



Historic Preservation Board Minutes

July 14, 2021 at 9:00 a.m.

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

1. Call to Order

Chairman John Skolfield called the hybrid, in-person and virtual, meeting to order at 9:00 a.m. Present In-Person: Anne Sallee, Drew Henner, Aimee Spencer, N. Lee Rambeau, John Skolfield, and Karen James. Absent: Wade Miller. Staff: Principal Planner, Jeff Briggs; and Recording Secretary, Mary Bush.

2. Approval of Minutes

Motion made by Anne Sallee, seconded by N. Lee Rambeau to approve the June 9, 2021 meeting minutes.

Motion carried unanimously with a 6-0 vote. (Wade Miller was not present for the meeting.)

3. Staff Updates

Mr. Briggs updated the Board on the status of the draft application for the City of Winter Park to become a Certified Local Government. He noted that the draft application had been sent to the State and the reviewer assigned to the application has stated that comments on the draft should be sent to the City by July 16, 2021.

4. Citizen Comments

No one from the public wished to speak. The public hearing was closed.

5. Public Hearings

- HDA 21-05 Request by Matthew Kopkin and Danielle Roman for APPROVAL to voluntarily designate the property and home at 1434 Norfolk Avenue as an Individual Historic Landmark on the Winter Park Register of Historic Places. Parcel ID# 12-22-29-6436-23-100.

Mr. Briggs provided a brief overview of the request and led discussion of the item. He noted that the home was built in 1947 and is considered minimal traditional in architectural style. He also noted that the request was voluntary and the applicant does not have plans at this time to do any changes to the property.

Staff recommendation was for approval.

The Board expressed their appreciation for the voluntary designation.

Motion made by Anne Sallee, seconded by Aimee Spencer, to approve the request by Matthew Kopkin and Danielle Roman for APPROVAL to voluntarily designate the property and home at 1434 Norfolk Avenue as an Individual Historic Landmark on the Winter Park Register of Historic Places.

Motion carried unanimously with a 6-0 vote.

- COR 21-05 Request by Ron Scarpa for APPROVAL to renovate the existing one-story home at 767 McIntyre Avenue and add a new two-story residence in the rear yard subject to certain variance requests, located in the College Quarter Historic District. Parcel ID# 05-22-30-9400-96-120.

Mr. Briggs provided a brief overview of the request and led discussion of the item. He noted that the site plans were reviewed and discussed in depth at last month's Historic Preservation Board work session. He also noted that the applicant proposed to add the following: a porch and an independent parking space at the front of the cottage; a new two-story residence, one-story garage, and an independent parking space at the rear of the cottage; and a courtyard in between the two structures. Mr. Briggs reviewed two dimensional and prospective elevations of the existing cottage and the additions with the Board. He mentioned various changes that were made based on discussions from the last work session, including a reduction in the size and scale of the structure of the two-story residence and an increase in the south side setbacks of the same structure. He emphasized that the applicant's adjacent neighbors have not expressed any objections to the revised plans.

Staff recommendation was for approval.

The Board expressed appreciation for the work put into the project and the visuals provided by the applicant. The Board inquired about the oak tree skimming the exterior of the rear residence and the inclusion of the proposed future bath addition for the existing cottage.

The applicant, Ron Scarpa of 2034 East End Avenue, Winter Park, FL 32789 addressed the Board. Mr. Scarpa noted that the work session was very helpful in completing the design and he has received positive input from adjacent neighbors. He also noted that the proposed bathroom for the cottage will be completed during the construction of the project.

The Board briefly discussed and inquired with the applicant about the size and use of the front porch of the cottage. The Board expressed concerns about the five foot porch size hindering the porch from being usable and pedestrian friendly. Mr. Scarpa expressed agreement with extending the porch size from five to seven feet if it will still maintain the required greenspace.

