1 administrative

a) Call to order.
b) Approval of the January 10, 2018 meeting minutes.
c) Public comments on any business not appearing under action.

2 action

a) COR 18-001 Request by John and Joanna Skolfield to build a one-story, 600 sf Accessory Structure at the rear of their home at 358 Vitoria Avenue, in the College Quarter Historic District of Winter Park.
b) Discussion and possible action on the proposed chances to Incentive 3. Rehabilitation Grants.

3 non-action

a. First Congregational Church of Winter Park- request for a letter of support from the HPB for their grant for funds from the Florida Division of Historical Resources for restoration and improvements to multiple historic buildings on their campus at 225 S. Interlachen Avenue in the Interlachen Avenue Historic District of Winter Park.
b. 324 N. Interlachen Avenue, the BishopStead home on Lake Osceola- Exterior modifications.

4 adjourn

The next regular HPB meeting will be 9:00 a.m. Wednesday, April 11, 2018.

appeals & assistance

“If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need 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).

“Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk’s Office (407-599-3277) at least 48 hours in advance of the meeting.”
MEETING MINUTES

1. Call to order. The meeting was called to order at 9:00 a.m.

Present: Vice Chairman, Phil Wood, Bob Schwetje, Laura Armstrong and John Skolfield. Absent: Bill Segal, Ed Sabori, Jason Taft, and Chuck Bell. Staff: Directory of Planning and Community Development, Dori Stone; City Architect, Brooks Weiss and Recording Secretary Kim Breland.

Approval of Minutes:
Motion made by John Skolfield, seconded by Bob Schwejte to approve the December 13, 2017 meeting minutes. Motion carried unanimously with a 5-0 vote.

2. Action Items

a) 451 West Comstock Avenue – Review of Demolition Permit Application

Mr. Weiss gave the staff report. He explained that a demolition permit application had been submitted for the property on December 5, 2017, after which, Mr. Weiss reached out to the property owner, Mr. Dan Ellington, advising him of the home being on the Historic Register and offered to discuss how the City could assist him with alternatives to demolition. Mr. Weiss followed up with an email to Mr. Ellington outlining the conditions of HPB requirements to search out alternatives and informed him of the 60 day hold on permit. He also invited Mr. Ellington to attend the January 10th HPB meeting for further discussion. Mr. Weiss explained to the Board that Mr. Ellington had sent him his architectural plans for his new home.

Motion made by John Skolfield, seconded by Laura Armstrong to approve the demolition permit and remove the 30-day delay requirement.

Motion carried unanimously with a 5-0 vote

The Board and Staff discussed the significance of the property and discussed the benefit of designating the cemetery a historic property. There was discussion regarding what responsibilities, if any, the City would incur if the property was designated. Planning and Community Development Director, Dori Stone, ensured the Board that the property would remain private property with the designation and the City would not be responsible for property maintenance.

Staff Recommendation is for approval for listing as a historic resource on the Winter Park Register of Historic Places.

Motion carried unanimously with a 5-0 vote
3. Non-Action

a) 654 West Lyman Avenue – Restore Winter Park, LLC – Review of Incentive Grant
   Mr. Weiss reviewed the estimate for the incentive grant for the external construction on 654 West
   Lyman Avenue. He remarked that he reached out to General Contractor, Frank Rourke, to review the
   scope of work and get a second estimate to weigh costs. The Board reviewed the estimate. Discussion
   ensued.

b) Review Code of Ethics – Historic Preservation Board, City of Winter Park and State of Florida
   Staff and The Board reviewed ordinances for Winter Park boards and government entities, 3024-15
   for Historic Preservation and 2818-10 Winter Park City Ethics. Discussion ensued.

c) Review of 2018 HPB Meeting Schedule
   The Board reviewed and approved the 2018 meeting schedule, there were no comments.

4. Adjournment

   There was no further business. The meeting adjourned at 11:13 a.m.

The next Historic Preservation Board meeting will be held Wednesday, February 14, 2018 at 9:00 a.m.

Respectfully submitted,
Kim Breland
Recording Secretary
COR 18-001  Request by John and Joanna Skolfield to build a new 600 sf one-story Accessory Building within 5 ft. of the rear property line at 358 Vitoria Avenue. The main home is an existing 1925 Single Family Residence in a style consistent with the College Quarter Historic District in which it is located.

Zoned: R-1AA  Parcel ID # 07-22-30-1490-03-070  
Original Home Built: 1925

Description. 358 Vitoria Avenue is within the College Quarter Historic District. The main home is a two-story stucco on wood frame building that was originally built in 1925.

The Owner proposes to build a new 600 sf one-story carport with concrete slab with concrete block vertical columns and wood frame roof to house his recreational vehicle. Please see Plans.

The proposed site for this carport requests a 5 ft. rear setback in lieu of the 10 ft. rear setback normally required. It should be noted (please see site photographs attached) that the rear neighbor’s six foot high concrete wall is some 8 ft. within her property. The Owner plans to continue to maintain this area as part of his own yard maintenance. This 8 ft. plus the requested 5 ft. rear setback makes for a functional 13 ft. separation from the neighbor’s wall. The side setback of 5 feet will be met by the Owner, as required.

Certificate of Review Request: The Applicant is proposing to make the following improvements and additions to this home:

1. Front Porch- permission to remove the screening and wood trim to open, restore and improve the look of the Front Porch. Please see photo of Front Elevation.

