OPENING SESSION:
- Chairman Greg Witherspoon called the meeting to order at 2:01 P.M.
- Shaniqua Rose, ARB Recording Secretary, conducted the Roll Call.
- Determination of a quorum was confirmed.
- Chairman Greg Witherspoon read the Welcome, General Rules of Order and the Appeals process.

MINUTES
A motion was made by Mike Beale and seconded by Daisy Staniszkis to approve the July 17, 2014 ARB Meeting Minutes. The motion carried unanimously.

ANNOUNCEMENTS
- There were no announcements.

CONSENT AGENDA
1. 417 West Robinson Street

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

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 of 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.

A motion was made by Mike Beale and seconded by Tim Lemons to approve the Consent Agenda. The motion carried unanimously.

REGULAR AGENDA:
1. 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.
b. Per code provision on section 64.276 Sign copy dimensions for each sign face on a kiosk or sign panel may not exceed 32” wide by 42” high. Each bike rack is allowed up to one square foot per sign face.
4. Each bike share station needs to come back to ARB for a minor review by staff. Each time rebranding or sponsorship changes for a station, it needs to come back for an ARB minor review.

Mr. Fabian E De La Espriella gave a PowerPoint presentation, outlining the project, its locations and reviewed some of the staff conditions.

Mr. Beale wanted clarification as to where advertisements would be placed and who would be able to sponsor the racks. Mr. De La Esperiella responded that advertisements would be placed at the end of rack near kiosk. Mr. Ian Sikonia, City of Orlando Transportation Planning, explained that the contract with CycleHop and any future sponsors has provisions on who can advertise and that the City would setup content standards for each sign.

Mr. Witherspoon clarified to the Board that this approval was just for the program, not for each individual station and that a condition could be recommended to have each individual station come back for a review.

Mr. Taylor wanted clarification as to exactly where each advertisement is eligible to be placed. Mr. De La Esperiella explained on each blue bike rack panel in the renderings, the back side of the kiosk and below the kiosk.

Mr. Ramb clarified that there is an opportunity for seven sponsorships; Mr. Taylor said it would actually be twelve, which includes both sides of the bike rack panel, behind the kiosk and under the kiosk.

Peter Martinez, applicant, CycleHop LLC, 1701 Durdy Avenue Miami Beach FL 33139, explained that the company is only soliciting one company per station for sponsorship.

Mr. Ramb wanted to know if there would be any opportunity for Public Service Announcements. Mr Martinez explained that there would be a tutorial on how to use the station and safety. He also explained that per contract, users must be 18 years of age and up, and that there are opportunities for PSA sponsors.

Mr. Lemons wanted clarification on the material usage for the actual racks because they did not appear sturdy. Mr. Martinez explained that each rack is 78 pounds of steel, powder coated and can be easily cleaned.

Ms. Staniszkis wanted to know how the ads would be placed and what type of material. Mr. Martinez explained that the ads would be vinyl.

**A motion was made by Mike Beale to add condition #4 that each bike share location comes back for an ARB minor review to show what colors each rack will be, and the signs on each rack. Matt Taylor made an amendment that all future rebranding and sponsorship come back to ARB for a minor approval, the motion was seconded by Daisy Staniszkis to approve the item. The motion carried unanimously.**
2. 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 facade.
4. That the revised color elevations be submitted for ARB Minor Review and approval prior to the commencement of exterior painting of the building.

Mr. Doug Metzger gave a PowerPoint presentation, outlining the project and reviewing the new color renderings.

Mr. Beale wanted clarification on the green being used on the North Façade. Mr. Metzger explained that the colors in the packages are correct, but the colors on the screen are off due to the color paint on the wall that the presentation was being projected on.

Marc Gauthier, applicant, 3915 Bobolink Lane Orlando, FL 32801, said that his company is in agreement with staff recommendations to reduce the color scheme. He explained that the owner prefers simple colors but during a previous ARB meeting the Board requested a bolder statement and a more urban look.

Mr. Ramb requested color chips and Mr. Gauthier presented a color board.

Mr. Lemons wanted to know if there was an architectural concept for this type of painting and color scheme. Mr. Gauthier explained that they wanted to establish vertical elements on the building and be bolder to make a statement. Mr. Lemons explained that the vertical concept fights itself and thought they needed to go with a more Mondrian painting concept or simplify the color scheme.

Mr. Ramb expressed that the colors are muddy and wanted clarification on the colors the owner wants. Mr. Gauthier explained that the owner would prefer to keep it simple.

Ms. Staniszkis suggested that the building be more simplified, doesn’t agree with the checkerboard design on the sign Tower and that the applicant really needs to keep in mind where this building will
be located, noting that it can be seen from Interstate 4.

The Board wanted to know the anticipated completion date. Mr. Gauthier explained that they anticipate finishing up the building by Spring 2015 to get a CO late Spring 2015 or early Fall 2015.

*A motion was made by Justin Ramb to defer this item to come back to ARB within the next 60 days with more a more simplified color scheme for the building and seconded by Tim Lemons. The motion carried unanimously.*

### 3. 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 lights 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.

h. 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.

Mr. Doug Metzger gave a PowerPoint presentation, outlining the project, its location and reviewed some of the staff comments.

The Board welcomed Hyatt to Downtown Orlando and wanted them to enhance the East façade with additional architectural design, thought there was excessive garage space, and to keep in mind that there mechanical equipment used on the top of the building would be viewable by the occupants of the surrounding buildings and stressed the need to conceal the equipment as much as possible.

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: NONE.

ADJOURNMENT: Chairman Greg Witherspoon adjourned the meeting at 3:35 p.m.

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

Kyle Shephard, Assistant City Attorney II
Doug Metzger, City Planning
Shaniqua Rose, Board Secretary
Kenneth Pelham

Ian Sikonia, Transportation Planning Division
Richard Forbes, Historic Preservation Officer
Fabian E De La Escriella
Jason Burton, City Planning

Walter Hawkins, Acting Executive Secretary
Shaniqua Rose, Board Secretary