

MEETING  
INFORMATION

## MEETING MINUTES

March 16, 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

Jessica Burns

John Griffin

Cecilia Maier

Chad Cowart

Jeff Arms

*Board Members***Absent**

None

## OPENING SESSION

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

## PUBLIC COMMENTS: NONE

## MINUTES:

Board Member Jeff Arms MOVED to waive the reading of the minutes and to approve the minutes of the November 17, 2022. Board Member John Griffin SECONDED the motion, which was voted upon and PASSED by unanimous voice vote.

## ANNOUNCEMENTS

- Mercedes Blanca was welcomed as Executive Secretary
- New Board Members Cecilia Maier, John Griffin and Jessica Burns were introduced.

## OTHER BUSINESS:

- Board Members Patrick Panza, Margaret Brock and Daniel Gordon were recognized for their service.
- Election of Chairperson and Vice-Chairperson
  - John Griffin Nominated Jill Rose as Chairperson, Jeff Arms seconded the motion, which was voted on and passed by unanimous voice vote.
  - Jill Rose Nominated Clarisse Gates as Vice Chairperson, Chad Cowart seconded the motion, which was voted on and passed by unanimous voice vote.
- Election of DRC Representative
  - Jill Rose nominated Chad Cowart as DRC Representative, Jeff Arms seconded the motion, which was then voted on and passed by unanimous voice vote.

## CONSENT AGENDA

**1. Case No: ARB2023-10009, 439 & 445 S. Parramore Ave.**

Applicant: Jeffrey J Weibel, President, Paramore Place, LLC. 684 Fanning Dr. Winter Springs, FL 32708  
Owner: Paramore Place, 684 Fanning Dr. Winter Springs, FL 32708  
District: Commissioner District 5  
Project Planner: Richard Forbes  
Description: **Major Certificate of Appearance Approval to rehabilitate and enlarge 439 Parramore Ave. and rehabilitate the building at 445 S Parramore Ave.**

*Recommended Action:* Approval, subject to the conditions in this staff report

*Revised 3/23/2023*

## 1. ARB Approval

- A. Minor modifications to this ARB approval will require additional ARB staff review and approval. Major modifications may require additional ARB board approvals.
- B. 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

- A. The south elevation shall have additional fenestration so that the transparency requirement of 15% is met.
- B. Final material selection and color samples shall require additional staff review.
- C. Final façade design showing the additional and final windows style selection shall require additional minor ARB staff review and approval.
- D. The parking lot and landscaping layout will require a modification of standards and any additional required changes shall require minor ARB staff review and approval.

## 3. Mechanical Equipment and Utilities

- A. Venting & Exhaust—All restaurant venting and exhaust shall be directed to the roof of the building, unless an acceptable alternative is approved by the Appearance Review Officer. Restaurant venting is not permitted on any street facing façade of the building and must not be visible from the public right-of-way. All other vents and exhaust must be a minimum of 12 ft. above grade and must be integrated into the building design so as to be seamless with the overall architecture of the building. Exterior vents shall be painted to match the color of the façade around them.
- B. 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 may be required. The screen wall or parapet shall be the same height as the installed mechanical equipment height.
- C. 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.
- D. 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—All exterior signage must be submitted for an ARB Minor Review prior to submittal of sign permits.

Board Member John Griffin MOVED APPROVAL of the CONSENT AGENDA, subject to the conditions in the staff reports. Board Member Cecilia Maier SECONDED the MOTION, which was VOTED upon and PASSED by unanimous voice vote.

# REGULAR AGENDA

## 2. Case No: ARB2023-10007, 105 North Rosalind Ave Lake Eola Master Plan

Applicant: Frank Bellomo, GAI Consultants, Inc, 619 East South Street, Suite 700 Orlando, FL 32801.  
 Owner: City of Orlando, 400 South Orange Ave. Orlando, FL 32801  
 District: Commissioner District 4  
 Project Planner: Richard Forbes  
 Description: **Major Certificate of Appearance Approval for park upgrades and improvements including the amphitheater and adjacent plaza, gathering area along Central BLVD, Farmers Market and Bridge, new swan boat location, playground, restrooms, splash pad, shaded pier, expand relax grill and patio, and several LID stormwater basins.**



*Recommended Action:* Approval, subject to the conditions in this staff report

## **1. ARB Approval**

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

## **2. Future Major ARB Review Required for the following areas**

- a) Amphitheater and Washington Street entry
- b) Swan Boat Cove and dining area shade structure
- c) Relax Grill improvements
- d) Duck pond area
- e) Pier
- f) Eola Drive modifications

## **3. Minor ARB approval shall be required for all other projects prior to permitting and will require the following:**

- a) Material details and samples
- b) Detailed plans including site plans, landscape plans, elevations, perspectives.