2. Accessory Structure (Carport)- as an incentive to historic designation of this home within the College Quarter Historic District, the Applicant requests that he be allowed to build a one-story 600 sf accessory (carport) structure in the rear of the property. Please see Site Plan showing both the Main House and Accessory Structure. This to be a concrete frame with conventional wood-frame roof with fiberglass shingle roof. The Owner shall meet the requirements of the Winter Park Land Development Code as to providing a 75% opaqueness from the street/public right-of-way (Section 58.71 PP. f.2), as well as meet the FAR requirements of Winter Park.
The exterior look from the street shall be consistent with the College Quarter Historic District Design Guidelines.

3. **Driveway** - The existing driveway is to stay as it is now. Since the RV vehicle that is to be parked in the new carport will not be used regularly, the Owner does not wish to add any more paving to his property.

Variance Request:

1. **Rear Setback** for Accessory Structure- 5’ in lieu of 10’ (for one-story structure)

General Provisions within the Land Development Code include:
- Pool Cabanas (>500sf)- 5’ side setback + 10’ rear setback
- Accessory Buildings (garage >600sf) in rear yards- 5’ side setback + 10’ rear setback

**STAFF RECOMMENDATION:**
Staff’s recommendation is for approval of this request for a 5 foot Rear Setback in lieu of the required ten foot Rear Setback.
Certificate of Review Application

1. **JS8 Victoria Ave., Winter Park**
   - **Building address**: JS8 Victoria Ave., Winter Park
   - **Owner's name(s)**: Joanna Skofield
   - **Address**: Winter Park, FL 32789
   - **Telephone**: 228-7990
   - **Applicant's name**: N/A
   - **Address**: N/A
   - **Telephone**: N/A

2. Please indicate the work you propose to undertake:
   - __Minor-alteration__
   - __New construction__
   - __Addition__
   - __Demolition__
   - __Rehabilitation__
   - __Variance request (additional information required)__
   - __Other__

3. **Proposed project narrative**: (attach additional page if necessary)
   - **600 S.E. Carroll which includes in same footprint**

4. The following supplementary information shall be provided as applicable to describe the proposal:
   - ___Site plan___
   - ___Floor plan(s)___
   - ___Elevations(s)___
   - ___Photo(s)___
   - ___Survey___
   - ___Material and product information___
   - ___Setback/Coverage worksheet REQUIRED___

5. I, ________________, as owner of the property described above, do hereby authorize the filing of this application on my behalf.
   - **Owner's Signature**: ________________
   - **Date**: 1-30-18

---

**Historic Preservation Commission Office Use**

**Date received**: 2-16-18  **HPC Meeting**: 3-14-18  **Case File No.**: CPB 18-001

<table>
<thead>
<tr>
<th>Historic name of building (if any)</th>
<th>Historic district name (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>07.22.30.1490.03.070</td>
<td>1928 (Home)</td>
</tr>
</tbody>
</table>

- __district contributing element__
- __district non-contributing element__
Historic Preservation Board  
Certificate of Review  
Supplemental Application for Variance Request

1. Describe variance request:
   Requesting a 5' rear setback in lieu of the required 10' rear setback for a 600 s.f. carport with 21.5' adjacent to rear property line.

2. What are the special conditions and circumstances peculiar to the land, building(s), and structure(s), involved especially as they are established by the historic character of the afore mentioned?
   ① The 50' rear property line about City retention pond for 22'.
   ② Adjacent property owner to rear has privacy wall average 7'5" from property line.
   ③ In order to accommodate small RV, need depth.

3. Describe the requirements, from the Land Development Code upon which this request is based.

4. Describe how the requested variance may be appropriate to achieve the design review standards for historic preservation.

   Exposed rafter tails, sprat on stucco posts to match existing 1920's, 176 V-Joint decking

5. Complete the setback and coverage calculations on the appropriate form and include with this application.

File this form with your completed Certificate of Review application.
### SETBACK / COVERAGE WORKSHEET
For Single Family Zoning Districts (R-1A, R-1AA & R-1AAA)

**Address:** 758 Victoria Ave

**Submitted by:** John Skofield

<table>
<thead>
<tr>
<th>Maximum % Allowed</th>
<th>Existing Area</th>
<th>Additional Proposed Area</th>
<th>New Total Area</th>
<th>Maximum Allowed Area</th>
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<tbody>
<tr>
<td>IMPERVIOUS LOT COVERAGE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Include bldg footprint, driveways, sidewalks, patios, swimming pools, A/C pads, artificial turf, etc.</td>
<td>2 story - 50%</td>
<td>H, 2.5</td>
<td>600</td>
<td>4,851</td>
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<tr>
<td></td>
<td>1 story - 60%</td>
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<td></td>
<td>Lots &lt; 11,600 sf:</td>
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<td></td>
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<tr>
<td></td>
<td>Use 38% Base FAR or w/ increased side setbacks: 43% Max FAR</td>
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<tr>
<td></td>
<td>Lots 11,600 sf to 13,600 sf</td>
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<td>3,181</td>
<td>600</td>
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<td></td>
<td>Use 4,500 sf Base area &amp; 5,200 sf Maximum area</td>
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<td></td>
<td>Lots &gt; 13,600 sf</td>
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<td>Use 33% Base FAR or w/ increased side setbacks: 38% Max FAR</td>
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<tr>
<td>FLOOR AREA RATIO (F.A.R.)</td>
<td>8%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>For one and two story bldgs (include 1st &amp; 2nd floors, garages/carports, stair areas on both floors, areas on 2nd floors which are open to the 1st floor, and accessory bldgs.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>EXCLUDE: pool screen enclosure areas and certain open front, side &amp; rear porches.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCREEN POOL ENCLOSURE</td>
<td>8%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRONT YARD LANDSCAPE COVERAGE</td>
<td>Minimum % Required</td>
<td>Existing Area</td>
<td>Landscape Area Reduced</td>
<td>New Total Area</td>
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<tr>
<td>Count all landscaped green areas - exclude hard surfaces and all driveway surfaces (pervious &amp; imperious).</td>
<td>50%</td>
<td></td>
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</table>

