

**CITY OF DUNEDIN  
 ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES  
 TUESDAY, SEPTEMBER 12, 2019 5:30 PM.  
 PLANNING & DEVELOPMENT CONFERENCE ROOM  
 737 LOUDEN AVE, DUNEDIN FL 34698**

<b>Members Present-</b>	<b>Members Absent-</b>	<b>City of Dunedin-</b>	<b>Guests Present-</b>
Timothy Knowles	Laura Duplain	Frances Leong Sharp (Staff Liaison)	Lorrie Viola, Planner-Cardno
Roger Leibin (Alternate)	Katie Ducharme	Greg Rice (Director)	Steven DiGiovanni, Owner-DiGiovanni Homes
	Duane Wright		
	Andrew Pavalis		

**I. Call to Order-** Meeting was called to order by Tim Knowles at 5:35pm.

**II. Administrative**

- **Review and approval of Architectural Review Committee draft summary minutes for August 6, 2019.**

Due to the lack of quorum, the Chairperson decided to defer the review and approval of the meeting minutes to the next meeting.

**III. New Business**

- **Preliminary Review- 968 Highland Ave, Dunedin Townhomes**

Project Overview-

Steve DiGiovanni of DiGiovanni Homes and Lorrie Viola of Cardno requested a preliminary project review for site at 968 Highland Ave. The site currently has a single-family home and the size of the property is approximately 1.123 acres. The site is located within the downtown district. The applicant is proposing to build 15 townhomes.

The project has gone through the DRC meeting process and City Staff recommended that the applicant schedule a preliminary review with the Architectural Review Committee to provide further feedback in regards to the proposed architectural style of the project.

Since the DRC meeting, the applicant explained that the City Staff commented that the project needs to have proper frontage to Highland Ave and Skinner Blvd. The applicant responded to the comment by providing a pedestrian access to Highland Ave and Skinner Blvd from each of the units and redesigns the façade facing the streets to make it look like the front of the units.

The applicant indicated that the project is at its preliminary stage of design and that they are undergoing a due diligence period to ensure that the proposed project is able to proceed to the next steps in design and project review.

Comments

Regarding the identity of the architectural style, the Committee asked that the applicant to provide the style the project is designed in the application.

The Committee commented that the façade needs more features to help break up the look of the façade more. Some examples include expressing the overhangs more, providing bump outs, change in materials and providing relief in certain areas of the elevation.

The Committee liked the pedestrian access from the units, but would like to caution the applicant regarding the placement of the air conditioning units since they will be faced in the “front” yard. The Committee suggested some form of screening of the air conditioning units so that they are not visible from the street view. The applicant indicated that they will provide an example of how the air conditioning units will be screened for the project.

The Committee recognized that this project is going to be located on a prominent corner. The Committee reminded the applicant that there is a wonderful opportunity to positively transform the area with good design and architecture. The Committee does not want to see Gramercy Court where it is too dense in size and view.

The Committee expressed the concern for the amount of impervious surfaces that are being placed onto the site. The applicant assured the Committee that they meet the open space/lot coverage requirement which was discussed at the DRC meeting. Additionally, the applicant indicated that they would like to provide as much green/park-like space as possible on the site.

The Committee wanted to make sure that the applicant provides a close representation of the landscape that is proposed on the landscape plan to be shown on the renderings. Additionally, the Committee asked the applicant to label the rendering views of the drawings. The Committee would like to see more of what is surrounding the project to give the audience a better idea of what the project would look like. Also, the Committee would like the applicant to provide rendering views of the areas where the public would more likely see, particularly the corner and facing Skinner. The Committee asked that the materials of the exterior elevation drawings be labeled for the submittal. The Committee would like to see richer materials on certain parts of the elevation such as metal roof.

The applicant asked for comments regarding the color schemes for the structures. The Committee commented that since the project is to be designed as craftsman style, the color schemes should follow what is appropriate for the style. The Committee suggested the applicant to bring paint samples to the Committee at the time of review to give a better idea of what color is being proposed for the project.

Since this item is a preliminary review, some of the members of the Committee who were not able to attend the meeting provided initial comments and notes ahead of time. Those comments were read out loud at the meeting and will be emailed to the applicant after the meeting (attached with this meeting minutes).

The Committee and Staff went over the next steps to the review process of the project. Staff reiterated from the DRC meeting to set up a date to present the project to the CRA Advisory Committee with the Economic Development Staff. After meeting with the CRA Advisory Committee, the applicant may submit for design review to start the formal review process of the project. Staff will provide the application packet and schedule for dates of submittal for the project.

#### **IV. Old Business**

- **Discussion of the Architectural Guideline for Commercial Uses – Design Exercise**  
Due to the lack of quorum, the Committee decided to continue this discussion to future meetings if time permits.

**V. Open Discussion, Input**

- **Next meeting- October 1, 2019.**

**VI. Adjourn Meeting** – Meeting was adjourned at 6:30pm.