



# APPEARANCE REVIEW BOARD

MEETING MINUTES

May 11, 2016

## MEETING INFORMATION

### Location:

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

### Time:

2:00p.m.

### Board Members Present:

Jeffrey Bush, Chair

Justin Ramb, Vice Chair

Greg Witherspoon, left at  
4:01pm

Catherine Price

Fulvio Romano

Matt Taylor

### Board Member Absent:

John Paul Weesner

## OPENING SESSION:

- Chairman Jeffrey Bush called the meeting to order at 2:02 P.M.
- Shaniqua Rose, ARB Recording Secretary, conducted the Roll Call.
- Determination of a quorum was confirmed.
- Vice-Chairman Justin Ramb read the Welcome, General Rules of Order and the Appeals process.

## MINUTES

**A motion was made by Greg Witherspoon and seconded by Catherine Price to approve the March 17, 2016 ARB Meeting Minutes. The motion carried unanimously 6-0.**

## ANNOUNCEMENTS

- There were no announcements.

## CONSENT AGENDA:

### 1. 534 W. Church Street - Pi Pizza

Owner/Applicant:  
Church Street LLC)  
Location:  
District:  
Project Planner:

Trevor Myers/Dan Gettings (TPH

534 W. Church Street

5

Ken Pelham

ARB2016-00013

Request for a Certificate  
of Appearance Approval  
for 2 signs totaling 100  
s.f. for Pi Pizza.

There are two proposed signs for Pi Pizza in this application. One is an internally illuminated channel letter sign on the Church St. façade of the building and the second is a sign painted on the east façade of the building. The channel letter sign is 40 s.f. and the painted sign is 60 s.f. Based on the 75 linear feet of building frontage the entire building is permitted a total of 150 s.f. of signage. The ARB application package also includes a signed Management Control Letter from Trevor Myers, the property owner that assigns 100 s.f. of signage to Pi Pizza and the remainder to the adjacent tenant space, a barber shop. This application is a request for a Major Certificate of Appearance Approval because the total sign area exceeds 30 square feet. Based on the Management Control Letter and the sign regulations in Chapter 64 of the City Code this application meets all code requirements. Additionally both sign types, internally illuminated channel letters and painted meet the general aesthetic, material and design specifications typical of Downtown signage and ARB guidelines.

Therefore ARB Staff is recommending approval of this application as submitted. Therefore ARB Staff is recommending approval of this application as submitted.

## 2. 777 N. Orange Ave

Owner/Applicant: The Sevens/Naeem Coleman  
Location: 777 N. Orange Ave  
District: 3  
Project Planner: Doug Metzger

ARB2016-00020 Request for a Major Certificate of Appearance  
Approval for the Master Sign Plan for the Sevens  
apartment unit.

Recommended Action: ARB Staff has reviewed the Applicant's Master Sign Plan [MSP] submittal and recommends approval with the following conditions:

- 1. High-Rise Signs** – The design, size and location of the high-rise signs meet all applicable city codes. ARB staff will review the signs at the time of permitting for consistency with the Master Sign Plan. If the sign permits are consistent with the MSP no additional ARB review shall be required.
- 2. Tenant Signs** – Tenant signs shall be reviewed by ARB staff for consistency with the Master Sign Plan at the time of permitting. Any signs not consistent with the MSP will require an ARB Minor Review if under 30 s.f. or and ARB Major Review if over 30 s.f. The MSP will also have to be amended to incorporate any design or sign type not in the approved MSP.
- 3. Master Sign Plan Amendments**— The Master Sign Plan maybe amended as needed from time to time through an ARB Minor review.
- 4. Real Estate Signs**— Per chapter 64 of the LDC the property is entitled to one 32 s.f. real estate [i.e. “now leasing”] sign per street frontage. Those signs shall be located outside of the right-of-way. Real Estate signs shall require a permit and an ARB Minor Review.
- 5. Banners and Flags** – Per Chapter 64 of the LDC banner signs and flags are prohibited sign types.
- 6. Window Wraps**— Window wraps are permitted sign types. They require a permit and an ARB review prior to installation. Window wraps may not be installed between 3 and 7-feet above grade and in no instance shall they cover more than 25% of a window area.
- 7. Outdoor Dining Areas**— Outdoor dining areas are outdoor seating areas or cafes that are outside of the right-of-way. Outdoor dining areas shall meet all the Land Development Code [LDC] requirements of sidewalk cafes, except proof of liability insurance and will require an ARB Minor Review prior to beginning operations.
- 8. Sidewalk Cafes**— Sidewalk cafes are outdoor dining areas that extend into the right-of-way. Sidewalk cafes shall meet all of the LDC requirements for sidewalk cafes and will requires a sidewalk café permit and an ARB Minor Review prior to beginning operations.

Justin Ramb declared a conflict on Consent Agenda Item #2.