**NOTES:**
1. Windsong & Waterbridge may use these standards, except lot types A, B, & C in Windsong. Provisions on side articulations & accessory bldgs are mandatory.
2. Lot width measured at the front bldg line across lot. The bldg line is located at the required front setback for vacant lots or front bldg well closest to the street of existing homes. For unusual (pie) shaped lots, an average lot width may be utilized as measured between the front setback line and the required rear setback line or shall be determined by the Building Director. For a proposed home, determine the front setback as described on page 2.
3. Submerged lands or land across the street shall not be included.
4. Percentage based on the lot area.
5. One story homes with a sloping roof, 12:12 or less, may utilize the maximum F.A.R. and may provide roof dormers, 8 ft. maximum width and 2.5 ft. back from the required setback, occupying 45% of roof area within the same roof plane.
6. Area forming a room behind 2nd floor walls shall be included in the gross floor area.
7. See page 3 on how to achieve maximum F.A.R.
8. Vaulted and cathedral ceiling areas count twice if the height from the floor to the ceiling is 17.5 feet or greater.
9. The area of open front porches and entries may be excluded from the gross floor area subject to a maximum area of 400 square feet. The area within an open or screened rear and/or side porches, lanai, porch, etc. or other covered areas may be excluded from the gross floor area up to 500 sf of floor area. On 2nd floor, rear and/or side porches shall have an exterior sides that are 75% open in order to utilized up to 300 sf of the total 500 sf excluded gross floor area.
10. Any area not already used in the permitted floor area ratio (F.A.R) may be used for the 8% for additional screened pool enclosure area.
11. These columns only apply to existing homes.

(Jan 16) PAGE 1
### SETBACKS (complete boxes A and B first)

<table>
<thead>
<tr>
<th>Minimum Allowable Dimensions</th>
<th>Existing</th>
<th>Proposed</th>
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<tr>
<td>FRONT</td>
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<tr>
<td>SIDES&lt;sup&gt;1,2&lt;/sup&gt; (see other side setback options on pg 4)</td>
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<tr>
<td>REAR&lt;sup&gt;3,4&lt;/sup&gt;</td>
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<tr>
<td>CORNER LOT</td>
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<td></td>
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<tr>
<td>BUILDING HEIGHT&lt;sup&gt;3,8,10,11,12&lt;/sup&gt;</td>
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<td></td>
</tr>
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### Notes:

1. Any building wall that exceeds 12 ft. in height measured from natural grade to top of wall plate or transverse wall must meet the setbacks for the 2nd floor.
2. Accessory buildings: maximum side wall height (natural grade to roof sheathing) shall not exceed 10.5 ft. and interior side setback is 6 ft. (minimum no. plate extension allowed) for garages up to 400 sq. ft., pool cabanas up to 500 sq. ft. and all other accessory buildings up to 1,000 sq. ft. (other accessory buildings used for habitation shall meet setbacks of the main residence).
3. Rear setback for properties adjoining non-residential zones, R-3/R-4, or a permanent stormwater retention area over 25 ft. in width may be 10 ft.
4. Accessory buildings: garage/carport up to 400 sq. ft., pool cabana up to 500 sq. ft. and storage shed up to 300 sq. ft. - minimum rear setback shall be 10 ft. Other accessory buildings used for habitation shall meet setbacks of the main residence.
5. The rear setback may be reduced to 25 ft. for two-story components when those consist of a second story loft or mezzanine that is within the normal scale and 18 ft. max. height of a typical one-story structure.
6. Require Planning & Zoning Commission approval. Lakefront setback is based on the average setback established by the adjacent residences within 200 ft. or 50 ft., whichever is greater, measured from ordinary high water line.
7. Setbacks given are measured on the side yard adjacent to the street & lots over 75 ft. with 1st and 2nd floor setbacks of 25 ft. may reduce the rear setback by 5 ft. on each floor.
8. Building height is the vertical distance measured from the average elevation of the existing lot grade measured directly adjacent to the front of the building or proposed building.
9. No building or portion thereof shall exceed 30 ft. in height except for homes with a roof slope of 8:12 or greater may be permitted to have up to 2 ft. additional building height.
10. Accessory building that exceeds 18 ft. in height shall meet the same setbacks as the principal building on the property.
11. Properties or lots with at least 80 ft. in width at the building line are permitted to have a building height of 35 ft. If the side setbacks are increased to 20 ft. at 30 ft. above the side lot line, Exception: homes with a roof slope of 8:12 or greater are permitted 2 ft. of additional building height.
12. Properties or lots exceeding 50,000 sq. ft. in size with at least 100 ft. width at the building line may be permitted building heights of 40 ft. if side setbacks are increased to 35 ft. to the portion of the roof over 30 ft. in height.
13. This column only applies to existing homes.

(Dec 2016) PAGE 2
Boundary Survey

Legal Description:
LOT 7, BLOCK C, COLLEGE PLACE REPLAT ACCORDING TO THE PLAN THEREOF, AS RECORDED IN FLEX BOOK H, PAGE 40 OF THE PUBLIC RECORD OF ORANGE COUNTY, FLORIDA.

