

**MINUTES  
KNOXVILLE DOWNTOWN DESIGN REVIEW  
BOARD MEETING OF SEPTEMBER 17, 2014  
MAIN ASSEMBLY ROOM  
4:00 P.M.**

<b>Board member – Present</b>	<b>Board membership</b>
Brian Pittman	Architect, Downtown Property Owner
Chad Boetger	CBID Representative
Russ Watkins	Business Development Professional
Lorie Matthews	Historic Zoning Representative
Anne Wallace	City of Knoxville
Kristina Wright	Downtown Resident Representative
Mike Reynolds	Metropolitan Planning Commission (non-voting)
<b>Board member – Absent</b>	<b>Board membership</b>
Marleen Davis	Urban Design Professional
Mark Heinz	Business Development Representative
Brandon Pace	AIA Representative
<b>Ex-officio &amp; staff members</b>	<b>Department / Organization</b>
Crista Cuccaro	City of Knoxville – Law Department
Rick Emmett	City of Knoxville – Downtown Coordinator
Dori Caron	Metropolitan Planning Commission
Tom Reynolds	City of Knoxville – Plans Review and Inspections
Peter Ahrens	City of Knoxville – Plans Review and Inspections
<b>Applicants &amp; general public</b>	<b>Affiliation</b>
Daniel Jones	Sanders Pace Architecture
Nathan Honeycutt	McCarty Holsaple McCarty

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

**Action: A Motion was made by Chad Boetger and seconded by Anne Wallace to approve the August 20, 2014 Minutes. The Motion carried unanimously.**

**Certificates of Appropriateness:**

- 1) **Certificate No. [9-B-14-DT](#)**  
516 W Jackson Avenue – Knox Whiskey Works (John L. Sanders)  
Pre-development – N/A

**Discussion:** Mike Reynolds noted the Applicant is seeking approval for a hanging sign sized (3 ft. x 4 ft.) with the final design not yet determined. He noted staff suggests the Board only consider the externally illuminated metal blade sign as the Board typically has Applicant’s submit a design for any internally illuminated signs. Applicant Daniel Jones noted the aluminum doors will have a dark anodized finish and the vertical tongue and groove wooden panels will be painted. There were no other comments or discussion.

**Action:** A Motion was made by Chad Boetger and seconded by Lorie Matthews to approve the application per staff recommendation with the clarification that if the Applicant chooses to install a halo illuminated sign they will need to submit for a separate approval. The Motion carried unanimously.

- 2) *Certificate No.* [9-C-14-DT](#)  
116 S Gay Street – Sterchi Lofts (Leigh A. Burch  
III) Pre-development – N/A

**Discussion.** The Applicant was not present. Mike Reynolds clarified that the rooftop pergola has already been constructed and it will not have roofing material. He noted the Applicant built it as they were already replacing the existing deck which was in disrepair and wanted to add some shade. He noted the pergola can only be seen from distant views from public rights of way. It was noted that the Board may want to consider adding specific language in the guidelines with regards to these types of rooftop structures as there has been an increasing number of similar structures coming before the Board.

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

- 3) *File No.* [9-D-14-DT](#)  
Consideration of Exterior Building Materials (Downtown Design Review Board)

**Discussion:** Mike Reynolds reviewed the DRAFT letter to the Mayor in detail. He noted that upon further review beyond last month's Board meeting staff felt a comprehensive effort to research similar regulations in other cities wait until the Mayor and her administration support moving forward with the Board's request. Tom Reynolds noted most buildings downtown are also in the Fire District where certain exterior materials are already addressed in the fire code. Any changes the Board would make to the guidelines would need to be made in concert with the fire district codes. Mr. Reynolds noted staff would involve Plans Review and Inspections in reviewing any proposed changes to the guidelines and overlay district.

**Action:** A Motion was made by Chad Boetger and seconded by Anne Wallace to approve File No. 9-D-14-DT, a letter to Mayor Rogero requesting Consideration of Exterior Building Materials, authorizing the Chair of the Downtown Design Review Board to forward the letter to Mayor Rogero, per staff recommendation. The Motion carried unanimously.

**Certificate of Appropriateness to be Untabled:**

- 4) *Certificate No.* [10-A-13-DT](#)  
531 Henley Street – The Tennessean Hotel (McCarty Holsaple McCarty)

**Action:** A Motion was made by Chad Boetger and seconded by Kristina Wright to untable the application for 531 Henley Street. The Motion carried unanimously.

**NOTE:** Applications that are taken off the table (“untabled”) will be considered for approval at the following board meeting. For the request on today's agenda, if it is untabled it will be considered for approval at the October 15, 2014 meeting.

**Staff Report:**

- 5) *Certificate No. 9-A-14-DT* – CoA approved: 8/20/2014  
Jackson Avenue Market / Curious Dog (200 West Jackson Avenue)
- New 3 square foot, non-illuminated projecting sign that is made of a painted wood-like material with white letters raised 1 inch on both sides.

**Discussion:** Mike Reynolds reviewed the Level 1 Certificate approved this month.

**Other Business:**

- 6) Announcement: A workshop has been scheduled to begin immediately following the Downtown Design Review Board meeting to discuss the proposal at 531 Henley Street, The Tennessean Hotel. The workshop is open to the public, however, discussion is limited to the board members, ex- officio staff members, and the development team.
- 7) Anne Wallace gave an update of the City's Downtown Wayfinding project noting the contract has been bid, signed and the Notice to Proceed has been issued to the contractor. She stated that signs should be going into the ground within about 6 weeks.

**Tabled:**

- 8) *Certificate No. 11-B-12-DT*  
100 S Broadway – Project: 100 S Broadway
- 9) *Amendments to the Downtown Design Overlay District, Downtown Knoxville Design Guidelines, and Administrative Rules and Procedures.*  
Initiated by the Downtown Design Review Board.

**Action:** A Motion was made by Chad/ Boetger and seconded by Anne Wallace to adjourn the meeting. The Motion carried unanimously and the meeting was adjourned.