' and to incorporate procedures and penalties for unauthorized alterations or demolitions.

Proposed Review Process Codification

The existing code sets forth a procedure that asks applicants to meet with the HPB staff prior to application and then the code sets forth the process with notice requirements, etc. for the public hearing at which the HPB may act on the application. The HPB has suggested incorporating a recommendation for a preliminary review prior to the formal public notice application and a post-approval review of the building permit plan submissions. However, for many small requests that do not involve additions to the existing structures, the staff may allow the applicant to combine the preliminary and final approvals.

Review of Construction Plans

This code amendment will now specify that as part of any certificate of review approval (whether specifically conditioned or not) the subsequent approval of the construction plan detail is required by the Historic Preservation Board prior to issuance of the building permit. This change in the code is welcomed by the staff as many issues that have occurred in the past relate to changes made during the construction plan completion process that made changes deemed undesirable to the HPB but were deemed okay or just missed by the staff. This should not result in a time delay for applicants as the building permit review time is

typically more than one month in length, and this step can occur at the same time as the other departments of the city are reviewing the initial permit submission.

Authentic Reconstructions when Non-Contributing Structures are Demolished

The code is not clear that any permitted demolitions of non-contributing structures in a historic district must be replaced with authentic replicas of architectural styling from the era of development of the district, which typically is the 1920's-1940's. It has been the practice and policy of the HPB to require such, and this will codify that requirement.

Unauthorized Alteration or Demolition Penalties

While the code is clear that an HPB approval is needed for significant alterations to the exterior of historic structures or for demolitions in whole or in part, there is no code text dealing with the outcome or penalties for unauthorized exterior alterations or demolitions exceeding the scale and scope of what may have been approved. This ordinance would codify such penalties as may be applied for such occurrences.

There is also some confusion about the overlapping roles of the Code Compliance Board and the Historic Preservation Board. There are two scenarios. One scenario is that "out of the blue" someone demolishes part of all of historically designated structures with no permit and no approval by the HPB. This is a scenario that occurred when the front porch was demolished from the Victorian farmhouse at 1331 Aloma Avenue. Workers showed up on a Saturday and by Monday the porch was in ruins. In such cases, the referral is to the Code Compliance Board, who can require an authentic replica to be reconstructed and who may also impose a fine or penalty of up to \$500/day until such is completed.

Another scenario is when a certificate of review has been approved by the HPB and demolition or significant alterations have occurred that were not been permitted by the HPB. The code is clear that one must restore or replicate what has been demolished. That is exactly what the HPB fears. It is that unauthorized demolitions will occur so that there is no preservation but only reconstruction of replicas. This code amendment clarifies that the HPB may revoke setback variances previously approved (because those setback variances would not have been granted if the structure was approved to be demolished. The code amendment also clarifying that a financial penalty is lawful based upon the value of the building.

There can be legitimate disagreements over valuations of structures (cost to rebuild) and to avoid such disagreements so that the HPB does not have to arbitrate such, the value of the improvements (not land) on the OCPA tax rolls is what the City has used in other code sections. As an example, the OCPA building value for the prior building improvements 965 Lakeview Drive was \$462,064. The proposed code penalty could be up to a maximum percentage (30%) of the OCPA value in addition to incorporating the authentic replication of the previous structure. It would be at the discretion of the HPB as to the level of any penalty, but this would be a guide and not to exceed the figure. It is also important to note that any such financial penalty decision by the HPB can be appealed to the City Commission, which was also the prior option for the 965 Lakeview occurrence.

