

**NASHVILLE DEVELOPMENT
REVIEW COMMISSION MEETING
TUESDAY, OCTOBER 21, 2008**

Commission Members Present: President David Martin, Member Merwin Bugher, Member Bob Bain, Member June Bryan, Member Warren Cole, Member Rosemary Saurer and Member Brenda Young. Commission Member(s) not present: Vice-President Sean Cassiday and the Representative from the Brown County Economic Development Commission. Also in attendance – Chief Administrator Phyllis Carr.

1) CALL TO ORDER: The meeting was called to order by President Martin at 6pm.

2) ROLL CALL: The roll was called by Chief Administrator Carr.

3) APPROVAL OF THE MINUTES:

Member Young made a motion to approve the minutes of the September 16, 2008 meeting. Member Cole seconded the motion. All were unanimously in favor.

Member Young made a motion to approve the minutes of the September 23, 2008 meeting. Member Cole seconded the motion. All were unanimously in favor.

4) SIGN PERMIT APPLICATIONS

A. FATHER, SON, DAUGHTER – DOCKET #08-39

Chief Administrator Carr stated that the representative was in on Monday because he thought that was when the meeting was to be held. Member Young noted that she drove by the shop earlier today and did not see the sign up. President Martin asked if the representative understood that the DRC would not be meeting again for another month. Chief Administrator Carr explained that she told the representative if he wanted to put the sign up earlier, he would need to get a fourteen day temporary sign permit from the county.

Member Young questioned that the copy of the picture they were given said that the border is red and the sign application says black, white and orange. Josh McCulley Sr., the representative for the sign application entered the meeting at this time. President Martin asked him to explain the colors of the sign. Mr. McCulley advised the sign will be made of barn wood, which he will sandblast and attach some natural limbs around it. He will not have paint on the sign and Member Young asked him to amend the application to reflect what the sign will look like.

Member Saurer asked how the sign will be posted. Mr. McCulley is looking at attaching the sign to the posts that are already on the property. Discussion of where the sign will be placed. Mr. McCulley reiterated that the lettering will not be painted but rather sandblasted.

Member Young made a motion to approve the sign application for Docket #08-39 for Father, Son, Daughter based on the following guidelines: Si-2, Si-6, Si-7, Si-8 and Si-11. Member Bugher seconded the motion. Member Cole clarified that the motion includes the amendment to the application that there will not be a paint border, the lettering is sandblasted and he will use tree limbs or the existing post. All were unanimously in favor.

B. CALZONE JONES – DOCKET #08-40

Chief Administrator Carr advised that this sign is simply relocated and they are using the same sign. President Martin asked if this could be done in-house rather than coming before the Commission again. Member Young noted that in their current guidelines, relocating a sign would still come before the Commission. A representative for the sign was not present for the meeting.

Chief Administrator Carr noted this is the same sign they have used in their two previous locations. Member Young commented that she did not have a problem with the sign, since they have approved this same sign in the past.

Member Young made a motion to approve the sign application for Docket #08-40 for Calzone Jones based on the following guidelines: Si-2, Si-7, Si-8 and Si-11. Member Cole seconded the motion. Member Saurer noted the sign is currently propped up with leaning posts and asked if they would remain. Discussion. Chief Administrator Carr offered to call the representative regarding how the sign would be anchored. Member Young withdrew her motion as Chief Administrator Carr called the representative. Member Young made a motion to table this discussion until later in the meeting. Member Cole seconded the motion. All were unanimously in favor.

Chief Administrator Carr returned to the meeting and advised that she called both phone numbers that were written on the application and left messages for them to call her on her cell phone this evening. Member Bain commented that he is not really sure what the problem is, the sign is not a problem, and the position of where it is going to be hung is not a problem so he does not understand what the issue is. Member Saurer described how the sign is currently propped up and she just wondered if the boards would be removed. President Martin asked if a motion could be made contingent that the supports for the posts need to be removed. Member Bain agreed that the sign looks temporary. Discussion.

Member Young made a motion to approve the sign application for Docket #08-40 for Calzone Jones based on the following guidelines: Si-2, Si-7, Si-8 and Si-11 contingent upon the sign in the yard being permanently anchored. Member Cole seconded the motion. All were unanimously in favor.

