



**CITY OF WINTER GARDEN
CITY COMMISSION**

AND THE

ARCHITECTURAL REVIEW AND HISTORICAL PRESERVATION BOARD

JOINT WORKSHOP AGENDA

Thursday, September 17, 2009, 6:00 p.m.

City Hall Commission Chambers
300 W. Plant Street
Winter Garden, Florida

-
1. **CALL TO ORDER**
Determination of Quorums (*3 Commissioners and 4 ARHPB members required*)
 2. PLEDGE OF ALLEGIANCE
 3. POWERPOINT PRESENTATION BY CITY STAFF
 4. DISCUSSION ON DOWNTOWN HISTORIC ARCHITECTURAL MANUAL
AND PROPOSED ORDINANCE 09-60
 5. PUBLIC INPUT
 6. DIRECTION FROM THE CITY COMMISSION ON PROCEEDING WITH THE
PROPOSED ARCHITECTURAL OVERLAY ORDINANCE 09-60 AND
DOWNTOWN HISTORIC ARCHITECTURAL MANUAL
 7. ADJOURNMENT

Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Clerk at (407) 656-4111 Ext. 2254, 48 hours in advance of the scheduled workshop.

ORDINANCE 09-60

DRAFT

Ordinance 09-60 Standard Wording	3
Article VII – City of Winter Garden Historic Downtown District Overlay	
Division 1. – In General.....	5
Sec. 98-186. Intent and purpose.....	5
Sec. 98-187. Definitions	5
Sec. 98-188. Historic Downtown District.....	11
Sec. 98-189. Architectural Review and Historic Preservation Board.....	11
Sec. 98-190. Certificate of approval.	14
Sec. 98-191. Guidelines for issuance-demolition, and construction, excavation or other disturbance in archaeological zones	17
Sec. 98-192. Application requirements.....	19
Sec. 98-193. General criteria and standards.....	20
Sec. 98-194. Administrative review/exempt from Board review	25
Sec. 98-195. Demolition	26
Sec. 98-196. Sign Standards for Commercial Projects.....	29
Sec. 98-197. Outdoor storage/sidewalk display.....	30
Sec. 98-198. The American with Disabilities Act (ADA)	30
Exhibit “A” – Map	33
Exhibit “B” – Legal Description.....	34
Exhibit “C” - Contributing Structure List	36

DRAFT

ORDINANCE 09-60

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING CHAPTER 118 ("ZONING") OF THE WINTER GARDEN CODE OF ORDINANCES, SAID CHAPTER BEING PART OF THE CITY OF WINTER GARDEN LAND DEVELOPMENT CODE, BY AMENDMENT TO CHAPTER 98, ARTICLE VII TO BE ENTITLED "CITY OF WINTER GARDEN HISTORIC DOWNTOWN DISTRICT OVERLAY"; PROVIDING FOR UNIFORM STANDARDS AND REGULATIONS FOR NEW DEVELOPMENT AND PROPERTIES WHICH UNDERGO MODIFICATION WITHIN A SPECIFICALLY DESCRIBED AREA OF DOWNTOWN WINTER GARDEN WITHIN THE JURISDICTION OF THE CITY OF WINTER GARDEN, FLORIDA; PROVIDING FOR AMENDMENT OF THE OFFICIAL ZONING MAP; PROVIDING FOR THE ADOPTION OF DESIGN STANDARDS MANUAL; PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

READ FIRST TIME AND PUBLIC HEARING HELD: _____, 2009.

READ SECOND TIME AND PUBLIC HEARING HELD: _____, 2009.

PASSED AND ORDAINED this ___ day of _____, 2009, by the City Commission of the City of Winter Garden, Florida.

John Rees, Mayor/Commissioner

ATTEST:

Kathy Golden, City Clerk

DRAFT

ARTICLE VII.

CITY OF WINTER GARDEN HISTORIC DOWNTOWN DISTRICT OVERLAY

Division 1. In General.

Sec. 98-186. Intent and Purpose.

- (1) The purpose of this Ordinance is to promote, protect, and preserve, when practical, the historic structures, buildings, and places that are of basic and vital importance to the maintenance of the City of Winter Garden's Historic Downtown District area. Furthermore, it is the purpose of this Ordinance to encourage new buildings and developments to be harmonious with existing local historic flavor of eclectic architecture for commercial buildings in the business district area. Further, residential structures that need renovations will be required to utilize existing style of residential architecture when property expansions or modifications are necessary. Historic preservation enhances community pride and strengthens the partnership among the past, present and future providing for orderly growth in the life and appearance of the community.
- (2) Relationship to zoning districts.
These regulations are intended to provide the framework to measure and protect historic or architecturally worthy buildings, structures, sites, parks, residential areas and commercial districts. These regulations are intended to act as an overlay to existing zoning designations. Zoning amendments may be applied to designated historic structures, districts and sites in accordance with local codes and procedures.

Sec. 98-187. Definitions.

Adaptive re-use: The process of converting a building to a use other than that for which it was originally designed.

Addition: New construction added to an existing building or structure.

Alteration: Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.

Arcade: A series of arches supported by columns or pillars; a covered passageway; a recessed gallery with columns or piers open to the street.

"Architectural Review and Historic Preservation Board (ARHPB)": A board of citizens created by local ordinance and charged with enforcing provisions of local laws governing historic districts and buildings.

Articulate: To express the parts or segments of a building clearly; to divide into segments.

Balcony: A railed projecting platform found above ground level on a building.

Baluster: One of a series of short pillars or other uprights that support a handrail. One of the upright, usually rounded or vase-shaped, supports of a balustrade. Related term: picket, spindle.

Base: The lowest part of a column or architectural structure. A base story is the lowest story of a building.

Bay: A main division of a structure, usually containing a window or door. A building with three windows across the front is referred to as three bays wide. Also, an enclosed space protruding from the exterior of a building such as a bay window.

Bay window: A projecting window that forms an extension to the floor space of the internal room; usually extending to the ground level.

Board: When used in this section it shall mean the Architectural Review and Historic Preservation Board.

Bond: A term used to describe the various pattern in which brick, or stone is laid, such as “common bond” or “flemish bond.”

Bracket: A projecting support member found under eaves or other overhangs. Related terms: modillion, corbel.

Building: A structure created to shelter any form of human activity. This may refer to a house, barn, garage, church, hotel, retail store, or similar structure.

Bulkhead: The structural panels just below display windows on storefronts. Bulkheads can be both supportive and decorative in design. Nineteenth century bulkheads are often of wood construction with rectangular raised panels. Twentieth century bulkheads may be of wood, brick, tile, or marble construction. Bulkheads are also referred to as kickplates.

Cantilevered: A projecting structure, such as a beam, that is supported at one end and carries a load at the other end or along its length. A member, such as a beam, that projects beyond a fulcrum and is supported by a balancing member or a downward force behind the fulcrum. A bracket or block supporting a balcony or cornice.

Certificate of Approval: A document awarded by the Architectural Review and Historic Preservation Board allowing an applicant to proceed with a proposed alteration, demolition or new construction in a designated historic area, district or site, following a determination of the proposed improvements suitability to applicable design and compatibility criteria.

Character: The qualities and attributes of any structure, site, street or district.

Clapboards: Horizontal wooden boards, thinner at the top edge, which are overlapped to provide a weatherproof exterior wall surface.

Column: A supporting pillar. The parts of a column in classical architecture are the base, shaft, and capital.

Commercial Retail Use: For the purposes of this ordinance, a business that is open to the public and displays and sells goods and services directly to the public excluding Retail Service Establishments.

Common bond: A brickwork pattern where most courses are laid flat, with the long “stretcher” edge exposed, but every fifth to eighth course is laid perpendicularly with the small “header” and exposed, to structurally tie the wall together.

Contributing structure or property: Buildings, structures, or sites that add to the historical association, architectural quality, or archaeological value of a property or district because:

- (1) They were present during the period of significance and possess historical integrity reflecting their character at the time or potential for yielding historical information;
- (2) Their potential to qualify independently for the National Register of Historic Places; and
- (3) Are 50 years [old] or older.

Cornice: The uppermost, projecting part of an entablature, or feature resembling it. Any projection ornament molding along the top of a wall, building, etc.

Crawl space: The area between the ground and the first finished floor, usually 18 to 24 inches.

Cross-gable: A secondary gable roof which meets the primary roof at right angles.

Demolition: The complete or constructive removal of a building or structure upon any site when the building will not be relocated intact to a new site.

Demolition by neglect: The destruction of a building or structure through abandonment or lack of maintenance.

Design guidelines: Criteria developed by a preservation commission, board, or review body to identify design concerns in an area or historic district, and to help property owners ensure that rehabilitation and new construction respect the character of designated buildings or districts.

Design review: The process of ascertaining whether modifications to historic structures, sites, or districts meet standards of appropriateness established by a governing or advisory review board.

Designated site, landmark, or district: Any site, landmark, or district designated by the federal, state, or local government as having historical, or architectural significance.

Dormer window: A window that projects from a roof.

Double-hung window: A window with two sashes, one sliding vertically over the other.

Eaves: The edge of a roof that projects beyond the face of a wall.

Elevation: The vertical plane of a façade of a building. An elevation drawing is a view of such vertical plane.

Exterior features: For the purpose of this ordinance, exterior features shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the color, the kind and texture of the building material and the type and style of all windows, doors, light fixtures, signs, other appurtenant fixtures and other natural features such as trees and shrubbery.

Façade: The face or front elevation of a building.

Fascia: A flat horizontal member of a building. A fascia sign is one attached flat against a building.

Flashing: Thin metal sheets used to prevent moisture infiltration at joints of roof planes and between the roof and vertical surfaces.

Flemish bond: A brickwork pattern where the long “Stretcher” edge of the brick is alternated with the small “header” end for decorative as well as structural effectiveness.

Fluting: Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface (see image at “lintel” definition).

Foundation: The lowest exposed portion of the building wall, which supports the structure above.

Front façade: The principal face or front elevation of a building.

Gable: The triangular section of a wall to carry a pitched roof.

Gable roof: A pitched roof with one downward slope on either side of a central, horizontal ridge.

Gambrel roof: A ridge roof with two slopes on either side.

Glazing: Fitting glass into windows and doors.

Hipped roof: A roof with uniform slopes on all sides.

Historic building: A building that is classified as a historic landmark, and a building classified as contributing in the historic district of Winter Garden.

Historic district: A historic district is an areas that includes or encompasses historic sites, landmarks, buildings, signs, appurtenances, structures or objects as the Board may determine to be appropriate for historical preservation. Designated district(s) need not be a single enclosed area nor do the areas or sites have to be contiguous to constitute a district.

Historic landmark: Historic landmarks include any site (including significant trees or other plant life located thereon), building, or structure of particular historic or aesthetic significance to the city, the state, or the nation. Landmarks include, sites, buildings, or structures where cultural, political, spiritual, economic, social or artistic history of the community, state or nation is reflected or exemplified or which are identified with historic personages or with important events in local, state or national history, or which embody the distinguishing characteristics of an architectural specimen, inherently valuable for a representation of a period, style or method of construction, or a notable work of construction, or a notable work of a master designer or architect whose individual genius influenced his age.

Historic site: A single lot or portion of a lot containing an improvement, landscape feature, or archaeological site, or a historically related complex of improvements, landscape features or archaeological sites that may yield information on history or prehistory.

Historic survey: A comprehensive survey involving the identification, research and documentation of buildings, sites and structures of any historical, cultural, archaeological or architectural importance.

Knee brace: An oversized bracket supporting a cantilevered or projecting element.

Landmark: A designated building, site, or structure having historical, architectural, or archaeological significance.

Lattice: An open work grill of interlacing wood strips used as screening.

Lintel: A horizontal structural member that supports a load over an opening.

Mansard roof: A roof with a double slope on all four sides, with the lower slope being almost vertical and the upper almost horizontal.

Masonry: Exterior wall construction of brick, stone or adobe laid up in small units.

Massing: Composition of a building's volumes and surfaces that contribute to its appearance.

Mitigation: A process designed to prevent adverse impact of an activity on cultural resources, by the systematic removal of the prehistoric, historic, or architectural data and materials in order to acquire the fundamental information necessary for understanding the property within its proper historic context. For structures, at a minimum, this may require primary archival studies, informant interviews, measured drawings, and large-scale photography. For archaeological sites, at a minimum, this may require literature studies, informant interviews, field survey, excavation, and artifact analysis. All mitigation projects require the preparation of reports.

Mortar: A mixture of plaster, cement, or lime with a fine aggregate and water; used for pointing and bonding bricks or stones. Mortars for repointing should be softer (measured in compressive strength) than the masonry units and no harder than the historic mortar.

Mullion: The vertical bar between coupled windows or multiple windows.

National Historic Landmark Program: Authorized in 1935 and implemented in 1960, a federal program that identifies sites and buildings of clearly national significance.

National Register of Historic Places: Established by Congress in 1935, the National Register of Historic Places is a listing of culturally significant buildings, structures, objects, sites, and districts in the United States. The listing is maintained by the U.S. Department of Interior.

Restoration: The creation of an authentic reproduction beginning with existing parts of an original object or building.

Revitalization: The imparting of a new economic and community life in an existing neighborhood, area, or business district while at the same time preserving the original building stock and historic character.

Ridge: The top horizontal member of a roof where the sloping surfaces meet.

Right-of-way: The strip of land owned or controlled by the city or another governmental agency over which the public has a right of passage, including the streets, parkways, medians, sidewalks and driveways constructed thereon. For the purpose of this section "right-of-way" shall exclude alleys.

Sash: The framework into which window panes are set.

Setback: The distance between the street right-of-way line and the front line of a building or any projection thereof.

Shall: Is used to indicate a mandatory action.

Sheathing: The structural covering of boards or material used over studs or rafters on the outside wall or roof prior to installing the finished siding or roof covering of a structure.

Shed roof: A gently pitched, almost flat roof with only one slope.

Should: Is used to indicate an action which is strongly advised.

Siding: The exterior wall covering of a structure.

Sill: The bottom crosspiece of a window frame.

Site: The location of a significant event, activity, building, structure, or archaeological resource.

Spindles: Slender, elaborately turned wood dowels or rods often used in screens and porch trim.

Stoop: A small porch, platform, or staircase leading to the entrance of a house or building.

Streetscape: The distinguishing and pictorial character of a particular street as created by its width, degree of curvature and paving materials, design of the street furniture, and forms of surrounding buildings.

Structure: A work made up of interdependent and interrelated parts in a definite pattern of organization. Constructed by man, it may be an engineering project large in scale, such as a bridge, wall, gate, or building, or small scale, such as monuments or fountains.

Stucco: A type of exterior plaster applied as a two-or-three-part coating directly onto masonry. Historic stucco consisted primarily of hydrated or slaked lime, water and sand with straw or animal hair as a binder. After 1900, most stucco was composed of Portland cement, mixed with some lime. Many of the contemporary stucco products on the market today are not compatible with historic stucco buildings.

Style: A type of architecture distinguished by special characteristics of structure and ornament and often related in time; also, a general quality of distinctive character.

Transom: A horizontal opening (or bar) over a door or window.

Trim: The decorative framing of an opening and other features on a façade.

Turret: A small slender tower.

Veranda: A covered porch or balcony on a building's exterior.

Vernacular buildings: Buildings designed and built without the aid of an architect or trained designer; buildings whose design is based on ethnic, social, or cultural traditions rather than on an architectural philosophy.

Wall dormer: Dormer created by the upward extension of a wall and a breaking of the roofline.

Weatherboard: Wood siding, consisting of overlapping boards usually thicker at one edge than the other.

Window: A glazed opening in a wall that provides an interior space with natural light and ventilation. For description of the parts of a window see: muntin pane, and sash.

Yard: The land area surrounding the principal building on any parcel which is neither occupied or obstructed by a portion of the principal building from the finished grade to the sky or below the finished grade except where such occupancy, obstruction or encroachment is specifically permitted by this code.

- a) *Front yard:* That portion of the yard extending the full width of the parcel and measured between the front parcel line and a parallel line tangent to the nearest part of the principal building.
- b) *Rear yard:* That portion of the yard extending the full width of the parcel and measured between the rear parcel line and a parallel line tangent to the nearest part of the principal building.
- c) *Side yard:* Those portions of the yard extending from the required front yard to the required rear yard and measured between the side parcel lines and parallel lines tangent to the nearest part of the principal building.

Sec. 98-188. Historic Downtown District area.

- (1) The City of Winter Garden Historic Downtown District area includes +/-116 acres of land and is generally bordered by 2nd and 3rd Street on the east boundary, Smith Street on the southern boundary, Park Avenue and North Central Avenue on the western boundary and a portion of West Tilden Street and East Newell Street on the northern boundary. (See Exhibit “A” – Historic Downtown District – Area Map)
- (2) Legal Description.
The legal description of the Historic Downtown District area is attached as “Exhibit B”.
- (3) The City of Winter Garden performed an inventory of all residential, commercial, and industrial structures in November and December 2008. We have listed all parcels by the existing use, date of construction and have created a photographic index to create a local database property file. The City will use this data to document the existing conditions as of the date of the Ordinance and further to compare with permit applications that are made once the Ordinance is adopted.

In addition, the district includes all of the designated historic residential and commercial historic area established in 1994. Currently there are 71 residential historic structures out of a total of 125 residential parcels and 27 commercial historic structures out of a total of 150 commercial parcels as identified in the district boundary area.

