

MEMORANDUM

Development Services

ADMINISTRATIVE MEMORANDUM NO. 16-226

DATE: May 19, 2016

TO: Architectural Appearance Committee

VIA: Robin M. Bird, Director of Development Services 

FROM: Pamela Stanton, RLA, Urban Design Planner 

RE: Revised AAC Supplemental Criteria
May 26, 2016 Meeting

The prior Supplemental Criteria was adopted in 1998, via Ordinance 98-57 (**copy enclosed**). In 2015, via Ordinance 2015-75, Zoning Code §155.2205 was amended to re-authorize the AAC to adopt Supplemental Criteria, which augments the design standards found within the Zoning Code. However, the Supplemental Criteria were not a part of that Ordinance, and are being proposed at this time. The Supplemental Criteria will enable the AAC to determine if the design elements of proposed developments would enhance the City and, more specifically, if the City's desired aesthetics are actualized in the design of the proposed developments.

Staff has prepared a comprehensive update to the 1998 Supplemental Criteria. The revisions reflect current terminology, and language that reflect trends in architecture, site design and associated technology that is focused on sustainability. The attached document includes a detailed description of the proposed update, and a copy of the old Criteria is enclosed for your reference.

The proposed Supplemental Criteria was presented to the AAC at the April 28, 2016 AAC meeting, and in the interim, the recommendations and feedback from the Committee was incorporated into the Criteria as follows:

- A specific criterion to subsection A.3 IMAGE AND DESIGN that addresses the use of public art within a project site: *Consider the use of public art to enhance the project site and complement the project elements and building(s).*
- Subsection C.2 (LANDSCAPING) is revised: *Landscaping should be designed to enhance entrance areas, architectural features, strengthen vistas, and provide shade and ground cover alternatives to sod.*
- Language was added to D.3 (VEHICULAR USE AREAS) for *...landscaped spaces-islands of sufficient size to accommodate trees or tree groupings that exceed minimum requirements...* as the Committee as a whole asked for larger landscaped islands in parking lots.

Staff is seeking approval from the AAC on the Supplemental Criteria, which requires recommendation by the Planning & Zoning Board, followed by adoption by the City Commission.

A more detailed explanation of the proposed changes to each section of the Supplemental Criteria is on the following pages.

DETAILED DESCRIPTION OF PROPOSED SUPPLEMENTAL CRITERIA OF THE ARCHITECTURAL APPEARANCE COMMITTEE

- **SECTION 1 PREAMBLE.** The introductory language was revised to encompass the extent of the AAC's decisions. Specifically, the preamble reflects the AAC's review of urban design in addition to architecture. The proposed language now includes function, performance and sustainability of development projects in relation to their associated site and building design, and lists the design principles upon which the Committee's decisions are typically based. Finally, also included is an explanation of the AAC's role in granting deviations to certain code requirements through the implementation of Vernacular Alternative.
- **SECTION 2 DEFINITIONS.** The Definitions section has been revised to include new terms. The proposed new terms include terms that have become relevant in current development programs and terms that provide clarification for new or revised criteria: *Greenbelt, Hardscape, Iconic Structure, Low Impact Development (LID), Spandrel, Sustainable Development, Tensile Structure, Urban Design, and View Corridor*. Terms that are proposed to be removed are *Eaves, Mechanical equipment, Site break, and Structure*.
- **SECTION 3 GENERAL REQUIREMENTS.** This section encompasses the actual criteria by which the AAC is able to use to determine the level of acceptability of a proposed project, and is broken down into definitive subsections: **SITE, STRUCTURES, LANDSCAPING, VEHICULAR USE AREAS, EXTERIOR LIGHTING, SIGNS and MISCELLANEOUS DESIGN FACTORS.**

The **SITE** subsection includes criteria that is grouped into relevant categories that address the individual site-related components of a project as follows:

- **BUILDING LOCATION AND ORIENTATION.** These criteria gauge the site layout and design as it relates to the appropriateness of proposed location(s) and orientation(s) of building(s) in relation to setbacks, vehicular areas at the front or rear of buildings, hierarchy, and orientation to natural elements.
- **ACCESS AND CIRCULATION.** This set of criteria allows for the evaluation of the vehicular use areas in terms of safe, comfortable and efficient movement of vehicular and non-vehicular or pedestrian traffic within the site, and how these areas function in relation to adjacent rights-of-way, points of ingress/egress, and associated pedestrian components. A provision for waterway connections is included, for waterfront properties.
- **IMAGE AND DESIGN.** These criteria bolster the overall aesthetic contribution of a project, by addressing site elements such as sense of arrival and sense of place, entry features, compatibility with adjacent sites and city gateways.

The **STRUCTURES** subsection includes criteria that is grouped into relevant categories that address the individual structure- or building-related components of a project as follows:

- **COMPATIBILITY.** These criteria address the scale, coherence and harmony of the proposed buildings, additions, and other structures with the surrounding neighborhood.

- **IMAGE AND DESIGN.** These criteria validate the aesthetic contribution of the overall building(s) and structure(s) to a project. The criteria break down the individual components of buildings into such elements as iconic structures and public art, and components such as windows, doors, accents, other façade articulation, as well as color treatments that contribute to the rhythm and repetition of the architecture. As with the Image and Design criteria for the **SITE** subsection, this **STRUCTURES** criteria for buildings address city gateways.
- **MATERIALS.** These criteria address the quality of materials used for buildings and structures, where materials should be suitable, compatible, harmonious, sustainable, and of high quality.
- **SCREENING.** These criteria address visual and acoustic screening methods that are over and above the screening requirements of the Zoning code for unsightly or obtrusive elements on rooftops or at ground level, such as mechanical equipment, vending machines and outdoor storage or work areas.

The **LANDSCAPING** subsection reinforces and supports the city's landscaping requirements with criteria that encourages sustainable and responsible landscaping, with the use of drought-tolerant plants and environmentally-friendly use of landscaping, irrigation, soils, drainage and preservation. The criteria speaks to the cohesiveness of the landscaping with the site and architectural design, and encourages the incorporation of greenways where possible.

