



INFILL HOUSING DESIGN REVIEW COMMITTEE

March

MEETING MINUTES

Meeting Date/Time:	March 5, 2020 at 9:00 a.m.
Meeting Location:	City County Building, Small Assembly Room
Committee Members Present:	Michelle Portier (non-voting), Scott Elder, Adam Kohntopp, Kortni Cook, Perry Childress, Mike Reynolds, Lindsay Crockett
Committee Members Absent:	Todd Kennedy, DeAnn Bogus, Amy Brooks
Guests:	Roy Nicaud, Lloyd Owens, Gary Koontz, Pam Harris, Deborah Thomas, Kathy Seely
Recorder:	Michelle Portier

Meeting was called to order at 9:00 am.

Vote to approve February 6, 2020 meeting minutes

Action: A motion was made by Lindsey Crockett to approve the February 6, 2020 meeting minutes. Scott Elder seconded the motion and it passed 6-0.

12-A-19-IH 427 E. Quincy Avenue – new house and driveway; Roy Nicaud, applicant

Discussion: Pam Harris, representing the neighborhood, expressed concerns with some of the items shown in the building plans, among them the window between the vents beneath the gable on the front façade. The Committee discussed that issue and the following conditions in their review:

1. A walkway should be added from the front porch to the front sidewalk.
2. The front driveway to the previous house should be removed to prevent parking between the front of the house and the street. The curb should be repaired to the City of Knoxville's Engineering Department requirements.
3. Shrubs or landscaping should be shown on the site plan to demonstrate screening.
4. Driveway and parking pad shall meet City of Knoxville Engineering Department requirements.
 - a. Parking pad shall be 18 ft x 20 ft.
 - b. If using a gravel surface, a minimum of 10-15 ft of asphalt or concrete is required to be installed from the street to keep gravel off of the alley, and landscape timbers must be installed along both sides of the driveway and around the parking pad to contain the gravel.
5. Utilize 3-over-1 window panes on the front façade to be consistent with the rest of the house.

6. Utilize lap siding versus Dutch lap or horizontal panels to more closely resemble the exterior materials historically utilized in the neighborhood.
7. Replace the window/vent combination beneath the front gable with a single vent of appropriate scale to remain more consistent with the Craftsman style of architecture.

A motion was made by Mike Reynolds, seconded by Lindsey Crockett, to approve the project with the above conditions. The motion passed 6-0.

3-A-20-IH 433 E. Quincy Avenue –front porch remodel; Lloyd Owens, applicant

Discussion: Ms. Portier introduced the item and stated staff's recommendation to approve the project as submitted. The size of the posts was confirmed at this time.

Action: A motion was made by Scott Elder and seconded by Kortni Cook to approve the project as submitted. The motion passed 6-0.

3-B-20-IH 826 Watauga Avenue – new house and site plan; Gary Koontz, applicant

Discussion: Committee member Adam Kohntopp of Knoxville's Engineering Department requested for the access to be off of the street because the alley is one-way and a dead-end. He also requested for the finished floor foundation height be 1 ft above that of the railway due to the potential of flooding. These items were discussed in addition to planning staff's recommendations:

- Driveway and parking pad shall meet City of Knoxville Engineering Department requirements.
 - Parking pad shall be 18 ft x 20 ft.
 - If using a gravel surface, a minimum of 10-15 ft of asphalt or concrete is required to be installed from the street to keep gravel off of the alley, and landscape timbers must be installed along both sides of the driveway and around the parking pad to contain the gravel.
- Parking pad should be screened with landscaping and/or fencing.
- A walkway should be installed from the front porch to the street to be consistent with other houses on the block.
- Utilize lap siding versus Dutch lap or horizontal panels to more closely resemble the exterior materials historically utilized in the neighborhood.
- At least one tree should be retained (or planted) in the front and rear yards since the house is set back more than 25 ft from the street.
- Access can be off of Watauga Avenue provided the driveway is moved to the side of the house and terminates in a parking pad at least 20 feet behind the front façade of the house.

Action: A motion was made by Mike Reynolds and seconded by Kortni Cook to approve the project according to the above conditions and Engineering's requests. The motion passed 6-0.

3-C-20-IH 820 Watauga Avenue – new house and site plan; Gary Koontz, applicant

Discussion: Committee member Adam Kohntopp of Knoxville’s Engineering Department made the same requests as for the previous application – that access be off of the street because the alley is one-way and a dead-end, and for the finished floor foundation height to be 1 ft above that of the railway due to the potential of flooding. These items were discussed in addition to the following:

- Driveway and parking pad shall meet City of Knoxville Engineering Department requirements.
 - Parking pad shall be 18 ft x 20 ft.
 - If using a gravel surface, a minimum of 10-15 ft of asphalt or concrete is required to be installed from the street to keep gravel off of the alley, and landscape timbers must be installed along both sides of the driveway and around the parking pad to contain the gravel.
- Parking pad should be screened with landscaping and/or fencing.
- A walkway should be installed from the front porch to the street to be consistent with other houses on the block.
- Utilize lap siding versus Dutch lap or horizontal panels to more closely resemble the exterior materials historically utilized in the neighborhood.
- At least one tree should be retained (or planted) in the front and rear yards since the house is set back more than 25 ft from the street.
- Expand the porch depth to 8 ft per Infill Guidelines.
- The shingles should be a dark color.
- Access can be off of Watauga Avenue provided the driveway is moved to the side of the house and terminates in a parking pad at least 20 feet behind the front façade of the house.

Action: A motion was made by Mike Reynolds and seconded by Lindsey Crockett to approve the project according to Engineering’s requests and planning staff’s recommendations, with the exception of the recommendation to retain two small windows on the side facade. The applicant can opt to install or not install these windows according to his wishes. The motion passed 6-0.

Adjournment – A motion was made by Scott Elder and seconded by Kortni Cook to adjourn the meeting. The meeting was adjourned at 9:30 a.m.