

MEETING INFORMATION

Virtual Meeting
To join Virtually:

<https://orlando.gov.zoom.us/j/99228810801>

Time

2:00 p.m.

Board Members Present:

Jill Rose - Chairperson

Clarisse Gates- Vice-Chair

Margaret Brock

Patrick Panza

Daniel Gordon

Chad Cowart

Jeff Arms

DDB Staff Walter Hawkins

Board Members Absent

None

MEETING MINUTES

MARCH 17, 2022

OPENING SESSION

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

PUBLIC COMMENTS:

- No speaker requests were received for the items on the Consent Agenda.

MINUTES:

Chad Cowart MOVED to waive the reading of the minutes and to approve the minutes of the January 20, 2022, meeting as written. Margaret Brock SECONDED the motion, which was voted upon and PASSED by unanimous voice vote 7-0.

CONFLICT DECLARATION:

- Item #1 - 301 E Pine St., Capital Plaza Bank Drive Thru- Patrick Panza

The above-mentioned Board member filed the appropriate Conflict Form 8B (Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers) with the ARB Recording Secretary (attached); and abstained from voting on the above-mentioned item.

AGENDA REVIEW

Richard Forbes, Executive Secretary, reviewed the Consent Agenda.

CONSENT AGENDA

1. Case No: ARB2022-10005, 301 E Pine St., Capital Plaza Bank Drive Thru.

Applicant: Aimee Shields, Senior Engineering Manager, GAI Consultants, Inc. 618 E South St. Ste. 700 Orlando FL, 32801.
Owner: Steven J Garrity, Senior VP, Highwoods Properties, 201 E Pine St Ste 1350 Orlando FL, 32801.
District: Commissioner District 4
Project Planner: Richard Forbes
Description: **A major review for approval of a driveway/curbcut on Pine St to the east of the existing building, construction of a one-way drive extending north to the existing curb cut at Central Blvd for the installation of an ATM and angled parking.**

Secretary Note for the Record: One letter of concern was received for the above case and uploaded to the ARB webpage for all Board members to review.

Recommended Action: Approval, based on the conditions in the staff report.

1. ARB Approval

- A. Minor modifications to this ARB approval will require 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 installation activity.

2. Streetscape

- A. Streetscape shall match adjacent areas and 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.
- B. Pedestrian crosswalks at the Pine Street and Central Boulevard driveways and curb-cuts shall be raised to be at same grade as sidewalk adjacent to the driveway in order to clearly define the pedestrian area. The crosswalk surface shall be treated with the same streetscape treatment materials as the sidewalk surface, or a contrasting material color or texture from the vehicular path. Reflective paint alone is not acceptable, however may be used in conjunction with pavers or other surface to outline the pedestrian path for nighttime safety.
- C. Valve and Junction Boxes—All at grade junction, valve and control boxes in the streetscape zone must be vehicle bearing grade boxes and lids.

3. Landscape

- A. Use understory trees rather than palm trees in planter area to the west and north of the ATM to provide more effective screening.
- B. Provide additional ground cover and plantings along the eastern property line where possible.

4. Signage

- A. Proposed signage at the Pine Street driveway will require additional ARB staff review and approval.

Chad Cowart MOVED to approve the request subject to staff conditions, Margaret Brock SECONDED the motion, voted upon, and PASSED by unanimous voice vote 6-0 (previously mentioned Board member abstained from indicated cases as reflected under the Conflict Declarations section).

REGULAR AGENDA

- No Items

COURTESY REVIEW

- No Items

NEW BUSINESS:

- No Items

OTHER BUSINESS:

- A. Due to the COVID-19 pandemic, Board members may attend the Appearance Review Board meetings virtually via Zoom Webinar. If in person quorum is required, the Board Secretary will work with board members to determine if attendance will be in person or via Zoom. Board members are not permitted to attend by telephone only due to the inability to view visual presentations provided at the meeting for consideration of the projects to be recommended for approval/denial.

B. ARB Minor Reviews completed since the January 20, 2022, ARB Meeting:

1. ARB2021-10081- Gateway Center Garage-High Rise Sign
2. ARB2022-10000- Camping World Stadium Parking Signs
3. ARB2022-10003- 26 Health, Inc
4. ARB2022-10004- 390 N Orange Ave. (390 N Building)
5. ARB2022-10006- 1 & 3 N Rosalind Ave. (7-ELEVEN DEMO)

C. Creative Village Development Review Committee Projects for Approval.

- None

ADJOURNMENT:

Chairperson Jill Rose adjourned the meeting at approximately at 2:13 p.m.

THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, APRIL 21, 2022, AT 2:00 PM

STAFF PRESENT

Sarah Taitt, Assistant City Attorney II
Richard Forbes, Appearance Review Official
Doug Metzger, Chief Planner
Chris Deloatche, Community Planning
Jennifer Fritz-Hunt, Historic Preservation Officer

Walter Hawkins, Executive Secretary
Fernanda Paronetto, City Planning
Gabriella Isaac, Recording Secretary
Yesenia Martinez, Economic Development
Manuel Ospina, City Planning



Walter Hawkins, Acting Executive Secretary



Gabriella Isaac, Recording Secretary