CERTIFIED TO:
JOHN T. SKOLOFIELD, ESQ., JOANNE H. SKOLOFIELD, SOUTH MIHALSEN, P.P., O.D.
REPUBLIC TITLE INSURANCE COMPANY, FIRST GREEN BANK.

NEW Carpool location
Imperious Surface removed
Parcel Search - Rick Singh, CFA - Orange County Property Appraiser

**358 Victoria Ave**<br>07-22-30-1490-03-070

- **Names:**
  - Skolfield John T III
  - Skolfield Joanna H

- **Mailing Address On File:**
  - 358 Victoria Ave
  - Winter Park, FL 32789

- **Incorrect Mailing Address?**
  - 0100 - Single Family
  - Winter Park

---

**View 2017 Property Record Card**

**2018 values will be available in August of 2018.**

**Property Description**

COLLEGE PLACE REPLAT H/46 LOT 7 BLK C

**Total Land Area**

- 10,600 sqft (+/-)
- 0.24 acres (+/-)  
  - G/S Calculated
  - Notice

<table>
<thead>
<tr>
<th>Land Use Code</th>
<th>Zoning</th>
<th>Land Units</th>
<th>Unit Price</th>
<th>Land Value</th>
<th>Class Unit Price</th>
<th>Class Value</th>
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</thead>
<tbody>
<tr>
<td>0100 - Single Family</td>
<td>R-1AA</td>
<td>1 LOT(S)</td>
<td>working...</td>
<td>working...</td>
<td>working...</td>
<td>working...</td>
</tr>
</tbody>
</table>

**Buildings**

- **Model Code:**
  - 01 - Single Fam Residence
  - 0103 - Single Fam Class III

- **Building Value:**
  - working...

- **Estimated New Cost:**
  - working...

<table>
<thead>
<tr>
<th>Structure</th>
<th>Important Information</th>
<th>Actual Year Built</th>
<th>Gross Area</th>
<th>Living Area</th>
<th>Exterior Wall</th>
<th>Interior Wall</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>01 - Single Fam Residence</td>
<td>1925</td>
<td>3430 sqft</td>
<td>2494 sqft</td>
<td>Wood Frame Stucco</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0103 - Single Fam Class III</td>
<td>1941</td>
<td>724 sqft</td>
<td>600 sqft</td>
<td>Single Siding Wood</td>
<td>Wall Board, Wood</td>
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</tbody>
</table>

**Extra Features**

- **Description:**
  - FPL2 - Average Fireplace
  - PL1 - Typical 0100 Pool

<table>
<thead>
<tr>
<th>Description</th>
<th>Date Built</th>
<th>Units</th>
<th>XFOB Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>FPL2 - Average Fireplace</td>
<td>01/01/1906</td>
<td>1 Unit(s)</td>
<td>working...</td>
</tr>
<tr>
<td>PL1 - Typical 0100 Pool</td>
<td>01/01/2006</td>
<td>1 Unit(s)</td>
<td>working...</td>
</tr>
</tbody>
</table>

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This Data Printed on 02/21/2018 and System Data Last Refreshed on 02/20/2018

http://www.ocpafl.org/searches/ParcelSearch.aspx?pid=302207149003070 2/21/2018
VIEW ANGLE- Proposed Location of New Carport: 5' Rear Setback
358 Vitoria Avenue: View behind existing shed at southeast corner/rear of property. Shed to be removed.
358 Vitoria Avenue: View of existing shed (to be removed) toward front of property, with motor coach
358 Vitoria Avenue: View of existing wood fence- to be removed.
VIEW ANGLE: Alternate Location of New Carport
358 Vitória Avenue: View of front of home - screening to be removed from existing openings. Openings to be left open.
**GENERAL STRUCTURAL NOTES**

- **MASONRY**
  - All concrete masonry shall be Type N, with minimum compressive strength of 3,000 psi.
  - Masonry units shall be full dense with a minimum compressive strength of 3,000 psi.
  - All concrete masonry shall be Type N, with minimum compressive strength of 3,000 psi.

- **UPFILLET CONNECTORS**
  - Steel masonry shall be Type N, with minimum compressive strength of 3,000 psi.
  - Masonry units shall be full dense with a minimum compressive strength of 3,000 psi.
  - All concrete masonry shall be Type N, with minimum compressive strength of 3,000 psi.

- **FIELD REPAIR NOTES**
  - All reinforcing steel shall be Type N, with minimum compressive strength of 3,000 psi.
  - Masonry units shall be full dense with a minimum compressive strength of 3,000 psi.
  - All concrete masonry shall be Type N, with minimum compressive strength of 3,000 psi.

- **WOOD CONSTRUCTION**
  - All lumber and plywood shall be Douglas fir, with a minimum bending strength of 1,500 psi.
  - Masonry units shall be full dense with a minimum compressive strength of 3,000 psi.
  - All concrete masonry shall be Type N, with minimum compressive strength of 3,000 psi.

- **CAST IN PLACE REINFORCED CONCRETE**
  - All reinforcing steel shall be Type N, with minimum compressive strength of 3,000 psi.
  - Masonry units shall be full dense with a minimum compressive strength of 3,000 psi.
  - All concrete masonry shall be Type N, with minimum compressive strength of 3,000 psi.

- **TERMITES SPECIFICATIONS:**
  - A termite barrier system shall be provided at all window and door openings.

- **SCOPE OF WORK:**
  - Remove and replace rear porch steps with new ACO detling in 3".

