

APPEARANCE REVIEW BOARD

MEETING INFORMATION

MINUTES • APRIL 19, 2018

Location

Manatee A & B Conf. Rm. 6th Floor, City Hall 400 South Orange Avenue

Time

2:00 p.m.

Board Members Present:

Fulvio Romano, Chair

John Paul Weesner

Daniel Gordon

Margaret Brock

Patrick Panza

Mike Mulhall

Jeff Arms

Absent:

OPENING SESSION

- Chairman Fulvio Romano 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.
- Ashley Edwards, Recording Secretary read the Welcome, General Rules of Order and the Appeals process.

NEW BUSINESS:

MINUTES

 Jeffrey Arms moved to approve the March 15, 2018 ARB Meeting Minutes. The motion was seconded by Patrick Panza. The motion carried unanimously.

PUBLIC COMMENT: None.

CONSENT AGENDA:

1. 445 W. Amelia St.

Owner/Applicant:

Tyrone Smith

Location:

445 W. Amelia St.

District:

5

Project Planner:

Doug Metzger

ARB2018-10006

Request for a Major Certificate of Appearance

Approval for the Orlando Technical College high

rise sign.

Recommended Action:

Staff recommends APPROVAL of the

request with the following conditions

ARB Staff has reviewed the submittal documents and has the following comments: Staff recommends approval of the sign as proposed, with the following conditions:

- 1. Per Sec. 64.246 the text of the high-rise sign must flow white at night. Logos may glow in color. This must be noted on all sign permit documents.
- 2. The building façade must be repaired and patched after removing the existing high-rise sign and before the new high-rise sign is installed.
- 3. The final design and construction must be in strict compliance with the proposed design, except where potentially required space is adequate for the dimensions of the current sign design. Adjustment of size may be required at that time. Any other changes must be requested in writing and significant changes will require a new ARB approval.
- 4. Approval is for the sign only, and does not include any other signs.
- 5. Individual letters must be individually mounted as shown; a connecting raceway is not allowed.
- 6. ARB approval does not grant permission to construct or install, All necessary permits must be obtained prior to installation of the new high-rise sign.

A Board discussion ensued regarding the dimensions of the signage.

Jeffrey Arms moved to approve the project with staff conditions. The motion was seconded by John Paul Weesner.

Patrick Panza moved to rescind Jeffrey Arms motion for approval and requested that the item be placed on the regular agenda. The motion was seconded by Danny Gordon. The motion carried 7-0.

REGULAR AGENDA

1. 445 W. Amelia St.

Owner/Applicant:

Tyrone Smith

Location:

445 W. Amelia St.

District:

5

Project Planner:

Doug Metzger

ARB2018-10006

Request for a Major Certificate of Appearance Approval for the Orlando

Technical College high-rise sign.

- 1. Per Sec. 64.246 the text of the high-rise sign must flow white at night. Logos may glow in color. This must be noted on all sign permit documents.
- 2. The building façade must be repaired and patched after removing the existing high-rise sign and before the new high-rise sign is installed.
- 3. The final design and construction must be in strict compliance with the proposed design, except where potentially required space is adequate for the dimensions of the current sign design. Adjustment of size may be required at that time. Any other changes must be requested in writing and significant changes will require a new ARB approval.
- 4. Approval is for the sign only, and does not include any other signs.
- 5. Individual letters must be individually mounted as shown; a connecting raceway is not allowed.
- 6. ARB approval does not grant permission to construct or install, All necessary permits must be obtained prior to installation of the new high-rise sign.

A Board discussion ensued regarding the dimensions and overall design of the sign.

<u>Jeff Arms moved to defer the project to the May 17, 2018 meeting. The motion was seconded by Margaret Brock. The motion carried 7-0.</u>

2. 315 E. Robinson St.

Owner/Applicant:

Bryan Burless

Location:

315 E. Robinson St.

District:

5

Project Planner:

Doug Metzger

ARB2018-10007

Request for Major Certificate of Appearance Approval

for the installation of exterior pavilion.