**A motion was made by Matt Taylor and seconded by Greg Witherspoon to approve the Consent Agenda based on the conditions in the staff report. The motion carried unanimously 5-0, with Justin abstaining from vote.**

---

## REGULAR AGENDA:

### 1. 301 S. Eola Drive - Constitution Green

Owner/Applicant: City of Orlando/Beth Gruber  
Location: 301 S. Eola Drive  
District: 4  
Project Planner: Doug Metzger

ARB2016-00012 Request for a Certificate of Appearance Approval for improvements to Constitution Green Park including new sidewalks, seating area, a dog run and associated facilities.

Recommended Action: ARB Staff supports the proposed improvements; these improvements will increase access and use of the park. The new facilities will focus on the park's features; the oaks and passive open space. And the use of basic unobtrusive materials will not detract from the beauty of this unique Downtown space. ARB Staff has reviewed the applicant's submitted and development plans and recommends approval of the Constitution Green improvements with the following conditions:

~~1. **Sidewalks** — All perimeter sidewalks shall be installed per the requirements of the Downtown Streetscape Design Guidelines Treatment 5. Sidewalk panels shall have a 2-inch troweled edge with a medium broom finish. Interior concrete walks should also have troweled edges and a medium broom finish and intersection corners shall have two directional access ramps. All perimeter sidewalks shall have a smooth concrete finish to match the existing street oriented sidewalks in the area. All internal sidewalks shall have a 2-inch troweled edge with a medium broom finish.~~

2. **Lighting** — All lighting around the park perimeter and interior shall be single acorn streetlights.

3. **Fencing** — Both types of proposed fencing, the architectural mesh and the aluminum picket are acceptable and meet CPTED requirements. ARB Staff prefers the architectural mesh but is not making that style the requirement.

4. **Fixtures**— The finish, color and materials of the dog bowl fountain, dual drinking fountain and waste receptacles shall match. Final selection shall be submitted to ARB Staff for Review prior to submittal of building permits.

5. **Signage** — Any additional signage for the park area shall require an ARB Minor review; typical regulatory signage is exempt from review.

6. **Permits Required**—ARB approval does not grant permission to construct, all necessary building permits shall be obtained prior to commencement of construction activities.

7. Move the proposed tree into the dog run area.

8. Add a low level landscaping fence around the dog run fence.

9. Redesign of the bench.

10. Redesign the fence so that it doesn't have a square look to it.

Doug Metzger gave a PowerPoint presentation outlining the proposed changes to Constitution Green. The Board thanked Mr. Metzger for his presentation.

**Public Comment:** David Wessman, a resident, let the Board know that some of the residents of the South Eola District are forming the South Eola Neighborhood Association and he was representing the Association with the following concerns:

- The Board and City staff should reconsider the dog run location as that is the only open area of Constitution Green.
- The proposed corner for the dog run is a high traffic area and that causes concern for the pets.
- The dog stations are not close enough to the dog run.
- The benches are outdated and should be reconsidered.

The Board thanked Mr. Wessman for his input on behalf of the Association.

Discussion ensued about the location of the dog run area, whether the benches should be replaced instead of refurbished, drainage around the park and the fence around the dog run.

**A motion was made by Catherine Price to accept staff conditions with the modification to condition #1 and add conditions #7-10. The motion was seconded by Jeff Bush. The motion carried 5-1 with Fulvio Romano opposed to the amendments.**

## 2. 725 Main Lane – Crescent Lucerne

Owner/Applicant:	Orlando Health/Andrew Butler
Location:	725 Main Lane
District:	4
Project Planner:	Doug Metzger

ARB2015-00060	Request for a Certificate of Appearance Approval for a mixed-use development; 373 apartment units, 38,000 sq ft of retail space, which includes a grocery store and an integrated parking garage with 459 parking spaces.
---------------	---

Recommended Action:	ARB Staff has reviewed the Applicant's submittal documents and has the following Conditions of Approval:
---------------------	--

### 1. Streetscape

#### A. Streetscape Design Guidelines

- i. All streetscape design and construction is required to comply with the design and construction requirements of the Downtown Orlando Streetscape Design Guidelines as they may be amended from time-to-time and affect the conditions in this staff report.
- ii. Maintenance Agreement— Because the proposed materials in the streetscape are not consistent with the materials specified in the streetscape design guidelines, the applicant and Orlando Health shall enter into a maintenance and liability agreement with the City and will assume maintenance and liability responsibilities in perpetuity for those portions and materials of the streetscape zone not consistent with the Downtown Streetscape Design Guidelines on all streets adjacent to the project site.
- iii. City Services Easement—A city services easement shall be provided by the applicant for any portion of the 15-foot streetscape zone outside of the right-of-way.