The **VEHICULAR USE AREAS** subsection includes criteria that address the visual impacts of such an area on a project site, adjacent properties and rights-of-way, and associated buildings and structures. The criteria address vehicular use area location, screening, stormwater runoff, relief from the heat island effect, and low impact development opportunities that can be used to mitigate the environmental impacts of such areas. How a particular vehicular use area functions is addressed in the **ACCESS AND CIRCULATION** criteria of the **SITE** subsection.

The **EXTERIOR LIGHTING** subsection includes criteria that address the physical appearance of the overall lighting fixtures that should be compatible with the architectural theme of the site and buildings. The criteria also address the functional qualities, energy efficiency and sustainability of exterior lighting for a project.

The **SIGNS** subsection includes criteria that address numerous visual aspects of signage, such as scale, proportion, sign construction and materials, number and size of graphic elements, colors, and signage illumination, so that approved signs achieve visual harmony with the building(s) that they serve, and with the adjacent surroundings.

The **MISCELLANEOUS DESIGN FACTORS** subsection includes criteria that address other site elements that may have visual impacts, such as miscellaneous structures (entrance features, gazebos, antennas, satellite dishes, sheds, trash enclosures, etc.), utility hardware (utility poles, transformers, backflow devices, fire hydrants, etc.), exterior doors to mechanical and service rooms, and other structures and hardware that may be located on private property or in the adjacent right-of-way. The intent of these criteria is that

Proposed Supplemental Criteria of the AAC

CITY OF POMPANO BEACH
SUPPLEMENTAL CRITERIA
OF THE
ARCHITECTURAL APPEARANCE COMMITTEE

SECTION 1 PREAMBLE

This Committee has been established by the City Commission of the City of Pompano Beach in recognition of the fact that superior communities can be created only through a deliberate action on the part of the community leadership, architects, planners, realtors and the building industry.

Public action for improving the community's appearance as embodied in the Architectural Appearance Committee, will provide the ultimate designers of individual sites and structures with the larger contexts in which their particular works will be viewed.

The appearance of a community involves the aesthetic quality of all one sees in the community and goes beyond the design of individual architectural façades. Whether development projects involve renovations, alterations, redevelopment or new construction, they have the potential to impact aesthetic appearance and property values in the areas in which they are located. These projects are evaluated by the Architectural Appearance Committee (AAC) for overall appearance and compatibility with adjacent buildings, landscaping and the surrounding area, through a review of the exterior design, subject to these supplemental criteria.

While Zoning is the single most powerful legal enforcement of an overall urban concept, it does not fully plan building locations, traffic movement or parklands; it does not create superior design, aesthetic order, or amenity. Therefore, it is the task of this Committee to preserve and promote various elements of the physical and functional aspects of the urban fabric and require that new projects enhance that which already exists.

The Committee is composed of persons with experience in judging three dimensional forms and their inter-relationships, and who have the ability to discuss any related topic on the grounds of his own aesthetic understanding. The Committee acts in review of specific projects to ascertain whether proposals would enhance the Community in the spirit of the Ordinance.

A. PURPOSE AND INTENT

The AAC evaluates proposed projects to determine if the aesthetic intentions of the Zoning Code are embodied within the proposed projects. In addition, the AAC reviews and assesses proposed site layout and building design as they contribute to the associated function and performance required of the individual site components, and evaluates the sustainability program for each project.

The AAC is empowered to utilize the criteria herein to strengthen the aesthetic quality, site and building performance, and level of sustainability of those projects, thereby producing Development Orders that result in superior development. These criteria, therefore, are intended to supplement the design standards of the Zoning Code that identify the city's design goals and expectations for development quality.

These criteria are established by utilizing the design elements of Site, Structures, Signs, Landscaping, Vehicular Use Areas, Exterior Lighting, and Miscellaneous Design Factors. Within these design elements, the criteria include, among other things, adherence to design principles such as the compatibility of elements of color, materials, and proportion, as well as an intrinsic sense of order, functionality, quality and congruity in all aspects of the design of proposed development projects.

In addition and conjunction with project reviews that result in Development Orders, the AAC may grant requested deviations for buildings and development which may not be able to comply with the strict application of certain design and architecture standards required by the Zoning Code, for Vernacular Alternative applications. These criteria include additional conditions that the AAC considers when reviewing applications for Vernacular Alternative.

SECTION 2 DEFINITIONS

For the purpose of the supplemental criteria, the following definitions should apply unless the context clearly indicates or requires a different meaning.

Appearance - the outward look visible to the public.

Appropriate - fitting as to the context of the site and the community.

Architectural Character - consistency of theme throughout the exterior design elements.

Architectural Concept - the basic idea or theme of a building, or group of buildings or structures, including the site and landscape development, that produces the architectural character.

Architectural Feature - prominent or significant part or element of a building, structure, or site.

Architectural Style - the characteristic form and detail, representative by a particular historic period, locality/region, or culture.

Brilliant - brightly vivid in color.

Clerestory Window – daylight device / window in the upper part of a wall, typically above eye-level.

Compatible – able to exist together without trouble or conflict; harmonious in nature, character or appearance.

Exterior Building Component - essential and visible part of the exterior of a building.

Graphic Element - letter, illustration, symbol, figure, insignia, or other device employed to express and illustrate a message or part thereof.

Greenbelt – linear corridor of open space which often provides passive recreational and non-motorized transportation opportunities, serves as a buffer between developments and varying land uses, or creates a sense of visual relief from dense urban landscapes (see Greenway, Ch. 155, Art. 9).

Hardscape – any inorganic decorative landscape materials incorporated into an overall landscape design, including but not limited to, stones, boulders, pavers, decorative concrete, concrete walkways, benches, recreation equipment, statuary, and fountains.

Harmonious - having elements pleasingly or appropriately combined, as in an arrangement of varied architectural and landscape elements.

Iconic Structure – a structure which is aesthetically appealing, has a superior design, is functionally different from other structures, and carries a significant symbolic value, based on and in line with its location.

Landscaping - the assemblage of plant materials, topography and other natural physical elements combined in relation to one another and to manmade structures.

Low Impact Development (LID) – for the built environment, particularly vehicular use areas, a land management and engineering design approach to controlling stormwater runoff by implementing an established set of practices and principles that involve integrating green space, native landscaping, natural hydrologic functions, and various other techniques to generate less runoff to reduce water pollution.