Recommended Action:

Staff recommends APPROVAL of the request with the following

conditions

ARB Staff has reviewed the submittal documents and has the following comments:

Staff recommends approval of the DPR pavilion at 315 E. Robinson St. with the following conditions:

1. The final design, permit documents and construction must be in strict compliance with the proposed design.

Alterations to the design, materials, colors, or structure will require additional ARB staff review. Significant alterations to the design may require an additional review and approval by the ARB members.

- The proposed sign is part of this approval but will require a separate sign permit.
- 2. ARB approval does not grant permission to install or construct. All permits must be obtained and approved prior to commencement of work on this site.

Jeffrey Arms and John Paul Weesner declared a conflict.

Danny Gordon moved to approve the project with the above staff conditions. The motion was seconded by Margaret Brock. The motion carried 5-O with Jeffrey Arms and John Paul Weesner abstaining.

3. 333 N. Rosalind Ave

Owner/Applicant:

Brooks Stickler

Location:

333 N. Rosalind Ave

District:

5

Project Planner:

Doug Metzger

ARB2017-00022

Construction of new 11 story, 320 unit multifamily

development on the corner of N Rosalind Ave and E.

Livingston St.

Recommended Action:

Staff recommends APPROVAL of the request with the following

conditions.

ARB Staff has reviewed the submittal documents and has the following comments:

ARB Staff has reviewed the proposed Rosalind & Livingston project at 333 N. Rosalind Ave. and recommends approval of the 13-story, 389 unit multi-family building with a 452-space parking garage, associated amenities and 14,000 s.f. of ground floor retail with the following conditions:

1. Plaza Area—The design of the Plaza area along Rosalind has not been advanced since the ARB Courtesy Review. Therefore the final landscape, hardscape, lighting, furniture, art and architectural elements of the plaza area must be submitted for approval of a Major Certificate of Appearance Approval prior to submittal of foundation and/or vertical building permits.

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 and the conditions in this staff report.
- ii. Maintenance Agreement—The applicant must enter into a maintenance agreement with the City to define maintenance responsibilities for the streetscape zone and any proposed outdoor dining areas inside of the right-of-way.
- iii. City Services Easement—A city services easement must 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. Structural Soil To minimize root damage to adjacent pavement areas structural soil, or a Planning Official approved equivalent, must be installed around all canopy street trees consistent with Detail 3.4-O and 3.4-P of the Downtown Orlando Streetscape Guidelines.
- ii. Street Lights Double acorn LED streetlights consistent with the Downtown Streetscape Design Guidelines must be used on N. Rosalind Ave., E Livingston St. and Ridgewood Ave. They will be spaced based on OUC lighting requirements.
- iii. Corner Treatments—Intersection corner treatments at N. Rosalind Ave and E. Livingston St. and Ridgewood Ave.
- i. must be Lawrenceville brick and installed with a 6-inch thick concrete sub-base for the first 6-feet from back of curb transitioning to 4-inches to the outward edge of the 15-foot streetscape zone. Corner treatments at Rosalind and Livingston must provide two directional pedestrian ramps at each corner perpendicular to the centerline of the roadway they are crossing. A single pedestrian ramp is required at the Ridgewood and Livingston intersection.
- ii. Corner Clip—A 10-foot corner clip must be provided at the intersection of N. Rosalind Ave. and E. Livingston St. in order to move the existing traffic signal poe outside of the pedestrian clear zone.
- iii. Materials—Materials in the streetscape must be those approved in the Downtown Streetscape Design Guidelines. Specialty pavers and furniture other than those in the streetscape design guidelines are not permitted in the required streetscape zone.
- iv. Valve and Junction Boxes—All at grade junction, valve and control boxes in the required streetscape zone must be vehicle bearing grade boxes and lids.
- v. Building Entries—Doorways must not swing open into the required streetscape zone. Building entries should be recessed into the façade so that ingress, egress and entry doors do not conflict or open directly into the pedestrian clear zone.
- vi. Curbing and Curb Cuts—All existing curb cuts must be removed and the streetscape and the curbing along the entire project frontage restored during construction. All curbing in the ROW must be Type A curb and gutter per the Land Development Code [LDC] and Engineering Standards Manual [ESM].