#### B. General Streetscape Requirements:

- i. Street Trees – High rise live oaks trees shall be planted as the primary street tree in the furniture zone and parkway strips. Sylvester Palms may be used as accent trees at building entrances.
- ii. Streetscape Pavers—The proposed paver inside the streetscape zone shall be vehicular rated pavers and will need to be approved by the Downtown Development Board, ARB Staff and the City’s Streets and Drainage Division.
- iii. Structural Soil – To minimize root damage to adjacent pavement areas, structural soil or a Planning Official approved equivalent shall be installed around all canopy street trees consistent with detail 3.4-0 and 3.4-P of the Downtown Orlando Streetscape Guidelines.
- iv. Street Lights – Double acorn 40-watt LED streetlights, consistent with the Downtown Streetscape Design Guidelines and spaced based on OUC lighting requirements shall be used on S. Orange Avenue, W. Gore Street and S. Lucerne Circle in the furniture zone. Single acorn 40-watt LED streetlights should be utilized on Main Lane and Kuhl Avenue.
- v. Curbing—There are several sections of roadway in the proposed plan with flush curbing. Unless approved by Transportation Engineering and the Streets and Drainage Divisions all curbing for the project shall be Type F vertical curb with gutter pan.
- vi. Corner Treatments and Furniture Zone –Construction of the corner treatments and furniture zone shall include a 6-inch thick concrete sub-base for the first 6-feet from back of curb and for all ADA ramps and transition to a 4-inch thick concrete sub-base to the back of sidewalk. Corner treatments shall provide two directional accessibility ramps at each corner perpendicular to the centerline.
- vii. Rain Gardens—ARB Staff supports the use of rain gardens in the streetscape zone; however, rain gardens proposed inside the streetscape zone require Transportation Engineering and Streets and Drainage Division approval prior to issuance of building permits.
- viii. Valve and Junction Boxes—All at-grade junction, valve and control boxes in the streetscape zone shall be traffic bearing grade boxes and lids, painted per the downtown streetscape standards.
- ix. Pedestrian Crossings—The pedestrian crossings at the garage access points and other driveway cuts shall be level and at the same grade as the sidewalk adjacent to the driveway. A pavement treatment that contrasts with the vehicle lanes shall be used in order to clearly define the pedestrian zone. Reflective paint alone is not acceptable, due to night time, but may be used in conjunction with pavers or other surfaces to outline the pedestrian path for night time safety.
- x. Mid-Block Treatment—The mid-block curb cuts into the garage and service areas shall meet the mid-block curb cut standards in the Downtown Streetscape Guidelines.
- xi. Building Entries—Building entries should face the street and be recessed, or the door ways shall open inward so that ingress, egress and entry doors do not conflict or open directly into the pedestrian clear zone.
- xii. Curb Cuts—All existing curb cuts shall be removed and the streetscape and curbing restored during construction.
- xiii. Pedestrian Clear Zone – In no instance shall vertical structures or obstructions be allowed in the required pedestrian clear zone.
- xiv. Streetscape Impediments – Specialty paving and other materials not consistent with the Downtown Streetscape Design Guidelines shall not be permitted inside the right-of-way or city services easements of the streetscape zone. Specialty paving, materials and Vertical structures and obstructions are not permitted inside of the City maintained streetscape pedestrian clear zone.
- xv. ARB Final Review—Final streetscape plans shall be submitted for ARB Final Review and approval prior to submittal for building permits.

#### C. S. Orange Avenue and West Gore Street

- i. Width—The streetscape width on S. Orange Avenue and W. Gore Street shall be a minimum of 15-feet from the back-of-curb. The furniture zone shall be a minimum of 6-feet wide and include 6-foot by 9-foot street tree wells and double acorn street lights. The pedestrian clear zone shall be a minimum of 9-feet in width.

- ii. On-Street Parking Bays— The pedestrian clear zone shall be a minimum of 9-feet wide behind on-street parking bays with a 6-foot wide furniture zone and 9-foot wide pedestrian clear zone. Long runs of on-street parking spaces shall be broken up with tree islands every three spaces. The street tree and Street light spacing shall be maintained adjacent to the on-street parking bays but shall be located in a manner that doesn't conflict with the ingress and egress movements of cars parked in the on-street spaces.
- iii. Treatment 4 —The S. Orange Avenue and W. Gore Street streetscape shall meet the requirements of Treatment 4 in the streetscape design guidelines except for those areas with specialty pavers. A 5-foot wide sidewalk grid with troweled edge and medium broom finish shall be installed from back of curb to back of sidewalk or building face.
- iv. Completion—The streetscape along S. Orange Avenue shall be completed from the promenade street to W. Gore Street with the development of buildings 2000 and 3000. The Streetscape along W. Gore street shall be completed along with the completion of buildings 1000 and 2000.

#### D. Main Lane

- i. Width—The minimum streetscape width on Main Lane shall be 15-feet from the back-of-curb with a minimum 7-foot wide parkway strip and 8-foot wide concrete sidewalk.
- ii. Curbing—Unless approved by Transportation Engineering, all curbing along Main Lane shall be Type F vertical curb with concrete gutter pan.
- iii. Treatment 5 —The Main Lane streetscape shall meet the requirements of Treatment 5 in the streetscape design guidelines, except for special paving treatment areas.
- iv. Completion—The Main Lane streetscape shall be completed from the promenade street to W. Gore Street in those areas adjacent to Crescent Lucerne and Orlando Health parcels with the completion of Buildings 1000 and 2000.

