APPEARANCE REVIEW BOARD

AGENDA August 21, 2014

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 September 8, 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, August 28, 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 July 17, 2014 Meeting Minutes.

CONSENT AGENDA:

REGULAR AGENDA:

1. 417 West Robinson Street

   Applicant/Owner: Gregory Reynolds/Valerie Mundy
   Location: 417 West Robinson Street
   District: 5
   Project Planner: Ken Pelham

   ARB2014-00076

   Request for a Major Certificate of Appearance Approval for exterior improvements, painting.

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

   1. Remove the existing curb cut and driveway in front of the existing roll door that is to be removed. Install new curbing, and landscape the area of removal. The sidewalk shall be reconstructed in this area to have a continuous grade.
   2. Consider reversing the orientation the parking lot so that the driveway is not between the parking spaces and the building.
   3. The requirements of the City landscape code (Chapter 60, Part 2) and parking lot landscaping (Chapter 61, Part 3B) must be met.
   4. Reuse existing brick to the extent practical. New brick shall match the existing.
   5. The metal mesh trellis on the east façade shall be centered in the scored panels.
   6. Columns on the east façade shall match the finishes of the east façade.
   7. Signage and landscaping will require ARB Minor Review.
   8. Exterior glazing shall be clear glass with a minimum 80% light transmittance, or low-e glass with minimum 60% light transmittance. Reflective or darkly tinted glass shall not be used.
   9. Add transparent glazing to both doors in the east elevation. Windows in the east wall are recommended (not required).
   10. Minor changes from this approval must receive additional staff review, or full Board review if significant.
   11. ARB approval does not constitute a building permit, and does not constitute approval of the site design and building modifications. All relevant permits must be obtained.

2. City of Orlando Bike Share Program

   Applicant/Owner: CycleHop LLC/City of Orlando
   Location: Various Locations throughout the CRA
   District: 4, 5
   Project Planner: Fabian E De La Espriella

   ARB2014-00078

   Request for a Major Certificate of Appearance Approval for 20 bike share sites.
Recommended Action: Staff recommends APPROVAL of the request with the following conditions:

1. **Lighting**
   a. If any lighting is going to be included as part of any one of the proposed stations, light-emitting diode (LED) lamps are encouraged.

2. **Streetscape**
   a. The pedestrian zone [sidewalk] shall be clear to the sky and unobstructed by vertical impediments in the sidewalk. A minimum 5 ft pedestrian clear zone is required adjacent to bike share station locations.
   b. All vertical obstructions shall be located in the furniture zone and not impact or impede the pedestrian paths/sidewalks.

3. **Signage**
   a. Advertising signage on kiosks at each bikeshare station shall require a sign permit.

3. **315 W Concord Street – Lexington Court**

Applicant/Owner: Paul Missigman, Concord Lexington, LLC
Location: 315 W. Concord Street
District: 5
Project Planner: Doug Metzger, AICP, LMT

**ARB2013-00103** Request for a Major Certificate of Appearance Approval for color renderings.

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

1. The number of colors and architectural bay color schemes be reduced and simplified.
2. Priority be given to using accent or darker bay colors on the upper cells of the architectural bays or on narrow vertical elements of the architectural bays.
3. The treatment above the primary entry on Concord be simplified and designed in a way that makes the entry architectural bay the most prominent on the south façade.
4. That the revised color elevations be submitted for ARB Minor Review and approval prior to the commencement of exterior painting of the building.

4. **225 South Garland Avenue – Hyatt Place**

Applicant/Owner: Tremont Capital/Steven Skelley
Location: 225 S. Garland Ave
District: 5
Project Planner: Doug Metzger

**ARB2014-00071** Request for a Courtesy Review for new construction of a 205 room hotel with integrated parking garage.

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

1. **STREETSCAPE**
   a. Design Guidelines - All streetscape shall be designed and constructed in accordance with the standards and
specifications of the Downtown Orlando Streetscape Guidelines.

b. Maintenance – Unless approved thru a separate agreement the City shall only maintain those portions of the streetscape within the public right-of-way or City Services easement. The City shall not be responsible for nor maintain any section of streetscape not constructed in accordance with the Downtown Orlando Streetscape Design Guidelines.

c. Minimum Width - The streetscape on South Street and S. Garland Avenue shall be a minimum of 15-feet wide from back-of-curb and shall provide a 6-foot Streetscape Furniture and Street Tree Zone [Furniture Zone] combined with an unencumbered 9-foot Pedestrian Clear Zone.

d. Streetlights—all streetlights on South Street and Garland Avenue shall be double acorn lights with LED lighs and shields.

e. South Street— The sidewalk from back-of-curb to face of building shall be Lawrenceville brick to match the sidewalk treatment on the east side of the railroad tracks on South Street.

f. South Garland Avenue — The streetscape treatment on S. Garland shall be Streetscape Treatment 4 with concrete window pane sidewalk surfaces.