C. LEWARD RARE BOOKS AND PRINTS – DOCKET #08-41

As there was no representative present, Member Cole stated he felt there was insufficient information on which to make a decision, therefore he made a motion to table this request until they receive sufficient information. Member Young seconded the motion. All were unanimously in favor.

D. ST. MATTHEWS ANGLICAN CHURCH – DOCKET #08-43

Dan Conley was present to represent the sign application. He presented a picture of the sign for the Commission to review. The door will stay the same and the signage will be on the window. Discussion.

Member Young made a motion to approve the sign application for Docket #08-43 for St. Matthews Anglican Church based on the following guidelines: Si-2, Si-6 and Si-12. Member Cole seconded the motion. All were unanimously in favor.

5) REPORT FROM TOWN ADMINISTRATION

Chief Administrator Carr reported one COA was approved in-house for the Brown County Library to re-stain the cedar finish to the original cedar color. They did not approve one sign application because it was zoned residential one and this does not go before the DRC.

Chief Administrator Carr noted that she gave the Commission a letter regarding the possibility of a sixty unit complex being built on the 2.9 acres across from the YMCA. All the DRC information was sent out to the developer today.

6) GUIDELINES

President Martin advised that they had two things they were considering under the guidelines. One was the additional paragraph on decks and the other was that the Commission might want to footnote the information that he had presented on masonry veneer. He would like for the Commission to make a decision on whether they need to add these to the guidelines.

The paragraph on decks that Laura Renwick of Historical Landmarks Foundation created was discussed first and President Martin read the addition to the Commission. Discussion. Member Cole made a motion to approve the guidelines regarding porches according to the new draft labeled September 8, 2008. Member Young seconded the motion. All were unanimously in favor.

President Martin then addressed the masonry veneer comments that he presented to the Commission for review. Member Cole mentioned that he did not see any harm in referencing this in the guidelines. President Martin explained that if once in a while they found some things to footnote it would be good to backup the guidelines. Member Young commented that a footnote is fine as a reference. Member Young made a motion to add the masonry veneer second edition as a footnote or reference to the DRC guidelines. Member Bryan seconded the motion. All were unanimously in favor.

7) ANY OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

President Martin commented that a copy of the new member handbook has been passed out to all Commission members this evening and he believes that not all have had an opportunity to review the handbook. President Martin noted that the guidelines are also included in the handbook.

Member Young commented that she and President Martin discussed the handbook briefly before the meeting and they would like to take off the word "new" from the member handbook. Member Young advised they could leave the handbooks at Town Hall so that they would be accessible during meetings. Member Young commented that the handbook is not much more than what is already passed out in the packets, other than a few good tips. Member Young went through the handbook with the other Commission members. She asked that a few more ordinances be added to the handbook such as all the zoning ordinances pertaining to signs and lighting. Member Young proposed adding the sections from the Town's codification book because it is smaller.

President Martin would like to discuss the handbook further once all the Commission members have had a chance to review it. He suggested they have a work session prior to the next regular meeting to discuss the handbook. He is hopeful that Historic Landmarks Foundation Representative Laura Renwick will have something to suggest to the Commission regarding hardships. President Martin questioned if they had a quick guide written for applicants. Chief Administrator Carr advised that she has typed up a list of things that need to be done by the applicant and President Martin would like the Commission to review this list so they can help applicants understand the process. This should also be included in the handbook.

Member Young commented that she is not in favor of how the motions are worded in the handbook and feels that they are too long. She reviewed Robert's Rules and it says that if motions are really long, not simple and direct, they should be doing resolutions. Member Bryan asked if they would have to go

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through a long motion if they were passing an application. If they are denying an application, they would have to tell the applicant why, but they should not have to go into great detail telling them why they are approving it. Discussion. The Commission agreed to hold a work session on November 18, 2008 at 5pm prior to the regular meeting.

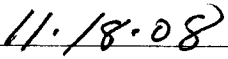
Member Young asked to have the additional copies of the zoning ordinances and codes for the work sessions. Chief Administrator Carr noted that she will provide copies of this information for the work session. President Martin also noted that at the work session they will look at the new color palette created by Historic Landmarks Foundation Representative Laura Renwick since the first palette had been misplaced. He asked that the Commission members review the palette before the work session and it will be available at Town Hall for the Commission to do this.

ADJOURNMENT

Member Young made a motion to adjourn the meeting. Member Bugher seconded the motion. All were unanimously in favor. The meeting was adjourned at 6:55 pm.



President David Martin



Date