The historic structures are also classified as “Contributing Structures” which means that they are at least 50 years old and exhibit unique or distinctive architectural style or character.

A listing of the contributing structures by both commercial and residential use and address is listed as “Exhibit C”.

Sec. 98-189. Architectural Review and Historic Preservation Board (Board).

Reference previously established by Ordinance 08-29 (6-12-2008):

(1) Purpose.

The Architectural Review and Historical Preservation Board (Board) is hereby established for the purpose of protecting historical and cultural resources located within the city limits.

(Ord. No. 08-29, § 2, 6-12-08)

(2) Board membership, officers, etc.

(a) *Membership.*

(1) The Board shall have seven members appointed by the City Commission. One member of the Board shall be an architect. One member shall be a licensed general contractor, preferably with experience with historical renovations. One member shall be a member of the Winter Garden Heritage Foundation Board. One member shall own property in Winter Garden's downtown C-1 zoning district. The remaining three-member appointments shall be City of Winter Garden residents and be made on the basis of civic pride, integrity, experience, and interest in the field of historic preservation.

(2) Each member shall be appointed to serve a three-year term except that, initially in order to establish staggered terms, two members shall be appointed to serve a term of one year, three members shall be appointed to serve a term of two years, and two members shall be appointed to serve a term of three years. No person may serve more than two consecutive three-year terms. Persons disqualified by this provision may be reappointed after one year elapses after the expiration of the second term of service.

(3) When a position becomes vacant before the end of the term, the City Commission shall appoint a substitute member within 60 days to fill the vacancy for the duration of the vacated term. A member whose term expires may continue to serve on the Board until a successor is appointed and qualified.

(4) An individual who misses three regularly scheduled meetings during any calendar year without good cause shall be deemed to have resigned that individual's membership on the Board and is not eligible for reappointment to the Board or any other city board for at least one year. In that event, the city clerk shall notify the individual that the individual's position on the Board will be declared vacant by the City Commission at the next regularly scheduled City Commission meeting unless the individual demonstrates good cause for having been absent. The City Commission may at any time terminate the appointment of and remove any Board member for cause including, but not limited to, a member's excessive absences, violation of City Charter or City Code, violation of the Government in the Sunshine Law, malfeasance, misfeasance, neglect of duty, habitual drunkenness or impairment, incompetence, permanent inability to perform duty and conflicts of interest, upon giving notice and an opportunity to be heard. The City Commission shall take any and all action it deems appropriate in its sole discretion.

- (b) *Officers.* The members of the Board shall annually elect a chair and vice chair from among the members and may create and appoint other officers of the Board, as the Board deems necessary.
- (c) *Staffing.* The City shall provide professional and administrative staff as needed and fiscal support subject to budgetary approval by the City Commission.
- (d) *Compensation.* Members shall not be compensated but shall be reimbursed by the city for necessary expenses incurred in connection with their duties
- (e) *Funding.* The City Commission shall appropriate funds to the Board to perform its prescribed functions.
- (f) *Required meetings.* The Board shall meet twelve times each year, subject to there being business to bring to the Board. All meetings will be appropriately noticed and minutes of each meeting shall be kept. Meetings will be conducted according to rules of procedure adopted by the Board. All meetings of the Board shall be open to the public and shall operate under the provisions of F.S. ch. 286 (The Government in the Sunshine Law).

(Ord. No. 08-29, § 2, 6-12-08)

(3) General functions, powers and duties.

- (a) *Generally.* It shall be the general responsibility of the City to take appropriate action to ensure that the provisions of this article are implemented.
- (b) *Specifically.* It shall be the specific responsibility of the Architectural Review and Historical Preservation Board to:
 - (1) Create and update the official inventory of cultural resources of the city and submit to the City Commission recommendations and documentation concerning the updating.
 - (2) Develop programs to stimulate public interest in urban neighborhood conservation, to participate in the adaptation of existing codes, ordinances, procedures, and programs to reflect urban neighborhood conservation policies and goals.
 - (3) Explore funding and grant sources and advise property owners concerning which sources might be available for identification, protection, enhancement, perpetuation, and use of historic, architectural, archeological and cultural resources.
 - (4) Cooperate with agencies of city, county, regional, state and federal governments in planning proposed and future projects to reflect historic preservation concerns and policies, and assist in the development of proposed and future land use plans.
 - (5) Advise property owners and local governmental agencies concerning the proper protection, maintenance, enhancement, and preservation of cultural resources.

- (6) Advise the City Commission concerning the effects of local governmental actions on cultural resources.
- (7) Recommend the designation of sites, buildings, structures, objects, and districts, both public and private, as historically or architecturally significant.
- (8) Develop architectural standards for designated historic sites, buildings, structures, objects and districts and present standards to the City Commission for approval. All standards will require an enabling ordinance adopted by the City Commission.
- (9) Develop criteria for designating local historic landmarks and present criteria to the City Commission for approval. All criteria will require an enabling ordinance adopted by the City Commission.
- (10) Develop policies and procedures for administering all approved ordinances regarding architectural and historical districts, historical sites and present such polices and procedures to the City Commission for approval. All policies and procedures will require an enabling ordinance adopted by the City Commission.
- (11) Notify the City Manager who shall take appropriate action when it appears that there has not been compliance with the historic preservation regulations of the city.
- (12) Assist in developing a historic preservation element to be incorporated into the City of Winter Garden's Comprehensive Plan and, if necessary, make recommendations for amendments to historic preservation goals, objectives and policies in the plan.

(Ord. No. 08-29, § 2, 6-12-08)

Sec. 98-190. Certificate of Approval.

(1) Pre Application Conference.

Before entering binding commitments or incurring substantial expense in the preparation of plans, surveys and other data, and before submitting an application for a certificate of approval, an applicant shall confer with the City to obtain information and guidance. The purpose of such conference is to further discuss and clarify historic conservation objectives and design guidelines in cases that do not conform to established objectives and guidelines. In no case shall any statement or representation made prior to the official application review be binding on the Board, the City Commission, or any City Departments.

(2) Staff Review.

City Staff and Architectural Review Committee (ARC), shall review any applications that are submitted, that are located within the Historic Downtown District. This review will occur within fifteen (15) business days after a completed application is filed. The staff will prepare a staff report which will be provided in advance of the board meeting by the applicant and/or the project architect.

If the application is on a property that has an existing building that is not adding square feet to the building, the project application can be reviewed by staff and then directly to the Board. If the project requires site work, is a new building, or is proposing an addition to an existing building, the applicant must also submit a site plan application that must be reviewed by the City's Development Review Committee (DRC) first before being scheduled with the Board.

(3) Review Requirement.

The Board shall review and render a decision during a posted public meeting notice on applications for certificates of approval for any proposed exterior alterations, demolitions, or relocations of designated historic landmarks or other properties and structures within the historic district. The Board shall review and render a decision on all applications for certificates of approval for any proposed exterior alterations, demolitions, new construction or relocations within the boundaries of the designated historic districts. The Board may approve, approve with recommendations, or deny an application.

(4) Guidelines for review.

In adopting guidelines for review, it shall be the intent of the Board to preserve the exterior historic characteristics of the landmark, resource or district, and to promote maintenance, restoration, adaptive reuses appropriate to the property, and compatible contemporary designs which are harmonious with the exterior architectural and landscape features of neighboring buildings, sites, and streetscapes. Guidelines shall also serve as criteria for staff to make decisions, as permitted by the Board, regarding applications for standard certificates of approval.

(a) Variances may be granted from the land development code requirements as may be appropriate to achieve the design review standards for historic preservation. These variances may include those for building height, side, rear and front setbacks, building coverage, floor area ratio, impervious coverage, and walls and fences. Building code exemptions may be granted subject to the guidelines of the Florida Building Code for qualified historic buildings or structures:

- 1) When a variance(s) are considered, the applicant shall post the property. Variances that are in conjunction with a site plan, will be reviewed by the staff and the Board and a final decision will be made by the Planning & Zoning Board. Projects that do not have a site plan (residential or existing commercial), but need a variance will be heard by the Board in conjunction with the architectural plan application.
- 2) All waiver requests through the Board design review process shall be limited to property building features and elevations requirements as defined in this ordinance.
- 3) The appeal of a decision to grant or deny a variance by any person aggrieved by the decision of the Board shall be taken to the City Commission after following notice criteria of subsection 98-192(2)(c) if filed within 15 days of the date of the decision by the Board or within 15 days of the decision of the

project by the planning and zoning board decision when there is a site plan application associated with the project.

- (b) Each designated historic district may adopt specific district guidelines for design review based upon the U.S. Secretary of the Interior's Standards for Rehabilitation as revised in 1995 subject to final approval by the Board.
- (c) Local guidelines for design review may be adopted based upon the U.S. Secretary of the Interior's Standards for Rehabilitation as revised in 1995.

(5) Certificate of Approval Information.

- (a) An applicant for a special certificate of approval whether for exterior alteration, addition, restoration, renovation, moving or demolition shall submit an application to the Board accompanied by photographs, elevations, site plans, floor plans, and samples of materials as deemed appropriate by the Board to fully describe the proposed appearance, materials and architectural design of the building, other outbuilding and site plan. The applicant shall provide adequate information to enable the Board to visualize the effect of the proposed action on the applicant's building and its adjacent buildings and streetscapes.
- (b) In the event that the applicant is requesting a certificate of approval for demolition, the Board shall be provided with the details for the proposed disposition of the site. The Board may require architectural drawings, financial plans or other information regarding any proposed new construction. Proposed demolitions shall be reviewed subject to the considerations in section 98-195.

(6) Meeting Notices.

The Board will rule upon applications for a certificate of approval during a posted public meeting. Meetings shall be posted within the city at least seven (7) days in advance of the meeting.

(7) Decision of the Board.

The decision of the Board shall be based upon the guidelines set forth in Section 98-193 as well as the general purpose and intent of these regulations and any specific planning objectives and design guidelines officially adopted for the downtown historic district. The decision may include such incentives or conditions for preservation as the Board finds appropriate. No decision of the Board shall result in an inordinate burden for the owner if the Board has determined the existence of such burden in accordance with state law. The decision of the Board shall include a description of the reasons for such findings and details of the public interest that is sought to be preserved and shall direct one or more of the following actions:

- (a) Issuance of a certificate of approval for the work proposed by the applicant; or
- (b) Issuance of a certificate with conditions; or
- (c) Denial of the application and refusal to grant a certificate of approval; or
- (d) Issuance of a special certificate of approval with a deferred effective date of up to six (6) months from the date of the Board's decision in cases of demolition or moving of a significant building.

(8) Time limit.

The Board shall act upon an application within sixty (60) days of receipt of a completed proposed application. The time limit may be waived at any time by mutual written consent of the applicant and the Board. Certificate of approvals are good for a period of one (1) year from the action of the Board or from the time frame approved with the project's site plan.

(9) Records.

The decision of the Board shall be issued in writing. Evidence of approval of the application shall be by certificate of approval issued by the Board's designated staff representative to the applicant, and whatever its decision, notice in writing shall be given to the applicant, City Manager, City Clerk and the Director of the Community Development Department. When an application is denied, the Board's notice shall provide an adequate written explanation of its decision. The Board shall keep a written record showing its action on each application considered.

(10) Appeals.

- (a) Any substantially affected party may appeal any decision of the Board to the City Commission by filing, within fifteen (15) days after the date of the decision, a written notice of appeal and an appeal fee as established by the schedule of fees. The notice shall set forth concisely the decision appealed from and the reason or grounds for the appeal.
- (b) Applicant shall submit twelve (12) sets of the application plans and other information that was part of the application submitted to the City and the Board.
- (c) The appeal shall be heard by the City Commission, which shall hear and consider all facts material to the appeal and render a decision promptly. The City Commission may affirm, modify or reverse the Board's decision. The decision of the City Commission shall constitute final administrative review. Appeals from decisions of the City Commission may be made to the courts as provided by the Florida Rules of Appellate Procedure.

(11) Change in approved work.

The City staff shall review any change in work proposed subsequent to the issuance of a certificate of approval. If the City staff finds that the proposed change does not materially affect the historic character or the proposed change is in accord with approved guidelines, it may issue a supplementary standard certificate of approval for such change. If the proposed change is not in accordance with guidelines, standards, or certificate of approval previously approved by the Board, a new application for a certificate of approval shall be required.

Sec. 98-191. Guidelines for issuance – Demolition, and construction.

- (1) In addition to all other provisions of this article the Board shall consider the following criteria in evaluating applications for a certificate of approval for demolition of designated properties:

- (a) The structure is of such interest or quality that it would reasonably meet national, state or local criteria for designation as a historic landmark.
 - (b) The structure is of such design, craftsmanship or material that it could be reproduced only with great difficulty and/or expense.
 - (c) The structure is one of the last remaining examples of its kind in the city the county, or the region.
 - (d) The structure contributes to the historic character of a designated district.
 - (e) Retention of the structure promotes the general welfare of the city by providing an opportunity for the study of local history, architecture, and design, or by developing an understanding of the importance and value of a particular culture and heritage.
 - (f) There are definite plans for reuse of the property if the proposed demolition is carried out, and there is an explanation of what the effect of those plans will be on the character of the surrounding area.
- (2) Local historic landmarks, or contributing structures within a historic district that have been destroyed by fire or other natural disaster may be ameliorated by efforts to reconstruct the resource. Reconstruction means the process of reproducing by new construction the exact form and detail of a demolished building structure or object as it appeared at a certain point in time. The Board shall encourage reconstruction when deemed appropriate.
- (3) In reviewing an application for the demolition of a historic landmark or a structure in a historic district, the Board shall consider the following criteria:
- (a) The historic, architectural or environmental significance of the structure.
 - (b) The historic, architectural or environmental significance of the structure to the overall ensemble of structures within the historic district and the importance of the structure to the integrity of the historic district.
 - (c) The aesthetic interest that the structure adds to the district, or in the case of a historic landmark, to the City.
 - (d) The number of remaining examples of similar significance in the historic district or, in the case of a historic landmark, in the City.
 - (e) The difficulty or impossibility of reproducing such a structure because of its design, texture, material, detail, size, scale or uniqueness of location.
 - (f) The plans for future utilization of the site and the effect those plans will have on the architectural, historical, archaeological, social, aesthetic or environmental character of the historic district.
 - (g) The reasonable measures that can be taken to save the structure from further deterioration, collapse, arson, vandalism or neglect.
 - (h) Any measures that have been taken to prevent the structure from deteriorating, such as performance of normal maintenance and repairs and provision of normal

tenant improvements. In addition, whether the structure was willfully or negligently allowed to deteriorate.

- (i) The determination by the Building Official that the structure is an imminent hazard to public safety and that repairs would be impractical.
- (j) The economic hardship imposed on the owner if the application for certificate of approval for demolition is denied.

Sec. 98-192. Application requirements.

- (1) With the application for certificate of approval, the applicant shall submit the following documents. All plans to be submitted on a minimum 11"x 17"- plans drawn to scale. The administrative official may waive any of these requirements if not applicable to the specific application.
 - (a) An accurate survey, completed by a surveyor registered in the state of Florida. Surveys are required for new construction including, but not limited to, the construction of fences, walls, accessory structures and additions.
 - (b) For new construction, additions or renovations: a site plan showing the complete property with dimensions of the existing and proposed buildings, spacing, all setbacks, individual parking spaces, access drives fences and accessory structures. The site plan will be reviewed by the City's Development Review Committee (DRC), while the architectural elevations will be reviewed by the Architectural Review Committee (ARC) and then to the Board as appropriate.
 - (c) A floor plan of the proposed improvements, if there is an anticipated impact on the exterior of the building.
 - (d) Elevations of the exterior facades, if any changes are proposed to the facades.
 - (e) Sign plan and individual dimensioned sign drawings shall specify proposed materials and colors, and shall show location of signs on site plans and building elevation.
 - (f) Picture/brochure and dimensions of any fence(s) to be installed.
 - (g) Paint samples (for informational purposes).
 - (h) Recent photographs of the building/building features to be modified – No Polaroid photographs shall be allowed.
- (2) Approval by the board. Board approval is required for alterations, construction, relocation, demolition or other changes to the appearance of a historic landmark or property in a historic district that have a major impact on the significant historical, architectural, or cultural materials of the historic landmark, or property in a historic district. Board review may also occur at the request of an applicant.
 - (a) Review criteria. Decisions regarding the application shall be based on a finding of fact stating whether the proposed alteration, demolition, etc. is consistent with the standards and characteristics of this overlay district.
 - (b) Public meeting. The Board shall hold a public meeting, and based upon the application and the requirements of this schedule, the Board shall approve, deny

or approve with conditions. If the application is approved with conditions, the certificate of approval shall be issued with the conditions noted, and the applicant must meet all such conditions. Failure to comply with all conditions may either void the architectural approval or elicit a code enforcement violation.

- (c) Posting. Public notice in the form of a property posting shall only be required if the Board is considering a request for demolition, relocation, or a variance (or deviation) from these requirements. Notice must be posted by the applicant with a sign for ten (10) consecutive days prior to the Board meeting.

Sec. 98-193. General criteria and standards.

The City shall require commercial buildings and structures to be properly maintained. The following information is intended to complement the criteria and standards as listed in Ordinance 08-21, City of Winter Garden Downtown Property Maintenance Code.