Miscellaneous Structures - structures, other than buildings, visible from public ways including memorials, stages, gazebos, entrance arches or gateways, antennas, satellite dishes, sheds, shelters, drive-up facilities, trash enclosures, and mailboxes.

Plant Material - living organic plant material such as grass, ground cover, shrubs, vines, trees, and palms.

Proportion - balanced relationship among parts of a building, landscape, structures, signs or buildings to each other and to the whole.

Scale - proportional relationship of the size of parts to one another and to the human figure.

Screen – a structure or planting utilized for the specific purpose of concealing from view an element undesirable or inconsistent with the architectural theme.

Spandrel – Opaque glass panels located between areas of vision often used to create false windows with frames or to conceal such building components as columns, floors, HVAC systems, wiring or plumbing.

Street Hardware - manmade objects other than buildings that are part of the streetscape including lampposts, utility poles, traffic signs, benches, litter containers, and planting containers.

Streetscape - the visual elements of a street inclusive of the natural and manmade components, including building(s), paving, landscaping, street hardware, miscellaneous structures and open space that combine to form a street's character.

Sustainable Development - the practice of reserving resources for future generations without harm to the natural environment and is achieved at the convergence of the social, economic and environmental realms. A development project may contain a program for sustainability, with plans for sustainable elements such as, but not limited to, solar power generation, recycled building materials, green roofs, stormwater harvesting and permeable parking surfaces.

Tensile Structure – a structure that is characterized by a tensioning of the fabric or pliable material system (typically with wire or cable) to provide the critical structural support to the structure.

Urban Design – the process of designing and shaping cities which addresses the larger scale of groups of buildings, of streets and public spaces, whole neighborhoods and districts, and entire cities, to make urban areas functional, attractive, livable and sustainable.

Utility Hardware - devices such as poles, cross arms, transformers and vaults, flow or pressure regulating assemblies and hydrants that are used for water, gas, oil, sewer and electrical services to a building or a project.

View Corridor - a three-dimensional area extending out from a viewpoint, such as from a point along a roadway or streetscape, or between building towers, the view from which terminates upon a valuable natural resource, point of interest, or object of significance to the community.

Vista - distant view seen through an opening, as between buildings or built structures.

SECTION 3 GENERAL REQUIREMENTS

The components of a development project, including the site, its buildings, signs, landscaping, lighting, accessory structures, vehicular use areas, and the sustainability program attached to that development are the contributing elements to the successful design of a proposed development's aesthetic and functional quality. The following are standards related to those components.

A. SITE

1. BUILDING LOCATION AND ORIENTATION

- a. Site design utilizing building placement at the front setback line, when allowed by code, is encouraged utilizing principles of urban design. As a means of providing visual movement between multiple buildings and/or a relationship with the right(s) of way, building frontage(s) or portion(s) of building frontage(s) may be pushed back from the required front setback(s). In zoning districts with build-to zones, buildings may provide visual movement by shifting building frontages within the minimum and maximum setbacks of the build-to zones.
- b. The building should be located to provide vehicular arrival and drop-off at the front of the building and parking to the rear for multi-family and hotel uses.
- c. Clear hierarchical entrance features should be used to define building orientation.
- d. Buildings should be oriented to take advantage of natural elements such as the sun, wind and water.

2. ACCESS AND CIRCULATION

- a. The site should be planned to provide a transition with the streetscape, plazas and points of ingress/egress.
- b. The site should be planned to allow for logical and safe pedestrian and vehicular circulation into and within the site and in relation to proposed and existing building(s).
- c. Entry features, sidewalk connections and driveways should be planned and designed to promote alternative modes of transportation (pedestrian, bicycle, etc.).

- d. Entry features should include attractive landscape and hardscape accents to entrances, points of convergence and transitions to adjoining properties.
- e. Transit shelter designs should be integrated with on-site architecture in transit oriented areas.
- f. For waterfront properties, consider the use of access points to the waterway designed in a manner that embraces the waterway and offers connectivity to the waterway. If added to the project, these spaces should be appropriately lit and include amenities such as seating and shading.

3. IMAGE AND DESIGN

- a. Site design should create a sense of arrival and sense of place.
- b. Entry features and details should be shown on the hardscape plan.
- c. Compatibility with adjacent structures of conflicting architectural styles should be achieved by such means as screens and materials.
- d. The site should be designed to recognize a gateway to the city when the site is located along a street at or near the city's boundary.

B. STRUCTURES

1. COMPATIBILITY

- a. Buildings should project a scale appropriate to their surroundings and design.
- b. Buildings should be harmonious with permanent neighboring development.

2. IMAGE AND DESIGN

- a. The use of an iconic structure is encouraged to create a sense of arrival and sense of place. Such iconic structures typically occur at a site location of importance, such as a point of convergence or of high visibility.
- b. Building components, such as windows, doors, eaves, columns, accents, parapets, and clerestory windows should be proportionate and compatible with one another.
- c. Colors, including roof colors, should be subtle and harmonious. The use of colors should be a composition that responds to the architectural style, the rhythm and repetition of the overall design. Bright or brilliant colors may be used for accent purposes only.
- d. Buildings should be designed to create a rhythm and sense of repetition, movement, hierarchy and order, without creating monotonous architecture.
- e. The use of spandrels, wainscot, medallion, other façade articulation, or public art should be incorporated to eliminate long or tall blank walls and to provide visual interest.
- f. Buildings should be designed to recognize a gateway to the city when the buildings are located along a street at or near the city's boundary.

3. MATERIALS

- a. Materials should be selected for suitability to the type of buildings and the design for which they are used. Materials used for all building walls and other exterior building components wholly or partly visible should have complimentary materials and be architecturally harmonious.

- b. Materials on buildings should be compatible with adjacent hardscape features or designs.
- c. Materials should be of high quality and durable.
- d. Materials should be of a sustainable nature, including materials consisting of recycled content and materials that are energy efficient to help reduce the operating costs of a building by lowering energy needs and using water more efficiently, where feasible.
- e. A tensile structure may be used as an accessory structure. This feature may be single or continuous as in a covered arcade.