#### E. Kuhl Avenue [East Side]

- i. Width—The minimum streetscape width on the east side of Kuhl Avenue shall be a minimum of 13-feet wide from back-of-curb. The parkway strip shall be a minimum of 7-feet wide along the entire project frontage and the pedestrian clear zone shall be a minimum of 6-feet in width.
- ii. Treatment 5 —The east side of the Kuhl Avenue streetscape shall meet the requirements of Treatment 5 in the streetscape design guidelines.
- iii. Completion — The Kuhl Avenue streetscape along the entire project frontage shall be completed with Building 1000.

F. Promenade Street — Even though the promenade street is a private street it shall be designed to meet the design standards of the City's Engineering Standards Manual including Type F vertical curb unless an alternative design is approved by Transportation Engineering and the Streets and Drainage Division.

#### G. Tree Preservation/Mitigation

- i. Preservation — There are several mature specimen trees remaining on the site, especially around the project edges. It appears the applicant has tried to preserve some of those trees in their proposed plans. ARB Staff encourages the applicant to use their best efforts to preserve as many of the edge mature trees as is feasible. Each preserved tree will enhance the value and aesthetic vitality of the project area.
- ii. Tree Removal/Mitigation— A tree removal permit is required to remove trees. As part of the tree removal permit process the Applicant shall work with the City arborist to evaluate the viability of the existing on-site trees and if any mitigation will be required for the removal of any trees.

## 2. Architecture

### A. Design Intent

- i. ARB Staff fully supports the architectural direction and theme of the Crescent Lucerne project.
- ii. Continued focused on the design and details at the base, through the middle and at the skyline of the buildings including architectural lighting will continue to be critical through the design and development process.

iii. Final architectural plans, elevations, materials and finishes shall be submitted for ARB Final Review and approval prior to submittal for building permits.

#### B. General Architectural Comments

i. Balconies, Canopies and Awnings – Balconies, canopies and awnings on the buildings may project into the city services easements. Canopies or awnings that project into the right-of-way will require Transportation Engineering approval. Balconies and canopies shall be no less than 17'-6" 12-feet above finished grade to meet maintenance access requirements. Awnings shall be a minimum of 9-feet above finished grade.

ii. Exterior Doors—A minimum 4"x6" security view panels shall be provided in all pedestrian accessible exterior doors including emergency exit doors to provide visibility and security for pedestrians exiting the building.

iii. Windows—The windows on all facades shall be recessed 1 to 3 inches from the façade to provide additional design texture and shadow lines on the building façades. The addition of window sills or trim treatments is also recommended.

#### C. Transparency

i. The ground floor building walls facing all streets shall contain a minimum of 30% of transparent materials. A minimum of 15% transparency shall be provided on all other floors facing the street above the ground level.

ii. All glass at the ground level shall be clear. Minimum light transmittance shall be 80%. High performance or low-e glass may be considered as an alternative with a minimum transmittance of 60%.

iii. No windows at the ground floor level shall be dry-walled or have permanent partitions installed on the interior to block natural surveillance.

iv. Tinted, reflective, or spandrel glass does not count towards meeting the transparency requirements.

#### D. Skyline Architecture

i. The proposed skyline architecture presents varied treatments that provide a unique identity to the individual buildings while creating an overall cohesiveness to the architectural style and language of the project. Refinement of the skyline architecture should continue to be addressed during the final design process. Special attention should be paid to lighting of the skyline architecture so that the project shines at night.

#### E. Building 1000

i. Architecture – Continued focus on the design and details at the base, through the middle and at the skyline of the buildings including architectural lighting will be critical throughout the design and development process.

ii. Street facing residential units at the ground level shall provide doorways that face the street along with a sidewalk connection from the doorway to the primary sidewalk.

#### F. Building 2000

i. Architecture – Continued focus on the design and details at the base, through the middle and at the skyline of the building's including architectural lighting will continue to be critical throughout the design and development process.

ii. Grocery Facade – The grocery store façade facing W. Gore Street does not meet the 15% transparency standard.

iii. Corner Treatment – ARB Staff has concerns about the proposed architectural/graphic treatment at the corner of Orange and Gore because there is not a pedestrian entry to the grocery store at this significant and highly visible location. The applicant shall continue to work closely with staff on the final design of this prime gateway area.

iv. Additional Grocer Entry – A second entry to the grocery store should be added on the S. Orange Avenue façade. ARB Staff suggests the area just south of the Building 2000 entry into the podium garage for a second entry so the operation of the 2nd entry can be coordinated with the primary entry located inside

the podium garage area. The Orange Ave entry shall be architecturally detailed in order to emphasize its importance along the streetscape. The entry is required to meet Traditional City requirements.

v. Service Area—Decorative doors or gates that are architecturally integrated with the building design shall be utilized at the loading area. The doors or gates shall be closed when the loading area is not in use.

