WELCOME!
We are glad you have joined us for today’s meeting. The Historic Preservation Board (HPB) is an advisory board to City Council composed of citizen members who voluntarily and without compensation devote their time and talents to historic preservation issues in the community. All HPB recommendations are subject to final action by City Council. Issuance of Certificates of Appropriateness are subject to approval of all appropriate City Bureaus. The Minutes of today’s meeting are tentatively scheduled to be presented at the City Council meeting on Monday, August 20, 2018, for approval of recommended actions. Any person desiring to appeal a recommended action of the Board should observe the notice regarding appeals below.

CAUTION: Untimely filing by any appellant shall result in an automatic denial of the appeal.

GENERAL RULES OF ORDER
In accordance with Section 286.0114, Florida Statutes, any member of the public can be heard on any matter before the board today. If the item is listed on the consent agenda, you may ask that the item be pulled and placed on the regular agenda. You may then speak on that item when discussed on the regular agenda.

The Board is pleased to hear all non-repetitive comments. However, since a general time limit of five (5) minutes is allotted to the proponents/opponents of an issue, large groups are asked to name a spokesperson. If you wish to appear before the Board, please fill out an Appearance Request/Lobbyist Registration Form and give it to the Recording Secretary. When you are recognized by the Chairperson, state your name and address and speak directly into the microphone. ROBERTS RULES OF ORDER govern the conduct of the meeting. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Historic Preservation Officer at 407.246.3350 at least 24 hours in advance of the meeting.

APPEALS
Requests for approval of Certificates of Appropriateness are quasi-judicial matters (implementing actions) and hearings are to be conducted subject to the Florida Supreme Court ruling in Board of County Commissioners of Brevard County v. Snyder. The Board’s decision must be supported by “competent substantial evidence.” Persons dissatisfied with a board recommendation in such matters may be entitled to a de novo (new) hearing before an independent Hearing Officer in accordance with the provisions of Chapter 2, Article XXXII, of the City Code. A request for a new hearing (appeal) must be filed with the Historic Preservation Board Recording Secretary by 5:00 p.m., Wednesday, August 8, 2018. There is a $250 fee for this appeal. The HPB Recording Secretary is located in the City Planning Division on the 6th floor of City Hall.

Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is made.

Thank you for participating in your government and making Orlando truly “The City Beautiful.”
OPENING SESSION
- Determination of Quorum
- Pledge of Allegiance
- Introduction of Board Members and Staff
- Consideration of the June 6, 2018 Minutes
- In accordance with Section 286.0114, Florida Statutes, any member of the public can be heard on any matter before the board today. If the item is listed on the consent agenda, you may ask that the item be pulled and placed on the regular agenda. You may then speak on that item when discussed on the regular agenda. Please fill out a speaker request form and hand it to the Board secretary.

CONSENT AGENDA

1. **Case No.: HPB2018-10149, 1917 E Jefferson St.**
   
   Applicant: Jeffery Smith, 1917 E. Jefferson St., Orlando, FL 32803
   Owner: Debra Lee Smith, Trustee, 1917 E Jefferson St, Orlando, FL 32803
   District: Lake Laswona Historic District (Commission District 4)
   
   The applicant is requesting a Major Certificate of Appropriateness to construct a 8’ deep x 22’ wide porch, reroof entire house and replace concrete drives and walks with pavers.

   **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. Major modifications may require additional HPB approvals.
   2. HPB approval does not grant permission to commence construction activity. All necessary permits must be obtained prior to commencement of construction activity.
   3. All siding and roof materials shall be similar to the existing materials.
   4. All materials and details to match the existing house.
   5. Proposed eave and gable details shall be consistent with the existing eave and gable details.

2. **Case No.: HPB2018-10153, 812 E Livingston St.**
   
   Applicant/Owner: Douglas Guy, 812 E Livingston St., Orlando, FL 32803
   District: Lake Eola Heights Historic District (Commission District 4)
   
   The applicant is requesting a Major Certificate of Appropriateness to demolish the existing garage and construct a new 2 story garage with apartment above using similar design and materials to match the existing house. A variance of 10 feet is being requested to allow the garage to be 5 feet from rear property line where 15 feet is required by code.

   **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. Major modifications may require additional HPB approvals.
   2. HPB approval does not grant permission to commence construction activity. All necessary permits must be obtained prior to commencement of construction activity.
   3. HPB Construction Observation. Prior to the commencement of vertical construction the general contractor, developer and architect must schedule a coordination meeting with HPB Staff to review the HPB conditions of approval and the HPB review process for any proposed changes that may occur during construction. The general contractor must schedule periodic meetings with the HPB staff as needed to update staff on the project progress and potential issues complying with the HPB conditions of approval.
4. Window trim shall be similar to the existing historic windows on the main house.
5. All windows shall simulate historic wood, double hung, windows and shall have mullions between ganged windows of 8 inches to be similar to historic paired windows.
6. Windows shall be inset to be similar to the main house and be consistent on both first and second floors.
7. Waive the required 180 day waiting period for demolition however, the demolition permit may not be issued until the permit for new construction has been issued per Section 62.709.
8. Proposed eave and gable details shall be consistent with the existing eave and gable details of the main house.
9. Proposed brick style, color and mortar joints shall be similar to the main house.

