



Historic Preservation Board Regular Meeting

Agenda

January 11, 2023 @ 10:00 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. [Approval of the December 14, 2022 Meeting Minutes.](#) 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 by Chad Montgomery for approval to enclose the existing carport into a garage, built in 1970 at 475 Huntington Avenue.](#) 15 minutes
 5. **Action Items**
 6. **Non-Action Items**
 - a. [Discussion of 1430 Glencoe Road and 1541 Highland Road.](#) 20 minutes
[Central Park Historic Clock and Historic Marker dedications.](#)
 7. **Staff Updates**
 8. **Board Comments**
 9. **Upcoming Agenda Items**
 10. **Adjournment**



Historic Preservation Board agenda item

item type	Consent Agenda	meeting date	January 11, 2023
prepared by	Aaron Hull	approved by	
board approval	Completed		
strategic objective			

subject

Approval of the December 14, 2022 Meeting Minutes.

motion / recommendation

background

alternatives / other considerations

fiscal impact

ATTACHMENTS:

[December 14 HPB Draft Minutes.pdf](#)



Historic Preservation Board Regular Meeting Minutes

December 14, 2022, at 9:00 a.m.

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

Present

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

(1) Call to Order

Vice-Chair Wade Miller called the meeting to order at 9:01 a.m.

(2) Consent Agenda

Motion made by John Skolfield, seconded by Karen James, to approve November 9, 2022, meeting minutes with an amendment to the minutes made by Karen James to fix a spelling error of “Orwell” Manor to “Orwin” Manor on Page 4 of the November 9, 2022 meeting minutes.

Motion carried unanimously with a 6-0 vote (Absent from voting was Chair Anne Sallee).

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

No public comment was made.

(4) Public Hearings

- a. Request by Charles and Lisa Clayton for approval of an 869-square-foot, one-story addition to the existing home built in 1938 at 940 Old England Avenue.

Jeffrey Briggs showed a presentation on the requested item. Mr. Briggs described the property and the house's history and showed pictures of the house at 940 Old England Avenue. Mr. Briggs explained that the house had been designated in 2014 and described the work that the applicants are proposing to do on the house. Mr. Briggs noted that the applicants would be doing minor interior and exterior work and adding a small one-story 869 square-foot addition. Mr. Briggs explained that the addition meets all code requirements, and the applicants are not requesting any variances. Mr. Briggs stated that the only thing that the Board will need to deliberate on is if the addition meets the architectural requirements and explained that two letters of approval were sent in about the proposed addition from neighbors.

Staff recommended approval.

Charlie Clayton, 940 New England Avenue, and Bernie Johnson, 421 Caring Court, Maitland, spoke about the home's property and history. Mr. Johnson talked about the importance of the historic house and the love for Winter Park that the owner has. Mr. Johnson spoke about the importance of ensuring that the addition being built onto the property is aesthetically and architecturally appropriate for the house and done well. Mr. Johnson described that the applicant would be extending the home, adding an 896-square-foot addition, and reusing parts of the house to construct the addition. Mr. Johnson explained that the addition would have similar architectural looks, and Mr. Clayton mentioned that they know it is a historically designated home. Mr. Clayton ensured the Board that they would follow the historic preservation code when designing and building the addition.

John Skolfield commented on the Board's challenges with proposed additions normally and the importance of ensuring addition meet the architectural requirements of the historic preservation code. Mr. Skolfield stated he supported the work and liked the addition's design.

Vice-Chair Wade Miller spoke about the applicant's proposed architecture and his appreciation for their work on the proposed addition.

Motion made by John Skolfield and seconded by Aimee Spencer to approve the request by Charles and Lisa Clayton for approval of an 869-square-foot, one-story addition to the existing home built in 1938 at 940 Old England Avenue.

Motion carried unanimously with a 6-0 vote (Absent from voting was Chair Anne Sallee).

(5) Action Items

- a. No action items were discussed.

(6) Non-Action Items

- a. Discussion of Historic Markers for 2023.

Jeffrey Briggs spoke about how the Board had discussed placing historical markers around the city last year and earlier this year and creating these markers. Mr. Briggs explained the importance of placemaking and using historical markers to display the historic districts in the city. Mr. Briggs showed the sign that will be put up to show the Park Avenue Historic District and described the locations for the signs. John Skolfield asked how many spots would be initially placed, and Mr. Briggs explained that there would be eight locations. Mr. Briggs stated that the Board had previously asked about signs for the College Quarter Historical District and explained that more signs would be made for that district. Aimee Spencer asked if the historic districts had Home Owner's Associations (HOAs), and Mr. Briggs explained that, to his knowledge, only College Quarter did. Mrs. Spencer explained that historical districts typically have HOAs that use logos and recommended looking into that to design markers for the city's historic districts. Vice-Chair Wade Miller explained that he lives in the Virginia Heights Historical District and does not believe the district has an HOA or a logo. Vice-Chair Miller recommended that the peacock symbol could be used as a general logo for the districts. Drew Henner stated that there are websites for each district online. Discussion ensued on reaching out to neighborhood associations and the logos that could be used for the historical district markers.

- b. Discussion of the historic plaque program.

Jeffrey Briggs explained that a budget was set aside for creating plaques to be displayed on historically designated homes and contributing homes within the historic districts to help show the historical significance of the respective building. Mr. Briggs stated there had been a lackluster response to the mailers sent out to all houses eligible for the free plaques. Drew Henner asked for the list of homes that have yet to respond, and Mr. Briggs stated that he could send the list to the Board. Discussion ensued on the letters that were sent out and the reason for the lackluster response. N. Lee Rambeau asked if an announcement had been made to the HOAs and Mr. Briggs stated that he still needed to. Karen James asked about rentals since they might not be the actual property owner and discussed why owners would not want to participate. John Skolfield spoke on the potential resentment toward the Historic Preservation Board. Vice-Chair Wade Miller stated that people might not know they are in a district, and Mr. Henner agreed that could be a possibility.

(7) Staff Updates

Jeffrey Briggs updated the Board on the historical markers being placed at the Polasek Museum and Casa Feliz and that the city has four being made to talk about the city. Mr. Briggs explained that the four signs would speak about the history of the city and Central Park that will be placed around Central Park. Mr. Briggs stated that the historic clock has been delivered and will be installed by January 9, 2023, and there will be a dedication ceremony.

Jeffrey Briggs explained that the Historic Preservation Board will have an extra budget for four more signs and wanted to hear recommendations from the Board for spots to place the four signs. Mr. Briggs showed a list of locations that could be used as potential spots for the markers to the Board. John Skolfield and Aimee Spencer stated that Orwin Manor would be a good choice. Mr. Skolfield said that the Waddell House would be. Discussion ensued about the Waddell House as a location and how it would not be suitable due to its lack of walkability. Vice-Chair Wade Miller stated that the Ripple House could be a good spot and mentioned that having more public locations would be better for placemaking.

Vice-Chair Miller stated that he would recommend the Alabama Hotel, Dinky Dock, the Farmers Market, and the Golf Course. Mrs. Spencer recommended Orwin Manor, Dinky Dock, the Farmers Market, and the Golf Course. Mrs. Spencer stated that the 9th Grade Center would be a good spot and mentioned that that location is owned by Orange County Public Schools and the county, which could mess with the sign if placed there. N. Lee Rambeau agreed that Orwin Manor, Dinky Dock, the Farmers Market, and the Golf Course would be good locations. Vice-Chair Miller stated that the Virginia Heights area could have a sign to talk about its history and College Quarter. Karen James noted that the Alabama Hotel could be an excellent future location. Drew Henner stated that he likes the Alabama Hotel as a location. Vice-Chair Miller asked about creating markers for Kraft Azalea Park, and discussion ensued on the park as a spot for multiple markers. Mr. Briggs stated that he liked the recommendations the Board suggested and would look at Orwin Manor, Dinky Dock, the Farmers Market, and the Golf Course as locations for future signs.