Standards for new construction, additions and alterations. In considering an application for certificate of approval, the Board shall adhere to the standards contained in this section. The purpose of these design standards is to ensure that all maintenance, alterations, and additions to structures in a historic district or to a historic landmark is in accordance with the character of the landmark or district. The design standards also ensure that new construction on the property of a historic landmark or within a historic district is in accordance with the character of the landmark or district.

Any request not specifically noted in this schedule, but requiring a building permit and determined by the administrative official to have an impact on a historic landmark or the exterior of a structure in a historic district shall be reviewed by the Board using comparable standards from this ordinance.

The City has prepared a “Design Standards & Guidelines Manual” that identifies both residential and commercial standards and guidelines in the historic downtown overlay district. This manual is on file in the Planning & Zoning Division.

- (1) The U.S. Secretary of the Interior’s Standards for Rehabilitation as revised in 1995 that are available for properties to use as a guide for building renovations and remodeling. These standards are on file in the Planning and Zoning office of the City and also available on the Federal Government website at www.nps.gov/history/hps/tps/standguide/. These standards for rehabilitation will be required to follow if a property owner is wanting to obtain federal tax credits, incentives or other programs for the purpose of furthering historic preservation. Otherwise, the standard guidelines of this ordinance will apply. The Board may recommend additional standards to preserve and protect special features unique to the City or may recommend amending existing guidelines to the City Commission. *The City will establish the specific guidelines and standards as identified in Division 2, Design Manual.*
- (2) *Architectural styles.* Any alteration to an existing historic landmark or a structure within a historic district shall be consistent with its architectural style. Alterations to noncontributing structures within historic districts shall also be consistent with its style, if the style can be determined based on the style descriptions included in this

section. Part I of the Historic Downtown Standards and Guidelines Manual shows the main characteristics of the styles found in the City of Winter Garden.

- (3) *General standards for all properties.* In order to ensure compliance with the objectives to both preserve existing properties, and promote redevelopment and new development when necessary, the standards contained in the following sections have been established to assist property owners and the Board when designing/reviewing alterations to local historic landmarks or to existing structures within the City's local historic districts. The standards apply to new construction as well as modifications to existing structures.

Lot layout. New buildings, additions and alterations shall be designed so that the front facades of the buildings are closely aligned with other buildings on the block to maintain a uniform setback.

1) *Residential lot layout.*

- Setbacks: Setbacks apply to both principal and accessory structures. Residential lot development shall have the following setbacks:
 - Front yard: 20 feet;
 - Rear yard: 25 feet;
 - Side yard: 5 feet; when a side yard is located adjacent to a street, the side yard setback shall be 7 ½ feet.

In the case of an infill lot, the setbacks shall match one or the other of the existing setbacks on adjacent properties.

- New open porches, balconies, stoops and bay windows shall be permitted to encroach into the front yard and side-corner setback by a maximum of ten (10) feet.
- Garages shall be detached and located behind the principal structure. Shared driveways are encouraged.
- Vehicles shall not be parked in the front or side yards or in the right-of-way adjacent to any street unless on an approved driveway with a permitted curb cut.

2) *Commercial lot layout.*

- Setbacks: New buildings within the Commercial Historic Downtown District shall have a zero (0) to five (5) foot setback from the front property line.
- Building facades within the Commercial Historic Downtown District shall extend along the street to a minimum of ninety (90%) percent of the lot width for interior lots, and sixty (60%) percent for corner lots.
- Parking areas shall be located to the side and rear of the building. A secondary pedestrian entrance may be provided in the back of the business to provide direct customer access to the store from parking areas, or a walkway shall be provided to improve circulation between the parking lots

and the street. Architectural embellishments, awnings, landscaping and signs shall be used to mark the secondary entrance. The design of the rear of the building shall be consistent with the front façade.

- Parking standards for new building square feet shall be consistent with city parking regulations. As an alternative to providing project parking, a project may contribute into the city's downtown parking fund. Per Ordinance 09-04.
- Uses shall be limited to commercial retail or office on the first floor; residential, commercial, office, parking or lodging on the second floor; and, office, residential, parking or lodging above.
- Drive-through facilities shall not be allowed within historic districts.

3) *Standards for all structures.*

- To maintain the predominant scale and proportion in the district, new buildings, additions and alterations shall be designed so that elements of the building façade are aligned with the façade elements of the neighboring structures (e.g. windows, doors, canopies, storefronts, awnings, etc.).
- Contemporary design for new construction shall not be discouraged when such new construction is compatible with the size and scale of the property neighborhood and immediate environment.
- All new buildings shall have the main entrance oriented to the principal street and in full view from the public right-of-way.
- Alterations to historic landmarks and contributing structures within the historic district shall be consistent with the design, massing and scale of the existing structure and the surrounding area.
- The design of an existing non contributing structure may be modernized or contain historical references, but shall not be redesigned to create a false historical appearance.
- Additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.

4) *Residential building form.*

- In the residential historic district, the scale and massing of new structures and their architectural elements shall be similar to the contributing structures of similar use in the historic district.
- In the residential historic district, new buildings shall not exceed thirty-five (35) feet in height.
- Primary residential entries for new structures shall face the street and shall not be recessed more than six (6) feet from the face of the primary façade.

- **Refer to the “Design Standards & Guidelines Manual” for the encouraged and strongly discouraged standards.**

- (a) *New construction.* To allow for infill development or redevelopment of individual residential lots that is consistent with either the architectural styles of surrounding homes or the residential architectural styles that are predefined in the historic district.
- (b) *Additions.* Additions will respect the traditional design principles of the residential style of the residential structure.
- (c) *Garages and accessory structures.* To maintain the existing character of residential structures through the appropriate construction and maintenance of garages or other accessory structures such as pools or other structures.
- (d) *Building colors.* To provide the proper use of paint color that is appropriate with the predominant architecture of the structure.
- (e) *Porches and balconies.* To provide for the use and enjoyment of property to provide for both viewing and seating areas as appropriate that complement architectural style of structure.
- (f) *Fences and walls.* To provide for both necessary screening security and aesthetic materials either at property boundary or other designated locations on a site.

5) *Commercial building form.*

- New buildings shall be designed with architectural features and patterns that provide visual interest from the perspective of the pedestrian as well as vehicular traffic.
- New building placing and massing should relate to nearby buildings and to the urban context.
- New buildings and additions shall include substantial variation in massing such as changes in height and horizontal plane. Horizontal masses shall not exceed a height/width ratio of 1:3 without a substantial architectural element that either, projects up or away from the building such as a tower bay, lattice, or other architectural feature (e.g. 30 foot high building, maximum, 90 foot building frontage.)
- The height of buildings in the commercial historic district shall not exceed sixty (60) feet including roof, parapet or cornice. Buildings at the corner of two (2) streets may have embellishments at the corner that are proportionately higher. Not to exceed five (5) additional feet.
- Buildings in the commercial historic district shall not exceed four (4) stories. The fourth story of buildings in the commercial historic district shall be set back between five (5) to ten (10) feet from any street side façade of the building.

- The height of storefront openings in new buildings shall be similar to the storefront openings of the contributing buildings within the district.
- For new construction, there shall be a visual differentiation, such as a change in material or texture, between the first and second story on a two (2) story building or between the two (2) lower floors and the rest of the building on a building taller than two (2) stories. The differentiation shall be at a height similar to the cornice lines or stringcourses of contributing structures in the historic district.
- The scale and massing of the lower floors of new structures and their architectural elements shall be similar to contributing structures in the historic district. Any new structure that exceeds fifty (50) linear feet along any street frontage shall minimize the façade's mass by adding projections and recesses to make the structure similar in scale to contributing structures in the historic district.
- New buildings shall have a recognizable top consisting of, but not limited to, cornice treatments, roof overhangs with brackets, steeped parapets, richly textured materials and/or differently colored materials. Colored stripes are not acceptable as the only treatment.
- New building walls shall be enhanced by the use of vertical elements, articulation and landscaping to break the monotony.
- The first floors of new buildings, including structured parking, should be designed to encourage pedestrian scale activity.
- Primary customer entrances shall be clearly defined and highly visible through the use of architectural detail for all structures.
- Rooftop mechanical equipment should be integrated into the overall mass of a building by screening it behind parapets or by integrating equipment into roof forms. Plain boxes are not acceptable as screening devices.
- Protection from the sun and adverse weather conditions for patrons should be considered for the entranceways. Overhangs/awnings shall be no less than three (3) feet deep to function to protect pedestrians from inclement weather.
- **Refer to the “Design Standards & Guidelines Manual” for the encouraged and strongly discouraged standards.**
 - (a) *Storefront / Facades.* To provide an appropriate exterior elevation of a structure to the street or other property exposures that complements the architectural style and features of the use(s) in the structure.
 - (b) *Roofs.* To create variation of either pitched roofs or roof lines that are varying.
 - (c) *Windows and doors.* To both maintain the window and door styles and details in good condition to maximize visibility to street on ground floor.

- (d) *Building additions.* To allow for the reasonable expansion of existing commercial buildings that can be accommodated on a site.
- (e) *Porches and balconies.* To provide for the use and enjoyment of property to provide for both viewing and seating areas as appropriate that complement architectural style of structure.
- (f) *Awnings/Canopies.* Awnings should fit into the storefront's overall architecture and appearance. Awnings provide protection and cover from extreme light or inclement weather.
- (g) *Signs.* Signs should be used to communicate business name and other needed message information.
- (h) *Utility and refuse area.* To create necessary screening and proper location for above ground utilities and refuse storage area.
- (i) *Fences or garden walls.* To provide complementary perimeter fences or walls that do not disrupt or hide front elevation of building.

Sec. 98-194. Administrative review/exempt from Board review.

The City will provide for procedures for administrative reviews as stated below that only require staff review.

- (1) *Approval of the administrative official.* The designated administrative official is authorized to issue certificates of approval for construction and alteration of a historic landmark or property in a historic district which has a minor impact on the significant historical, architectural, or cultural materials of the historic landmark or district. If the administrative official determines that there would be a major impact or potential detriment as a result of the proposed action, the application shall be submitted for Board review.
- (2) The Board shall prepare a list of routine alterations that may receive immediate approval from the Planning and Zoning Division and permit from the Building Division without a review from the Board when an applicant complies with the design guideline of the Board. These routine alterations include but are not limited to the following:
 - (a) Repair of cornices using existing materials and duplicating the original design.
 - (b) Decks at the ground level and not visible from any street and which do not require alterations to any structure.
 - (c) Installation of new doors which are compatible in size and style with the original.
 - (d) Installation of fencing located behind any street façade.
 - (e) The painting of any material or surfaces other than unpainted masonry, stone, brick, terracotta and concrete in a color appropriate to the architectural style or period of original construction.
 - (f) The replacement of front porch columns with ones matching the original in style, size and material.
 - (g) Re-painting of house.

- (h) The replacement of a roof with one of the same material and color.
 - (i) The repair of wooden siding with wood which duplicates the original appearance.
 - (j) Installation of skylights not visible from any street front.
 - (k) The replacement of windows with ones compatible in size and style with the original.
 - (l) Mechanical systems including heat and cooling equipment and gutters.
 - (m) One accessory structure under 100 square feet in rear yard.
 - (n) Exterior lighting (no spot lights allowed).
 - (o) Replacement awnings (as long as they are either same color or comply with design guidelines).
 - (p) Signs (replacement signs or new tenant signs as long as they comply with design guidelines).
- (3) Board approval is not required for the repair and maintenance of any exterior building features when such work exactly reproduces the existing design and is executed in the existing material. Any staff decision may be appealed by the applicant to the Board.
 - (4) A certificate of approval will not be required for general or occasional maintenance. Occasional maintenance will include, but not be limited to, lawn and landscaping care and minor repair that restores or maintains the historic site or current character of the building or structure. A certificate of approval will not be required for any **interior alteration**.
 - (5) Any city staff decision regarding routine alterations can be appealed by the applicant to the Board.
 - (6) Any exterior alteration or new construction which is not visible from any street or roadway may receive immediate approval from the Planning and Zoning Division without action from the Board when an applicant complies with the design guidelines of the Board. Any staff decision may be appealed by the applicant to the Board.
 - (7) The ordinance designating a landmark, landmark site or historic district may designate additional exceptions to a certificate of approval.
 - (8) In any instance where a certificate of approval for demolition has been denied, the applicant may reapply upon the expiration of twelve (12) months from the date of the initial decision of the Board denying the certificate of approval, whether or not the applicant appeals the initial decision.
 - (9) City capital projects approved by the City Commission do not require a certificate of approval.

Sec. 98-195. Demolition.

- (1) *Criteria for reviewing demolition permits.* No landmark or structure within a local historic district shall be demolished or removed, in whole or in part, until after an application for a certificate of approval has been approved by the Board based on the following criteria:
 - (a) The historic, architectural or environmental significance of the structure.

- (b) The historic, architectural or environmental significance of the structure to the overall ensemble of structures within the district and the importance of the structure to the integrity of the district.
 - (c) The aesthetic interest that the structure adds to the district, or in the case of an historic landmark, to the city.
 - (d) The number of remaining examples of similar significance in the district or, in the case of a historic landmark, in the city.
 - (e) The difficulty or impossibility of reproducing such a structure because of its design, texture, material, detail, size, scale or uniqueness of location.
 - (f) The plans for future utilization of the site and the effect those plans will have on the architectural, historical, archaeological, social, aesthetic or environmental character of the district.
 - (g) The reasonable measures that can be taken to save the structure from further deterioration, collapse, arson, vandalism or neglect.
 - (h) Any measures that have been taken to prevent the structure from deteriorating, such as performance of normal maintenance and repairs and provision of normal tenant improvements. In addition, whether the structure was willfully or negligently allowed to deteriorate.
 - (i) The determination by the building official that the structure is an imminent hazard to public safety and that repairs would be impractical.
 - (j) The economic hardship imposed on the owner if the application for certificate of approval for demolition is denied.
- (2) *Waiting period.* If a certificate of approval is issued by the Board for demolition, the certificate of approval must include the condition that the applicant must wait for a total period of up to ninety (90) days before the applicant may perform such demolition or relocation in accordance with this ordinance. The Board will specify a specific time frame with the application and decision to demolish.

During this period, the Board may negotiate with the owner of the landmark and with any other party to find a means of preserving the property including the acquisition by gift, purchase, exchange or otherwise of the property or any interest therein.

- (a) *Extension of waiting period.* The up to six (6) months waiting period may be extended for up to an additional ninety (90) days by the City Commission upon a recommendation from the Board that:
 - There is a program or project in progress which may result in acquisition of the property for the purpose of its preservation and/or restoration; and
 - There is a reasonable ground to believe that the program or project will be successful.
- (b) *Reduction/waiver in waiting period.* The Board may reduce or waive the waiting period required by this section in any case where the owner would suffer extreme hardship, not including loss of profit, unless a reduction in the required period were

allowed. The Board shall also have the discretionary authority to waive all or any portion of the required waiting period provided that the alteration, remodeling, relocation or change of use is undertaken subject to conditions agreed to by the Board insuring the continued maintenance of the historical, architectural, or cultural integrity and character of the property.

(3) *Economic hardship.* Economic hardship shall be determined in accordance with this section. When a claim of extreme economic hardship is presented, proof shall be submitted that the applicant cannot realize a reasonable and beneficial use of or economic return from the property. If the property is residential and non-income producing or is an accessory structure, the owner shall not be required to prove economic hardship. In the case of a partial demolition of a structure where the principal facades remain intact, the owner shall not be required to prove economic hardship. The Board shall make findings based on each of the following factors provided by the applicant:

- (a) The marketability or salability of the property, considered in relation to any listing of the property for sale or rent, price asked, and offers received, if any, within the previous three years.
- (b) The feasibility of adaptive or alternative uses for the property that can earn a reasonable economic return for the property as a report from a licensed engineer or architect with experience in rehabilitation, as to the structural soundness of any structures on the property and their suitability for rehabilitation will be provided.
 - 1) An estimate of the cost of construction, alteration, demolition, or removal, and estimate of any additional cost that would be incurred to comply with the recommendation and decision of the Board concerning the appropriateness of proposed alterations.
 - 2) The estimated market value of the property in the current condition, after completion of the demolition, after completion of the proposed construction, and after renovation of the existing property for continued use.
 - 3) The testimony of an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or use of existing structures on the property.
 - 4) Proof of the financial ability to complete the replacement project.
 - 5) The current fair market value of the property, as determined by at least two (2) independent appraisers certified by the State of Florida.
- (c) Any other information the applicant or the Board finds is relevant to demonstrate extreme economic hardship or the lack thereof.

The applicant shall submit all necessary materials to the planning department, so that staff may review and comment and consult on the case. Staff comments and any other comments shall be forwarded to the Board for consideration and review and made available to the applicant for consideration prior to the meeting.

The Board may require that an applicant furnish such additional information that is relevant to its determination of extreme economic hardship. Staff may also furnish

additional information as the Board or staff believes is relevant and it shall be made available to the applicant and the Board for consideration prior to the hearing.

