MINUTES - MARCH 15, 2018

OPENING SESSION

- Chairman Fulvio Romano called the meeting to order at 2:05 p.m.
- Ashley Edwards, Recording Secretary, conducted the Roll Call and determination of a quorum was confirmed.
- Ashley Edwards, Recording Secretary read the Welcome, General Rules of Order and the Appeals process.

NEW BUSINESS:

MINUTES

- Patrick Panza moved to approve the February 15, 2018 ARB Meeting Minutes. The motion was seconded by Daniel Gordon. The motion carried 4-0.

CONSENT AGENDA: None

REGULAR AGENDA

1. 500 N. Orange Avenue

   Owner/Applicant: Wayne Dunkelberger
   Location: 500 N. Orange Avenue
   District: 5
   Project Planner: Doug Metzger

   ARB2017-00020 Request for a Major Certificate of Appearance Approval for the substantial improvement of an existing 116,650 s.f. office building including new retail uses, exterior treatments, landscape, hardscape, and the addition of a new 436 space parking garage.

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

ARB Staff has reviewed the submittal documents and has the following comments:

1. Master Sign Plan Amendments— The Master Sign Plan may be amended as needed from time to time through an ARB Minor Review.
2. Retail Tenant Signs — Tenant signs shall be reviewed by ARB staff for consistency with the Master Sign Plan in conjunction with the sign permits. Any signs not consistent with the MSP will require an ARB Minor Review if under 30 s.f. or an ARB Major Review if over 30 s.f. The MSP will also have to be amended to incorporate any design or sign type not in the approved Master Sign Plan.
3. Real Estate Signs— Per chapter 64 of the LDC the property is entitled to one 32 s.f. real estate [i.e. “now leasing”] sign per street frontage. This sign area cannot be aggregated or combined into a single sign. Real estate signs shall be located outside of the right-of-way, require a sign permit and an ARB Minor Review.
4. Banners and Flags — Per Chapter 64 of the LDC banner signs and flag signs are prohibited sign types. A note stating this condition must be added to the final Master Sign Plan.
5. Window Signs— Window signs are permitted sign types if the sign area and location are identified in the Master Sign Plan. Window signs require a sign permit and will be reviewed by ARB staff during the sign permit process. In no instance may a window sign cover more than 25% of a window area. Additionally, window sign area may not be combined in a way that completely covers any individual window bay or section of windows.
6. Menu Board Signs— Menu board signs should be included in the Master Sign Plan. Menu board signs require a sign permit and must be located in areas outside of the right-of-way that do not block or interfere with pedestrian clear zone areas or other pedestrian spaces.
7. Outdoor Dining Areas— Outdoor dining areas are outdoor seating areas or cafes and restaurants that are outside of the right-of-way. Outdoor dining areas shall meet all the Land Development Code [LDC] requirements of sidewalk cafes, except for proof of liability insurance and will require an ARB Minor Review prior to beginning operations.
8. Sidewalk Cafes— Sidewalk cafes are outdoor dining areas that extend into the right-of-way. Sidewalk cafes shall meet all of the LDC requirements for sidewalk cafes and will require a sidewalk café permit and an ARB Minor Review prior to beginning operations.
9. Review and Approval Procedures.—Written detail specifications for tenant review and approval procedures must be added to the final version of the Master Sign Plan. That text should include language on conformance, required lighting, blade signs, store fronts, use of retail space, sign sizing and approval processes.
10. Final Master Sign Plan—Upon ARB approval the Master Sign Plan must be updated and corrected to comply with the ARB conditions of approval. A pdf file of the corrected MSP must be transmitted to ARB Staff for distribution and for City Staff to utilize during the sign permitting process.

Doug Metzger gave a powerpoint presentation highlighting the proposed changes of the project.

Patrick Panza declared a conflict.

