



Design Guidelines Ad Hoc Committee Regular Meeting Minutes

January 27, 2025 at 2:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Phil Anderson, Deborah Ziel, Emily Williams, Charles Williams, Vashon Sarkisian

Absent

Lucy Boudet, Maurizio Maso

Staff

Director of Planning and Zoning Allison McGillis, Senior Planner/Zoning Official John Harbilas, Planner II Nicholas Lewis, Planner I Corinna Lundgren, Urban Design Advisors Alex Stringfellow and Taylor Brock, Deputy City Clerk Kim Breland

1. Call to Order

Chairman Anderson called the meeting to order at 2:01 pm

2. Consent Agenda

- a. Approve the minutes of December 16, 2024.

Chairman Anderson noted that on the first page of the minutes, the approval of minutes should read "motion carried unanimously with a 4-0 vote".

Motion made by Phil Anderson, seconded by Vashon Sarkisian, to approve the December 16, 2024 meeting minutes with the amendment noted by Chairman Anderson.

The motion carried unanimously by a 5-0 vote. (Maurizio Maso and Lucy Boudet were absent from the meeting.)

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

The committee heard public comment from the following resident:

Jeffrey Blydenburg of 204 Genius Drive, Winter Park, FL 32789 addressed the Board. Mr. Blydenburg spoke about covering modern architecture in the standards, where the historic district fits into the standards, increasing the scope of the area covered by the standards, including landscape recommendations, safety and aesthetic lighting, clarifying maintenance requirements, and adding U.S. 17-92 to the scope of the

standards.

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

4. Discussion Item (s)

a. Continued discussion of Design Standards Draft

The committee inquired about whether definitions would be placed at the end of the standards. Mr. Stringfellow explained that definitions were being added in as the standards were being created. He noted that words already defined by the city's existing zoning code would not be defined.

Mr. Stringfellow then reviewed the changes that had been made since the committee's last meeting. The committee briefly discussed and requested that descriptors of all images be added. Discussion then ensued about whether to encourage planter beds, if code compliance deals with planter bed violations, covering minimum recess of glass from wall planes in the standards, clarifying top plates and floor plates by a graphical definition, replacing the New England Avenue example of horizontal expression lines on a building with a new one, and whether the required five-foot minimum of clear space for café seating should be increased.

Discussion then continued about lighting as an element and including recommendations for ambient lighting for specific areas along the streetscape.

The committee inquired about how to get information on the city's Park Avenue refresh project and how long the completion of the project would take. The committee suggested that no curbs and larger tree beds be considered in the project. They also briefly discussed using one or two parking spaces, such as on Park Avenue, for a café extension.

5. Action Items

6. Board Comments

7. Adjournment

The meeting adjourned at 3:07 p.m.

Minutes approved by the Board on February 17, 2025.

ATTEST:

/s/ Mary Bush, Recording Secretary