

**CITY OF DUNEDIN
 ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES
 TUESDAY, NOVEMBER 5, 2019 5:30 PM.
 PLANNING & DEVELOPMENT CONFERENCE ROOM
 1415 PINEHURST RD, DUNEDIN FL 34698**

Members Present-	Members Absent-	City of Dunedin-	Guests Present-
Timothy Knowles	Roger Leibin (Alternate)	Frances Leong Sharp (Staff Liaison)	Katie Cole, Hill Ward Henderson
Andrew Pavalis		Greg Rice (Staff Liaison)	Keith Grove, Bay to Bay Development
Laura Duplain			Diego Duran, Sharp Design Studio
Katie Ducharme			
Duane Wright			

I. Call to Order- Meeting was called to order by Tim Knowles at 5:29pm.

II. Administrative

- **Review and approval of Architectural Review Committee draft summary minutes for October 1, 2019.**

Motion made by Andrew Pavalis, seconded by Laura Duplain to approve the draft summary minutes for the October 1, 2019 meeting. Motion passed 4-0. (Duane Wright was not in attendance for this meeting and felt he should abstain.)

III. New Business

- **Architectural Review- Seaside Palms Twin Villas, 2624 Paula Drive**

Project Overview

The representative of the applicant, Katie Cole of Hill Ward Henderson provided an overview of the project located at 2624 Paula Drive. The project had gone through the design review process for the proposed eight unit townhome development two and half years ago that is currently under construction. The design review approval included a pool which the applicant decided to remove and replace it with an additional townhome unit instead due to the powerline relocation and expanded boardwalk from the units. Additionally, the additional unit helps unify the project better and fit with the surrounding area.

The change triggered another design review process which initially went in front of the City Commission hearing for approval. As a result of the meeting, the City Commission noticed an inconsistency to the drawings then asked for the Planning Staff to bring this project to the Architectural Review Committee for consistency review. The applicant is seeking the Committee's approval for the proposed architectural style and the changes to the design of the project.

The inconsistency that the City Commission noticed on the drawings were the change of the roof line of the townhome units and the missing center window that was previously shown on the originally approved drawings. The architectural style of the project is coastal vernacular which remained unchanged from the last approval. The proposed color palette presented to the Committee shows a variation of coastal-like colors: blue, green, yellow, pink. A specific

color of the project is to be determined as the site gets developed. The proposed roof will be out of metal material.

Comments-

The Committee recognized that the project had already gone through the design review process and is currently under construction. The Committee determined that the proposed architectural style of coastal vernacular is appropriate for the project and the proposed changes to the drawings benefits the project by making it fit better with the surrounding area. The Committee suggests that the applicant provide some landscaping to screen the air conditioning units. The Committee also recommends that the applicant show the proposed landscaping and limit showing the amenity options on the rendering to avoid confusion for what is being constructed.

A motion was made by Katie Ducharme and seconded by Andrew Pavalis to approve the proposed architectural style of coastal vernacular, the suggested color palette and any suggested comments of the project. The motion was approved 5-0.

IV. Old Business

- **Discussion of the Architectural Guideline for Commercial Uses – Design Exercise**

The Committee revisited the discussion regarding the five architectural styles that were adopted in the development code in relation to the discussion that the City Commission had in regards to the design options of the new City Hall. It was apparent that there were inconsistencies to how certain projects are required to abide by the architectural style guidelines and some not. In regards to the development of the commercial design guidelines, the Committee suggested having language in the development code to give some lateral guidance for the officials and the Committee to consider deviations to the approved architectural style guidelines should the project not meet the architectural style guidelines while the commercial design guidelines are being developed. Staff will start drafting code language to address this issue until the commercial architectural guidelines are developed. Per past discussions, Dunedin does not have a specific architectural style that it follows- the overall style of the City is eclectic in nature.

The Committee revisited the maps that were printed and furnished by the staff to start formulating ideas regarding the architectural guidelines. The committee decided to assign each member to a Vision Corridor/Area to report back the existing conditions and look of the architectural styles as well as the sizes and heights of the buildings within the area. Each member will also come up with three to four style examples that will be appropriate for the corridor/area assigned. The following are the member's assigned area/corridor:

Katie Ducharme- CRA,
Andrew Pavalis- Douglas Ave,
Laura Duplain- SR 580,
Duane Wright- Patricia Ave,
Tim Knowles- Dunedin Causeway.

Each member will report back their finding and ideas in the next upcoming meeting. Staff emailed the maps of the corridors/areas to the Committee for reference of the assignment after the meeting.

V. Open Discussion, Input

- **Open Discussion**

- Design Review Approval Process Modification

- Duane Wright shared with the Committee his observation of the project approval process for the Sea Palms. He explained that since the project was approved previously before the Committee was formed, there was not an additional review at the time of permitting to ensure design consistency from the time of the design review approval. Now that the Committee is formed, Duane suggested that the Committee review the drawings at the permitting stage of the project to ensure consistency of what was approved at the design review process. The Committee agreed to Duane's suggestion that the drawings at permitting should be reviewed by them. The Committee determined that it gives the applicant accountability to make sure that the drawings do not trigger a significant change which may bring the project back to design review for further approval.

- Review Deliverables in City Contracts

- As a result of the City Commission Special Work Session regarding the new City Hall project, Duane recommended that the Committee review the deliverables in future City endeavored contracts to ensure that the output of the services provided by the consultants satisfies of what is being asked for per the contract. Duane explained that most projects that are being done through a BIM model require substantial amount of work which many of what the City Commission have asked for the City Hall project have already been designed at that point. Duane suggested that the Committee propose this recommendation as a group to the City Commission and City Manager in a form of a letter as a benefit to all parties involved with the project review process. The Committee determined that before a letter gets drafted for this recommendation, they would like the Staff to have the City Manager to be part of this conversation to make sure she is comfortable with the proposal moving forward.

- **Next meeting- December 3, 2019.**

VI. Adjourn Meeting – Meeting was adjourned at 7:02pm.