



APPEARANCE REVIEW BOARD

MEETING MINUTES

June 19, 2014

MEETING INFORMATION

Location

Agenda Conference Room
2nd Floor, City Hall
One City Commons
400 South Orange Avenue

Time

2:00p.m.

Board Members Present:

Greg Witherspoon, Chair

Mike Beale, Vice Chair,
arrived at 2:02 P.M.

Jeffrey Bush

Matt Taylor

Tim Lemons

Daisy Staniszki

Board Members Absent:

Justin Ramb

OPENING SESSION:

- Chairman Greg Witherspoon called the meeting to order at 2:00 P.M.
- Shaniqua Rose, ARB Recording Secretary, conducted the Roll Call.
- Determination of a quorum was confirmed.
- Chairman Greg Witherspoon read the Welcome, General Rules of Order and the Appeals process. Adjustments were made to the agenda to correct the dates for the City Council meeting that will approve these minutes and the appeal process deadline.

MINUTES

A motion was made by Jeff Bush and seconded by Daisy Staniszki to approve the minutes of the May 28, 2014 ARB Meeting Minutes. The motion carried unanimously.

ANNOUNCEMENTS

- There were no Announcements.

CONSENT AGENDA

1. 332 N. Magnolia Ave – dBKSM Law Office

Applicant/Owner:

Thomas Neale

Location:

332 N. Magnolia Ave

District:

5

Project Planner:

Douglas Metzger, AICP

ARB2014-00049

Request for a Major Certificate of Appearance Approval for an addition to the rear façade and rear canopy, plus an additional 84 S.F. of signage.

Recommended Action:

Staff recommends approval of the request with the following conditions:

1. Architecture

a. ARB Minor Review—prior to submittal for building permit the final elevations, details, finishes and colors shall be submitted for an ARB Minor [Staff] Review to ensure consistency with this ARB Major approval. The ARB Minor submittal shall include details of any additional site treatments such as railings, surface treatments, lighting fixtures and landscaping [planter pots].

- b. This ARB approval does grant permission to construct all required building and other permits shall be acquired and issued prior to commencement of construction.
- c. Any proposed lighting shall comply with the City of Orlando Lighting Ordinance [Ord. 2013-73].

2. Signage

- a. Proposed signs 4 and 5, the 32 s.f. signs on the north and west facades shall be located no higher than 30 feet above finished grade.
- b. Final sign designs shall be submitted for ARB Minor Review prior to submittal for sign permits to review final design, material, color and lighting options.
- c. This ARB approval does grant permission to install the proposed signage. Necessary permits for signage shall be acquired prior to installation of signage.

A motion was made by Matt Taylor and seconded by Mike Beale to approve the item. The motion carried unanimously.

REGULAR AGENDA:

1. 925 W. Church Street – Parramore Heritage District Gateway Feature

Applicant/Owner: City of Orlando
Location: 925 W. Church Street
District: 5
Project Planner: Doug Metzger, AICP

ARB2014-00036 Request for a Major Certificate of Appearance Approval
for a decorative wall, signage and landscape.

Recommended Action: Staff recommends APPROVAL of the request with the following conditions:

1. Street Corner Visibility

All fences and walls shall conform to the street corner visibility requirements of Chapter 60, Part 1C. No fence or wall shall obstruct the view from any vehicle upon a public or private street or obstruct the view of persons on sidewalks or bike paths from any vehicle.

2. Height

The brick sign wall shall not exceed 8-feet in height. Per Sec. 58.929 the fence height shall not exceed 6-feet. Columns may extend up to 12 inches above the height of the fence as long as the columns are no less than 10 feet apart.

3. Signs

Signs and commemorative plaque shall require a separate sign permit.

4. Landscape

- a. Proposed crepe myrtles behind sign wall shall be replaced with Dahoon Holly [Ilex cassine] which are evergreen and will flourish in sun [northeast corner] or shade [southeast corner].
- b. The Dwarf Confederate Jasmine [Trachelosperum asiaticum] shall be replaced with Rotunda Holly [Ilex cornuta 'Rotunda'] to discourage "camping out" behind the sign walls.
- c. Because of the undetermined development and potential future use of the area behind the northeast corner sign wall and fence it is recommended that a landscape buffer of Southern Redcedar [Juniperus siccicola] be installed behind the fence walls to screen views into the adjacent property that might detract from the style and elegance of the gateway feature..

5. Utility boxes are to be placed behind the wall.

Mr. Doug Metzger gave a PowerPoint presentation, explaining the elements of the project and read the staff conditions.

Mike Beale wanted to know why the project was using bricks instead of materials of nearby incoming venues. Kenneth Pelham explained the nearby bridge had a brick façade. Jeff Bush added that this gateway seems to have the historic and heritage feel to it. Walter Hawkins also added that there are bricks on Jackson Street.

Tim Lemons commented that the gateway to Parramore Heritage pays respect to the founders of Parramore. He did request clarification on condition #2, according to the condition it said the wall should not exceed 8 feet but according to drawings from the package the wall would be about 10 feet. Mr. Metzger explained that the drawings in the package were not the recent scaled down drawings and Mr. Metzger showed the Board the revised drawings that the wall would not exceed 8 feet.

