



Historic Preservation Board Regular Meeting

Agenda

July 13, 2022 @ 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/bpm 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. **Election of Chair and Vice-Chair**
 - a. [Election of Chair and Vice Chair.](#) 5 minutes
 3. **Consent Agenda**
 - a. [Approval of the May 11, 2022 Meeting Minutes.](#) 1 minute
 4. **Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 5. **Public Hearings**
(Public participation and comment on these matters must be in-person.)
 - a. [Request to designate the house and property at 358 Virginia Drive, built in 1941, to the Winter Park Register of Historic Places.](#) 15 minutes
 6. **Action Items**
 - a. [Discussion Items:](#) 20 minutes
 1. [Designation of 1211 Schultz Avenue \(1935\)](#)
 2. [Designation of 1314 Canterbury Road \(1950\)](#)
 3. [Board Education & State Grant Opportunities](#)
 7. **Non-Action Items**
 8. **Staff Updates**
 9. **Board Comments**
 10. **Upcoming Agenda Items**
 11. **Adjournment**



Historic Preservation Board agenda item

item type	Election of Chair and Vice-Chair	meeting date	July 13, 2022
prepared by	Mary Bush	approved by	
board approval	Completed		
strategic objective			

subject

Election of Chair and Vice Chair.

motion / recommendation

background

alternatives / other considerations

fiscal impact



Historic Preservation Board **agenda item**

item type	Consent Agenda	meeting date	July 13, 2022
prepared by	Aaron Hull	approved by	
board approval	Completed		
strategic objective			

subject

Approval of the May 11, 2022 Meeting Minutes.

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[May 11 HPB Draft Minutes.pdf](#)



Historic Preservation Board Regular Meeting Minutes

May 11, 2022 at 9:00 a.m.

City Hall | Commission Chambers
401 S. Park Ave. | Winter Park, Florida

Present

Chair John Skolfield, Vice Chair Karen James, and remaining members: Wade Miller, Aimee Spencer, Anne Sallee, Drew Henner, and N. Lee Rambeau. Staff: Director of Planning and Transportation Jeffrey Briggs; Planning Technician Aaron Hull; and Recording Secretary Mary Bush.

(1) Call to Order

Chairman John Skolfield called the meeting to order at 9:00 a.m.

(2) Consent Agenda

Motion made by Anne Sallee, seconded by N. Lee Rambeau to approve the April 13, 2022 meeting minutes.

Motion carried unanimously with a 7-0 vote.

(3) Staff Updates

Jeffrey Briggs thanked the Board for coming to the Casa Feliz event. Mr. Briggs informed the Board that the historic clock is under construction and will be ready by June. Mr. Briggs told the Board that the City has issues ordering the historical landmark signs and is working on getting them.

Aimee Spencer asked if we needed to find a new contractor and knew someone who could help.

Mr. Briggs stated that the historical plaques are being ordered and budgeted for October. Mr. Briggs explained that Allison McGillis is back with the city and has returned as the Assistant Director of Planning and Transportation.

(4) Public Comments (for items not on the Agenda)

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

(5) Non-Action Items

1. No non-action items.

(6) Action Items

1. No action items.

(6) Public Hearings

- Request to designate 1475 Berkshire Avenue to the Winter Park Register of Historic Places.

Jeffrey Briggs presented the property and gave a brief history of the property. Mr. Briggs showed aerials, pictures of the surrounding neighborhood, and pictures of the property. Mr. Briggs described the property's original owner as an old school board commissioner. Mr. Briggs explained that the homeowner had requested a lot split previously at the May 3rd Planning & Zoning Board. However, Mr. Briggs clarified that the property has an older home that can be considered historical. The Planning & Zoning Board heard the outcry from nearby

residents about not approving the lot split over proposed plans to remove the older home. Mr. Briggs stated that the Planning & Zoning Board denied the lot split but gave the option to the applicant to designate the older house on the property. Mr. Briggs explained that the Planning & Zoning Board would approve the lot split with the historical designation of the house on the property and allow the applicant the possibility to build on the vacant eastern lot without the older home on it. Mr. Briggs stated that the applicant would renovate the historic house's interior and create a newer home on the east vacant lot. Mr. Briggs exclaimed that city code allowed lot splits if a historic home is protected and variances to be given in return. Mr. Briggs clarified that the Planning & Zoning Board would decide on the lot split, and the Historic Preservation would decide if the current residence should be designated.

