

MEETING
INFORMATION

MEETING MINUTES

AUGUST 15, 2024

Live-Virtual Meeting

**In Person: City Hall,
400 S. Orange Ave.
Sustainability
Conference Room.**

To join Virtually:

<https://orlando.gov.zoom.us/j/99228810801>

Time

2:00 p.m.

*Board Members**Present:*

Clarisse Gates-
Chairperson

John Griffin- Vice
Chairperson

Cecilia Maier

Briana Johnson

Keith Oropeza

Board Members**Absent:**

Chad Cowart

OPENING SESSION

John Griffin, Vice Chairperson called the meeting to order at 2:03 p.m.
Ronald Waitekus, Recording Secretary, conducted the Roll Call and determination of a quorum was confirmed.

PUBLIC COMMENTS: None

MINUTES:

Board Member Keith Oropeza MOVED to waive the reading of the minutes and to approve the minutes of the June 20, 2024, ARB meeting. Board Member Cecilia Maier SECONDED the motion, which was voted upon and PASSED by unanimous voice vote (5-0).

ANNOUNCEMENTS

- None

REGULAR AGENDA

1. Case No: ARB2024-10043, 800 HIGHLAND AVENUE

Applicant: Daniel Cohen, Cohen Construction, 4100 Saint Johns Pkwy., Sanford, FL 32765
Owner: KCA Land Acquisitions Inc., 800 Highland Ave., Orlando, FL 32803
District: Commissioner District 3
Project Planner: Richard Forbes
Description: **A Major review for approval of the construction of a 2-story addition for a new elevator, interior stair and access ramp.**

Recommended Action: Approval of the request subject to the conditions in the staff report.

Staff Conditions of Approval:

1. ARB Approval

- Minor modifications to this ARB approval will require additional ARB staff review and approval. Major modifications may require additional ARB board approvals.
- ARB approval does not grant permission to construct and/or install. All necessary permits must be obtained prior to commencement of construction activity.

2. Design

- The new windows and stucco window trim with keystone in the south and west elevations shall match the existing 6/6 pane windows and trim.
- The stucco finish shall match the existing.
- The roof tiles on the mansard pent roofs shall match the existing tile.
- Final façade design showing the final window style selection and trim shall require additional minor ARB staff review and approval.
- The ramp on the north side of the building may require a modification of standards for the side yard setback and any additional required changes shall require minor ARB staff review and approval.

3. Mechanical Equipment and Utilities

- A. Mechanical Equipment—All ground mounted and rooftop mechanical equipment shall be screened to the top of the equipment and meet the screening conditions of the Land Development Code. A screen wall or parapet for rooftop mechanical equipment shall be required. The screen wall or parapet shall be the same height as the installed mechanical equipment height.
- 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 as necessary. They shall be clearly identified on the final utilities plan.
- C. Electric Meters and Switch Boxes — Electric meters and switch boxes mounted to exterior walls shall not be located on street facing facades.

4. Signage

- A. ARB Approval—Any proposed exterior signage must be submitted for an ARB Minor Review prior to submittal of sign permits.

Richard Forbes, Appearance Review Official, described the request of the applicant. He spoke to the conditions that have been put in place by staff.

Board Comments:

- Board Member Maier would like to see the white band from the current building and addition connect, she would also like the windows on the addition to be the same height as the current building.

Board Member Keith Oropeza MOVED to APPROVE item ARB2024-10043 subject to staff conditions. Board Member Briana Johnson SECONDED the MOTION, which was VOTED upon and PASSED by unanimous voice vote (5-0).

NEW BUSINESS:

- No Items

OTHER BUSINESS:

- No Items

ADJOURNMENT:

Vice Chairperson John Griffin adjourned the meeting at approximately 2:24 p.m.

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, September 19, 2024 AT 2:00 PM

STAFF PRESENT

Justin Eason, Executive Secretary, CRA/DDB
 Ronald Waitekus, Recording Secretary, City Planning
 Richard Forbes, Appearance Review Official, AIA, City Planning

Doug Metzger, AICP, City Planning
 Stacy Fallon, City Attorney's Office



 Justin Eason, Executive Secretary



 Ronald Waitekus, Recording Secretary