



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.

Minutes approved by the Board on March 12, 2025.

ATTEST:

/s/ Mary Bush, Recording Secretary