

**MEETING INFORMATION****Location**

Sustainability Conf. Rm.  
2nd Floor, City Hall  
One City Commons  
400 South Orange Avenue

**Time**

2:00 p.m.

**Board Members Present:**

Justin Ramb, Chair  
Fulvio Romano, Vice Chair  
Margaret Brock  
Patrick Panza  
Danny Gordon

**Absent:**

John Paul Weesner

**MINUTES - MAY 18, 2017****OPENING SESSION**

- Chairman, Justin Ramb. called the meeting to order at 2:00 p.m
- Ashley Edwards, Recording Secretary, conducted the Roll Call and determination of a quorum was confirmed.
- Chairman, Justin Ramb read the Welcome, General Rules of Order and the Appeals process.

**NEW BUSINESS**

- Doug Metzger briefly spoke on the resignation of Catherine Price from the Appearance Review Board. The Board thanked Mr. Metzger for his update.

**MINUTES**

Danny Gordon moved to approve the March 16, 2017 ARB Meeting Minutes. The motion was seconded by Fulvio Romano. The motion carried 5-0.

**CONSENT AGENDA: None.****REGULAR AGENDA****1. 55 West Gore Street**

Owner/Applicant:  
Location:  
District:  
Project Planner:

Matthew Taylor/ Shanna Brogan  
55 West Gore Street  
4  
Doug Metzger

ARB2017-00015

Request for Major Certificate of Appearance Approval to fabricate and install two non illuminated wall signs, one flush mount to wall, and the other to be mounted on a canopy. Also, four illuminated ground mount signs and three non-illuminated

pile mount directional signs.

Recommended Action:

Staff recommends APPROVAL of the request with the following conditions:

1. Design Intent – ARB Staff supports the general design, intent, style, materials and finished as submitted.
2. Sign Quantity Reduction – per 64.228 of the Land Development Code, the project site is only permitted one ground sign per frontage street. Therefore, ~~Sign C-1 on W. Gore Street and Sign C-2 on Lucerne Terrace~~ Sign C-1 on W. Gore Street and Sign C-3 on Ernestine Street must be removed from the overall plan. Sign B-1 will be relocated to the sign C-1 location on W. Gore; a reduction of 56 square feet of signage. Additionally, signs B-1 and C-2 per Sec. 64.228 can be no more than 8 feet in height.
3. Sign Permits
  - A. ARB approval does not grant permission to begin or to construct any proposed improvements. All required building and engineering permits must be obtained prior to commencement of construction.
  - B. Management Control Letter – A management control letter from the property owner or their representative containing a spreadsheet of the area of all existing and proposed signage must be submitted with the sign permit applications.
  - C. Sign Permit documents need to be consistent with the ARB approved designs. Minor modification to the plans approved in this application may be review and approved by ARB Staff. Substantial changes to the approved plans may require an additional ARB Major Review.

Doug Metzger gave a PowerPoint presentation that reviewed the aspects of the proposed project and the Staff conditions of approval.

**Danny Gordon declared a conflict.**

A Board discussion ensued regarding the request.

**Fulvio Romano moved to approve the recommendations with revised conditions that ground sign C-2 be removed, and sign B-1 and B-2 be no more than 8 ft. in height. .The motion was seconded by Margaret Brock. The motion carried 5-0 with Danny Gordon abstaining.**

**2. 250 N. Orange Avenue**

Owner/Applicant:	Steve Parmee/ Mark Newman
Location:	250 N. Orange Avenue
District:	5
Project Planner:	Doug Metzger

ARB2017-00016

Request for a Major Certificate of Appearance Approval install new windows in exterior walls, relocate entrance door to the west, install green screens with planters at the bottom, install solar panels, install walk up ATM, install new roof top

unit, and install an entry control system at main entrance on Orange Ave.