**STRUCTURAL DESIGN CRITERIA**

- **GENERAL ROOF LOADING**
  - Roof loading shall be determined based on the building's design as follows:
  - Snow load: 20 psf
  - Wind load: 60 psf
  - Live load: 100 psf

- **GENERAL FLOOR LOADING**
  - Floor loading shall be determined based on the building's design as follows:
  - Snow load: 20 psf
  - Wind load: 60 psf
  - Live load: 100 psf

- **SPECIAL FLOOR LOADING**
  - Special floor loading shall be determined based on the building's design as follows:
  - Snow load: 20 psf
  - Wind load: 60 psf
  - Live load: 100 psf

- **DELECTION CRITERIA**
  - Maximum deflection shall be determined based on the building's design as follows:
  - Snow load: 20 psf
  - Wind load: 60 psf
  - Live load: 100 psf

- **WIND LOADING CRITERIA**
  - Wind speed shall be determined based on the building's location as follows:
  - Maximum wind speed: 100 mph
  - Minimum wind speed: 50 mph

- **GENERAL PRESSURE NOTES**
  - Pressure shall be determined based on the building's design as follows:
  - Snow load: 20 psf
  - Wind load: 60 psf
  - Live load: 100 psf

- **SCOPE OF WORK:**
  - Remove and replace rear porch steps with new ACO detailing in 3".
Boundary Survey

Legal Description:
LOT 7, BLOCK C COLLEGE PLACE REPLAT ACCORDING TO THE PLAT OF COLLEGE PLACE REPLAT OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Flood Information:
Flood Insurance is Required By the Local Governing Municipality Or State Fema Act. The Property Appears To Be Located In Zone X. THE PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY APPEARS TO BE LOCATED IN ZONE X.

CERTIFIED TO:
JOHN T. DECLUTFIELD & DONNA H. SKOETEL, SOUTH MILWAUKEE, IL.

REPUBLIC TITLE INSURANCE COMPANY; FIRST GREEN BANK.

Lot 7
Block C

LOT 7, BLOCK C COLLEGE PLACE REPLAT ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK H, PAGE 462, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Flood Information:
Flood Insurance is Required By the Local Governing Municipality Or State Fema Act. The Property Appears To Be Located In Zone X. THE PROPERTY APPEARS TO BE LOCATED IN ZONE X.

CERTIFIED TO:
JOHN T. DECLUTFIELD & DONNA H. SKOETEL, SOUTH MILWAUKEE, IL.

REPUBLIC TITLE INSURANCE COMPANY; FIRST GREEN BANK.

Lot 7
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CERTIFIED TO:
JOHN T. DECLUTFIELD & DONNA H. SKOETEL, SOUTH MILWAUKEE, IL.

REPUBLIC TITLE INSURANCE COMPANY; FIRST GREEN BANK.

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LOT 7, BLOCK C COLLEGE PLACE REPLAT ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK H, PAGE 462, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

Flood Information:
Flood Insurance is Required By the Local Governing Municipality Or State Fema Act. The Property Appears To Be Located In Zone X. THE PROPERTY APPEARS TO BE LOCATED IN ZONE X.

CERTIFIED TO:
JOHN T. DECLUTFIELD & DONNA H. SKOETEL, SOUTH MILWAUKEE, IL.

REPUBLIC TITLE INSURANCE COMPANY; FIRST GREEN BANK.
NOTICE is hereby given that a public hearing will be held by the Historic Preservation Board of the City of Winter Park, Florida on Wednesday, March 14, 2018 at 9:00 a.m. in the Commission Chambers, 401 Park Avenue, South, Winter Park, Florida, to consider the following PUBLIC HEARING:

COR 18-001  Request by John and Joanna Skolfield to build a new 600 sf one-story Accessory Building within 5 ft. of the rear property line at 358 Vitoria Avenue. The main home is an existing 1925 Single Family Residence in a style consistent with the College Quarter Historic District in which it is located.

Zoned: R-1AA  Parcel ID # 07-22-30-1490-03-070  
Original Home Built: 1925

All interested parties are invited to attend and be heard. Additional information is available by calling 407-599-3323 or visiting the Planning Department located on the 2nd floor in City Hall at 401 Park Avenue South so that citizens may acquaint themselves with the issue and receive answers to any questions they may have prior to the meeting.

NOTE: If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need 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)

Persons with disabilities needing assistance to participate in any of these proceedings should contact the Planning Department at 407-599-3324 at least 48 hours in advance of the meeting.

/s/  Cynthia S. Bonham, MMC, City Clerk
ITEM 2.B

HISTORIC PRESERVATION INCENTIVES

1. Reduced or Waived Building Permit Fees

The city has the ability to reduce or waive permit fees. Currently, the permit fees are calculated at 9/10% of the value of the overall construction. The reduction or loss of building fees as permitted by law are relatively insignificant to the overall new construction taking place in the city. This incentive would only apply to designated properties. The City commission could also set an annual limit on fee waivers or reductions.

2. Undergrounding of Electric Services

Electric Utility currently charges customers up to $3,000 to run the electricity from the street into the house. This program would waive the cost of that connection. This incentive could be applied to individual resources.

3. Rehabilitation Grants

The concept of the rehabilitation grant program is based on the housing rehabilitation and business façade programs currently operating within the city’s CRA district. This program would be for resources valued under $400,000 based on the Orange County Property Appraiser's office. The program would provide a 50% match to a property owner for exterior improvements. The maximum city matching grant is $25,000 per property. The property owners would be required to own the property for an additional five years or pay back a pro-rata share of the grant to the city. A resource receiving this incentive would be required to first list their property on the city’s Register of Historic Places and, if appropriate, apply for the National Register of Historic Places.