Matt Taylor had a few questions:

1. What is the future use for the NE corner?
2. How tall will the buffer be?

Mr. Metzger explained that the NE corner has an AC2 usage, a mix of uses could be allowed on the site and that the buffers on both corners would be 10-15 feet tall.

A motion was made by Jeff Bush adding condition #5 and seconded by Matt Taylor to approve the item. The motion carried unanimously.

There was a change in order due to time constraints of the Project DTO Committee Chair, Allyson Meyers, so new business was presented before regular agenda item #2.

NEW BUSINESS:

Project DTO ARB Workshop # 1

Prior to the Board meeting the members received a Project DTO questionnaire (which is attached with these minutes) and vision books.

Mr. Chatmon directed the Board members to the difficult questions section of the questionnaire and asked the members question # 1, 3 and 5. Extensive conversation ensued between the Board, Mr. Chatmon, Jason Burton and Allyson Meyers about the responses, concerns and questions that the Board members gave regarding the questionnaire and Downtown.

2. 480 N. Orange Ave - Crescent Central Station Paseo

Applicant/Owner:	Crescent Communities/ Kody Smith
Location:	480 N. Orange Ave
District:	5
Project Planner:	Kenneth Pelham, RLA

ARB2014-00048	Request for a Major Certificate of Appearance Approval for design changes to previously approved plaza and open space areas.
---------------	--

Recommended Action:	Staff recommends APPROVAL of the request with the following conditions:
---------------------	---

1. Consider changing the Washingtonia palms to another species; *Washingtonia robusta* is now considered an invasive exotic species.
2. Recommend additional shade for the plaza (not required). Consider changing some of the palms to palms with broader canopies (such as date palms).
3. Dog parks require lots of shade to be successful in Florida; add shade trees as necessary. Amenities such as watering station, dog waste bag dispensers and disposal units, and benches should be considered.
4. Provide visual cues on the approach to the plaza to through-traffic on Gertrude's Walk. This may include signage as shown in the submitted graphics. The paving pattern of Gertrude's Walk shall be consistent for the length of the site, up to the point where it intersects the plaza. ~~The concrete/brick panels shall be of uniform length and width.~~
5. Consider adding a terminal focus, such as fountain, planter, or sculpture, at the intersection of the north-south and east-west spaces (not required).
6. The plaza shall connect to the SunRail Platform with a defined edge such as concrete ribbon, paver band, or similar treatment. The treatment proposed is acceptable. The angled stripes of the plaza at this point should align with the projected stripes of the SunRail connecting platform as shown on page 17, rather than offset as shown in the detail on page 22.
7. Paver joints shall be tight-fitted (not mortared) in order to present the smoothest possible surface for accessibility purposes.
8. All pavements shall be designed and constructed to meet the minimum structural standards of the Downtown Orlando Streetscape Guidelines. To support traffic and prevent uneven settlement, pavers shall be set on a reinforced concrete bed (minimum 4" thickness) with a 1" sand-cement setting bed, on compacted subgrade. Concrete pavement panels of Gertrude's Walk shall be a minimum depth of 6". ~~All pavers shall be sealed.~~
9. Maintain a clear pedestrian pathway at least 15' in width in the central plaza.

Jeff Bush declared a conflict of interest on this item.

Mr. Ken Pelham gave a PowerPoint presentation, explained the scope of work and read the staff conditions.

Mike Beale wanted to know if this project been approved before and was this a major revision. Mr. Pelham said it was previously approved and that the original design was on page 8 of the staff report. Mr. Pelham explained the differences from the original submittal and the current one. Mr. Beale wanted to know if the area in front of the residential building is going to be a retention pond. Mr. Greg Bryla, applicant, explained the area is a place to filter stormwater.

Kody Smith, applicant, explained that their staff was in agreement with the conditions except #1 and #8. He explained that they wanted to keep the Washingtonia palms from condition # 1 and that for condition #8 they ask that the pavers not be set on a concrete bed for reinforcement.

Extensive conversation ensued between the Board, the applicant and staff about condition # 8 and if the concrete bed was appropriate.

Tim Lemons commented that the project has an ecological flow and good use of public space but, the feels that the trex material is not durable material.

Jeff Bush said warning signage might not be enough; rather there should be paver alerts. Tim Lemons recommended there be texture change as the areas of walkway change to create awareness.

A motion was made by Tim Lemons striking condition #8 and the last sentence of condition #4 and seconded by Greg Witherspoon to approve the item. Matt Taylor made an amendment to the motion that the 6" concrete thickness for the Gertrude's walk remain in condition #8. The motion carried unanimously.

OTHER BUSINESS:

ARB Minor Reviews completed since the April ARB Meeting:

1. ARB2014-00060 215 E. Colonial Drive - Signage
2. ARB2014-00054 221 S. Parramore Ave – Fire Escape Stairs and Windows
3. ARB2014-00052 54 W. Church Strret – Red Café – Signage
4. ARB2014-00057 135 E. Colonial Drive – Signage

Mr. Metzger gave the Board an update on the ARB Minor Reviews that had been completed since the May ARB meeting.