4. SCREENING

- a. Mechanical equipment or other utility hardware on roofs, ground or around buildings should be screened from view from adjacent streets, sidewalks and properties with materials or components that are harmonious with building design, or enclosure. They should be located and designed to reduce the adverse visual and acoustic impacts of their use on adjacent streets and properties.
- b. All vending machines or any facility dispensing merchandise on private property should be confined to a space built integral with the building or buildings or enclosed in a separate structure compatible with the main building.
- c. Refuse and waste removal areas, trash enclosures, service yards, storage yards and exterior work areas should be screened from public view with materials harmonious with the building, or they should be located as not to be visible from any public way.

C. LANDSCAPING

- 1. The existing natural landscape should be incorporated into the architectural character whenever possible.
- 2. Landscape should be designed to enhance architectural features, strengthen vistas, and provide shade and ground cover alternatives to sod.
- 3. Unity of design should be achieved by repetition of certain plant varieties and other material and by correlation with adjacent developments.
- 4. Plant materials that are drought tolerant, appropriate for the ecological setting, harmonious to the design and of healthy appearance should be used.
- 5. Where building sites limit planting, the placement of trees or shrubs in paved areas is encouraged, utilizing technical advances in structured soils in a manner that ensures healthy and vigorous root systems to support thriving plant material.
- 6. Coordinate plant material placement on the landscape plan with the drainage plan to take advantage of stormwater runoff from adjacent paved areas and roofs.
- 7. Hydrozoning should be implemented by clustering plants with similar water requirements and customizing irrigation schedules for each area's needs, in an effort to conserve water.
- 8. Incorporating a greenbelt or greenway should be encouraged, where appropriate, and consistent with the Transportation Corridor Studies, where applicable.

D. VEHICULAR USE AREAS

1. On sites abutting a Trafficway or within a Transit Oriented Corridor, encourage the location of vehicular use areas away from the front of the site, as well as on all other sites where feasible.
2. Vehicular use areas should be designed, landscaped and screened in a manner that is attractive and compatible with the building and adjacent areas, to minimize visual impacts to public areas, and to address stormwater runoff management.
3. To provide relief from the heat island effect that is created by certain types of paved surfaces, landscaped spaces containing trees or tree groupings that exceed minimum requirements for vehicular use areas should be considered.
4. Encourage the use of typical practices of low impact development (LID) for vehicular use areas, such as, but not limited to, bioretention cells and rain gardens, cisterns and rain barrels, pervious or permeable pavement, and bioswales.
5. Consider the use of hardscape features including benches and decorative elements such as fountains, gardens, sculptures and/or decorative pavement treatments within the vehicular use area for retail, office, residential and mixed use projects, as well as any project abutting a trafficway.
6. In locations where plants will be susceptible to damage by pedestrian or vehicular traffic, they should be protected by appropriate curbs, wheel stops, or other devices.
7. Shelters, including transit shelters, should be incorporated into site design in transit oriented areas.

E. EXTERIOR LIGHTING

1. Exterior lighting should be part of the architectural concept and theme of the buildings and site. Fixtures, standards, poles, heads, and all exposed accessories should be harmonious with building design and adjacent areas.
2. Lighting should be shielded, restrained in design, and have full cut-off features. Excessive brightness, flashing lights, and brilliant colors should be avoided.
3. Lighting fixtures for parking lots and vehicular use areas are to be selected not only for their functional value, but also for their aesthetic qualities.
4. Energy efficient lighting and sustainable light sources should be used, where feasible.

F. SIGNS

1. Signs should have appropriate scale and proportion in their design and visual relationship to buildings and surroundings.
2. Sign construction (marquee, canopy, blade, monument, etc.) should complement the style of the building and site to which it principally relates.
3. The size of the structural members (e.g. columns, crossbeams, and braces) should be proportional to the sign panel they are supporting.
4. Sign materials should be harmonious with the building and site to which it principally relates.
5. The number of graphic elements on a sign should be the minimum needed to convey the sign's major message and should be composed in proportion to the area of the sign face.
6. Colors should not be garish or gaudy.

7. Illumination for signs should not create hazardous glare for pedestrians or vehicles on a public street or on private property.
8. Illumination should not interfere or distract from the message conveyed by the sign.
9. Illumination should be appropriate for the location, use, and character of the neighborhood.

G. MISCELLANEOUS DESIGN FACTORS

1. Miscellaneous structures and street hardware located on private property should be designed to be part of the architectural character of the site. Materials should be compatible with buildings, scale should be proportionate, and colors should be in harmony with buildings and surroundings.
2. Utility hardware located on private property should be integrated into the architecture, screened or placed away from public view.
3. Exterior doors to mechanical rooms, transformer vaults and other service areas should be placed on building façades that are not directly visible to public rights-of-way and other public property, or of a design that is harmonious with the architecture of the building on which they are located.
4. Miscellaneous structures and street hardware located in public rights-of-way and other public property should be harmonious with design of adjacent buildings and landscaping to the extent possible, and should be consistent with the Complete Streets Manual.

I. VERNACULAR ALTERNATIVE

When reviewing requested deviations for buildings or development standards due to vernacular design the following supplemental criteria is considered:

1. The proposed feature(s) or element(s) contributes to the overall design and helps the project achieve excellence by creating a project of distinction, and thus exceeds the deviation from the code requirement in terms of aesthetic quality.
2. The project portrays a superior design of a building or development that celebrates, honors and pays visual tribute to a specific style or theme.
3. Materials of exceptional or extraordinary quality are applied in a manner that is pronounced and visible from public areas.
4. The project proposes one or more prominent or remarkable iconic structures.
5. The project proposes conspicuous and exemplary displays of sustainability and sustainable design.
6. The project proposes other creative, innovative or artistic applications of design that may be deemed to be of superlative or outstanding aesthetic quality by the AAC.

SECTION 4 REFERENCES

The following documents are included, by reference, in the supplemental criteria. It is the intent of the supplemental criteria to enhance the requirements found within these documents.

City of Pompano Beach Zoning Code
 City of Pompano Beach Parks Master Plan
 City of Pompano Beach Transportation Corridor Studies
 City of Pompano Beach Complete Streets Manual
 City of Pompano Beach CPTED and Security Guidelines Manual

Original Supplemental Criteria
of the AAC
(for your reference)

CITY OF POMPANO BEACH
SUPPLEMENTAL CRITERIA
OF THE
ARCHITECTURAL APPEARANCE COMMITTEE

SECTION 1 PREAMBLE

This Committee has been established by the City Commission of the City of Pompano Beach in recognition of the fact that beautiful communities can be created only through a deliberate action on the part of the community leadership, architects, planners, realtors and the building industry.