Ms. James asked if adding a privacy wall had been discussed with the adjacent neighbor to which Mr. Scarpa replied that he shared the project plans with the neighbor prior to the work session and the neighbor did not mention any concerns about a privacy wall. Ms. James also asked about how storm water retention will be addressed on the property to which Mr. Scarpa replied that several adjustments were made to provide ample room for retention including reducing the garage bump outs and shifting the position of the two story residence.

No one from the public wished to speak. The public hearing was closed.

Motion made by Drew Henner, seconded by Anne Sallee, to approve the request by Ron Scarpa for APPROVAL to renovate the existing one-story home at 767 McIntyre Avenue and add a new two-story residence in the rear yard subject to certain variance requests, located in the College Quarter Historic District with the following additional allowance:

- **The applicant can extend the proposed five foot porch on the existing cottage up to seven feet within the design phase.**

Motion carried unanimously with a 6-0 vote.

COR 21-07 Request by Zach Mitchell for APPROVAL to construct a one-story addition to the property at 723 Maryland Avenue subject to certain variances, zoned R-2, located within the College Quarter Historic District. Parcel ID# 07-22-30-8760-00-032.

Mr. Briggs provided a brief overview of the request and led discussion of the item. He noted that the home is a minimal traditional architectural style single-family home built in 1948. Mr. Briggs reviewed with the Board the site plans for the proposed front porch and the addition to the rear of the home. He mentioned that the applicant requested a variance to decrease the side setbacks to uniformly extend the walls from the existing home to the addition in a straight line with no architectural articulations. Mr. Briggs noted that the proposed addition will maintain the same window fenestration and shutters as the existing home and will have a slightly higher interior floor to ceiling height. He also noted that only one neighbor provided feedback to the request and expressed concern about maintaining the existing privacy fence.

Staff recommendation was for approval subject to any privacy buffer conditions required by the Board.

The applicant, Zach Mitchell of 254 Longwood Hills Road, Longwood, FL 32750 addressed the Board. Mr. Mitchell noted that after completing various revisions to the site plans based on discussions with City staff, he feels that the proposed plans fit perfectly within the neighborhood. He also noted that he will either keep the existing privacy fence in place or replace it with a new one.

The Board discussed with the applicant concerns regarding the following:

- the applicant's awareness of the home being in a historic district at the time of purchase,
- the addition's triangular gable that can be seen from the front elevation of the property,
- articulations on the side walls of the addition,
- the intended transition of the existing home's exterior finish of painted block to textured stucco on the addition,
- the proportions and fenestration of the single hung windows,
- the width and functionality of the shutters on all windows,
- the front porch not being usable and pedestrian friendly due to its size,
- and the applicant's intended use of the home.

After considerable discussion the Board expressed their desire to have the applicant complete the following:

- remove the shutters from all windows on the existing home and the addition,
- replace all windows with single picture windows with smaller, one over one, flanking on the existing home and the addition,
- shrink the size of the two single hung windows on the left side and rear elevations to match the proportions of the windows on the existing home,
- and detail how the transition will be made of the existing home's exterior finish of painted block to textured stucco on the addition.

The Board heard public comment from the following resident:

Melinda Wright of 737 Maryland Avenue, Winter Park, FL 32789 addressed the Board. Ms. Wright spoke on concerns regarding the existing privacy fence on the property staying in place.

After further discussion the Board expressed concerns with providing an approval prior to the required architectural changes as discussed being completed and reviewed by the Board.

Motion made by Anne Sallee, seconded by Drew Henner, to table the item to the next scheduled regular meeting of the Historic Preservation Board on August 11, 2021.

Motion carried unanimously with a 6-0 vote.

6. Board Updates and Comments:

No Board updates and comments.

7. Upcoming Meeting Schedule

Next HPB Regular Meeting: Wednesday, August 11, 2021 at 9:00 a.m.

Meeting adjourned at 10:40 a.m.

Respectfully Submitted,

Mary Bush

Recording Secretary

Approved by Board on August 11, 2021.