3. Case No.: [HPB2018-10157, 114 S. Lawsona Blvd.]

Applicant: Richard Stubbs, 160 Ibis Rd, Longwood, FL 32779
Owner: Debra Comer and Ivy Gilbert, 114 S Lawsona Blvd, Orlando, FL 32801
District: Lake Lawsona Historic District (Commission District 4)

The applicant is requesting a Major Certificate of Appropriateness to demolish the existing one story garage and construct a new two story garage with apartment above using similar design and materials to match the existing house. A variance of 10 feet is being requested to locate the garage 5 feet from the rear property line where 15 feet is required by code.

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. Major modifications may require additional HPB approvals.
2. HPB approval does not grant permission to commence construction activity. All necessary permits must be obtained prior to commencement of construction activity.
3. HPB Construction Observation. Prior to the commencement of vertical construction the general contractor, developer and architect must schedule a coordination meeting with HPB Staff to review the HPB conditions of approval and the HPB review process for any proposed changes that may occur during construction. The general contractor must schedule periodic meetings with the HPB staff as needed to update staff on the project progress and potential issues complying with the HPB conditions of approval.
4. All materials and details to match the existing main house.
5. Waive the required 180 day waiting period for demolition however, the demolition permit may not be issued until the permit for new construction has been issued per Section 62.709.
6. All windows shall have dimensional exterior and interior muntins to simulate historic wood, double hung, divided light windows and shall have mullions between the ganged windows the same width as the main house.
7. Windows shall be inset to be similar to historic wood windows in the main house and be consistent on both first and second floors.
8. Window trim details shall be similar to the main house.
9. Final garage door selection will require Minor Review Committee approval.
10. Approval of the variance of 10 feet so that the garage is located 5 feet from the rear property line.
11. Shift the building over one foot or switch the location of the stair to the other side of the proposed garage so that the stairs do not encroach into the required side yard setback.

REGULAR AGENDA

4. Case No.: [HPB2018-10171, 1004 E Central Blvd.]

Applicant/Owner: Kathleen Lawsona, 1004 E Central Blvd, Orlando, FL 32801
District: Lake Lawsona Historic District (Commission District 4)
The applicant is requesting a Major Certificate of Appropriateness to demolish the noncontributing house and construct a new 2 story house with 2317 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. The east elevation shall have additional fenestration in each room to be similar to historic houses in the district.
3. Roof material shall be an appropriate tile with roof eave details consistent with the Mediterranean Revival Style.
4. Roof tile, railing and stucco texture shall require additional Minor Review.
5. Waive the required 180 day waiting period for demolition however, the demolition permit may not be issued until the permit for new construction has been issued per Section 62.709.
6. All visible windows shall have dimensional exterior and interior muntins to simulate historic wood, divided light windows and shall have Mullions between ganged windows of 8 inches to be similar to historic paired double hung windows.
7. All visible windows shall be inset to be similar to historic wood windows in historic houses in the district and be consistent on both first and second floors.

5. **Case No.:** HPB2018-10175, 116 James Ave.

Applicant: Rafael Damas, 473 Citrus Lane, Maitland, FL 32751  
Owner: Georgina and Pablo Roman, 116 James Avenue, Orlando, FL 32801  
District: Lake Lawsona Historic District (Commission District 4)

The applicant is requesting a Major Certificate of Appropriateness to construct a new 2 story garage with apartment above using similar design and materials to match the existing house. A variance of 10 feet is being requested to allow the garage to be 5 feet from rear property line where 15 feet is required by code.

**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. Major modifications may require additional HPB approvals.
2. HPB approval does not grant permission to commence construction activity. All necessary permits must be obtained prior to commencement of construction activity.
3. HPB Construction Observation. Prior to the commencement of vertical construction the general contractor, developer and architect must schedule a coordination meeting with HPB Staff to review the HPB conditions of approval and the HPB review process for any proposed changes that may occur during construction. The general contractor must schedule periodic meetings with the HPB staff as needed to update staff on the project progress and potential issues complying with the HPB conditions of approval.
4. All roof materials and eave details shall be similar to the existing house.
5. All siding materials and details to match the existing house.
6. All windows shall simulate historic wood, double hung, windows and shall have Mullions between ganged windows of 8 inches to be similar to historic paired windows.
7. Windows shall be inset to be similar to historic wood windows in the main house and be consistent on both first and second floors.
8. Window trim details shall be similar to the main house.
9. Garage shall have a carriage house style door to be compatible with the historic Bungalow.
10. Final design and details shall require additional review by the Minor Review Committee.
6. **Case No.:** HPB2018-10179, 638 E. Livingston St.

