

DOWNTOWN REVIEW BOARD  
February 7, 2018  
5:30 P.M. – COUNCIL CHAMBER

	<u>Name</u>	<u>Attendance</u> (mtgs attended-mtgs absent)	<u>Term of Office</u>
<b>MEMBERS PRESENT:</b>	John Spencer	(17-7)	3/10/20
	David Peppard	(6-0)	6/20/19
	Chuck Hamilton	(19-5)	4/2/18
	Pat Dillon	(10-1)	3/21/20
	Fr. Sid Breese	(9-1)	8/31/18
	Scott Sollars	(6-2)	10/12/18
	Pastor Tim Doyle	(2-1)	11/25/19
<b>MEMBERS ABSENT:</b>	Brian Myers	(9-2)	3/22/19
	Larry Buck	(22-2)	4/02/18

2018 FEB - 8 AM 9:09

CITY CLERK

Quorum Present. Five members constitute a quorum.

**STAFF PRESENT:** Nic Hutchison, City Planner  
Amber Lattin, Asst. City Planner  
Rebecca Shipp, Executive Secretary  
Ted Elo, Asst. City Attorney

Spencer called the meeting to order.

**ROLL CALL: Dillon-present, Breese-present, Doyle-present, Spencer-present, Peppard-present, Sollars-present, Buck-absent, Hamilton-present, Myers-absent**  
Quorum is present. Five members constitute a quorum.

**APPROVAL OF MINUTES – November 1, 2017**

Dillon made a motion to approve the minutes. Hamilton seconded.

**VOTE: Dillon-yes, Breese-yes, Doyle-yes, Spencer-yes, Peppard-yes, Sollars-yes, Hamilton-yes.**  
**Ayes – 7, Nays – 0, Abstain -0. Minutes approved.**

Spencer asked Hutchison if there were any adjustments/postponements to the agenda.

Hutchison responded no.

Spencer read the rules of conduct adopted by the board.

**Item #1 Election of Officers**

Spencer made a motion for Larry Buck as Chairman. Breese seconded

**VOTE: Dillon-yes, Breese-yes, Doyle-yes, Spencer-yes, Peppard-yes, Sollars-yes, Hamilton-yes.**  
**Ayes – 7, Nays – 0, Abstain -0. Motion approved.**

Dillon made a motion for John Spencer as Vice Chairman. Peppard seconded

**VOTE: Dillon-yes, Breese-yes, Doyle-yes, Spencer-yes, Peppard-yes, Sollars-yes, Hamilton-yes.  
Ayes – 7, Nays – 0, Abstain -0. Motion approved.**

**Item #2 Certificate of Appropriateness – A request for approval of a Certificate of Appropriateness for construction of four permanent gate structures with temporary road closure barricades to be located at 702 Felix Street, 726 Felix Street, 100 North 7th Street, and 198 North 7th Street, as requested by Aaron Stutterheim.**

Hutchison stated the applicant was in attendance if anyone had any questions.

Aaron Stutterheim-919 Corby-spoke on behalf of the item. Stutterheim stated the proposed gated consisted of one arched gate and four column gates. The arched gate would be 25ft tall with a vehicle clearance of 17<sup>th</sup>. The other three gates would be 19 ft. tall. The purpose of the gates is twofold-safety and welcoming to the district entrance. The materials to be used are brick and limestone. The metal portion will be steel painted black with gold lettering.

Breese asked Elo if the three members of the board who also volunteered on the gate project should abstain from voting.

Elo responded Officers or Directors of an entity which would provide funding would not be able to vote but volunteers don't reach that level under ethics statutes. That being said a conflict could also be personal and would be dependent upon an individual's view.

Dillon asked Hutchison if City Staff has reviewed the application

Hutchison responded yes.

Hamilton asked if the structure was to notify the public rather than for safety purposes.

Stutterheim responded the gates are not designed to stop a vehicle but would perhaps slow one down in a crash situation.

Hamilton made a motion to approve the request. Sollars seconded

**VOTE: Dillon-abstain, Breese-yes, Doyle-yes, Spencer-yes, Peppard-yes, Sollars-yes, Hamilton-yes.  
Ayes – 6, Nays – 0, Abstain -1. Motion approved.**

Hutchison gave each board member a draft copy of the Downtown Precise Plan. Hutchison asked member to look it over and feel free to may any comments or suggestions. Hutchison stated that the final plan would come before the board for approval at a later date.

The meeting was adjourned at 5:46 p.m.

Minutes respectfully submitted by Rebecca Shipp.