



**A Regular Meeting Minutes
Architectural Review and Historic Preservation Board
August 21, 2012**

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairman John Murphy called the meeting of the Architectural Review and Historic Preservation Board to order at 6:30 pm in the Commission Chambers of City Hall. A quorum was declared present at 6:30 pm.

Present: Board Members: Andy Crabtree, Vice Chairman Tim Keating, Chairman John Murphy, Wendy Byrd Jung, Chris Lee, Michael Morrissey and Chuck Simikian. Staff: Economic Development Director Tanja Gerhartz, Community Development Director Ed Williams, Senior Planner Steve Plash and Senior Planner Laura Smith.

Absent: None

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

Motion by Tim Keating to approve the regular meeting minutes of July 17, 2012 as submitted. Seconded by Michael Morrissey and carried unanimously 7-0.

APPLICATIONS FOR CERTIFICATE OF APPROVAL

4. 132 W. Plant Street - "Black Building" (Larry Cappleman) 2nd Addendum

Economic Development Director Tanja Gerhartz presented an Owner/Applicant request for Certificate of Approval for three new awnings on the south side of 132 W. Plant Street which faces Tremaine Street. Staff recommends approval with the specific design dimensions to follow the standard guidelines and specifications directed for the downtown historic district.

Director Gerhartz advised the Board that the applicant would be submitting one more addendum to this application for an "L" shaped wall addition to the rear of the building to cover the grease trap and garbage cans that will be located there. Board member Morrissey requested that the wall be pushed to the east so that it has a jog to create an entry for the courtyard.

Larry Cappleman, 132 W Plant Street, Owner/Applicant, advised the board that the renderings do not depict the awnings to be installed accurately but they will be matched to the awnings previously approved for the side of the building with the same slope and angle.

Motion by Andy Crabtree to approve a certificate of approval for three awnings on the 132 W. Plant Street building along the Tremaine Street side of the building. Seconded by Wendy Byrd Jung and carried unanimously 7-0.

5. Policy Design Guidelines Revisions – Policy Discussion Regarding Commercial Roll-up Doors

Economic Development Director Tanja Gerhartz reviewed the issues and previous board discussion regarding commercial roll-up doors. At least two property owners had inquired about removing their existing storefront and installing commercial roll-up doors to create an open indoor/outdoor environment. The City's current ordinance and design guidelines do not address this issue. Language and photo examples were proposed to the Board (see exhibit "A").

Board would like staff to review and make a determination if historical accuracy should or should not trump the aesthetics of the historical buildings.

The Board directed Staff to inventory the buildings that had a historically significant commercial roll-up door and to reword the language to strongly discourage the commercial roll-up door unless the roll-up doors were historically significant.

6. General Business

Director Gerhartz advised that the open indoor/outdoor environment concept will be brought to the Board along with examples of other communities using this concept to assist the Board with establishing policy guidelines and standards for the Historic Downtown District.

Meeting adjourned at 6:57 pm.

ATTEST:

APPROVED:

Senior Planner Laura Smith

Chairman John Murphy

EXHIBIT "A"



CITY OF WINTER GARDEN

COMMUNITY DEVELOPMENT DEPARTMENT

Planning & Zoning Division

300 WEST PLANT STREET

WINTER GARDEN, FLORIDA 34787

TELEPHONE: (407) 656-4111 • FACSIMILE: (407) 654-1258

ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD AGENDA ITEM

DATE: 08/20/2012 **MEETING DATE:** 08/21/2012
STAFF CONTACT: Tanja Gerhartz, Economic Development Director
SUBJECT: Policy Discussion Regarding Commercial Roll-up Doors

DISCUSSION:

At least two business owners over the last few months have inquired about the option of installing a commercial roll up door or slider in lieu of windows/doors as part of their storefront on West Plant Street. The City received a formal application to install a commercial roll-up door which caused City staff to ask the board for policy direction on this issue.

The City's ordinance and guidelines do not address when and where commercial roll up doors are appropriate. At the June 19, 2012 Architectural Review and Historic Preservation Board (ARHPB) meeting, requested City Staff to provide guidelines to propose criteria that would maintain the integrity of the Historic Downtown District and contributing structures.

Based on the ARHPB's direction, City Staff has drafted the following language for your review:

Designs Standards & Guidelines Manual

Page 47:

STORE FRONT / FACADES

Strongly Discouraged

The use of commercial roll-up doors within storefronts unless the storefront originally had a similar door and opening.

Page 49:

WINDOWS / DOORS

Strongly Discouraged

The use of commercial roll-up doors within storefronts unless the storefront originally had a similar door and opening.

Photo Example:

