

**DEVELOPMENT REVIEW COMMISSION MEETING
TUESDAY, JANUARY 23, 2024**

Commission Members present: President Jocelyn Hawkins, Member Bruce Gould, Member Melissa Parker, Member Andi Rogers-Bartels and Member Shelly Benson. Commission Members not present: Member William Galloway and Member Katina Thomas. Also in attendance: Administration Manager Phyllis Carr and Indiana Landmarks Representatives Alex Brooks (2:55).

COMMISSION BUSINESS

1. CALL TO ORDER

Meeting called to order at 2:00 pm by President Hawkins.

2. ROLL CALL

The roll was called by Administration Manager Carr.

3. ELECTION OF OFFICERS

Member Gould made a motion to nominate Joceyln Hawkins as President. Member Parker second the motion. All were unanimously in favor.

Member Gould made a motion to nominate Shelly Benson as Vice-President. President Hawkins seconded the motion. All were unanimously in favor.

4. APPROVAL OF THE MINUTES – 11-21-2023 MEETING

Member Gould made a motion to approve the 11-21-2023 meeting minutes as presented. Member Benson second the motion. All were unanimously in favor.

5. SIGN APPLICATION

**A. CARPENTER REALTY – GREENFIELD SIGNS – 30 ARTIST DRIVE –
DOCKET #24-01**

No representative present. Administration Manager Carr advised the applicant is proposing to place a double sided sign in the front of the property with another sign placed on the front of the building. Background of the sign will be white with red/black lettering. Material used for the sign is HDU foam/wood.

President Hawkins made a motion to approve sign application for Carpenter Realty –Docket #24-01 under guidelines, SI2, SI6 and SI11. Member Parker seconded the motion. All were unanimously in favor.

**B. BROWN COUNTY HEALTH & LIVING – CARDON & ASSOC. – 55 WILLOW
STREET – DOCKET #24-02**

No representative present. Administration Manager Carr advised she approved the sign in-house, but could not approve the sign base due to it being a new base and placed in a different location. New base will be made out of Brown County stone.

President Hawkins made a motion to approve sign application for Brown County Health & Living – Docket #24-02 under guidelines SI11 AND SI17. Member Gould seconded the motion. All were unanimously in favor.

C. COOPER’S ALLEY – 110 N. VAN BUREN STREET – DOCKET #24-07

Carrie Byer’s present. Currently the business owners have three signs for Cooper’s Alley. They were advised one of these signs will need to be removed. They are applying for a sign for Cooper Alley’s Board, an overnight rental. They will be submitting a sign application for Cooper Alley’s Bread (restaurant) in the future. Administration Manager Carr advised since they have three different businesses, they would need three business license. Carrie acknowledged this.

President Hawkins made a motion to approve sign application for Cooper Alley’s Board – Docket #24-07 under guidelines, SI2 and SI6.

6. CERTIFICATE OF APPROPRIATENESS

A. FRANKLIN SQUARE – JEFF TATHAM – 91 W. FRANKLIN ST. – DOCKET #23-62

Jeff Tatham and Doug Harden present. They are proposing to remodel the first floor and use for storage. The second story addition will be used for an overnight rental. The State has approved the plans. They will be placing a concrete pad down, use vertical siding to the building with composite shingles and adding a light to the stairs and one for the building and the windows to match the lower floor of the existing building.

President Hawkins made a motion to approve the Certificate of Appropriateness for – Franklin Square – Docket #23-62, under guidelines, R2, R4, R5, LI1, NC12, NC 25 and S7. Member Gould seconded the motion. All were unanimously in favor.

B. ABE’S CORNER BOUTIQUE – LONNIE PREVOT – 58 E. MAIN STREET – DOCKET #23-64

Robert Marana present. They are proposing to install an wood awning frame with shingles to match the current roof of the main building and place pavers where the garden was in front of the building. They will use treated wood and leave natural in color. There will be no gutters, but there will be a drip edge at the end of the roof.