#### G. Building 3000

i. Architecture — Continued focus on the design and details at the base, through the middle and at the skyline of the buildings, including architectural lighting will continue to be critical through out the design and development process.

#### H. Pedestrian Bridge

- i. Bridge Location — ARB Staff supports the location of the pedestrian bridge on Main Lane. Its' location, setback from W. Gore Street is inobtrusive and the bridge elevation provides an architectural feature that not only connects the two blocks, it also connects the architectural themes of the project while accenting the semi-industrial project architecture.
- ii. Agreements — The location of the pedestrian bridge will require approval from the Transportation Engineering Division. A right-of-way agreement between the applicant and the City will also be required.
- iii. Height — Minimum height of the pedestrian bridge, above the finished Main Lane sidewalk grade shall be 17'-6".
- iv. Cladding—The bridge connections shall appear level as they cross Main Lane. Exterior cladding of the connections shall ensure a level appearance.

#### I. Parking Garage

- i. Elevations—The parking garage elevations shall be designed to be architecturally integrated with the buildings they serve. The openings and materials of the parking garage facades should mimic the rhythm, materials and patterns of the rest of the project structures. The applicant shall submit screening options to ARB staff for review prior to submittal of building permits.
- ii. Openings—The openings in the parking garage facades shall incorporate a screen mesh infill. At the ground level the mesh shall be security grade.
- iii. Screening—The parking garage shall be designed to minimize direct views of parked vehicles from streets and sidewalks. A minimum 36-inch tall opaque wall shall be installed to avoid headlight and spill-over light glare. Lighting that may be potentially visible from the right-of-way into the garage shall be shielded.
- iv. Pedestrian Connection—A minimum 5 ft. pedestrian walkway shall be provided adjacent to the ingress/egress areas of the parking garage.
- v. Ramping—Angled exterior ramping shall not be visible from the right-of-way and shall be obscured from view through the use of exterior cladding, metal screening, or other alternative methods. Interior ramping and walls that might be visible through the garage openings shall be painted a dark gray or black.
- vi. Ingress/Egress Slope—The slope of the grade from the ingress/egress point of a parking garage shall not exceed 2% for a minimum of 25 feet from the garage entry.

J. Outdoor Dining Area—Final detailing and layout of the proposed outdoor dining area will require and ARB Minor Review prior to issuance of a certificate of occupancy for the tenant space.

### 3. Lighting

A. A lighting plan compliant with the City's lighting regulations [Chapter 63 2M.] including photometrics and all proposed exterior lighting fixtures shall be submitted for ARB review and approval prior to issuance of building permits.

B. It is encouraged that the skyline architecture of the building be ~~significantly lit in order to make the building a beacon in the night time skyline~~ strategically lit in order to highlight the significant architectural elements. The applicant shall submit final lighting plans to ARB staff for review prior to submittal of building permits.

C. Night time building elevations shall be submitted for ARB staff review prior to submittal of building permits.

#### **4. Mechanical Equipment**

A. Venting & Exhaust—All potential restaurant venting and restaurant exhaust shall be directed to the roof of the building and shall not be visible from the public right-of-way. Restaurant venting is not permitted on any street facing façade of the buildings. All other venting and exhaust for mechanical and other utilities shall be a minimum of 12 ft. above grade and shall be integrated with the building design so as to be seamless with the overall architecture of the building. The applicant shall submit final rooftop mechanical equipment screening verification to ARB staff for review prior to submittal of building permits.

B. Transformer Area Screening—Transformer areas outside the building envelope shall be screened with decorative, opaque wall and gates up to 6-feet in height. Landscaping shall include a hedge that is 36-inches tall at the time of planting.

C. Mechanical Equipment—All ground mounted and rooftop mechanical equipment shall be screened from view and meet the screening conditions of the Land Development Code. An interior screen wall or parapet for rooftop mechanical equipment shall be required. The interior screen wall or parapet shall be the same height as the installed mechanical equipment height.

D. Backflow Preventer—Backflow preventer[s] shall be located so as to not be directly visible from the right-of-way or should be screened from view where necessary. They shall be clearly identified on the final utilities plan.

E. Fencing—Any fencing on the site shall be an open, CPTED-approved fence, such as architectural mesh or aluminum or wrought-iron picket fencing. Chain link fencing is prohibited.

F. Overhead Powerlines— Attempts shall be made to underground existing overhead powerlines on the development site during construction.

G. DAS — Digital Antenna Systems will need to be integrated into the building architecture for life safety, police department and fire department localized communication services.

H. Final Elevations—The location and configuration of all exterior venting and mechanical equipment shall be depicted on the building elevations. Final building elevations with venting depicted shall be submitted for ARB Staff review prior to submittal of building permits.

#### **5. Signage**

A. Master Sign Plan — A Master Sign Plan [MSP] including both the residential, retail and high-rise signage shall submitted for a separate ARB Major Review approval prior to the issuance of a Certificate of Occupancy for the tower or retail spaces. The MSP shall clearly show how signage will be allocated between the tenants and the site as a whole and provide placeholders for locations of proposed signage. High-rise signs are permitted consistent with Sec. 64.246 of the Land Development Code but will require an ARB Major Review prior to permitting unless incorporated into the MSP.