Staff recommendation was for Approval.

Chairman John Skolfield asked if the house is not designated, is there the possibility that it could be demolished. Mr. Briggs stated that the house could be. Chairman Skolfield explained that the surrounding neighborhood is historic and that it would be sad if the house were demolished.

Wade Miller stated that building a new smaller home next to the historic home will help diversify property types and affordability in Winter Park. Mr. Miller exclaimed that that house should be designated.

Aimee Spencer stated that she thought the new house would not be small.

Chairman Skolfield asked if the Board could determine the style of the new house. Mr. Briggs stated that the Board does not have that ability.

Aimee Spencer asked where the driveway would go, and Mr. Briggs explained that the location of the driveway was not the Historic Preservation Board's decision. Mrs. Spencer proclaimed that the site plan did not show the driveway and did not want a shared driveway to be built.

No one from the public wished to speak.

Rick Jennings, the applicant's representative, stated that they would be able to answer any questions and talk about the proposed plan. Mr. Jennings proclaimed that the new house would be a Mediterranean-style house with a driveway on the right side of the property. Aimee Spencer asked if the steeps on the original house had been changed, and Mr. Jennings answered that the steeps had not, and only sidewalk work had been completed so far. Mr. Jennings explained that the house would be brought up to code to be move-in ready. Mrs. Spencer suggested that the house should be refurbished.

Chairman Skolfield asked if the Board is designating the house, then why can't the Board decide the character of the new home. Jeffrey Briggs explained that it is the Planning & Zoning Board's role and that the Planning & Zoning Board wanted the Historic Preservation Board to designate this house. Chairman Skolfield stated he doesn't want front-load garages to be part of the design. Aimee Spencer explained that many homes in the neighborhood have older front-load garages.

Drew Henning asked if the applicant had previously done any work on historic homes. Rick Jennings responded that he had done plenty of work on homes in central Florida but not on a historic home.

Anne Sallee stated that the question is about the house's designation.

Vice-Chair Karen James stated she's excited about the designation and knows the family who used to own the property. Discussion ensued on the history of the home.

Motion made by Anne Sallee, seconded by Aimee Spencer, to approve the request to designate 1475 Berkshire Avenue to the Winter Park Register of Historic Places.

Motion carried unanimously with a 7-0 vote.

(7) Board Comments

Chairman John Skolfield thanked Staff for their hard work.

Aimee Spencer stated this is the new year's session and asked about Board elections for Chair and Vice-Chair. Jeffrey Briggs said it would be on next month's agenda.

(8) Upcoming Agenda Items

No discussion occurred for the upcoming agenda items for the following Historic Preservation Board meeting scheduled for June 8, 2022.

(9) Adjournment

Chairman John Skolfield adjourned the meeting at 9:27 a.m.

/s/ Recording Secretary Aaron Hull



Historic Preservation Board agenda item

item type Public Hearings (Public participation and comment on these matters must be in-person.)	meeting date July 13, 2022
prepared by Jeffrey Briggs	approved by
board approval Completed	
strategic objective	

subject

Request to designate the house and property at 358 Virginia Drive, built in 1941, to the Winter Park Register of Historic Places.

motion / recommendation

Staff recommendation is for approval.

background

The property owner has voluntarily agreed to designate the home at 358 Virginia Drive, built in 1941, to the Winter Park Register of Historic Places. This is in conjunction with a subdivision request to split off the south 139 feet of this property that fronts on the street to the rear (East Lake Sue Avenue) as a vacant buildable lot.

This two-story home is an example of the Mediterranean style of architecture that was popular for the elegant luxury homes of that era. With the historic designation, the current or future owner(s) could renovate the interior but must maintain the exterior as it looks today, except for any repairs needed.

