



401 South Park Avenue • Winter Park, Florida 32789

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[cityofwinterpark.org](http://cityofwinterpark.org)

**Planning &  
Community  
Development**

## **Historic Preservation Board Staff Report for October 9, 2019 Meeting**

COR #19-005 Request of Todd and Ashley French to: Construct a 1,711 square foot addition to the existing 949 square foot single-family home at 1285 Richmond Road.

Individual Designation on Aug. 23, 2004. Zoned: R-1AA Parcel ID #07-22-30-8760-04-190  
Original Home Built: 1935

### **Home Expansion Description**

Todd and Ashley French (owners) are requesting approval to build a two-story addition onto their existing one-story home at 1285 Richmond Road on a property of 7,476 sf in size. The existing home is the original one-story, 949 sf wood frame structure built in 1935. In the rear is a detached one car garage of 180 sf and accessory living space of 497 sf.

The Owners with children need to add onto their 949 sf of living area. They propose to construct a 1,711 sf, two-story addition on the rear side of the existing home. The build out would remain consistent with the style and materials of the original home. They are maintaining the existing roof pitch.

The additions and the existing building areas total 3,327 sf which an FAR of 44% which is 1% greater than the maximum 43% FAR. The owners are seeking a variance for that FAR because all of the overage is within an enclosed attic storage area within the two-story roof pitch.

The side setbacks are 7½ feet to the one story component and 12½ feet to the two-story components. The second story setback for a portion of the two-story addition is proposed at 11.3 feet from the property to the north at 1273 Richmond Road. That is 15 inches closer than Code and thus needs a variance for that setback. All other setbacks meet or exceed Code.

### **Accessory Living Unit Request**

In the rear yard is an existing detached one-story 497 sf guest living quarters attached to the garage. It can be used as a home office, or as living accommodations for family or visitors. One of the benefits of historic designation is the ability to request permission to allow such accessory living space to be a legal rental cottage. As an existing structure there are no impacts on surrounding neighbors from this rental other than one more car on-site for the renter. In order to avoid on-street parking, the HPB has required off-street parking in these circumstances. That can be easily accommodated by putting in a front circular driveway, as shown on their plans. There is more than ample impervious coverage allowance available, as the property will be at 43.2% coverage with the circular drive, when completed and the Code allows up to 50% impervious coverage.

## **Summary**

The proposed structure (excepting the variances) meets all requirements in the Land Development Code and Design Guidelines of for Historic Landmark properties. The plans have been reviewed by George Wiggins, Director of the Building + Permitting Services Department for Winter Park who is in support of the two aforementioned variances. The planning staff supports this request and the variances as there does not appear to be any negative impact from the second floor being 15 inches closer that Code and the added floor area is within the attic within the two-story roof pitch. In addition, letters have been provided from both adjacent neighbors in support of this application. See attached plans and pictures of the project.

*Staff recommendation is for approval with one condition:*

- 1. That the conversion of the detached guest quarters shall require the addition of a front circular driveway in order to provide off-street parking for that accessory unit.*

# Parcel Photos - 1285 Richmond Rd



302207891004190 03/23/2006



1285 Richmond Rd. Winter Park

FRONT ELEVATION

**k** 9.9.19



1285 Richmond Rd. Winter Park

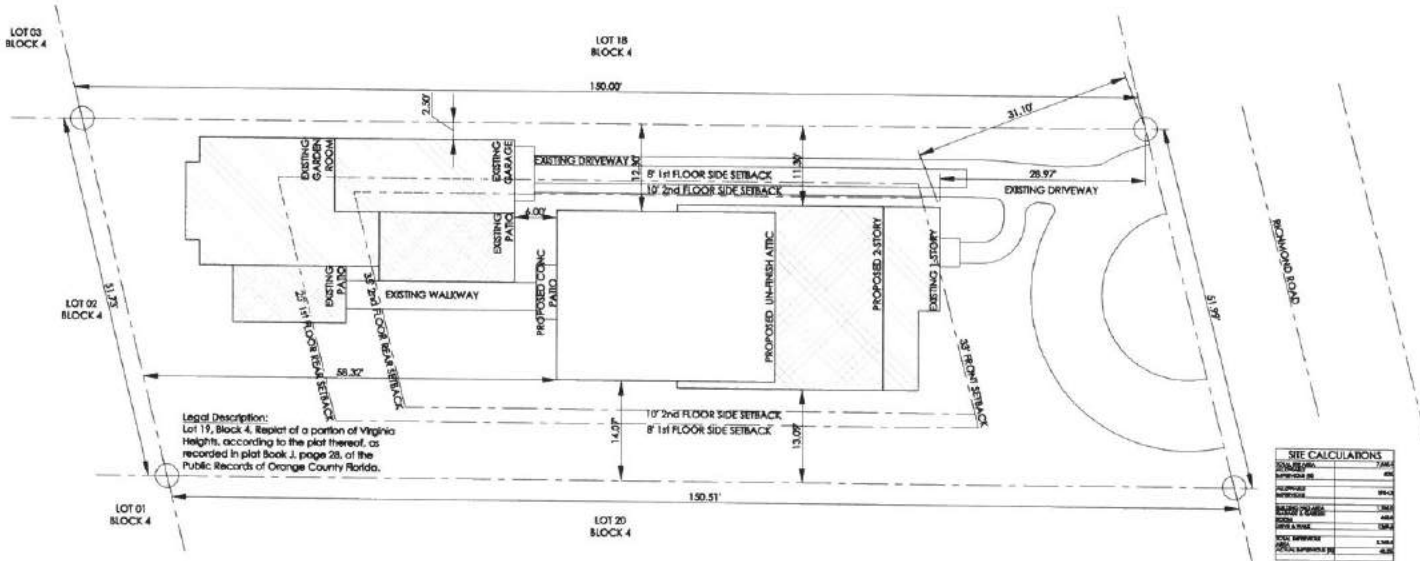
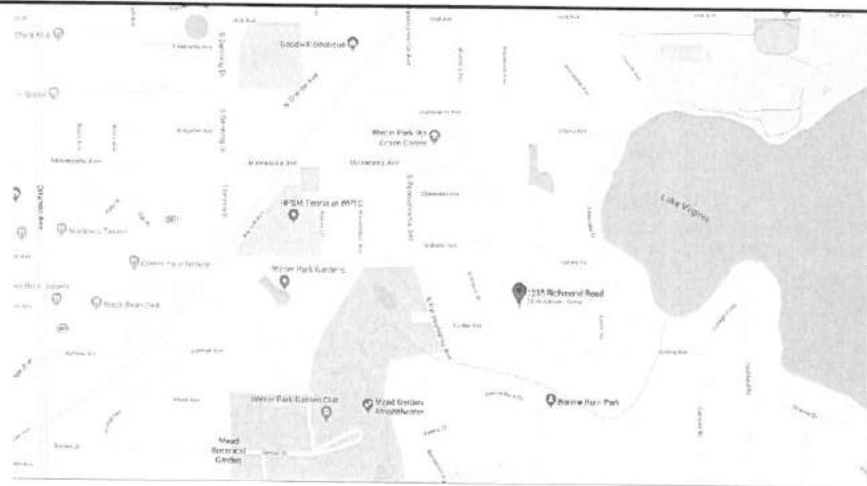
SIDE ELEVATION

**k**  
99-19

# SITE LAYOUT PLAN FOR HOUSE LOCATION ONLY

**NOTES:**

1. This Site Layout Plan is presented for informational purposes of building location only and shall not be viewed as a Survey, Landscape Site Plan, Irrigation Plan, Paving Plan, Grading Plan, or Utility / Civil Engineered Plan.
2. All boundary, setback, easement, utility and existing permanent object information as shown was supplied to Keesee Associates via a Mortgage Survey furnished by the home owner. Please refer to submitted Survey for all survey & related floor information.
3. If the owner's interior finished floor elevation, Survey, Topography, Landscape Site Plan, Irrigation Plan, Paving Plan, Grading Plan, Drainage Plan, or Utility / Civil Engineered Plan is required by the A.P.D., it shall be provided by others as a separate attachment to the permit plan set package and shall be reviewed and approved by the Project Designer of Record prior to permit submission and installation.
4. Any sidewalks or curbing disturbed by the work shall be restored to the condition of the original structure. Sidewalk panels shall be restored to full panel widths and lengths (defined by edges of the sidewalk and the nearest control joints or expansion joints). Partial patching of sidewalks shall not be acceptable. Pavement finishes, thickness and grades shall match the existing sidewalk.
5. All excess dirt shall be hauled off site. Filing of the site is not permitted.
6. Dimensions as shown are from building corners to their respective perpendicular locations along the boundary lines.
7. Proposed fences and/or gates are not shown and shall be provided and submitted by others, when applicable.
8. Contractor to verify that erosion and sedimentation control for the construction site is done following the best management practices described in the jurisdiction guidelines for erosion sediment control.
9. All plants, turfgrass and tree species and types shall be chosen by the General Contractor & Owner and shall be provided by others as a separate attachment to the permit plan set package and shall be reviewed and approved by the Project Designer of Record prior to permit submission and installation.
10. All gutters and downspouts to be installed in such a way to direct any drainage away from adjacent properties.