B. Mid-Rise Projecting/Blade Signs — Mid-rise projecting/blade signs are not currently permitted in the City sign code, so therefore the proposed mid-rise blade signs will need to be incorporated in the PD Ordinance including the following conditions:

- i. A building site is allowed one [1] mid-rise projecting sign per each building face adjacent to a street, walkway or plaza.
- ii. The area of each permitted mid-rise projecting sign shall be counted as part of the low-rise signage allocation for the building site.

- iii. Mid-rise projecting signs shall only contain a single message and shall be permitted to incorporate a logo.
- iv. Mid-rise projecting sign faces shall be parallel to themselves; no opposing or angled sign faces.
- v. Mid-rise projecting sign text and graphics shall be push-through letters, illuminated channel letters with no visible racetrack or halo-lit dimensional solid letters. The sign face background shall be a solid color unless the Appearance Review Officer approves an alternative. Backlit cabinet sign faces shall not be permitted.
- vi. Mid-rise projecting signs shall not be allowed to incorporate digital screens or components, but may include kinetic features in the sign design.
- vii. A mid-rise projecting sign shall be located so as to not conflict with the architectural elements or character of a building; decorative brackets may be utilized to attach the sign face to the structure but shall comply with the following location and size requirements:
  - a. The sign face of a mid-rise projecting sign shall be no wider than four feet and shall be no thicker than 18- inches. The sign face and/or mounting brackets shall project no more than 5-feet from the building facade.
  - b. In no instance shall a mid-rise projecting sign face be more than 40-feet tall.
  - c. The bottom of a mid-rise projecting sign shall be no less than 17'-6" above finished grade.
  - d. The top of a mid-rise projecting sign shall be no more than 60-feet above finished grade or no higher than the finished floor elevation of the top floor of a multi-story building, whichever is less.
  - e. Mid-rise projecting signs shall be included in the MSP.

#### **6. Telecommunications Equipment Screening**

Buildings should be designed to accommodate future placement of telecommunications equipment. Screening areas should be built into rooftop areas so that the placement and screening of the equipment does not become an afterthought.

#### **7. Model**

Prior to permitting, a physical 1"= 100' scale model of the project should be provided for the DDB/CRA model located in the Downtown Information Center.

Doug Metzger gave a PowerPoint presentation showing the changes to the project from the October 2016 submittal. The Board thanked Mr. Metzger for his presentation.

The Board thanked the applicant for the incredible design and great job integrating the other facility designs in the area.

Discussion ensued regarding the rooftop drainage, the awning size, transparency along Gore Street, and how the HVAC system will be screened from view from the adjacent right-of-way.

**A motion was made by Greg Witherspoon and seconded by Fulvio Romano to approve the item based on the conditions in the staff report and accept the amended conditions. The motion carried unanimously 6-0.**

### **3. 634 E. Colonial Drive**

Owner/Applicant:	Allen G. Liang
Location:	634 E. Colonial Drive
District:	5
Project Planner:	Doug Metzger

ARB2016-00019

Request for a Major Certificate of Appearance  
Approval for a new 6,392 sf, 2 story retail/office  
building.

Recommended Action:

ARB Staff has reviewed the application for a Major Certificate of Appearance Approval and recommends approval with the following conditions:

**1. Streetscape**

A. FDOT Standards – All streetscape design and construction is required to comply with the Florida Department of Transportation design and construction requirements.

B. Curbing – All curbing for the project shall be Type F vertical curb with gutter pan. All existing driveway cuts shall be removed and the curbing replaced with Type F curb. The curbing along Colonial Drive shall be Type F Vertical curb with gutter pan. Curbing for the interior parking lot area shall be a Type D vertical curb at a minimum.

C. Colonial Sidewalk –The existing sidewalk along E. Colonial Dr. shall be removed and replaced from the western boundary of the 634 parcel to the eastern boundary of the 642 parcel with an 8-foot wide concrete sidewalk starting on the back-of-curb.

D. City Services Easement – A city services easement shall be provided by the applicant for any portion of the ~~15-foot~~ sidewalk zone outside of the right-of-way.

E. Driveway Crossings and Internal Crosswalks – A pavement treatment that contrasts with the vehicle lanes, such as stamped and/or colored concrete shall be provided at the Colonial driveway crossing and for any internal crosswalks in order to clearly define the pedestrian zone. An 8 to 12-inch concrete band shall be provided on the outside edges of the crosswalks. Reflective paint alone is not acceptable, but may be used in conjunction with pavers or other surfaces to define the pedestrian path for night time safety.

**2. Architecture**

A. Design Intent – ARB Staff supports the architectural direction and theme of the project. Continued focus on the design and details at the base, middle and top of the building including architectural lighting will continue to be critical through the design and development process. Final architectural plans, elevations, materials and finishes shall be submitted for ARB Minor [Staff] Review and approval prior to submittal for building permits.

