



Historic Preservation Board Regular Meeting

Agenda

March 12, 2025 @ 9:00 AM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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assistance & appeals

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"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 December 11, 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. HDA 25-01. Request by Michael Galletta and Elizabeth Gwinn to individually designate their home at 1501 Orange Avenue, built in 1948, zoned R-1A, as a historic resource. 10 minutes

5. Action Items

- a. Minor Exterior Renovations to City Hall 10 minutes

6. Non-Action Items

- a. Request of Barefoot Brothers Construction for a preliminary review of the following requests for 747 McIntyre Avenue (zoned R-2): 15 minutes
- Demolish the existing house on the lot;
 - Subdivide the property into two 52-foot-wide lots; and
 - Build two single-family homes, one on each of the newly created lots, that would adhere to R-2 zoning regulations.

- b. Demolition permit for 663 West Comstock 5 minutes

7. Staff Updates

- a. Update on Historic Preservation Community meeting

8. Board Comments**9. Upcoming Agenda Items****10. Adjournment**



Historic Preservation Board

agenda item 2.a

item type

Consent Agenda

meeting date

March 12, 2025

prepared by

Mary Bush, Administrative Coordinator III

approved by**subject**

Approve the minutes of the December 11, 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

December 11, 2024 at 9:00 AM

City Hall Commission Chambers
401 S. Park Avenue

Present

Aimee Spencer, John Skolfield, Kelsey Wolfe, N. Lee Rambeau, Wade Miller, Kim Burst Wood

Absent

Fay Pappas

Staff Present

Director of Planning and Zoning Allison McGillis, Planning Consultant Jeff Briggs, Planner I Corinna Lundgren, Administrative Coordinator Mary Bush

1. Call to Order

Chairman Miller called the meeting to order at 9:02 a.m.

2. Consent Agenda

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

Motion made by Kelsey Wolfe, seconded by Aimee Spencer, to approve the November 13, 2024 meeting minutes.

The motion carried unanimously by a 6-0 vote. (Fay Pappas was absent from the meeting.)

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

The Board heard public comment from the following resident:

Gigi Papa of 1440 Hibiscus Avenue, Winter Park, FL 32789. Ms. Papa inquired about the order of the agenda hearing items. She indicated that she felt the hearing item for the ordinance amendment should come before any hearing item to be considered for approval that would be affected by the ordinance.

No one else 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 of Todd Weaver to designate the property at 1051 Lake Bell Drive to the Winter Park Register of Historic Places.

Mr. Briggs provided a summary of the request. He noted that the home was being voluntarily designated. He added that it would be a unique designation as the home is on a lakefront providing it significant economic value. He indicated that the rear accessory cottage used to be a storage shed and had been converted into a small accessory living space for guests and visitors. He then explained that 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), but it does not allow use as an Airbnb or VRBO. He then discussed the mis-conceptions about what qualifies as a property that can be designated historic, such as that a home must be very old or that the architectural styling must be unique or endangered. Mr. Briggs explained that to qualify as historic, a building must only be over 50 years old, and the applicant's home is 67 years old. He also explained that the applicant's home is of mid-century modern architectural styling and is a type of home that the City routinely sees for tear-downs and rebuilds. He added that the historic designation would help to maintain the scale and look of the original homes built in the neighborhood.

Staff recommendation was for approval.

The Board expressed that they were in support of the request.

The Board heard public comment from the following resident opposed to the request:

Gigi Papa of 1440 Hibiscus Avenue, Winter Park, FL 32789

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

The applicant, Todd Weaver of 1051 Lake Bell Drive addressed the Board. Mr. Weaver noted that the accessory building was built before the area was annexed into the city in 2004 and it used to serve as his shop in which a 100-amp circuit had been permitted and installed.

Motion made by John Skolfield, seconded by N. Lee Rambeau, to designate the property at 1051 Lake Bell Drive to the Winter Park Register of Historic Places.

The motion carried unanimously by a 6-0 vote. (Fay Pappas was absent from the meeting.)

- 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.

Chairman Wade Miller recused himself from the item as he was the applicant.

Mr. Briggs provided a summary of the request. He noted that the home is a contributing property within the Virginia Heights, East historic district. He also noted that the applicant wanted to extend the rear of the existing detached garage to the existing 8.7-foot side setback in lieu of the required 13.7-foot side setback. He then reviewed the applicant's proposed site plan and architectural elevations for their renovations to the existing garage and proposed addition. He indicated that the Board had received an email from the adjacent owner consenting to the approval of the applicant's requested variance and proposed roof component. He then explained that the applicant wanted to add a roof cover to a portion of the new front porch on the home. Mr. Briggs then indicated that the applicant's existing two-story home has wood siding and the applicant was proposing real wood siding on the renovated front side and the use of Hardie board on the sides not visible from the street.

Staff recommendation was for approval.

Discussion ensued about how many parking spaces would be left after the applicant's proposed pergola is built and what the garage would look like under the pergola.

The applicants, Wade and Hannah Miller of 1520 Glencoe Road, Winter Park, FL 32789 addressed the Board and discussed their proposed elevations and what the pergola would look like.

The Board then discussed using wood siding instead of Hardie board on the south elevation. The applicants noted that they would be happy to utilize whatever materials the Board required, but due to an issue with wood rot on the north side, they wished to use Hardie board. A brief discussion ensued, and the Board expressed that they would consider approving the use of Hardie board only for the rear and north side of the home, which are not visible to the public.

The Board heard public comment from the following resident in favor of the request:

Robin Henderson of 1510 Glencoe Road, Winter Park, FL 32789

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

Motion made by Aimee Spencer, seconded by John Skolfield, for approval to renovate and expand the existing garage and construct a roofed component

of the front porch on the existing home, built in 1935 at 1520 Glencoe Road with the following conditions:

- **that Hardie board can be used on the rear and north side elevations,**
- **and that wood siding be used for the south side elevation.**

The motion carried unanimously by a 6-0 vote. (Fay Pappas was absent from the meeting.)

- 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.

Mr. Briggs provided a summary of the request. He noted that the Historic Preservation Board 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. He then discussed the following proposed changes of the ordinance:

- 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.

A brief discussion ensued about the Board's discretion for considering variances that did not already exist for the rebuild of a historic contributing home that is demolished without authorization.