Legal Description:  
Lot 19, Block 4, Replat of a portion of Virginia Heights, according to the plat thereof, as recorded in plat book J, page 28, of the Public Records of Orange County Florida.

SITE CALCULATIONS	
Lot Area	2,464
Proposed Area	2,464
Remaining Area	0
Lot Area	2,464
Proposed Area	2,464
Remaining Area	0
Lot Area	2,464
Proposed Area	2,464
Remaining Area	0

**Keesee Associates**  
ARCHITECTURE | DESIGN | PLANNING

1234 Main Street  
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Phone: (407) 839-1234  
www.keesee.com

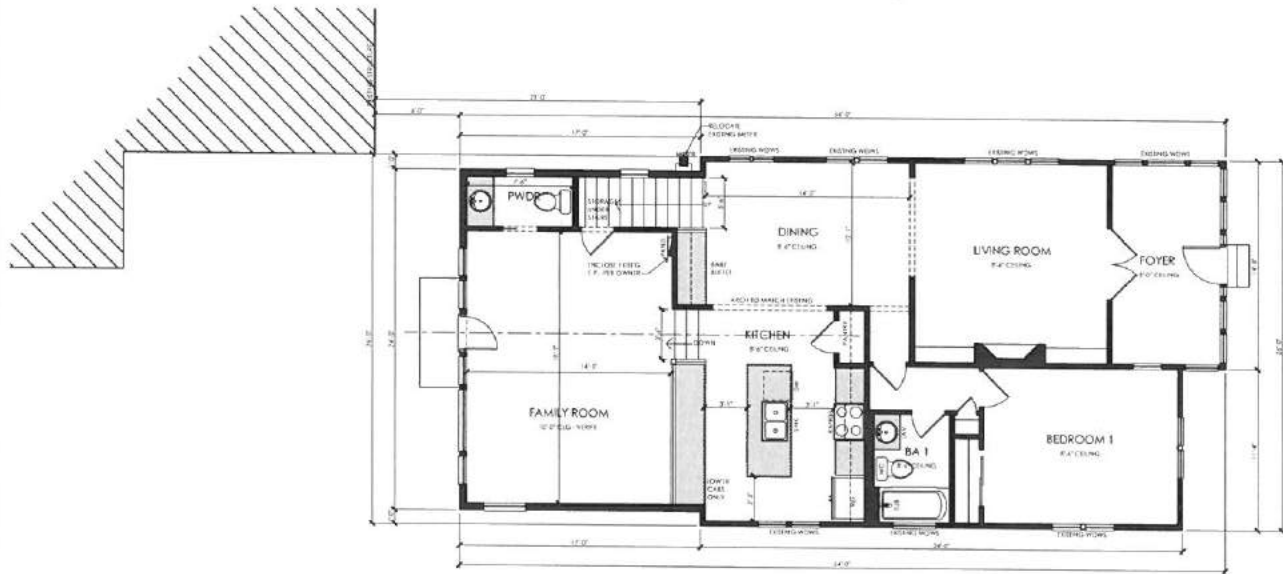
**FDS ENGINEERING ASSOCIATES**  
Professional Engineer  
1234 Main Street  
Winter Park, FL 32789  
Phone: (407) 839-1234  
www.fds-engineering.com

REVISION 1: 09-24-19

Job Information:  
**French Residence**  
Single Family Residence  
1234 Richmond Road  
Winter Park, FL 32789

Reference No.: 19-5058  
Title: **A0.2**

Date: 09/23/2019



FRENCH REMODEL - FIRST FLOOR



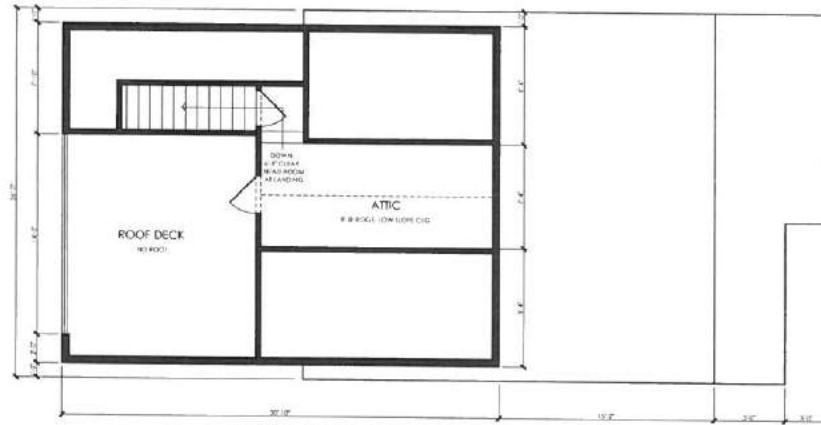
**WALL TYPES LEGEND**

- Masonry Heights**
- 10' Masonry @ 10' A.J.T.
  - 10' Masonry @ 10' A.J.T.
  - 10' Masonry @ 10' A.J.T.
  - 10' Masonry @ 10' A.J.T.
- Framing**
- 2x Framing
  - 2x Masonry Blocking Wall
  - Frame Wall (not in Below 8' F.F. - 1st Cup)

**AREA TABULATION**

FIRST FLOOR LIVING	1396	SQ.FT.
SECOND FLOOR LIVING w/ STAIRS	1142	SQ.FT.
<b>TOTAL LIVING AREA</b>	<b>2538</b>	<b>SQ.FT.</b>
<b>TOTAL AREA UNDER ROOF</b>	<b>3486</b>	<b>SQ.FT.</b>
ATTIC STORAGE	142	SQ.FT.
ROOF DECK	221	SQ.FT.
REAR PORCH ROOF	32	SQ.FT.
<b>NET DETACHED STRUCTURE</b>	<b>497</b>	<b>SQ.FT.</b>

FIRST FLOOR PLAN SCALE 1/4" = 1'



FRENCH REMODEL - ROOF DECK/STORAGE IN TRUSSES



FRENCH REMODEL - SECOND FLOOR

**WALL TYPES LEGEND**

- Masonry Height:**
- 8' Masonry @ 10' P.A.J.F.
  - 10' Masonry @ 10' P.A.J.F.
  - 12' Masonry @ 10' P.A.J.F.
  - 14' Masonry @ 10' P.A.J.F.
  - 16' Masonry @ 10' P.A.J.F.
- Framing:**
- 2x Framing
  - 2x Masonry Retaining Wall
  - Masonry Wall (except below 8' P.A.J.F. w/ Cop)

**AREA TABULATION**

FIRST FLOOR LIVING	1336	SQ.FT.
SECOND FLOOR LIVING w/ STAIRS	1142	SQ.FT.
<b>TOTAL LIVING AREA</b>	<b>2478</b>	<b>SQ.FT.</b>
<b>TOTAL AREA UNDER ROOF</b>	<b>2499</b>	<b>SQ.FT.</b>
ATTIC STORAGE	142	SQ.FT.
ROOF DECK	221	SQ.FT.
REAR PORCH ROOF	28	SQ.FT.
<b>FIRST DETACHED STRUCTURE</b>	<b>497</b>	<b>SQ.FT.</b>



REVISION 11: 09-24-19

1208 (Info) (Notes)