The following conditions apply to this grant:

a. The Owner shall pay the first 50% (up to $25,000) to the Contractor, then the City will pay the final 50% (up to $25,000) upon completion of the work.

b. This grant is available to the same Owner only once every two (2) years.

c. Of the total amount of the Contract (up to $50,000.00 total) only ten percent, or up to $5,000.00 (Five Thousand Dollars), can be attributed to the landscaping and irrigation of the property.
4. **Preparation of National Register Applications**

As a means to encourage that the most historically significant properties receive National recognition, the City would assist with the staff effort and expense of preparing and submitting National Register of Historic Places applications should a property owner desire to seek this national recognition.
ITEM 3.A

FIRST CONGREGATIONAL CHURCH of Winter Park 8 March 2018

Site Visit and Building Inspection with John Goodpasture, Treasurer and Project Manager of Building Committee

See attached General History, information for Grant Application and Project Scope, also photos of buildings and site.

John and I walked around the exterior of the Sanctuary and the Multipurpose Building and discussed their needs to address repair and refinishing of:

1. Doors and Windows
2. Front Columns
3. Building Arcades
4. Roof Replacement
5. Other miscellaneous fixes needed- repointing brick walls, replacing column bases, metal railings repairs and floors of entry ways.

LETTERS OF RECOMMENDATION/SUPPORT

They are interested and have requested that we provide them with a letter of recommendation from me and the Historic Preservation Board (HPB) is support of their grant application to the Florida Division of Historical Resources. A proposed copy of this letter is attached.

I had prepared a small packet of Historic Preservation materials and discussed our desire to have them designate the main buildings as individually historic. I provided John with the appropriate Applications, Incentives and other information to this end. I also provided John with our lists of Architects and General and Specialty Contractors who do historical preservation work. I took some photos of the specific areas in need of preservation and repair.

The Church property at 225 South Interlachen Avenue is within the Interlachen Avenue Historic District and is on the National Historic Register, but in not individually designated. This may be an opportunity to revisit the discussion for them to designate one or more buildings dated from 1925 and 1940, see attached General History.

Lindsey Hayes informs me that having the buildings locally designated will enhance the Church’s chances of receiving a positive response to their grant request.

My first thoughts are that we should use this opportunity to gain individual local designation of one or more buildings. We should write the letters on their behalf to aide the Congregation in off-setting the costs of restoring their physical plant and support them in preserving a critical property within Winter Park. To be discussed...

Respectfully submitted,

Brooks Weiss, AIA, City Architect
FIRST CONGREGATIONAL CHURCH OF WINTER PARK

General History

- Founded 1884, FCCWP was the first church established in Winter Park.
- Land donated by Oliver Chapman and Loring Chase
- Rev. Edward P. Hooker, a descendant of Thomas Hooker, the founder of Connecticut, was called as its first pastor.
- Hooker was also named as the first president of Rollins College, 1887, a newly created Congregational school in Winter Park.

Architecture features

As described in the National Register of Historic Places, Interlachen Historic District application, Section 7, Page 3,4
Architect H.M. Reynolds 1925 building (sanctuary)
Architect J.G. Rogers II, 1940 building (multi-purpose activity)

Architecture features of note:

- Colonial Revival Style
- Frieze accented by modillions and dentils
- Corinthian columns finished in acanthus leaf capitals
- Sanctuary windows: 6-over-6 pane double-hung sash windows, keystones in lintels
- 12-pane and 9-pane wood paneled doors
- 1940 addition long shed roof arcade accented with elongated arches, keystones, and round columns, a signature feature of architect Rogers of his ecclesiastical designs
- French doors, double-hung sash windows, and paneled doors

Education building (preschool), 1960's, is Rogers' Colonial Revival design, with similar exterior features and finishes to the 1925 building

Grant application

Applying to: Florida Department of State, Div of Historical Resources, Historic Preservation Grants Program

Small Matching Grant
50% matching for architecture, planning, and engineering

Special Category Grant
25% matching for construction

Apply April-June, 2018 for funds July 2019-2020

Project Scope

Restoration or replacement on exterior of 1925 Sanctuary and 1940 Multipurpose Building

- 1925 building doors, windows (10 ea main sanctuary windows, sundry smaller windows)
- 1925 front columns (restoration) and column capitals (repair, restoration)
- 1940 building arcade columns, arches, and keystones
- 1925 and 1940 roof replacement
- 1925 and 1940
Interlachen Ave view, Church left, Preschool right

New England Ave View Sanctuary

New England Ave View, 1940 Multipurpose building
Looking east from Knowles Ave
Preschool top left; Sanctuary top right, multipurpose building bottom center
Dr. Timothy Parsons  
State Historic Preservation Officer  
Florida Division of Historical Resources R.A. Gray Building  
500 South Bronough Street  
Tallahassee, Florida 32399-0250  

Dear Dr. Parsons,  

I’m writing in support of First Congregational Church’s Special Category Grant request to the Florida Division of Historical Resources. The proposed project will fund a new roof and restoration of the windows, fascia and columns of the historic church in downtown Winter Park. Constructed in 1925, the sanctuary contributes to the Interlachen Avenue Historic District as listed on the National Register of Historic Places. The grant request will assist in addressing roof issues. Funds will also be used to restore the Corinthian columns, the most significant feature of the original Colonial Revival design by Orlando architect H.M. Reynolds.  