The Board heard public comment from the following residents:

Opposed to the request:

Trevor Vietor of 325 Vitoria Avenue, Winter Park, FL 32789; Holly Hill of 817 Antonette Avenue, Winter Park, FL 32789; Marjorie Bridges of 767 Antonette Avenue, Winter Park, FL 32789; John Hall of Winter Park, FL 32789; Ryan Phillips of 965 Lakeview Drive, Winter Park, FL 32789

In favor of the request:

Rebecca Gallardo of 1539 Glencoe Road, Winter Park, FL 32789

Did not confirm opposition to or favor of the request:

Ron Scarpa of 767 McIntyre Avenue, Winter Park, FL 32789; Orman Kimbrough of 1451 Highland Road, Winter Park, FL 32789; John Hall of 739 Antonette Avenue, Winter Park, FL 32789

Paige Vietor of 325 Vitoria Avenue, Winter Park, FL 32789 ceded her time to Marjorie Bridges of 767 Antonette Avenue, Winter Park, FL 32789.

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

City Attorney Langley clarified that the current version of the Historic Preservation ordinance already has a violations section that provides for required restoration of structures and fines for violations. He explained that the changes would take away the Historic Preservation Board's ability to fine for violations and give that to the city's Code Compliance Board. The changes would also clarify what is already in the city's code regarding the Code Compliance Board being able to order the restoration of a property to the condition that existed before a violation and provide fines, if after a reasonable time, the property is not brought into compliance. He added that the changes would also clarify that if someone violates the Board's conditions of approval, the Board has the right to revoke the approval including any variances previously given. The changes would also give the Board flexibility to work with a property owner when they have violated the Board's conditions of approval. He then indicated that the 30% of the property's assessed value that the Board had discussed being a penalty should rather be considered as a potential condition that can be offered up by the property owner and the Board as a compromise to alter the conditions in the previous approval that the Board provided. He then explained that the changes to the ordinance allow the Board to amend the certificate of approval and revoke all or some of the variances previously given by the Board. He also noted that the changes would not amend what already exists in the code regarding the right to appeal any decision of the Board to the City Commission.

The Board shared their thoughts on the item and their reasons for making the changes to the ordinance and the expected benefits of doing so.

Paige Vietor of 325 Vitoria Avenue, Winter Park, FL 32789 addressed the Board. Ms. Vietor spoke about working together and allowing more cost effective and timely materials.

Dave Crabtree of 604 Dunblane Drive, Winter Park, FL 32789 addressed the Board. Mr. Crabtree recommended clarifying the language in the ordinance stating "30% of the value of the improperly altered building improvement" and "monetary contribution".

A brief discussion ensued with City Attorney Langley about deleting the word "improvement" from the ordinance, how acts of God relate to the ordinance, and clarifying what monetary contributions mean and how they would be handled.

Motion made by Aimee Spencer, seconded by N. Lee Rambeau, to approve 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.

The motion carried unanimously by a 6-0 vote. (Fay Pappas was absent from the meeting.)

5. Action Items

6. Non-Action Items

7. Staff Updates

8. Board Comments

9. Upcoming Agenda Items

10. Adjournment

The meeting adjourned at 11:21 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

March 12, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Allison McGillis, Director of Planning and Zoning

subject

HDA 25-01. Request by Michael Galletta and Elizabeth Gwinn to individually designate their home at 1501 Orange Avenue, built in 1948, zoned R-1A, as a historic resource.

motion | recommendation

Staff recommendation is for approval.

background

The property owners, Michael Galletta and Elizabeth Gwinn, have voluntarily agreed to designate their home at 1501 Orange Avenue on the Winter Park Register of Historic Places. This home is located within the Orwin Manor neighborhood.

While this home is not a rare or exemplary representation of a particular historical style, it does exhibit characteristics of mid-century ranch-style architecture. The design incorporates mid-century modern and ranch-style elements, such as a low-pitched roof, asymmetrical layout, and a carport—common traits of mid-20th-century residential architecture.

The large arched window introduces a more traditional, or Mediterranean influence, which could either be an original design choice or a later addition. The brick exterior, a standard material for mid-century and ranch homes, enhances durability while maintaining a classic aesthetic, though the painted finish modernizes its appearance. The inclusion of a carport, rather than a fully enclosed garage, aligns with mid-century design trends that prioritized open and airy layouts while providing functional covered parking.

In conclusion, while the home reflects mid-century architectural trends, it does not appear to be particularly distinctive or historically significant on its own. However, in this current residential market environment that emphasizes tear downs and rebuilds, this historic designation will ensure that the scale and character of one of the original Orwin Manor neighborhood homes remains in place. It is not that this home is of remarkable architecture, its' historical value is that it is emblematic of many homes constructed in Orwin Manor in the 1950's. While it has modern touches, the home retains its original architectural integrity. As

