OPENING SESSION:

☐ Call Meeting to Order
☐ Roll Call/Determination of a Quorum
☐ Welcome, General Rules of Order and Appeals

WELCOME!

We are glad you have joined us for today’s meeting. The Appearance Review Board (ARB) is an advisory board to the Orlando City Council comprised of citizen members who voluntarily and without compensation devote their time and talents to review applications for Certificates of Appearance Approval. All ARB recommendations are subject to final action by City Council. We anticipate the minutes of today’s meeting will be presented at the City Council meeting on July 14, 2014 for approval of ARB recommended actions. Any person desiring to appeal a recommended action of the Board should observe the notice regarding appeals below. CAUTION: Untimely filing by any appellant shall result in an automatic denial of the appeal.

GENERAL RULES OF ORDER

The Board is pleased to hear all non-repetitive comments. However, since a general time limit of five (5) minutes is allotted to the proponents/opponents of an issue, large groups are asked to name a spokesperson. If you wish to appear before the Board, please fill out an Appearance Request/Lobbyist Registration Form and give it to the Recording Secretary. When the Chairman recognizes you, state your name and address and speak directly into the microphone. ROBERT’S RULES OF ORDER govern the conduct of the meeting. Persons with disabilities needing assistance to participate in any of these proceedings should contact the ARB Recording Secretary at (407) 246-2558 at least 24 hours in advance of the meeting.

APPEALS

ARB cases are quasi-judicial matters (implementing actions) and are to be conducted subject to the Florida Supreme Court ruling in Board of County Commissioners of Brevard County v. Snyder. The Board’s decision must be supported by “competent substantial evidence.” Persons dissatisfied with a board recommendation in such matters may be entitled to a de novo (new) hearing before an independent Hearing Officer in accordance with the provisions of Chapter 2, Article XXXII, of the City Code. A request for a new hearing (appeal) must be filed with the Appearance Review Board Recording Secretary by 2:00 P.M., Thursday, June 26, 2014. There is a $250 fee for this appeal. The ARB Recording Secretary is located in the Downtown Development Board Division of the Economic Development Department on the sixth floor of City Hall.

Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is made. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office 24 hours in advance of the meeting at 407-246-2251. Thank you for participating in your government and making Orlando truly “The City Beautiful.”
APPROVAL OF MINUTES:
1. Approval of May 28, 2014 Meeting Minutes.

ANNOUNCEMENTS: None.

CONSENT AGENDA:
1. 332 N. Magnolia Ave – dBKSM Law Office

Applicant/Owner: Location: 332 N. Magnolia Ave
District: 5
Project Planner: Douglas Metzger, AICP

ARB2014-00049 Request for a Major Certificate of Appearance of Approval for the addition to the rear façade and rear canopy, plus an additional 84 S.F. of signage.

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

1. Architecture
   a. ARB Minor Review—Prior to submittal for building permit the final elevations, details, finishes and colors shall be submitted for an ARB Minor [Staff] Review to ensure consistency with this ARB Major approval. The ARB Minor submittal shall include details of any additional site treatments such as railings, surface treatments, lighting, lighting fixtures and landscaping [planter pots].
   b. This ARB approval does grant permission to construct all required building and other permits shall be acquired and issued prior to commencement of construction.
   c. Any proposed lighting shall comply with the City of Orlando Lighting Ordinance [Ord. 2013-73].

2. Signage
   a. Proposed signs 4 and 5, the 32 s.f. signs on the north and west facades shall be located no higher than 30 feet above finished grade.
   b. Final sign designs shall be submitted for ARB Minor Review prior to submittal for sign permits to review final design, material, color and lighting options.
   c. This ARB approval does grant permission to install the proposed signage. A necessary permits for signage shall be acquired prior to installation of signage.

REGULAR AGENDA:

1. 925 W. Church Street – Parramore Heritage District Gateway Feature

Applicant/Owner: City of Orlando
Location: 925 W. Church Street
District: 5
Project Planner: Doug Metzger, AICP

ARB2014-00036 Request for a Major Certificate of Appearance of Approval for a decorative wall and signage.

