



**MEETING MINUTES**  
**SESSION OF THE HISTORIC PRESERVATION BOARD**  
**CITY OF KISSIMMEE**  
**CITY HALL, COMMISSION CHAMBERS**  
**101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054**  
**MONDAY, JANUARY 8, 2024 AT 5:15 PM**

- 1. MEETING CALLED TO ORDER** **Members Present:** Chairman Scott Brooks, Vice Chairman Scott Grenald, Member Maria Lebron, Member Adriana Serrano, Member Edgar Silva, Member Kimberly Murray  
**Staff Present:** Senior Planner Ashley Cornelison, Board Secretary Cathy Finneran  
**Members Absent:** Member Debra Rosado

Chairman Brooks called the meeting to order at 05:15 PM.

**2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

**3. MINUTES**

**3.A** May 8, 2023 Historic Preservation Board (HPB) Meeting Minutes

Member Lebron made a motion to approve. Vice Chairman Grenald seconded the motion.

AYE: Chairman Brooks, Vice Chairman Grenald, Member Lebron, Member Serrano, Member Silva, Member Murray

NAY: None

Motion to Approve Passed 6 - 0.

**3.B** November 14, 2022 Historic Preservation Board (HPB) Meeting Minutes

Vice Chairman Grenald made a motion for approval. Member Serrano seconded the motion.

AYE: Chairman Brooks, Vice Chairman Grenald, Member Lebron, Member Serrano, Member Silva, Member Murray

NAY: None

Motion to Approve Passed 6 - 0.

**4. OLD BUSINESS** No items to discuss

**5. NEW BUSINESS**

**5.A** 509 Verona Street

Planner Cornelison informed the Board that this request is being removed from the agenda. Staff was instructed to approve this request by the Building Official and Development Services Director without Board approval as the requested improvements were triggered by life-safety issues

## 5.B 802 Harford Street

New duplex at 802 Harford Street.

Planner Cornelison explained the software to process permits had the spelling of the street address as Hartford which incorrect, the correct spelling is Harford.

This is a request for a new two-story duplex on the vacant property at 802 Harford Street. The proposed structure has a porch with recessed garages, shown in the elevations and the floor plan. There are no special adornments or architectural features/style.

Since this property is on the edge of the South Beaumont district, and the only parcel fronting on Harford within the district, staff did not hold issue with a more modern design for the front of the structure. However, the proposed building is two stories and will be approximately 40-feet from the back of single-story structure at 725 Mabbette and the back and rear elevations will be seen from Mabbette. Due to this, staff is recommending that the applicant add architectural features to those elevations (sides and rear) to provide relief to the almost blank walls currently proposed. It is recommended to add additional windows and use some of the features from surrounding structures (e.g. a wide banding around the windows, a different window style, shutters, even window placement, and/or varying roof levels on the back).

Staff recommends approval with the conditions that additional features be added to provide a smoother transition to the historic structures to the south.

In response to Member Serrano, Planner Cornelison explained some of the architectural details that Staff is recommending are additional windows, banding around the windows, and shutters.

Member Lebron made a motion to Approve subject to Staff's Conditions. Vice Chairman Grenald seconded the motion.

AYE: Chairman Brooks, Vice Chairman Grenald, Member Lebron, Member Serrano, Member Silva, Member Murray  
NAY: None

Motion to Approve Passed 6 - 0.

## 5.C 605 Mabbette Street

Requesting alterations and new construction for the property at 605 Mabbette Street.

This is a request for alterations to the existing structure and construction of a new duplex unit for the property at 605 Mabbette Street. It should be noted that improvements to this structure began without permits, and it is currently under a stop work order. Planner Cornelison informed the Board that after this report was published, a modified conceptual plan was submitted which she handed out to the Board. However, requested additional elevations have not been received.

In reviewing this application, Staff found numerous proposed items that were not in compliance with the South Beaumont Historic Preservation guidelines. Staff is reluctant to approve this request based on the non-conformities and without revised elevations as well. Therefore, Staff is recommending denial of this request based on items listed in the report.

No one was present in the audience for this request.

Planner Cornelison stated that the applicant would have the opportunity to revise and resubmit their plans for review.

Vice Chairman Grenald made a motion for denial based on facts stated by Staff. Member Lebron seconded the motion for denial.

AYE: None

NAY: Chairman Brooks, Vice Chairman Grenald, Member Lebron, Member Serrano, Member Silva, Member Murray

Motion to Deny passed 6-0

5.D 16 North Orlando Avenue

Construction of a new 240-square foot shed.

This is a request for a 240-square foot shed at 16 North Orlando Avenue. After reviewing the application, staff recommends approval of the request subject to two conditions: 1. Roofing materials shall be consistent with the existing structure. 2. Siding on the shed shall be consistent with the existing structure in material, width, and direction.

Staff recommends approval of this request with the conditions:

1. Roofing materials shall be consistent with the existing structure.
2. Siding on the shed shall be consistent with the existing structure in material, width, and direction.

In response to Member Serrano, Planner Cornelison stated that the door and window will face the street.

Member Silva questioned the color of the building. Planner Cornelison replied that the Board cannot regulate the color but will suggest the color of the shed be compatible to the existing structure. Member Serrano suggested that the windows and doors have similar banding as the existing structure.

Member Lebron made a motion to Approve subject to Staff's conditions with plans being approved by Staff. Vice Chairman Grenald seconded the motion.

AYE: Chairman Brooks, Vice Chairman Grenald, Member Lebron, Member Serrano, Member Silva, Member Murray

NAY: None

Motion to Approve Passed 6 - 0.

6. **DISCUSSION** Planner Cornelison stated that Staff is collaborating with the Downtown CRA Historic Markers

Staff has not received a status update on the small matching grant applied for thru the Florida Division of Historical Resources. Anticipated to be notified by July 2024.

7. **HEAR CHAIRMAN AND BOARD MEMBERS** No discussion

8. **ADJOURNMENT**

There being no further business to come before the Historic Preservation Board, Chairman Brooks adjourned the meeting at 05:41 PM.

A handwritten signature in blue ink, appearing to read "Jeff Johnson", is written over a solid black horizontal line.

Board Chairman

ATTEST:

A handwritten signature in blue ink, appearing to read "Cathy Finneran", is written over a solid black horizontal line.

Board Secretary