- (4) *Demolition by neglect.* Every owner of a property within a designated historic district shall keep in good repair all the interior and exterior portions of such buildings or structures. In the event that a property within a historic district or a designated historic landmark is not in good repair and is in the course of being “demolished by neglect,” the owner of record shall be notified of the condition of the structure and the items that need repair. The Board shall request a meeting with the owner or the tenant of the building and the Board shall present ways to improve the condition of the property. If the owner or tenant fails to take action, the Board shall notify the building official to institute proceedings before the city’s code enforcement board under the authority of applicable regulations.
- (5) *Permits.* Prior to the recommendation of demolition, the applicant shall be required to obtain a building permit for new development based on the standards set forth in this ordinance. Once the city has approved the permit for replacement construction, the demolition permit may be issued. When the permit is for a contributing structure or historic landmark, permits shall not be issued until all plans for the site have received all the necessary approvals.
- (6) *Documentation requirements.* Every contributing building in both the residential and the commercial historic districts which is approved for demolition by the Board or which is determined by the building official to be an imminent hazard and is subsequently demolished shall be documented prior to demolition consistent with the State of Florida Bureau of Historic Preservation Division of Historic Resources’ *Documentation Requirements For Buildings Proposed For Demolition and Standards For Architectural Documentation*. The documentation shall be submitted to the historic preservation board to be kept on file by the city. This documentation, which usually consists of dimensioned drawings, photographs and written data, provides important information on a property’s significance for use by the City and the Board to justify the necessity for demolition. A demolition application form shall be filled out and reviewed by the City along with all of the other required information before a request for demolition will be reviewed.

Sec. 98-196. Sign Standards for Commercial Projects.

Properties within historic districts shall comply with the City’s adopted sign regulations contained in the City’s land development regulations, Chapter 118 Section 102.

In addition, any commercial project that is proposing new construction or a remodel/renovation that will affect exterior sign graphics will be required to submit a conceptual sign plan for the location of all anticipated signs on the building exterior, awnings, or signs that may be an integral part of the building structure.

Any signs that will be installed shall be consistent with the City’s sign guidelines and requirements for the Historic Downtown area. Any variances or deviations will need to be reviewed and approved by the City’s Planning & Zoning Board. Any signs, such as; building names or building plaques, will be made part of the building elevation and/or conceptual sign plan that will be reviewed by the ARHP Board. Any special style signs, such as; marquee signs that are an integral part of the building, will also be included with any building elevations to

ensure that the scale and size of these elements complements the building elevation that is proposed. The style lettering included will be consistent with the sign regulations. No sign shall cover existing architectural detailing on a building. New signs should be capable of being removed without causing damage to the building. Fasteners should go in mortar joints and should not damage bricks.

Sec. 98-197. *Outdoor storage/sidewalk display.*

(1) *Outdoor display.* Outdoor display upon sidewalks in the Commercial Historic Downtown District shall be provided for in this section of the land development regulations. This section shall supersede other outdoor display and storage regulations and requirements contained in these regulations. Sidewalks shall include those paved walkways located in the public right-of-way that are intended for pedestrian usage.

(a) *Pedestrian traffic.* A minimum clear width for pedestrian traffic of five (5) feet shall be provided and maintained along the sidewalk.

(b) *Display criteria.* The following standards shall apply to all outdoor displays:

- Displays shall generally be located directly in front of the storefront for which it is intended.
- Doorways shall not be blocked.
- Displays shall not hang from aerial braces but should rest on the ground.
- Displays shall not be allowed when the business is not open.
- Displays shall not exceed thirty (30) inches in height.
- Displays shall not project more than thirty (30) inches from the building wall facing the street.
- Displays shall be not more than two-thirds (2/3) of the window area as measured in square feet.

(2) *Outdoor storage.*

(a) Outdoor storage shall not be allowed in the historic districts.

(b) RVs and boats shall be parked in areas not visible from the public right-of-way, or screened by a six-foot-high fence. Boats and RVs may be parked in the rear yard of property behind the house. Any other permanent storage locations must be reviewed on a case-by-case basis by the Planning and Development Division Staff. However, it is the intent of this regulation to facilitate for residents of the historic district the enjoyment and use of recreational vehicles and boats while still maintaining the historical appearance of the district. Additionally, RVs and boats may be parked in front of residential structures for not more than two (2) days per calendar week.

Sec. 98-198. *The Americans with Disabilities Act (ADA).*

The ADA extends comprehensive civil rights to individuals with disabilities. Historic properties, including buildings, sites and landscapes, are not exempt from the ADA and must comply with its regulations. Historic properties often can be made accessible while preserving their architectural character through careful planning and sensitive design.

A three-step approach is recommended to identify and implement accessibility modifications that will protect the integrity and historic character of historic properties:

- (1) *Review the historical significance of the property and identify character-defining features.* Thoroughly inspect and evaluate the character defining features, materials and spaces of a property before upgrading it for handicap accessibility. Significant materials, the form and style of the property, the principal elevations, major architectural and landscape features and the principal public spaces should be the items identified for preservation.
- (2) *Assess the property's existing and required level of accessibility.* While inspecting a property, features, materials, and spaces of less significance to the historic character of the property should also be identified. Non-significant spaces, secondary pathways, additions, previous altered areas, utilitarian spaces, and service areas can usually be modified without threatening or destroying a property's historical significance.
- (3) *Evaluate accessibility options within a preservation context.* Modifications for handicap accessibility should be compatible with the property. They should be in scale with the property, visually compatible in terms of their design and materials, but be differentiated from the original. They should be reversible so that if removed in the future, the essential form and integrity of the property would be unimpaired.

Congress recognized the national interest in preserving historic properties when it enacted the ADA. Congress established alternative minimum requirements for qualified historic properties that cannot physically be made accessible without threatening or destroying their significance. Modifications for handicap accessibility should be compatible with the property and reversible. They should be in scale with the property, visually compatible in terms of their design and materials, but be differentiated from the original. They should be reversible so that if removed in the future, the essential form and integrity of the property would be unimpaired.

Properties listed in or eligible for listing in the National Register of Historic Places and those designated under state or local law are qualified historic properties. Owners of qualified historic properties must first consult with the state historic preservation officer (SHPO) before using the alternative minimum requirements. If the SHPO determines that compliance with the full accessibility requirements would threaten or destroy the significance of a building or facility, the following alternative minimum requirements may be used:

- One accessible route must be provided from a site access point to an accessible entrance. Using a ramp with a 1:6 slope is permissible for a run of up to two (2) feet.
- One accessible entrance must be provided. If it is not possible to make the public entrance accessible, then an alternative, unlocked entrance is acceptable. Directional signage at the primary entrance and a notification system at the accessible entrance must be provided.
- If toilets are provided, only one must be accessible, and it may be unisex.
- Public spaces on the level of the accessible entrance must be accessible, and other public levels should be accessible whenever practical.
- Displays and written information should be located where a seated person can see them.

Horizontal signage should be no higher than forty-four (44) inches above the floor.

In limited circumstances, if it is determined in consultation with the SHPO that compliance with the alternative minimum requirements would also threaten or destroy the significance of a historic building, alternative methods of access may be used. The alternative methods of accessibility that may be used to make a buildings program and activities accessible include:

- Using audio-visual materials and devices to show inaccessible areas of a historic property.
- Assigning persons to guide individuals with disabilities into or through inaccessible areas of a historic property.
- Adopting other innovation methods.

DRAFT

EXHIBIT "A"

HISTORIC DOWNTOWN DISTRICT AREA MAP



EXHIBIT "B"

HISTORIC DOWNTOWN DISTRICT LEGAL DESCRIPTION

Begin at the intersection of the West line of 2nd Street and the North line of E. Smith Street; thence run West along the North line of E. Smith Street and the North line of W. Smith Street to the intersection with S. Park Avenue; thence run North along the East line of S. Park Avenue to the intersection with the easterly extension of the south boundary of parcel described in Official Records Book 5097, Page 3912, public records of Orange County, Florida; thence run West and North along the boundaries of said parcel to the South line of W. Plant Street; thence run Northeasterly along the South line of W. Plant Street to the intersection with the East line of S. Park Avenue; thence run North to N. Park Avenue; thence continue North along the East line of N. Park Avenue to the intersection with the South line of W. Bay Street; thence run East along the South line of W. Bay Street to the intersection with the East line of N. Central Avenue; thence run North along the East line of N. Central Avenue to the intersection with the South line of W. Newell Street; thence run East along the South line of W. Newell Street to the southerly extension of the West line of the East 1/2 of Lots 9 and 10, Block D, Cooper & Sewell Addition, as recorded in Plat Book F, Page 39, public records of Orange County, Florida; thence run North and East along the boundaries of said East 1/2 of Lots 9 and 10 to the platted 10 foot ally way of said Cooper & Sewell Addition; the run North along platted 10 foot ally way to the South line of W. Tilden Street; thence run East along the South line of W. Tilden Street to the intersection of the East line of N. Lakeview Avenue; thence continue East along the South line of W. Tilden Street 172.48 feet to the East boundaries of parcels bordering N. Lakeview Avenue; thence run South along said East boundaries 480 feet; thence run East 38 feet; thence run South to the South line of W. Newell Street; thence run East along the South line of W. Newell Street to the East line of N. Dillard Street; thence run East along the South line of E. Newell Street 139.5 feet to the East boundaries of parcels bordering N. Dillard Street; thence run South along said East boundaries to the South line of Agnes Street; thence run Northeasterly along the South line Agnes Street to the West line of Virginia Drive; thence run South along the West line of Virginia Drive to the North line of the West Orange Trail; thence run Northeasterly along the North line of the West Orange Trail to a point North of the northerly extension of 3rd Street; thence run Southerly to the intersection of the South line of E. Plant Street with the West line of 3rd Street; thence run South along the West line of 3rd Street to the intersection with the North line of E. Bay Street; thence run West along the North line of E. Bay Street to the West line of 2nd Street; thence run South along the West line of 2nd Street to the Point of Beginning.

EXHIBIT "C"

HISTORIC DOWNTOWN DISTRICT CONTRIBUTING STRUCTURES



City Of Winter Garden
National Register of Historic Places
Winter Garden Historic Residential District

CL	RL	PID	YRBLT	STRT#	DIR	STREET ADDRESS	S	T	R	SUB	BLK	LOT	Zoning	Land Use	Type 1	Type 2	Type 3	Type 4	Type 5	STYLE	
CR		272214172806121	1925	119		HENDERSON ST	14	22	27	1728	06	121	R2	0100	0101						Bungalow-1920
CR		272214172806121	1925	119A		HENDERSON ST	14	22	27	1728	06	121	R2	0100	0101						Outbuilding-1920
CR		272214172805010	1921	104	N	HIGHLAND AVE	14	22	27	1728	05	010	R2	0100	0101						Frame Vernacular-1920
CR		272214172805010	1921	104A	N	HIGHLAND AVE	14	22	27	1728	05	010	R2	0100	0101						Outbuilding-1920
CR		272214172805030	1920	114	N	HIGHLAND AVE	14	22	27	1728	05	030	R2	0100	0101						Bungalow-1920
CR		272214172805030	1920	114A	N	HIGHLAND AVE	14	22	27	1728	05	030	R2	0100	0101						Outbuilding-1920
CR		272214172805040	1913	118	N	HIGHLAND AVE	14	22	27	1728	05	040	R2	0100	0101						Bungalow
CR		272214172805040	1913	118A	N	HIGHLAND AVE	14	22	27	1728	05	040	R2	0100	0101						Outbuilding-1920
CR		272214172806122	1917	121	N	HIGHLAND AVE	14	22	27	1728	06	122	R2	0100	0101						Bungalow-1925
CR		272214172806122	1917	121A	N	HIGHLAND AVE	14	22	27	1728	06	122	R2	0100	0101						Outbuilding-1925
CR		272214172805050	1920	128	N	HIGHLAND AVE	14	22	27	1728	05	050	R2	0100	0101						Bungalow-1915
CR		272214172805050	1920	124A	N	HIGHLAND AVE	14	22	27	1728	05	050	R2	0100	0101						Outbuilding-1915
CR		272214172805060	1920	128	N	HIGHLAND AVE	14	22	27	1728	05	060	R2	0100	0101						Bungalow-1915
CR		272214172805070	1914	136	N	HIGHLAND AVE	14	22	27	1728	05	070	R2	0100	0101						Bungalow-1912
CR		272214172805070	1914	136A	N	HIGHLAND AVE	14	22	27	1728	05	070	R2	0100	0101						Outbuilding-1920
CR		272214172805070	1914	136B	N	HIGHLAND AVE	14	22	27	1728	05	070	R2	0100	0101						Outbuilding-1920
CR		272214172806081	1920	145A	N	HIGHLAND AVE	14	22	27	1728	06	081	R2	0100	0101						Outbuilding-1925
CR		272214172805101	1944	148	N	HIGHLAND AVE	14	22	27	1728	05	101	R2	0800	0812						Bungalow-1912
CR		272214172806072	1925	149	N	HIGHLAND AVE	14	22	27	1728	06	072	R2	0100	0101						Bungalow-1920
CR		272214172804010	1925	202	N	HIGHLAND AVE	14	22	27	1728	04	010	R2	0100	0101						Bungalow-1925
CR		272214172804010	1925	202A	N	HIGHLAND AVE	14	22	27	1728	04	010	R2	0100	0101						Outbuilding-1925
CR		272214172804020	1925	206	N	HIGHLAND AVE	14	22	27	1728	04	020	R2	0100	0101						Bungalow-1925
CR		272214172804020	1925	206A	N	HIGHLAND AVE	14	22	27	1728	04	020	R2	0100	0101						Outbuilding-1925
CR		272214172801081	1938	211	N	HIGHLAND AVE	14	22	27	1728	01	081	R2	0100	0101						Frame Vernacular-1935
CR		272214172801081	1938	211A	N	HIGHLAND AVE	14	22	27	1728	01	081	R2	0100	0101						Outbuilding-1935
CR		272214172804040	1937	220	N	HIGHLAND AVE	14	22	27	1728	04	040	R2	0100	0102						Colonial Revival-1937
CR		272214172804040	1937	220A	N	HIGHLAND AVE	14	22	27	1728	04	040	R2	0100	0102						Colonial Revival-1937
CR		272214172802090	1925	229	N	HIGHLAND AVE	14	22	27	1728	02	090	R2	0100	0101						Bungalow-1923
CR		272214172802090	1925	229A	N	HIGHLAND AVE	14	22	27	1728	02	090	R2	0100	0101						Outbuilding-1923
CR		272214172803010	1926	230A	N	HIGHLAND AVE	14	22	27	1728	03	010	R2	0100	0101	0101					Prairie-1926
CR		272214172802080	1921	237	N	HIGHLAND AVE	14	22	27	1728	02	080	R2	0100	0101						Bungalow-1921
CR		272214172802080	1921	237A	N	HIGHLAND AVE	14	22	27	1728	02	080	R2	0100	0101						Outbuilding-1921
CR		272214172803030	1925	238	N	HIGHLAND AVE	14	22	27	1728	03	030	R2	0100	0101						Bungalow-1925
CR		272214172803030	1925	238A	N	HIGHLAND AVE	14	22	27	1728	03	030	R2	0100	0101						Outbuilding-1925
CR		272214172802060	1923	245	N	HIGHLAND AVE	14	22	27	1728	02	060	R2	0100	0101						Bungalow-1923
CR		272214172802060	1923	245A	N	HIGHLAND AVE	14	22	27	1728	02	060	R2	0100	0101						Outbuilding-1923
CR		272214172803040	1928	246	N	HIGHLAND AVE	14	22	27	1728	03	040	R2	0100	0101						Mediterranean Revival-1928



