

**MINUTES
KNOXVILLE DOWNTOWN DESIGN REVIEW
BOARD MEETING OF JULY 16, 2014
MAIN ASSEMBLY ROOM
4:00 P.M.**

Board member – Present	Board membership
Chad Boetger	Downtown Resident
Brandon Pace	AIA Representative
Brian Pittman	Downtown Resident
Russ Watkins	Business Development Representative
Anne Wallace	City of Knoxville
Marleen Davis	Urban Design Professional
Lorie Matthews	Historic Zoning Representative
Mike Reynolds	Metropolitan Planning Commission (non-voting)
Board member – Absent	Board membership
Matt Synowicz	CBID Representative
Mark Heinz	Business Development Representative
Ex-officio & staff members	Department / Organization
Mark Donaldson	Metropolitan Planning Commission
Crista Cuccaro	City of Knoxville – Law Department
Dave Hill	Metropolitan Planning Commission
Dori Caron	Metropolitan Planning Commission
Rick Emmett	City of Knoxville – Downtown Coordinator
Tom Reynolds	City of Knoxville – Plans Review and Inspections
Melvin Wright	City of Knoxville – Plans Review and Inspections
Applicants & general public	Affiliation
Jeff Gaylon	Applicant /Architect

The meeting was called to order by Chair Chad Boetger. It was established that there was a quorum. Mr. Boetger asked that the Board members and ex-officio members introduce themselves.

Action: A Motion was made by Brandon Pace and seconded by Anne Wallace to approve the June 18, 2014 Minutes. The Motion carried unanimously.

Certificates of Appropriateness:

[Certificate No. 7-A-14-DT](#)

300 West Depot Avenue – Southern Station (Jeff Gaylon and Linn Slocum)
Pre-development – N/A

Description of Work

- 1) Recreate former entry door (“luggage doorway”) (120a) on the front (north) elevation to the left (east) of the pedestrian bridge. Remove the late, non-original brick and window infill from the former opening and install a new doorway that closely matches the design of the main doorway at the second floor main entrance. The door, sidelights, transom muntins and framing will be made of wood.
- 2) Remove late, non-original wooden cross-braced double-leafed door (129A) from the rear (south) east end, and install pair of true-divided ten-light doors to match the pair directly opposite on the front east end of the building in the former freight area. The two existing wooden cross-braced panels at the top of the entryway will remain, with a new two-light transom installed below to match that existing on the front elevation.

Staff Comments

This building is within the Southern Terminal and Warehouse (National Register) Historic District. The doorway to be recreated was for freight shipment drop-off and where passengers would check their baggage. Photo documentation of the doorways proposed to be changed has not been found so there is no historical evidence from which to determine an appropriate design.

The terminal was updated at some point to include some Art Deco elements, such as the arched ground floor doorway under the pedestrian bridge that leads to the second floor main entry. This doorway has glass block in the sidelights and transom, a multi-pane wood door, and Art Deco inspired wood trim. This same design was repeated in the ground floor doorway directly to the rear of the building and much of the interior woodwork.

Though the Secretary of Interior Standards for Rehabilitation recommend against conjectural installations, the proposed doorways could have logically been designed in this manner and will add design consistency among the highly visible building elements on the front elevation (the Art Deco door is below the pedestrian bridge and not highly visible from the street). The proposed “luggage doorway” has a rectangular opening similar to the second floor main entry and the transoms on front elevation will have a consistent design.

Staff Recommendation:

APPROVE Certificate 7-A-14-DT as submitted.

Discussion: Mike Reynolds reviewed the work description and noted the new front door will be the main entrance to the business. Mr. Gaylon noted the rear door is actually a slider and not original and is inoperable. He stated there have been many alterations to the building since it was built. Mr. Gaylon noted they worked closely with staff in developing the new designs. He clarified that all of the double doors on the rear will be the same. There was discussion surrounding the discrepancy in proportion of the drawing of the proposed new front doors with regards to the proportions of the existing door they intend to recreate, but it was clarified that they would be the same in design and detail, just different in height. Significant discussion ensued regarding the height and design of the proposed transom on the front door as well as the glass to be used. Mr. Gaylon clarified that the transom is/would be true divided light panels.

Action: A Motion was made by Anne Wallace and seconded by Lorie Matthews to approve the application per staff recommendation. The Motion carried unanimously.

Certificate No. 7-B-14-DT

318 North Gay Street – Regas Square Sign (Allen Sign Company)
Pre-development – N/A

Description of Work

Remove the dimensional channel letters on the rooftop sign that read “restaurant”, and repurpose some letters and add “Q” to spell “SQUARE”. The sign structure will be repainted and the remaining portions of the sign will be brought up to new condition. The “Regas” portion of the sign will remain unchanged.

Discussion: The Applicant was not present. Mike Reynolds noted the “Restaurant” word has already been removed. Anne Wallace noted this site has officially been designated as “Regas Square” by the City of Knoxville.

Action: A Motion was made by Brian Pittman and seconded by Anne Wallace to approve the application per staff recommendation. The Motion carried unanimously.

Staff Recommendation:

APPROVE Certificate 7-B-14-DT as submitted

There were no staff reports this month.

Other Business:

- Vote for Chair and Vice-Chair of the board for a one-year term.

Discussion: There were several nominations on the floor from last month’s meeting:

Chad Boetger nominated Russ Watkins for Chair.

Mark Heinz nominated Lorie Matthews for Chair.

Brandon Pace nominated Lorie Matthews for Vice-Chair.

It was clarified the City Boards operate according to Roberts Rules of Order. Further, Christa Cuccaro noted she could also provide a copy of the Administrative Rules that govern how the Board operates.

Chair Chad Boetger closed nominations as there were no more offered from the floor. He then called for a vote by raise of hand:

Action: Those in favor of Lorie Matthews for Chair:

Voting YES:
Russ Watkins

Voting NO:
Chad Boetger
Brandon Pace
Brian Pittman
Lorie Matthews
Anne Wallace
Marleen Davis

The Vote does not carry for Lorie Matthews to become Chair.

Action: Those in favor of Russ Watkins for Chair:

Voting YES:
Chad Boetger
Brandon Pace
Brian Pittman
Anne Wallace
Marleen Davis
Lorie Matthews

Voting NO:
Russ Watkins

The vote carries for Russ Watkins to become to become Chair.

Action: Those in favor of Lorie Matthews for Vice Chair: There was a unanimous YES vote for Lorie Matthews to remain Vice-Chair.

- Anne Wallace noted the Downtown Way Finding project is now out to bid with bids due back in tomorrow morning. They hope to be under construction before the end of the year.
- Christa Cuccaro reported the City does not yet have an answer surrounding the legality of disallowing the use of EIFS within the City. It was clarified staff were reviewing what other jurisdictions across the county may be doing with regards to allowing or excluding its use.

Action: A Motion was made by Anne Wallace and seconded by Brandon Pace to adjourn. The Motion carried unanimously and the meeting was adjourned.

Tabled:

1. *Certificate No. 10-A-13-DT*
531 Henley Street – Project: The Tennessean Hotel
2. *Certificate No. 11-B-12-DT*
100 S Broadway – Project: 100 S Broadway
3. *Amendments to the Downtown Design Overlay District, Downtown Knoxville Design Guidelines, and Administrative Rules and Procedures.*
Initiated by the Downtown Design Review Board.