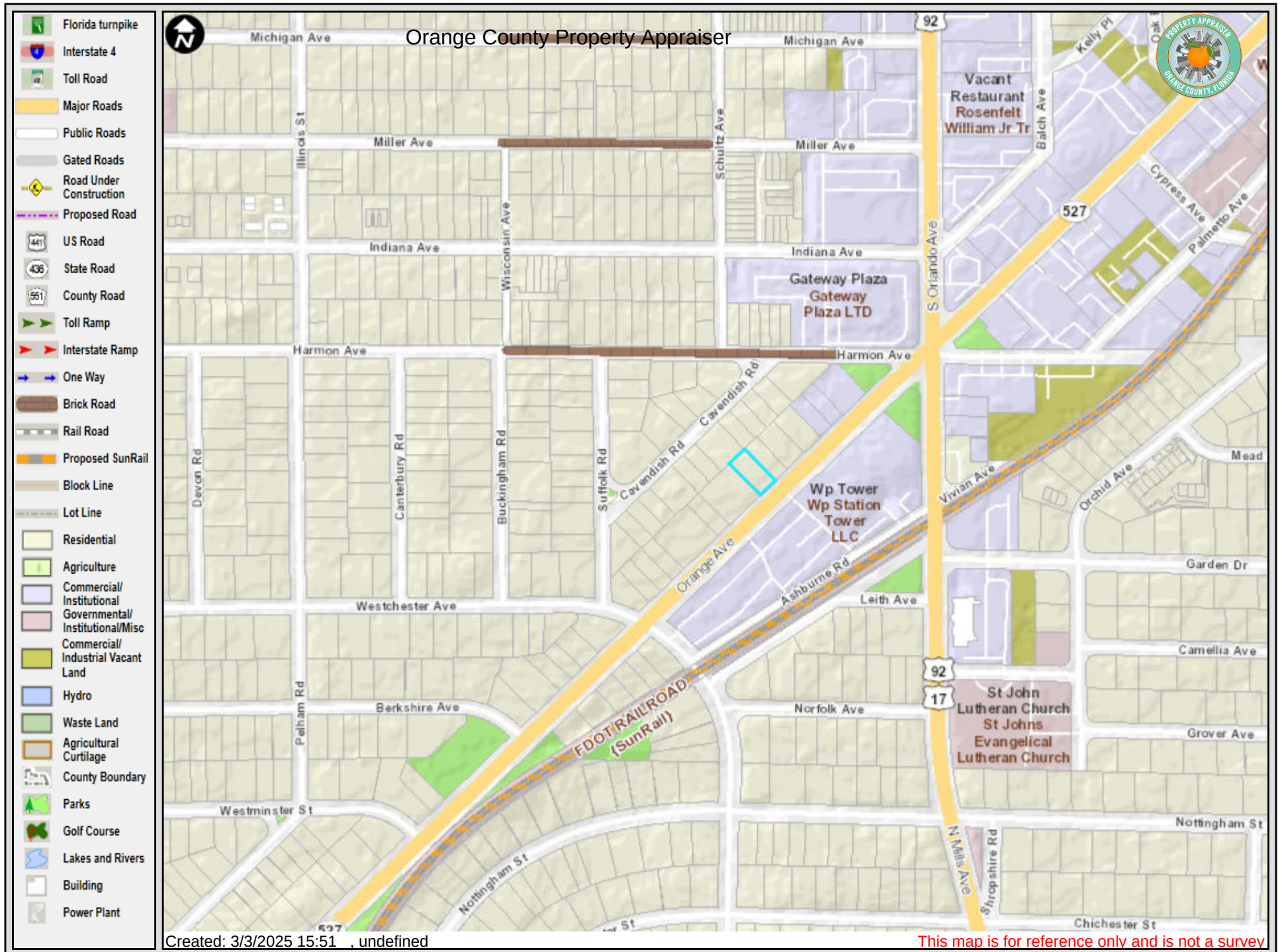
such, it is qualified for listing on the Winter Park Register of Historic Places.

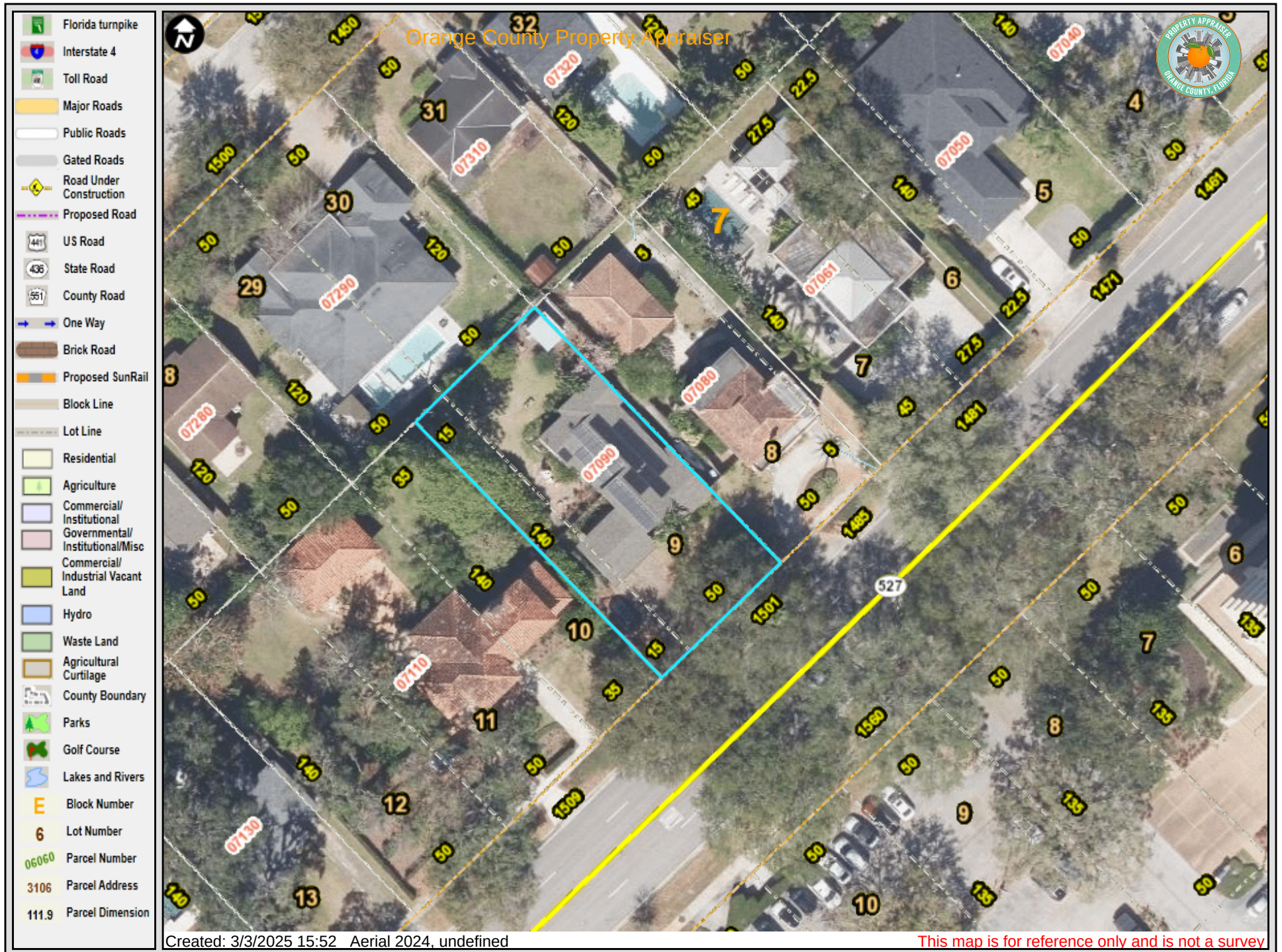
alternatives | other considerations

fiscal impact

attachments

1. Location Map
2. Aerial Map
3. IMG_4514
4. IMG_4515
5. Streetview













Historic Preservation Board

agenda item 5.a

item type

Action Items

meeting date

March 12, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

subject

Minor Exterior Renovations to City Hall

motion | recommendation

Staff recommendation is for approval.