**City Of Winter Garden
National Register of Historic Places
Winter Garden Historic Residential District**

CL	RL	PID	YIBLT	STRN	DIR	STREET ADDRESS	S	T	R	SUB	BLK	LOT	Zoning	Land Use	Type 1	Type 2	Type 3	Type 4	Type 5	STYLE	
CR		272214172803040	1928	246A	N	HIGHLAND AVE	14	22	27	1728	03	040	R2	0100	0101						Mediterranean Revival-1928
CR		272214172806011	1918	104	N	LAKEVIEW AVE	14	22	27	1728	06	011	R2	0100	0101	0101					Bungalow-1918
CR		272214172806011	1918	104A	N	LAKEVIEW AVE	14	22	27	1728	06	011	R2	0100	0101	0101					Outbuilding-1920
CR		272214172806011	1918	104B	N	LAKEVIEW AVE	14	22	27	1728	06	011	R2	0100	0101	0101					Outbuilding-1920
CR		272214172806030	1921	112	N	LAKEVIEW AVE	14	22	27	1728	06	030	R2	0100	0101						Bungalow-1920
CR		272214172806030	1921	112A	N	LAKEVIEW AVE	14	22	27	1728	06	030	R2	0100	0101						Outbuilding-1920
CR		272214172806040	1925	118	N	LAKEVIEW AVE	14	22	27	1728	06	040	R2	0100	0102						Bungalow-1920
CR		272214172806040	1925	118A	N	LAKEVIEW AVE	14	22	27	1728	06	040	R2	0100	0102						Outbuilding-1920
CR		272214565600760	1930	125	N	LAKEVIEW AVE	14	22	27	5656	00	760	C1	7100	7100	7100	1200	1200			English Gothic-1942
CR		272214172806052	1921	130	N	LAKEVIEW AVE	14	22	27	1728	06	052	R2	0100	0101						Bungalow-1921
CR		272214172806052	1921	130A	N	LAKEVIEW AVE	14	22	27	1728	06	052	R2	0100	0101						Outbuilding-1921
CR		272214103200100	1925	205	N	LAKEVIEW AVE	14	22	27	1032	00	100	R2	0100	0101						Bungalow-1923
CR		272214103200100	1925	205A	N	LAKEVIEW AVE	14	22	27	1032	00	100	R2	0100	0101						Outbuilding-1923
CR		272214172801030	1923	210	N	LAKEVIEW AVE	14	22	27	1728	01	030	R2	0100	0101	0101					Bungalow-1920
CR		272214172801030	1923	210A	N	LAKEVIEW AVE	14	22	27	1728	01	030	R2	0100	0101	0101					Outbuilding-1920
CR		272214172801040	1926	216	N	LAKEVIEW AVE	14	22	27	1728	01	040	R2	0100	0101						Bungalow-1920
CR		272214172801040	1926	216A	N	LAKEVIEW AVE	14	22	27	1728	01	040	R2	0100	0101						Outbuilding-1920
CR		272214172801050	1928	220	N	LAKEVIEW AVE	14	22	27	1728	01	050	R2	0100	0101						Frame Vernacular-1935
CR		272214172801050	1928	220A	N	LAKEVIEW AVE	14	22	27	1728	01	050	R2	0100	0101						Outbuilding-1935
CR		272214103200070	1941	221	N	LAKEVIEW AVE	14	22	27	1032	00	070	R2	0100	0101						Frame Vernacular-1935
CR		272214172802010	1928	228	N	LAKEVIEW AVE	14	22	27	1728	02	010	R2	0100	0101						Bungalow-1920
CR		272214172802010	1928	228A	N	LAKEVIEW AVE	14	22	27	1728	02	010	R2	0100	0101						Outbuilding-1920
CR		272214103200050	1925	229	N	LAKEVIEW AVE	14	22	27	1032	00	050	R2	0100	0101						Bungalow-1925
CR		272214103200050	1925	229A	N	LAKEVIEW AVE	14	22	27	1032	00	050	R2	0100	0101						Outbuilding-1925
CR		272214103200030	1937	235	N	LAKEVIEW AVE	14	22	27	1032	00	030	R2	0100	0101						Tudor Revival-1935
CR		272214172802040	1920	244	N	LAKEVIEW AVE	14	22	27	1728	02	040	R2	0100	0101						Colonial Revival-1916
CR		272214172802040	1920	244A	N	LAKEVIEW AVE	14	22	27	1728	02	040	R2	0100	0101						Outbuilding-1916
CR		272214103200010	1926	247	N	LAKEVIEW AVE	14	22	27	1032	00	010	R2	0100	0101						Bungalow-1923
CR		272214103200010	1926	247A	N	LAKEVIEW AVE	14	22	27	1032	00	010	R2	0100	0101						Outbuilding-1923
CR		272214172806051	1921	112	W	NEWELL ST	14	22	27	1728	06	051	R2	0100	0101						Bungalow-1923
CR		272214172806071	1921	118	W	NEWELL ST	14	22	27	1728	06	071	R2	0100	0101						Bungalow-1920
CR		272214172804091	1920	219	W	NEWELL ST	14	22	27	1728	04	091	R2	0100	0101						Frame Vernacular-1915
CR		272214172804091	1920	219A	W	NEWELL ST	14	22	27	1728	04	091	R2	0100	0101						Outbuilding-1915
CC		272223091600180	1938	271	W	PLANT ST	23	22	27	0916	00	180	R2	7700	7700						Frame Vernacular

Contributing Residential Structures

71



City Of Winter Garden
National Register of Historic Places
Winter Garden Historic Residential District

CL	RL	PID	YRBLT	STRA	DIR	STREET ADDRESS	S	T	R	SUB	BLK	LOT	Zoning	Land Use	Type 1	Type 2	Type 3	Type 4	Type 5	STYLE
CC		272223288802051	1913	101	S	BOYD ST	23	22	27	2888	02	051	C1	9000	4800	4800				Masonry Vernacular-1913
CC		272214565601300	1918	1	N	MAIN ST	14	22	27	5656	01	300	C1	1100	1100					Masonry Vernacular-1918
CC		272223288801072	1925	15	S	MAIN ST	23	22	27	2888	01	072	C1	1700	1700					Masonry Vernacular-1920
CC		272223288801081	1916	23	S	MAIN ST	23	22	27	2888	01	081	C1	1700	1700	1700				Masonry Vernacular-1922
CC		272223288802071	1920	24-28	S	MAIN ST	23	22	27	2888	02	071	C1	1100	1100					1915
CC		272223288801081	1916	31	S	MAIN ST	23	22	27	2888	01	081	C1	1700	1700	1700				Masonry Vernacular-1923
CC		272223288801140	1910	49	S	MAIN ST	23	22	27	2888	01	140	C1	1100	1100					Masonry Vernacular-1912
CC		272223288809022	1915	103	S	MAIN ST	23	22	27	2888	09	022	C1	1100	1100	1700				Masonry Vernacular-1912
CC		272223288808011	1916	110	S	MAIN ST	23	22	27	2888	08	011	C1	1100	1100	1100				Masonry Vernacular-1912
CC		272223288801061	1924	16	E	PLANT ST	23	22	27	2888	01	061	C1	1100	1100					Masonry Vernacular-1924
CC		272223288801052	1925	32-34	E	PLANT ST	23	22	27	2888	01	052	C1	1100	1600					Masonry Vernacular-1925
CC		272214565601311	1922	125	E	PLANT ST	14	22	27	5656	01	311	R2	7100	7100	7100	7100	3400	7200	Classical Revival-1923
CC		272214565600512	1920	1	W	PLANT ST	14	22	27	5656	00	512	C1	1100	1100					Masonry Vernacular-1915
CC		272223288802010	1912	12	W	PLANT ST	23	22	27	2888	02	010	C1	1100	1100					Masonry Vernacular-1912
CC		272223288802032	1927	14	W	PLANT ST	23	22	27	2888	02	032	C1	1100	2100					Masonry Vernacular-1927
CC		272223288802031	1927	18	W	PLANT ST	23	22	27	2888	02	031	C1	1100	1100					Masonry Vernacular-1927
CC		272223288802041	1916	24-28	W	PLANT ST	23	22	27	2888	02	041	C1	1100	1100	1100	4900			Masonry Vernacular-1916
CC		272223288802052	1927	36	W	PLANT ST	23	22	27	2888	02	052	C1	1100	2100	4800				Masonry Vernacular-1912
CC		272223537200050	1912	56-60	W	PLANT ST	23	22	27	5372	00	050	C1	1100	1100					Masonry Vernacular-1920
CC		272214565600540	1926	99	W	PLANT ST	14	22	27	5656	00	540	C1	1100	1100					Masonry Vernacular-1927
CC		272214565600490	1921	101-121	W	PLANT ST	14	22	27	5656	00	490	C1	1100	1100					Masonry Vernacular-1921
CC		272214565600892	1925	125-133	W	PLANT ST	14	22	27	5656	00	892	C1	1100	1100					Masonry Vernacular-1916
CC		272223288803015	1922	126	W	PLANT ST	23	22	27	2888	03	015	C1	1100	1100					Masonry Vernacular-1922
CC		272223288803034	1935	160	W	PLANT ST	23	22	27	2888	03	034	C1	9000						Masonry Vernacular-1935
CC		272223288803035	1935	160	W	PLANT ST	23	22	27	2888	03	035	C1	9000	4800					Masonry Vernacular-1935
CC		272223288803031	1925	162	W	PLANT ST	23	22	27	2888	03	031	C1	4800	4800					Masonry Vernacular-1926
CC	CR	272223091600180	1938	271	W	PLANT ST	23	22	27	0916	00	180	R2	7700	7700					Frame Vernacular

Contributing Commercial Structures

27

DRAFT

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY



Design Standards & Guidelines Manual

September / 2009

DRAFT

STANDARDS & GUIDELINES MANUAL

- Overview / Definitions
- Residential Architectural Styles in District Area
- Commercial Architectural Styles in District Area
- Residential Standards and Guidelines
- Commercial Standards and Guidelines

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

The City has prepared the *Design & Standard Guidelines Manual* as the primary implementation document to review exterior building features and alterations for both commercial and residential uses. The individual building elements are listed with a stated objective for each element. There is a list of examples that are “Encouraged” which assumes that if any or all of these elements are selected will be acceptable and approved by the City. Conversely, a list of examples are also provided that are “Strongly Discouraged” or not acceptable with the intent and purpose of the architectural standards.

Each application that is submitted will be reviewed in accordance with the procedures and guidelines. The City will provide a checklist of the individual design elements and made a determination with the applicant which elements are required or not. Those elements which are required will be reviewed at the pre-application meeting and will be made part of the application package.

If the applicant determines, in the preparation of the application package, that one or more design elements are not on the approved or encouraged list they will be required to provide additional information in the application materials both on the application form as provided or with additional written or graphic information. The City will determine if such deviation requires a waiver of the encouraged or approved guidelines and further determine if the waiver requires the property to be posted providing notice to intended parties who may want to participate in the review discussion and decision associated with an individual application. The City will prepare a technical review of each application and review the staff comments with the applicant at the Architectural Review Committee (ARC) meeting. The applicant will be forwarded to the Architectural Review and Historic Preservation Board (Board) for review and recommendation.

OVERVIEW / DEFINITIONS

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

OVERVIEW

The City of Winter Garden's original areas for development were near Lake Apopka in the early 1900's. Both commercial and residential development occurred in the areas in and the current designated downtown historic district area. Many of the commercial buildings have been modified both structurally and with a wide range of uses. In 1994, the City performed a historic structure survey of both the downtown commercial core and residential areas north of Plant Street. Many of the structures and uses in the area have remained the same with several major exceptions. Examples include the extensive remodeling to the "Winter Garden Theater" and the newly constructed "The Garden Building" which is a multi-tenant, mixed use building adjacent to the theater. Other recent changes in late 2008 and early 2009 include new tenants in the "Edgewater Hotel", and the reuse of the "Pounds Building" by Birket Engineering.

The City in establishing the architectural and historic preservation ordinance has identified exterior building standards and elements that are presented in this design manual.

The manual is divided into several sections.

- Overview;
- Residential Architectural Styles Prevalent in District Area;
- Commercial Architectural Styles Prevalent in District Area;
- Residential Standards and Guidelines;
- Commercial Standards and Guidelines;

There is a variety of design principles that the City wants to be integrally part of both physical environment (buildings, streets and infrastructure), as well as, the interaction between public spaces and the people who are assessing buildings, streets or public spaces.

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

OVERVIEW Continued...

Design Principles for the Historic Downtown District:

1. Create “Walkable” streets with human scale architecture, public spaces, street furnishings and landscaping.
2. Improve visual and physical access to side streets from Plant Street between Park Avenue and Dillard Street. These include, Woodland, Main, Boyd, Lakeview and Highland.
3. Design for “Walkable” streets, but maintain functionality for vehicles, bicycles, transit and other forms of transportation.
4. Promote Pedestrian inter connectivity.
5. Coordinate private improvements with public streetscape.
6. Improve the aesthetic qualities of gateways into downtown (Plant/Dillard, Dillard/SR50 and Plant/Park).

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

DEFINITIONS

Addition: New construction added to an existing building or structure.

Alteration: Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.

Arcade: A series of arches supported by columns or pillars; a covered passageway; a recessed gallery with columns or piers open to the street.

“Architectural Review and Historic Preservation Board (ARHPB)”: A board of citizens created by local ordinance and charged with enforcing provisions of local laws governing historic districts and buildings.

Balcony: A railed projecting platform found above ground level on a building.

Baluster: One of a series of short pillars or other uprights that support a handrail. One of the upright, usually rounded or vase-shaped, supports of a balustrade. Related term: picket, spindle.

Base: The lowest part of a column or architectural structure. A base story is the lowest story of a building.

Bay window: A projecting window that forms an extension to the floor space of the internal room; usually extending to the ground level.

Board: When used in this section it shall mean the Architectural Review and Historic Preservation Board.

Bond: A term used to describe the various pattern in which brick, or stone is laid, such as “common bond” or “flemish bond.”

Building: A structure created to shelter any form of human activity. This may refer to a house, barn, garage, church, hotel, retail store, or similar structure.

Cantilevered: A projecting structure, such as a beam, that is supported at one end and carries a load at the other end or along its length. A member, such as a beam, that projects beyond a fulcrum and is supported by a balancing member or a downward force behind the fulcrum. A bracket or block supporting a balcony or cornice.

Character: The qualities and attributes of any structure, site, street or district.

Clapboards: Horizontal wooden boards, thinner at the top edge, which are overlapped to provide a weatherproof exterior wall surface.

Column: A supporting pillar. The parts of a column in classical architecture are the base, shaft, and capital.

Common bond: A brickwork pattern where most courses are laid flat, with the long “stretcher” edge exposed, but every fifth to eighth course is laid perpendicularly with the small “header” and exposed, to structurally tie the wall together.

Cornice: The uppermost, projecting part of an entablature, or feature resembling it. Any projection ornament molding along the top of a wall, building, etc.

Crawl space: The area between the ground and the first finished floor, usually 18 to 24 inches.

Cross-gable: A secondary gable roof which meets the primary roof at right angles.

Demolition: The complete or constructive removal of a building or structure upon any site when the building will not be relocated intact to a new site.

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

DEFINITIONS Continued...

Design guidelines: Criteria developed by a preservation commission, board, or review body to identify design concerns in an area or historic district, and to help property owners ensure that rehabilitation and new construction respect the character of designated buildings or districts.

Design review: The process of ascertaining whether modifications to historic structures, sites, or districts meet standards of appropriateness established by a governing or advisory review board.

Dormer window: A window that projects from a roof.

Double-hung window: A window with two sashes, one sliding vertically over the other.

Eaves: The edge of a roof that projects beyond the face of a wall.

Elevation: The vertical plane of a façade of a building. An elevation drawing is a view of such vertical plane.

Exterior features: For the purpose of this ordinance, exterior features shall include the architectural style, general design and general arrangement of the exterior of a building or other structure, including the color, the kind and texture of the building material and the type and style of all windows, doors, light fixtures, signs, other appurtenant fixtures and other natural features such as trees and shrubbery.

Façade: The face or front elevation of a building.

Fascia: A flat horizontal member of a building. A fascia sign is one attached flat against a building.

Flashing: Thin metal sheets used to prevent moisture infiltration at joints of roof planes and between the roof and vertical surfaces.

Fluting: Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface (see image at “lintel” definition).

Foundation: The lowest exposed portion of the building wall, which supports the structure above.

Front façade: The principal face or front elevation of a building.

Gable: The triangular section of a wall to carry a pitched roof.

Gable roof: A pitched roof with one downward slope on either side of a central, horizontal ridge.

Gambrel roof: A ridge roof with two slopes on either side.

Glazing: Fitting glass into windows and doors.

Hipped roof: A roof with uniform slopes on all sides.

Knee brace: An oversized bracket supporting a cantilevered or projecting element.

Lattice: An open work grill of interlacing wood strips used as screening.

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

DEFINITIONS, Continued...

Mansard roof: A roof with a double slope on all four sides, with the lower slope being almost vertical and the upper almost horizontal.

Masonry: Exterior wall construction of brick, stone or adobe laid up in small units.

Massing: Composition of a building's volumes and surfaces that contribute to its appearance.

Mortar: A mixture of plaster, cement, or lime with a fine aggregate and water; used for pointing and bonding bricks or stones. Mortars for repointing should be softer (measured in compressive strength) than the masonry units and no harder than the historic mortar.

Mullion: The vertical bar between coupled windows or multiple windows.

Restoration: The creation of an authentic reproduction beginning with existing parts of an original object or building.

Revitalization: The imparting of a new economic and community life in an existing neighborhood, area, or business district while at the same time preserving the original building stock and historic character.

Ridge: The top horizontal member of a roof where the sloping surfaces meet.

Right-of-way: The strip of land owned or controlled by the city or another governmental agency over which the public has a right of passage, including the streets, parkways, medians, sidewalks and driveways constructed thereon. For the purpose of this section "right-of-way" shall exclude alleys.

Sash: The framework into which window panes are set.

Setback: The distance between the street right-of-way line and the front line of a building or any projection thereof.

Shall: Is used to indicate a mandatory action.

Sheathing: The structural covering of boards or material used over studs or rafters on the outside wall or roof prior to installing the finished siding or roof covering of a structure.

Shed roof: A gently pitched, almost flat roof with only one slope.

Should: Is used to indicate an action which is strongly encouraged.

Siding: The exterior wall covering of a structure.

Sill: The bottom crosspiece of a window frame.

Site: The location of a significant event, activity, building, structure, or archaeological resource.

Spindles: Slender, elaborately turned wood dowels or rods often used in screens and porch trim.

Stoop: A small porch, platform, or staircase leading to the entrance of a house or building.

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

Design Guidelines and Procedures

DEFINITIONS, Continued...

Structure: A work made up of interdependent and interrelated parts in a definite pattern of organization. Constructed by man, it may be an engineering project large in scale, such as a bridge, wall, gate, or building, or small scale, such as monuments or fountains.

Stucco: A type of exterior plaster applied as a two-or-three-part coating directly onto masonry. Historic stucco consisted primarily of hydrated or slaked lime, water and sand with straw or animal hair as a binder. After 1900, most stucco was composed of Portland cement, mixed with some lime. Many of the contemporary stucco products on the market today are not compatible with historic stucco buildings.

Style: A type of architecture distinguished by special characteristics of structure and ornament and often related in time; also, a general quality of distinctive character.