In these situations where a lot split is being granted, the role of Historic Preservation Board is only to make a recommendation as to whether the home is worthy of a historic designation. The decision on the lot split then is in the jurisdiction of the Planning and Zoning Board and City Commission. Given the 1941 age of the home and the architectural style being largely unchanged, that would seem to be a very positive answer.

Staff recommendation is for approval as this home is highly qualified for listing on the Winter Park Register of Historic Places. It is qualified not just by the age of the home (1941) but also by the preservation of the architectural integrity of the home.

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Map and aerial.pdf](#)

ATTACHMENTS:

[Pictures of 358 Virginia Drive.pdf](#)

ATTACHMENTS:

[Site Plans for 358 Virginia lot split.pdf](#)

ATTACHMENTS:

[Letter of Support.pdf](#)

ATTACHMENTS:

[Lilley Letter of Support.pdf](#)

ATTACHMENTS:

[Resolution_358 Virginia Drive.doc](#)

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/Cutlidge
Hydro
Waste Land

Parks
Lakes and Rivers
Building
Block Number

Lot Number
Parcel Number
Parcel Address
Parcel Dimension



Orange County Property Appraiser

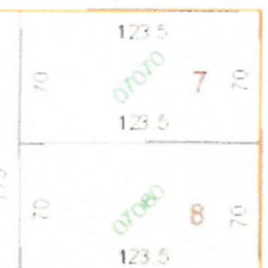
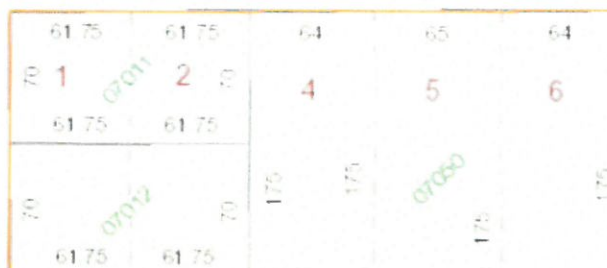
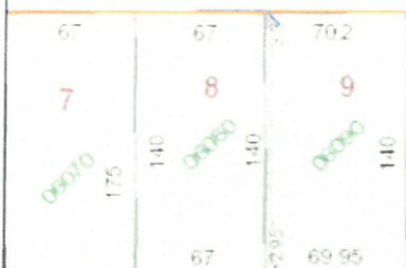