g. S. Garland Pavers — The Applicant is proposing brick paver bands that extend from their property into the S. Garland sidewalk area. Those brick pavers shall be Lawrenceville brick to be consistent with the Downtown Streetscape Guidelines material requirements.

h. Tree Wells — Tree wells on South Street and S. Garland shall be 6-feet by 9-feet.

i. Street Trees — The street trees on South Street shall be high-rise oaks.

j. Structural Soil - To minimize root damage to adjacent pavement areas structural soil or a Planning Official approved equivalent shall be installed around all canopy street trees consistent with Detail 3.4-O and 3.4-P of the Downtown Streetscape Guidelines.

k. Root Barriers - Where a canopy tree is installed within 10 feet of any existing or proposed underground utility line, a root barrier 2’ in height and at least 9’ in length shall be installed along the underground utility or the utility may be wrapped in the root barrier.

l. Crosswalks – The 15-foot minimum streetscape zone from back of curb shall be the priority in all instances. Crosswalks at driveways and curb cuts shall be raised to be at the same grade as the sidewalk adjacent to the driveway in order to clearly define the pedestrian area. Driveway slope transitions from the street grade to the sidewalk grade shall occur in the 6-foot Streetscape Furniture Zone. Crosswalk surfaces shall be treated with the same streetscape treatment materials as the sidewalk surface, or a material, color or texture that contrasts with the vehicular use area. Reflective paint alone is not acceptable, however may be used in conjunction with pavers or other surfaces to outline the pedestrian path for night time safety.

m. Vehicle Drop-Off and Pick-Up Areas – The 15-foot minimum streetscape zone from back of curb shall be the priority in all instances. Off-Street Vehicle Drop-Off and Pick-Up Areas shall occur outside the dedicated 15-foot Streetscape zone, with a minimum 5-ft planted buffer placed between the sidewalk and the drop-off area; this buffer area shall contain a knee wall of up to 3 feet in height along the inside edge of the buffer, with additional plantings in the remainder of the area against the sidewalk.

n. Appearance Approval – Final streetscape, hardscape and landscape plans shall require an ARB Final Review approval prior to submittal for building permits.

2. SERVICE AREAS, MECHANICAL EQUIPMENT, UTILITIES, VENTING

a. Service Area/Utilities - All utilities, trash disposal pick-up, and other maintenance facilities should be located on the interior of the parking garage or building, and not adjacent to the pedestrian sidewalks or streetscape zones to the fullest extent possible.

b. Mechanical Equipment - All ground and roof mounted mechanical equipment shall be screened and meet the conditions of the Land Development Code [LDC] including transformers, traffic signal control boxes, and other aboveground utility structures.

c. Traffic Signal Cabinet — The traffic signal cabinet on the northeast corner of Garland and south shall be relocated to be outside the sidewalk area and screened on three sides with a vegetative buffer.
d. Telecommunications Equipment Screening - Buildings should be designed to accommodate for future placement of telecommunications equipment (including any communications equipment required by the Police Department). It is recommend that screening areas be designed into rooftop areas so that the placement and screening of potential telecommunications equipment does not become an afterthought.

e. Streetscape - In no instance shall any above grade transformer, utility box, traffic signal control box, lighting fixture, utility pole or backflow preventer be located in the 9-foot Pedestrian Clear Zone.

f. Venting & Exhaust - All restaurant venting and restaurant exhaust shall be directed to the roof of the building; shall not be visible from the public right-of-way and; is not permitted on any façade of the building. All other exterior venting and exhaust for mechanical and utility rooms shall be a minimum of 12 ft. above grade; shall be designed and integrated into the building so as to be seamless with the overall architecture of the building and; shall not vent over pedestrian areas.

g. Backflow Preventer - backflow preventer/s shall be located so as not to be directly visible from the right-of-way and should be screened from view where necessary.

g. Fencing - Any fencing on the site shall be an open, CPTED-approved fence, such as aluminum or wrought-iron picket fencing. Chain link fencing is prohibited (except for screened construction fencing).

h. Appearance Approval — Exterior venting and rooftop mechanical equipment design and location shall be included in the ARB Final Review submittal.