Transom: A horizontal opening (or bar) over a door or window.

Trim: The decorative framing of an opening and other features on a façade.

Turret: A small slender tower.

Veranda: A covered porch or balcony on a building's exterior.

Vernacular buildings: Buildings designed and built without the aid of an architect or trained designer; buildings whose design is based on ethnic, social, or cultural traditions rather than on an architectural philosophy.

Wall dormer: Dormer created by the upward extension of a wall and a breaking of the roofline.

Weatherboard: Wood siding, consisting of overlapping boards usually thicker at one edge than the other.

Window: A glazed opening in a wall that provides an interior space with natural light and ventilation. For description of the parts of a window see: muntin pane, and sash.

Yard: The land area surrounding the principal building on any parcel which is neither occupied or obstructed by a portion of the principal building from the finished grade to the sky or below the finished grade except where such occupancy, obstruction or encroachment is specifically permitted by this code.

Front yard: That portion of the yard extending the full width of the parcel and measured between the front parcel line and a parallel line tangent to the nearest part of the principal building.

Rear yard: That portion of the yard extending the full width of the parcel and measured between the rear parcel line and a parallel line tangent to the nearest part of the principal building.

Side yard: Those portions of the yard extending from the required front yard to the required rear yard and measured between the side parcel lines and parallel lines tangent to the nearest part of the principal building.

RESIDENTIAL

Architectural Styles In Historic District

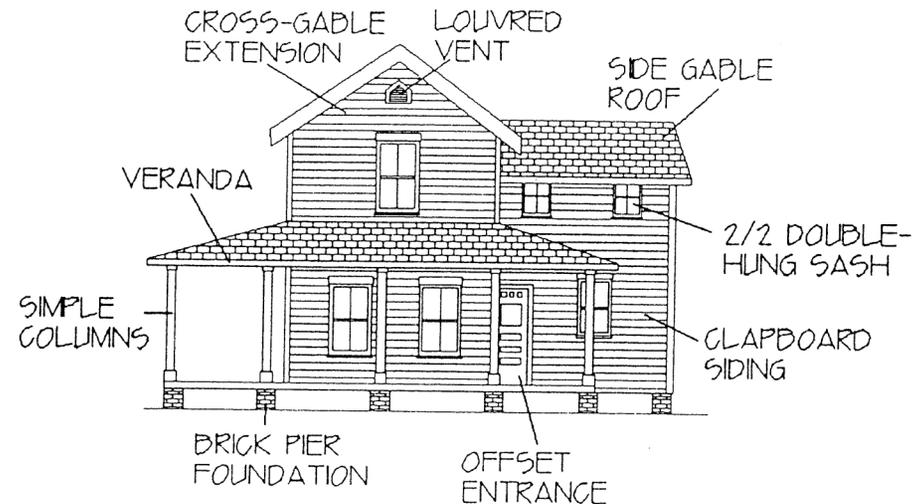
CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

FRAME VERNACULAR

Frame Vernacular buildings are typically one or two stories in height, with a balloon frame structural system built of pine. They have a regular plan and are mounted on masonry piers, most often made of bricks. Plans are usually rectangular, though L-shaped plans were often used to maximize cross-ventilation. Early versions often have gable or hip roofs steeply-pitched to accommodate an attic. Horizontal wood weatherboard, drop siding, and wood shingles are common exterior wall fabrics. Often employed as original roof surfacing materials, wood or pressed metal shingles have nearly always been replaced by composition shingles in a variety of shapes and colors. The façade is often placed on the gable end, making the height of the façade greater than its width. Porches are also a common feature and include one-and two-story end porches or verandas.

Windows are generally double-hung sash with multi-pane glazing. Decoration, generally limited to ornamental woodwork, includes a variety of patterned shingles, turned porch columns and balustrades, and knee braces and exposed rafter ends under the eaves.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular |
| 2. FOUNDATION | Pier, brick, or concrete |
| 3. HEIGHT | Two stories, post –1920 one-story |
| 4. PRIMARY EXTERIOR MATERIAL | Horizontal wood siding, less common wood shingles |
| 5. ROOF TYPE | Gable, hip |
| 6. ROOF SURFACING | Sheet metal, composition shingles |
| 7. ORNAMENTATION | Simple, usually jig-sawn woodwork on porches or around eaves, corbelling on chimneys |

Example 1.



148 N. Highland Avenue

Example 2.



211 N. Highland Avenue

Example 3.



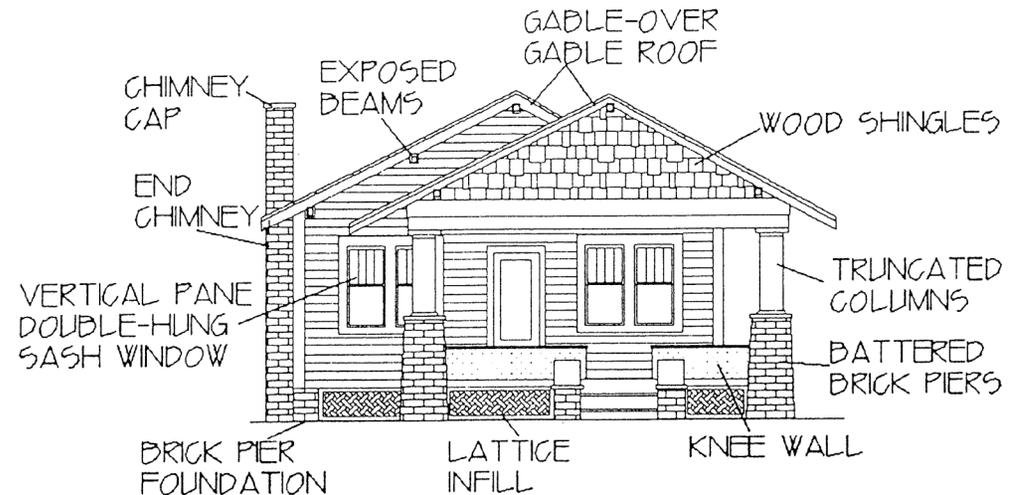
132 Agnes Street

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

BUNGALOW STYLE

The most prominent characteristic of the Bungalow style is its lack of height. With rare exceptions the Bungalow is a one or one-and-one-half story building with a shallow-pitch roof. "Camelbacks" or "airplanes", terms used to describe a second story often found on more elaborate examples, typically display a gable roof and linear form, and create more living space and additional natural interior lighting. Although side-facing and front-facing gable roofs were common design features, some elaborate models display a complex roof structure. The typical Bungalow has two rooms across the main façade, emphasizing horizontality at the expense of height. The porch, an integral part of a Bungalow, generally complements the main block. Masonry piers on which the porch rests are continued above the sill line and serve as part of the porch balustrade. The piers are surmounted by short wood columns upon which sit porch roofing members. The choice of exterior sheathing materials vary from log, wood shingle and drop siding, stucco, and stone veneers. Fenestration is consciously asymmetrical, although small windows typically flank the chimney. Double-hung sash windows frequently appear in groups of two or three, with upper sashes divided into several vertical panes. Other features include dormers, carved rafter ends, and knee braces.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular, usually oriented with the narrow side facing the street |
| 2. FOUNDATION | Brick pier or continuous brick or concrete block |
| 3. HEIGHT | One story, belvedere, two stories |
| 4. PRIMARY EXTERIOR MATERIAL | Horizontal wood siding, shingles, less frequent stucco |
| 5. ROOF TYPE | Gable main roof over gable porch roof, shed dormers frequent secondary roof type, less frequent multiple gable, belvedere |
| 6. ROOF SURFACING | Composition, asbestos shingles |
| 7. ORNAMENTATION | Simple, exposed structural elements (ridge beams, truss work, rafters, purlins) knee braces, battered porch piers, tapered chimneys. |

Example 1.



206 N. Highland Avenue

Example 2.



118 W. Newell Street

Example 3.



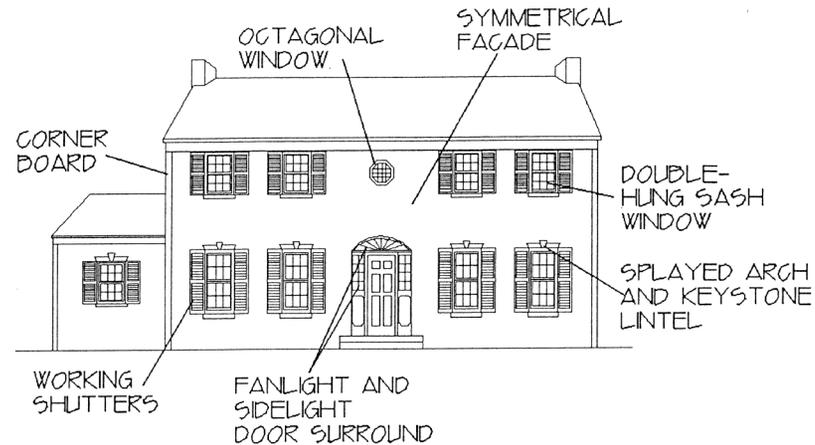
238 N. Highland Avenue

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

COLONIAL REVIVAL

The typical Colonial Revival house in Florida is an eclectic mixture of several colonial designs rather than a direct copy of a single style. The style emerged in the state in the late 1880s. Early examples often embody elements drawn from Craftsman and Bungalow influences, including dormers, exposed rafter ends, and large end or veranda porches. The Prairie style, typically in the form of the American Foursquare plan, and Dutch Colonial designs, notable for expansive gambrel roofs, also influenced the style. Some identifying characteristics of Colonial Revival architecture include a two-story symmetrical façade with gable, hip, or gambrel roofs; an accentuated door, normally with a fanlight pediment, or crown and pilaster surrounds; verandas or simple entry porches supported by columns; and paired double-hung sash windows.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular or nearly square |
| 2. FOUNDATION | Brick piers or continuous brick |
| 3. HEIGHT | Two to two-and-one-half stories |
| 4. PRIMARY EXTERIOR MATERIAL | Horizontal wood siding, shingles, less frequent brick |
| 5. ROOF TYPE | Hip, hip dormers frequent secondary roof type, gambrel roof on Dutch Colonial Revival |
| 6. ROOF SURFACING | Embossed sheet metal or shingles, composition, asbestos shingles |
| 7. ORNAMENTATION | Classically derived — columns, balustrades, modillions, dentils. Entrance detailing — transom, sidelights, fanlights, ornamental woodwork — common |

Example 1.



220 N. Highland Avenue

Example 2.



244 N. Lakeview Avenue

Example 3.



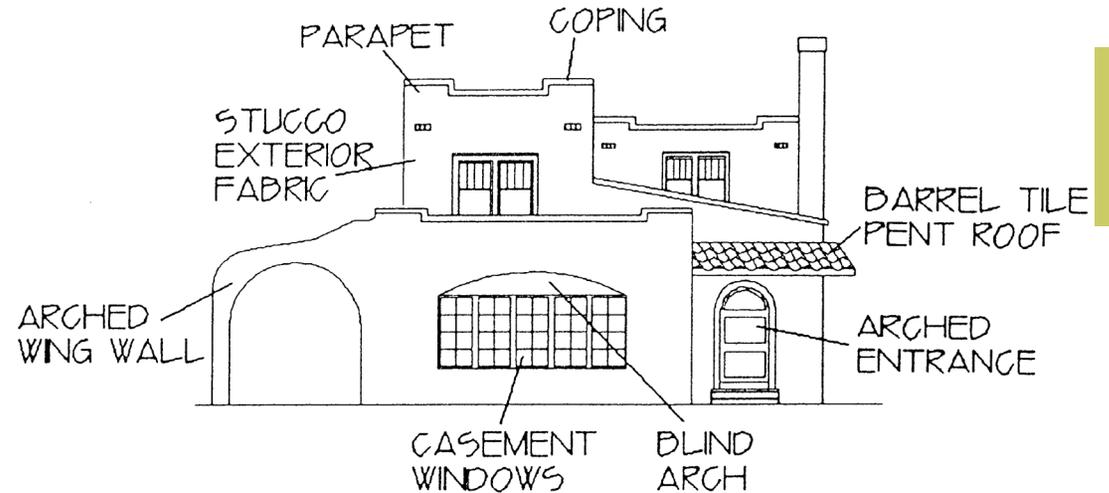
223 S. Lakeview Avenue

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

MEDITERRANEAN REVIVAL STYLE

The Mediterranean Revival styling is an eclectic design containing architectural elements with Spanish or Mid-eastern precedents. Mediterranean Revival buildings in Florida display considerable Spanish influence. It was adapted for a variety of building types ranging from grandiose tourist hotels to two-room residences to public buildings. Hollow-tile construction was typically reserved for use on large, elaborate examples, with wood framing and stucco-on-lathe being the more common construction technique. The popularity of the style became widespread, and many commercial and residential buildings underwent renovation in the 1920s to reflect Mediterranean influences. Identifying features of the style include flat or hip roofs, usually with some form of parapet; ceramic tile roof surfacing; stuccoed facades; entrance porches, commonly with arched openings supported by square columns; casement and double-hung sash windows; and ceramic tile decorations.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Irregular |
| 2. FOUNDATION | Continuous |
| 3. HEIGHT | Two stories |
| 4. PRIMARY EXTERIOR MATERIAL | Stucco |
| 5. ROOF TYPE | Hip roof, flat with curvilinear parapet (Mission) |
| 6. ROOF SURFACING | Barrel, French interlocking tile |
| 7. ORNAMENTATION | Plaster and terra cotta detailing highlighting arches, columns, window surrounds, cornices, and parapets; wrought iron grilles, balconies, and balconets |

Example 1.



246 N. Highland Avenue

Example 2.



871 Vineland Road

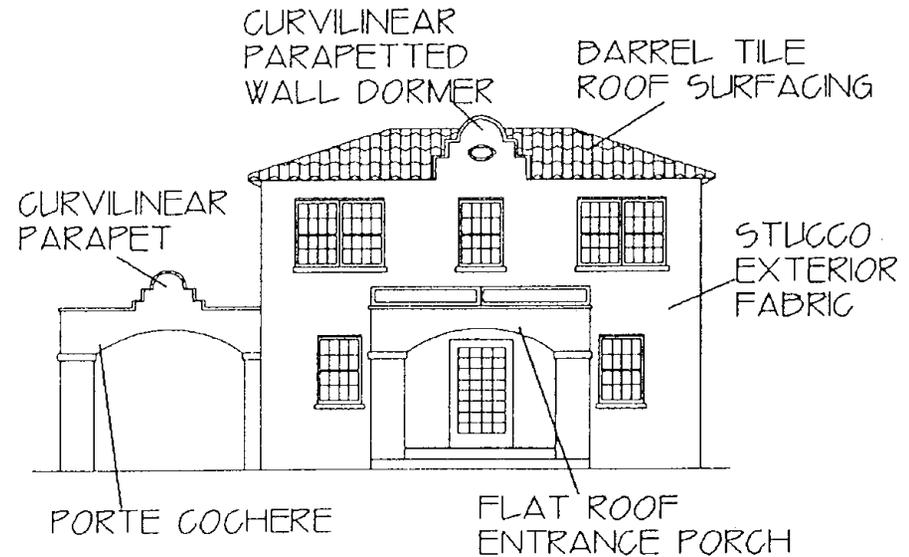
Example 3.

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

MISSION STYLE

In Florida, the Spanish Mission style was among the most dominant building styles during the decade before the collapse of the Florida land boom. It was adapted for a variety of building types ranging from churches, schools, and grandiose tourist hotels to two room residences. Many commercial buildings were renovated in the 1920s to reflect the style. Identifying features of the style include flat or roofs, always with a curvilinear parapet or dormer either on the main or porch roof; ceramic tile roof surfacing; stuccoed facades; flat roof entrance porches, commonly with arched openings supported by square columns; casement and double-hung sash windows; and ceramic tile decorations.



CHARACTERISTICS:

- | | |
|------------------------------|---|
| 1. PLAN | Irregular |
| 2. FOUNDATION | Continuous |
| 3. HEIGHT | Two stories |
| 4. PRIMARY EXTERIOR MATERIAL | Stucco |
| 5. ROOF TYPE | Low pitched clay tile roofs, with projecting eaves |
| 6. ROOF SURFACING | Barrel, French interlocking tile |
| 7. ORNAMENTATION | Smooth stucco siding, roof parapets, large square pillars, twisted columns, arcaded entry porch, round or quat-refoil window, red tile roof |

Example 1.



91 N. Main Street

Example 2.

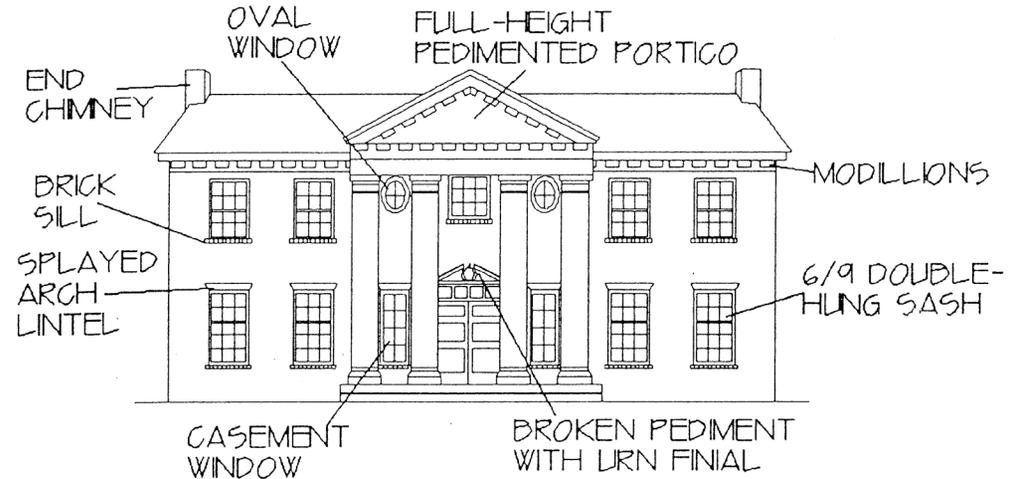
Example 3.