FOREST AVE

LAUREL DR

VIRGINIA DR

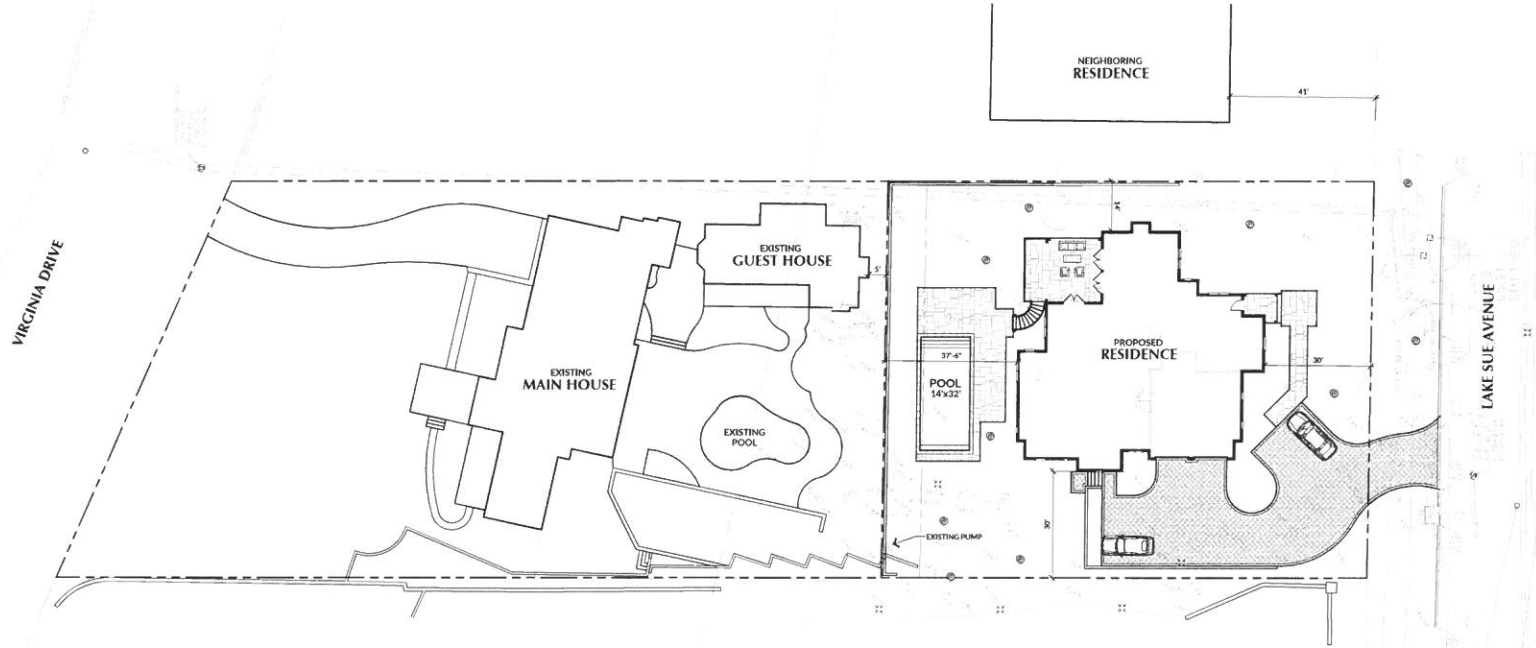
E LAKE SUE AVE



Created: 6/3/2022 12:5

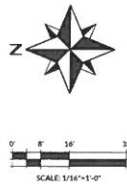
This map is for reference only and is not a survey.





IMPERVIOUS CALCULATIONS

TOTAL SITE AREA:	15,325 S.F.
FLOOR PLAN:	3,349 S.F.
DRIVEWAY:	2,455 S.F.
FRONT PORCH:	145 S.F.
FRONT WALK:	240 S.F.
REAR COVERED PORCH:	282 S.F.
REAR PORCH AND STEPS:	122 S.F.
REAR LOWER PATIO:	463 S.F.
TOTAL IMPERVIOUS AREA:	7,065 S.F. (46%)



JOE KNIGHT
Landscape Architects
Tel: 407.738.7539
m.knight@joe-knight.com
LA-0000379

REVISIONS	BY

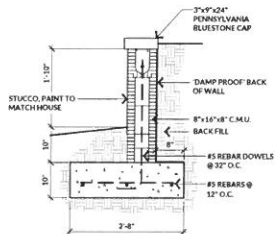
Site Plan
THE MARILYN KING RESIDENCE
Prepared for: Marilyn King
Winter Park, Florida

Ronnie J. Knight
L.A. - 0000379

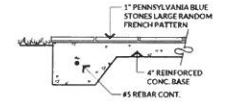
DESIGNED BY: J. KNIGHT
DRAWN BY: R. GOOD
PROJECT NO.: JC2201
DATE: 18 FEB 2022
SCALE: 1/16\"/>