(8) Board Comments

No Board Comments were made.

(9) Upcoming Agenda Items

No discussion occurred for the upcoming agenda items for the following Historic Preservation Board meeting scheduled for January 11, 2023.

(10) Adjournment

Vice-Chair Wade Miller adjourned the meeting at 9:39 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 January 11, 2023
prepared by Jeffrey Briggs	approved by
board approval Completed	
strategic objective	

subject

Request by Chad Montgomery for approval to enclose the existing carport into a garage, built in 1970 at 475 Huntington Avenue.

motion / recommendation

Staff recommendation is for approval with the condition that the Haas Ribbed Short Panel door with 6-Pane glass and decorative hardware is used along with the gooseneck lamps to match the picture submitted.

background

The owner of the duplex at 475 Huntington Avenue desires to take the existing open front carport and enclose it as a two-car garage. This building is within the College Quarter historic district but it is a “non-contributing” structure given the style and 1970 construction date. The conversion will meet the applicable setbacks and no variances are requested.

Architectural Compatibility:

Regardless of the “non-contributing” status, the project design requires the Historic Preservation Board to determine architectural compatibility of the new construction with the surrounding buildings within the historic district. The staff has provided some guidance to the owners on the most visible feature of the garage doors as that will dominate the street view. (See pictures attached) The picture of the new doors are the exact ones to be installed and are the “Haas Ribbed Short Panel door with 6-Pane glass and decorative hardware” model. The gooseneck lamps are also indicated on the plans. Otherwise, the new garage walls will be stucco and shingle roof to match the existing building.

Staff has talked to the adjacent owner (Paul Bryan) at 807 Maryland Avenue who is understandably very pleased to see this happening.

Staff Recommendation:

There are no variances requested and no impact on the neighboring affected properties. Any impact visually will be positive compared to the existing carport and the material selection, especially of the garage doors is complimentary to the historic district. As such, the staff recommendation is for approval with the condition that the Haas Ribbed Short Panel door with 6-Pane glass and decorative hardware is used along with the gooseneck lamps to match the picture submitted.

alternatives / other considerations**fiscal impact****ATTACHMENTS:**

[Location map.pdf](#)

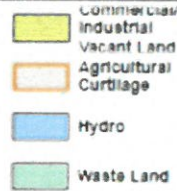
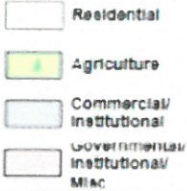
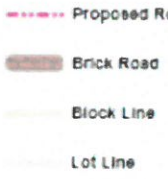
ATTACHMENTS:

[Pictures.pdf](#)

ATTACHMENTS:

[Building Plans.pdf](#)

