MINUTES - DECEMBER 20, 2018

OPENING SESSION

- Vice Chair John Paul Weesner called the meeting to order at 2:00 p.m.
- Ashley Edwards, Recording Secretary, conducted the Roll Call and confirmed a quorum.
- Vice Chair, John Paul Weesner, read the Welcome, General Rules of Order and the Appeals process.

NEW BUSINESS:

MINUTES

- Patrick Panza moved to approve the November 15, 2018 ARB Meeting Minutes. The motion was seconded by Margaret Brock. The motion carried 6-0.

PUBLIC COMMENT: NONE.

CONSENT AGENDA: NONE.

REGULAR AGENDA

1. 504 W. Church St.

   Owner/Applicant: Greg Reynolds
   Location: 504 W. Church Street
   District: 5
   Project Planner: Doug Metzger

   ARB2018-10010 Request for a Certificate of Appearance Approval for the development of an urban plaza and outdoor dining area.
Recommended Action: ARB Staff has reviewed project at 504 W. Church St. and recommends approval with the following conditions:

1. **Limits of Approval**—This ARB approval is limited to the proposed plaza area at 504 W. Church Street and the adjacent streetscape. This approval does not cover any proposed improvements outside the above areas. Alterations to the approved plans will require additional ARB staff review. Substantial changes to the approved plans may require full board approval.

2. **Proposed Layout and Materials**—The proposed layout, materials and furnishings are approved as submitted.

3. **Perimeter Wall**—The perimeter wall along W. Church St. and S. Division Ave. will be reconfigured so that the bottom 2-feet of the wall will be brick and the upper 4-feet of the wall will be welded wire fencing with 7-foot tall regularly spaced brick columns.

4. **Ingress/Egress Gates**—The east and west gates must be reconfigured so the gates swing out towards Church St., and not into the plaza area. The east gate will also need to be recessed towards the plaza interior so the gate do not swing into the streetscape zone.

5. **Street Trees**—The empty tree wells on W. Church St. must be restored and re-planted with high-rise live oak trees as part of the plaza area construction.

6. **Lighting**—All exterior lighting must comply with the City lighting code and a photometric plan must be included in the permit documents.

7. **Streetscape**—Any damage to the Church Street or Division Ave. streetscape during construction of the plaza area must be repaired area by the applicant or contractor prior to issuance of a Certificate of Occupancy for the plaza.

8. **Transformer Area Screening**—The transformer area outside the plaza area must be screened with landscaping including a hedge that is 36-inches tall at the time of planting.

9. **Signage**—Any proposed signage for the patio will require additional ARB review and sign permits prior to installation.

10. **Electric Meters and Switch Boxes** — Electric meters and switch boxes mounted to exterior walls shall not be located on street facing facades.

11. **Maintenance Agreement**—The developer will need to enter into a maintenance agreement with the CRA to define the operations and maintenance responsibilities for the plaza area since the developer is not the property owner.

12. **ARB Approval**—ARB approval does not grant permission to construct and install. All required permits must be reviewed and obtained from the city prior to the commencement of construction activity.

A Board discussion ensued regarding the height of the perimeter wall and proposed materials used.

Danny Gordon made a motion to approve with the additional condition that number 5 be removed from the staff condition, and for the applicant to keep the elevated deck lower than the height of the top of the brick wall. The motion was seconded by Jeff Arms. The motion passed 6-0.

**OTHER BUSINESS**

A. ARB Minor Reviews completed since the November ARB Meeting:

B. Creative Village Development Review Committee Projects for Approval:
   1. No cases for the November CVDRC, the monthly meeting was cancelled.
OLD BUSINESS: None

DATE OF NEXT MEETING
THE NEXT MEETING OF THE APPEARANCE REVIEW BOARD WILL BE THURSDAY, JANUARY 17, 2018, 2018 AT 2:00 PM.

ADJOURNMENT
There being no further business to come before the Appearance Review Board, Vice Chair John Paul Weesner adjourned the meeting at approximately 2:45 p.m.

STAFF PRESENT
Walter Hawkins, Director of Urban Development
Doug Metzger, City Planning
Ashley Edwards, Board Secretary
Sarah Taitt, Assistant City Attorney II
Jason Burton, Chief Planner
Kimberley Allonce, Economic Development Coordinator III

Thomas C. Chatmen Jr., Executive Director
Ashley Edwards, Recording Secretary