OPENING SESSION

- Jeffery Thompson, Chairperson, called the meeting to order at 4:00 p.m.
- Determination of a quorum. Pledge of Allegiance. Introduction of Board Members and staff.

CONSIDERATION OF THE DECEMBER 2, 2015 MINUTES

Alyssa Benitez MOVED to approve the Minutes of the December 2, 2015 meeting. Mackenzie Carolan SECONDED the motion, which was voted upon and PASSED by unanimous voice vote (8-0).

REGULAR AGENDA

1. Case No.: HPB2015-00231, 203 E. Amelia Street

   Applicant: David Runnels, 233 W. Park Avenue, Winter Park, FL 32789
   Owner: Mitka Natchkova, 203 E. Amelia Street, Orlando, FL 32801
   District: Lake Eola Heights Historic District (Commission District 4)

   The applicant is requesting a Major Certificate of Appropriateness to demolish the existing wood one story garage building and construct a two story garage apartment containing a total of two living units behind the existing house; and to make alterations and additions to the rear of the existing house.

   Recommended Action: Approval of the request subject to staff conditions of approval as follows:

   1. All changes to this proposal shall be reviewed and approved by HPB Minor Review Committee prior to permitting.
   2. All roofing and building materials and foundation details shall match the main house and share similar proportions and details.
   3. Carriage house to have siding on all facades to match main house.
   4. Waive the 180 day waiting period for demolition of the garage. (However, per Section 65.732, the applicant must receive a building permit for the new development prior to receiving a demolition permit.)
   5. New windows in the addition to the main house shall match the existing in style, trim, material, installation and pattern.
   6. Windows in the proposed carriage house shall be similar to the main house in style, trim, installation depth and pattern.

Revised 1/8/2016
Richard Forbes, Historic Preservation Officer, presented the case with a PowerPoint presentation that included site photos, the existing survey, proposed survey, proposed elevations and floor plans, and the Sanborn map that shows pre-1950s non-original additions. The applicant met with the Design Review Committee twice to review proposed concepts and plans. This proposal does not alter the front façade of the historic structure and will convert it from a duplex to a single family residence. The additions to the rear and east side of the existing house will be in the same style as the main house and will use the same materials. The plan also requests to demolish the existing one story garage building and construct a two story garage apartment consisting a total of two living units. This is a rare large lot in the Lake Eola Heights District, comprised of 15000 square feet in the R-28 zoning which could allow for 5 units. However, multi-family requirements require that the lot would have to be 90 feet wide for 4 units. The 75 foot wide lot allows for 3 units, which is what is being proposed. Mr. Forbes reviewed the recommendations of the Design Review Committee and stated that this proposal incorporates those recommendations including a four-bay garage with a central entrance to the apartment, overhangs, and is diminutive to the existing historic structure.

Sean Lackey inquired about the contrast of the low horizontal design of the carriage house verses the straight vertical orientation of the main house. Mr. Forbes explained that historically, the carriage house would be diminutive to the main house and this proposal is similar to that historic pattern. Carriage houses were often more horizontal than the main house to fit automobiles. The proposed carriage house will also be pushed back on the property and will be minimally visible from the street. Trees also run down the length of the property on both the East and West sides.

David Runnels, 233 W. Park Avenue, Winter Park, FL 32789, spoke as the applicant and architect. He stated that this was a compatible design with the DRC recommendations.

Jeff Thompson, spoke on behalf of the DRC and stated that the design has come a long way since the first proposal and appreciates the scaled down proposal and incorporating the DRC suggestions.

**Dena Wild moved to APPROVE the Request, Michael Arrington SECONDED the Motion. The Motion was voted upon and PASSED by a Unanimous Voice Vote (8-0).**

2. **Case No.: HPB2015-00232, 201 N. Mills Avenue**

   **Applicant:** Dyna Stephens, 201 N. Mills Avenue, Orlando, FL 32801  
   **Owner:** Nelson Clark Stephens, 201 N. Mills Avenue, Orlando, FL 32801  
   **District:** Lake Lawsona Historic District (Commission District 4)

The applicant is requesting a Major Certificate of Appropriateness to construct a 1 1/2 story, 929 square foot addition to the north side of the structure for a total of 2169 square feet of living space.

**Recommended Action: Approval of the request subject to staff conditions of approval as follows:**

1. All changes to this proposal shall be reviewed and approved by HPB Minor Review Committee prior to permitting.
2. Front facing windows in the addition shall be wood, double hung windows to match existing.
3. Siding material on the addition shall match the siding on the house.
4. Foundation materials and details on the proposed addition shall be similar to the main house.

Richard Forbes, Historic Preservation Officer, introduced the proposal with a PowerPoint presentation with images of site maps, a Sanborn map image, site photos, the existing survey, and the proposed floor plans, elevations, and site plans. The owner met with the Design Review Committee in 2015 and the project has been scaled down as recommended by the DRC. The site will have a total of 8553 gross square feet once completed and will be larger than many of the other properties in the area.

The Board discussed the roof plan and shed dormers. Shed dormers are typical for 1½ story Bungalows. Jeff Thompson asked if the dotted lines on either side of the windows are for shutters. Mr. Forbes stated that shutters are not being proposed. The current shutters are not original to the house. Lucie Ghito asked if the transitioning from one story to a 1½ story is common and how it is treated; Mr. Forbes stated that it is not typical however he has worked with the applicant to reduce the proposal.

Heather Younggren, 122 N. Thornton Avenue, Orlando, FL 32801, spoke as a neighbor in support of the project.

