



Historic Preservation Board Regular Meeting Minutes

January 11, 2023, at 10:00 a.m.

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

Present

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

(1) Call to Order

Chair Anne Sallee called the meeting to order at 10:01 a.m.

(2) Consent Agenda

Motion made by John Skolfield, seconded by Karen James, to approve December 14, 2022, meeting minutes.

Motion carried unanimously with a 5-0 vote (Absent from voting were Aimee Spencer and N. Lee Rambeau).

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

No public comment was made.

(4) Public Hearings

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

Jeffrey Briggs introduced the item and gave a presentation on the proposed project. Mr. Briggs showed an aerial map of the home and pictures of the existing house. Mr. Briggs explained that the house is considered a not contributing house within the College Quarter Historic District. Mr. Briggs explained that even though the house is considered not contributing since it is within a historic district, for any external work done on the property, the work must get approval from the Board and follow the rules of the historic district as well as the architectural style. Mr. Briggs stated that the applicant would follow the architectural styling and meet the code requirements. Mr. Briggs said that the applicant is dedicated to the architectural character of the garage door and the proposed enclosed carport.

Staff recommended approval.

Vice-Chair Wade Miller asked if he could see the plans, and Mr. Briggs showed the plans to the Board while describing the proposed project. John Skolfield asked to see the garage door and commented on the aesthetic of the roof line. Mr. Skolfield discussed the aesthetic of front-loaded garages. Vice-Chair Miller asked if this was just a renovation to the applicant, and the applicant stated that the proposal was to enclose the carport. Vice-Chair Miller asked if the property was a duplex, and the applicant responded that there are currently upstairs and downstairs living areas. Vice-Chair Miller commented on adding more glass to the enclosed carport façade to make it more aesthetically appealing and recommended using different window styles to help. Vice-Chair Miller asked about the material used, and the applicant stated that they would use stucco. The applicant mentioned that they looked into adding more windows but would not be able to due to the size of the house. Vice-Chair Miller said that he did not necessarily like the look of the proposal but that it would make the house look better.

Mr. Skolfield mentioned that the applicant could add flanking to help with the aesthetic and to help add symmetry to the design. Drew Henner said the applicant must use the same aesthetic if they change the windows or anything external. Vice-Chair Miller asked if the applicant knew the window material, recommended using the aesthetically correct windows for the design, and talked about adding appropriate-sized window shutters.

Karen James commented that the Board could recommend using appropriately sized shutters and specific materials for the addition. Discussion ensued on the overall aesthetic of the proposal, the texture style that could help with the aesthetic, and the recommendations that the Board could make. Mr. Henner recommended that making the house look aesthetically appealing will help with the future sales of the property.

Motion carried unanimously with a 5-0 vote with the condition that the applicant must add historically aesthetic shutters to the second-story windows with traditionally accurate sizes and trims and not use whole plastic or vinyl shutters. (Absent from voting were Aimee Spencer and N. Lee Rambeau).

(5) Action Items

- a. No action items were discussed.

(6) Non-Action Items

- a. Discussion of 1430 Glencoe Road and 1541 Highland Road.

Jeffrey Briggs showed pictures of the houses and described the aesthetic of the houses. Mr. Briggs explained that the owner wants to consider replacing the homes with new houses. Mr. Briggs mentioned that the houses are located in the Virginia Heights Historic district and are considered contributing homes. Mr. Briggs explained that next meeting, the applicants will be coming for design direction from the Board for the submittals that have been sent in. Mr. Briggs stated that there have been contributing homes that have been rebuilt successfully, and there have also been failed rebuilt homes that do not look aesthetically good. Mr. Briggs explained that the Board could deny or approve a rebuild with material conditions for the styling. Mr. Briggs stated that the Board is not acting on any decisions today and just wanted to give a heads-up to the Board about upcoming items. Mr. Briggs explained that there are no design guidelines for the Virginia Heights district, but the rebuild would still have to meet the historic architectural look of the district.

Chair Anne Saltee asked that when the applicants bring the proposals to the Board, the applicants have plans to show the Board, and Mr. Briggs stated the applicants would have plans to display. Vice-Chair Wade Miller asked if they would look at both applicants' proposed houses, and Mr. Briggs responded yes. Karen James asked for the contractor's name, and Mr. Briggs stated that the contractor was Floridian Homes. Drew Henner asked if they owned both houses, and Mr. Briggs explained that Floridian Homes was just the contractor. John Skolfield explained that he looked at their website and did not like the homes shown on it. Mr. Skolfield explained that these rebuilds will be tricky to review and that the house at 1430 Glencoe Road is nice looking and does not necessarily need to be rebuilt. Mr. Skolfield mentioned that the architectural scale and look would be necessary.

- b. Central Park Historic Clock and Historic Marker dedications.

Jeffrey Briggs explained that the historic clock has been installed and works properly. Mr. Briggs explained that there would be a dedication on February 9th with a ceremony that the Board is invited to. Mr. Briggs stated that the four historical landmark signs are almost up, and one has already been put up at the north end of Central Park. Mr. Briggs explained that he would be working on the approved 2023 markers to get made. John Skolfield asked who made the signs' words, and Mr. Briggs explained that the library wrote the wording and the city spellchecked the language.

(7) Staff Updates

Jeffrey Briggs explained to the Board the list of homes with plaques, and Aaron Hull explained the key to the list of homes for the Board to understand the list's layout.

(8) Board Comments

Vice-Chair Wade Miller asked about the discussion from the previous Board meeting about 1200 Lakeview Drive and the work session about the property. Jeffrey Briggs explained that approval was given for a rebuild, but the applicant needed help with the foundation. Mr. Briggs explained that the applicant needed to rebuild the property due to the issues with the muck the applicant was dealing with. Vice-Chair Miller asked if a home was being completely rebuilt, if the house was considered historically designated, and did the applicant want to keep the house designated. Mr. Briggs explained that the applicant does not wish for a white block house to be built in the future and that the applicant wants to keep the designation. Discussion ensued on the house's historic designation and what makes a house considered historical.

(9) Upcoming Agenda Items

No discussion occurred for the upcoming agenda items for the following Historic Preservation Board meeting scheduled for February 8, 2023.

(10) Adjournment

Chair Anne Sallee adjourned the meeting at 11:24 a.m.

Approved by the Historic Preservation Board on February 8th, 2023.

/s/ Recording Secretary Aaron Hull