Member Gould made a motion to approve the Certificate of Appropriateness for – Abe’s Corner Boutique – Docket #23-64, under guidelines AC1, AC2, AC3, AC6, AC7, L1, PO9 and R5. President Hawkins seconded the motion. All were unanimously in favor.

C. NASHVILLE HOUSE – ANDI ROGERS-BARTELS – 15 S. VAN BUREN STREET – DOCKET #24-04

Andi Rogers-Bartels present and recused herself from the vote. Andi is proposing to replace the old shingled roof with a red metal roof to match the front door of the Nashville House.

President Hawkins made a motion to approve the Certificate of Appropriateness for – Nashville House – Docket #24-04, under guidelines R2, R4 and R5. Member Parker seconded the motion. All were unanimously in favor.

D. ANTIQUE ALLY COMPLEX – ANDI ROGERS-BARTELS – 78 FRANKLIN STREET – DOCKET #24-05

Andi Rogers-Bartels present and recused herself from the vote. Andi is proposing installing a shelter building which will be open on all sides, like Brozinni's has. All natural wood with string lights.

Member Gould made a motion to approve the Certificate of Appropriateness for – Antique Alley Complex – Docket #24-04 under guidelines, NC3, NC4, NC7, NC11, NC23, NC25, R4, R5 and L- string lights. President Hawkins seconded the motion. All were unanimously in favor.

E. COOPER'S ALLEY – CARRIE BYERS – 120 N. VAN BUREN STREET – DOCKET #24-08

Carrie Byers present. Requesting permission for the 5 temporary tents that have been installed for weeks. Would like to keep them up for their Valentine's Day event. These tents will be removed by Friday, February 16, 2024 if approved.

Member Gould made a motion to approve the Certificate of Appropriateness for – Cooper's Alley – Docket #24-08 under guidelines, TS1, TS2, TS3 and TS12. President Hawkins seconded the motion. All were unanimously in favor.

7. REPORT FROM TOWN ADMINISTRATION

Administration Manager Carr approved the following in-house:

Sign applications:

Jason Oskay – Brown County Health & Living – 55 Willow Street – Docket #24-02

Marge DeGlandon – Remax Team – 10 Artist Dr. – Docket #24-03

Mark Byers – Cooper's Alley – 110/120 N. Van Buren St. – Docket #24-06

Adam Dillan-Moore – River and Roads LLC – 76 E. Main St. – Docket #24-09

Andra Walters – Brown County Art Guild – 45 S. Van Buren St. – Docket #24-10

Dale Ann Gramman – Queen Hat Co. – 75 S. Jefferson St. – Docket #24-11

Emily Wamsley – Rustic Charm – 75 S. Jefferson St. – Docket #24-12

Administration Manager Carr reminded the Commission of the Public Hearing for Hard Truth Distilling Co. for the proposed separation building will be on Tuesday, January 30, 2024 at 2:00 pm. Five Members must be present for the meeting.

8. REPORT FROM INDIANA LANDMARKS

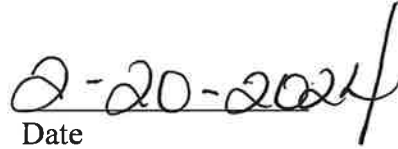
Alex Brooks stated he would get shed guidelines from other communities and email them to the Commission.

9. ANY OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

Member Gould stated at the last meeting, the Cooper's Alley storage shed tabled at the last meeting. Member Gould stated in the guidelines for temporary structures, there are no set backs for the side or front of the property just the back side. Match materials of buildings and no pre-fab sheds. Would like to discuss this further at the February 20, 2024 meeting.

With no other business to discuss, President Hawkins made a motion to adjourn the meeting. Member Gould seconded the motion. All were unanimously in favor. Meeting adjourned at 3:17 pm.


DRC President


Date