Public action for improving community appearance, as embodied in the Architectural Appearance Committee, will provide the ultimate designers of individual structures with the larger contexts in which their particular works will be viewed. Since the beauty of a community involves the aesthetic quality of all one sees in the community, it goes far beyond the design of individual architectural facades.

Zoning is the single most powerful legal enforcement of an overall urban concept, but it does not fully plan building locations, traffic movement or parklands; it does not create beauty, aesthetic order, or amenity. The task of this Committee is, therefore, to preserve various elements of urban beauty and require that new projects enhance that which already exists.

The essential foundation of beauty in cities is harmony with nature. The plan for achieving beauty must grow out of our special local characteristics of site, aesthetic tradition, and developmental potential. Some local areas of natural beauty are the beaches, the Intracoastal Waterway, the lakes within the City, the canals and the parks. The vistas and visual delight of these should be allowed only to be enhanced. It is the intent that this Committee achieve a pleasant and comprehensive cohesiveness in our community development. The method of achieving this goal is by the use of a Community Design Plan -- the larger contexts referred to above -- which would indicate, for the various parts of the municipality, character is to be attained and protected. The Architectural Appearance Committee is composed of persons with experience in judging three dimensional forms, and their inter-relationships, who have the ability to meet any particular designer on the grounds of his own aesthetic understanding. The Committee acts in review of specific projects to ascertain whether proposals would enhance the Community or violate the spirit of this ordinance. The Committee defines the objectives and looks to see if the aesthetic intentions are actually embodied in proposed projects.

SECTION 2 DEFINITIONS

- A. Appearance - the outward look visible to the public.
- B. Appropriate - fitting as to the context of the site and the whole community.
- C. Architectural character - consistency of theme throughout the exterior design elements.
- D. Architectural concept - the basic idea or theme of a building, or group of buildings or structures, including the site and landscape development, that produces the architectural character.
- E. Architectural features - a prominent or significant part or element of a building, structure, or site.
- F. Architectural style - the characteristic form and detail, representative by a particular historic period or a locality/region, culture.
- G. Compatible - harmony in the appearance of two (2) or more external design features in the same vicinity.
- H. Brilliant - brightly vivid in color.
- I. Eaves - the projecting overhang at the lower border of a roof.
- J. Exterior building component - an essential and visible part of the exterior of a building.
- K. Graphic element - a letter, illustration, symbol, figure, insignia, or other device employed to express and illustrate a message or part thereof.
- L. Harmonious - having elements pleasingly or appropriately combined, as in an arrangement of varied architectural and landscape elements.
- M. Landscape - the assembly of plant materials, topography and other natural physical elements combined in relation to one another and to manmade structures.
- N. Mechanical equipment - equipment, devices, and accessories, the use of which relates to water supply, drainage, heating, ventilating, air conditioning and similar purposes.
- O. Miscellaneous structures - structures, other than buildings, visible from public ways. Examples are memorials, stages, antennas, satellite dishes, sheds, shelters, drive-up facilities, dumpsters, and mailboxes.

- P. Plant material - living organic plant material such as grass, ground cover, shrubs, vines, trees, and palms.
- Q. Proportion - balanced relationship among parts of a building, landscape, structures, signs or buildings to each other and to the whole.
- R. Scale - proportional relationship of the size of parts to one another and to the human figure.
- S. Screen - a structure or planting utilized for the specific purpose of concealing from view an element undesirable or inconsistent the architectural theme.
- T. Site break - a structural or landscape device to interrupt long vistas and create visual interest in a site development.
- U. Street hardware - manmade objects other than buildings that are part of the streetscape. Examples include, but are not limited to, lampposts, utility poles, traffic signs, benches, litter containers, planting containers.
- V. Streetscape - the scene as may be observed along a public street or roadway composed of natural and manmade components, including building(s), paving, planting, street hardware, and miscellaneous structures.
- W. Structure - anything constructed or erected, the use of which requires permanent or temporary location on or in the ground.
- X. Utility hardware - devices such as poles, crossarms, transformers and vaults, flow or pressure regulating assemblies and hydrants that are used for water, gas, oil, sewer and electrical services to a building or a project.
- Y. Vistas - distant view seen through an opening, as between buildings.

SECTION 3 GENERAL REQUIREMENTS

A. BUILDINGS

1) Building Design

- a. The appearance of a building's appearance shall be based on the quality of its design and relationship to surroundings.
- b. Buildings shall project a scale appropriate to their surroundings and design.
- c. Buildings shall be in harmonious conformance with permanent neighboring development.
- d. Materials shall be selected for suitability to the type of buildings and the design in which they are used. Buildings shall have the same materials, or those that are architecturally harmonious, used for all building walls and other exterior building components wholly or partly visible from public ways.
- e. Materials shall be of high quality and durable.
- f. Building components, such as windows, doors, eaves, and parapets, shall be proportionate and compatible with one another.
- g. Colors, including roof colors, shall be subtle and harmonious. Bright or brilliant colors shall be used for accent only.
- h. Mechanical equipment or other utility hardware on roofs, ground or around buildings shall be screened from public view with materials harmonious with building design, or they shall be located so as not to be visible from any public way.
- i. All telephones, vending machines, or any facility dispensing merchandise on private property shall be confined to a space built integral with the building or buildings or enclosed in a separate structure compatible with the main building.
- j. Refuse and waste removal areas, service yards, storage yards and exterior work areas shall be screened from public view with materials harmonious with the building, or they shall be so located as not to be visible from any public way.

- k. Monotony of design in single or multiple building projects shall be avoided. Variation of detail, form and siting shall be used to provide visual interest.

2) Relationship of Buildings to Site and Adjoining Areas

- a. The height and scale of each building shall be compatible with its site and adjoining sites.
- b. Site design providing more than the minimum setbacks is encouraged as a means of providing an interesting relationship between buildings.
- c. The site shall be planned to accomplish a desirable transition with the streetscape.
- d. Buildings shall be designed to be compatible with adjacent structures of conflicting architectural styles by such means as screens, site breaks and materials.
- e. Attractive landscape transition to adjoining properties shall be provided.
- f. Harmony in texture, lines and masses shall be provided in the design of structures. Monotony shall be avoided.