SP-1

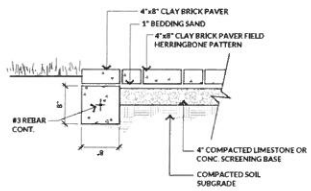
OF 1 SHEET



1 RETAINING WALL SECTION

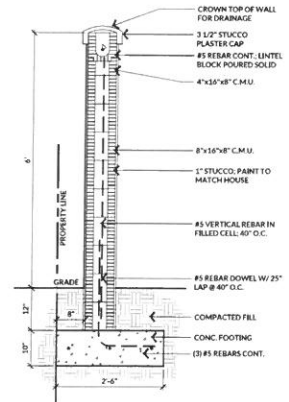
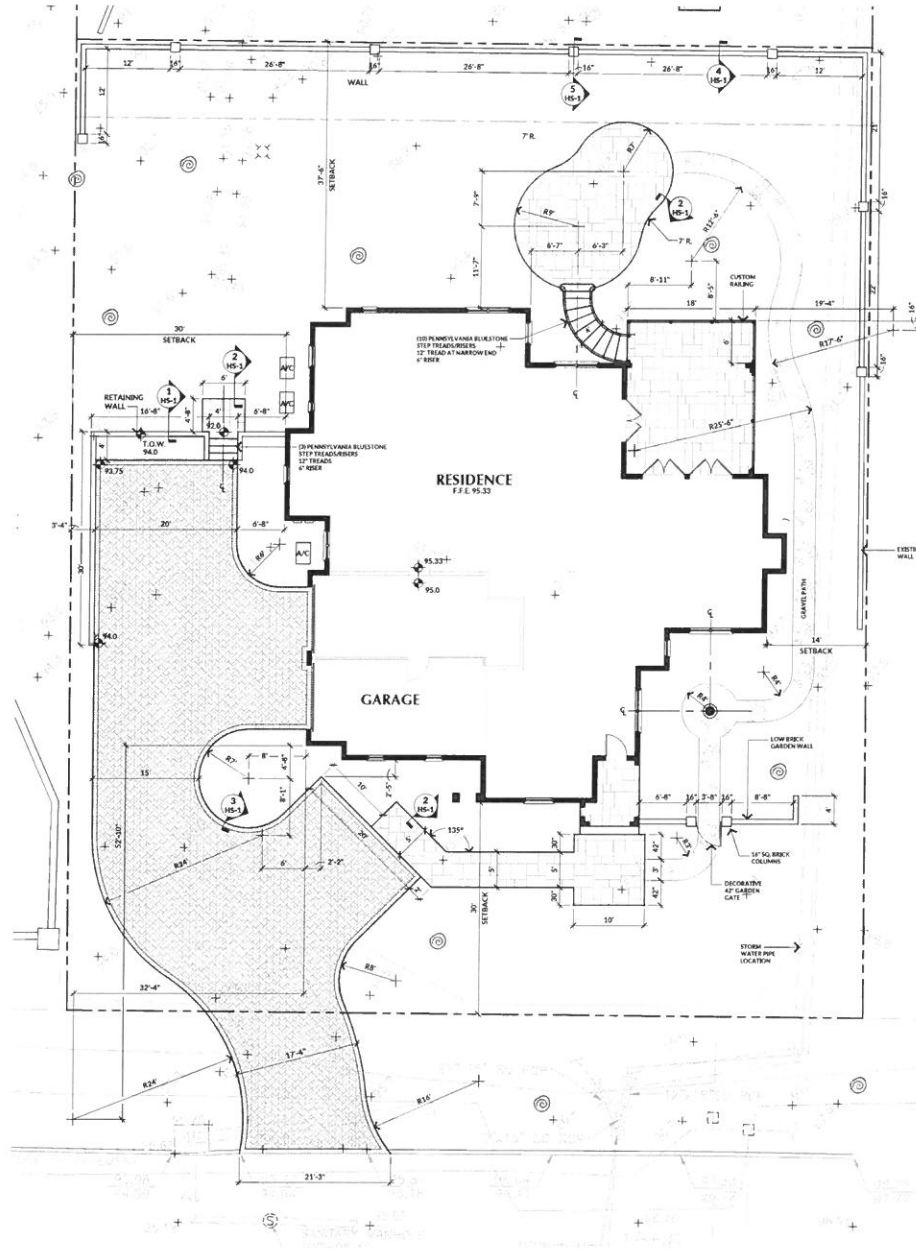