B. Balconies, Canopies and Awnings – Balconies, canopies and awnings on the buildings may project into the city services easements. Canopies or awnings that project into the right-of-way will require Transportation Engineering approval. Balconies and canopies shall be no less than 17'-6" 12-feet above finished grade to meet maintenance access requirements. Awnings shall be a minimum of 9-feet above finished grade.

C. Exterior Doors—A minimum 4"x6" security view panels shall be provided in all pedestrian accessible exterior doors including emergency exit doors to provide visibility and security for pedestrians exiting the building.

D. Windows—The windows on all facades shall be recessed 1 to 3 inches from the façade to provide additional design texture and shadow lines on the building façades. The addition of window sills or trim treatments is also recommended.

E. Transparency

i. The ground floor building facade facing E. Colonial Dr. shall contain a minimum of 30% transparent materials. A minimum of 15% transparency shall be provided on all other floors facing the street above the ground level.

ii. All glass at the ground level shall be clear. Minimum light transmittance shall be 80%. High performance or low-e glass may be considered as an alternative with a minimum transmittance of 60%.

iii. No windows at the ground floor level shall be dry-walled or have permanent partitions installed on the interior to block natural surveillance.

iv. Tinted, reflective, or spandrel glass does not count towards meeting the transparency requirements.

F. Dumpster Enclosure –The dumpster enclosure shall compliment the style and materials of the building's architecture. Decorative doors or gates that are architecturally integrated with the building design shall be utilized on the dumpster enclosure. The doors or gates shall be closed when the dumpster area is not in use.

**3. Lighting** – A lighting plan compliant with the City's lighting regulations [Chapter 63 2M.] including photometrics and all proposed exterior lighting fixtures shall be submitted for ARB Minor review and approval prior to issuance of building permits.

#### 4. Mechanical Equipment

- A. Venting & Exhaust—All venting and exhaust for mechanical and other utilities shall be integrated with the building design so as to be seamless with the overall architecture of the building.
- B. Transformer Area Screening—Transformers shall not be located between the building and right-of-way and shall be screened with landscaping including, at a minimum, a hedge that is 36-inches tall at the time of planting.
- C. Mechanical Equipment—All ground mounted and rooftop mechanical equipment shall be screened from view and meet the screening conditions of the Land Development Code. An interior screen wall or parapet for rooftop mechanical equipment shall be required. The screen wall or parapet shall be the same height as the installed rooftop mechanical equipment height.
- D. Backflow Preventer—Backflow preventers shall not be located between the building and the right-of-way and should be screened from view with landscaping. They shall be clearly identified on the final utilities plan.
- E. Fencing—Any fencing on the site shall be an open, CPTED-approved fence, such as architectural mesh, aluminum or wrought-iron picket fencing. Chain link fencing is prohibited.
- F. Final Elevations—The location and configuration of all exterior venting and mechanical equipment shall be depicted on the building elevations. Final building elevations with venting depicted shall be submitted for ARB Staff review prior to submittal of building permits.

5. **Signage** — A sign plan including all retail and office signs shall be submitted for an ARB Minor [Staff] Review and approval prior to the issuance of a sign permit. The sign plan shall clearly show how signage will be allocated between the tenants and provide placeholders for locations of proposed signage. High-rise signs are permitted consistent with Sec. 64.246 of the Land Development Code but will require an ARB Major Review prior to permitting.

#### 6. Landscape and Hardscape

- A. Landscape and Hardscape Plans — Landscape and hardscape plans were not submitted with this application. Final landscape and hardscape plans shall be submitted for ARB Minor [Staff] Review prior to submittal of building permits.
- B. South Bufferyard—Because the project site borders the Eola Heights Historic District a landscape buffer meeting the requirements of Bufferyard B in the City’s Land Development Code including a minimum 6-foot tall masonry wall, canopy trees and understory trees shall be provided along the south property boundary from the western boundary of the 634 E. Colonial Drive parcel to the eastern boundary of the 642 parcel.
- C. Landscape Plan — The project shall meet the landscaping requirements of Chapter 60 of the LDC.

Doug Metzger gave a PowerPoint presentation showing outlining the proposed project. The Board thanked Mr. Metzger for his presentation.

Discussion ensued regarding the signage, lighting, hardscape and architecture.

**A motion was made by Justin Ramb and seconded by Greg Witherspoon to defer the item for additional design information. The motion carried unanimously 6-0.**

#### 4. 223 -231 N. Magnolia Avenue

Owner/Applicant:	Steven Wolk
Location:	223-231 N. Magnolia Ave
District:	5
Project Planner:	Doug Metzger

ARB2016-00003	Request for a Major Certificate of Appearance Approval for major façade renovations.
---------------	---

Recommended Action: ARB Staff has reviewed the applicants submittal and development

plans and recommends approval of the project with the following conditions:

1. **Balconies** – The Newel balcony post shall be changed to have a flat top instead of a camphor top. A 2-inch trim band shall be added to the top and bottom of the balcony base to add additional definition to the base. The Ashley baluster is out of character with the rest of the architecture and shall be changed to a simpler, less ornate style. The alternative baluster shall be reviewed and approved by ARB Staff.