B. SIGNS

It is recognized that one of the primary intents of Chapter 156, "Sign Code", of the City of Pompano Beach's Code of Ordinances is to regulate the type and placement of signs intended to be viewed from any public right-of-way, and to provide for the protection of the health, safety, property values, and general welfare of the public. However, the aesthetics of a building is materially affected by achieving visual harmony of the signs on or about a structure as they relate to the architecture of the building or the adjacent surroundings. In an effort to achieve such harmony and to facilitate the Architectural Appearance Committee's evaluation of the proposed improvement, the following criteria are provided.

- 1) Every sign shall have good scale and proportion in its design and visual relationship to buildings and surroundings.
- 2) Every sign shall be designed as an integral architectural element of the building and site to which it principally relates.

- 3) The colors, materials and lighting of every sign shall be restrained and harmonious with the building and site to which it principally relates.
- 4) The number of graphic elements on a sign shall be held to the minimum needed to convey the sign's major message and shall be composed in proportion to the area of the sign face.
- 5) Each sign shall be compatible with signs on adjoining premises and shall not compete for attention.

C. LANDSCAPING

It is recognized that one of the primary intents of Chapter 155.125, "Landscaping", of the City of Pompano Beach's Code of Ordinances is to establish standards and requirements for the installation and maintenance of landscaping and landscaped open green space. However, in an effort to emphasize the importance of landscaping as a means of achieving beauty in the community, landscaping design and planning must also be integrated with the overall area architectural character. Specifically, proposed landscaping schemes must be evaluated as to their relationship to the existing natural landscape, developed and other proposed landscape, including those on adjacent properties and street right-of-way and the building or buildings existing and proposed. In an effort to facilitate the Architectural Appearance Committee's evaluation of the proposed improvement, the following criteria are provided.

- 1) The existing natural landscape shall be incorporated into the architectural character whenever possible.
- 2) Landscape shall be designed to enhance architectural features, strengthen vistas and provide shade and ground cover.
- 3) Unity of design shall be achieved by repetition of certain plant varieties and other material and by correlation with adjacent developments.
- 4) Plant materials that are appropriate for the ecological setting, harmonious to the design and of good appearance shall be used. Plant material shall be in accordance with the provisions of Chapter 155.127 (A), "Plant Materials", of the City of Pompano Beach's Code of Ordinances.
- 5) Where building sites limit planting, the placement of trees or shrubs in paved areas is encouraged.
- 6) Landscaping shall be encouraged as a component of screening dumpster areas, mechanical equipment, building service (loading) areas and outdoor storage uses.

D. PARKING LOTS AND VEHICULAR USE AREAS

In addition to the minimum landscaping requirements provided in Chapter 155.131, "Vehicle Areas", of the City of Pompano Beach's Code of Ordinances, the following criteria are provided to facilitate the Architectural Appearance Committee's review of the proposed improvement.

- 1) Parking lots and vehicular use areas, where feasible, shall be located, designed and screened in a manner that is attractive and compatible with safety, the building and adjacent areas.
- 2) To minimize the visual harshness of paving, landscaped spaces containing trees or tree groupings that exceed minimum requirements shall be encouraged.
- 3) In order to create a pleasant atmosphere, decorative elements such as sculpture, fountains, gardens and benches shall be encouraged for parking lots and vehicular use areas.
- 4) In locations where plants will be susceptible to injury by pedestrian or vehicular traffic, they shall be protected by appropriate curbs, wheel stops, or other devices.

E. SITE LIGHTING

In addition to the exterior lighting standards provided in Chapter 155.138, "Exterior Lighting", of the City of Pompano Beach's Code of Ordinances, the following criteria are provided to facilitate the Architectural Appearance Committee's evaluation of the proposed improvement.

- 1) Exterior lighting shall be part of the architectural concept. Fixtures, standards, and all exposed accessories shall be harmonious with building design and adjacent areas.
- 2) Lighting should be shielded, and restrained in design. Excessive brightness, flashing lights, and brilliant colors should be avoided.
- 3) Lighting for parking lots and vehicular use areas is to be designed not only from the standpoint of safety and prevention of vandalism, but for visual effect. Lighting should avoid any annoyance to the neighbors from brightness or glare.

- 4) Lighting fixtures for parking lots and vehicular use areas are to be selected not only for their functional value, but also for their aesthetic qualities. Their contributions to the architectural character must consider day and night functions.

F. MISCELLANEOUS STRUCTURES AND STREET HARDWARE

- 1) Miscellaneous structures and street hardware located on private property shall be designed to be part of the architectural character of the site. Materials shall be compatible with buildings, scale shall be proportionate and colors shall be in harmony with buildings and surroundings.
- 2) Miscellaneous structures and street hardware located in public right-of-ways and other public property shall be harmonious with design of adjacent buildings and landscaping to the extent possible.

G. MAINTENANCE, PLANNING AND DESIGN FACTORS

- 1) Continued good appearance depends upon the extent and quality of maintenance. The choice of materials and their use, together with the types of finishes and other protective measures, must be conducive to easy maintenance and upkeep.
- 2) Materials and finishes shall be selected for their durability and wear as well as for their beauty. Proper measures and devices shall be incorporated for protection against the elements, neglect, damage, and abuse.
- 3) Provisions for washing and cleaning of buildings, structures, paved or hard surface areas, and control of dirt and refuse, shall be included in the design. Configurations that tend to catch and accumulate debris, leaves, trash, dirt, and rubbish shall be avoided.

H. CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED) CONCEPTS

It is the intent of the criteria listed below to assist in the creation and maintenance of a built environment that decreases crime and increases safety.

- 1) Lighting that provides for nighttime illumination of parking areas, walkways, entrances and exits.

- 2) The use of sidewalks, pavement, lighting and landscaping to clearly guide the public to and from entrances and exits.
- 3) The use of fences, walls or landscaping to prevent and/or discourage public access to or from dark and/or unmonitored areas.
- 4) The use of pavement treatments, landscaping, art, signage, screening and fences to define and outline ownership of property.
- 5) Landscaping should be designed to discourage crime. Tree heights/spread should allow sufficient visibility and must not completely block views of/from doors and windows. Ground cover should not be planted where they may become hiding places.