alternatives | other considerations

fiscal impact

attachments

1. Update to Historic Preservation Regs. Ord_. 10-31-2024 DL 11-5-2024 clean

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA
AMENDING ARTICLE VIII HISTORIC PRESERVATION OF
CHAPTER 58 OF THE LAND DEVELOPMENT CODE
CONCERNING THE PROCESS AND PROCEDURES FOR
CERTIFICATES OF REVIEW SUBJECT TO THE PUBLIC
NOTICE AND PUBLIC HEARING PROCESS, PENALTIES FOR
UNAUTHORIZED SIGNIFICANT ALTERATIONS OR
DEMOLITIONS; PROVIDING FOR CONFLICTS,
CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the City Commission of the City of Winter Park (the "City") recognizes that the preservation of historic homes is important to the health, safety and general welfare of the community; and

WHEREAS, the City Commission recognizes that the Historic Preservation Board plays an important role in the review of changes, modification to historically designated structures and contributing structures within historic districts; and

WHEREAS, the City Commission has received a recommendation from the Historic Preservation Board for improvements to the Historic Preservation regulations concerning the process for certificates of review and for occasions of unauthorized significant alterations to or demolitions; and

WHEREAS, in accordance with section 163.3174, Florida Statutes, and section 58-372 of the City Code of Ordinances, the City's local planning agency, which is the designated Planning and Zoning Board, has also reviewed and made recommendations as to the amendments set forth herein;

NOW, THEREFORE, BE IT ENACTED BY THE CITY OF WINTER PARK, FLORIDA:

SECTION I: RECITALS. The above recitals are true and correct, are adopted and incorporated herein, and constitute the legislative findings of the City Commission of the City of Winter Park.

SECTION II: Portions of Chapter 58, Land Development Code, Article VIII, Historic Preservation, is hereby amended to read as shown in Section III, and words with single underlined type shall constitute additions to the original text and ~~strike-through~~ shall constitute deletions to the original text. Sections and provisions not included are not being amended.

SECTION III: Chapter 58, Land Development Code, Article VIII, Historic Preservation, Division 4 – Certificate of Review, Section 58-467; Section 58-473 (d); Section 475; Section 58-479 (6); Section 58-481 (9); Section 58-482 and Section 58-500 are hereby amended to read as follows:

DIVISION 4. - CERTIFICATE OF REVIEW

Sec. 58-466. - Purpose.

The purpose of the certificate of review process is to assist owners of historical landmarks or resources and owners in historic districts who plan to rehabilitate, restore or redevelop their property for contemporary use to achieve their goals and take advantage of incentive programs while preserving the historic character, architecture and materials, to the greatest extent possible.

Sec. 58-467. - Pre-application conference/preliminary review.

(a) Before entering binding commitments or incurring substantial expense in the preparation of plans, surveys and other data, and before submitting an application for a certificate of review, an applicant shall confer with the city HPB staff to obtain information and guidance. The purpose of such conference is to further discuss and clarify conservation objectives and design guidelines in cases that do not conform to established objectives and the Land Development Code. In no case shall any statement or representation made prior to the official application review be binding on the HPB, the city commission or any city departments.

(b) Applicants must submit a design concept plan to the HPB for a preliminary review prior to the formal advertised and noticed review for a final decision. The purpose of the HPB preliminary review is for the applicant to receive non-binding input from the HPB on what aspects and features of the design concept plan and variance requests appear to be acceptable or not. For minor requests that do not include additions to any structures, the city staff may allow an applicant to skip the preliminary review of the design concept plan under this subsection.

Sec. 58-473. - Certificates of review.

(a) An applicant for a special certificate of review whether for new construction, exterior alteration, rehabilitation, restoration, renovation, addition, demolition, or relocation shall submit an application to the HPB accompanied by photographs, elevations, site plans, floor plans, and samples of materials as deemed appropriate by the HPB to fully describe the proposed appearance, materials and architectural design of the building(s), other outbuildings and site plan. The application shall include floor area ratio, impervious lot coverage and height and setback calculations as well as landscape and hardscape plans if applicable. The applicant shall provide adequate information to enable the HPB to visualize the effect of the proposed action on the applicant's building and its adjacent buildings and streetscapes. If such application involves a designated archaeological zone, the applicant shall provide full plans and specifications of work that may affect the surface and subsurface of the archaeological site.