background

The City of Winter Park requests approval from the Historic Preservation Board (HPB) for minor renovations to City Hall. These updates are intended to maintain the building's historical character while refreshing its appearance. The proposed improvements, which will not alter the overall look of the building, include:

- **Wall Repair & Signage Update:** Repairing the wall along the northern elevation (main entrance) of City Hall, removing the existing signage, and installing new signage on the adjacent blank wall (refer to attached image).
- **Exterior Repainting:** Repainting the entire building to eliminate the current two-tone color scheme (refer to attached image).
- **Window & Door Replacement:** Replacing all windows and the front entrance door with new units that maintain the existing design but feature a black finish instead of silver (refer to attached examples).

These minor improvements will preserve the integrity of City Hall's historic character while providing necessary updates.

alternatives | other considerations

fiscal impact

attachments

1. Existing front view
2. Existing View of outside parking lot
3. Updated front elevation
4. Updated Paint Colors
5. Example of Window
6. Example of door
7. Window details



WINTER PARK CITY HALL











CT451 Thermal Storefront System

ON TIME. ON SPEC. ON COST.

Features

- 2" x 4 1/2" Center Glazed Storefront
- Thermally Broken Design for Enhanced Performance
- High Performance Sill Flashing
- Outside or Inside Glazed Versions Available
- Designed to Easily Integrated Into Trulite's Thermal Door System
- Shortest Lead Time in the Industry

Performance Data



AIR

ASTM E283: Air Infiltration shall not exceed 0.06 cfm/ft² when tested at 6.24psf



WATER

ASTM E331 and AAMA 501: No uncontrolled water when tested at 15psf.



STRUCTURAL

ASTM E330: Maximum Allowable Deflection of L/175 for span up to 13'-6" and L/240+1/4" for spans greater than 13'-6" at maximum design pressure of +/- 50psf



THERMAL

NFRC 102: Rated at 0.43 Btu/hr-ft²-F° (Ust)
AAMA 1503: CRF Frame = 56, CRF Glass = 62

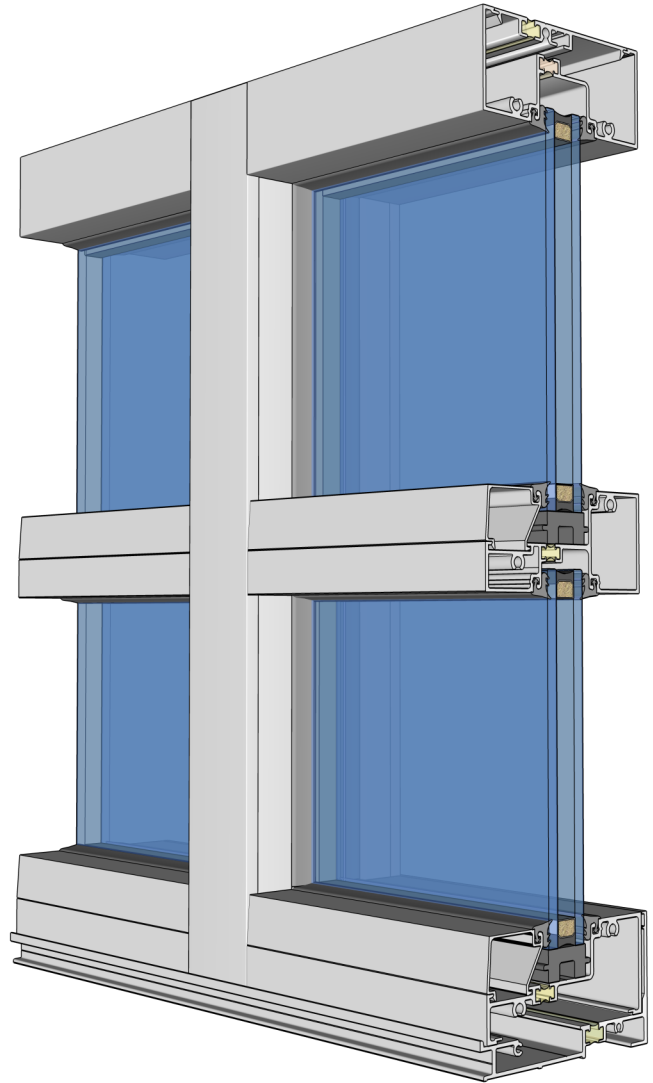


ACCOUSTIC

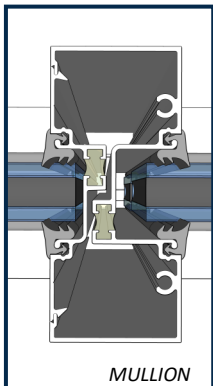
ASTM E90: STC Rating = 33; OITC Rating = 27



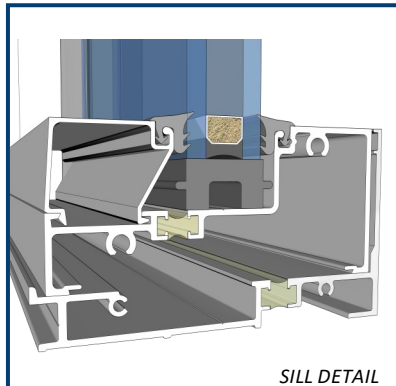
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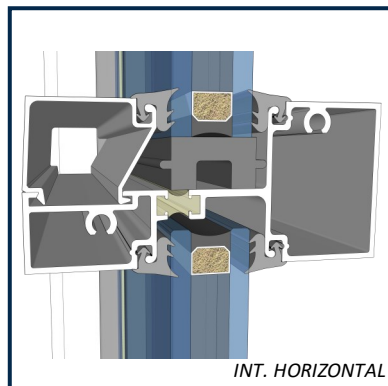
System Details



