



Design Guidelines Ad Hoc Committee Regular Meeting Minutes

July 15, 2024 at 2:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Lucy Boudet, Phil Anderson, Maurizio Maso, Deborah Ziel, Emily Williams, C J Williams, Vashon Sarkisian

Absent

None

1. Call to Order

Chairman Anderson called the meeting to order at 2:01 p.m.

2. Consent Agenda

- a. Approve the minutes of June 17, 2024.

Motion made by Charles Williams, seconded by Vashon Sarkisian, to approve the June 17, 2024 meeting minutes.

The motion carried unanimously by a 7-0 vote.

3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

No one from the public wished to speak. The public hearing was closed.

4. Discussion Item (s)

- a. Discussion regarding architectural design guidelines with differentiated levels of detail from comparable municipalities.

Chairman Anderson reminded the committee of their previous discussion about creating a pattern book for the architectural design guidelines and the process of the committee's work. He also mentioned their discussion about the three areas of the city the facade guidelines would focus on, which include Park Avenue/New England Avenue, Morse Boulevard, and the Orange Avenue Overlay (OAO) district. He noted that there had also been discussion about having a historical component primarily within the Park Avenue and New England Avenue corridors. He then spoke about the appropriate level of architectural regulation based on a form-based code. He noted that the city's current

level is very basic. He then reviewed architectural regulation elements, which included massing, facade composition, windows and doors, elements and detail, and palette and combinations of materials.

Mr. Maso asked if any vision had been established for Winter Park and the three areas being reviewed. Discussion ensued, and Chairman Anderson noted that compatibility has been a major issue for the city, which is a large part of why the guidelines are needed. He added that a vision was developed along New England Avenue but not necessarily defined for the other two areas. Ms. Ziel asked how to deal with existing businesses with regard to compliance and change of use. Mrs. McGillis explained that staff will complete a facade review when an owner of a building submits tenant build outs to make sure that the building keeps the existing overall look, feel, and character. Discussion ensued about staff's comparable communities list that had been provided to the committee and the narratives and language from the guidelines of those communities that are favored by the committee. The committee also briefly discussed diversity and adaptive re-use and using setbacks to enhance the pedestrian experience. The committee suggested focusing first on the Park Avenue, New England Avenue and Morse Boulevard areas and then adapting the guidelines created for those areas to the OAO. It was also suggested that the committee walk down Orange Avenue and take photos of architecture that is desired and not desired to have a better visual reference to use while developing the guidelines. Chairman Anderson noted that block configuration may not necessarily be in the committee's purview.

Mrs. McGillis presented staff's design guidelines analysis. She reviewed the comparable communities list. She noted for each community's guidelines the type of district they are specific to; their applicability; the covered architectural styles, materials, features, colors and building orientation; as well as other community-specific aspects. Discussion ensued about specific architectural business styles, not dictating the architectural style of buildings, including a checklist of elements in the guidelines, and practical elements for certain styles.

Chairman Anderson suggested that the committee discuss which format of architectural style they prefer and continue discussion about the content of the guidelines at the next meeting.

The Board heard public comment from the following resident:

Jeffrey Blydenburgh of 204 Genius Drive, Winter Park, FL 32789 addressed the Board. Mr. Blydenburgh spoke about how the committee could organize their review of the guidelines. He noted that the committee should be focused on placemaking and should be working in a workshop format.

No one else from the public wished to speak. The public hearing was closed.

A brief discussion ensued about design elements, incentives, and switching to a workshop meeting format when the urban design consultant is hired.

5. Action Items

6. Board Comments

7. Adjournment

The meeting adjourned at 3:12 p.m.

Minutes approved by the Board on August 19, 2024.

ATTEST:

/s/ Mary Bush, Recording Secretary