**French Residence**

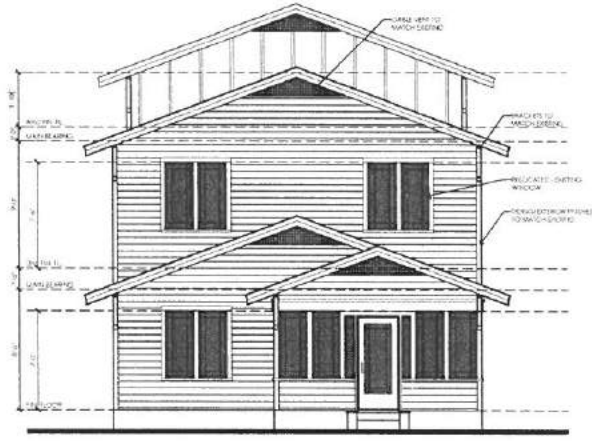
Single Family Residence

1285 Plumond Road  
Winter Park, FL 32789

19-5058

**A1.2**

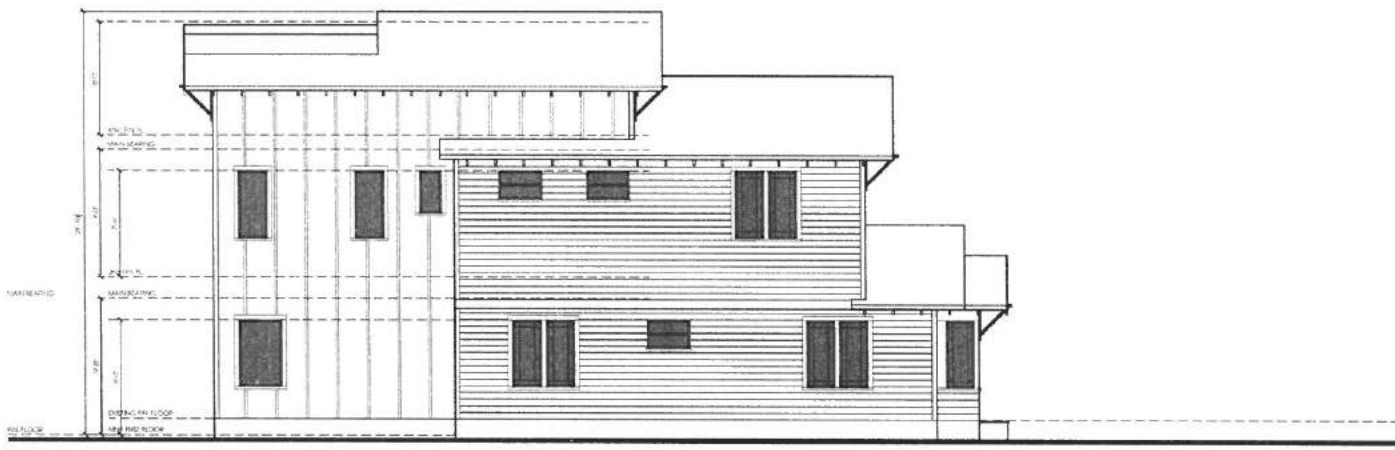




**2 ELEVATION KEY NOTES**

- 1 Roofing
    - A. All exterior roof overhangs are 12" (includes) L.U.C.
    - B. Shingles, Tile, or Metal Roofing installed over approved underlayment OR Single/Multi-ply roofing over approved substrate.
    - C. Indicates Aluminum, Vinyl, Hard Sulfite (based per site visiting calculations).
    - D. Indicates edge roof eave. Refer to Roof Plan for calculation.
    - E. Indicates Flashing where roof planes intersect with wall plane.
    - F. Indicates the location of Aluminum, Vinyl, Hard Fibre Board.
    - G. Pre-fabricated aluminum eave/parapet.
  - 2 Walls
    - A. Indicates decorative cementitious finish as per ASTM C-925. All textures are determined by the builder specifications.
    - B. Indicates Exterior Plaster finish on wall, over water-resistant barrier, over wood sheathing on framed exterior wall.
    - C. Indicates fiber cement board or similar siding (size per note).
    - D. Indicates Decorative Stucco Finish over rigid foam core.
    - E. Indicates Decorative Stucco (texturing) with a smooth finish.
    - F. Indicates simulated stone finish (will need to show as stippled).
    - G. Indicates simulated stone veneer.
    - H. Indicates simulated brick veneer loader.
    - I. Indicates simulated brick veneer.
    - J. Indicates stone foam with simulated wood finish applied to stucco.
    - K. Hardie Board and Gable.
    - L. Hardie Board Corner/Head/Sill Trim.
    - M. Custom painted trim base.
  3. Indicates approved Overhead Garage Door.
  4. Indicates P.L. wood post with approved wrap (PVC, hardboard, etc.) Refer to structural plans for connections and post size.
  5. Indicates Optional Exterior Wall Mounted Light Fixture. All fixtures are to be installed with elevation style. Center Line of light to be 9'-0" A.F.F. U.L.C.
  6. Railing
    - A. Indicates Railing at 36" high. Railing is powder coated aluminum (CC to coordinate color).
    - B. Indicates Railing at 36" high. Railing is stainless steel cable with powder coated aluminum post. Cable post size to be 2" away from adjacent wall or structure.
  7. Indicates successive non-structure support, for additional details refer to Elevation sheet.
  8. Indicates successive structures by others.
- Note:** This is a Master List of the materials used on the exterior elevations. Only the numbers shown on the exterior elevations apply to this structure.

FRONT ELEVATION SCALE 1/4" = 1'



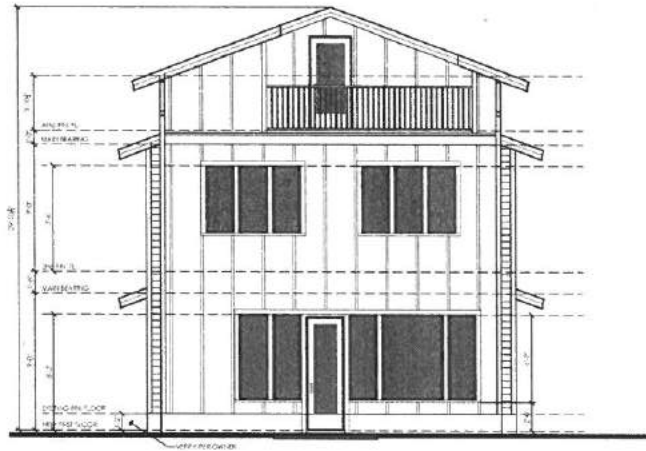
LEFT ELEVATION SCALE 1/4" = 1'

**Keesece Associates**  
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 1285 Richmond Road  
 Wimber Park, FL 32789  
 407.833.1111  
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 407.833.1111  
 www.fds-engineering.com

REVISION 1: 09-24-19  
 French Residence  
 Single Family Residence  
 1285 Richmond Road  
 Wimber Park, FL 32789  
 09/09/2019

Reference No: 19-5058  
 Date: A2.0



REAR ELEVATION SCALE 1/4" = 1"

**ELEVATION KEY NOTES**

1. Roofing
    - A. All exterior roof overhangs are 12" (shave) U.N.O.
    - B. Shingle, Tile, or Metal Roofing, installed over approved underlayment OR Single-Multi-ply roofing over approved systems.
    - C. Indicates Aluminum, Vinyl, Hard Soffit finished per site-vening cutouts/notes.
    - D. Indicates off-edge roof vent. Refer to Roof Plan for callouts.
    - E. Indicates Flashing where roof planes intersect with wall/door.
    - F. Indicates the location of Aluminum, Vinyl, Hard Soffit soffit.
    - G. The indicated aluminum soffit/planes.
  2. Walls
    - A. Indicates decorative cementitious finish as per ASTM C-828. All textures are determined by the builder specifications.
    - B. Indicates Corner or Plaster Finish on one side, over water-repellent barrier, over wood sheathing on framed exterior wall.
    - C. Indicates fiber cement board or similar siding (over sheathing).
    - D. Indicates Decorative Stucco Finish over rigid foam soffit.
    - E. Indicates Decorative Stucco hand-applied with a smooth finish.
    - F. Indicates simulated stone header (not used to show as staggered).
    - G. Indicates simulated stone veneer.
    - H. Indicates simulated brick veneer header.
    - I. Indicates simulated brick veneer.
    - J. Indicates log foam with simulated wood finish applied to soffit.
    - K. Hardie Board and Batten.
    - L. Hardie Board Corner-head/5/8" Trim.
    - M. Exposed or red locust trim.
  3. Indicates approved Clearwood Garage Door (Hardwood, etc.). Refer to structural plans for connections and post size.
  4. Indicates Custom Exterior Wall Mounted Light Fixture. All fixtures are to be verified with aluminum style Center Line or high to be 8'-0" A.F.F. U.N.O.
  5. Railing
    - A. Indicates Railing at 36" high. Railing is powder coated aluminum (D.C. to coordinate color).
    - B. Indicates Railing at 36" high. Railing is stainless steel cable with powder coated aluminum post. Cable post are to be 2" away from adjacent wall or structure.
  7. Indicates decorative non-structural element. For additional details refer to Elevation sheet.
  8. Indicates decorative shutters by others.
- Note: This is a Master List of the materials used on the exterior elevations. Only the numbers shown on the exterior elevations apply to the structure.