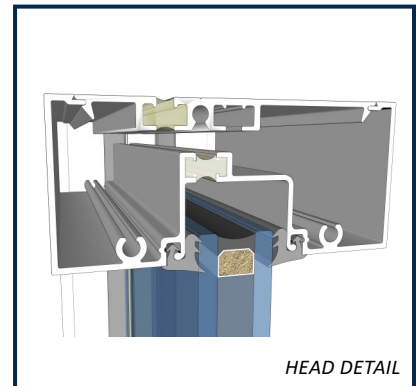
MULLION



SILL DETAIL



INT. HORIZONTAL



HEAD DETAIL

Trulite Glass & Aluminum Solutions is proud to be your True Single Source Supplier of all your needs from Specification Sections: 08400, 08700, 08800 and 08900. Complete system details are available on www.trulite.com

PART 1 GENERAL

1.01 SUMMARY

A. Section Includes: Aluminum Storefront Systems

1. Trulite CT451 Thermal Storefront.

B. Related Sections:

1. Glass and Glazing: Refer to Division 8 Glass and Glazing Section for glass and glazing requirements.
2. Sealants: Refer to Division 7 Joint Treatment Section for sealant requirements.
3. Single Source Requirement: All products listed below shall be by the same manufacturer.
 - a. Section 08 41 13 Aluminum-Framed Entrances & Storefronts.
 - b. Section 08 44 13 Glazed Aluminum Curtain Walls.

1.02 SYSTEM PERFORMANCE DESCRIPTION

A. Performance Requirements: Provide aluminum storefront systems that comply with performance requirements indicated, as demonstrated by testing manufacturer's assemblies in accordance with test methods indicated.

1. Air Infiltration shall be tested in accordance with ASTM E283 at static pressure of 6.24psf. Infiltration shall not exceed 0.06 cfm/ft² of total frame area.
2. Water Infiltration: No uncontrolled water when tested in accordance with ASTM E331 at test pressure differential of: 10psf (718 pa), (or when required, field tested in accordance with AAMA 503). Sill members must be designed to permit proper sealant of fasteners that penetrate the sill flashing; "blind seals" not permitted.
3. Structural: Uniform Load Test in accordance with ASTM E330 at a minimum static test pressure of +/- 50psf.
4. Thermal Movement: Provide for thermal movement caused by 180° F (82.2 °C) surface temperature, without causing buckling stresses on glass, joint seal failure, undue stress on structural elements, damaging loads on fasteners, reduction of performance, or detrimental effects.
5. Thermal Performance: As low as 0.43 Btu/hr-ft²-°F u-factor (Ust) based on NFRC 102. Lower glass values may be achieved through simulation. CRF minimum values at 56 on Frame and 62 on Glass.

1.03 WARRANTY

A. Manufacturer's Warranty: Submit, for Owner's acceptance, manufacturer's standard warranty document executed by an authorized company official.

1. Warranty Period: Manufacturer's two (2) year standard warranty commencing on the date of shipment by Trulite Glass & Aluminum Solutions, LLC

PART 2 PRODUCTS

2.01 MANUFACTURERS (Acceptable Manufacturers/Products)

A. Acceptable Manufacturers: Trulite Glass & Aluminum Solutions

1. Trulite CT451 Thermal Storefront System.

B. Storefront Framing System

1. Description: Insulating glass to be "flush glazed" and located in the center of the framing system. The glass is glazed from the exterior of the building to meet project requirements. The framing system shall be assembled with #14 hex head fasteners to ensure the integrity of each joint; all screws to be concealed. Provide a continuous thermal barrier of high density polyurethane poured into a mechanically prepared cavity and then de-bridged to isolate the interior surface from the exterior.

2.02 MATERIALS

A. Extrusions: ASTM B 221 (ASTM B 221M), 6063-T6 Aluminum Alloy.

2.03 FINISHES

A. Anodized Finishing in accordance with the requirements of AAMA 611.

1. Architectural Class II, etched, medium matte, clear anodic coating, 0.4 mil (10 microns) minimum thickness.
2. Architectural Class I, etched, medium matte, black, dark bronze, medium bronze, colored anodic coating, 0.7 mil (18 microns) minimum thickness.

B. High Performance Organic Coating in accordance with either AAMA 2604 or AAMA 2605

1. Finish coat of 50% (AAMA 2604) or 70% (AAMA 2605) minimum fluorocarbon resin fused to primed surfaces at temperature recommended by manufacturer, 1.0 mil (25.4 microns) minimum dry film thickness. Color to be selected by architect.

Trulite Glass & Aluminum Solutions is proud to be your True Single Source Supplier of all your needs from Specification Sections: 08400, 08700, 08800 and 08900. Complete system details are available on www.trulite.com

1750 Founders Pkwy., Suite 154, Alpharetta, GA 30009. Tel: 800-432-8132



Historic Preservation Board

agenda item 6.a

item type

Non-Action Items

meeting date

March 12, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Allison McGillis, Director of Planning and Zoning

subject

Request of Barefoot Brothers Construction for a preliminary review of the following requests for 747 McIntyre Avenue (zoned R-2):

- Demolish the existing house on the lot;
- Subdivide the property into two 52-foot-wide lots; and
- Build two single-family homes, one on each of the newly created lots, that would adhere to R-2 zoning regulations.

motion | recommendation**background**

The applicant is requesting HPB preliminary review three requests related to 747 McIntyre Avenue (zoned R-2):

- Demolish the existing house on the lot;
- Subdivide the property into two 52-foot-wide lots; and
- Build two single-family homes, one on each of the newly created lots, that would adhere to R-2 zoning regulations.

The existing home at 747 McIntyre Avenue is designated as a contributing structure within the College Quarter Historic District. The applicant proposes to begin by demolishing the existing home and constructing a new residence on the northern portion of the lot, where the current structure is located. In the future, they plan to develop the southern portion of the lot, which would require the removal of a large laurel oak within the building footprint.

