



**HISTORIC PRESERVATION BOARD**

**Chair: Kim Head**

**Co-Chair: Hannah Ammar**

**Secretary:**

**Treasurer: Jangi Borhi**

**Mary Frances Howard**

**Jackie Rapport**

**Joan Foglia**

**Tom Stroup**

**Town Council Liaison: Andy**

**Williams**

***Agenda***

***Agenda***

**January 4, 2023**

**4:30 PM**

**COMMUNITY CONFERENCE ROOM**

**614 MAIN STREET, BUILDING 100**

**WINDERMERE, FL 34786**

**PLEASE TURN OFF ALL CELL PHONES AND PAGERS**

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceedings should contact the Office of the Clerk at least 48 hours beforehand at (407) 876-2563.

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Historic Preservation Board:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversation shall be conducted outside Council meeting hall.
3. Whistling, heckling, gesturing, loud conversations, or other disruptive behavior is prohibited.
4. Only those individuals who have signed the speaker list and/or/who have been recognized by the Mayor (or Chair) may address comments to the Council.
5. Comments at public hearings shall be limited to the subject being considered by the Council
6. Comments at Open Forums shall be directed to Town issues.
7. All public comments shall avoid personal attacks and abusive language
8. No person attending a Historic Preservation Board meeting is to harass, annoy, or otherwise disturb any other person in the room.

Any member of the public whose behavior is disruptive and violates the Town of Windermere Civility Code is subject to removal from the Historic Preservation Board meeting by an officer and such other actions as may be appropriate. PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.0105: Any person who desires to appeal any decision at this meeting will need a record of this proceeding. For this, such person may need to ensure that a verbatim record of such proceeding is made which includes the

## AGENDA

### **1. THE MEETING IS CALLED TO ORDER BY THE CHAIR**

### **2. OPEN FORUM / PUBLIC COMMENT (3-Minute Limit)**

### **3. MINUTES**

**a. December 7, 2022 Historic Preservation Board Minutes (Attachment - Board Option)**

### **4. UNFINISHED BUSINESS**

#### **a. Inspection List**

i. Sample list (Attachment)

#### **b. Immediate Maintenance**

#### **c. Financial Report**

i. Balance confusion from town

### **5. NEW BUSINESS**

**a. Centennial Celebration: Windermere was established as a residential development in 1889 and chartered in 1925**

i. Brainstorm ideas:

1. Party
2. Scavenger Hunt
3. Signage
4. Art
5. Subcommittee to be formed

#### **b. Board Positions for 2023**

i. Secretary

ii. Suggestions for additional board members

**c. Ideas for 2023 on how to build awareness of the Town of Windermere's historic buildings and architecture**

**6. LIAISON REPORTS**

**a. Town Council Liaison Andy Williams**

**b. Public Works Director Tonya Elliott-Moore**

**7. ANNOUNCEMENTS**

**8. ADJOURN**



THE TOWN OF  
**Windermere**

Historic Preservation Board

Meeting Minutes • 4:30 Wed, December 07, 2022

[614 Main Street Windermere, FL 34786](#)

Call to order: 4:32: Kimberly Head Motioned by Hannah Ammar second by Jackie Rapport

Attendees included:

Hannah Ammar, Jackie Rapport, Tom Stroup, Kim Hawkins-Head, Jangi Borhi,

Members not in attendance included Joan Foglia

Approval of minutes: Hannah Ammar second by Jackie Rapport second • Members approved

UNFINISHED BUSINESS

FACILITIES

**PALMER HOUSE:** Tom Stroup repaired Palmer House: rotten wood removed, relocated spigot. Bricks will be donated to lay a foundation for new spigot

**SCHOOL HOUSE** Floor joists need support, new outhouse door, emergency repairs were conducted after Hurricane Ian.

• **Plaque location:** Eagle Scout listings (Tom Stroup will provide ideas/solution)

• **School House Site Plan:** may need to outsource to survey company. Kim Head will discuss with Tonya Elliott-Moore.