C. E. Livingston Street:

- i. Width—The minimum streetscape width on E. Livingston St. must be a minimum of 13-feet from back-of-curb. The furniture zone must be a minimum of 5-feet along the entire project frontage. The concrete sub-base in the furniture zone must be 6-inches thick. The pedestrian clear zone [sidewalk] must be a minimum of 8-feet in width.
- ii. Treatment 2—The streetscape treatment on E. Livingston St. must match Treatment 2 of the Streetscape Design Guidelines. The furniture zone must be 5-feet wide with hex pavers. The pedestrian clear zone must be a minimum of 8-feet wide and must have a Lawrenceville brick window pane with concrete sidewalk cells. The sidewalk cells must have a 2-inch troweled edge with a medium broom finish, The broom finish must be perpendicular to the centerline of the street. On-street parking on E. Livingston must be retained.
- iii. Pedestrian Crossing— The pedestrian crossing at the garage entry must be raised to be at the same grade as the sidewalk adjacent to the driveway with a continuous Lawrenceville brick crosswalk. The grade transition from street grade to sidewalk grade must occur in the 6-foot furniture zone. The driveway ramp may be concrete.
- iv. Street Trees—Street tree wells must be 6-feet by 9-feet, the use of tree grates is optional. The street trees on E. Livingston St. must be high rise live oak trees.

D. N. Rosalind Avenue:

- i. Width—The minimum streetscape width on N. Rosalind Ave. must be a minimum of 15-feet from the back-of-curb. The furniture zone must be a minimum of 5-feet along the entire project frontage. The pedestrian clear zone must be a minimum of 10-feet in width. The sub-base in the furniture zone must be a minimum of 6-inch thick concrete transitioning to a 4-inch thick concrete sidewalk in the pedestrian clear zone.
- ii. Treatment 2 The streetscape treatment on N. Rosalind Ave. must match Treatment 2 of the Streetscape Design Guidelines. The furniture zone must be hex pavers. The pedestrian clear zone must have a Lawrenceville brick window

- pane with concrete sidewalk cells. The sidewalk calls must have a 2-inch troweled edge with a medium broom finish; the broom finish must be perpendicular to the centerline of the street.
- iii. Street Tree Wells—Street tree wells must be 5-feet by 9-feet, the use of tree grates is optional. The street trees on N. Rosalind Ave. must be high rise live oak trees.
- iv. Sidewalk Café—A Sidewalk cafe may be be permitted to extend into the 15-foot streetscape zone in front of the N. Rosalind retail/restaurant space. The sidewalk café must meet the requirements in the Land Development Code [LDC] including the preservation of a 5-foot pedestrian clear zone adjacent to the furniture zone.

E. Ridgewood Avenue:

- i. Width—The minimum streetscape width on Ridgewood Ave. must be 13-feet from the back-of-curb. The furniture zone must be a minimum of 5-feet along the entire project frontage. The pedestrian clear zone must be a minimum of 8-feet in width. The sub-base in the furniture zone must be a minimum of 6-inch thick concrete transitioning to a 4-inch thick concrete sidewalk in the pedestrian clear zone.
- ii. Treatment 4 —The streetscape treatment on Ridgewood Ave. must be Treatment 4 with concrete sidewalk cells from the back-of-curb to the interior edge of the sidewalk. The sidewalk calls must have a 2-inch troweled edge with a medium broom finish; the broom finish must be perpendicular to the centerline of the street.
- i. Street Tree Wells—Street tree wells must be 6-feet by 9-feet, the use of tree grates is optional. The street trees on Ridgewood Ave. must be high rise live oak trees.
- ii. Transition—The streetscape should transition to a 7-foot wide grass parkway strip and a 6-foot wide sidewalk on the east side of the parking garage entry drive.