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

CLASSIC REVIVAL STYLE

In Florida, the Classical Revival style became popular for commercial and government buildings, particularly banks and courthouses, during the first three decades of the twentieth century. The style was also often applied to large residences built on prominent sites. Some of the characteristics of the style include a symmetrical façade dominated by a full height porch on classical columns, typically with Ionic or Corinthian capitals; gable or hip roofs with boxed eaves, frequently with dentils or modillions beneath the roof and a wide frieze band surrounding the building; doorways featuring decorative pediments; double-hung sash windows, usually with six or nine panes per sash; and roof line balustrades.



CHARACTERISTICS:

- | | |
|------------------------------|---|
| 1. PLAN | Regular, rectangular or nearly square |
| 2. FOUNDATION | Piers or continuous, brick |
| 3. HEIGHT | Two to two and one half stories |
| 4. PRIMARY EXTERIOR MATERIAL | Horizontal wood siding |
| 5. ROOF TYPE | Low-pitched hip |
| 6. ROOF SURFACING | Embossed sheet metal or metal shingles, composition, asbestos shingles. |
| 7. ORNAMENTATION | Classically derived, full-façade height ionic columns, balustrades, medallions, dentulous. Entrance detailing — transom, sidelights, ornamental wood work — common. |

Example 1.



125 W. Plant Street

Example 2.



125 W. Plant Street

Example 3.



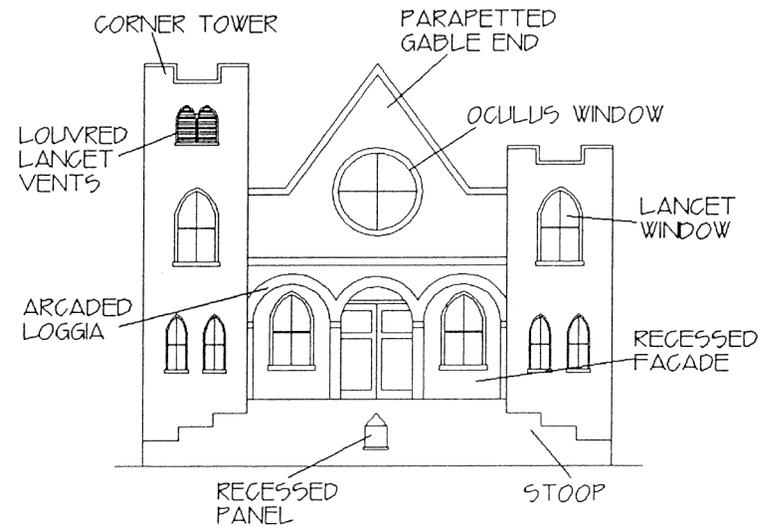
125 W. Plant Street

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

GOthic REVIVAL STYLE

Gothic Revival experienced a renaissance in the late nineteenth and early twentieth centuries. Buildings that embody the style from this later period typically have more subdued detailing and are often smaller than their predecessors. Few residential models of the style were built in Florida and most were located in older communities. Small churches erected in the 1870s and 1880s by the Episcopal Dioceses are scattered throughout the peninsula. Identifying features of the style include steeply-pitched gable roofs, often with one or more intersecting cross-gables, decorative vergeboard in the gable ends, open eaves, a variety of wood sidings, one story entrance or end porch, and varied window treatments including lancet, cantilevered oriels, and double-hung sash windows, often with diamond pane glazing.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular |
| 2. FOUNDATION | Slab, continuous |
| 3. HEIGHT | One-story porch with flattened, Gothic arches |
| 4. PRIMARY EXTERIOR MATERIAL | Variety of wood sidings, brick |
| 5. ROOF TYPE | Steeply pitched roof, cross-gabled |
| 6. ROOF SURFACING | Composite shingle |
| 7. ORNAMENTATION | Decorated vergeboards, pointed-arch windows, sometimes stained glass, like churches. Gothic window above entry, including lancet, cantilevered oriels, and double-hung sash windows. |

Example 1.



125 N. Lakeview Ave

Example 2.



125 N. Lakeview Ave

Example 3.



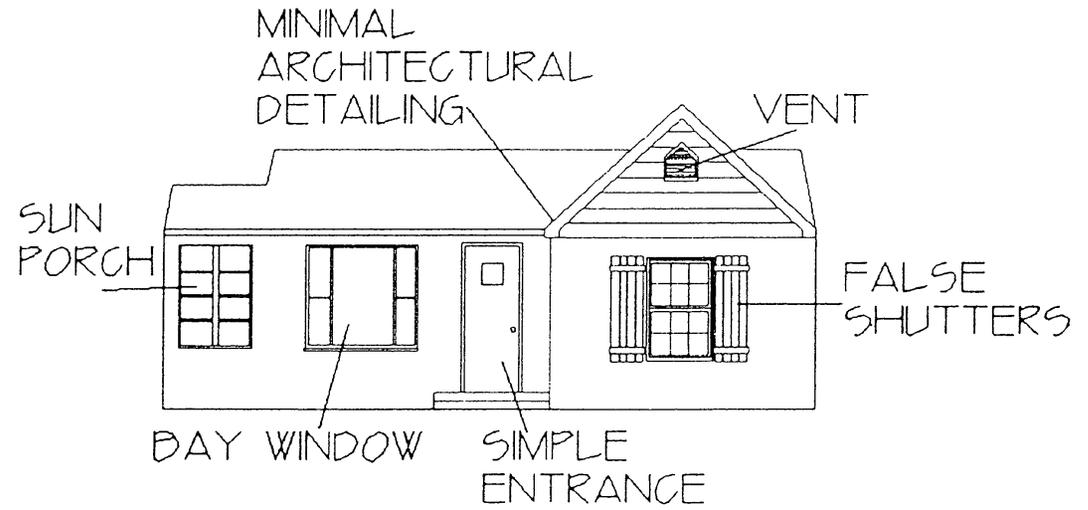
125 N. Lakeview Ave

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

MINIMAL TRADITIONAL STYLE

The Minimal Traditional building form was introduced in the mid 1930s at the height of the Great Depression, as a relatively low-cost alternative to its high-style predecessors. Minimal Traditional building plans were adapted from the Tudor Revival cottage that was popular during the 1920s. Architectural detailing is sparse and limited to vague references to the Colonial Revival or Monterey styles. Unlike the preceding Tudor Revival style, roof slopes are moderate to low, and the eaves and rake are held close to the building surface. A common trait of the Minimal Traditional style is to have at least one front-facing gable extension and a large end, exterior chimney stack. The Minimal Traditional style was introduced in Florida, especially Jacksonville, in its earliest stages.



CHARACTERISTICS:

- | | |
|------------------------------|---|
| 1. PLAN | Regular, rectangular |
| 2. FOUNDATION | Continuous |
| 3. HEIGHT | One Story |
| 4. PRIMARY EXTERIOR MATERIAL | Horizontal wood siding, less common wood shingles |
| 5. ROOF TYPE | Low-pitched hip roof |
| 6. ROOF SURFACING | Composition shingles |
| 7. ORNAMENTATION | Recessed door entry, decorative vent, at least one front facing gable extension and larger exterior chimney stack |

Example 1.



165 S. Lakeview Avenue

Example 2.



222 S. Highland Avenue

Example 3.

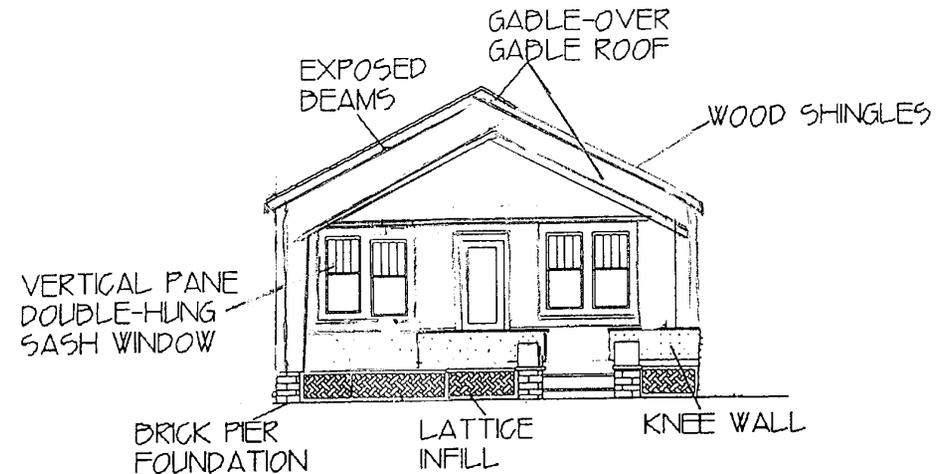
CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

MASONRY VERNACULAR

Masonry Vernacular is more commonly associated with commercial building than with residential architecture where wood frame houses dominate. Although not as common as vernacular wood structures, these unpretentious buildings are numerous enough to warrant a separate category. They are generally composed of brick, stone, or concrete block. As with vernacular wood structures, masonry buildings lack ornamentation and architectural details that would distinguish a specific style, and are therefore divided into categories according to the roof shape and floor plan. The front gable is the most popular form and is found not only on smaller homes, but also on schools, churches, barns or sheds. It is the simplest of the vernacular masonry types. The hipped box is also quite common. It is generally a one-story, square structure with a hipped roof and usually a front porch. It should not be confused with the more elaborate Classic Cottage or Bungalow, both of which have more architectural details and ornamentation. The roof of the side gable is parallel to the entrance or front façade with the gable ends facing the side. As with the other types, ornamentation is limited.

A gable L is not as common on masonry buildings as it is on wood frame structures. However, the form is similar, featuring a front gable intersected by a side gable. Masonry false front structures are also somewhat rare. In its most common occurrence, the main portion of the building is stone or brick, with a wooden false front attached.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular |
| 2. FOUNDATION | Continuous or slab (commercial), brick, or concrete |
| 3. HEIGHT | Two stories (apartments), one-two stories residential and commercial |
| 4. PRIMARY EXTERIOR MATERIAL | Brick, common or running bond, stucco, rough texture |
| 5. ROOF TYPE | Hip, flat with parapet (commercial) |
| 6. ROOF SURFACING | Composition shingles, built-up, commercial |
| 7. ORNAMENTATION | Simple, usually cast-concrete or ornamental brick such as corbelling |

Example 1.



201 N. Highland Avenue

Example 2.



133 N. Highland Avenue

Example 3.



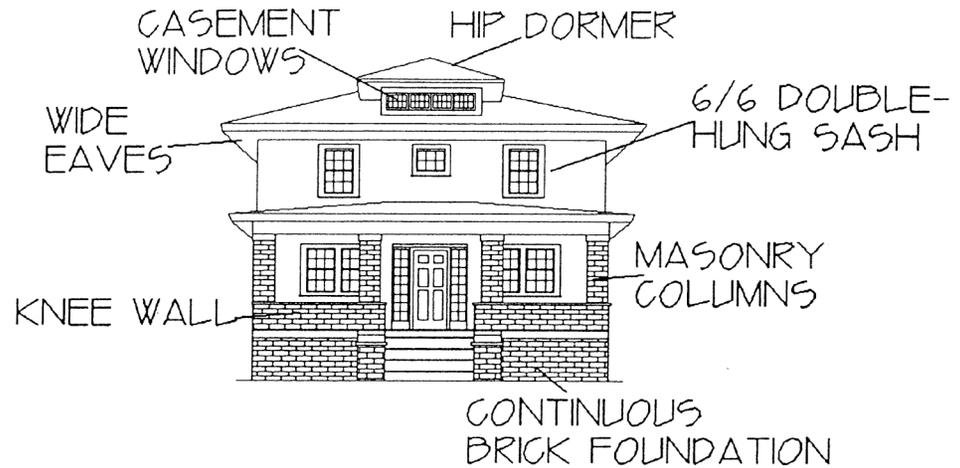
202 S. Lakeview Avenue

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

PRAIRIE STYLE

Distinctive features of the Prairie style include a two-story design, often with a bold interplay of horizontal planes against a vertical block and secondary vertical details. Low-pitched gable, flat, or hip roofs with boxed eaves often contrast with dormers, massive chimneys, and horizontal ribbons of windows, often treated with leaded glass. Cantilevered overhangs, one-story porches, porte cocheres, or extensions with massive column supports are secondary features. Brick, stucco, tile, or rough face cast stone exterior wall fabrics often appear in combination with wood. Mission or Italian Renaissance influences, such as tiled roofs or cornice line brackets, are prominent in some models.



CHARACTERISTICS:

- | | |
|------------------------------|---|
| 1. PLAN | Irregular |
| 2. FOUNDATION | Continuous |
| 3. HEIGHT | Two stories |
| 4. PRIMARY EXTERIOR MATERIAL | Stucco |
| 5. ROOF TYPE | Low-pitched hip roof with wide, projecting eaves |
| 6. ROOF SURFACING | Composition shingles |
| 7. ORNAMENTATION | Geometric detailing — leaded panes or lights in windows, wrought iron railings, grills, column capitals, and cornices, pediments, fascia, cast-metal brackets. Florid, Sullivanesque ornament |

Example 1.



230 N Highland Avenue

Example 2.



222 1/2 W. Newell Street

Example 3.



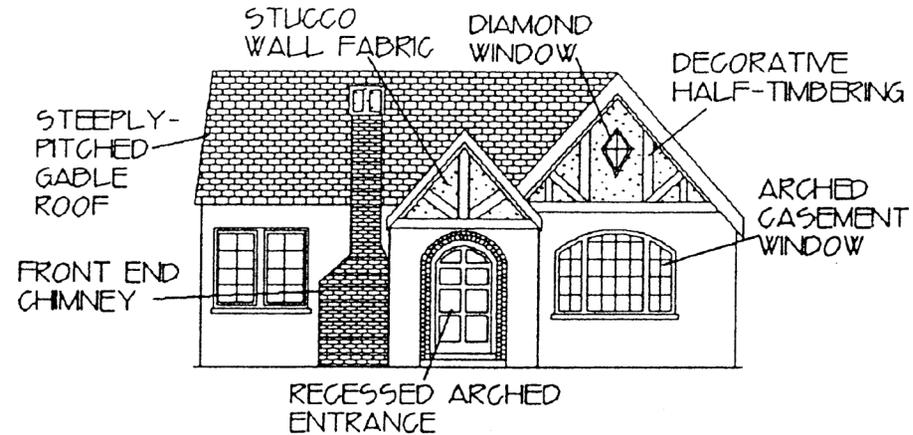
763 W. Plant Street

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

RESIDENTIAL ARCHITECTURAL CLASSIFICATIONS

TUDOR REVIVAL STYLE

Some of the typical features of the style include steeply pitched roofs that are usually side gabled with intersecting extensions; decorative half-timbering and stucco siding; tall, narrow casement windows with multi-paned glazing; and massive exterior chimneys, often located on the front façade of the building.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular |
| 2. FOUNDATION | Continuous |
| 3. HEIGHT | One story |
| 4. PRIMARY EXTERIOR MATERIAL | Stucco, masonry |
| 5. ROOF TYPE | Steeply pitched, front-faced gables |
| 6. ROOF SURFACING | Composite shingle |
| 7. ORNAMENTATION | Half-timbering, executed in stucco, masonry, or masonry veneered walls (mimic the brick and stone exteriors on English prototypes) |

Example 1.



