



**CITY OF WINTER PARK
HISTORIC PRESERVATION BOARD**

9:00 a.m.
January 10, 2018
Commission Chambers
401 Park Avenue South

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
Number: 17-4488, Dated December 5, 2017

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