**keesee associates**  
ARCHITECTURE | DESIGN | PLANNING

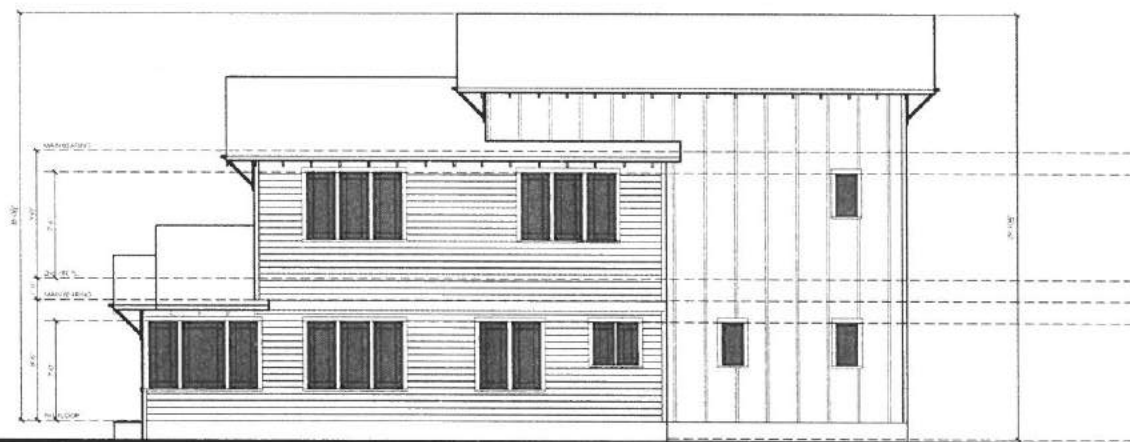
**FDS ENGINEERING ASSOCIATES**  
ARCHITECTURE | DESIGN | PLANNING

1285 RICHMOND ROAD  
WINTER PARK, FL 32789  
PHONE: 407.838.1111  
WWW.FDS-ENGINEERING.COM

REVISION 1: 09-24-19

Job Information:  
 Project: French Residence  
 Client: Single Family Residence  
 Address: 1285 Richmond Road  
 Location: Winter Park, FL 32789  
 Date: 09/09/2019

Revision No: 19-5058  
 Sheet: A2.1



RIGHT ELEVATION SCALE 1/4" = 1"

**BOUNDARY SURVEY**

**LEGAL DESCRIPTION:**

LOT 19, BLOCK 4, REPLAT OF A PORTION OF VIRGINIA HEIGHTS, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK J, PAGE 28, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA.

**FLOOD INFORMATION:**

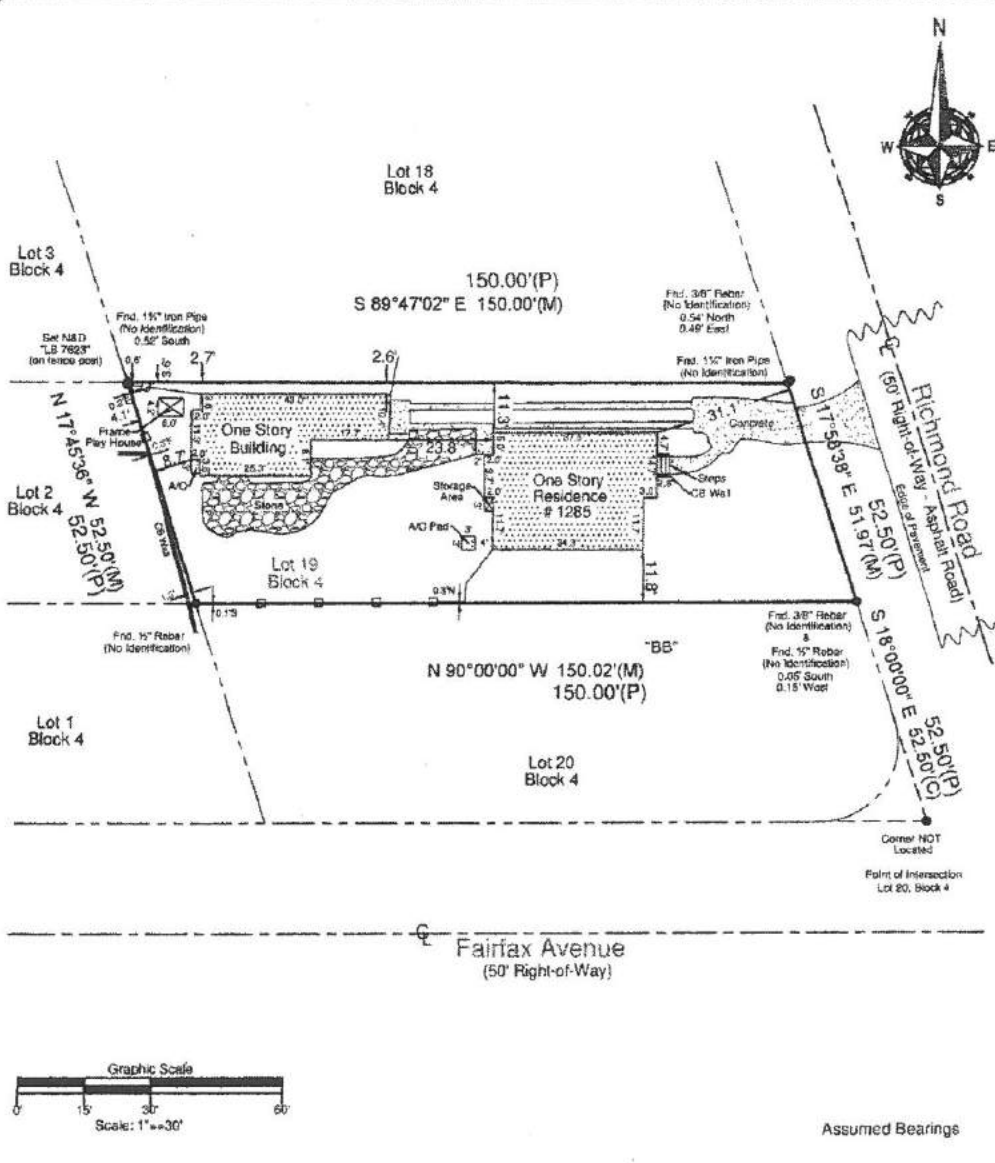
BY PERFORMING A SEARCH WITH THE LOCAL GOVERNING MUNICIPALITY OR WWW.FEMA.GOV, THE PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN CITY OF WINTER PARK, COMMUNITY NUMBER 120188, DATED 09/25/2009.

**CERTIFIED TO:**

TODD FRENCH, ASHLEY FRENCH, NISHAD KHAN, P.L.; OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY; SEACOAST NATIONAL BANKS; ITS SUCCESSORS AND/OR ASSIGNS