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

1. Architecture
  - A. Design Intent
    - i. ARB Staff supports the architectural direction, materials and detailing of the First Green Bank façade improvements and solar installation.
    - ii. Continued focus on the design details including transparency, scale, finishes, and architectural lighting should continue to be refined prior to submittal of building permits.
    - iii. Final architectural plans, elevations, materials and finishes shall be reviewed by ARB staff prior to the submission of building permits to ensure consistency with the ARB approval.
  - B. General Architectural Requirements
    - i. Canopy – The canopy along the south façade must be a minimum of 9-feet above finished grade.
    - ii. Windows – The windows on the south façade must be recessed 1 to 3 inches from the façade to provide additional design texture and shadow lines on the building facades. The mullion system should be clear aluminum.
    - iii. Photovoltaic Solar Panels – The top of the solar panel system must not extend above the bottom of the tower windows.
  - C. Transparency
    - i. 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%.
    - ii. No windows at the ground floor level shall be dry-walled, or have permanent partitions installed on the interior to block natural surveillance.
    - iii. Tinted, reflective, spandrel or glass block does not count towards meeting the transparency requirements.
2. Landscape and Hardscape – Final landscape and hardscape plans shall be submitted for ARB Staff Review prior to submittal of building permits.
3. Lighting – A lighting plan compliant with the City's lighting regulations [Chapter 63 2M.], including all proposed exterior lighting fixtures, shall be submitted with the building permit documents.
4. Mechanical Equipment
  - A. Rooftop Mechanical Equipment – All rooftop mechanical equipment shall be screened from the 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 installed mechanical equipment.
  - B. Transformer Area Screen – Transformer areas outside the building envelope shall be screen with landscaping on three sides that is 4-feet in height at the time of planting.
5. Signage –
  - A. ARB Approval – All proposed signage shall require a separate ARB Minor [Staff] Review prior to submittal of sign permits.
  - B. Management Control letter – A management control letter from the property owner or their representative containing a spreadsheet of the area of all existing and proposed on-site signage, as well as, owner authorization for the tenant to submit for new sign

permits, must be submitted with the ARB Minor Review submission and sign permit applications.

6. ARB Approval and Construction Procedures
  - A. ARB approval does not grant permission to begin or to construct any proposed improvements. All required building and engineering permits must be obtained prior to commencement of construction activities.
  - B. Minor modifications to the plans approved in this application may be review and approved by ARB Staff. Substantial changes to the approved plans may require and additional ARB Major Review.
  - C. Prior to the commencement of construction, the general contractor, developer and architect must schedule a coordination meeting with the ARB Staff to review the ARB conditions of approval and the ARB review process for any proposed changes that may occur during construction.
  - D. Prior to final inspection ARB Staff shall review the project site for compliance with the ARB conditions of approval.

Doug Metzger gave a PowerPoint presentation that reviewed the aspects of the proposed project and the Staff conditions of approval.

A Board discussion ensued regarding the aspects of the project including the proposed design structure of the corner detail, attachment method and lighting. The Board requested the applicant to submit a finalized sample of the materials that will be used.

**Fulvio Romano moved to approve the recommendations with revised conditions that the applicant submit the project's finalized lighting plan, screen the HVAC system on all sides, submit a section of the metal screen that faces Orange Avenue, submit a lighting plan and the final rendition and materials used for the corner detail. The motion was seconded by Danny Gordon. The motion carried 5-0.**

## OTHER BUSINESS

### A. ARB Minor Reviews completed since the March ARB Meeting:

1. ARB2017-00009 – 400 Pittman Street – Replace Roof System
2. ARB2017-00011 – 200 South Orange Avenue – Sign
3. ARB2017-00017–30 N. Summerlin – Installation of Amazon Lockers

### B. Creative Village Development Review Committee Projects for Approval:

1. Creative Village Mobility Plan
2. ARB2017-00012 – 500 W. Livingston – New 5 Story Building
3. ARB2017-00013 – 611 W. Amelia – Amelia Court
4. ARB2017-00014 – 600 W. Livingston – Roadway Extension
5. ARB2017-00018 – 358 N. Terry Avenue – Student Housing

**OLD BUSINESS: None**

**DATE OF NEXT MEETING**

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, JUNE 15, 2017 AT 2:00 PM.

**ADJOURNMENT**

There being no further business to come before the Appearance Review Board, Chairman Justin Ramb adjourned the meeting at approximately 3:05 p.m.

**STAFF PRESENT**

Sarah Taitt, Assistant City Attorney II  
Walter Hawkins, Director of Urban Development  
Doug Metzger, City Planning  
Christel Brooks, Administrative Specialist  
Ashley Edwards, Board Secretary  
Kenneth Pelham, Planner III



Walter Hawkins, Acting Executive Secretary



Ashley Edwards, Recording Secretary