OCA Web Map



6 Lot Number
06060 Parcel Number
3106 Parcel Address
111.9 Parcel Dimension

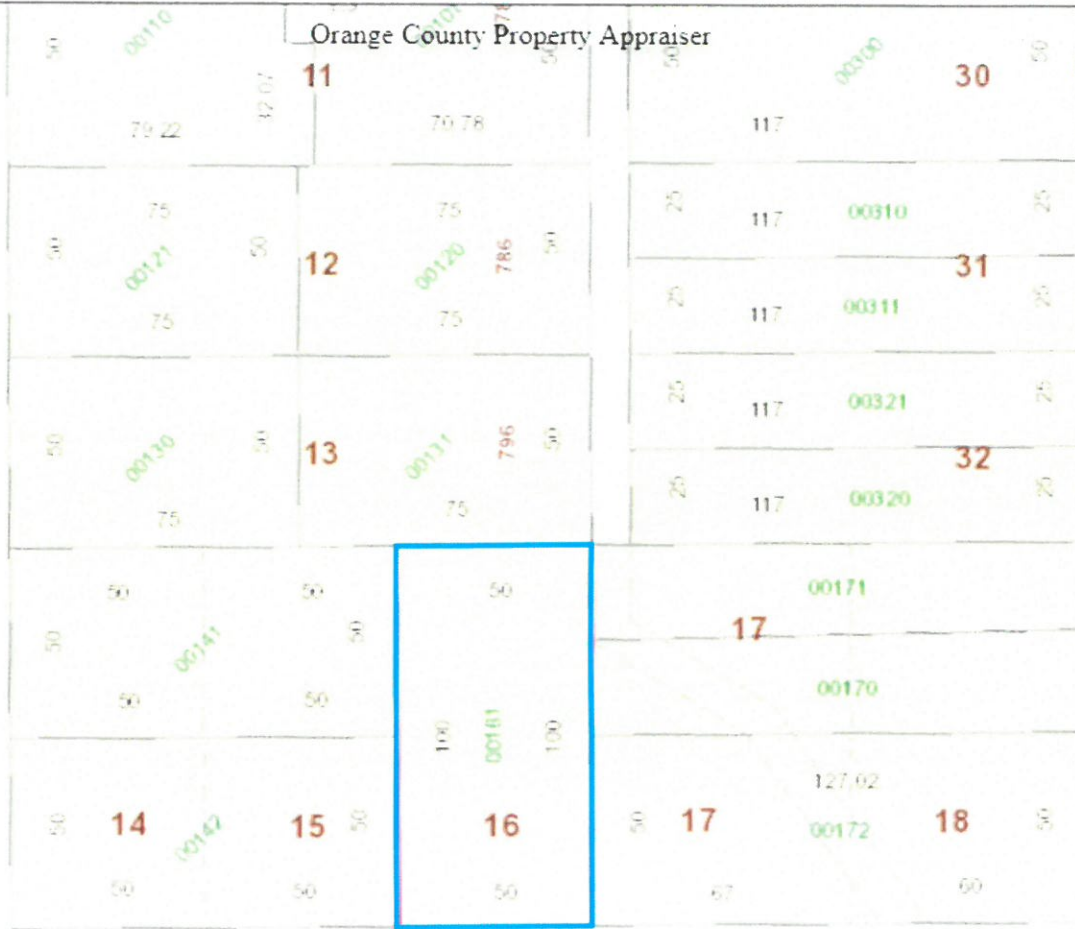


MCINTYRE AVE

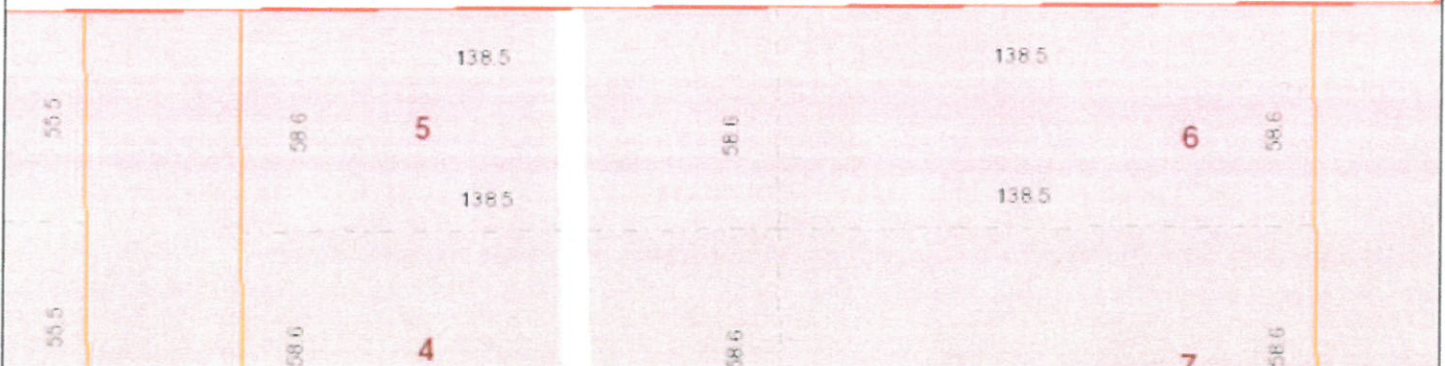
