



APPEARANCE REVIEW BOARD

MEETING MINUTES

December 15, 2016

MEETING INFORMATION

Location

Sustainability
Conference Room

2nd Floor, City Hall

One City Commons

400 South Orange
Avenue

Time

2:00p.m.

Board Members Present

Justin Ramb, Vice Chair

Matt Taylor

Greg Witherspoon

John Paul Weesner

Fulvio Romano

Board Members Absent

Jeffrey Bush, Chair

Catherine Price

OPENING SESSION

- Vice Chairman Justin Ramb called the meeting to order at 2:02 P.M.
- Christel Brooks, Administrative Specialist 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 Matt Taylor and seconded by John Paul Weesner to approve the November 10, 2016 ARB Meeting Minutes. The motion carried unanimously 5-0.

ANNOUNCEMENTS

- There were no announcements.

CONSENT AGENDA

1. 45 Magnolia Avenue – AT & T

Owner/Applicant:
Southern States/Aaron Beach
Location:
District:
Project Planner:

AT&T Communications of the
45 Magnolia Avenue
5
Doug Metzger

ARB2016-00073

Request for a Major Certificate
of Appearance Approval for 10'
diameter globe signage located
on the top of AT&T building.

Recommended Action:

Staff recommends APPROVAL of
the request with the following
conditions:

1. The signs must be consistent with the design as proposed.
2. The high rise signs must not project more than 12" from the building surface.
3. Any holes or blemishes left from the removal of previous signs must be patched and finished to match the surrounding wall finishes prior to installation of the new signs.
4. ARB approval does not constitute approval to fabricate and install the sign. All required

building, sign, structural, and wind load requirements must be met and all appropriate building and sign permits must be obtained prior to installation of the signs.

A motion was made by Matt Taylor and seconded by Greg Witherspoon to approve the Consent Agenda as presented. The motion carried unanimously.

REGULAR AGENDA

1. East of the Intersection of SR-50 (Colonial Dr) and I-4 Crossing

Owner/Applicant:	City of Orlando / Nathan Butler, HKS Architecture
Location:	225 E. Robinson Street, Suite 405
District:	5
Project Planner:	Doug Metzger

ARB2016-00070	Request for a Major Certificate of Appearance Approval to construct a new pedestrian bridge with associated approach ramps across W. Colonial Drive between Orange Ave. and Interstate 4.
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Recommended Action:	Staff recommends APPROVAL of the request with the following conditions:
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1. Streetscape

A. Streetscape Design Guidelines

All at-grade streetscape design and construction is required to comply with the design, material and construction requirements of the Downtown Orlando Streetscape Design Guidelines, as they may be amended from time-to-time, and the conditions in this staff report.

B. General Streetscape Requirements:

- i. ~~At-Grade Street Lights — Single acorn 40 watt LED streetlights, consistent with the Downtown Streetscape Design Guidelines and spaced based on OUC lighting requirements shall be installed at the plaza area on the south side of Colonial.~~
- ii. ~~Valve and Junction Boxes—All at-grade junction, valve and control boxes shall be traffic bearing grade boxes and lids, painted per the downtown streetscape standards.~~

2. Architecture

A. ARB Staff supports the architectural direction, theme and materials of the Colonial Overpass project.

~~B. Vandalism—It is recommended by ARB Staff that an anti-vandalism coating be applied to all reachable surfaces.~~

C. Benches — Benches shall have a center divider to prohibit the ability to recline or lay down on the benches.

D. Final architectural plans, elevations, materials and finishes shall be reviewed by ARB Staff at the time of permit submittal to ensure consistency with the ARB approvals.

3. Lighting Plan

A lighting plan that complies with the City's lighting regulations [Chapter 63 2M.] including photometrics and all proposed exterior lighting fixtures shall be submitted for ARB Staff review

prior to issuance of building permits.

4. Modifications

Minor modifications to the approved ARB plans will require ARB Staff approval prior to construction or installation. Substantial modifications may require a return to the full ARB for review and approval

5. Permit Approvals

- A. Signage—All signage shall be submitted to ARB staff for review prior to submittal of sign permits.
- B. ARB Approval — ARB Approval does not grant permission to construct or install. All necessary permits must be obtained prior to commencement of construction activities.