First Congregational Church’s history as an active social and cultural center in Winter Park dates to its formation as the city’s first church in 1884. It is the birthplace of Rollins College, the oldest recognized college in the state. Preservation of this structure as a historic anchor to downtown is important.  

Funding of the architecturally and socially important First Congregational Church will help preserve a structure significant to Winter Park. Funding will also assist in its current function of serving the community in a variety of ways. Thank you for your consideration of First Congregational Church’s grant application.  

Sincerely,
From: Florida Division of Historical Resources [mailto:dhrgrants=dos.myflorida.com@mail241.atl22l.rsgsv.net] On Behalf Of Florida Division of Historical Resources
Sent: Wednesday, March 07, 2018 4:30 PM
To: Lindsey Hayes <Lhayes@cityofwinterpark.org>
Subject: [MARKETING] DHR Grant Application Cycle Opens Soon

DHR GRANT APPLICATIONS
OPENING SOON

FLORIDA DEPARTMENT OF STATE
DIVISION OF
Historical Resources
The Division of Historical Resources' Small Matching and Special Category Grant applications will be available via our online system from April 1 to June at 5:00 PM EST. In order to apply, visit our online system at dosgrants.com. Applicants will need a user profile and to be associated with the organization they represent.

Prospective applicants are highly encouraged to consult the Grants and Small Matching/Special Category pages of our website to consult program information and guidelines.

Webinars have been scheduled to assist you in applying for this grant. For dates and to register, please go to the Upcoming Events page of our website.
**Parcel Search - Rick Singh, CFA - Orange County Property Appraiser**

**225 S Interlachen Ave**

**Physical Address:**
225 S Interlachen Ave
Winter Park, FL 32789

**Property Use:**
7100-Religious

**Municipality:**
Winter Park

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**View 2017 Property Record Card**

**Property Description**

TOWN OF WINTER PARK A/67 & B/68 & MIS BOOK 3/220 ALL BLK 38 & VAC ALLEY (LESS 5 6 & N1/2 OF VAC ALLEY LYING S OF LOT 5)

**Total Land Area:**
59,999 sqft | 1.38 acres

**Land Use Code** | **Zoning** | **Land Units** | **Unit Price** | **Land Value** | **Class Unit Price** | **Class Value**
---|---|---|---|---|---|---
7100 - Religious | R-4 | 60000 SQUARE FEET | working... | working... | working... | working...

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**Buildings**

**Model Code:**
- **04 - Commercial**
  - **Type Code:** 1700 - Office One Story
  - **Building Value:** working...
  - **Estimated New Cost:** working...
  - **Actual Year Built:** 1950
  - **Gross Area:** 1344 sqft
  - **Living Area:** 1344 sqft
  - **Bedrooms:** 0
  - **Bathrooms:** 0
  - **Exterior Wall:** Common Brick
  - **Interior Wall:** Drywall

**Model Code:**
- **04 - Commercial**
  - **Type Code:** 1800 - Office Low-Rise
  - **Building Value:** working...
  - **Estimated New Cost:** working...
  - **Actual Year Built:** 1950
  - **Gross Area:** 2998 sqft
  - **Living Area:** 2708 sqft
  - **Bedrooms:** 0
  - **Bathrooms:** 0.5
  - **Exterior Wall:** Concrete Block Stucco
  - **Interior Wall:** Drywall

**Model Code:**
- **04 - Commercial**
  - **Type Code:** 7100 - Religious
  - **Building Value:** working...
  - **Estimated New Cost:** working...
  - **Actual Year Built:** 1950
  - **Gross Area:** 13201 sqft
  - **Living Area:** 12512 sqft
  - **Bedrooms:** 0
  - **Bathrooms:** 0
  - **Exterior Wall:** Common Brick
  - **Interior Wall:** Drywall

**Important Information:**

**Structure:**
- **Actual Year Built:**
  - 1950
- **Gross Area:**
  - 6265 sqft
  - 16486 sqft
  - 1344 sqft
  - 2998 sqft
  - 13201 sqft
- **Exterior Wall:**
  - Common Brick
  - Common Brick
  - Common Brick
  - Concrete Block Stucco
  - Common Brick
- **Interior Wall:**
  - Decorative Wall Construction
  - Inexpensive, Minimal Materials
  - Drywall
  - Drywall
  - Drywall

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**Extra Features**

**Description** | **Date Built** | **Units** | **XFOB Value**
---|---|---|---
PKSP - Parking Space | 01/01/1990 | 28 Units | working...

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This Data Printed on 03/08/2018 and System Data Last Refreshed on 03/07/2018

ITEM 3.B

324 NORTH INTERLACHEN AVENUE: BISHOPSTEAD

Once the home of the Episcopal Church and their Priests 8 March 2018

HPB STAFF REPORT

Site signs showing the proposed renovations to the 1925 historic home at the corner of N. Interlachen and E. Canton Avenues appeared a few weeks ago. I have made the following overtures to the Development Team.

Development Team:

- ZOLTAN HOMES
- CARDELL CONSTRUCTION
- BUMPUS + ASSOCIATES, Architects

Communications made:

1. 13 February 2018, Email to Mr. ZOLTAN- requesting to meet on what is planned to be modified to the exterior of this property, informing him of its listing on our 2013 Historic Resources Survey (no reply)
2. 6 March 2018- Phone call to Daniel Bumpus, Architect (no reply)
3. 6 March 2018, Email to all three persons listed on job-site sign- requesting to learn more about what modifications are to be made to this home
4. 6 March 2018, Email from Jason Tisdell, President of Cardell Construction, LLC telling me they had reviewed my emails and that they understand the significance of this home, that the Owners had chosen not to demolish the original home and remodel it instead to update it to their needs.
5. 8 March 2018, Phone call from Kris Stenger, Assistant Building Official to Jason Tisdell. The drawings that Cordell had submitted with their Interior Demolition Permit Application also showed modifications to the exterior. Kris called to question this and informed Cordell that further drawings and another Permit would be required to accomplish exterior modifications. Jason Tisdell said he will meet with us when they submit their final drawings for permit.