Orange County Property Appraiser



MARYLAND



HUNTINGTON AVE



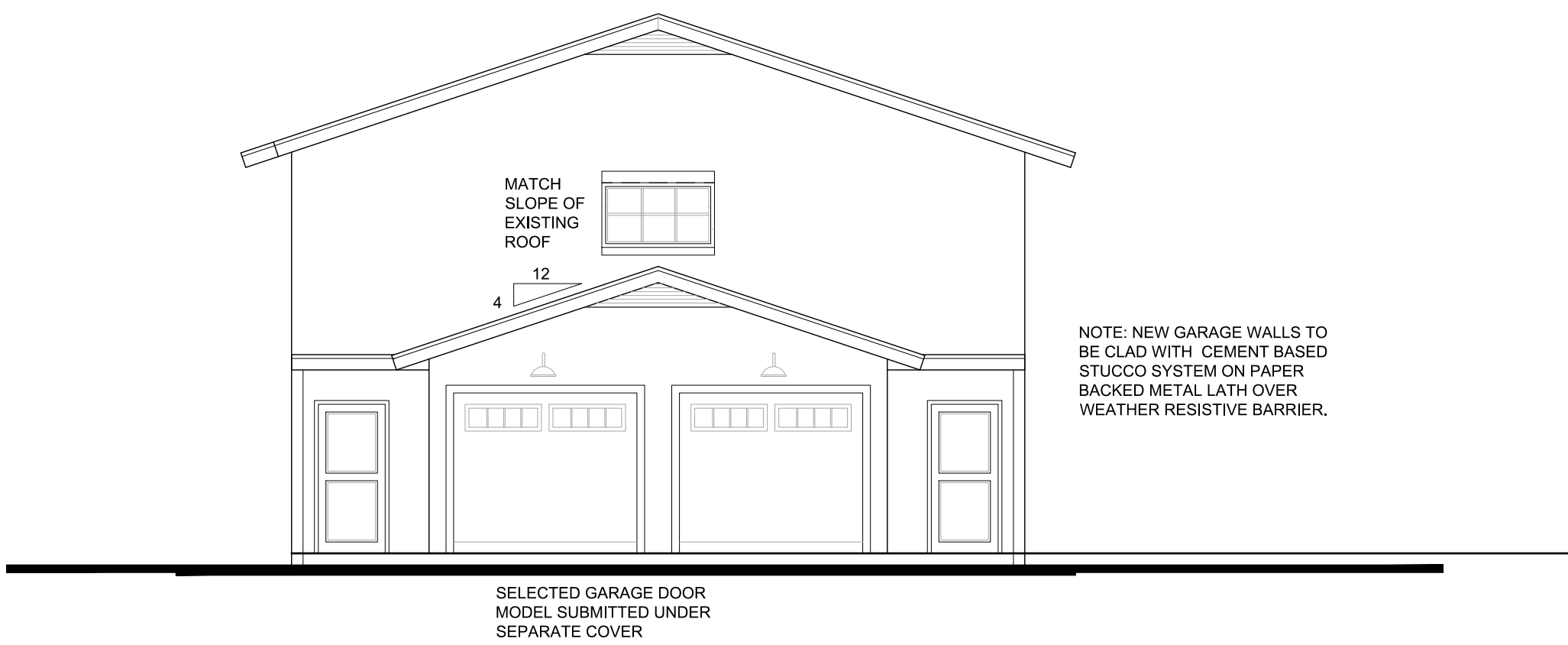
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This map is for reference only and is not a survey.