Daniel Gordon moved to approve the project subject to staff conditions with the additional condition that the applicant ensure there is definition between the vertical panels; modify the staff comment to bring materiality of the metal on to the north façade if there is no parking structure — but only to the locations where there are spandrel pieces on the verticals, and to investigate the possible usage of perforated panels every other bay on the parking structure screen. The motion was seconded by Jeffrey Arms. The motion carried 3-0 with Patrick Panza abstaining.

2. 170 E. Washington Street
Owner/Applicant: Jason Searl
Location: 170 E. Washington Street
District: 5
Project Planner: Doug Metzger

ARB2017-10009 Request for a Major Certificate of Appearance Approval for the construction of a 7 story, 155 room hotel with 82 parking spaces and associated ancillary uses including a ground floor restaurant.
Recommended Action:  

Staff recommends APPROVAL of the request with the following conditions:

1. Streetscape

   A. Streetscape Design Guidelines
      i. All streetscape design and construction is required to comply with the design and construction requirements of the Downtown Orlando Streetscape Design Guidelines and the conditions in this staff report.
      ii. Maintenance Agreement—The applicant shall enter into a maintenance agreement with the City to define maintenance responsibilities for the streetscape zone and any proposed outdoor dining areas inside of the right-of-way.
      iii. City Services Easement—A city services easement shall be provided by the applicant for any portion of the 15-foot streetscape zone outside of the right-of-way.

   B. General Streetscape Requirements:
      i. 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 Orlando Streetscape Guidelines.
      ii. Street Lights – Double acorn LED streetlights consistent with the Downtown Streetscape Design Guidelines shall be used on Rosalind and E. Washington and spaced based on OUC lighting requirements.
      iii. Corner Treatments—Intersection corner treatments at N. Rosalind Ave and E. Washington St. shall be Lawrenceville brick and installed with a 6-inch thick concrete sub-base for the first 6-feet from back of curb transitioning to 4-inches to the outward edge of the 15-foot streetscape zone. Corner treatments shall provide two directional pedestrian ramps at each corner perpendicular to the centerline of the roadway they crossing.
      iv. Materials—Materials in the streetscape must be those approved materials in the Downtown Streetscape Design Guidelines. Specialty pavers and furniture other than those in the streetscape design guidelines are not permitted in the 15-foot streetscape zone.
      v. Valve and Junction Boxes—All at grade junction, valve and control boxes in the 15-foot streetscape zone shall be traffic bearing grade boxes and lids.
      vi. Building Entries—Doorways shall not swing open into 15-foot streetscape zone. Building entries should be recessed into the façade so that ingress, egress and entry doors do not conflict or open directly into the pedestrian clear zone.
      vii. Curb Cuts—All existing curb cuts shall be removed and the streetscape and curbing restored during construction.
      viii. Landscape and Hardscape Plans—Detailed landscape and hardscape plans shall be submitted with the ARB Final Review application and must be approved prior to issuance of building permits.

2. E. Washington Street

   i. Width—The minimum streetscape width on E. Washington must be 15-feet from back-of-curb. The furniture zone shall be a minimum of 6-feet along the entire project frontage. The concrete sub-base in the furniture zone shall be 6-inches thick. The pedestrian clear zone shall be a minimum of 9-feet in width.
   ii. Treatment—The existing E. Washington streetscape matches the materials, but not any of the standard streetscape treatments in the design guidelines. The new streetscape shall be designed to match the existing streetscape treatment with Lawrenceville brick as the primary surface from the back-of-curb. A 24" concrete window pain that matches the spacing across the street and a 12-inch concrete band at the base of the building.
   iii. Pedestrian Crossings—Pedestrian crossings at the garage entries shall be raised to be at the same grade as the sidewalk adjacent to the driveway. The Lawrenceville brick must be continuous across the driveway. The grade transition from street grade to sidewalk grade must occur in the 6-foot furniture zone. The driveway ramp may be concrete.
   iv. Street Trees—Street tree wells shall be 6-feet by 9-feet, the use of tree grates is optional. The street trees on E. Washington street must be Sylvestri palms to match the street trees on the north side of the street.
   v. Loading Zone—A minimum 9-foot pedestrian clear zone must be maintained adjacent to any proposed loading zone. The pavement surface of the loading zone must be Lawrenceville brick.

