

**NASHVILLE DEVELOPMENT REVIEW COMMISSION MEETING  
TUESDAY, MARCH 15, 2022**

Commission Members present in person: Vice-President Andi Wilson, Member Alyn Brown, Member Bruce Gould, Member Jocelyn Hawkins, Member David Martin, Member Phil Stephens and Member Jacob Taylor. Members in attendance via Zoom: Member Kamady Lewis (left at 6:20 pm) and Indiana Landmarks Representative Mark Dollase. Commission Member not present: President Greg Fox. Also in attendance in person: Administration Manager Phyllis Carr and Records Clerk Sandie Jones.

**COMMISSION BUSINESS**

**1. CALL TO ORDER**

Meeting called to order at 6:00 pm by Member Wilson.

**2. ROLL CALL**

The roll was called by Administration Manager Carr.

**3. APPROVAL OF THE MINUTES – 2-15-2022 MEETINGS**

Member Stephens moved to approve the minutes of the 2-15-2022 meeting as presented. Member Hawkins seconded the motion. All were unanimously in favor by roll call vote.

**4. CERTIFICATE OF APPROPRIATENESS**

**A. INDIANA RED BARN & RV CAMPGROUND – VERCCI REED & ROBBIE  
AYERS - DOCKET #22-06**

Robbie Ayers was present advised that they are proposing to install a cedar privacy fence between the campground and the other business next to them. The fence will be a 6' treated fence. They have plans to leave it it's natural color, but if the Commission would like it painted, they will do so.

Member Stephens made a motion to approve the Certificate of Appropriateness for Indiana Red Barn & RV Campground – Docket #22-06, under guidelines: F4, F5, F6 and F9. Member Hawkins seconded the motion. All were in favor by roll call vote.

**B. BREDA YOUNG & ROGER KELSO – 255 W. WASHINGTON ST. –  
DOCKET #22-07**

Administration Manager Carr asked to add this application agenda and the Commission agreed. She advised that the applicants would like to paint the current red brick white. Photos were shown to all present. Member Gould noted the property is zoned B2, there is not a business there. One photo it shows white brick in the back of the house. The applicants want to do other upgrades to the house, but those items will be placed on the April agenda. Discussion.

Member Hawkins made a motion to approve the Certificate of Appropriateness for Brenda Young & Roger Kelso - Docket #22-07, under guidelines: P1, P2 and P3. Member Taylor seconded the motion. All in favor by roll call vote with Member Kamady abstaining.

**5. FEATHER BANNERS**

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Administration Manager advised she has contacted Planning & Zoning. This information will be sent to the Town Attorney to review regarding the fine process.

### **6. DISCUSS GUIDELINE UPDATES**

Member Gould sent out updated temporary structures guidelines for the Commission to review. Member Stephens would like to change the approval time from five to three years. Discussion.

Member Stephens move to approve the temporary structures with the approval time of three years. Member Martin seconded the motion. All in favor by roll call vote with Member Kamady abstaining.

Member Gould explained the next steps would be approval from the Town Council and the Town Attorney. Administration Manager Carr will also check with Planning & Zoning to see what they will need to do in their office regarding the updated guidelines.

Member Gould sent out updated Porches guidelines for the Commission to review. Vice-President Wilson moved to approve the new guidelines for porches. Member Hawkins seconded the motion. All in favor by roll call vote with Member Kamady no longer in attendance.

See Attachment A for the updated guidelines.

### **7. REPORT FROM TOWN ADMINISTRATION**

Administration Manager Carr reported that the Village Green Restrooms will need a new roof due to leaks. The Town will replace the roof with like for like materials. She has approved this application in-house.

Administration Manager Carr reported that the Old School Way and Mound Street restrooms have had the water fountains removed and they will not be replaced. The Town would like to paint the buildings where the fountains were located. They will use the same color as the rest of the building, and she has approved this in-house. The Parking and Public Facilities Board will look to make sure the colors match and if not they will need to repaint the buildings.

### **8. REPORT FROM INDIANA LANDMARKS**

Indiana Landmarks Representative Mark Dollase advised the Commission that they have hired a new representative for our district, and they will be at the next meeting in April.

### **9. ANY OTHER BUSINESS**

Member Gould commented that last month, Member Martin had voiced concerns about changes made to buildings that the DRC had not approved. Member Gould noted that the construction that was approved from past applicants such as the Olde Bartley House, instead of using Brown County Stone that was approved, the product they used instead could be more durable. Member Gould also stated that materials change constantly, there are material shortages etcetera. The DRC guidelines are hard to follow to a "T" due to availability of materials.

The commission suggested they have projects checked for compliance. If there are changes in materials the applicant will need to explain why the approved materials were not used. Discussion as to who will follow-up on these project progress and materials.

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Administration Manager Carr reported that Planning & Zoning Director Ritzman has advised that the DRC Guidelines don't really have fines. She will talk with the Town Attorney and get her opinion on fines. Discussion.

Administration Manager Carr suggested applicants can come with Plan A and Plan B in case the materials are not available during the project. Discussion.

Indiana Landmarks Representative Dollase advised that they can turn the DRC into a Historic Preservation Commission. By going this route, they can take people to court they don't follow the guidelines with a fine up to \$2,500 per day with each violation. Discussion.

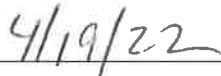
The Commission asked that Administration Manager Carr contact Planning & Zoning regarding the internally lit sign for the new campground in Gnaw Bone.

### 10. ADJOURNMENT

Member Brown moved to adjourn the meeting. Member Stephens seconded the motion. Vice-President Wilson adjourned the meeting at 6:41 pm

*The audio recording made at the Development Review Commission meeting on 3-15-2022 is retained in the Office of the Town Clerk-Treasurer.*

  
\_\_\_\_\_  
DRC President Greg Fox

  
\_\_\_\_\_  
Date

**ATTACHMENT A**

**TEMPORARY STRUCTURES**

**TS1** Temporary structures may remain in place within town limits for no more than sixty (60) consecutive days or a total of sixty (60) nonconsecutive days per calendar year.

If the temporary structure is intended for use by a business with a permanent storefront, is to be located on the same property as the permanent storefront, and is to be used for the purpose of conducting retail operations, the time limit for the structure to be in place will be 120 consecutive days or a total of 120 nonconsecutive days per calendar year.

If the business in the permanent storefront intends to use the same or similarly sized temporary structure for the limited time period but from year to year, DRC approval can be made for up to three years.

Any structure intended to be in place for longer than the above mentioned time restrictions shall be evaluated as a permanent structure. See the design guidelines for New Construction for more information.

**PORCHES, PATIOS, AND DECKS**

**Po1** ...and features of porches, patios, decks, stoops, and balconies....

**Po2** ...character-defining porches, patios, decks, or balconies....

**Po3** If a porch, patio, or deck or some of its elements...

**Po4** Enclosure of existing open porches, patios, and decks are not recommended. However, if enclosure is desired...

**Po6** ...may be appropriate for some repair and construction...

**Po7** Decks and patios are discouraged... If a deck or patio is desired... New decks and patios should be compatible in scale...

**Po8** Avoid adding new porches, patios, decks, stoops, or balconies... If a new porch, patio, or deck is to be added...

**Po9** Make ramps, other entrance structures, and any other modifications necessary...

**Po10** if adding a handrail to a porch, patio, deck, or stoop...

**Po11** Refer to appropriate safety guidelines in regards to required hand rails, spindles, allowable ramp grades, step and ramp lighting, and any other required structural safety element.

**Po12** Any umbrellas, pergolas, or any other type of overhead shading device must comply with the available color pallet.