3. Architecture

- A. Design Intent: ARB staff does support the design intent and development of the Rosalind & Livingston project. ARB staff desires to work with the development team in order to advance the building design and to help deliver a distinctive project that will enhance both the Orlando skyline and life at the street level.
- B. Rosalind Vista Terminus The proposed design of the south façade treatment that terminates the long vista to the north on Rosalind Avenue is distinctive and will make this façade a memorable terminus. The architectural element must include a lighting element that helps the façade glow at night. Prior to submittal of building permits the applicant must submit a lighting plan for the skyline of the building.
- C. Rosalind and Livingston Intersection The proposed design of the northwest façade treatment on Rosalind Avenue is distinctive and will make this façade a memorable terminus. The architectural elements must also include a lighting element for to ensure a distinctive night time appearance. Prior to submittal of building permits the applicant must submit a lighting plan for this building facade.
- D. The Parking Garage Spandrel glass, or an Appearance Review Official approved alternative, must be utilized on the ground floor of the parking garage along Livingston to obscure views of the loading dock and compactor area,

E. Transparency

- i. The ground floor building walls facing all streets must contain a minimum of 30% transparent materials. A minimum of 15% transparency must be provided on all floors facing the street above the ground level.
- ii. All glass at the ground level must be clear, except as noted in Condition E. above, with a minimum light transmittance of 80%. High performance or low-e glass may be considered as an alternative with a minimum transmittance of 60%.
- iii. No windows must 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.

4. Lighting

- A. A lighting plan compliant with the City's lighting regulations [Chapter 63 2M.] including photometrics and all proposed exterior lighting fixtures must be submitted for ARB staff approval prior to approval of vertical building permits.
- B. It is encouraged that the top of the building be appropriately lit in order to make the building distinct in the night time skyline.

5. Mechanical Equipment

- A. Rooftop Mechanical Equipment Rooftop mechanical equipment must be screened to the height of the mechanical equipment with parapets. louvered panels or perforated metal screen walls.
- B. Venting & Exhaust—All potential restaurant venting and exhaust must be directed to the roof of the building or the east façade and must not be visible from the public right-of-way. Restaurant venting is not permitted to vent over or towards pedestrian areas. All other venting and exhaust for mechanical and other utilities must be integrated with the building design so as to be seamless with the overall architecture of the building. Vents and louvered panels must be painted to match the surrounding façade area.
- C. Transformer—Transformers must be screened with decorative, opaque walls and gates up to 6-feet in height or they must be located inside of the parking garage.
- D. Backflow Preventer—The proposed backflow preventer [BFP] location is too close to the Rosalind/Ridgewood intersection and is not acceptable. The BFP must be located so as to not be directly visible from the right-of-way and should be screened from view where necessary. ARB Staff's preferred location is in the 20-foot bufferyard on the east side of the parking garage. The BFP must be clearly identified on the final utilities plan in the Final ARB submittal. Backflow preventers may also be

incorporated into the interior of the parking garage.

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

6. Signage

- A. Master Sign Plan—A Master Sign Plan [MSP] for the building, including both low-rise and high-rise signage must be submitted for a separate ARB Major approval prior to the issuance of a Certificate of Occupancy. The MSP shall clearly show how signage will be allocated throughout the project including the type, style, location, and sign area.
- B. The project site is outside of the Downtown Special Sign District.
- C. High-Rise signs—Two high rise are allowed per Sec. 64.246, but they must be identical in size and content and will require a Conditional Use Permit because of the project's proximity to residentially zoned districts. The inclusion of high-rise signs will also reduce the total sign allowance for low rise signage by 50%

7. 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.

8. 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.

A Board discussion ensued regarding elements of the plaza, including the brick detailing and massing of the East Elevation. Mike Mulhall suggested that the applicant bring down the vertical detailing of the parking garage.

John Paul Weesner moved to defer the project to the May 17, 2018 ARB meeting. The motion was seconded by Patrick Panza. The motion carried 7-0.

4. 434 N. Orange Ave - X Orlando

Owner/Applicant:

Kathryn Smith

Location:

434 N. Orange Ave

District:

5

Project Planner:

Doug Metzger

ARB2018-10011

Courtesy Review for the construction of a new 3 phase multi use project with ground floor retail, parking podium,

and three multi-family residential towers. .