3. D. S. Rosalind Avenue

   i. Width—The minimum streetscape width on N. Rosalind Ave. must be a minimum of 15-feet from the back-of-curb. The furniture zone shall be a minimum of 6-feet along the entire project frontage. The pedestrian clear zone shall be a minimum of 9-feet in width. The sub-base in the furniture zone shall be a minimum of 6-inch thick concrete transitioning to a 4-inch thick concrete sidewalk in the pedestrian clear zone.
   ii. Treatment—The S. Rosalind streetscape shall include hex pavers in the furniture zone and concrete saw cut sidewalk panels with a smooth finish in the pedestrian clear zone.
   iii. Street Tree Wells—Street tree wells along N. Rosalind shall be 6-feet by 9-feet. The use of tree grates is optional. The street trees on N. Rosalind must be high-rise live oak trees.
   iv. Sidewalk Cafe—A Sidewalk cafe may be be permitted to extend into the 15-foot streetscape zone in front of the N. Rosalind retail/restaurant space. The sidewalk cafe shall meet the requirements in the Land Development Code [LDC] including the preservation of a 5-foot pedestrian clear zone adjacent to the furniture zone. Layout and design of any proposed outdoor dining area or sidewalk café must be included in the ARB Final submittal.
3. Architecture
   A. Design Intent
      i. ARB and City Staff is very excited about the design and architecture of the Cambria Hotel project as presented in this submittal package. The proposed project is located at a major intersection in the core of the Downtown district and is adjacent to one of the most active areas of Downtown Orlando—Lake Eola Park. The proposed design will be a fresh and exciting addition to the downtown core.
      ii. The contemporary design and architecture of this building will have a positive impact on the downtown skyline and will activate the street on the ground level.
   B. Skyline Architecture—The skyline architecture of the building is distinctive and integrates well with the rest of the building. As the design process continues, emphasis should be placed on an architectural lighting plan of the skyline that will make the Cambria Hotel a distinct addition to the Orlando skyline after dark. Final architectural lighting plans must be submitted for ARB staff for approval prior to submittal of building permits.
   C. South and West Façade Wall Fenestration — There are a large areas of blank walls on the south and west building façades. The Downtown Design Guidelines recommends that long expanses of blank wall be broken, at a maximum, every 30-feet with an architectural fenestration or detail to reduce the monotony. The applicant must continue to work with staff to improve these areas prior to submittal of building permits.
   D. Transparency
      i. The ground floor building walls facing all streets must contain a minimum of 30% transparent materials. A minimum of 15% transparency shall be provided on all floors facing the street above the ground level.
      ii. All glass at the ground level must be clear with a minimum light transmittance of 80%. High performance or low-e glass may be considered as an alternative with a minimum transmittance of 60%.
      iii. No windows shall be dry-walled, or have permanent partitions installed on the interior to block natural surveillance.
      iv. Tinted, reflective, or spandrel glass does not count towards meeting the transparency requirements.

4. Lighting
   A. A lighting plan compliant with the City’s lighting regulations [Chapter 63.2M.] including photometrics and all proposed exterior lighting fixtures shall be submitted for ARB Final Review and approval prior to submittal of vertical building permits.
   B. It is encouraged that the top of the building be appropriately lit in order to make the building distinct in the night time skyline.
   C. Night time building elevations must be submitted for ARB Final Review prior to submittal of building permits.