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

1. Street Corner Visibility
   All fences and walls shall conform to the street corner visibility requirements of Chapter 60, Part 1C. No fence or
wall shall obstruct the view from any vehicle upon a public or private street or obstruct the view of persons on sidewalks or bike paths from any vehicle.

2. **Height**
The brick sign wall shall not exceed 8 feet in height. Per Sec. 58.929 the fence height shall not exceed 6 feet. Columns may extend up to 12 inches above the height of the fence as long as the columns are no less than 10 feet apart.

3. **Signs**
Signs and commemorative plaque shall require a separate sign permit.

4. **Landscape**
a. Proposed crepe myrtles behind sign wall shall be replaced with Dahoon Holly [Ilex cassine] which are evergreen and will flourish in sun [northeast corner] or shade [southeast corner].
b. The Dwarf Confederate Jasmine [Trachelosperum asiacum] shall be replace with Rotunda Holly [Ilex cornuta ‘Rotunda’] to discourage “camping out” behind the sign walls.
c. Because of the undetermined development and potential future use of the area behind the northeast corner sign wall and fence it is recommended that a landscape buffer of Southern red cedar [Juniperus silicicola] be installed behind the fence walls to screen views into the adjacent property that might detract from the style and elegance of the gateway feature..

2. **480 N. Orange Ave - Crescent Central Station Paseo**

   **Applicant/Owner:** City of Orlando  
   **Location:** 480 N. Orange Ave  
   **District:** 5  
   **Project Planner:** Kenneth Pelham, RLA

   **ARB2014-00048**

   Request for a Major Certificate of Appearance of Approval for design changes to previously approved plaza and open space areas.

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

1. Consider changing the Washingtonia palms to another species; *Washingtonia robusta* is now considered an invasive exotic species.
2. Recommend additional shade for the plaza (not required). Consider changing some of the palms to palms with broader canopies (such as date palms).
3. Dog parks require lots of shade to be successful in Florida; add shade trees as necessary. Amenities such as watering station, dog waste bag dispensers and disposal units, and benches should be considered.
4. Provide visual cues on the approach to the plaza to through-traffic on Gertrude’s Walk. This may include signage as shown in the submitted graphics. The paving pattern of Gertrude’s Walk shall be consistent for the length of the site, up to the point where it intersects the plaza. The concrete/brick panels shall be of uniform length and width.
5. Consider adding a terminal focus, such as fountain, planter, or sculpture, at the intersection of the north-south and east-west spaces (not required).
6. The plaza shall connect to the SunRail Platform with a defined edge such as concrete ribbon, paver band, or similar treatment. The treatment proposed is acceptable. The angled stripes of the plaza at this point should align with the projected stripes of the SunRail connecting platform as shown on page 17, rather than offset as shown in the detail on page 22.
7. Paver joints shall be tight-fitted (not mortared) in order to present the smoothest possible surface for accessibility purposes.
8. All pavement shall be designed and constructed to meet the minimum structural standards of the Downtown Orlando Streetscape Guidelines. To support traffic and prevent uneven settlement, pavers shall be set on a reinforced concrete bed (minimum 4” thickness) with a 1” sand-cement setting bed, on compacted subgrade. Concrete pavement panels of Gertrude’s Walk shall be a minimum depth of 6”. All pavers shall be sealed.
9. Maintain a clear pedestrian pathway at least 15’ in width in the central plaza.
NEW BUSINESS:

Project DTO ARB Workshop # 1

OTHER BUSINESS:

ARB Minor Reviews completed since the May ARB Meeting:
1. ARB2014-00060 215 E. Colonial Drive - Signage
2. ARB2014-00054 221 S. Parramore Ave – Fire Escape Stairs and Windows
3. ARB2014-00052 54 W. Church Street – Red Café – Signage
4. ARB2014-00057 135 E. Colonial Drive – Signage

OLD BUSINESS:

City Commons Plaza Orange Avenue Streetscape Update

ADJOURNMENT:
THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, JULY 17, 2014 AT 2:00 PM.