Recommended Action:

Courtesy Review, no action needed.

ARB Staff has reviewed the submittal documents and has the following comments:

ARB Staff has reviewed the proposed X Orlando project at 434 N. Orange Avenue and has the following Courtesy Review comments about the three phase, three tower 867-unit multifamily complex that includes 41,000 s.f. of commercial/retail space and a 1,374 space podium parking garage.

1. ARB Major Certificate of Appearance Approval—Final review and approval by ARB will be required prior to permitting. All conditions of final ARB approval shall be met. Appearance review is required at time of permitting to ensure the conditions of approval have been addressed.

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 and the conditions in this staff report.
- ii. Maintenance Agreement—The applicant must enter into a maintenance agreement with the City to define maintenance responsibilities for the streetscape zone and any proposed outdoor dining areas inside of the right-of-way.

B. General Streetscape Requirements:

- i. Existing Streetscape—the existing streetscape on N. Orange Avenue, W. Livingston Street and the north paseo/entry drive must be preserved and/or replaced as built after construction. Any streetscape or streetscape furnishings damaged during construction must be repaired or replaced to existing or better condition.
- ii. North/South Paseo Drive—Once construction is complete, the width of the existing sidewalks on both sides of the north/south drive must be maintained.
- iii. Pedestrian Crossings— The pedestrian crossings and sidewalks along the north/south entry drive or any vehicle drop-off area must be raised to be at the same grade as the sidewalk adjacent to the driveway. Pedestrian crossings at driveway cuts and vehicle drop-off areas must be constructed of an alternative material such as brick, pavers or colored concrete that contrasts with the paving material of the driveway. Any grade transition from street grade to sidewalk grade must occur in the furniture zone. Driveway ramps may be concrete.
- iv. Building Entries—Doorways must not swing open into the required streetscape zone. Building entries should be recessed into the façade so that ingress, egress and entry doors do not conflict or open directly into the pedestrian clear zone.
- v. Curbing and Curb Cuts—All existing curb cuts must be removed and the streetscape and the curbing along the entire project frontage restored during construction. All curbing in the ROW must be Type A curb and gutter per the Land Development Code [LDC] and Engineering Standards Manual [ESM].
- vi. Lymmo Stop—The applicant must coordinator with Lynx on an alternative location for the Livingston and Orange Lymmo shelter and stop. Upon completion of the construction of Phase 1 the developer will re-install the Lymmo shelter to existing or better condition at its original location.
- vii. Small Cell Node—There is an existing small cell node located on Orange Avenue just north of the Livingston intersection.

 The developer shall coordinate with the node operator on preserving or establishing an interim condition during construction for the small cell node. After Phase 1 construction is complete, the small cell node must be replaced at its original location.

3. Architecture

- A. Design Intent: ARB staff supports the design intent and development of the X Orlando project. ARB staff will continue to work with the development team to advance the building design and to help deliver a distinctive project that will enhance both the Orlando skyline and life at the street level.
- B. The Podium—The design team needs to focus on creating variety, activity and not monotony at the ground level on both Orange and Livingston in Phase 1 and along the north and west facades in Phases 2 and 3.
- C. Tower/Podium Integration The Courtesy Review plans begin to integrate the tower and podium at the Orange/Livingston corner, but further integration is needed. Additionally, in the build-out designs there is no architectural integration between the towers and the west and north parking podium facades. The architectural elements and details of the towers above will need to be brought down to the ground on both the west and north facades.
- D. Podium Art Treatments A more cohesive concept that combines architecture and art into a unifying statement across the project faces should be explored.
- E. West Facade The west façade should include a significant architectural statement where the building touches the sky.
- F. Green Walls Staff encourages the developer and design team to examine and present alternative treatments for the green wall system should it be determined over time that the concept is not viable or sustainable.
- G. Interim Phased Façade Treatments Staff appreciates the design team's effort but does not support the initial concept, Skyline Architecture The proposed "wings" on the top of each tower are becoming an overused element in the Orlando skyline. Staff encourages the design team to continue to exam their skyline architecture and to develop a distinctive treatment that will make the X Orlando project a unique skyline feature. The skyline architecture should include decorative lighting and also address the views from the west as strongly as it addresses the views from the east.
- H. Paseo Street The paseo street needs to maintain its significant pedestrian connections and sidewalks through the area as underneath.