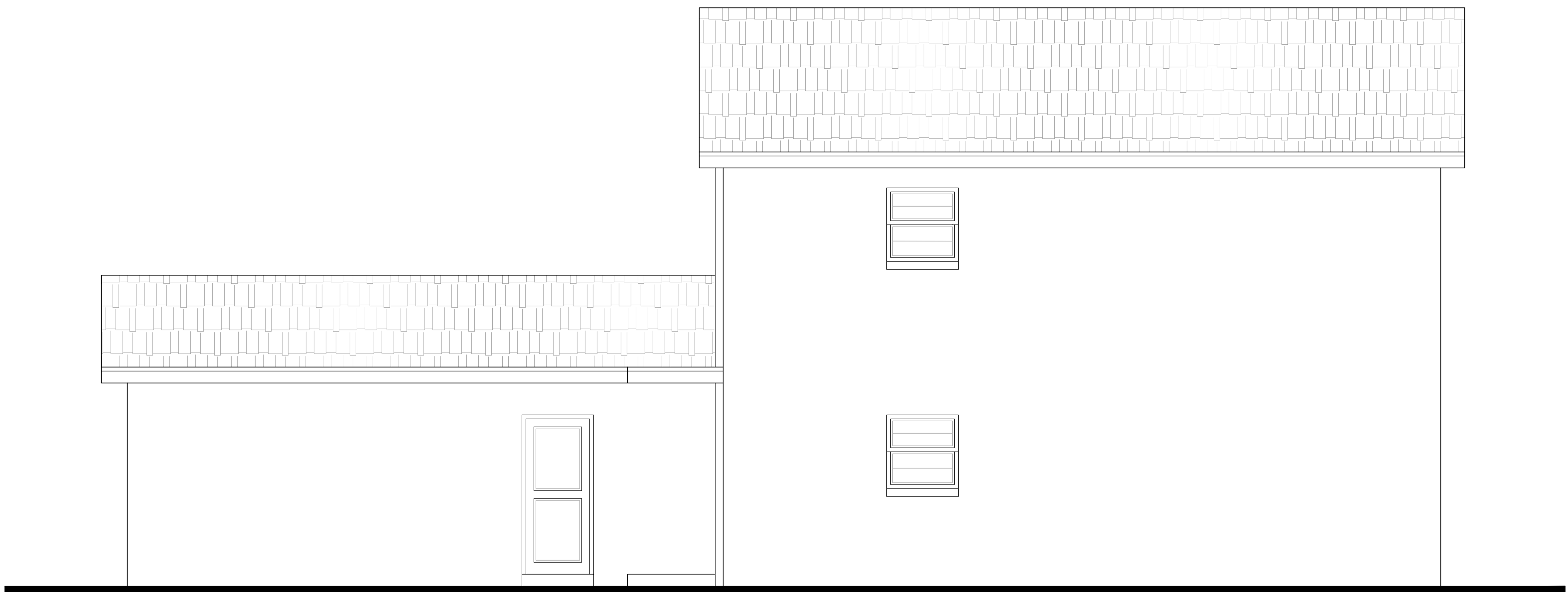


475 HUNTINGTON AVE, WINTER PARK, FL 32789 3/26/2021 8:09 AM