1285 RICHMOND ROAD, WINTER PARK, FLORIDA 32789



Field Date: 10/15/2016	Date Completed: 10/17/16	Notes:	Surveyor's Certificate:																																																																											
Drawn By: S.P.	File Number: S-52613	<p>Survey is based upon the legal description supplied by Client.</p> <p>Adjacent Property Owners have NOT been Reviewed for GPS, Level and/or other items.</p> <p>Subject to any markings and/or markings of Record.</p> <p>Surveyed boundaries shown, if located and found upon the line described with a 1" = 30'.</p> <p>Building Footings are NOT to be used to re-establish Property Lines.</p> <p>Fence Ownership is NOT determined.</p> <p>Adjacent One-Way, and driveway Utilities and/or Posters have NOT been located UNLESS otherwise noted.</p> <p>Septic Tanks and/or Drainfield locations are approximate and MUST be verified by appropriate Utility Location Companies.</p> <p>Use of This Survey for purposes other than intended, without written verification, will not be the User's Sole Risk and without liability to the Surveyor. Noting hereon shall not be construed to give any Rights or benefits to anyone other than those Certified.</p>	<p>I hereby Certify that the Boundary Survey of the above Described Property is True and Correct to the Best of my Knowledge and Skill as a duly Licensed Surveyor under my Direction on the Date Shown, based on Information Authorized to me by the Record and Complies to the Elements of Practice for Land Surveying in the State of Florida in accordance with Chapter 45-17.002 Florida Administrative Codes, Pursuant to Section 475.027 Florida Statutes.</p>																																																																											
<p><b>Legend</b></p> <table border="0"> <tr> <td>C</td><td>Calculated</td> <td>PC</td><td>Point of Curvature</td> </tr> <tr> <td>CL</td><td>Concrete Block</td> <td>Pp</td><td>Page</td> </tr> <tr> <td>CM</td><td>Concrete Monument</td> <td>PI</td><td>Point of Intersection</td> </tr> <tr> <td>CONC.</td><td>Concrete</td> <td>P.O.B.</td><td>Point of Beginning</td> </tr> <tr> <td>D</td><td>Description</td> <td>P.O.L.</td><td>Point on Line</td> </tr> <tr> <td>DC</td><td>Concrete Encasement</td> <td>PP</td><td>Point of Reference</td> </tr> <tr> <td>EMT</td><td>Encasement</td> <td>PRM</td><td>Permanent Reference Monument</td> </tr> <tr> <td>F.E.M.A.</td><td>Federal Emergency Management Agency</td> <td>PT</td><td>Point of Tangency</td> </tr> <tr> <td>FPE</td><td>Finished Floor Elevation</td> <td>R</td><td>Radius</td> </tr> <tr> <td>Fst.</td><td>Found</td> <td>R&amp;C</td><td>Rebar &amp; Cap</td> </tr> <tr> <td>IP</td><td>Iron Pipe</td> <td>Rac.</td><td>Rebar</td> </tr> <tr> <td>L</td><td>Length (feet)</td> <td>RSA</td><td>Rebar</td> </tr> <tr> <td>M</td><td>Manhole</td> <td>R&amp;C</td><td>Rebar &amp; Cap</td> </tr> <tr> <td>N&amp;D</td><td>Nail &amp; Disk</td> <td>R&amp;C</td><td>Rebar &amp; Cap "LB 7025"</td> </tr> <tr> <td>N.R.</td><td>Non-Record</td> <td>TR</td><td>Typical</td> </tr> <tr> <td>ORB</td><td>Official Records Book</td> <td>UE</td><td>Utility Encasement</td> </tr> <tr> <td>P</td><td>Plat</td> <td>W</td><td>Water Meter</td> </tr> <tr> <td>P.B.</td><td>Plat Book</td> <td>Δ</td><td>Delta (Control Angle)</td> </tr> <tr> <td>WF</td><td>Wood Fence</td> <td>∞</td><td>Chain Link Fence</td> </tr> </table>		C	Calculated	PC	Point of Curvature	CL	Concrete Block	Pp	Page	CM	Concrete Monument	PI	Point of Intersection	CONC.	Concrete	P.O.B.	Point of Beginning	D	Description	P.O.L.	Point on Line	DC	Concrete Encasement	PP	Point of Reference	EMT	Encasement	PRM	Permanent Reference Monument	F.E.M.A.	Federal Emergency Management Agency	PT	Point of Tangency	FPE	Finished Floor Elevation	R	Radius	Fst.	Found	R&C	Rebar & Cap	IP	Iron Pipe	Rac.	Rebar	L	Length (feet)	RSA	Rebar	M	Manhole	R&C	Rebar & Cap	N&D	Nail & Disk	R&C	Rebar & Cap "LB 7025"	N.R.	Non-Record	TR	Typical	ORB	Official Records Book	UE	Utility Encasement	P	Plat	W	Water Meter	P.B.	Plat Book	Δ	Delta (Control Angle)	WF	Wood Fence	∞	Chain Link Fence	<p>Patrick K. Ireland, P.E.S. 6837, L.S. 7623</p> <p>This Survey is intended ONLY for the use of Said Certified Parties. The Survey NOT VALID UNLESS SIGNED AND EMBOSSED WITH SURVEYOR'S SEAL.</p> <p><b>Ireland &amp; Associates Surveying, Inc.</b></p> <p>1301 S. International Parkway Suite 2001 Lakeland, Florida 32746 www.IrelandSurveying.com Office-407.678.3366 Fax-407.320.6185</p>
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# SETBACK / COVERAGE WORKSHEET

For Single Family Zoning Districts (R-1A, R-1AA & R-1AAA)<sup>1</sup>

Address: 1285 Richmond Rd.

Lot width<sup>2</sup>: 51.99

Submitted by: Todd and Ashley French

Lot area<sup>3</sup>: 7568.4

	Maximum % Allowed <sup>4</sup>	Existing Area <sup>11</sup>	Additional Proposed Area <sup>11</sup>	New Total Area	Maximum Allowed Area
<b>IMPERVIOUS LOT COVERAGE</b> Include bldg footprint, driveways, sidewalks, patios, swimming pools, A/C pads, artificial turf, etc.	2 story - 50%			3268.5	3784.2
	1 story - 60%				
<b>FLOOR AREA RATIO (F.A.R.)<sup>5,6,7</sup></b> For one and two story bldgs (include 1st & 2nd floors, garages/carports, stair areas on both floors, areas on 2nd floors which are open to the 1st floor <sup>8</sup> , and accessory bldgs. EXCLUDE - pool screen enclosure areas and certain open front, side & rear porches <sup>9</sup> .	Lots < 11,600 sf: Use <u>38%</u> Base FAR or w/ increased side setbacks: <u>43%</u> Max FAR	1446	1711	3157	3259
	Lots 11,600 sf to 13,600 sf Use <u>4,500 sf</u> Base area & <u>5,200 sf</u> Maximum area				
	Lots > 13,600 sf Use <u>33%</u> Base FAR or w/ increased side setbacks: <u>38%</u> Max FAR				
<b>SCREEN POOL ENCLOSURE</b>	8% <sup>10</sup>				

	Minimum % Required	Existing Area <sup>11</sup>	Landscape Area Reduced <sup>11</sup>	New Total Area	Minimum Required Area
<b>FRONT YARD LANDSCAPE COVERAGE</b> Count all landscaped green areas - exclude hard surfaces and all driveway surfaces (pervious & impervious). <b>Front Lot Area:</b>	50%				

**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 wall 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, porte cochere 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 excludable gross floor area.
10. Any area not already used in the permitted floor area ratio (FAR) may be added to this 8% for additional screened pool enclosure area.
11. These columns only apply to existing homes.

September 7, 2019

City of Winter Park  
Historical Preservation Board  
401 South Park Ave  
Winter Park, FL 32789

Historical Preservation Board,

I am writing in regards to the property located at 1285 Richmond Road, Winter Park, FL. The property is owned by Todd and Ashley French. They are interested in adding onto the house, which would involve adding more ground floor space in the back, as well as 2<sup>nd</sup> floor space above the added-on ground floor. From my point of view, I really like this idea. The current floor space is quite small, and some additional space will make it more appealing, and more useful; that the French family include 3 children would make the extra space quite functional.

Todd and Ashley are very caring, devoted people who are wonderful neighbors. I am very confident that if approved, the construction would be tasteful, and respectful of the neighborhood. Thus, I can wholeheartedly, and without reservation, support their plan. I sincerely hope that you will agree. If I can be of any assistance in this matter, please contact me.

Respectfully,



Eb Blakely  
1295 Richmond Road  
Winter Park, FL

September 17, 2019

City of Winter Park  
Historical Preservation Board  
c/o Jeff Briggs  
401 South Park Avenue  
Winter Park, Florida 32789

Historical Preservation Board:

The property located at 1285 Richmond Road, just south of and adjacent to my property, is owned by Todd and Ashley French. Todd and Ashley are interested in undertaking a home improvement project which consists of adding on a second story to their home along with extending the space in the back of the house. Please note that regarding this second story addition, I support the variance allowing the second floor setback from our shared property line to be 11.3 feet rather than the required 12.5 feet. This addition would increase the square footage of the house and, ultimately, provide more living space for their family of five.