2. **Building Top** – The flashing at the top of the building and sun shade pattern are approved as submitted.

3. **Building Bay Separation** – The sunshade at the top of the building and the ground floor storefront system shall be narrowed to be the same width as the balconies in order to give the building bay separators a consistent width from the ground to the top of the building.

~~4. **Storefront Windows** – The height of the ground floor storefront windows shall be reduced in order to provide a 6 inch separation from the top of the storefront window to the bottom of the balconies.~~

5. **Second Floor Entry Area** – The height of the storefront window in the middle bay of the building to the right of the double entry doors shall be extended to the ground and match the height of the entry doors. The entry doors and adjacent window shall be centered between the two windows on either side of the double entry doors and window.

6. **Windows**—New windows on the sides and rear of the building shall have a header and a sill. New windows shall be recessed 1 to 3-inches to provide additional shadow definition to the window openings.

#### 7. **Mechanical Equipment / Fencing**

- a. All roof mounted mechanical equipment shall be screened from view through the use of parapets, screen walls or louvered panels that, at a minimum are the height of the equipment they are screening.
- b. Backflow Preventer—Backflow preventor[s] shall be located so as to not be directly visible from the right-of-way and should be screened from view where necessary.
- ~~c. Fencing—Any fencing on the site shall be an open, CPTED approved fence, such as aluminum or wrought-iron picket fencing. Chain link fencing is prohibited.~~

#### 8. **Signage**

- a. A Master Sign Plan for this property shall receive an ARB Minor approval prior to issuance of the first sign permit for this building. Please contact ARB staff for the Master Sign Plan requirements.
- b. All projected signs shall require an ARB staff review prior to submittal of sign permits in order to confirm consistency with the Master Sign Plan.
- c. Monument Sign—Traditional city design standards do not permit a monument or ground mounted sign at this location. All signage shall be mounted to the building.

9. **Permits Required** – ARB approval does not grant permission to construct. All necessary building permits shall be obtained prior to commencement of construction activities.

10. Finish and detail of the sunshade to come back for ARB Minor review.

11. The paint colored as proposed for the front elevation is approved, but the body paint for the sides and rear of the building be the lighter cream color of the color pallet with the darker blue color shall be the trim or accent on the sides and rear of the building. A color transition band shall be made between the front façade and the sides of the building.

Doug Metzger gave a PowerPoint presentation showing the changes to the project from originally submitted February 2016. The Board thanked Mr. Metzger for his presentation.

---

Discussion ensued regarding the colors of the building, the building bay separator and the sunshade material.

A motion was made by Matt Taylor to delete condition #4 and #7c and add #10 and 11. The motion was seconded by Justin Ramb to approve the item. The motion carried unanimously 5-0.

**NEW BUSINESS:** None.

**OTHER BUSINESS:**

ARB Minor Reviews completed since the March ARB Meeting:

1. ARB2015 – 00034 – 400 S. Orange Ave – Creative Village Deviation
2. ARB2016 – 00008 – 486 N. Orange Ave – Crescent Central Station Dunkin Donuts -Signage
3. ARB2016 – 00009 – 1020 Highland Ave – Construction Trailers
4. ARB2016 – 00014 – 205 E. Colonial Drive – Regional Chiropractic – Signage
5. ARB2016 – 00015 – 567 Lake Highland Ave – Lake Highland Prep – Sneaker Sculpture
6. ARB2016 – 00017 – 112 S. Lucerne Circle E – Lake Lucerne Lifestyle Dentistry – Signage
7. ARB2016 – 00024 – 611 N. Magnolia Avenue – Nazak Holding LLC – Illuminated Sign
8. ARB2016 – 00025 – 796 N. Orange Avenue – Park North at Cheney Place – Reroof

**OLD BUSINESS:** NONE.

**ADJOURNMENT:** THE MEETING ADJOURNED AT 4:42 PM.

**NEXT MEETING:** THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, JUNE 16, 2016 AT 2:00 PM.

**STAFF PRESENT:**

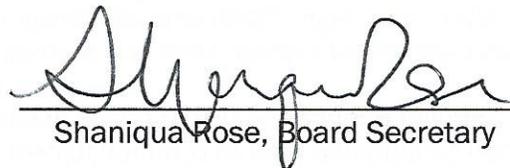
David Bass, Assistant City Attorney  
Walter Hawkins, Acting Executive Secretary  
Doug Metzger, City Planning  
Shaniqua Rose, Board Secretary  
Jason Burton, City Planning

Kenneth Pelham, City Planning  
Richard Forbes, City Planning  
Shannon Stegman, City Planning  
Beth Gruber, Landscape Architect Park Planner



---

Walter Hawkins, Acting Executive Secretary



---

Shaniqua Rose, Board Secretary