Applicant/Owner: James Murdaugh, 100 S Eola Dr., Unit 1413, Orlando, FL 32801  
District: Lake Eola Heights Historic District (Commission District 4)

The applicant is requesting a Major Certificate of Appropriateness to build a new 2517 square foot, 2 story house with 792 square foot detached garage apartment on the east lot (lot 3).

**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. Major modifications may require additional HPB approvals.
2. HPB approval does not grant permission to commence construction activity. All necessary permits must be obtained prior to commencement of construction activity.
3. HPB Construction Observation. Prior to the commencement of vertical construction the general contractor, developer and architect must schedule a coordination meeting with HPB Staff to review the HPB conditions of approval and the HPB review process for any proposed changes that may occur during construction. The general contractor must schedule periodic meetings with the HPB staff as needed to update staff on the project progress and potential issues complying with the HPB conditions of approval.
4. All windows shall have dimensional exterior and interior muntins to simulate historic wood, double hung, divided light windows and shall be inset to be similar to historic wood windows in the district and be consistent on both first and second floors.
5. Windows shall be inset to be similar to historic wood windows in the district and be consistent on both first and second floors.
6. Window trim details shall be similar to other Craftsman style contributing properties in the district.
7. Shutters shall be 1/2 the width of the window.
8. Cement board siding shall have a smooth finish so that when painted it will be similar in texture to historic wood siding.
9. The door on the left elevation shall either have traditional panels or French Door lights.
10. The sliding door at the rear shall be a French door with lights or at a minimum have that appearance.
11. Recommend shifting the house and garage back 5 feet so that the front porch does not come as far forward. This would require a variance to the rear yard setback of 5 feet to allow the garage apartment to be at 10 feet from the rear property line.

7. **Case No.:** HPB2018-10181, 519 E Livingston St.

Applicant/Owner: Mark Kinchla, 809 E Ridgewood St, Orlando, FL 32803  
Owner: Clara Ruiz Estate, 519 E Livingston St, Orlando, FL 32803  
District: Lake Eola Heights Historic District (Commission District 4)

The applicant is requesting a Major Certificate of Appropriateness to move the historic house from 330 Broadway Avenue to the subject property; demolish additions and restore the carriage house; construct a pool and guest cottage.

**Recommended Action:** Approval of the request subject to staff conditions of approval as follows:
Subject to the following conditions, the proposal for the construction of the project is consistent with the requirements for approval of new construction contained in Sections 62.201, 62.705, and 62.706 of the Land Development Code (LDC):

1. All changes to this proposal shall be reviewed and approved by HPB Minor Review Committee prior to permitting. Major modifications may require additional HPB approvals.
2. HPB approval does not grant permission to commence construction activity. All necessary permits must be obtained prior to commencement of construction activity.
3. HPB Construction Observation. Prior to the commencement of vertical construction the general contractor, developer, and architect must schedule a coordination meeting with HPB Staff to review the HPB conditions of approval and the HPB review process for any proposed changes that may occur during construction. The general contractor must schedule periodic meetings with the HPB staff as needed to update staff on the project progress and potential issues complying with the HPB conditions of approval.

**Conditions for relocated house from 330 Broadway Avenue:**

1. Any required new materials needed as a result of the move and removal of existing rear addition shall be similar to the existing materials.
2. All materials, windows and details in the proposed porch shall be compatible with the existing house.
3. The new foundation shall have a similar look to the existing.
4. Windows for the proposed sun porch shall require additional review and should be compatible with the historic windows on the house.
5. Eliminate the attached carport and second floor addition from the relocated structure.
6. Eliminate the second curb cut and driveway for the relocated structure.

**Conditions for Existing Structure:**

1. Any necessary stucco repair shall match the existing. No siding shall be placed over the stucco.
2. New garage doors shall require additional review and the garage door openings shall be square.

**Conditions for New Structure:**

1. Windows shall have dimensional muntins to simulate true divided light windows and be inset to be similar to historic wood windows in the historic structures and be consistent on both first and second floors.
2. Doors shall have a muntin pattern compatible with the historic windows of the relocated house and simulate true divided light doors.
3. Cement board siding, if used, shall have a smooth finish so that when painted it will be similar in texture to historic wood siding.
4. Second floor may overhang ground floor facing pool and shall not overhang to the west and into the side yard setback.
5. Proposed eave and gable details shall be consistent with the final eave details on the relocated structure.
6. The final design for the proposed structure shall be reviewed and approved by the Minor Review Committee as there is not enough information to determine the style or details.

**OTHER BUSINESS**

- General Appearances
- Announcements
  - Historic Preservation Board Calendar Photography Competition ended July 13
  - Judging for photography competition to be held August 8th at 4:30
- Report on Minor Reviews (June/July)

**ADJOURNMENT**