My husband has lived in this neighborhood for about 12 years; I, myself, have lived here for six years. In the few years that we have been neighbors with the French family, they have proved to be wonderful and considerate people. I have no doubt that in the creation of their plans, they have ensured to retain the charming and historic character of the Virginia Heights neighborhood. As an individual and as a community, it's encouraging to see neighbors who are so committed to the betterment of their home and neighborhood that they are willing to put in the time and resources required to make such improvements. I support Todd and Ashley in their endeavor and am more than happy to be of assistance in any way that I can.

Warm regards,  
Karoline Kniel Staker

1273 Richmond Road  
Winter Park, Florida 32789





City of Winter Park  
 Planning Department  
 Historic Preservation Board  
 401 Park Avenue, South  
 Winter Park, Florida 32789  
 407-599-3440

**Certificate of Review Application**  
 1285 Richmond Road Winter Park 32789

1. \_\_\_\_\_  
 Building address  
 Todd and Ashley French                      1285 Richmond Road Winter Park 32789                      (646) 732-6151

---

Owner's name(s)                      Address                      Telephone

---

Applicant's name (if different from above) Address                      Telephone

2. Please indicate the work your 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)*

We request a two-story addition to our existing one-story home. We seek to expand our 829 square foot bungalow into a family home that will include additional living space, bedrooms, and baths.

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

Other: \_\_\_ Letters of support from immediate neighbors \_\_\_\_\_

5. I, Todd French, as owner of the property described above, do hereby authorize the filing of this application on my behalf.

Todd French                      9-17-19  
 Owner's Signature                      Date

<i>Historic Preservation Commission Office Use</i>			
<i>Date received:</i> _____	<i>HPC Meeting:</i> _____	<i>Case File No</i> _____	
<i>Historic name of building (if any)</i> _____		<i>Historic district name (if any)</i> _____	
<i>Parcel Identification Number</i> _____	<i>Year built</i> _____		
<input type="checkbox"/> <i>historic landmark</i> <input type="checkbox"/> <i>historic building/structure</i>			
<input type="checkbox"/> <i>district contributing element</i> <input type="checkbox"/> <i>district non-contributing element</i>			

**Certificate of Review**  
***Supplemental Application for Variance Request***

1. Describe variance request:

The second story setback for a portion of the two-story addition is proposed at 11.3 feet, rather than the required 12.5 feet, to the property to the north at 1273 Richmond Road.

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?

Our home is a 1926 Craftsman-style bungalow. We are proposing a second story that is in keeping with the style and character of our current home and fits in with many other similarly dated homes in Virginia Heights. The original facade of the home will be maintained and important historic details will be retained, like prairie style windows and doors, and eaves bracing. We will also reclaim two windows from the rear of the house to use on the facade of the home, so all front facing windows will be original to the 1926 home.

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

The setback for the rear addition is required to be 12.5 feet, but currently stands at 11.3 feet from our northern neighbor.

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

In order to maintain the original character of the structure, we have chosen a setback that keeps the addition out of line-of-sight from the street, but also achieves the size and structure of home we need for our family.

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.*





401 South Park Avenue • Winter Park, Florida 32789

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

**Planning &  
Community  
Development**

## **Historic Preservation Board Staff Report for October 9, 2019 Meeting**

Historic Preservation Incentives: Subdivision Code amendment to allow the preservation of historic homes as an incentive for lot split variances.

### **Historic Preservation Incentives**

The City has adopted incentives to encourage owners to designate their historic structures. One important incentive is the variance authority of the Historic Preservation Board (HPB). Another incentive is the authority of HPB to allow rental status to accessory living structures (cottages or garage apts.)

The City also incentivizes waivers of fees for undergrounding of electric, reduced building permit fees, and \$25,000 matching rehab grants.

### **Proposed Subdivision Code Incentive**

The City routinely fields subdivision or lot split requests. They almost all involve the tear down of the existing home for two new homes. Often the requests include variances for lot sizes that do not meet the R-1A or R-1AA lot size standards.

In some cases there may be the opportunity to use the preservation of the existing home as an incentive to qualify for the lot size variance on the remaining land. Technically lot size variances are supposed to have "special conditions and circumstances" to qualify for such lot size variances. The proposed Subdivision Code amendment would provide that the designation and preservation of the existing home to be such a "special condition and circumstance". It would require the recommendation by HPB that the building was a worthy candidate for preservation.

Staff will discuss three cases on 1541 Westchester Avenue, 250 Glenridge Way and 1554 Harris Circle where this incentive could be utilized on properties now under consideration for lot splits.

### **Summary**

This proposed ordinance would be another incentive to encourage historic designations. The text only says that such an offer to designate "may" be considered as a "special condition and circumstance". It in no way compels the City Commission to approve the lot split.

The staff presentation at the HPB meeting will discuss these types of opportunities in more detail.

*Staff recommendation is for approval.*

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF WINTER PARK, FLORIDA AMENDING ARTICLE VI SUBDIVISION REGULATIONS OF CHAPTER 58 OF THE LAND DEVELOPMENT CODE SUBSECTION 58-376 CONCERNING SUBDIVISIONS AND LOT SPLITS; TO ALLOW CONSIDERATION OF THE DESIGNATION AND PRESERVATION OF HISTORIC HOMES AND/OR HISTORIC SPECIMEN LIVE OAK TREES AS SPECIAL CONDITIONS AND CIRCUMSTANCES FOR LOT SIZE VARIANCES SUBJECT TO THE NORMAL PUBLIC NOTICE AND PUBLIC HEARING PROCESS.**

**WHEREAS**, the City Commission of the City of Winter Park (the "City") recognizes that the preservation of historic homes and historic specimen live oak trees can be considered as special conditions and circumstances in the review of subdivision and lot split requests; and

**WHEREAS**, the City recognizes that the Planning and Zoning Board and/or the City Commission desires that such factors be allowed to be considered as trade-offs in the consideration of variances for lot sizes when reviewing subdivision; and

**WHEREAS**, the City recognizes that the Planning and Zoning Board and/or the City Commission recognizes that such factors are only one part of the consideration of variances and the offer to preserve and protect historic homes and historic specimen live oak trees and such offers do not entitle anyone to the approval of variances requested for lots sizes.

**WHEREAS**, in accordance with section 163.3174, Florida Statutes, and section 58-372 of the City Code of Ordinances, the City's local planning agency, which is the designated planning and zoning board, has reviewed and made recommendations as to the amendments set forth herein;

**NOW, THEREFORE, BE IT ENACTED BY THE CITY OF WINTER PARK, FLORIDA:**

**SECTION I: RECITALS.** The above recitals are true and correct, are adopted and incorporated herein, and constitute the legislative findings of the City Commission of the City of Winter Park.

**SECTION II:** Portions of Chapter 58, Land Development Code, Article VI, Subdivision and Lot Consolidation Regulations, are hereby amended to read as shown below, and words with single underlined type shall constitute additions to the original text and ~~strike-through~~ shall constitute deletions to the original text.

**SECTION III:** Chapter 58, Land Development Code, Article VI, Subdivision and Lot Consolidation Regulations, Section 58-376 is hereby amended to create a new paragraph in 58-376 (f) and to renumber paragraph 58-376 (f) Appeals to paragraph 58-376 (g). as shown below:

**Sec. 58-376. – Variances and appeals from subdivision regulations.**

(f) Historic homes and live oak trees. In the consideration of subdivision and lot split requests, the Planning and Zoning Board and the City Commission may consider the preservation and protection of historic homes and/or the preservation and protection of historic live oak trees as special conditions and circumstances to be determining factors related to the approval of variances for lot sizes for subdivisions or lot splits. In considering the preservation of an existing home the Historic Preservation Board shall first make a recommendation that the home is recommended for inclusion on the Winter Park Register of Historic Places and such listing and inclusion shall be required as a condition of approval for any such subdivision or lot split request. In consideration of the preservation of historic live oak trees, any such approval shall require the dedication of a tree preservation easement to the City for implementation of such an approval.

**SECTION IV: INCONSISTENCY.** If any Ordinances or parts of Ordinances are in conflict herewith, this Ordinance shall control to the extent of the conflict.

**SECTION V: SEVERABILITY.** If any section, subsection, sentence, clause, phrase, provision, or word of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then such invalidity or unconstitutionality shall not be held to invalidate or impair the validity, force, or effect of any other remaining provisions of this Ordinance.

**SECTION VI: CODIFICATION.** Sections II through VIII of this Ordinance shall be codified and made a part of the City of Winter Park Land Development Code, and the sections of this Ordinance may be renumbered or re-lettered to accomplish this intention. The word "Ordinance" may be changed to "Section," "Article," or other appropriate word. The City Clerk is given liberal authority to ensure proper codification of this Ordinance, including the right to correct scrivener's errors.