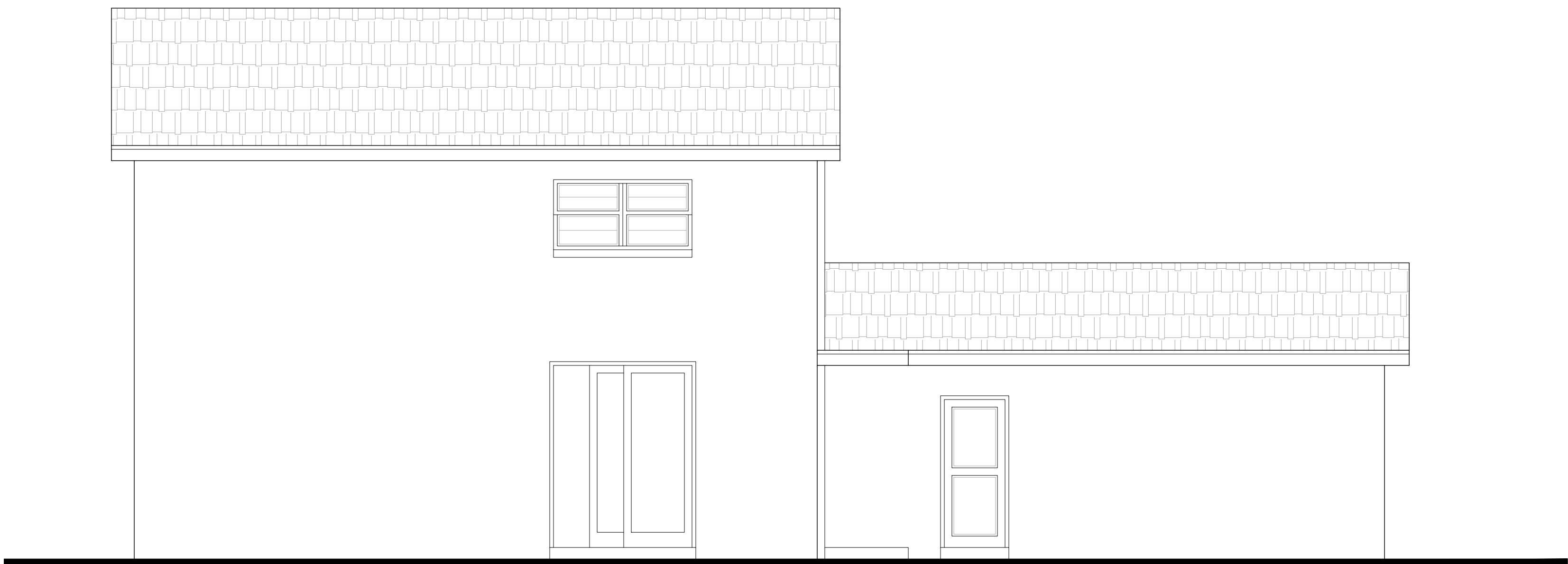




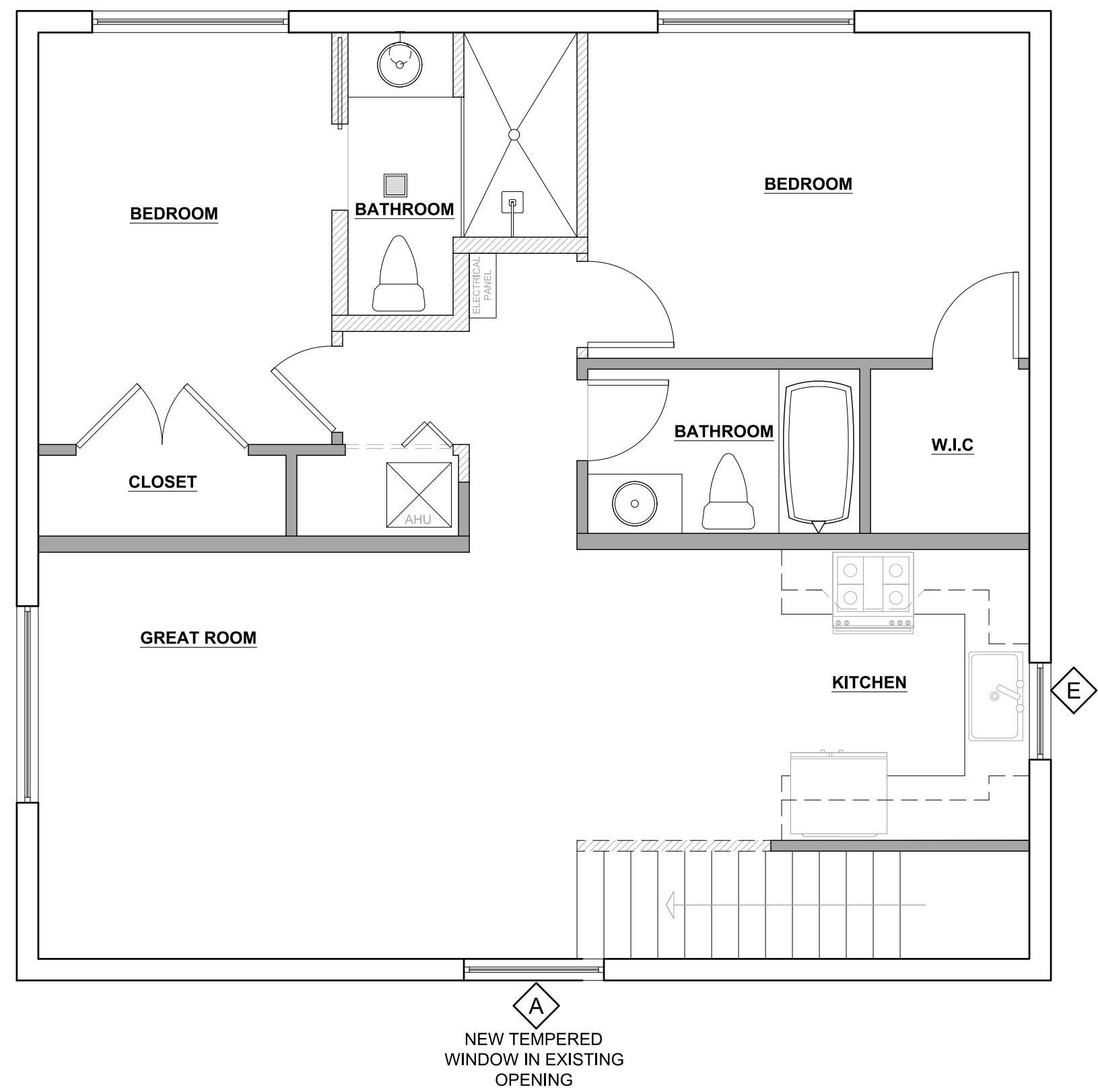
1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