## **4. Impacts to Existing Trees**

- a) A tree impact study showing how the new structures and proposals mesh with the existing trees shall be provided with all proposed projects.

## **5. East and West Restroom Structures approved with the following conditions:**

- a) Final design shall require a minor certificate of appearance approval and include the following:
  - i. Elevations, floor plans, roof plans, site plan, renderings
  - ii. Final material selection and color samples.
  - iii. Signage where applicable.
  - iv. The design shall be similar to the drawings in the master plan. ARB major review may be required for a design that is significantly different.
- b) Mechanical Equipment and Utilities
  - i. Venting & Exhaust—All restaurant venting and exhaust shall be directed to the roof of the building, unless an acceptable alternative is approved by the Appearance Review Officer. Restaurant venting is not permitted on any façade of the building that faces a pedestrian way and must not be visible from the public right-of-way. All other vents and exhaust must be a minimum of 12 ft. above grade and must be integrated into the building design so as to be seamless with the overall architecture of the building. Exterior vents shall be painted to match the color of the façade around them.
  - ii. 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 may be required. The screen wall or parapet shall be the same height as the installed mechanical equipment height.
  - iii. Backflow Preventer—Backflow preventer[s] shall be located so as to not be directly visible from the pedestrian right-of-way and should be screened from view as necessary. They shall be clearly identified on the final utilities plan.
  - iv. Electric Meters and Switch Boxes — Electric meters and switch boxes mounted to exterior walls shall not be located on public pedestrian way facing facades and should be painted to match adjacent surfaces.

## **6. Park Mechanical Equipment-General**

- a) Backflow Preventers—Backflow preventers shall be located so as to not be directly visible from the pedestrian right-of-way and should be screened from view as necessary. They shall be clearly identified on the final utilities plan.

- b) Transformer/Equipment Screening—Transformer and other equipment areas shall be screened from public view. If hedges are used, the hedge shall be 36-inches tall at the time of planting and maintained at the height of the transformer/equipment.
- c) Pump equipment shall be screened from view and located to limit acoustic disturbance.

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

Frank Bellomo of GAI Consultants explained details of the site plan and gave further specifications about the walking paths, the importance of the Low Impact Development (LID) planters, as well as the status of current trees and landscaping that is to occur to the Board Members.

John Perrone spoke about the new Lake Eola Drive configuration.

Board Member Cowart mentioned his concerns about the proposed LID planters and the type of Palm Trees to be planted at the entrance.

Board Member Maier expressed her concerns about removing the bridge that is currently in place within the park, and the sharp turn that this would create in the new right of way. This is to be reviewed for the possibility of widening this portion and creating a wider turn. The applicant stated that the walkways were widened to combat the choked curve in an effort to alleviate congestion, however, they are willing to revisit the issue and consider the possibility of widening more curves in this area.

Board Member Arms wanted to ensure that all walkways will be wider. The applicant responded that all walkways will be at least 2 feet wider than they currently are. Board Member Arms also inquired as to the shape of the pier if there were other options. The applicant advised that they can revisit this issue.

Vice Chairperson Gates Commended the applicant for their use of public meetings during the design process.

**Board Member Jeff Arms MOVED to APPROVE the request subject to conditions. Vice-Chairperson Clarisse Gates SECONDED the MOTION, which was VOTED upon and PASSED by unanimous voice vote.**

## COURTESY REVIEW

- No Items

## NEW BUSINESS:

- No Items

## ADJOURMENT:


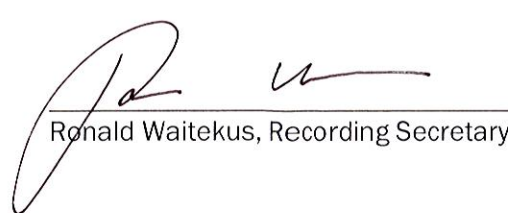
Chairperson Jill Rose adjourned the meeting at approximately 3:26 p.m.

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, April 20, 2023 AT 2:00 PM

## STAFF PRESENT

Mercedes Blanca, Executive Secretary, CRA/DDB  
Richard Forbes, Appearance Review Official, City Planning  
Doug Metzger, AICP, City Planning  
Sarah Taitt, City Attorney's Office  
Timothy McClendon, AICP, City Planning

Fernanda Paronetto, AICP, City Planning  
Betsy Herwig, City Planning  
Ronald Waitekus, Recording Secretary, City Planning  
Mary Stewart-Droege, CRA/DDB

  
Mercedes Blanca, Executive Secretary  
Ronald Waitekus, Recording Secretary