



# Historic Preservation Board Regular Meeting

February 10, 2021 at 9:00 a.m.

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

## Agenda Items

### 1. Call to Order and Approval of the January 13, 2021 meeting minutes.

### 2. Public Hearing Action Items

- a) 1. RES 21-01 Request of the Historic Preservation Board to adopt a Resolution requesting that the City Commission allocated funding from the Fiscal Year 2021-22 Budget to provide funding for Historic Preservation landmark recognition plaques.

### 3. Planning Report and Board Updates

Work session with Clarissa Howard, Director of Communications on a public information and awareness plan.

### 4. Upcoming Meeting Schedule

Next Regular Meeting: Wednesday, March 10, 2021 at 9:00 a.m.

## appeals & assistance

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“If a person decides to appeal any decision made by the Board 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.”



401 South Park Avenue • Winter Park, Florida 32789

407-599-3324 • [planning@cityofwinterpark.org](mailto:planning@cityofwinterpark.org)  
[cityofwinterpark.org](http://cityofwinterpark.org)

**Planning and  
Transportation  
Department**

## **Historic Preservation Board Staff Report for February 10, 2021 Meeting**

Historic Preservation Awareness: Resolution requesting funding for Historic Landmark plaques from the FY 2021-22 budget.

### **Historic Preservation Awareness**

One of the incentives discussed by the Historic Preservation Board to raise awareness of preservation is to award historic landmark plaques to:

1. All properties that have individually designated their homes as historic on the Winter Park Register of Historic Places; and
2. All "contributing properties" within the College Quarter and Virginia Heights, East Historic Districts.

The City began awarding historic landmark plaques in 2015. There are approximately 75 homes that were designated prior to 2015 which have not received plaques. There are also 105 homes within the College Quarter and Virginia Heights, East historic district.

There are many citizens in the City who are not aware that a Historic preservation program exists or that there are two historic districts. The plaques would provide visual awareness to pedestrians and drivers that a home has been designated as a Historic Landmark and with the prevalence of plaques in College Quarter or Virginia Heights, that a historic district exists.

Awareness is needed given the modest pace of adding homes to the Historic Register. In the ten years from 2011 through 2020, the City gained 26 designations, which is 2.6 per year. If historic plaques can help with awareness along with being a nice token of appreciation from the City, then hopefully it would add some momentum to the pace of designations.

### **Budget Resolution to the City Commission.**

At \$200 per plaque the potential \$36,000 outlay for this awareness initiative is something that must be part of the annual budget. The proposed Resolution would request which could be done then in one or two budget years.

*Staff recommendation is for approval.*



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE HISTORIC PRESERVATION BOARD REQUESTING THAT THE CITY COMMISSION ALLOCATE FUNDING FROM THE FY 2021-22 BUDGET FOR THE PURCHASE OF HISTORIC PRESERVATION PLAQUES AS RECOGNITION OF THE DESIGNATED HISTORIC PROPERTIES WITHIN THE CITY.**

**WHEREAS**, the Historic Preservation Board desires to heighten awareness of the historically designated landmark properties within the City; and

**WHEREAS**, the City Commission established a program to award historic designation plaques to properties in 2015 as recognition of their status as Historic Landmark properties on the Winter Park Historic Register; and

**WHEREAS**, the City currently has 100 properties that have been individually designated as Historic Landmark properties on the Winter Park Historic Register and has 75 of such properties that were designated prior to 2015, have not received recognition plaques; and

**WHEREAS**, the City has two Historic Districts encompassing the College Quarter and Virginia Heights, East neighborhoods that have a total of 105 contributing historically qualified homes within those two districts, for which many of those owners would be desirous of installing such a plaque on their home as recognition of their architectural heritage; and

**WHEREAS**, The Historic Preservation Board believes that recognition of these historic homes and properties would help significantly in allowing the public to be aware of the locations of the Historic Districts in the City and to highlight and recognize those historic homes in the districts as well as the historic homes and buildings located in other locations around the City. As such, the Winter Park Historic Preservation Board is requesting a budget allotment for the purchase and distribution of these historic preservation plaques in the upcoming Fiscal year 2021-22 Budget.

**NOW, THEREFORE**, be it resolved by the Historic Preservation Board of the City of Winter Park, Florida that:

Section 1. That the Historic Preservation Board requests funding be provided in the Fiscal Year 2021-22 Budget for the purchase of up to 180 historic landmark recognition plaques.

**ADOPTED** by a vote of \_\_\_\_\_ at a regular meeting of the Historic Preservation Board of the City of Winter Park held in City Hall, Winter Park on this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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John Schofield, Chairman