**SECTION VII:** This Ordinance shall become effective immediately following approval by the City Commission at its second reading.

**ADOPTED** at a regular meeting of the City Commission of the City of Winter Park, Florida, held in City Hall, Winter Park, on this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

**City of Winter Park**

---

Steven M. Leary, Mayor

Attest: \_\_\_\_\_  
City Clerk

Google Maps ~~1407 Pelham Rd~~ 1541 Westchester



Winter Park, Florida

Image capture: May 2018 © 2019 Google

Google

Street View - May 2018

Google Maps <sup>1541</sup>  
~~1498~~ Westchester Ave

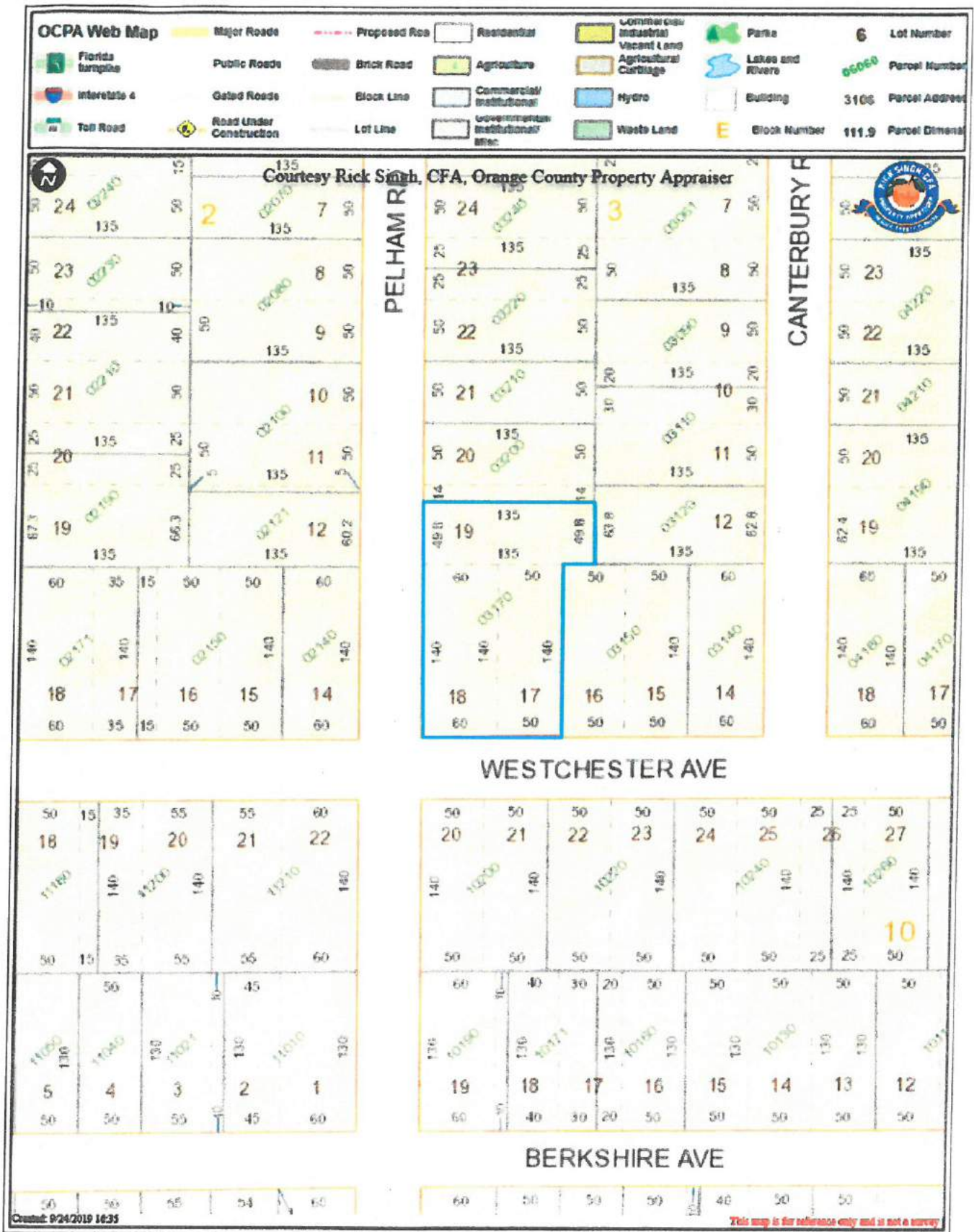


Winter Park, Florida

Image capture: May 2018 © 2019 Google

Google

Street View - May 2018



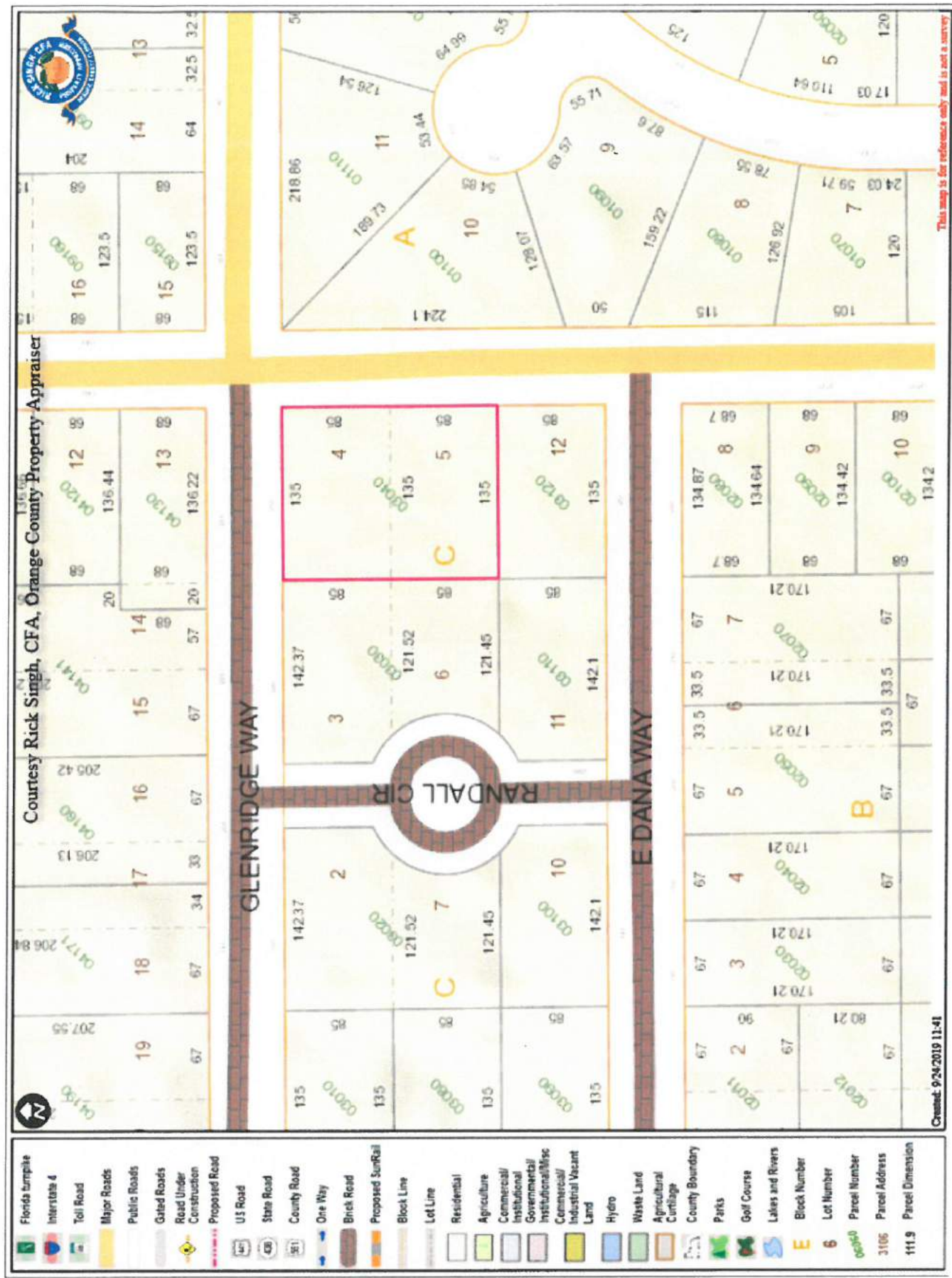


# Parcel Photos - 250 Glenridge Way



302207125203040 02/14/2007







# Boundary Survey

## Legal Description:

Lots 4 and 5, Block C, CHARMONT, according to the Plat thereof as recorded in Plat Book L, Page(s) 92-93, Public Records of Orange County, Florida.