3 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

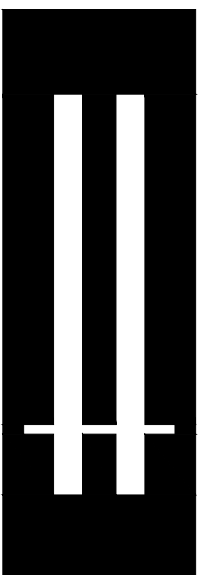


2 SECOND LEVEL FLOOR PLAN
SCALE: 1/4" = 1'-0"

Thomas R. Hurley
AR97884

HUNTINGTON
475 HUNTINGTON AVE WINTER PARK, FL 32789

ELEVATIONS



group
ARCHITECTURE & PLANNING LLC
AA26003213
1260 C Palmetto Ave, Suite C
Winter Park, FL 32789
Phone: (407) 719-2278

JOB NUMBER: 2211-172

ISSUE DATE: 11/16/2022

Drawing Issue:
PERMIT SET

Drawn by:

REVISIONS

#	DATE	DESCRIPTION
01	xx/xx/xxxx	Client Comments

SHEET:

A2.01



Historic Preservation Board agenda item

item type Non-Action Items	meeting date January 11, 2023
prepared by Jeffrey Briggs	approved by
board approval Completed	
strategic objective	

subject

Discussion of 1430 Glencoe Road and 1541 Highland Road.

Central Park Historic Clock and Historic Marker dedications.

motion / recommendation

Information purposes only.

background

Staff has been contacted by a contractor informing the City that he has 1430 Glencoe Road (Minimal Traditional/Ranch) from 1952 and 1541 Highland Road (Minimal Traditional) from 1949 under contract. Both are "contributing" properties within the Virginia Heights, East historic district. He has asked to discuss with the HPB the options for redevelopment with new homes replicating architectural styling from the 1920's-1940's period of development of Virginia Heights. Staff has explained that the HPB could provide preliminary feedback and direction based upon review of a specific proposal and that plans (site plan and elevations with exterior materials indicated) would be needed for review. Nothing has been received by staff at the time of sending out the agenda materials and posting on the website. However, staff wanted to alert the HPB as to this matter.

The dedication of the Park Avenue/Central Park historic clock and historic marker is planned for Thursday, February 9th at 5:00 pm. Invitations will be sent.

alternatives / other considerations

fiscal impact