2 PENNSYLVANIA BLUE STONE
REAR TERRACE DETAIL

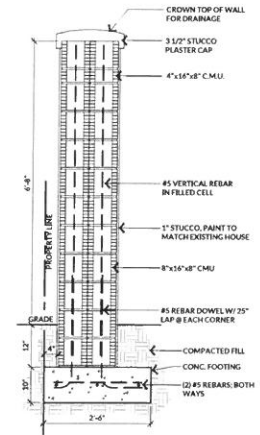


3 DRIVEWAY PAVING SECTION SCALE: 1"=1'-0"

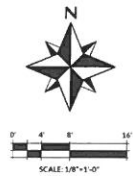
TOTAL SITE AREA:	15,333 S.F.
FLOOR PLAN:	3,369 S.F.
DRIVEWAY:	2,241 S.F.
FRONT PORCH:	64 S.F.
FRONT WALK:	260 S.F.
REAR COVERED PORCH:	28 S.F.
REAR PORCH AND STEPS:	162 S.F.
REAR LOWER PATIO:	356 S.F.
TOTAL IMPERVIOUS AREA:	6,734 S.F. (43.9%)

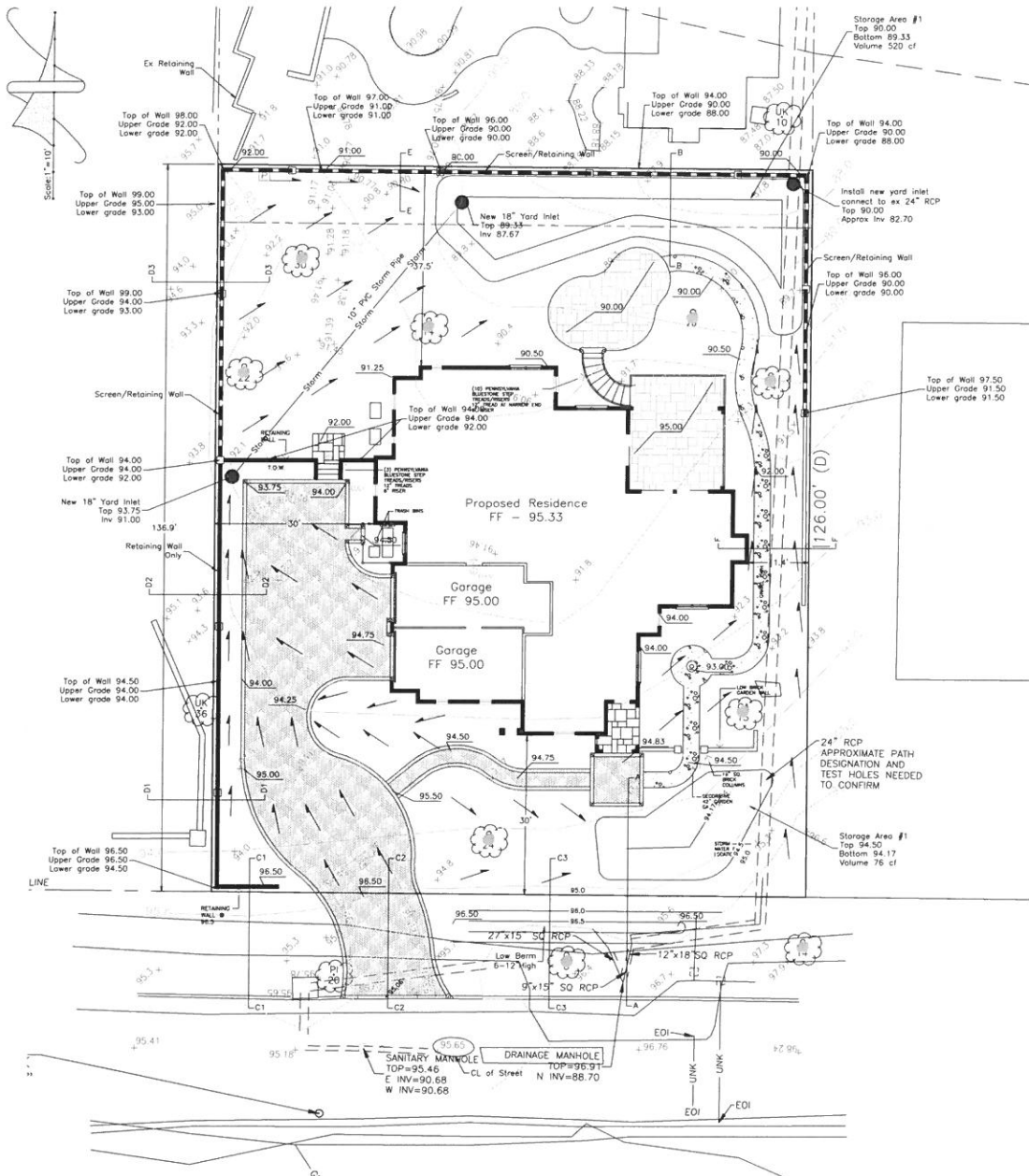


4 PRIVACY WALL DETAIL SCALE: 3/4"=1'-0"



5 COLUMN DETAIL SCALE: 3/4"=1'-0"





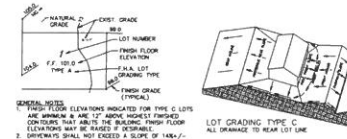
Legend

New Swale

Drainage Direction

New Elevation

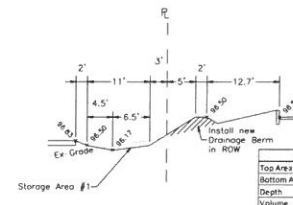
Ex. Elevation



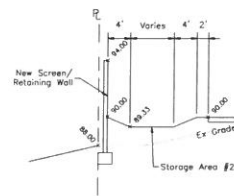
LOT GRADING DETAILS

Note: All swales, berms and subdrains to be sodded.

Typical Swale Section



Storage Area #1



Storage Area #2

Legal Description

THE SOUTH 136.9' OF LOT B, BLOCK B, SHADOW HILL, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK D, PAGE 85, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Site Address:
358 Virginia Dr
Winter Park, FL 32789-5701

Parcel ID: 07-22-30-7944-02-020

Site Data

Total Site Area	15,333 sf
Impervious Area	0.35 Ac
Max Impervious area (50.0%)	7,667 sf
New Residence	3,369 sf
Front Porch	64 sf
Lane	390 sf
Rear Porch	364 sf
Misc Paths & Walks	442 sf
Driveway	1,814 sf
Total Impervious Area	6,443 sf
Percent Impervious Area	42.0% < 50% (OK)

Stormwater Retention Calculations

Total Site Area 15,333 sf

Total Impervious Area 6,443 sf