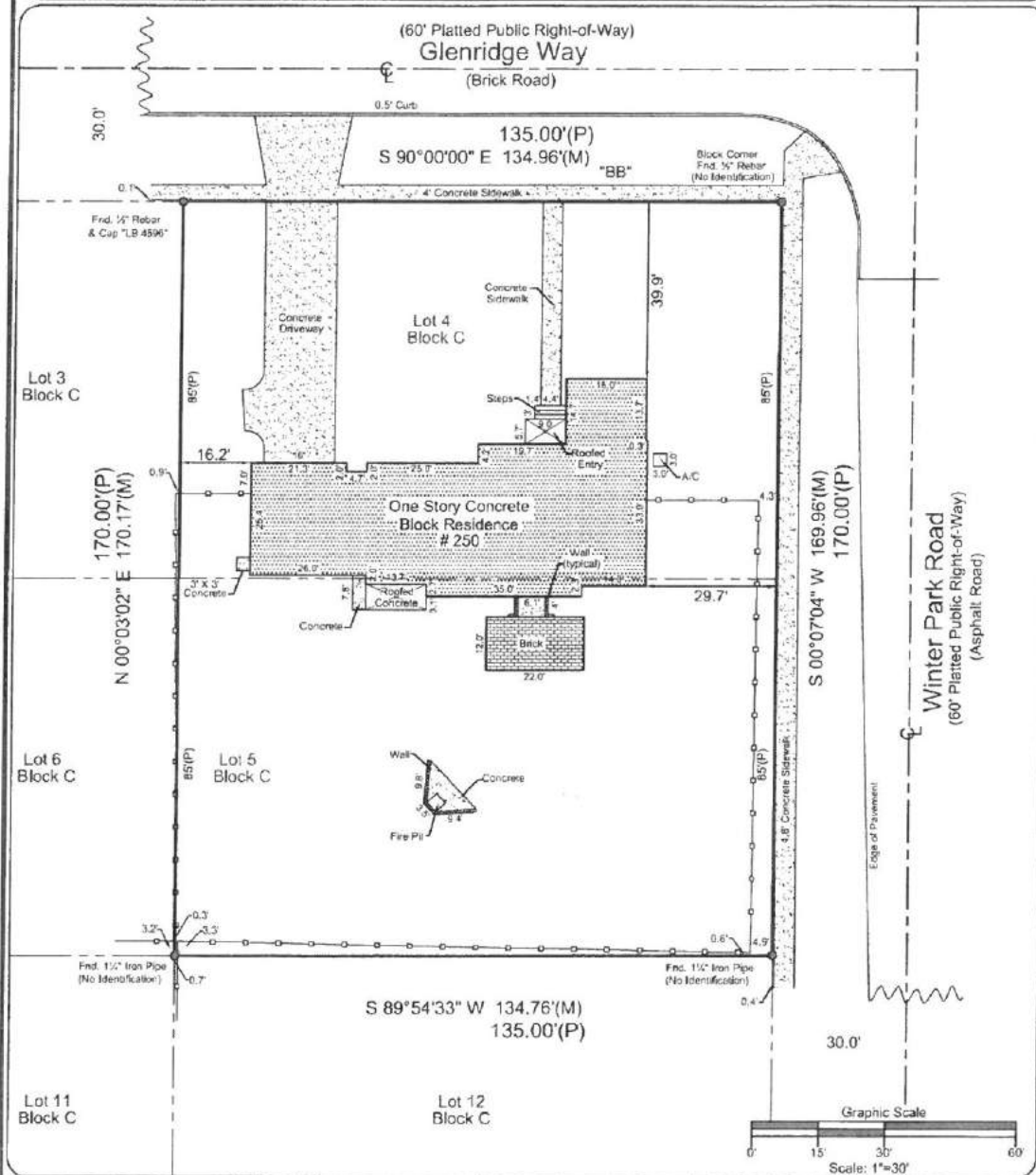
# 250 Glenridge Way



Flood Zone: X Panel: 0255 F  
Community Number: 12095C Date: 9/25/2009

CERTIFIED TO:  
Aaron Matthew and Shannon L. Mellick  
Wharton Law Group, P.A.

U S Bank National Association  
Old Republic National Title Insurance Company



Field Date: 07-27-15 Date Completed: 07-28-15  
Drawn By: SP File Number: IS-22943

Legend:	
C	- Calculated
CB	- Concrete Block
CM	- Concrete Monument
Conc.	- Concrete
D	- Driveway
DE	- Drainage Easement
ESMIL	- Easement
F.E.M.A.	- Federal Emergency Management Agency
FFE	- Finished Floor Elevation
Fnd.	- Found
IP	- Iron Pipe
L	- Length (Ac)
M	- Masonry
N&D	- Nail & Disk
N.R.	- Non-Racial
ORB	- Official Records Book
P	- Plat
P.B.	- Plat Book
W	- Wood Fence
PC	- Point of Curvature
Pp	- Page
PI	- Point of Intersection
P.O.B.	- Point of Beginning
P.O.I.	- Point on Line
PP	- Power Pole
PRM	- Permanent Reference Monument
PT	- Point of Tangency
R	- Radius
Rad.	- Radial
R&C	- Rebar & Cap
Rec	- Recovered
Rf	- Roofed
Sp	- Set 1/2" Rebar & Cap "LB 7623"
Typ	- Typical
UE	- Utility Easement
WM	- Water Meter
Δ	- Delta (Central Angle)
-O-	- Chain Link Fence

**Notes:**  
 - Survey is Based upon the Legal Description Supplied by Client.  
 - Abutting Properties Deeds have NOT been Researched for Gaps, Overlaps and/or Hitches.  
 - Subject to any Easements and/or Restrictions of Record.  
 - Bearing Basis shown hereon, is Assumed and Based upon the Line Denoted with a "BB".  
 - Building Ties are NOT to be used to reconstruct Property Lines.  
 - Fence Ownership is NOT determined.  
 - Roof Overhangs, Underground Utilities and/or Posters have NOT been located UNLESS otherwise noted.  
 - Septic Tanks and/or Drainfield localities are approximate and MUST be verified by appropriate Utility Locator Companies.  
 - Use of This Survey for Purposes other than Intended, Without Written Verification, Will be at the User's Sole Risk and Without Liability to the Surveyor. Nothing Hereon shall be Construed to give ANY Rights or Benefits to Anyone Other than those Certified.  
 - Flood Zone Determination Shown Herein is Given as a Courtesy, and is Subject to Final Approval by F.E.M.A.. This Determination may be affected by Flood Factors and/or other information NEITHER known by NOR given to this Surveying Company at the time of this Endeavor. Ireland & Associates Surveying, Inc. and the signing surveyor assume NO Liability for the Accuracy of this Determination.

I hereby Certify that this Boundary Survey of the above Described Property is True and Correct to the Best of my Knowledge and Belief as recently Surveyed under my Direction on the Date Shown. Based on Information furnished to Me as Noted and Conforms to the Standards of Practice for Land Surveying in the State of Florida in accordance with Chapter 55-17.052 Florida Administrative Code, Pursuant to Section 475.027 Florida Statutes.

*Patrick K. Ireland*  
 Patrick K. Ireland, P.S.M. 6563, L.B. 7623  
 This Survey is intended ONLY for the use of Said Certified Parties. The Survey NOT VALID UNLESS SIGNED AND EMBOSSED WITH SURVEYOR'S SEAL.

**Ireland & Associates Surveying, Inc.**  
 1301 S. International Parkway Suite 2001  
 Lake Mary, Florida 32746  
 www.irelandsurveying.com  
 Office-407.678.3366 Fax-407.320.8165

1554

Google Maps ~~1571~~ Harris Cir 1554



Image capture: May 2018 © 2019 Google

Winter Park, Florida

Google

Street View - May 2018

1554

Google Maps

1554

1552 Harris Cir



Image capture: May 2018 © 2019 Google

Winter Park, Florida

Google

Street View - May 2018



