



**CITY OF WINTER PARK
HISTORIC PRESERVATION BOARD**

9:00 a.m.
March 9, 2016
Commission Chambers
401 Park Avenue South

MINUTES

1. Call to order. The meeting was called to order at 9:10 a.m.

Present: Present: Chairman Bill Segal, Vice-Chair Phil Wood, Rebecca Talbert, Genean McKinnon, Candace Chemtob. Absent: Laura Armstrong, Phil Kean and Louise Sprimont. Staff: Planning and Community Development Director Dori Stone, Senior Planner Lindsey Hayes and Recording Secretary Lisa Smith.

2. Approval of Minutes: January 13, and February 10, 2016

Motion made by Rebecca Talbert, seconded by Candace Chemtob to approve the January 13, and February 10, 2016, meeting minutes. Motion carried unanimously.

Public Comments on any item not appearing under action:

No one wished to speak. Public comment closed.

3. Action Items.

- 1) HDA 16-004 Request by South Penn Ave LLC to designate their building at 222 Osceola Court, Winter Park, Florida as a historic resource on the Winter Park Register of Historic Places. Zoned R-1AA. Parcel ID. #08-22-30-6456-02-060.
- 2) COR 16-003 Request by South Penn Ave LLC for a Certificate of Review to demolish the existing carport, add a single story garage, add a second story office to the existing guesthouse, and add a second floor sleeping porch and deck to the main house. Variances are requested to maintain the existing 2.3 foot side and 3.1 foot rear setbacks for the second floor office addition, and to allow an additional 265 square feet of floor area ratio. Zoned R-1AA. Parcel ID. #08-22-30-6456-02-060.

Senior Planner Lindsey Hayes announced that the applicants have requested to table their requests until a full board is present. She explained to the members of the audience that the soonest the Board will hear these items would be the April 13th public hearing. She added that new notices will be mailed out and the property will be re-posted.

- 1) Staff updates.

Ms. Hayes noted that the designations for the Constance Canright residence at 1574 Sunset Drive and the Skolfield Properties building at 118 West Comstock Avenue were approved by the City Commission at the March 7th meeting.

She explained that the next step for the Board is to work with staff in establishing standard operating procedures for the ordinance. She noted that the procedures will govern what staff can approve administratively, and will also set in place how future district voting is managed. Planning and Community Development Director Dori Stone also requested that the Board consider appointing a volunteer liaison to work directly with staff in drafting these policies. Consensus of the Board was to take action on this issue when a full board was present. Mrs. Stone noted that Historic Preservation Awards will come back to the Board at the April meeting and that marketing and outreach are on the to-do list and will be discussed after the standard operating procedures are drafted, approved and in place.

4. New Business. There were no items of new business.

5. Adjournment. There was no further business. The meeting adjourned at 11:30 a.m.

Respectfully submitted,

Lisa M. Smith,
Recording Secretary