Although this property is not individually designated or within the Interlachen Avenue Historic District, I felt it incumbent upon me to contact the developers and try to keep the original character of the home intact.

We will continue to assert our standards on this property, in hopes that by working with the Owners and Developers, we may achieve a proper outcome of this important lakefront property.

Respectfully submitted,

Brooks Weiss, AIA, City Architect
Parcel Photos - 324 N Interlachen Ave

324 N INTERLACHEN AVE, WINTER PARK, FL 32789 7/7/2015 2:57 PM

http://www.ocpafl.org/Searches/ParcelPhotoPrinterFriendly.aspx/PDF/False/PID/30220594... 3/9/2018
324 N Interlachen Ave

Properties

**Property Record Card**

**Address:** 324 N Interlachen Ave
**City:** Winter Park, FL 32789
**Property Value:** 05-22-30-5400-28-503

**Property Description**

**Address:** 324 N Interlachen Ave

**City:** Winter Park, FL 32789

**Property Value:** 05-22-30-5400-28-503

**Property Features**

- Building: 01 Single Family Residence
- Type: 0106 Single Family
- Beds: 5
- Baths: 6
- Exterior Wall: Concrete Block Stucco
- Estimated New Cost: working...

**Values, Exemptions and Taxes**

- **Gross Area:** 11374 sqft
- **Exterior Wall:** Concrete Block Stucco
- **Estimated New Cost:** working...

**Sales Analysis**

- **Date Built:** 09/01/1990
- **Units:** 3
- **XFOB Value:** working...

**Location Info**

- **Land Use Code:** 01 Single Family Residence
- **Class:** 0106 Single Family
- **Value:** working...

**Market Stats**

- **Total Land Area:** 106,964 sqft (+/-) 2.46 acres (+/-)
- **GIS Calculated Notice:** working...

**Update Information**

- **This Data Printed on 03/09/2018 and System Data Last Refreshed on 03/08/2018**

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BUILDING PERMIT APPLICATION

PERMIT # 8379

DATE REC'D: 01/30/18

FBC EDITION

PLEASE PRINT APPLICATION INFORMATION:

PROJECT NAME

Hill Residence

PROJECT ADDRESS

324 North Interlachen Ave

SUITE/UNIT #

TAX / PARCEL ID. NUMBER

06-22-30-9400-28-503

CITY LOCATION ID #

OCCUPANT NAME

Greg Hill

PROPERTY OWNER

Greg Hill

PROPERTY OWNER'S ADDRESS

324 N. Interlachen Ave, Winter Park FL 32789

CONTRACTOR NAME

Cadden Construction LLC

PHONE 407-977-9355

CONTRACTOR'S ADDRESS

1115 East Livingston Street, Orlando, FL 32803

CONTRACTOR ST.REG./CERT.#

CPL1515577

EXPIRATION DATE 08/31/2018

CONTACT PERSON

Jason Tibbals

PHONE/FAX 407-977-1892

EMAIL Jtibbals@thecaddencollection.com

ARCHITECT/ENGINEER'S NAME

Danny Bumpas

LICENSE # AR0008045

PHONE 407-566-0200

MORTAGE LENDER'S NAME

N/A

MORTAGE LENDER'S ADDRESS

N/A

DESCRIPTION OF PROPOSED IMPROVEMENTS

DEMO Interior Walls & Cabinets

OPEN WALKS to Investigate Burying Walls on Int./Ext.

BUSINESS TYPE

Residential Demolition

APPLICATION VALUATION

$35,000.00

APPLICATION REASON

Construction

Alteration

Removal

ADD 1200 sq ft. of EA/WM & to remove WMA-10 to View & Fire

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature

Owner or Agent (Including contractor)

Notary as to Owner

Margaret Ramsey

Commission No. FF198003

State of FL, County of Seminole

My Commission expires: 01/11/2019

(SEAL)

Signature

Contractor

Notary as to Contractor

Ivanne Lantigua

Commission No. FF12666

State of FL, County of Orange

My Commission expires: 07/20/2018

(SEAL)

Pursuant to Florida State Statute 713.135(7) – All signatures must be notarized.

Revised 6/9/2017
2018 HISTORIC PRESERVATION AWARDS

CATEGORIES:

1. EXCELLENCE IN RESIDENTIAL RENOVATION/PERPETUATION
   a. 
   b. 
   c. 
   d. ____________________________________________________________
   e. ____________________________________________________________

2. EXCELLENCE IN COMMERCIAL RENOVATION
   a. 
   b. 
   c. ____________________________________________________________
   d. ____________________________________________________________

3. EXCELLENCE IN ADAPTIVE REUSE
   a. 
   b. 
   c. ____________________________________________________________
   d. ____________________________________________________________

4. EXCEPTIONAL INDIVIDUAL: Making notable contribution/achievement to Historical Preservation in Winter Park
   a. 
   b. 
   c. ____________________________________________________________
   d. ____________________________________________________________

5. AWARD FOR: ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________