Doug Metzger gave a PowerPoint presentation reviewed the proposed design of the pedestrian bridge ramps and lighting options.

Discussion ensued regarding the lighting which will come back to the board. Therefore, the design of the bridge will move forward but suggested the base-line design to come back to the board as well.

A motion was made by Greg Witherspoon to approve with the recommendations and conditions; removing item “B.i.”, “2.B.” and that the final lighting plan to come back to the board. The motion was seconded by Matt Taylor. The motion carried unanimously 5-0.

2. 726 Lucerne Terrace – Westminster Parking Garage –

Owner/Applicant:	Presbyterian Retirement Communities, Inc. / William E. Burkett, PE
Location:	105 E. Robinson Street, Suite 501
District:	4
Project Planner:	Doug Metzger

ARB2016-00068	Request for a Major Certificate of Appearance Approval for a five-story, 443 space parking garage with 7,800 s.f. of ground floor commercial space.
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Recommended Action: Staff recommends APPROVAL of the request with the following conditions:

1. Appearance Review Board [ARB] Approval Required for Future Phases

- A. An ARB Major Certificate of Appearance Approval [CofAA] shall be required for each future phase or sub-phase of the Westminster Towers project prior to application for a building permit.
- B. Future applications for ARB Major Certificate of Appearance Approval shall include architectural elevations and material details of all proposed buildings and vertical structures.
- C. The future applications for ARB Major Certificate of Appearance Approval shall also include detailed site plans that include: dimensions, grading, roadway cross-sections, lighting, utilities, landscape, hardscape, signage and mechanical equipment plans including details, colors and specifications of all proposed buildings, surfaces, fixtures and plant materials.

2. 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 the conditions of approval in this staff report.
- ii. Maintenance Agreement—The applicant shall enter into a maintenance agreement with the City to define maintenance responsibilities for the streetscape and other aspects of the public realm.
- iii. City Services Easement—A city services easement shall be provided by the applicant for any portion of the streetscape zone outside of the right-of-way.

B. General Streetscape Requirements:

- i. Curb and Curb Cuts—All existing curb cuts and curbing along the parking garage frontage shall be removed during construction. The existing curbing shall be replaced with a vertical concrete curb.
- ii. Mid-Block Treatment—The mid-block curb cuts into the garage, residential and parking areas shall meet the mid-block curb cut standards in the Downtown Streetscape Guidelines.
- iii. Sidewalk—the existing sidewalk along the project frontage shall be removed during construction and replaced with a new 5-foot wide concrete sidewalk.
- iv. Street Lights – Single acorn 40-watt LED streetlights must be installed on Lucerne Terrace along the entire project frontage, consistent with the Downtown Streetscape Design Guidelines, and spaced based on OUC lighting requirements.
- v. Street Trees – There is an insufficient parkway strip from the back of curb to the sidewalk to support large canopy trees. Therefore, the two eagleston holly trees proposed on the landscape plan shall be replaced with high rise live oak trees so that with time a canopy will develop over the sidewalk area.
- vi. 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.
- vii. Pedestrian Crossings—The pedestrian crossings at all access points and 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, such as stamped and stained concrete or Lawrenceville brick, shall be used in order to clearly define the pedestrian zone. Reflective paint alone is not acceptable, but may be used in conjunction with pavers or other surfaces to outline the pedestrian path for night time safety.
- viii. Pedestrian Clear Zone – In no instance shall vertical structures or obstructions be allowed in the required pedestrian clear zone.
- ix. Specialty Paving – 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 are permitted outside of the City maintained streetscape zone.

3. Tree Preservation/Mitigation

- A. 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.
- B. 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.

4. Architecture

A. General Architectural Requirements

- 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 that encroach into the streetscape zone or City services easement shall be no less than 17'-6" 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.

B. Transparency

- i. Per Traditional City requirements the ground floor building walls facing all streets shall contain a minimum 15% 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, spandrel glass or glass block does not count towards meeting the transparency requirements.