The property measures 107 feet in width and 168 feet in depth. The applicant intends to divide the lot into two parcels, each 52 feet wide and 8,736 square feet in area, which meets the R-2 zoning requirements of a minimum 50-foot width and 6,000-square-foot lot size.

Additionally, the remaining three feet would be allocated to the adjacent property at 767 McIntyre Avenue, also owned by the applicant, to expand its side yard.

The applicant understands that if approval is granted for the demolition, the HPB must review the architectural style and elevations of the proposed new home. However, design plans have not yet been developed. Before investing time and resources into the design process, the applicant seeks to engage with the HPB to discuss the feasibility of demolishing the existing contributing structure.

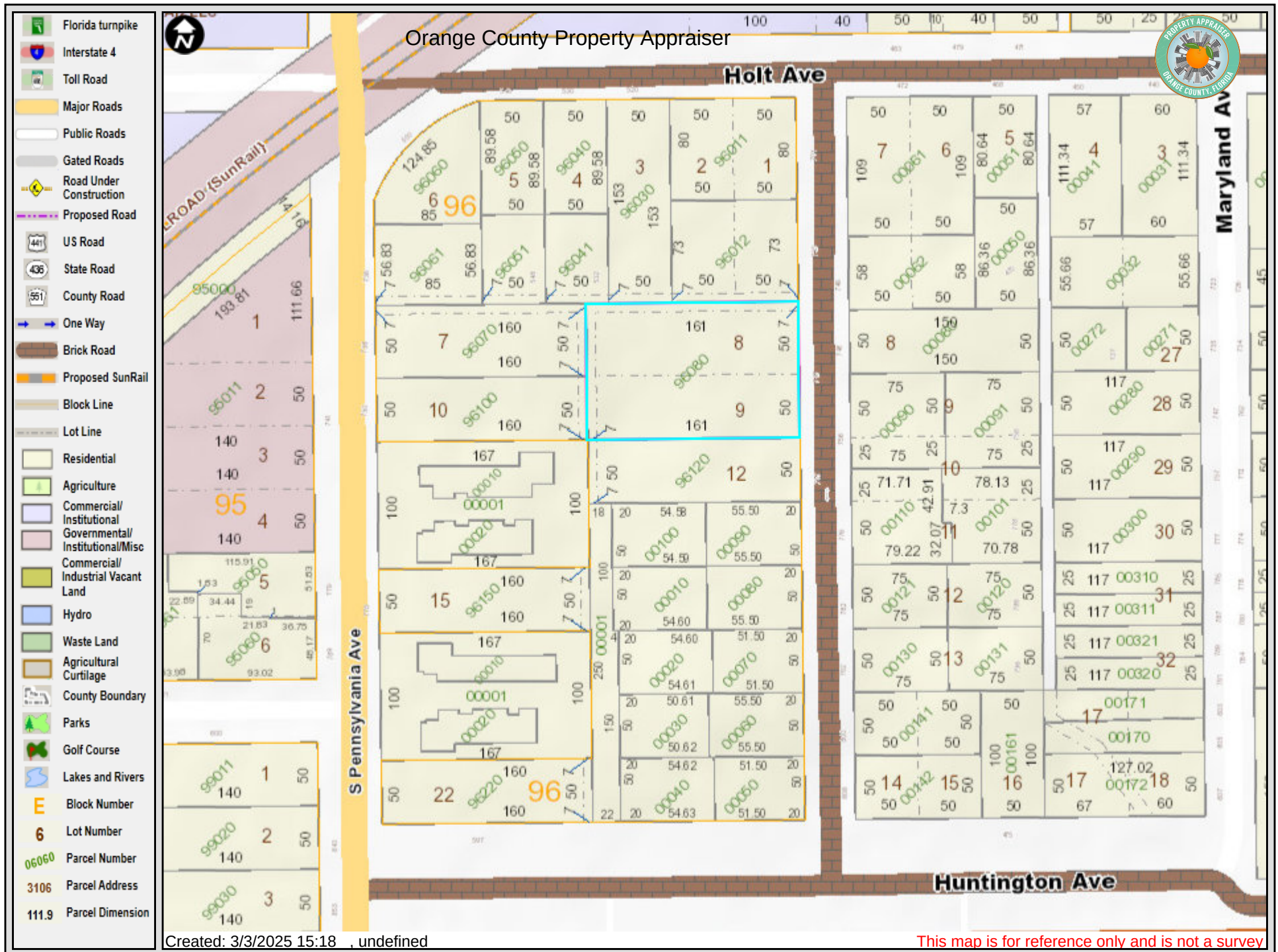
The applicant has provided two letters of support for this future request (see attached).