L:\comm\arch-app\sup-crit
7/29/98

Ordinance 2015-75

(September 8, 2015)

To allow for the establishment
of Supplemental Criteria
of the AAC

**CITY OF POMPANO BEACH
Broward County, Florida**

AN ORDINANCE AMENDING CHAPTER 155, "ZONING CODE," OF THE CODE OF ORDINANCES OF THE CITY OF POMPANO BEACH, FLORIDA, BY AMENDING SECTION 155.2203., "ZONING BOARD OF APPEALS (ZBA)" AND SECTION 155.2204., "PLANNING AND ZONING BOARD (P&Z)" TO PROVIDE FOR ADDITIONAL NOTIFICATION TO THE CITY COMMISSION FOR REMOVAL OF BOARD MEMBERS FOR POOR ATTENDANCE; BY AMENDING SECTION 155.2205., "ARCHITECTURAL APPEARANCE COMMITTEE (AAC)" TO PROVIDE FOR ADDITIONAL NOTIFICATION TO THE CITY COMMISSION FOR REMOVAL OF BOARD MEMBERS FOR POOR ATTENDANCE AND ESTABLISH SUPPLEMENTAL CRITERIA FOR PROJECT REVIEW; BY AMENDING SECTION 155.2405., "PLANNED DEVELOPMENT," TO MODIFY PROCEDURES AND STANDARDS FOR PLANNED DEVELOPMENT APPLICATIONS, REVIEW AND APPROVALS; BY AMENDING SECTION 155.2407., "SITE PLAN," TO MODIFY THE APPLICABILITY OF MAJOR SITE PLANS AND TO MODIFY STANDARDS FOR MAJOR AND MINOR SITE PLAN REVIEW; BY AMENDING SECTION 155.2408., "BUILDING DESIGN," TO MODIFY THE APPLICABILITY OF MAJOR BUILDING DESIGN AND TO MODIFY STANDARDS FOR APPROVAL REVIEW STANDARDS; BY AMENDING SECTION 155.2410., "PLAT," TO REVIEW STANDARDS; BY AMENDING SECTION 155.2413., "ZONING COMPLIANCE PERMIT," TO MODIFY COMPLIANCE PERMIT REVIEW STANDARDS; BY AMENDING SECTION 155.2414., "ZONING USE CERTIFICATE," TO MODIFY THE APPLICABILITY TO OBTAIN A ZONING USE CERTIFICATE, AND THE EFFECT OF APPROVAL OF SAME, AND TO MODIFY THE EFFECT OF A REVOCATION OF A ZONING USE CERTIFICATE; BY AMENDING SECTION 155.2421., "ADMINISTRATIVE ADJUSTMENT," TO MODIFY STANDARDS FOR ALLOWABLE ADMINISTRATIVE ADJUSTMENTS; BY AMENDING SECTION 155.2424., "APPEAL," TO MODIFY THE TYPES OF DECISIONS OF THE DEVELOPMENT SERVICES DIRECTOR THAT MAY BE APPEALED TO THE ZONING BOARD OF APPEALS; BY AMENDING SECTION 155.3602., "GENERAL STANDARDS FOR ALL PLANNED DEVELOPMENT DISTRICTS," TO MODIFY REQUIREMENTS FOR PLANNED DEVELOPMENT DISTRICT PLANS; BY AMENDING SECTION 155.4214., "COMMERCIAL: ANIMAL CARE USES," TO REVISE SETBACK STANDARDS FOR ANIMAL EXERCISE AREAS, OUTDOOR RUNS AND PENS FOR AN ANIMAL SHELTER OR KENNEL; BY AMENDING SECTION 155.4219., "COMMERCIAL: MOTOR VEHICLE SALES AND SERVICES USES," TO REVISE DEFINITION OF A GASOLINE FILLING STATION; BY AMENDING SECTION 155.4220., "COMMERCIAL: OFFICE USES," TO REVISE STANDARDS FOR PROFESSIONAL OFFICES IN MULTIFAMILY RESIDENTIAL DISTRICTS; BY AMENDING SECTION 155.4221., "COMMERCIAL: RETAIL SALES AND SERVICE USES -

PERSONAL SERVICES," TO MODIFY STANDARDS FOR BANK OR FINANCIAL INSTITUTION USES; BY AMENDING SECTION 155.4222., "COMMERCIAL: RETAIL SALES AND SERVICE USES – RETAIL SALES," TO PROVIDE REQUIREMENTS FOR GROCERY OR CONVENIENCE STORES WHICH SELL GASOLINE AND SIMILAR FUELS; BY AMENDING SECTION 155.5101., "ACCESS AND CIRCULATION," TO MODIFY VEHICLE STACKING SPACE REQUIREMENTS FOR DRIVE-THROUGH AND RELATED USES; BY AMENDING SECTION 155.5102., "OFF-STREET PARKING AND LOADING," TO MODIFY THE QUANTITY AND SIZE OF OFF-STREET PARKING SPACES, AND TO MODIFY REQUIREMENTS FOR OFF-STREET PARKING AREAS AND VALET PARKING PLANS; BY AMENDING PART 5, "TERMS AND USES DEFINED," BY REVISING DEFINITIONS FOR BANKS OR FINANCIAL INSTITUTIONS AND FOR GASOLINE FILLING STATIONS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to law, ten (10) days' notice has been given by publication in a paper of general circulation in the City, notifying the public of this proposed ordinance and of a public hearing in the City Commission Chambers of the City of Pompano Beach; and

WHEREAS, a public hearing before the City Commission was held pursuant to the published notice described above, at which hearing the parties in interest and all other citizens so desiring had an opportunity to be and were, in fact, heard; now, therefore,

BE IT ENACTED BY THE CITY OF POMPANO BEACH, FLORIDA:

SECTION 1. That Section 155.2203., "Zoning Board of Appeals (ZBA)," of Chapter 155, "Zoning Code," of the Code of Ordinances of the City of Pompano Beach is hereby amended to read as follows:

§ 155.2203. ZONING BOARD OF APPEALS (ZBA)

...

C. MEMBERSHIP, APPOINTMENT, AND TERMS OF OFFICE

...

