

MINUTES
KNOXVILLE DOWNTOWN DESIGN REVIEW BOARD
MEETING OF NOVEMBER 18, 2015
SMALL ASSEMBLY ROOM
4:00 PM

Board member – Present	Board membership
Brian Pittman	Downtown Resident Representative, Architect
Anne Wallace	City of Knoxville Representative
Mike Reynolds	MPC Representative (non-voting)
Lorie Matthews	Historic Zoning Commission Representative
Mark Heinz	Downtown Owner Representative, Developer
Chad Boetger	CBID Representative
Brandon Pace	AIA Representative
Kristina Wright	Downtown Resident Representative
Marlene Davis	Urban Design Representative
Board Member - Absent	Board membership – Absent
Russ Watkins	Business Development Representative
Ex-officio & staff members	Department / Organization
Crista Cuccaro	City of Knoxville - Law Department
Dori Caron	Metropolitan Planning Commission
Applicants & general public	Affiliation
Mike Waller	Cannon-Cannon
Alan Grissom	Cannon-Cannon
Matthew DeBardelaben	Synergy

The meeting was called to order by Vice-Chair Lorie Matthews. It was established that there was a quorum. Ms. Matthews asked that Board members and ex-officio members introduce themselves.

Action: A Motion was made by Anne Wallace and seconded by Chad Boetger to approve the October 21, 2015 Minutes. The Motion carried unanimously.

Certificates of Appropriateness:

Certificate No. 11-A-15-DT

714 West Hill Avenue – Parking Lot improvements (Church Street United Methodist Church)

Discussion: Mike Reynolds reviewed the application. It was clarified that the wooden guardrail [along the parking lot] would be built to National Park Service standards. He also noted the Applicant plans to use the cobblestone design retaining wall by Redi-Rock. Alan Grissom clarified that that a handrail system on top of the wall was required due to the wall height. He also clarified the wall height goes from 2 ft. to 11 or 12 ft. in the middle (south). He noted it would be rather expensive to simply take the wall up to the height of a handrail [in lieu of adding a handrail]. There was significant discussion surrounding whether terracing the wall would be a better option and multiple scenarios were reviewed. It was clarified that the proposed handrail was actually by code, a guardrail. Concern was noted that the wall would simply be too high and would not fit well with the overall urban environment. There was further discussion surrounding the Board’s options resulting in moving to request additional, more specific information.

Action: A Motion was made by Brandon Pace and seconded by Marleen Davis to postpone consideration of the application submitted for 714 West Hill Avenue until the December 2015 board meeting so the Applicant can provide additional details regarding: Elevations of the proposed retaining wall including all guard rails, a plan for the site lighting, studying the height of the retaining wall including options for terracing and a site plan that includes spot elevations or topography [in order to more clearly understand the proposed height of the wall].

Further Discussion: There was discussion surrounding the “hatched” area on the plan at the intersection of Hill Avenue and S. Broadway, which the Applicant clarified was not being touched because of existing utilities, and the new curb would turn into that area.

Vice-Chair Matthews called for a Motion on the floor. **The Motion carried unanimously.**

Certificate No. 11-B-15-DT

314 South Gay Street – Cholo Taqueria (Ben Austin)

Discussion: Mike Reynolds noted the Applicant was not present and reviewed the application. It was clarified the materials would be metal and wood, with the lettering engraved into the wood. The sign will not be illuminated.

Action: A Motion was made by Anne Wallace and seconded by Chad Boetger to approve the application submitted for 406 W. Church Avenue as submitted per staff recommendation. **The Motion carried unanimously.**

Certificate No. 11-C-15-DT

108 West Jackson Avenue – Old City Wine Bar (Thomas Boyd)

Discussion: Mike Reynolds noted the Applicant has requested postponement until next month.

Action: A Motion was made by Chad Boetger and seconded by Brandon Pace to postpone consideration of the application submitted for 108 West Jackson Avenue until the December 2015 board meeting. **The Motion carried unanimously.**

Staff Reports: There were no staff reports this month.

Other Business: Mike Reynolds distributed the proposed 2016 meeting schedule for consideration of a vote next month. The December meeting is proposed to be on December 14, 2016 (second Wednesday of the month) in the Main Assembly Room, instead of the normal meeting date on the third Wednesday and location in the Small Assembly Room. This is to accommodate holiday travel schedules since the third Wednesday is the same week as Christmas in 2016.

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