



INFILL HOUSING DESIGN REVIEW COMMITTEE

November 2019

MEETING MINUTES

Meeting Date/Time:	November 7, 2019 at 9:00 a.m.
Meeting Location:	City County Building, Small Assembly Room
Committee Members Present:	Michelle Portier (non-voting), Amy Brooks (non-voting), Scott Elder, DeAnn Bogus, Linda Pierucci, Kortni Cook, Todd Kennedy, Lindsay Crockett, Mike Reynolds
Committee Members Absent:	Perry Childress
Guests:	Steve Abbott, Matt Dawson, Gary Koontz, Peter Ahrens, Bryan Berry
Recorder:	Michelle Portier

Meeting was called to order at 9:02 am.

Vote to approve October 3, 2019 meeting minutes

Action: A motion was made by Todd Kennedy to approve the October 3, 2019 meeting minutes. Mike Reynolds seconded the motion and it passed 7-0.

11-A-19-IH 0 Evans Street – Subdivision plat

Discussion: The Committee had no comments or questions.

Action: A motion was made by Lindsey Crockett seconded by Todd Kennedy to approve the application as submitted. The motion passed 7-0.

11-B-19-IH 131 E. Emerald Avenue & 1709 McMillan Street – Subdivision plat

Discussion: The Committee discussed approving the plat with the exception of the front setbacks, which would be more appropriate to approve with the site plan and building plans when the lot is actually developed.

Action: A motion was made by Mike Reynolds seconded by DeAnn Bogus to approve the plat without the front setback. The motion passed 7-0.

11-C-19-IH 528 W. Glenwood Avenue & 516 E. Woodland Avenue – Subdivision plat

Discussion: The Committee had no comments or questions.

Action: A motion was made by Mike Reynolds seconded by Scott Elder to approve the subdivision as submitted. The motion passed 7-0.

11-D-19-IH 514 Cedar Avenue – Infill house and site plan

Discussion: The Committee discussed the following conditions in their review of the proposed infill house:

- Include a walkway to the street in lieu of the sidewalk at the front of the house (p. 5).
- Utilize lap siding over Dutch lap or horizontal panels to more closely resemble the exterior materials historically utilized in the neighborhood (pg.13).
- Driveway must meet City of Knoxville Engineering standards. If using a gravel surface, a minimum of 10-15 feet of asphalt or concrete is required to be installed from the street to keep gravel off of the alley. Landscape timbers must be installed along both sides of the driveway and around the parking pad to contain the gravel.

Action: A motion was made by Todd Kennedy seconded by Scott Elder to approve the project as submitted with the above conditions. The motion passed 7-0.

11-E-19-IH 814 Watauga Avenue – Subdivision plat

Discussion: The Committee had no comments or questions. Ms. Portier noted during the presentation of the application that the surveyor had confirmed the closed contour lines to be a drainage culvert that ran beneath the property and railroad tracks.

Action: A motion was made by Todd Kennedy seconded by Scott Elder to approve the subdivision as submitted. The motion passed 7-0.

Other Business

Amy Brooks had some general announcements for the Committee:

1. An Infill Housing Committee workshop was held recently to review the Committee's Design Guidelines and the overall structure of the board. A summary of what was discussed will be sent to all Committee members for discussion at the December meeting. Ms. Brooks invited more recommendations and thoughts on how things could be approved and asked Committee members to email her with any comments they may have.
2. Knoxville-Knox County Planning is rolling out a new website for the Infill Housing Committee. The new site will function more like that of the Planning Commission and will make more information available to the public, such as conditions that are imposed as part of the approvals. Ms. Brooks announced that the new website should be live by the end of the day.
3. Michelle Portier will be taking over as the administrator of the Infill Housing Committee and will be chairing the meetings going forward. During this transition, Ms. Brooks will not be voting in order to assist Ms. Portier.

Scott Elder moved to adjourn the meeting, seconded by DeAnn Bogus. The meeting was adjourned at 9:16 am.