(b) In the event that the applicant is requesting a special certificate of review for demolition, the HPB shall be provided with the details for the proposed disposition of the site. The HPB may require architectural drawings, financial plans or other information regarding any proposed new construction. Proposed demolitions shall be reviewed subject to the considerations in section 58-479.

(c) The HPB will rule upon applications for a certificate of review during a public hearing. A notice of the hearing shall be published in a newspaper of general circulation within the city at least 13 days in advance of the hearing. Written notice of the time and place of the hearing and the proposed action to be taken shall be mailed to all owners of record of property within 500 feet of the property requesting a certificate of review. A notice shall also be posted upon the property at least 15 days in advance of the hearing.

(d) All approvals of certificates of review shall be conditioned (whether specifically enumerated or not) upon a subsequent review and approval by the HPB of the construction plans in order to insure the plans and representations made at the public hearing are in fact being incorporated accurately into the building permit plans and application submissions. This review of the building permit plans may occur during the same time period that such plans are undergoing review by city departments for the building permit so as not to add time or delay for the project. Applicants are advised to insure such submittals to HPB and for building permit include specific detail on the exterior materials to be used for the project including roof type, wall materials and coverings, window detail including fenestration and mullin detail, garage and other doors, shutters, if applicable, and all other relevant details as shown on the plans previously approved by the HPB. The certificate of review shall not become effective until such building permit review and approval by the HPB is accomplished. An approved certificate of review and any accompanying variance(s) shall expire one year after the date of approval if the approved construction, rehabilitation, restoration, renovation, addition, demolition, or relocation has not physically commenced on the property within such time period. Upon the request of the property owner, staff may administratively extend the approval for an additional year. Thereafter, upon request by the property owner one additional one-year extension may granted by the HPB upon good cause.

Sec. 58-475. - Time limit.

Within 30 days after receiving an application, the city staff will review the application for completeness and notify the applicant of deficiencies, if any. Thereafter, the HPB shall act upon an application within 60-120 days of the city staff determining that the city has received receipt of a complete application requesting the proposed action. The time limits under this section may be waived at any time by mutual written consent of the applicant and the city staff or HPB.

Sec. 58-479. - Guidelines for demolition of designated properties or properties within historic districts.

In addition to all other provisions of this article, in determining whether to approve or deny an application involving significant changes to the exterior façade(s) or the demolition of designated structures on properties ~~or properties~~ located within designated historic districts, the HPB shall consider the following criteria:

(1) The structure is of such interest or quality that it would reasonably meet national, state or local criteria for designation as a historic landmark.

(2) The structure is of such design, craftsmanship or material that it could be reproduced only with great difficulty and/or expense.

(3) The structure is one of the last remaining examples of its kind in the city, the county, or the region.

(4) The structure contributes to the historic character and scale of a designated historic district.

(5) Retention of the structure promotes the general welfare of the city by providing an opportunity for study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage.

(6) There are definite plans for reuse of the property presented to the HPB for approval, if the proposed demolition is carried out, and such plans shall be for an authentic re-creation of architectural styling prevalent during the era of the predominant development of the district and there is an explanation of what the effect of those plans will be on the character of the surrounding area.

Noncontributing elements (see section 58-481 (9)) are exempt from the provisions of subsections (1) through (5) above.

Sec. 58-481. - Procedure for demolition of buildings and structures on properties designated on the Winter Park Register of Historic Places, or located within designated historic districts or as identified in the Florida Master Site File or the historic survey.

(9) *Noncontributing structures.* Owners of noncontributing structures within any historic district shall not be required to show economic hardship in applying for a certificate of approval for demolition for such structures. However, the new construction proposed as a replacement must conform to the adopted design guideline standards of the historic district, when such design standards have been adopted and if no design standards have been adopted, then the replacement shall be an authentic re-creation of an architectural style that reflects a prevalent architectural style of the era of development of the district.

