

**MINUTES  
KNOXVILLE DOWNTOWN DESIGN REVIEW BOARD  
MEETING OF MARCH 16, 2016  
SMALL ASSEMBLY ROOM  
4:00 PM**

<b>Board member – Present</b>	<b>Board membership</b>
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
Marlene Davis	Urban Design Representative
Brandon Pace	AIA Representative
<b>Board Member - Absent</b>	<b>Board membership – Absent</b>
Kristina Wright	Downtown Resident Representative
Russ Watkins	Business Development Representative
<b>Ex-officio &amp; staff members</b>	<b>Department / Organization</b>
Crista Cuccaro	City of Knoxville - Law Department
Dori Caron	Metropolitan Planning Commission
Marty Clay	Plans Review and Inspections
DeAnn Bogus	Plans Review and Inspections
Rick Emmett	City of Knoxville Downtown Coordinator
<b>Applicants &amp; general public</b>	<b>Affiliation</b>
Kassie Holmes	CDM Smith

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 Brandon Pace and seconded by Mark Heinz to approve the February 17, 2016 Minutes. The Motion carried unanimously.**

***Certificate No. 3-B-16-DT***

West Jackson Avenue – Old City Streetscape Improvements Phase 1 (City of Knoxville)

**Discussion:** Rick Emmett and Kassie Holmes were present and offered a few clarifications as requested by Board members. It was noted that although the guardrail is on the Daniel property the City could suggest a more interesting and appealing rail at the step/ramp. It was also noted that the lack of street trees in this phase of the (south side) is due to the overall lack of space but a future phases includes planting street trees along the north side of Jackson. Ms. Holmes clarified that the proposed curbs would be standard 6 inch vertical concrete. A discussion ensued regarding the existing sections of granite curbs where a general concern was expressed at losing another character defining feature of the street. Rick Emmett noted that the granite curbs are difficult to install and maintain, and with the grade challenges in this location they felt the standard curbs would work better as well as be more cost effective. He did note they would be carefully salvaged for possible use elsewhere.

**Action: A Motion was made by Anne Wallace and seconded by Brian Pittman to recommend approval of Certificate 3-B-16-DT to City Council and the Mayor, per staff recommendation, with the addition of a recommendation that re-use of the existing granite curbs be fully explored. The Motion carried unanimously.**

**Certificate No. 3-C-16-DT**

201 West Church Avenue – Dual Brand Hotel (Rick Blackburn)

**Discussion:** Staff recommendation is to postpone consideration of this Certificate to the April 20, 2016 Board meeting to allow for additional time [for the Applicant] to address comments from staff.

**Action: A Motion was made by Chad Boetger and seconded by Mark Heinz to postpone consideration of Certificate 3-C-16-DT to the April 20, 2016 Board meeting to allow for additional time [for the Applicant] to address comments from staff, per staff recommendation. The Motion carried unanimously.**

**Staff Reports:**

There were no staff reports.

**Other Business:**

There was no other business.

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