4. Removal and Replacement; Attendance

...

b. Removal for Poor Attendance

Any member of the ZBA who is absent from three consecutive regularly scheduled board meetings or more than 50 percent of regularly scheduled board meetings held within a calendar year shall be removed from the board by the City Commission in accordance with subsection a above. The Chair of the ZBA or the Development Services Director shall notify the Mayor and City Commission if a member qualifies for removal under this subsection.

...

SECTION 2. That Section 155.2204., "Planning and Zoning Board (P&Z)," of Chapter 155, "Zoning Code," of the Code of Ordinances of the City of Pompano Beach is hereby amended to read as follows:

§ 155.2204. PLANNING AND ZONING BOARD (P&Z)

...

C. MEMBERSHIP, APPOINTMENT, AND TERMS OF OFFICE

...

4. Removal and Replacement; Attendance

...

b. Removal for Poor Attendance

Any member of the P&Z who is absent from three consecutive regularly scheduled board meetings or more than 50 percent of regularly scheduled board meetings held within a calendar year shall be removed from the board by the City Commission in accordance with subsection a above. The Chair of the P&Z or the Development Services Director shall notify the Mayor and City Commission if a member qualifies for removal under this subsection.

...

SECTION 3. That Section 155.2205., "Architectural Appearance Committee (AAC)," of Chapter 155, "Zoning Code," of the Code of Ordinances of the City of Pompano Beach is hereby amended to read as follows:

§ 155.2205. ARCHITECTURAL APPEARANCE COMMITTEE (AAC)

C. MEMBERSHIP, APPOINTMENT, AND TERMS OF OFFICE

4. Removal and Replacement; Attendance

b. Removal for Poor Attendance

Any member of the AAC who is absent from three consecutive regularly scheduled board meetings or more than 50 percent of regularly scheduled board meetings held within a calendar year shall be removed from the board by the City Commission in accordance with subsection a above. The Chair of the AAC or the Development Services Director shall notify the Mayor and City Commission if a member qualifies for removal under this subsection.

J. SUPPLEMENTAL CRITERIA

The AAC may adopt Supplemental Criteria subject to City Commission approval, which augments the design standards found within the Zoning Code. The Supplemental Criteria will enable the AAC to determine if the design elements of proposed developments would enhance the City and, more specifically, if the City's desired aesthetics are actualized in the design of the proposed developments. Copies shall be made available for public inspection in the Development Services Department.

SECTION 4. That Section 155.2405., "Planned Development," of Chapter 155, "Zoning Code," of the Code of Ordinances of the City of Pompano Beach is hereby amended to read as follows:

§ 155.2405. PLANNED DEVELOPMENT

B. SCOPE

Planned developments are established by amendments of the Official Zoning Map that rezone land to a Planned Development (PD) zoning district for which applicable development regulations are defined by a planned development master plan (PD Plan) ~~and a planned development agreement~~

establishments engaged in the on-site circulation of cash money and check-cashing facilities, but does not include bail bond brokers. ~~Banks and financial institutions are distinguished between those whose total gross floor area is 2,000 square feet or less and those whose total gross floor area exceeds 2,000 square feet.~~ Accessory uses may include automated teller machines (ATMs) and facilities providing drive-through service.

...

GASOLINE FILLING STATION

Buildings and premises where gasoline, oils and greases, and automobile accessories may be supplied and dispensed at retail (or in connection with a private operation where the general public is excluded from use of facilities). This use may also involve the sale of drinks, packaged foods, tobacco, and similar convenience goods for filling station customers, as accessory and incidental to principal operation. ~~The use does not include establishments selling gasoline where the sales of convenience goods constitute a principal use such uses are classified as convenience stores.~~

...

SECTION 21. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

SECTION 22. This Ordinance shall become effective upon passage.

PASSED FIRST READING this 28th day of July, 2015.

PASSED SECOND READING this 8th day of September, 2015.



LAMAR FISHER, MAYOR

ATTEST:



ASCELETA HAMMOND, CITY CLERK

GBL/jrm
9/9/15
L:ord/ch155/2015-390

Minutes (draft)
From the April 28, 2016
meeting

Ms. Stanton stated that staff will be working with the applicants before they submit to the AAC to encourage them to bring more than the bare minimum in design. The changes in the code that based on this analysis will allow staff to have higher standards for the applicants to begin with.

Mr. Elroweny stated that staff could suggest the improvement of the canopy as part of a superior design in order to seek relief in other areas.

Ms. Aycock added that she likes the adaptive uses that canopies that are not brand-specific can provide.

6. SUPPLEMENTAL CRITERIA

Staff has prepared a comprehensive update to the 1998 Supplemental Criteria. The revisions reflect current terminology, and language that reflect trends in architecture, site design and associated technology that is focused on sustainability. Staff is seeking feedback from the Architectural Appearance Committee on the Supplemental Criteria, which requires adoption by the City Commission.

Ms. Stanton stated that the name "Architectural Appearance Committee" denotes a committee that only looks at appearances of buildings. The board now discusses elements such as sustainability and the function of the development. She asked how the board feels about adding sustainability to the supplemental criteria. The section of the Supplemental Criteria does not have a 'Superior Design' section. That is because the term 'Vernacular Alternative' is in the Zoning Code and will need to be changed before it is changed in the Supplemental Criteria.

Ms. Aycock stated that one element of sustainability is adaptive reuse. The section that states that a mural can be used to break up a long blank wall should mention that a mural can be applied to any wall.

Mr. Balint asked if there was anything in the Supplemental Criteria to encourage pavers or improved entry features.

Ms. Stanton read the section that references entry features. The section is very broad.

Mr. Balint stated that the landscape section should include a mention of enhancing the appearance of the entry point.

Mr. Elroweny stated that he likes the idea that there could be concessions for more than ten parking spaces in a row if the landscape islands are enlarged.

Ms. Aycock stated that there are some code sections that may be confusing between zoning requirements, landscape requirements, and CPTED.

Ms. Stanton stated that the applicants that feel that they cannot meet certain sections of the code as it relates to building design can apply for an approval based on a Vernacular Alternative. The Supplemental Criteria denotes what part of the applicants proposal the committee should be looking for. This proposal must be substantial in nature.