

MEETING
INFORMATION

MEETING MINUTES

May 18, 2023

Virtual Meeting
To join Virtually:[https://orlando-
gov.zoom.us/j/99228810801](https://orlando.gov.zoom.us/j/99228810801)*Time*

2:00 p.m.

*Board Members**Present:*

Jill Rose Chairperson

Clarisse Gates-Vice
Chair

John Griffin

Cecilia Maier

Chad Cowart

Jeff Arms

*Board Members**Absent*

Jessica Burns

OPENING SESSION

Jill Rose, Board Chairperson, called the meeting to order at 2:00 p.m.
Ronald Waitekus, Recording Secretary, conducted the Roll Call and determination of a quorum was confirmed.

PUBLIC COMMENTS: NONE

MINUTES:

Board Member Cecilia Maier MOVED to waive the reading of the minutes and to approve the minutes of the March 16, 2023. Board Member John Griffin SECONDED the motion, which was voted upon and PASSED by unanimous voice vote (6-0).

ANNOUNCEMENTS

- None

Regular AGENDA

1. Case No: ARB2023-10025, 500 E. Colonial DR.

Applicant:	Zoran Lozanovski, Architect 200 E Robinson ST. Suite 300 Orlando, FL 32801
Owner:	Quest Inc., 500 E. Colonial DR. Orlando, FL 32803
District:	Commissioner District 4
Project Planner:	Richard Forbes
Description:	Major Certificate of Appearance Approval for the major renovation of the existing 3 story building and parking lot.

Recommended Action: Approval, based on the conditions in this staff report.

1. ARB Approval

- Permits—ARB approval does not grant permission to construct or install. All required building permits must be obtained prior to commencement of construction.
- Modifications and Alterations—Changes to this approved design prior to or during construction may require a Minor Certificate of Appearance Approval. Substantial changes to this approval may require an additional Major Certificate of Appearance Approval.

2. Streetscape

A. Streetscape Design Guidelines

- 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.
- Maintenance Agreement—The applicant must enter into a maintenance agreement with the City to define maintenance responsibilities for the streetscape zone.
- City Services Easement—A city services easement must be provided by the applicant for any portion of the required 15-foot streetscape zone outside of the right-of-way.

B. General Streetscape Requirements:

- i. Pedestrian Crossings—The pedestrian crossings at the driveway cut must be level and at the same grade as the sidewalk adjacent to the driveway.
 - ii. Pedestrian Clear Zone — In no instance shall vertical structures or obstructions be allowed in the required pedestrian clear zone [sidewalk].
 - iii. Valve and Handhold Boxes—All at grade handhold, valve and control boxes in the required streetscape zone must be traffic bearing grade boxes and lids.
 - C. Colonial Drive Streetscape- Modified Treatment 4.
 - i. A minimum streetscape width of 15 feet is required.
 - ii. The required Streetscape along Colonial Drive is a modified Treatment 4 with 10 foot wide sidewalk measured from back of curb and 5 x 5 foot tree wells at the back of curb where applicable. The streetscape shall be scored on a 5' x 5' grid and a medium broom finish perpendicular to the centerline of the adjacent roadway.
 - iii. Street trees shall be understory trees such as Crepe Myrtle or Drake Elms.
- 3. Architecture
 - A. Materials
 - i. Final samples of the materials and final colors shall require an additional ARB minor review prior to permitting.
 - B. Transparency
 - i. All glass at the ground level must be clear 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%.
 - ii. No windows may be dry-walled, or have permanent partitions installed on the interior to block natural surveillance.
 - iii. Tinted, reflective, or spandrel glass does not count towards meeting the transparency requirements.
- 4. Landscape
 - A. Tree Preservation/Mitigation—A tree removal permit is required to remove any 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. Every effort should be made to preserve as many existing trees on the project site.
 - B. Parking lot landscaping code shall be met.
- 5. Mural
 - A. A Mural Permit is required for any murals on the retaining wall or building walls.
- 6. Signage.
 - A. Signage limited to 75 square feet and will require additional minor ARB staff review. Signs over 30 square feet are considered a major ARB review.
- 7. Mechanical Equipment
 - A. Transformer Area Screening—Transformers must be screened, at a minimum, with landscaping on three sides that is 4-feet in height at the time of planting. Transformers should not be located between any façade and the street.
 - B. Rooftop Mechanical Equipment— Rooftop mechanical equipment must be screened from view from any right-of-way.
 - C. At-Grade Mechanical Equipment—At-grade mechanical equipment must be screened with walls and/or vegetation that is the same height as the equipment it is screening. In no instance may mechanical equipment be located between a building and any street, public or private.
 - D. Backflow Preventer—Backflow preventer[s] must be located so as to not be directly visible from the right-of-way and should be screened from view where necessary. They must be clearly identified on the utilities plan.
 - E. Fencing—Any fencing on the site must be an open, CPTED-approved fence, such as metal or aluminum picket, architectural mesh or welded wire. Chain link fencing is prohibited.
 - F. 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.
 - G. Exterior Lighting—Lighting must meet the Land Development Code (LDC) Chapter 63 Part 2M.-Outdoor Lighting. Lighting plays a vital role in the way people experience and understand architecture. Its strongly encouraged exterior lighting is used on the building to help highlight and accentuate specific architectural features.

Richard Forbes, Project Planner, gave a PowerPoint presentation that showed location, site photos, architectural site plan, renderings, and conditions of approval.

Applicant Zoran Lozanovski explained details of the site plan and gave further specifications as to elevations and windows.

Board Member Maier mentioned concerns about the color pattern on the building. The applicant responded and was not opposed to reviewing this.

Vice Chairperson Gates had concerns as to lack of improvements on the west side of the building. The applicant responded it is a zero-lot line and currently has lush vegetation.

Board Member Jeff Arms commented that he would like to see a street wall added to the landscape as well as another shade tree in the rear parking lot.

Board Member Jeff Arms MOVED to APPROVE item ARB2023-10025. Vice-Chairperson Clarisse Gates SECONDED the MOTION, which was VOTED upon and PASSED by unanimous voice vote (6-0) subject to staff conditions and the conditions listed below.

- Adding condition 2.C.iv - Requiring a traditional city street wall on Colonial Drive.
- Conditions 4.C - Requiring a canopy Shade tree to be placed in the rear parking lot along the west side, not to conflict with parking lot lighting.

COURTESY REVIEW

- No Items

NEW BUSINESS:

- No Items

OTHER BUSINESS:

- 13 Certificates of Appearance Approval were issued since the March meeting.

ADJOURMENT:


Chairperson Jill Rose adjourned the meeting at approximately 3:08 p.m.

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, June 15, 2023 AT 2:00 PM

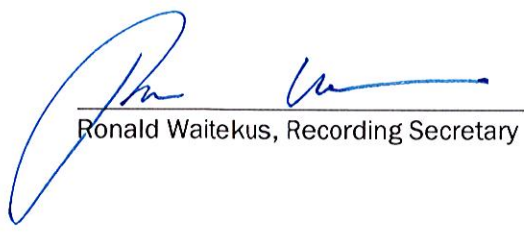
STAFF PRESENT

Mercedes Blanca, CRA/DDB
Richard Forbes, AIA, City Planning
Doug Metzger, AICP, City Planning
Stacy Fallon, City Attorney's Office
Timothy McClendon, AICP, City Planning

Fernanda Paronetto, AICP, City Planning
Betsy Herwig, City Planning
Ronald Waitekus, City Planning



Mercedes Blanca, Executive Secretary



Ronald Waitekus, Recording Secretary