

**NASHVILLE DEVELOPMENT  
REVIEW COMMISSION WORK SESSION  
TUESDAY, NOVEMBER 18, 2008**

**Commission Members Present:** President David Martin, Member Bob Bain, Member Merwin Bugher (arrived at 5:39pm), Member June Bryan, Member Warren Cole, Member Rosemary Saurer and Member Brenda Young. Commission Member(s) not present: Vice-President Sean Cassidy and the Representative from the Brown County Economic Development Commission. Also in attendance – Chief Administrator Phyllis Carr and Historical Landmarks Foundation Representative Laura Renwick.

**1) CALL TO ORDER:** The meeting was called to order by President Martin at 5pm.

**2) NEW MEMBER HANDBOOK**

President Martin asked if the Commission had further changes they would like to make to the handbook. Historical Landmarks Foundation Representative Renwick presented the Commission with a new cover sheet. President Martin would like the word “New” removed from the title of the handbook. Member Young asked to have DRC spelled out. The Commission members asked to have the role of the DRC to be placed in the Ordinances and Guidelines.

Member Young spoke regarding the Welcome Page, she would like to change the wording to “bring the Member Handbook to the meetings”. She noted some minor typos to be changed and asked that the job titles and e-mail addresses be updated.

Member Young discussed the motions and advised that she would not make motions that are six paragraphs long and according to Robert’s Rules of Order, this length would be more along the lines of a resolution. Discussion. Historical Landmarks Foundation Representative Renwick suggested they cite the applicable guidelines in their motion and give a brief explanation. The Commission proposed having a check sheet for the sign motions in order to aid the applicant and the Commission members. Member Young will continue to work on the motion check sheet and Historical Landmarks Foundation Representative Renwick will make the other changes discussed earlier and will add all the ordinances in the zoning code.

President Martin would like to have the roles of the officers defined as well as the roles of Administration. Historical Landmarks Foundation Representative Renwick already addressed this idea and presented copies for the Commission to review. Discussion. Historical Landmarks Foundation Representative Renwick will also add information regarding demolition and staff approval guidelines.

President Martin would also like to include in the handbook a statement that members are encouraged to have some sort of a dialogue with their appointing body or the appointing individual so they know what is going on. President Martin also noted the Commission has never denied a sign application or certificate of appropriateness; they may have tweaked some or asked for changes to better tie in with the town. President Martin explained the underlining mission of the Commission is to try and work with people through the process not to discourage people.

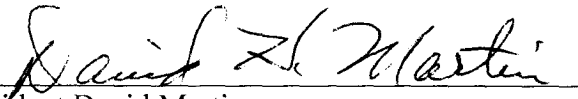
President Martin mentioned that he would like to create an annual report to submit to the Town Council in January including statistics of how many signs were approved, etcetera.

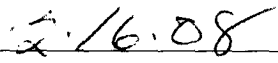
**3) NEW COLOR PALETTE**

Member Young advised that she picked up some other color palettes over the weekend because to show what people would receive when they go out looking for color samples. She also wanted to look at some other exterior color choices that are available at retail paint departments. Member Young volunteered to be a part of the group that is appointed to work on color choices if possible. She suggested that some of the Commission members that are artists to also be a part of this group. President Martin commented that the appointments can be made at the regular meeting following this work session.

**ADJOURNMENT**

President Martin adjourned the work session at 5:55 pm.

  
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President David Martin

  
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Date