235 N. Lakeview Avenue

COMMERCIAL

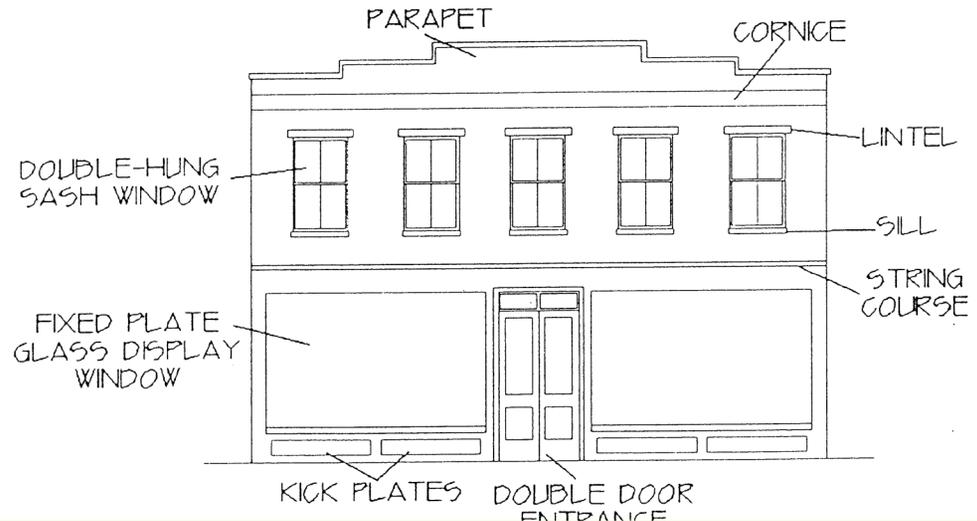
Architectural Styles In Historic District

CITY OF WINTER GARDEN—HISTORIC DOWNTOWN DISTRICT OVERLAY

COMMERCIAL ARCHITECTURAL CLASSIFICATIONS

MERCANTILE / MASONRY VERNACULAR

Mercantile (a/k/a Masonry Vernacular) is more commonly associated with commercial building than with residential architecture where wood frame houses dominate. The name applies to a large range of buildings from relatively small one-story stores and shops to four-story buildings that contain a variety of uses, including apartments and public meeting halls in the upper stories. Elaborate late nineteenth century models often displayed heavily accented cornices, window hoods, and iron-framed storefronts. Oriels or bays protruded from corners or wall surfaces. Some examples featured the rough-faced cast concrete block popularized by Henry Hobson Richardson in his Romanesque buildings of the late 19th century. In Florida, most early 20th century models were brick, and typically exhibited a symmetrical façade, brick corbelled cornice, stylized panels, belt courses, and storefronts with paneled wood doors, wood kick panels, plate glass, and transoms. Commercial vernacular designs of the 1920's were often influenced by Spanish or Art Deco designs of the period, and hollow tile became commonly use in structural systems. During the 1930's the International Modernistic styles influenced vernacular design, and reinforced concrete construction techniques became more frequently used to produce a variety of forms. Following World War II, concrete block construction became a popular masonry building material.



CHARACTERISTICS:

- | | |
|------------------------------|--|
| 1. PLAN | Regular, rectangular |
| 2. FOUNDATION | Continuous or slab (commercial), brick, or concrete |
| 3. HEIGHT | Two stories (apartments), one-two stories commercial |
| 4. PRIMARY EXTERIOR MATERIAL | Brick, common or running bond, stucco, rough texture |
| 5. ROOF TYPE | Hip, flat with parapet (commercial) |
| 6. ROOF SURFACING | Composition shingles, built-up, commercial |
| 7. ORNAMENTATION | Simple, usually cast-concrete or ornamental brick such as corbelling |

Example 1.



101 W. Plant Street

Example 2.



99 W. Plant Street

Example 3.



1 N. Main Street

RESIDENTIAL

Standards And Guidelines

NEW CONSTRUCTION

ENCOURAGED



RESIDENTIAL

DESIGN STANDARDS—NEW CONSTRUCTION (Sec.98-193 (4)(a))

To allow for infill development or redevelopment of individual residential lots that is consistent with either the architectural styles of surrounding homes or the residential architectural styles that are predefined in the historic district.

ENCOURAGED CONTINUED...



STRONGLY DISCOURAGED

ENCOURAGED

- New residential structures shall conform to surrounding residential structures.
- Property Owners are encouraged to meet with the City to discuss the style of home.
- Garage to be detached.

STRONGLY DISCOURAGED

- Modern style (traditional “ranch style” construction will not be allowed).
- No prefabricated homes allowed.

ADDITIONS

ENCOURAGED



Roof extension is compatible with house

RESIDENTIAL

DESIGN STANDARDS—ADDITIONS (Sec.98-193 (4)(b))

Additions will respect the traditional design principles of the residential style of the residential structure.

STRONGLY DISCOURAGED

ENCOURAGED

- Any and all additions to stucco finish structures shall use stucco to match the existing color, composition and texture.
- Any and all additions to wood structures shall use wood to match the existing wood in size, shape and texture.
- Brick shall be laid in true bonding patterns (no stack pattern).
- Porches for infill lots shall be able to encroach into front setback by eight-ten (8-10) feet.
- Maintaining existing porches.

STRONGLY DISCOURAGED

- Removing front porch and not replacing.
- Inconsistent pitch of roof with existing structure.
- Additions in front of existing front elevation of house.
- Different window light pattern is not allowed.

GARAGES AND ACCESSORY STRUCTURES

ENCOURAGED



Compatible open garage design



Covered walkway

STRONGLY DISCOURAGED

RESIDENTIAL

DESIGN STANDARDS—GARAGES AND ACCESSORY STRUCTURES (Sec.98-193 (4)(c))

To maintain the existing character of residential structures through the appropriate construction and maintenance of garages or other accessory structures such as pools or other structures.

ENCOURAGED CONTINUED...



ENCOURAGED

- Detached garages are preferred and should be located in the rear portion of the lot.
- Accessory structures are to be located in conformance with the zoning setbacks and respect building separation as applicable.

STRONGLY DISCOURAGED CONTINUED...

STRONGLY DISCOURAGED

- Prefabricated accessory storage structures shall not exceed one hundred (100) square feet and shall meet setbacks for zoning district.
- Accessory structures shall not exceed height of main structure.
- Attached garage to main house (attached pre-existing garages can be rebuilt if justified).

BUILDING COLORS

ENCOURAGED



House color and roof color are complimentary



Trim compliments architectural style

STRONGLY DISCOURAGED

RESIDENTIAL

DESIGN STANDARDS—BUILDING COLORS (Sec.98-193 (4)(d))

To provide for proper use of paint color that is appropriate with the predominant architecture of the structure.

ENCOURAGED

- Colors should be in keeping with the original style and with other building in the historic district.
- Historic color palettes are preferred for home exterior and accessory structures.
- Accent colors for entry doors and window trims, such as white, grey and earth colors will be preferred.
- Brick, stone or other materials intended to be naturally unpainted shall remain unpainted, unless the material has been painted before.
- New structures shall use consistent colors with structures within immediate proximity, three hundred to five hundred (300-500) feet of property.
- The roofs may be painted, however, the color selected should be similar to the material color of the original roofing material of the building.

STRONGLY DISCOURAGED

- Bright or colors without historic basis shall be prohibited for structures in the historic district.
- Cannot use fluorescent green, orange, yellow and similar shades.
- Painted areas must be maintained painted.

PORCHES AND BALCONIES

ENCOURAGED



Classic open porch



Open porch with railings

RESIDENTIAL

DESIGN STANDARDS—PORCHES AND BALCONIES (Sec.98-193 (4)(e))

To provide for the use and enjoyment of property to provide for both viewing and seating areas as appropriate that complement architectural style of structure.

ENCOURAGED CONTINUED...



Open porch with awnings



Screened front porch

STRONGLY DISCOURAGED

ENCOURAGED

- Porches and porch features that are in good condition or repairable and are in character with the architectural style of building shall be retained and repaired to match original materials, size and configuration to maximum extent possible.
- New porch elements such as balusters and columns shall be compatible with the architectural style of building.
- Porches not visible from right-of-way can be screened. No architectural elements shall not be damaged or removed.
- Porches visible from right-of-way shall only be enclosed with glass or screen and requires board review and approval.

STRONGLY DISCOURAGED

- Replacement of existing porch with design or materials not in character with the architectural style and period is prohibited.
- Screened enclosures shall be reviewed on a case by case review to determine consistency with historic architectural style of home.

FENCES AND WALLS

ENCOURAGED



Screen fence to garage area



Classic picket fence

RESIDENTIAL

DESIGN STANDARDS—FENCES AND WALLS (Sec.98-193 (4)(f))

To provide for both necessary screening security and aesthetic materials either at property boundary or other designated locations on a site.

ENCOURAGED CONTINUED...



PVC fence on side yard



Classic picket fence



Wrought iron fence

STRONGLY DISCOURAGED

ENCOURAGED

- Recommended type of fencing in single family residential areas include material wood, white picket and wrought-iron.
- Fences in the front yard shall not exceed three (3) feet in height.
- Walls in front yards shall not exceed three (3) feet in height and be setback at least ten (10) feet from property line.
- Fences in side yard must be needed to create necessary privacy due to close proximity to structures—fifteen (15) feet or less.
- PVC fence (white) is permitted when there is a decorative cap on the top of the fence. When the PVC fence is adjacent to a street or alley, a landscaped hedge shall be installed with the fence.
- Fences should be located behind sidewalk.
- All connected walls or fences shall have consistent finishes

STRONGLY DISCOURAGED

- Chain link fences are prohibited. Any replacement of existing chain link fence shall be replaced with recommended style fence material.
- Vinyl coated chain link fence are not allowed.
- Painting wooden fences unless there is existing fence that is painted on the lot.

COMMERCIAL

Standards And Guidelines



STORE FRONT / FACADES

ENCOURAGED



Stepped and curvilinear parapet, ceramic barrel tile surfacing



Distinctive awning and stone facade

STRONGLY DISCOURAGED

COMMERCIAL

DESIGN STANDARDS—STORE FRONT / FACADES (Sec.98-193 (5)(a))

To provide an appropriate exterior elevation of a structure to the street or other property exposures that complements the architectural style and features of the use(s) in the structure.

ENCOURAGED CONTINUED...



Stepped parapet



Stepped parapet



Transparent glass and distinctive window trim

ENCOURAGED

Primary Materials

- Brick, stucco, stone or cast stone
- Highly transparent glass with low reflectivity for all commercial buildings particularly with ground floor store fronts.
- Provide varied roof forms, architectural detailing that provides for distinctive features through entry features, door and window features, medallions on other architectural elements and other design elements that represent the character of the proposed building.

Secondary Materials

- Use of one or two coat ("hard coat") stucco system with a synthetic finish (typically 100% acrylic based coating is acceptable)

STRONGLY DISCOURAGED

- No Exterior Insulating Finish System (EIFS)
- Inconsistent replacement materials that do not complement style of building (examples include; vinyl on aluminum siding, artificial stone, plywood or T-III siding, covering historic finishes with cladding systems.
- Vinyl window frames.

ROOFS

ENCOURAGED



Parapet roof line



Tile roof with pitch

COMMERCIAL

DESIGN STANDARDS—ROOFS (Sec.98-193 (5)(b))

To create variation of either pitched roofs or roof lines that are varying.

ENCOURAGED CONTINUED...



Distinctive tile roof with pitch



Parapet roof line with cap element



Roof

STRONGLY DISCOURAGED

ENCOURAGED

- Architecturally create a top to building by creating a sense of completing the building façade. The architectural top may be accomplished by providing a projected cornice or parapet, change in window rhythm, setback of upper floor, or use of other façade material.
- Pitched roofs shall be maintained with same materials as original roof.
- Roof additions shall have similar shape, materials and pitch as the existing structure.
- Architectural features such as dormers, cornices, towers, eaves, chimneys, parapets are encouraged.

STRONGLY DISCOURAGED

- Flat tops to roof with no architectural or cornice cap and/or use of other materials.
- Different roof materials that can be seen from street level.
- No exposed skylights.

WINDOWS / DOORS

ENCOURAGED



Distinctive trim around windows



Covered double doors

STRONGLY DISCOURAGED

COMMERCIAL

DESIGN STANDARDS—WINDOW/DOORS (Sec.98-193 (5)(c))

To both maintain the window and door styles and details in good condition to maximize visibility to street on ground floor.

ENCOURAGED CONTINUED...



Easy access into building



Windows extend into roof



Distinctive trim around windows



Arches on windows



Double door

ENCOURAGED

- Maintenance or replacement of windows and doors that substantially match the existing windows in size, design and placement.
- Any new windows shall have the mullion profiles similar to contributing structures. If single hung or double hung windows are placed in groupings, a four (4) to six (6) inch trim shall separate the windows.
- Doors, screen doors, frames, lintels shall be maintained or repaired consistent and in character with the style of the building.
- Add new doors to meet disabled accessibility laws.
- Use doors with glass for increased visibility into storefront is preferred.
- All exterior windows will have a minimum 3" inset.

STRONGLY DISCOURAGED

- The use of reflective glass and reflective film is prohibited on all buildings.
- Doors with flush or sliding glass doors shall be prohibited.
- Stained glass and art glass will be allowed when consistent with the architectural style of the building.

PORCHES AND BALCONIES

ENCOURAGED



Balconies—Entrance building features

COMMERCIAL

DESIGN STANDARDS—PORCHES AND BALCONIES (Sec.98-193 (5)(e))

To provide for the use and enjoyment of property to provide for both viewing and seating areas as appropriate that complement architectural style of structure.

ENCOURAGED CONTINUED...



Columns add to building features

STRONGLY DISCOURAGED

ENCOURAGED

- Porches and porch features that are in good condition or repairable and are in character with the architectural style of building shall be retained and repaired to match original materials, size and configuration to maximum extent possible.
- New porch elements (such as balusters and columns) shall be compatible with the architectural style of building.
- Porches not visible from right-of-way be screened. No architectural elements shall be damaged or removed.

STRONGLY DISCOURAGED

- Replacement of existing porch with design or materials not in character with the architectural style and period is prohibited.
- Porches visible from right-of-way shall only be enclosed with glass or screen and requires board review and approval.

AWNINGS/CANOPIES

ENCOURAGED



Solid awning color



Custom tile awning

COMMERCIAL

DESIGN STANDARDS—AWNINGS/CANOPIES (Sec.98-193 (5)(f))

Awnings should fit into the storefront's overall architecture and appearance. Awnings provide protection and cover from extreme light or inclement weather.

ENCOURAGED CONTINUED...



Hard top canopy



Solid color with lettering on vertical face



Solid color with trim



Solid round style awning

STRONGLY DISCOURAGED

ENCOURAGED

- Solid colors such as black, green, or maroon are acceptable.
- Installing either new or replacement awnings should match or complement adjacent awning structures.
- Must use either canvas style or “hard top” style awnings.
- Minimum elevation of bottom to ground seven (7) feet and maximum projection from building is nine (9) feet.
- Sign allowance on awning—eight (8) square feet.
- Sign allowance on awning—eight (8) square feet.

STRONGLY DISCOURAGED

- Backlit or internally lit plastic awnings.
- No signage allowed to the slope portion of awning.
- Concealing architectural details with awnings.

SIGNS

ENCOURAGED



Attractive ground sign



Channel letter design



Sign complements building

STRONGLY DISCOURAGED

COMMERCIAL

DESIGN STANDARDS—SIGNS (Sec.98-193 (5)(g)), (Sec.98-196)

Signs should be used to communicate business name and other needed message information.

**SIGN REQUIREMENTS WILL BE INCORPORATED INTO THE CITY'S SIGN REGULATIONS—
CHAPTER 118, SECTION 102 AS AMENDED.**

ENCOURAGED CONTINUED...



Appropriate use of window sign



Channel letter design



Sign integrated into building facade



Sign copy on front of awning facade

ENCOURAGED

- Signs should complement building architecture and other building elements.
- Business name is permitted on inside of window.
- Signage lighting shall be suitable, pedestrian oriented, and not in competition with adjacent illuminated signs.
- New signs should be capable of being removed without causing damage to the building.
- Fasteners should go in mortar joints and should not damage bricks.

STRONGLY DISCOURAGED

- New neon signs are prohibited in the Historic Downtown District.
- Window signs must be either framed or hung from the top of window (no direct attachment to window).
- Cannot cover architectural detailing on building.
- No roof signs allowed.

UTILITY AND REFUSE AREA

ENCOURAGED

COMMERCIAL

DESIGN STANDARDS—UTILITY AND REFUSE AREA (Sec.98-193 (5)(h))

To create necessary screening and proper location for above ground utilities and refuse storage area.

STRONGLY DISCOURAGED

ENCOURAGED

- Use of screening walls, approved fencing, or other materials (landscaping and hedging) to screen above ground utility equipment and refuse equipment.
- HVAC units shall be screened from public right-of-way.
- Electrical vaults, meter boxes, and communications devices.

STRONGLY DISCOURAGED

- No exposed refuse equipment next to public areas, parking lots, or public right-of-ways.
- No mechanical or utility equipment in front yard or adjacent to public right-of-way unless installed underground.

FENCES OR GARDEN WALLS

ENCOURAGED



Garden wall



Green privacy slats

STRONGLY DISCOURAGED

COMMERCIAL

DESIGN STANDARDS—FENCES OR GARDEN WALLS (Sec.98-193 (5)(i))

To provide complementary perimeter fences or walls that do not disrupt or hide front elevation of building.

ENCOURAGED

- Use of wrought-iron or similar material for any fencing that is adjacent to street.
- Use of wrought-iron or similar material to enclose a courtyard or garden area.
- Use of green or black privacy slats (pvc or aluminum) integrated in fence is acceptable for screening.

STRONGLY DISCOURAGED

- Use of PVC fence on commercial properties. If proposed, an appropriate landscape buffer will be required

Information in this Architectural Standards and Guidelines Manual was prepared by the City of Winter Garden Planning, Zoning, and Development Department with review and input by the City’s Architectural Review and Historical Preservation Board and *C.T. HSU + Associates, P.A.*, Architects.

The City evaluated a variety of local architectural ordinances both in the State of Florida and other historic areas around the country.

The *Standards and Guidelines Manual* is subject to review and change as needed to meet the intent and purpose of the City of Winter Garden’s Overly District for the Downtown Historic District.



300 WEST PLANT STREET
WINTER GARDEN, FLORIDA 34787
(407) 656-4111 TELEPHONE • (407) 654-1258 FACSIMILE
WWW.WINTERGARDEN-FL.GOV