Gabriel Schröder, 203 N. Mills Avenue, Orlando, FL 32801, spoke as a neighbor in support of the project.
Dyna Stephens, 201 N. Mills Avenue, Orlando, FL 32801, spoke as the applicant. She entered into the record a petition of support with 45 signatures. She has worked with the DRC and is staying within their recommendations. She stated because Mills Avenue is a one-way street heading north and the addition is on the north side of the property, the visual impact of the addition will be minimal. She also stated the large tree on the property will also diminish the impact of the addition.

Sean Lackey spoke on behalf of the DRC and stated that the proposal is consistent with the DRC recommendations. Dena Wild suggested working with an arborist to ensure the tree is protected during construction.

**Deni Wild moved to APPROVE the request subject to Staff Conditions, Alyssa Benitez SECONDED the Motion. The Motion was voted upon and PASSED by a Unanimous Voice Vote (8-0).**

3. Case No.: HPB2015-00233, 190 S. Orange Avenue

| Applicant: | Wes Featherston, 1800 N. Orange Avenue, Orlando, FL 32804 |
| Owner: | Nunziata Holdings, LLC, 36 E. Pine Street, Floor 2, Orlando, FL 32801 |
| District: | Downtown Historic District (Commission District 5) |

The applicant is requesting a Major Certificate of Appropriateness to add a new vertical blade sign at the corner of the building, modifying the previously approved sign; add three (3) bracketed canopies; add signage to proposed canopies; add blade signage along façades; add retail tenant signage over Orange Avenue entrance.

**Recommended Action:** Approval of the request subject to staff conditions of approval as follows:

1. All changes to this proposal shall be reviewed and approved by HPB Minor Review Committee prior to permitting.
2. A structural assessment of how the proposed sign and proposed canopies will affect the structure and specifically the decorative terra cotta units shall be provided and if it is shown that harm will be done to the building or terra cotta then that work shall not be attempted.
3. All sign and canopy materials and colors shall undergo additional minor review for compatibility.
4. New Tenant signage and heritage images shall require additional Minor Review.
5. Blade sign material shall be durable and not fabric.
6. Windows on the ground floor may not be blocked by shelving units and must be left clear of obstructions.
7. Recommend reducing the overall height of the corner sign so that the upper round portion is located similarly to the historic sign.

Richard Forbes, Historic Preservation Officer, introduced the case with a PowerPoint presentation consisting of site photos, Sanborn map image, and the proposed sign plan. Mr. Forbes also provided historic images of the building showing past signage, including the original large blade sign in the same general location as proposed. Mr. Forbes showed pictures of stains and other markings on the building to show where past signs and canopies were located. Signage and other changes came before the Board in February 2015 and this proposal is to alter the previously approved blade sign. The allowable signage for this building is 245 sq. ft. where 267 sq. ft. is proposed. The applicant should reduce the proposal or apply for a variance. Mr. Forbes reviewed Staff Conditions which includes a recommendation to reduce the overall height of the corner sign.

Wes Featherston, 3024 Northwood Blvd, Winter Park, FL 32789, spoke as the applicant. He revealed that the new anchor tenant will be Walgreens and that there was a Walgreens on Orange Avenue in the past. The Walgreens Company is sensitive to historic preservation and has occupied other historic buildings, including a historic bank building in Chicago. The Board asked to clarify which of the blade signs are being proposed as the packet shows multiple images. Mr. Featherston stated that the image with the small diagonal banner is the proposed blade sign. Historically, Walgreens has never printed its name vertically in a logo and this would be contrary to their typical branding. They are also choosing the smaller text to allow for sub-tenant signage in the future. They may also incorporate LED bulb lights to mimic the marquee bulbs that bordered the historic sign. He stated that they have experience recreating historic signs and showed a picture of the Cameo Theatre in Orlando that they recently completed. Mr. Featherston stated that no fabric material is proposed. Mr. Featherston asked about the condition to disallow shelving units blocking the windows on the ground floor. Mr. Forbes stated that that condition is a requirement of the Land Development Code's transparency requirements and that the current drawn shades are allowed as they can be seen out of and can be raised. Dena Wild stated that transparency is also a safety feature outlined in the guidelines of "Crime Prevention through Environmental Building Design". Mr. Featherston agreed to reduce the blade sign as suggested to adhere to the sign code.
The Board discussed the project. Jeffery Thompson suggested making Condition 7 a requirement.

**Michael Arrington moved to APPROVE the request subject to Staff Conditions with an Amendment to Condition 7. Require reducing the overall height of the corner sign so that the upper round portion is located similarly to the historic sign. Alyssa Benitez SECONDED the Motion.**

Sean Lackey stated that the blade sign might be too large and that there are too many variables to make a firm approval. Jeffery Thompson agreed that there are variables, however the dimensions can be reviewed by the Minor Review Committee and be guided by the Code requirements.

The Motion was voted upon and PASSED by a Voice Vote (7-1; Sean Lackey Opposed).

**OTHER BUSINESS**

- General Appearances: There were no general appearances.
- Mr. Forbes reminded the HPB about the City’s paperless initiative. Beginning in February, the Board will no longer receive a packet in the mail, however Staff will continue to send Staff Reports and the Agenda during a transition period. The Board should begin bringing a personal device to view plans.
- Mr. Forbes reviewed the Minor Reviews issued for the month of December.
- Chairman, Jeffery Thompson, informed the HPB that Catherine Price has resigned.

**ADJOURNMENT**

Jeffery Thompson, Chairperson, adjourned the meeting at 5:35 p.m.

**STAFF PRESENT**

David Bass, Assistant City Attorney  
Heather Bonds, Recording Secretary  
Jason Burton, City Planning  
Richard Forbes, Historic Preservation Officer

Richard Forbes, Historic Preservation Officer  
Heather M. Bonds, Recording Secretary