5. Mechanical Equipment
   A. Rooftop Mechanical Equipment — Rooftop mechanical equipment must be screened to the height of the mechanical equipment with parapets. Louvered panels or perforated metal screen walls.
   Venting & Exhaust—All potential restaurant venting and exhaust must be directed to the roof of the building or parking garage and must not be visible from the public right-of-way. Restaurant venting is not permitted on any façade of the building nor is it permitted to vent over or towards pedestrian areas. All other venting and exhaust for mechanical and other utilities must be integrated with the building design so as to be seamless with the overall architecture of the building.
      Venting and louver panels must be painted to match the surrounding façade area.
   B. Transformer—Transformers be screened with decorative, opaque walls and gates up to 6-feet in height or they must be located inside of the parking garage.
   C. Backflow Preventer—Backflow preventer[s] must be located so as to not be directly visible from the right-of-way and should be screened from view where necessary. They must be clearly identified on the final utilities plan in the Final ARB submittal. Backflow preventers may also be incorporated into the interior of the parking garage.
   D. Fencing—Any fencing on the site shall be an open, CPTED-approved fence, such as aluminum picket or welded wire. Chain link fencing is prohibited.
   E. Final Elevations—The location and configuration of all exterior venting and mechanical equipment shall be depicted on the building elevations in the Final ARB submittal.


7. Telecommunications Equipment Screening
   Buildings should be designed to accommodate future placement of telecommunications equipment. Screening areas should be built into rooftop areas so that the placement and screening of the equipment does not become an afterthought.

8. Model
   Prior to permitting, a physical 1" = 100' scale model of the project should be provided for the DDB/CRA model located in the Downtown Information Center.

   Doug Metzger gave a powerpoint presentation highlighting the proposed changes of the project.
Jeffrey Arms suggested the applicant investigate straightening the curve on Rosalind Avenue to better accommodate pedestrian flow.

Daniel Gordon moved to approve the project subject to staff conditions plus additional conditions that the applicant investigate straightening the curve on Rosalind Avenue to better accommodate pedestrian flow (if feasible); the score line to be identified on the South and West sides of the building; submit material samples for staff review; add foliage to the ingress of the motor court, and to explore the use of a more durable paint material at the ground level. The motion was seconded by Jeffrey Arms. The motion carried 4-0.

3. 330 Broadway Ave

Owner/Applicant: Mark Kinchla
Location: 330 Broadway Avenue
District: 4
Project Planner: Doug Metzger

ARB2017-10026 Request for a Major Certificate of Appearance Approval for the construction of five (5) 4,010 s.q. f.t. living area 4 story four bed, four one-half bath townhouses overlooking Lake Eola.

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

ARB Staff has reviewed the submittal documents and has the following comments:
ARB Staff has reviewed the proposed Fountain Vu 5 townhouse project at 330 Broadway Avenue, and recommends approval with the following conditions:

2. Streetscape
   A. Streetscape Design Guidelines
      i. All streetscape design and construction is required to comply with the design and construction requirements of the Downtown Orlando Streetscape Design Guidelines, as they may be amended from time-to-time, and the conditions of approval in this staff report.
      ii. Maintenance Agreement—If required, the applicant shall enter into a maintenance agreement with the City to define maintenance responsibilities for the streetscape and other aspects of the public realm.
      iii. City Services Easement—A city services easement shall be provided by the applicant for any portion of the streetscape zone outside of the right-of-way.
   B. General Streetscape Requirements:
      i. Curb and Curb Cuts—All existing curb cuts along the project street frontages must be removed during construction. The curb cut area must be replaced with a vertical concrete curb and grassed roadway strip.
      ii. Existing Street Trees—The large existing oak trees, in the parkway strips between the sidewalk and back-of-curb, along E. Ridgewood and Broadway must be preserved. Trimming may occur to accommodate the new structure. However, the City Arborist must approve any proposed trimming, prior to the trimming.
      iii. Pedestrian Crossings—The pedestrian crossings at the driveway cuts must be level and at the same grade as the sidewalk adjacent to the driveway.
      iv. Pedestrian Clear Zone — In no instance shall vertical structures or obstructions be allowed in the required pedestrian clear zone [sidewalk].
      v. Specialty Paving — Specialty pavers and other materials not consistent with the Downtown Streetscape Design Guidelines shall not be permitted inside the right-of-way or city services easements of the streetscape zone. Specialty paving, materials and vertical structures are permitted outside of the City maintained streetscape zone.

