Historic Preservation Board
Regular Meeting Minutes

May 10, 2023, at 9:00 a.m.

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

Present

Present: Wade Miller, Aimee Spencer, Lucy Boudet, N. Lee Rambeau, Kelsey Wolfe, and Drew Henner. Present Virtually: John Skolfield. Staff: Director of Planning and Zoning Jeffrey Briggs, Planner I Corinna Lundgren, and Recording Secretary Mary Bush.

(1) Call to Order

Vice-Chair Miller called the meeting to order at 9:00 a.m.

(2) Consent Agenda

Motion made by N. Lee Rambeau, seconded by Aimee Spencer, to approve the April 12, 2023 meeting minutes.

Motion carried unanimously with a 6-0 vote. (Drew Henner was not present for approval of the minutes.)

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

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

(4) Public Hearings

a. Request by 1530 Berkshire LLC for approval to designate the home, built in 1926 to the Winter Park Register of Historic Places and undertaker renovations to the rear accessory building.

Mr. Briggs provided a brief summary of the item. He presented and reviewed with the Board an area map, a survey, and photos of the existing property before and after recent renovations made by the applicant. He noted that in the rear of the property there is a garage accessory building that the applicant wants to convert into additional living space. He then went on to describe the renovations that the applicant had made to the exterior of the Spanish mission style main home on the property. He noted that the applicant had painted the exterior and added more trim around the windows. Mr. Briggs indicated that because the applicant would be converting the garage into a living space that would be over 400 square feet, it had to meet the principal setbacks of the property as if it were a regular house. He explained that it would need to have a 7.5 foot side setback and a 25 foot rear setback, which is significantly farther back than the current 3.7 foot side setback and 10.5 foot rear setback of the existing garage. Mr. Briggs further explained that the applicant wanted to use the home as a rental property. He noted that the City code allows up to three unrelated individuals in a rental property. He added that the garage could not be rented separately from the main home but one of the allowed renters could live part-time in it. He then indicated that staff required the applicant to complete a deed restriction that restricts the use of the accessory building to keep it from being rented separately. He added that staff had not received any neighbor letters in opposition to the request.

Staff recommended approval.

Discussion ensued regarding the wood fence inside of the front porch archway, the window trim on the front of the house, if the applicant could get their desired variance without having to designate the home, and requiring the applicant to change back various exterior renovations that had been completed to reflect the Spanish mission style of the original home. Brief discussion continued on whether or not a kitchen would be allowed and if a bathroom would be included in the accessory building, and if there was adequate parking on the property for three vehicles.

A member of the public, Meg Barclay of 1475 Berkshire Avenue, Winter Park, FL 32789 addressed the Board to clarify details of the wood fence in the front porch archway. She indicated that it was basically a fence panel the applicant replaced the original iron railing with. She also indicated that the applicant had added a similar wood fence panel on the back end of the porte cochere to close off the back yard.

Discussion ensued regarding requiring the applicant to provide an architectural front elevation that would be historically accurate and include removal and replacement of the wood fences as well as the window casing trim from all five of the front-facing windows. Mrs. Spencer advised that there should be a picture of the applicant's house from the early 1980s in the flat file of the Winter Park Library's archive section that could be referenced for the original architectural details of the house. Mr. Henner noted that a laundry room, a full kitchen, and a full bath were included in the applicant's accessory building plans attached to the permit file. Vice-Chair Miller added that barrel tile should be added to the roof of the first story front elevation of the house. Brief discussion continued.

Motion made by Wade Miller, seconded by Aimee Spencer to table the item to the June 14, 2023 Historic Preservation Board regular meeting with the following requirements:

- **The applicant must provide an architectural drawing of the front facade of the house that appropriately depicts an architectural style that is in keeping with the historic nature and the original design of the 1926 home.**
- **The drawing must include the removal of the window casings on all front facade windows seen from the street, the removal of the wood fencing in the arched open air entry, and a barrel tile roof added to the one story front section of the of the front facade.**

Motion carried unanimously with a 7-0 vote.

(5) Action Items

No action items were discussed.

(6) Non-Action Items

No non-action items were discussed.

(7) Staff Updates

Mr. Briggs briefly announced upcoming Historic Preservation events. He also provided an update on the historic landmark signs that staff was ordering and placing around the city in various historic locations. Mrs. Spencer recommended to have a sign done for All Saints Episcopal Church.

(8) Board Comments

No Board comments were made.

(9) Upcoming Agenda Items

No discussion occurred regarding upcoming agenda items.

(10) Adjournment

Vice-Chair Miller adjourned the meeting at 9:52 a.m.

Minutes approved by the Board on June 14, 2023.

/s/ Recording Secretary Mary Bush