Sec. 58-482. - Reconstruction of destroyed historic landmarks.

The loss of local historic landmarks, resources or contributing structures within a historic district that have been destroyed by fire or other natural disaster may be ameliorated by efforts to reconstruct the resource. Reconstruction means the process of reproducing by new construction the exact form and detail of a demolished building structure or object as it appeared at a certain point in time. The HPB shall encourage reconstruction when deemed appropriate and when such reconstruction is based upon evidence of the size, form, architectural style and detail of the demolished building. The reconstruction will be recognized as such in the Winter Park Register of Historic Places. This section shall only apply as indicated above to circumstances an individually designated historic landmark structure or a contributing historic structure within a local or national register historic district has been damaged or destroyed by fire, tornado or other natural disaster.

Sec. 58-500. - Violations.

(a) Any person who carries out or causes to be carried out any work in violation of this article shall be required to restore the subject improvement, landscape feature or site either to its appearance prior to the violation or in accordance with a certificate of review approved by the HPB. This civil remedy shall be in addition to and not in lieu of any criminal prosecution and civil penalty otherwise provided in section 2-107 in this Code.

~~(b) Any person who carries out or causes to be carried out any work in violation of this article that causes irreparable or irreversible damage to a designated historic resource, or to any contributing or noncontributing resource within a designated historic district a fine not to exceed three times the amount per violation provided for in section 2-107 in this Code. Any person who violates this article is subject to code enforcement fines and lien imposed by the Code Compliance Board. Without limiting the foregoing, the Code Compliance Board has the authority to order the restoration of any unauthorized removal or significant alteration to the exterior of a structure, or demolition in part or in whole, to a designated historic structure, or to any contributing or noncontributing structure within a designated local or national register historic district to exactly the same condition and exterior materials as existed prior to the alteration or demolition and impose a fine for each day until such is achieved. Further, the Code Compliance Board has the authority to enforce the HPB's decision under subsection (c) and impose a fine for each day until compliance is achieved.~~

(c) In violation cases where there exists a certificate of review approval by the HPB for said property or structure and no such specific HPB approval has been granted for such unauthorized significant alterations to the exterior or demolitions, the HPB, after conducting a noticed public hearing and giving the applicant an opportunity to be heard, may (i) revoke the certificate of approval and any variances previously granted by the HPB and require full restoration, which may include an authentic replica with authentic exterior materials; (ii) amend the certificate of approval and revoke some or all variances previously granted by the HPB; or (iii) impose further conditions on an amended certificate of approval and variances, which may include

requiring the applicant to make a monetary contribution for historic preservation purposes. Any monetary contribution for historic preservation purposes required by the HPB as set forth above shall not exceed an amount equal to thirty (30) percent of the value of the improperly altered building improvement on the most recent tax roll of the Orange County Property Appraiser.

SECTION IV: CONFLICTS. If any Ordinances or parts of Ordinances are in conflict herewith, this Ordinance shall control to the extent of the conflict.

SECTION V: SEVERABILITY. If any section, subsection, sentence, clause, phrase, provision, or word of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then such invalidity or unconstitutionality shall not be held to invalidate or impair the validity, force, or effect of any other remaining provisions of this Ordinance.

SECTION VI: CODIFICATION. Sections III of this Ordinance shall be codified and made a part of the City of Winter Park Land Development Code, and the sections of this Ordinance may be renumbered or re-lettered to accomplish this intention. The word "Ordinance" may be changed to "Section," "Article," or other appropriate word. The City Clerk is given liberal authority to ensure proper codification of this Ordinance, including the right to correct scrivener's errors.

SECTION VII: This Ordinance shall become effective immediately following approval by the City Commission at its second reading.

ADOPTED at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, on this _____ day of _____, 2024.

City of Winter Park

Sheila DeCiccio, Mayor

Attest: _____
Rene Cranis, City Clerk