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ARCHITECTURAL REVIEW AND HISTORICAL PRESERVATION BOARD

To: Michael Morrissey
Timothy M. Keating
John Murphy
Cathy Klauzowski
Christopher Lee
Herschel "Buddy" Nash
Kent Makin

CC: Mike Bollhoefer, City Manager
Ed Williams, Planning Director
Dolores Key, Econ. Dev. Director
Tim Wilson, Chief Planner

RE: Summary for August 20, 2008 Meeting

In attendance: Board Members - Michael Morrissey, Timothy M. Keating, John Murphy, Cathy Klauzowski, Christopher Lee, Herschel "Buddy" Nash and Kent Makin. City Staff - City Manager Mike Bollhoefer, Planning and Zoning Director Ed Williams, Economic Development Director Dolores Key, Chief Planner Tim Wilson, Capital Improvement Administrator Marc Black and Community Relations Manager Andrea Vaughn.

The first meeting of the Architectural Review and Historical Preservation Board met at 6:30 PM on Wednesday, August 20, 2008 in the First Floor Large Conference Room in City Hall, 300 West Plant Street.

Discussion

Mike Bollhoefer opened the meeting by discussing the primary goal of this board is the downtown district in Winter Garden. The board will determine what its long term function will be and what will fall under its scope. Enhancing the charm and character of the downtown should be consider when projects are created and brought to the Board.

The Board decided to elect a chair and John Murphy was unanimously voted as chair. The Board also decided to vote by consensus and when there is a conflict of interest, the Board member will excuse him/herself from voting a project. Starting at the next Board meeting, the Board meetings will be taped. Meeting discussions will be noted in summary, distributed to Board members and posted on the City of Winter Garden web site.

City staff will distribute to Board members other municipals architectural review plans, standards, and related ordinances for review.

The Board discussed the need to create a process of project approval and appeal of the Board's decisions to the City Commission. The Board will determine if the district will be limited to commercial or include residential properties. The Board may also have a review of existing properties in regards to maintenance and signage.

The difficulties of using the current comp plan and zoning controls in downtown were discussed as well as how the City of Orlando has dealt with the issue.

Areas in the downtown district to address: transitional corridors (for example Plant Street beyond the district) and north - south streets that bisect the district.