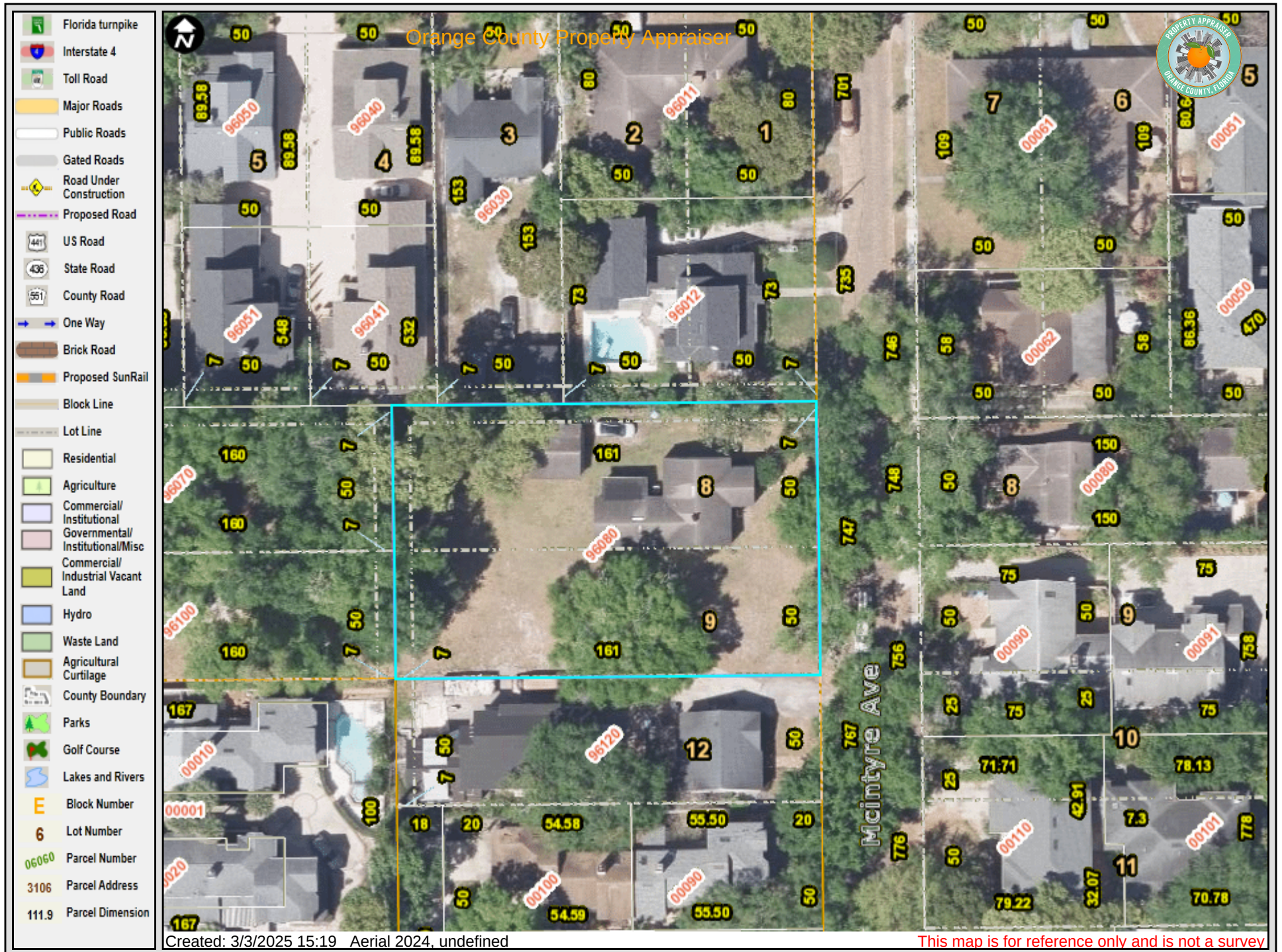
alternatives | other considerations

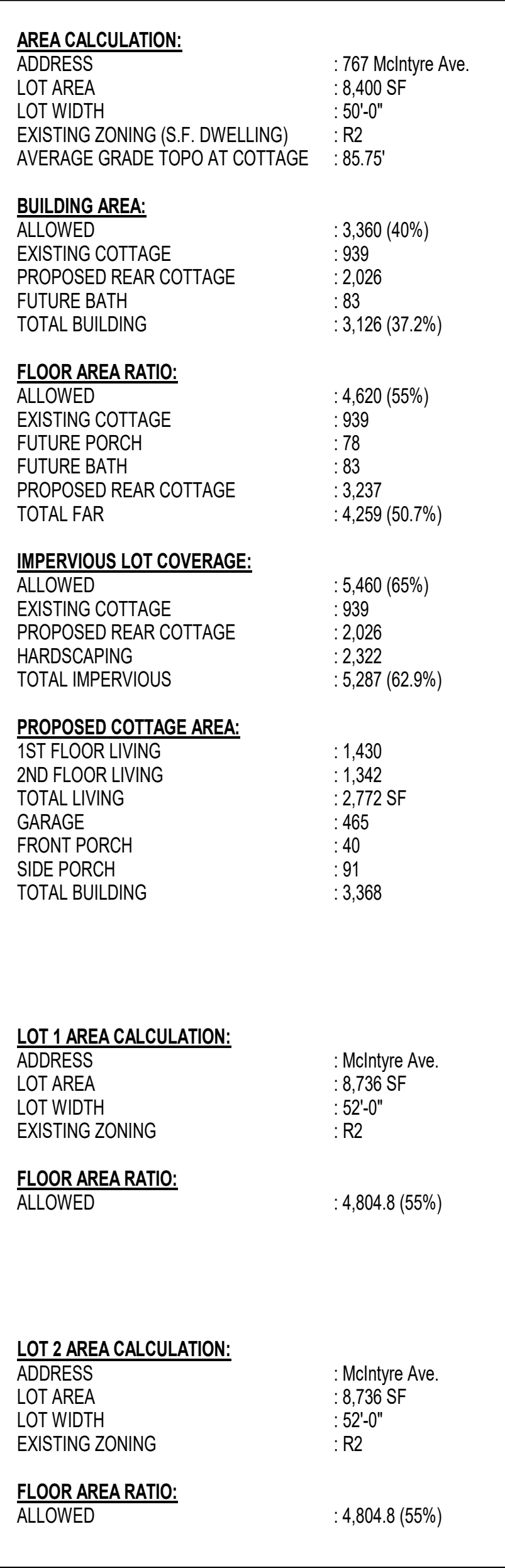
fiscal impact

attachments

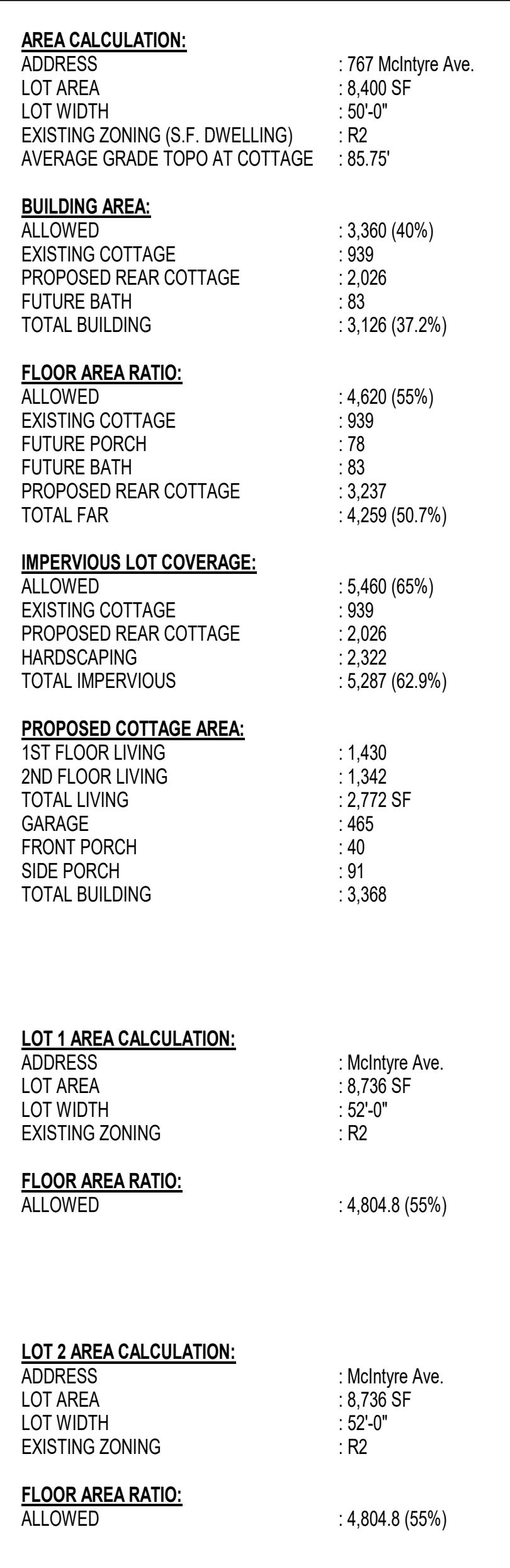
1. Location Map
2. Aerial Map
3. Survey and Proposed Split
4. 747 McIntyre north elevation
5. 747 McIntyre south elevation
6. 747 McIntyre east elevation
7. 756 McIntyre Ave
8. 735 McIntyre Ave
9. 747 mcintyre ave
10. Winter Park Historic Preservation Board





[illegible]

Date	2/13/2025
Drawn By	WT
Checked By	WT
1	
Scale	As indicated

[illegible]

Barefoot Brothers	
McIntyre	
PROPOSED LOT SPLIT	
Date	2/13/2025
Drawn By	WT
Checked By	WT
2	
Scale	As indicated







Killman
ATES
1224
lassab
9-3355





3 March 2025

Re: 747 McIntyre Avenue, Winter Park

To whom it may concern:

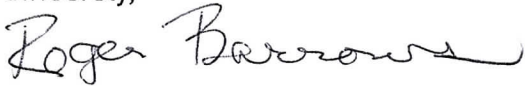
I wish to express my support for the plan to demolish the current house located at 747 McIntyre Avenue and build one house on each of the two lots.

The property was purchased by my great-grandfather in November 1945, and the house was built early the following year on the north lot. For 80 years, then, the property has served as family residence. The house was built in the year following the end of World War II, when (I was told) building supplies at home were still scarce. The very slight eaves and the house design are not (as some have suggested) a minimalistic style. (The design elements of the house are not characteristic of Minimalism at all.) Instead, they were plans drawn up by my great-grandfather and his daughter. Jeff Briggs recently described the house as “architecturally unremarkable.”

While I harbor affection for the house, it is not historic in design. Furthermore, after meeting with architects and builders, I have learned that it is impractical and nearly impossible to turn the current house into a functional modern house without tearing up concrete floors and bringing down multiple walls. I support replacing it with a house that fulfills modern needs and desires while simultaneously matching the character of the quaint architectural styles common in the College Quarter.

Because I have lived here for over four decades, I have a continuing respect and affection for the area and the neighbors, and I support maintaining the charm and quiet of the street. Limiting the property to two houses, tastefully designed, would enhance both the appeal and the value of the neighborhood.

Sincerely,

A handwritten signature in cursive script that reads "Roger Barrows". The signature is fluid and written in dark ink.

Roger Barrows

March 5, 2025

Dear Historic Preservation Board,

My name is Matthew McKeever. I have owned the property at 750 S. Pennsylvania for many years. I have lived in Winter Park for 30+ years.