3. Tree Preservation/Mitigation—A tree removal permit is required to remove trees. As part of the tree removal permit process the Applicant shall work with the City arborist to evaluate the viability of the existing on-site trees and if any mitigation will be required for the removal of any trees.
4. Architecture
   A. Windows—The windows on all facades shall be recessed 1 to 3 inches from the façade to provide additional design texture and shadow lines on the building façades. The addition of window sills or trim treatments is also recommended.
   B. Transparency
      i. Per Traditional City requirements the ground floor building walls facing all streets must contain a minimum 15% of transparent materials. A minimum of 15% transparency shall be provided on all other floors facing the street above the ground level.
      ii. All glass at the ground level must be clear. Minimum light transmittance must be 80%. High performance or Low-E glass may be considered as an alternative with a minimum transmittance of 60%.
      iii. No windows at the ground floor level may be dry-walled, or have permanent partitions installed on the interior to block natural surveillance.
      iv. Tinted, reflective, spandrel glass or glass block does not count towards meeting the transparency requirements.

5. Lighting — A lighting plan compliant with the City’s lighting regulations [Chapter 63 2M], including photometrics and all proposed exterior lighting fixtures, must be submitted with the building permit documents.

6. Mechanical Equipment
   A. Transformer Area Screening—Transformer areas outside the building envelope must be screened, at a minimum, with landscaping on three sides that is 4-feet in height at the time of planting. Transformers should not be located between any façade and the street.
   B. At-Grade Mechanical Equipment—At-grade mechanical equipment must be screened with walls and/or vegetation that is the same height as the equipment it is screening. In no instance may mechanical equipment be located between a building and any street, public or private.
   C. Backflow Preventer—Backflow preventer[s] must be located so as to not be directly visible from the right-of-way and should be screened from view where necessary. They must be clearly identified on the utilities plan.
   D. Fencing—Any fencing on the site must be an open, CPTED-approved fence, such as aluminum picket, architectural mesh or welded wire. Chain link fencing is prohibited.
   E. Final Elevations—The location and configuration of all exterior venting and mechanical equipment shall be submitted for ARB Staff review prior to submittal of building permits.

7. Model
   Prior to permitting, a physical 1’ = 100’ scale model of the project should be provided for the DDB/CRA model located in the Downtown Information Center.

Jeffrey Arms moved to approve the project’s footprint and massing subject to staff conditions with an additional condition that the applicant bring the façade and detailing of the building back to the Board. The motion was seconded by Patrick Panza. The motion carried 4-0.

OTHER BUSINESS

A. ARB Minor Reviews completed since the February ARB Meeting:

B. Creative Village Development Review Committee Projects for Approval:
   1. ARB2018-10003 – UCF Parking Garage

Doug Metzger updated the Board on recent projects that were reviewed at the March CVDRC Meeting. The Board thanked Mr. Metzger for his presentation.

OLD BUSINESS: None

DATE OF NEXT MEETING
THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, APRIL 19, 2018 AT 2:00 PM.

ADJOURNMENT

There being no further business to come before the Appearance Review Board, Chairman Fulvio Romano adjourned the meeting at approximately 4:37 p.m.

STAFF PRESENT

Walter Hawkins, Director of Urban Development
Doug Metzger, City Planning
Ashley Edwards, Board Secretary
Kimberley Allonce, Economic Development Coordinator III
Sarah Taitt, Assistant City Attorney II
Richard Forbes, Historic Preservation Officer
Jason Burton, Chief Planner

Walter Hawkins, Executive Secretary
Ashley Edwards, Recording Secretary