I. Transparency

- i. The ground floor building walls facing all streets must contain a minimum of 30% transparent materials. A minimum of 15% transparency must be provided on all floors facing the street above the ground level.
- ii. All glass at the ground level must be clear, except as noted in Condition E. above, with a minimum light transmittance of 80%. High performance or low-e glass may be considered as an alternative with a minimum transmittance of 60%.
- iii. No windows must 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.

4. Lighting

- A. A lighting plan compliant with the City's lighting regulations [Chapter 63 2M.] including photometrics and all proposed exterior lighting fixtures must be submitted for ARB staff approval prior to approval of vertical building permits.
- B. It is encouraged that the top of the building be appropriately lit in order to make the building distinct in the night time skyline.

5. Mechanical Equipment

- A. Rooftop Mechanical Equipment Rooftop mechanical equipment must be screened to the height of the mechanical equipment with parapets. Louvered panels or perforated metal screen walls.
- B. Restaurant Exhaust—All potential restaurant venting and exhaust must be directed to the roof of the building and must not be visible from the public right-of-way. Restaurant venting is not permitted to vent over or towards pedestrian areas.
- C. Other Venting—All other venting and exhaust for mechanical and other utilities must be integrated with the building design so as to be seamless with the overall architecture of the building. Vents and louvered panels must be painted to match the surrounding façade area.
- D. Transformer—Transformers must be screened with opaque walls and decorative gates up to 6-feet in height or they must be located inside of the parking garage.
- E. Backflow Preventer—Backflow preventers [BFP] must not be visible from the right-of-way and should be screened from view. The BFP must be clearly identified on the final utilities plan in the Final ARB submittal. Backflow preventers may also be incorporated into the interior of the parking garage.
- A. Dumpster—All dumpsters and trash compactors shall be located internal to the buildings or screened with solid walls to match the principal structure. Decorative gates shall be installed to coordinate with principal structure and shall be painted to match the color of the enclosure walls. Landscape screen including low hedge and groundcover shall be provided to soften the view from the public ROW and adjacent properties.
- B. Fencing—Any fencing on the site must be an open, CPTED-approved fence, such as aluminum picket or welded wire. Chain link fencing is prohibited.

6. Signage

- A. Master Sign Plan—A Master Sign Plan [MSP] for the project, including both low-rise and high-rise signage must be submitted for a separate ARB Major approval prior to the issuance of a Certificate of Occupancy. The MSP shall clearly show how signage will be allocated throughout the project including the type, style, location, and sign area.
- B. High-Rise Signs—Two high rise are allowed per Sec. 64.246,

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.

8. 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.

A Board discussion ensued regarding pedestrian access from the right of way and the maintenance of the green treatments on the exterior of the building.

OTHER BUSINESS

- A. ARB Minor Reviews completed since the March ARB Meeting:
- B. Creative Village Development Review Committee Projects for Approval:

OLD BUSINESS: None

DATE OF NEXT MEETING

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, MAY 17, 2018 AT 2:00 PM.

ADJOURNMENT

There being no further business to come before the Appearance Review Board, Chairman Fulvio Romano adjourned the meeting at approximately 4:43 p.m.

STAFF PRESENT

Walter Hawkins, Director of Urban Development Doug Metzger, City Planning Ashley Edwards, Board Secretary Sarah Taitt, Assistant City Attorney II Richard Forbes, Historic Preservation Officer Shannon Stegman, Project Manager I

Walter Hawkins, Executive Secretary

Ashley Edwards, Recording Secretary

STAFF PRESENT

Walter Hawkins, Director of Urban Development Doug Metzger, City Planning Ashley Edwards, Board Secretary Sarah Taitt, Assistant City Attorney II Richard Forbes, Historic Preservation Officer Shannon Stegman, Project Manager I

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