



# Historic Preservation Board Minutes

December 9, 2020 at 9:00 a.m.

401 S. Park Avenue | In-Person and Virtual | Winter Park, Florida

## 1. Call to Order

Chairman John Skolfield called the hybrid in-person and virtual meeting to order at 9:03 a.m. Present in-person: Bob Schwetje, Anne Sallee, Drew Henner, Aimee Spencer, and John Skolfield. Present Virtually: Wade Miller and N. Lee Rambeau. Staff: Principal Planner, Jeff Briggs and Recording Secretary, Mary Bush.

## 2. Approval of Minutes

Motion made by Bob Schwetje, seconded by Anne Sallee to approve the October 14, 2020 and the November 11, 2020 meeting minutes.

**Motion carried with a 7-0 vote.**

## 3. Public Hearing Action Items

- HDA 20-05 Request by Ron Scarpa to designate the property at 1199 Washington Avenue including the 1935 cottage on the Winter Park List of Historic Places, zoned R-3. ID# 07-22-30-1292-01-150
- COR 20-05 Request by Ron Scarpa to restore the 1935 cottage at 1199 Washington Avenue and construct a new two-story residence to the rear with certain setback variances on property zoned R-3. ID # 07-22-30-1292-01-150

Mr. Briggs provided a brief overview of the request that was reviewed in detail at the last Board meeting in November and led discussion of the item. Mr. Briggs mentioned that it was a voluntary designation of a home zoned R-3. Mr. Briggs indicated that this was a request to preserve a 1935 minimal traditional home in the front of the lot and to build another 1500-sq.ft. residence to the rear of the lot. Mr. Briggs noted that there had been no changes with the request after the last meeting.

**Staff recommendation was for approval.**

No one was present from the public.

The Historic Preservation Board members agreed that designation was appropriate, noted that the R-3 zoning allows for two units, that the total building size and coverage were less than allowable and that the variances were appropriate for this location. The Board also noted that there was no opposition from neighbors.

**Motion made by Bob Schwetje, seconded by Aimee Spencer, to approve the request by Ron Scarpa to designate the property at 1199 Washington Avenue including the 1935 cottage on the Winter Park List of Historic Places, zoned R-3.**

**Motion carried with a 7-0 vote.**

**Motion made by Bob Schwetje, seconded by Aimee Spencer, to approve the request by Ron Scarpa to restore the 1935 cottage at 1199 Washington Avenue and construct a new two-story residence to the rear with certain setback variances on property zoned R-3.**

**Motion carried with a 7-0 vote.**

- COR 20-06 Request by Paul Bryan to demolish the existing home at 807 Maryland Avenue and to construct a new two-story, 3,125 square foot single family home with a second-floor garage apartment located in the College Quarter Historic District. Zoned: R-2. Parcel ID # 07-22-30-8760-00-172

**THIS REQUEST WAS WITHDRAWN BY THE APPLICANT AND WAS NOT HEARD AT THIS MEETING.**

#### 4. Planning Report

Mr. Briggs briefly provided the Board an update on plaques for the historic home designations in Winter Park. The Board felt that the plaques would help with recognition of the contributing properties within the districts and of those that have been individually designated in the past. The recognition would hopefully influence other residents to apply for designation of their own properties. The number of properties that will need plaques include 85 out of 146 contributing properties in the College Quarter district, 20 out of 29 contributing properties in the Virginia Heights district, and another 75 properties that were designated prior to plaques becoming an addition to designations. Mr. Briggs noted that the plaques cost \$200 each and a total budget for the plaques needed would be around \$36,000. The Board would need to ask the City Commission to budget for the plaques. Mr. Briggs also noted that this will be a difficult budget year for the City, but by the following budget year there may be room in the budget to purchase the plaques.

The Board briefly discussed the item. The Board raised questions regarding the following:

- the number of homes that already have plaques,
- the annual budget for Historic Preservation,
- providing a historic designation street sign for the Virginia Heights district,
- submitting historic preservation information and updates to media sources,
- and designations for commercial buildings.

The Board made the following suggestions:

- to ask the City Commission for a one-time allocation to cover the cost of plaques needed for homes currently designated and a yearly budget for ongoing designations,
- to implement annual historic preservation promotions to raise citizen awareness,
- to educate citizens on Historic Preservation Month which occurs in May,
- to have a work session regarding use of media sources, such as monthly newsletters and magazines, to raise historic preservation awareness with the assistance of the City's Communications Director Clarissa Howard,
- to interview and photograph families that designate their homes to create personalized informational articles,
- to document all designations possibly through a yearly summary report,
- to obtain assistance from Rachel Simmons, an archivist with the Winter Park Public Library for a "Then and Now" news article for historically preserved homes,
- and to have plat files pulled for applicant presentations to the Board.

The Board expressed their support of adding a budget for plaques for past, current, and future designated homes and creating various avenues for raising awareness of historic preservation.

#### 5. Board Updates and Comments: None

#### 6. Upcoming Meeting Schedule

Next HPB Work Session: Tuesday, January 19, 2020 at 9:00 a.m. and the next HPB Regular Meeting: Wednesday, January 13, 2021 at 9:00 a.m.

Meeting adjourned at 9:48 a.m.

Respectfully Submitted,



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Mary Bush

Recording Secretary

Approved by Board on January 13, 2021.