Required Stormwater Retention

Slope 1" of Runoff from impervious areas draining to ROW

1.0" x Imp Area = 537 cf

Storage Provided

Storage Area #1	76 cf
Storage Area #2	520 cf
Total Storage Provided	596 cf (OK)

Storage #1

Top Area	453 sf
Bottom Area	453 sf
Depth	4'-0"
Volume	76 cf

Storage #2

Top Area	1120 sf
Bottom Area	432 sf
Depth	6'-0"
Volume	520 cf



Darcy Unroe
c=US, st=Florida,
l=Orlando, o=Unroe
Engineering, Inc.,
en=Darcy Unroe,
email=Darcy@unroe
engineering.com
2022.06.02 11:29:42
-04'00'

Change Orders	Description	Date

Unroe Engineering, Inc
Civil Engineering/Planning/Scientific Evaluation
PO Box 60042, Orlando, FL 32869-0942
Business Authorization Number: 18 0006079

Residential Grading Plan
The King Residence at
New lot at 358 Virginia Dr, Winter Park, Florida 32789

DP	Drawn
DP	Checked
1"=10'	Scale
8/1/22	Date
RLG-CI	File
Dwg. No.	

C1

1 of 2

Dear Jeff,

This letter is written in support of Marilyn King's request to split her lot and to build a new home on the back of her property facing Lake Sue Avenue. I live two doors away from her at 1551 Laurel Road. I am sure that the Virginia cul de sac next to my property will remain as tranquil as it has always been.

Any alteration to the intersection of Winter Park Road and Lake Sue Avenue is bound to be an improvement. Since I have passed through this stop sign at least twice a day for twenty-one years, I am convinced that encouraging motorists to notice and actually make a stop at the signs would be a very welcome development.