C. Parking Garage

- i. North Façade — The north façade elevation shall be designed to match the east façade elevation; an accent color shall be incorporated into the center module.
- ii. West Façade — In order to break up the mass of the ~~south~~ west façade, the center module with the ramping shall be painted a dark. Additional vertical pilasters shall be added to the façade exterior to break up the large mass and irregular angles of the exposed garage ramping.
- iii. Transformers—Electrical transformers incorporated into the ground level of a parking garage shall provide a minimum of 17'-6" of clearance above grade and demonstrate that there is adequate space and access for maintenance and replacement equipment movement and turning.

D. Pedestrian Bridge

- i. Bridge Location — Staff supports the location of the pedestrian bridge across Lucerne Terrace.
- ii. Agreements — The location of the pedestrian bridge will require approval of the Transportation Engineering Division. A right-of-way encroachment agreement between the applicant and the City will also be required.
- iii. Height — The minimum height of the pedestrian bridge above the finished Lucerne Terrace sidewalk grade shall be 17'-6", unless an alternative height is approved by the Transportation Engineering Division.
- iv. Cladding—The bridge connections shall appear level as they cross Lucerne Terrace. Exterior cladding of the connections shall ensure a level appearance.

5. 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 with the building permit documents.
- B. It is encouraged that architectural lighting be incorporated into the north and east facades, especially at the roofline, in order to give the building a presence in the nighttime skyline.

6. Mechanical Equipment

- A. Venting & Exhaust—All potential commercial kitchen/restaurant/laboratory venting and exhaust shall be directed to the roof of the building and shall not be visible from the public right-of-way. Venting is not permitted on any street facing façade. 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.
- B. Transformer Area Screening—Transformer areas outside the building envelope shall be screened with landscaping on three sides that is 4-feet in height at the time of planting.
- C. Rooftop Mechanical Equipment—All 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 must be the same height of the mechanical equipment.
- A. At-Grade Mechanical Equipment—At-grade mechanical equipment shall be screened with walls and/or vegetation that is the same height as the equipment it is screening. In no instance shall mechanical equipment be located between a building and any street, public or private.
- B. Backflow Preventer—Backflow preventer[s] shall be located so as to not be directly visible from the right-of-way and should be screened from view where necessary. They shall be clearly identified on the

utilities plan.

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

D. Final Elevations—The location and configuration of all exterior venting and mechanical equipment shall be submitted for ARB Staff review prior to submittal of building permits.

7. Signage

All proposed signage shall require an ARB review prior to submittal for sign permits.

8. 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.

9. 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 that reviewed the aspects of the proposed project and the Staff conditions of approval.

Board discussion ensued regarding the brick or grey accent color of the garage.

A motion was made by Greg Witherspoon to approve with the recommendations and conditions without the staff proposed white accent columns on the west façade and to strike through "south" façade and change to "west" façade in item "C.ii.". The motion was seconded by Fulvio Romano. The motion carried unanimously 5-0.

OTHER BUSINESS

ARB Minor Reviews completed since the September ARB Meeting:

1. ARB2016-00069 – 131 N. Magnolia – Wells Fargo Bank Signs
- 2.

NEW BUSINESS

Doug Metzger presented to the Board that the City will be creating a new review body for projects within Creative Village named Creative Village Development Review Committee. This board will review MPB and ARB applications. Mr. Metzger asked the board members if anyone would like to serve as a board committee member.

NEW BUSINESS

NONE

DATE OF NEXT MEETING

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, JANUARY 19, 2017 AT 2:00 PM.

ADJOURNMENT

There being no further business to come before the Appearance Review Board, Vice Chairman Justin Ramb adjourned the meeting at approximately 3:45 p.m.

STAFF PRESENT

Melissa Clarke, Assistant City Attorney
Walter Hawkins, Acting Executive Secretary
Doug Metzger, City Planning
Christel Brooks, Administrative Specialist
Chris DeLoatche, City Planning
Kenneth Pelham, City Planning
Richard Forbes, City Planning
Jason Burton, City Planning
Terrance Miller, City Planning


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