



Design Guidelines Ad Hoc Committee Regular Meeting Minutes

April 14, 2025 at 2:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

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

Absent

None

Staff

Director of Planning and Zoning Allison McGillis, Senior Planner/Zoning Official John Harbilas, Planner II Nicholas Lewis, Planner I Corinna Lundgren, Administrative Coordinator Mary Bush, Urban Design Advisors Alex Stringfellow and Taylor Brock

1. Call to Order

Chairman Anderson called the meeting to order at 1:59 p.m.

2. Consent Agenda

- a. Approve the minutes of February 17, 2025.

Motion made by Phil Anderson, seconded by Charles Williams, to approve the February 17, 2025 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)

5. Action Items

- a. Vote on Recommendation to the Planning & Zoning Board for Adoption of Proposed Design Standards for the Central Business District/Morse Boulevard/Orange Avenue Developed by the Ad-Hoc Committee

The committee convened to discuss adoption of the proposed Design Standards and

the changes and updates that had been made to them since the last committee meeting in February. The updates focused on refining definitions, architectural styles, and transparency requirements. The process for adoption was also outlined: once the committee made its recommendation to adopt the standards, staff would make any necessary adjustments before drafting an ordinance. The ordinance would then be advertised and reviewed by the Planning and Zoning Board and City Commission for approval. It was clarified that while the committee has the authority to recommend changes, they do not control the ordinance's appropriation. It was also confirmed that the Design Standards, once adopted, would be enforceable. The Board indicated that they desired to be notified when the associated public notices of hearings for the Planning and Zoning Board and City Commission are published and advertised.

A key point of the meeting discussion was the distinction between "guidelines" and "standards," with the committee emphasizing that these rules would have enforceable criteria rather than being merely aspirational. The committee then conducted a brief review of the standards, noting that architectural styles had now been clearly defined, including where each style is permitted. A significant change was the addition of measurable standards for transparency in windows, providing more precise enforcement tools. The committee also reviewed minor tweaks such as spelling out "Florida" in place of "FL" and refining the table of contents.

One of the primary discussions centered on modern and contemporary architecture, particularly regarding the Edith Bush Foundation building, which served as a case study. The committee debated whether contemporary architecture should be explicitly permitted within the Orange Avenue Overlay district and how to classify its evolving nature. Concerns were raised about showcasing the Edith Bush building as an example if similar designs would not be permitted in certain districts. Ultimately, the committee agreed to refine the definition of contemporary architecture, include it as an allowed style for the Orange Avenue Overlay (OAO), and remove the Edith Bush Foundation as a singular example, instead sourcing additional images that represent the style more broadly.

Other refinements included clarifying transparency and glazing standards. The committee decided to distinguish between overall glazing percentage and actual transparency, ensuring that reflective or opaque glass would not be counted as transparent. This change aimed to prevent excessive use of non-transparent glass while still allowing for architectural flexibility. Additionally, a requirement was introduced mandating awnings, canopies, or other pedestrian coverings for buildings fronting Park Avenue and Orange Avenue, following recent requests from businesses to remove awnings.

The committee concluded the meeting with a brief overview of three key amendments to the standards: (1) refining the transparency and glazing definitions, (2) allowing

contemporary architecture in the OAO, and (3) crowdsourcing alternative pictorial examples of contemporary architecture.

Motion made by Phil Anderson, seconded by Emily Williams, to approve the design standards subject to the following:

- **refining the transparency definition to include both transparency and glazing,**
- **crowd-sourced approval of the illustrations for contemporary architecture,**
- **include contemporary architecture as a check style for the Orange Avenue Overlay (OAO),**
- **and the standards being recommended to both the Planning & Zoning Board and the City Commission.**

Motion carried unanimously by a 7-0 vote.

6. Board Comments

7. Adjournment

The meeting adjourned at 2:56 p.m.

ATTEST:

/s/ Mary Bush, Recording Secretary