**Food Truck Liaison:** Jackie Rapport: nothing new to report.

FINANICAL

• **Budget for Facilities Repair** (and other miscellaneous projects):

No board approval is required for any materials total cost up to \$200 per month. Reimbursement report submitted board member who purchased materials to be reimbursed with funds from HPB. Materials exceeding \$200.00 require board to approve.

NEW BUSINESS

• The town of Windermere has requested 3 bids for the Town Hall Repair. The awarded architect has not been officially determined.

• The town's 100 year birthday celebration planning will begin in 2023.

Adjournment: 5:20 pm / Kimberly Head Motioned by Jangi Borhi second by Jackie Rapport

Historic Preservation Board Chair

Date of approval

**Windermere Historic Preservation Board**  
Historic Structure Assessment

Boat House #1

Prepared For:



THE TOWN OF  
**Windermere**

Prepared By:



WINDERMERE  
-HISTORIC-  
PRESERVATION  
-BOARD-  
— —

Town of Windermere  
Historic Preservation Board



LOCATION MAP



Prepared for:



Town of Windermere

# Boat House Inspection Report

Boat House #1

Prepared by:



## CONTENTS OF REPORT

- |   |   |
|---|---|
| A. Condensed Inspection Report          | C. Evaluation of Previous Corrective Action       |
| B. Comprehensive Report of Deficiencies | D. Required Maintenance Repair and Rehabilitation |

## REPORT IDENTIFICATION

ADDRESS #: 210 Pine Street

DATE INSPECTED: July 30, 2021

## STATUS

Type of Inspection:  Initial  Routine  Interim

This report identifies deficiencies which require prompt corrective action:

YES  NO

INSPECTOR(S)

INITIALS

ENGINEERING REGISTRATION #

Travis Bonnett

TB

CGC 1521491

## A. CONDENSED INSPECTION REPORT

| MAJOR FEATURE |                       |          | MAJOR FEATURE |                   |     | MAJOR FEATURE |                  |     |
|---------------|-----------------------|----------|---------------|-------------------|-----|---------------|------------------|-----|
| ELEM #        | ELEMENT               | NCR      | ELEM #        | ELEMENT           | NCR | ELEM #        | ELEMENT          | NCR |
| <b>S.00</b>   | <b>Overall Rating</b> | <b>3</b> | S.04          | Roofing           | 4   | S.08          | Walkways/ Access | 3*  |
| S.01          | Foundations           | 3*       | S.05          | Siding            | N/A | S.09          | Electrical       | N/A |
| S.02          | Framing               | 3*       | S.06          | Paint             | 4   | S.10          | Miscellaneous    | 3*  |
| S.03          | Roof Decking          | 4        | S.07          | Interior Walkways | 3*  |               |                  |     |

\* Deficiencies exist in this element that warrant written descriptions (see Section B of this report). NOTE: Element ratings are for all items on the structure under that respective element heading. Individual items within each element may have ratings below the overall element rating shown in this table.

## NUMERICAL CONDITION RATING (NCR) DEFINITIONS

| CODE | DESCRIPTION   |
|------|---|
| N/A  | Not applicable  |
| 4    | <u>Good:</u> Performs intended function with high degree of reliability and/or effectiveness  |
| 3    | <u>Fair:</u> Performs intended function with small reduction in reliability and/or effectiveness  |
| 2    | <u>Poor:</u> Performs intended function with significant reduction in reliability and/or effectiveness; repair or replacement may be required.    |
| 1    | <u>Critical:</u> Does not perform intended function at an acceptable level of reliability and/or effectiveness; repair or replacement is required |

Prepared for:



Town of Windermere

# Boat House Inspection Report

Boat House #1

Prepared by:



## B. COMPREHENSIVE REPORT OF DEFICIENCIES

S.01 Foundations-

S.02 Framing-

S.03 Roof Decking-

S.04 Roofing

S.05 Siding

S.06 Paint

S.07 Interior Walkways

S.08 Walkways/ Access

S.09 Electrical

S.10 Misc.

Windermere Historic Persevation Board inspection team used generally-accepted standards and procedures throughout the inspection.

NOTE: There is no representation that all latent inadequacies were, or could have been, detected.