Matt Taylor wanted to know if there was a way that the Board could get some context of the Soccer Stadium prior to it coming for any reviews. His concern was that for such an impactful, large project, the members should be given enough time to review the plans before it comes to an ARB meeting. Staff said they will contact the contractors and applicants to see what they could give a preliminary overview.

OLD BUSINESS:

Mr. Metzger gave the Board an update that the Mayor agreed with the Board on their color and pattern of the City Commons Plaza Orange Avenue Streetscape.

ADJOURNMENT: CHAIRMAN GREG WITHERSPOON ADJOURNED THE MEETING AT 4:36 P.M.

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, JULY 17, 2014.

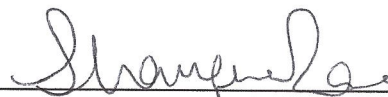
STAFF PRESENT

Kyle Shephard, Assistant City Attorney II
Denise Riccio, FPR Planning and Grants Manager
Kenneth Pelham, Planner III
Doug Metzger, City Planning
Walter Hawkins, Director of Urban Development

Stephen Widenbeck, Project Manager II
Shaniqua Rose, Board Secretary
Jason Burton, City Planning
Holly Stenger, City Planning
Thomas C. Chatmon Jr., Executive Secretary



Walter Hawkins, Acting Executive Secretary



Shaniqua Rose, Board Secretary



Appearance Review Board/Project DTO Workshop #1

June 19, 2014

As members of the Downtown Appearance Review Board you all have a unique perspective on the growth and expansion of Downtown Orlando; a perspective and set of experiences that can be drawn upon to inform, improve and influence the future and character of Downtown Orlando.

Project DTO, the current effort to update the Downtown Outlook, the plan for the future of Downtown Orlando, wants the ARB's input in their vision plan. To begin that process in this first workshop we start with a series of general questions for you to consider and discuss at the upcoming June 19th ARB Meeting. We are also providing each ARB member with a copy of the *Downtown Orlando Visions* workbook, an interactive and fun exercise that will help you and the Project DTO teams sharpen the current views of Downtown Orlando and help those who are documenting and writing the plan to focus even clearer on the desired vision for the Downtown Orlando of tomorrow. We will collect these questionnaires and your *Downtown Orlando Visions* workbooks at the June 19th ARB Meeting.

Workshop #1 will be followed by Workshop #2 at the August 21st ARB meeting where we will review the progress of Project DTO and begin to look at the early stages, details and glimpses of the plan for the future of Downtown Orlando. Other workshops with the ARB will be scheduled in the future.

So, let's begin. Please provide your thoughtful answers to the following questions.

We will start with a few easy questions...

1. What is your favorite building in downtown? Why?

2. What is your favorite street in downtown? Why?

3. What is your favorite plaza in downtown? Why?



4. What is your favorite block in downtown? Why?
5. What is your favorite gathering venue, public or private, in downtown? Why?
6. What do you like best about downtown? Why?
7. What is your other favorite downtown of a similar size to Orlando?
8. What do we need in downtown, what is missing? Why?
9. With regards to appearance what works downtown? Why?
10. With regards to appearance what doesn't work downtown? Why?



11. With regards to appearance what could be improved downtown? Why?

12. What do you think the boundary of the Central Business District [CDB] should be?

Now for some more difficult questions...

1. What are the projects/elements that you have reviewed as an ARB member that you wish you had greater review standards, regulations or guidelines?

2. Do you think as an ARB member your role needs to be strengthened? If so, how and in what areas?



3. Are there any specific building elements, streetscape characteristics or construction requirements that should be included in every project?
4. Are there any materials or construction methods [excluding one and two family construction] that should not be permitted inside the Downtown CRA? Inside the Central Business District?
5. Do you think multi-story new development inside the Central Business District should be **required or encouraged** to have an **active commercial use** on the ground floor? How much [what percentage of ground floor frontage]?
For the purposes of this part, the term "active commercial use" means light retailing, personal service, indoor recreation, except for private gyms, discotheques and dance halls, and eating and drinking establishments that open by noon at least five days a week. Banks are not an active commercial use for the purposes of this part. If a building only has one tenant space on the street level, then it may be occupied only by an active commercial use unless an exception is approved pursuant to subsection (e) of this section.



6. Do you think multi-story new development inside the Central Business District should be **required or encouraged** to have a ground floor active use? How much [what percentage of ground floor frontage]?

For the purpose of this pa, the term “active use” must exhibit characteristics that enhance the pedestrian experience at the street level through visually appealing or interactive displays, interesting architecture, reception areas, lobbies, or other design features that contribute to the vibrancy of an active commercial street. Private offices will not normally meet this standard, but office uses such as conference rooms or employee break rooms may be acceptable.

7. Do you think there should be plaza/gathering space requirements for new construction in the CRA? Requirements for event spaces?

8. Do you have any additional recommendations or standards for items that could or should be included in downtown design guidelines?