As you know from our distant days of working together on the Winter Park Historic Preservation Task Force, and later, Board, I am an advocate of historic preservation. Thoughtful subdivision, however, is a tradition in the growth of our town, especially when the original structure can be allowed to remain, ideally in its original use and surrounded by adequate space.

If there is one thing I have learned in the fifty some years I have known Marilyn, it is that she can be depended upon to create beauty in her surroundings and promote the well-being of her community. I hope she will be able to continue as our good neighbor.

With best regards,

Bonnie Trismen

Leila E. Trismen
1551 Laurel Road
Winter Park, FL 32789

Jeffrey Briggs

From: Nancy Lilley <nlilley01@gmail.com>
Sent: Friday, July 1, 2022 3:12 PM
To: Jeffrey Briggs
Subject: [External] Request by Marilyn King to Subdivide Property

[Caution: This email originated from outside the City of Winter Park email system. Before clicking any hyperlinks, verify the real address by hovering over the link. Do not open attachments from unknown or unverified sources.]

Hi Jeff,

I'm writing in support of Marilyn King's request to subdivide her property, located at 358 Virginia Drive, into two single-family home lots. I also support her desire to designate her existing home, 358 Virginia Drive, as a historic landmark on the Winter Park Register of Historic Places together with variances for setbacks related to splitting the property into two lots. In my opinion, these requests represent a well thought out and carefully developed plan that will blend well with the existing neighborhood.

As a personal friend of Marilyn's and resident of the neighborhood, I know the care Marilyn has taken in designing and selecting a highly regarded contractor to build her new home. Her new home is appropriately scaled to the size of the newly created lot and will be a very attractive addition to the neighborhood. I was also very happy to learn that Marilyn has decided to designate her existing home a historic landmark. The home not only has an interesting history but has been beautifully maintained to preserve its historic architectural features and design.

I strongly support both requests!

Regards,

Nancy Lilley
221 E Kings Way
Winter Park, FL

Sent from my iPad

RESOLUTION _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF WINTER PARK, FLORIDA, DESIGNATING THE PROPERTY LOCATED AT 358 VIRGINIA 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, or that provide significant examples of past architectural styles and development patterns and that constitute unique and irreplaceable assets to the City; and

WHEREAS, there is the desire foster awareness and civic pride in the accomplishments of the past; and

WHEREAS, the Winter Park Historic Preservation Board has determined and recommended that the property at 358 Virginia Drive with the existing home built in 1941 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 358 Virginia Drive as a historic resource on the Winter Park Register of Historic Places, which shall be limited to Lots 2 and 7, (less the south 136.90 feet of Lot 7), Block B, Shadow Hill per Plat Book "Q", Page 65 of the Public Records of Orange County.

SECTION 2. That the City Commission of the City of Winter Park in consideration of this voluntary request for historic designation of this property has approved the lot split of the south 136.90 feet of Lot 7, Block B, Shadow Hill per Plat Book "Q", Page 65 as a separate buildable single family lot for the purpose of building a new single family home and has also granted the variances necessary for the setback of the existing guest house at 358 Virginia Drive to be five (5) feet from the rear property line and for that guest house to have the ability to be a legal rental studio apartment, at any time of choosing by the owner. Such new lot shall also be entitled to the full floor area ratio for that property.

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 _____ 2022.

Phillip Anderson, Mayor

ATTEST:

City Clerk



Historic Preservation Board **agenda item**

item type	Action Items	meeting date	July 13, 2022
prepared by	Jeffrey Briggs	approved by	
board approval	Completed		
strategic objective			

subject

Discussion Items:

1. Designation of 1211 Schultz Avenue (1935)
2. Designation of 1314 Canterbury Road (1950)
3. Board Education & State Grant Opportunities

motion / recommendation

As determined by the HPB discussions.

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[Discussion Item_July 13th agenda.pdf](#)



Discussion Items:

Designation of 1211 Schultz Avenue (1935)

Designation of 1314 Canterbury Road (1950)

Board Education & State Grant Opportunities



1211 SCHULTZ AVE, WINTER PARK, FL 32789 6/17/2019 11:29 AM





1314 CANTERBURY RD, WINTER PARK, FL 32789 12/8/2021 9:40 AM