3. ARCHITECTURE

a. Parking Garage Cladding — The Applicant has cladded the exterior elevations of the parking garage floors with a bronze louvered panel system. This meets the intent of the City’s preferences. However the treatment is monotonous and covers large sections of the building’s visible facades. Staff recommends additional fenestration be incorporated into the garage façades to break up the mass of the louvered sections. Additional fenestration could include but is not limited to a combination of treatments such as: a contrasting mullion system, the inclusions of alternating geometric, artistic or architectural panels, or converting some of the louvered bays to window bays. All floors of the parking shall have a minimum 36” tall opaque wall to block headlight glare from spilling out of the parking garage space.

b. Screen Wall — The north façade of the ground floor parking area shall include a minimum 36” opaque screen wall between the parking garage and 10-foot pedestrian path to separate the two uses and to screen headlight glare from spilling into the pedestrian path.

c. 10-foot Pedestrian Connection to Garland — The 10-foot pedestrian path shall include pedestrian level lighting to increase the security and comfort for pedestrians after dark. It is suggested that the decorative lighting be incorporated into the façade of the building in order to avoid adding vertical obstructions in the pedestrian area. It is also recommended that planter pots with drip irrigation be installed in the path area to provide a more pleasant environment for pedestrians.

d. Potential Future SunRail Platform — Until the train platform is in operation it is recommended as an interim treatment that the platform area be secured with a CPTED fence such as aluminum picket. This will discourage loitering and vagrancy in the platform area until the platform is operational. It is also recommended that the large mass of the west wall of the platform area be enhanced with murals, art panels or a similar treatment in order to break up the mass of the wall and to provide a more enlivened passenger waiting area. Granite cladding shall be added to the columns on the SunRail station.

e. Materials — Durable materials such as stone, brick, pre-cast, etc. are encouraged at the ground level. Stucco may be appropriate on upper levels, but not at the base of any building. A granite watertable base 24 to 36 inches tall shall be added to all exterior walls of the hotel site including the west wall of the SunRail Platform.

f. Transparency – The ground floor building walls of all structures facing a right-of-way shall contain a minimum of 15% of transparent materials, located between 3 and 7 feet measured from ground level. Reflective glass and glass block are not counted as transparent materials. Transparent materials on walls not parallel to the street and on doors shall not be counted toward the minimum transparency requirement.
g. Glazing - All glass at the ground level shall be clear. Minimum light transmittance shall be 80%. High performance or Low-E glass may be considered as an alternative with a minimum transmittance of 60%. No windows shall be drywalled, or have permanent partitions installed on the interior to block natural surveillance. Tinted or reflective glass shall not be permitted. Spandrel glass shall not be counted toward transparency.

h. Exterior Doors – At a minimum a 4-inch by 6-inch view panel shall be provided in all exterior solid doors to provide visibility for entering and exiting pedestrians.

i. Stormwater Run-off - Water shall not spill out onto the sidewalk or plaza areas from any downspout, nor shall any downspout project into the public ROW. Canopies shall incorporate downspouts or other rain water management systems to prevent water spill onto the pedestrian path or ROW.

j. Final Appearance Approval – Prior to submittal for a building permit final architectural elevations and perspective renderings shall be submitted for ARB Final Review.

k. Model - Prior to issuance of a Certificate of Occupancy, a physical 1"= 100' model of the principal structures of the PD should be provided for the DDB/CRA model. If available, submit a 3D virtual model in the City of Orlando's digital format for the Virtual Orlando model (See CAD Standards City of Orlando for format).

4. LIGHTING
a. Lighting Standards - Site lighting shall comply with the City’s lighting ordinance [Ord. 2013-73].

b. Parking Garage Lighting - Interior fixtures must be shielded to prevent light spilling from the garage. Wattage shall not exceed 400 watts per bulb.

c. Security Lighting - Security lighting shall not be substituted for parking or pedestrian area lighting fixtures. Security lighting is restricted to lighting service, storage, loading and other similar uses. Security lighting shall not extend beyond the fascia or roofline of any building.

d. Light Shields - Shields for security lighting shall be similar in color with the surface to which the fixture is attached.

e. Other Areas - Lighting under awnings, canopies, and porte-cocheres should be recessed. If not recessed, the box type or other lighting fixture shall be opaque on all sides (no light shall emanate from any side of the fixture).

f. Pedestrian Areas - Lighting fixtures shall be decorative in appearance, style and finish and shall not exceed 15' in height.

g. Final Appearance Approval – Proposed lighting fixtures and photometrics shall be provided for the ARB Final Review.

5. SIGNAGE

h. All building identification signage shall be included in the ARB Final Review submittal for final approval, including the high-rise signs.

i. The project site does not meet the criteria to be permitted a monument sign. Therefore the proposed monument sign shall be removed from the plans.

NEW BUSINESS: None.

OTHER BUSINESS:

ARB Minor Reviews completed since the June ARB Meeting:
1. ARB2014-00074 – 150 North Orange Avenue - Signage
2. ARB2014-00070 – 743 N. Magnolia Avenue - Signage
3. ARB2014-00064 – 255 E. Marks Street – American Heart Association - Bench Pedestal
5. ARB2014-00056 – 500 Brookhaven Drive – Lake Highland Prep – Outdoor Field Lighting
7. ARB2014-00073 – 646 W. Washington Street – Papis Take Out - Signage

OLD BUSINESS:

ADJOURNMENT:
THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, SEPTEMBER 18, 2014 AT 2:00 PM.