I am familiar with the plan for 747 McIntyre Ave. The current home on that site is an eyesore at best. I am in favor of the request to remove the existing home and subdivide the land into two single-family home lots measuring 52' x 168'.

I am confident the new owners and Barefoot Brothers Construction will build two beautiful homes that will enhance the neighborhood while respecting the integrity of the CQHD.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew McKeever", with a long, sweeping horizontal line extending to the right.

Matthew McKeever
720 Palmer Ave.
Winter Park



Historic Preservation Board

agenda item 6.b

item type

Non-Action Items

meeting date

March 12, 2025

prepared by

Allison McGillis, Director of Planning and Zoning

approved by

Allison McGillis, Director of Planning and Zoning

subject

Demolition permit for 663 West Comstock

motion | recommendation**background**

We have received a demolition permit application for 663 West Comstock. Pursuant to Sec. 58-481, properties listed in the Florida Master Site File, such as 663 West Comstock, require staff to notify the HPB of any qualifying demolition applications at the next scheduled HPB meeting. The city then has up to 90 days from the receipt of a complete application to issue the demolition permit, allowing time to explore potential alternatives that preserve the property's historic character. After reviewing the application, staff has no objections to approving the demolition permit for 663 West Comstock.

alternatives | other considerations**fiscal impact****attachments**

1. 663 W Comstock Front
2. Aerial Map







Historic Preservation Board

agenda item 7.a

item type

Staff Updates

meeting date

March 12, 2025

prepared by**approved by**

Allison McGillis, Director of Planning and Zoning

subject

Update on Historic Preservation Community meeting

motion | recommendation**background**

Per City Commission direction, staff held a community meeting on the proposed changes to the Historic Preservation ordinance on February 20th. Approximately 45 people attended the community meeting, with 16 attendees speaking. Opinions were evenly split on the issue of adding fines for demolition without approval, with half in favor and half opposed. However, there was general agreement that the ordinance should be clearer and more predictable. Overall, all attendees supported updating the ordinance in some fashion. Next steps include incorporating the feedback into further revisions and presenting the updated ordinance to the Historic Preservation Board (HPB) before bringing it to the Commission. To allow time for these revisions and additional review, staff is asking the Commission to table the matter further until their May 14th meeting. At the next HPB meeting, staff will bring forward the further revisions for review.

alternatives | other considerations**fiscal impact****attachments**

None