



**CITY OF WINTER PARK  
HISTORIC PRESERVATION BOARD**

9:00 a.m.  
December 13, 2017  
Commission Chambers  
401 Park Avenue South

**MEETING MINUTES**

1. Call to order. The meeting was called to order at 9:02 a.m.

Present: Chairman Bill Segal, Bob Schwetje, Phil Wood, John Skolfield and Ed Sabori. Absent: Jason Taft, Laura Armstrong 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 Bob Schwetje, seconded by John Skolfield to approve the November 8, 2017 meeting minutes. Motion carried unanimously with a 5-0 vote.**

There were no public comments on any item not appearing under action.

2. Action Items

a) HDA 17-002 Partin Family Cemetery, 2500 Modac Trail, Winter Park, FL

Brooks Weiss presented the Staff report. He explained that the property on Modac Trail in Winter Park is a 0.54 acre parcel that was part of a much larger land holding by Hugh G. Partin when it was granted to him on April 9, 1878. It was recorded in 1879. The half-acre cemetery, just north of Howell Creek, is the last of the old homestead still owned by heirs of Hugh and Nancy Partin. He noted that the 0.54 acre site is vacant, except for the head stone monuments that rise above the grass and under the several trees on-site. It sits within an established neighborhood known as *The Hills of Winter Park*. The site is surrounded by a chain-link fence and has a double gate on to Modac Trail. There is no parking on-site, only on-street parking on Modac Trail. Lastly, Mr. Weiss stated that The Partin Family Cemetery at 2500 Modac Trail is significant for its association with the history of Central Florida and the early period of development of Winter Park. It is an uncommon example of all four criteria for historic designation in Winter Park, and perhaps nationally as well. Specifically, it may be the only Family Cemetery known to be located within Winter Park.

**Staff Recommendation is for approval for listing as a historic resource on the Winter Park Register of Historic Places.**

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.

**Motion made by Phil Wood, seconded by John Skolfield to approve HDA 17-002 Request by the Partin Family Trust (c/o Diane Niedermann), 1751 Chippewa Trail, Maitland, Florida 32751, to designate their family cemetery at 2500 Modac Trail, Winter Park, Florida as a historic resource on the Winter Park Register of Historic Places. In addition the Board requests that Staff investigate and add the property to the National Historic Preservation Registry.**

**Motion carried unanimously with a 5-0 vote**

- b) COR 17-001 Request by Restore Winter Park, LLC for approval of Scope of Work and Engineering Drawings to execute a Certificate of Review for restoration of the Front Porch, residing of exterior and complete freshening of interior of Existing House at 654 West Lyman Avenue, Winter Park. The existing main house to stay intact as it now exists on the property.

Mr. Skolfield recused himself from this item.

Mr. Weiss gave the update. He explained that Mr. Skolfield is submitting the drawing for the 654 West Lyman COR which was approved at the November 8, 2018 HPB meeting. He explained that as a requirement of the COR, the drawings must be reviewed and approved by the Board prior to any work beginning on the property.

The Board reviewed the drawings which showed the improvements for the interior and exterior of the home. Mr. Skolfield answered questions from the Board.

**Motion made by Bob Schwetje, seconded by Ed Sabori for approval of Scope of Work and Engineering Drawings to execute a Certificate of Review for restoration of the Front Porch, residing of exterior and complete freshening of interior of Existing House at 654 West Lyman Avenue, Winter Park. The existing main house to stay intact as it now exists on the property.**

**Motion carried unanimously with a 4-0 vote**

### 3. Non-Action

- a) Presentation - Dru Dennison, Manager, City of Winter Park Urban Forestry

Ms. Dennison gave the Board a brief review of City street trees. She informed the Board that as of December 2017, there are 22,978 street trees in the City of Winter Park, of which 7,155 are live oaks and 3,836 are laurel oak. She explained that back in 2012 the numbers were opposite with the City having more laurel oak trees and less live oak and the laurel oaks at the time were over mature and at the end of their life span and because of that, a number of trees have had to be removed of the past few years. Ms. Dennison explained to the Board how Urban Forestry decides which trees are planted in certain locations. She gave background on the difference between shade trees, medium trees and under story trees that are good for Central Florida. She noted that CoWP Urban Forestry planted 600 city trees in 2016 and 593 city trees in 2017, with the intention to plant another 600 city trees in 2018. She stated that at least fifty to seventy-five percent of all trees planted were live oak. Ms. Dennison provided information on how the City deals with insect and disease infestation prevention and how soil differences determine what trees are planted in Central Florida. She answered questions from the Board regarding planting on City property versus private property, planting to replace after hurricanes and blight prevention and lifespan of laurel oaks.

b) Drew Henner- a presentation on his experience has be in Newport RI and Rollins College

Mr. Henner gave a presentation giving the Board insight to his interest in Historic Preservation which originated while taking an environmental studies course at Rollins College. The course taught him about city planning and development as well as the remodeling of Winter Park. He explained that he is currently a realtor in Winter Park and his most relevant experience has been during his time interning with the Preservation Society of Newport County in Rhode Island. He showed the Board some of the historic properties he learned about during his time in Rhode Island and expressed his interest in the preservation of historic properties in Winter Park. The Board thanked Mr. Henner for his presentation and interest in the historic preservation of Winter Park.

c) Review of Staff Administration of HPB Incentives

Planning and Community Development Director, Dori Stone, discussed the implementation of Historic Preservation Board incentives. She explained that currently there are a number inventive packages available including: Housing Rehab Incentive up to \$25,000, the Undergrounding Incentive package, as well as the National Register funding program. Mrs. Stone mentioned that at the November 8 meeting, the Board unanimously voted to have the Restoration Grant Programs come back to the Board for approval. Mrs. Stone and the Board discussed how the process would work for approvals going forward. Discussion ensued.

**Motion/suggestion by Board Member, Phil Wood, to have staff research Code of Ethics for the Historic Preservation Board and other City Boards.**

d) Letter of Invitation for Historic Designation for Jim and Lisa Knight, 1700 Alabama Drive, Winter Park, FL

Mr. Weiss informed the Board that a letter of invitation to designate their home was sent to Jim and Lisa King at 1700 Alabama Drive, Winter Park, FL. Mr. Weiss will update the Board as more information comes available.

#### 4. Adjournment

There was no further business. The meeting adjourned at 10:59 a.m.

The next Historic Preservation Board meeting will be held Wednesday, January 10, 2018 at 9:00 a.m.

Respectfully submitted,  
Kim Breland  
Recording Secretary