

DOWNTOWN REVIEW BOARD
October 2, 2019
5:30 P.M. – COUNCIL CHAMBER

2019 OCT -7 AM 9:55

REVISED MINUTES

	<u>Name</u>	<u>Attendance</u>	<u>Term of Office</u>
MEMBERS PRESENT:	Lonnie Bass	1-0	8/31/21
	Dana Massin	3-0	2/11/22
	Pat Dillon	15-1	3/21/20
	Cristin Coffman	4-0	5/21/21
	Pastor Tim Doyle	6-2	11/25/19
MEMBERS ABSENT:	John Spencer	19-10	3/10/20
	Rebecca Thacker	2-1	2/25/22
	Andrew Montee	2-2	3/22/22
	Jackson Connors	0-1	9/23/22
STAFF PRESENT:	Nic Hutchison, City Planner		
	Ted Elo, Asst. City Attorney		
	Rebecca Shipp, Executive Secretary		

Elo stated there is not a Chairman or Vice Chairman in attendance. Elo suggested the Board members present elect an acting Chairman.

Coffman made a motion to nominate Dillon as acting Chairman. Doyle seconded the motion.

Motion accepted by consensus. Dillon accepted acting Chair position.

Dillon called the meeting to order at 5:31p.m.

ROLL CALL: Dillon-present, Bass-present, Doyle-present, Spencer-absent, Thacker-absent, Massin-present, Coffman-present, Montee-absent, Connors-absent

Quorum is present. Five members constitute a quorum.

APPROVAL OF MINUTES – September 4, 2019

Doyle made a motion to approve the minutes. Massin seconded.

**VOTE: Dillon-yes, Bass-yes, Doyle-yes, Massin-yes, Coffman-yes
Ayes – 5, Nays – 0, Abstain -0. Minutes approved.**

Hutchison stated there are no adjustments or additions to the agenda.

Dillon read the rules of conduct.

Elo suggested postponing the election of officers until the next meeting held.

Board members agreed by consensus.

Item #1 Certificate of Appropriateness – A request for approval of a Certificate of Appropriateness to enclose sub-grade window wells on the west and south side of the property at 217 S 4th as requested by Roger Williams

Hutchison stated the staff report remained the same as the previous meetings. Hutchison stated he spoke with the applicant regarding the use of grates as suggested during the last meeting. Applicant expressed additional concerns regarding water in the subgrade areas.

Dawn Williams-215 S 4th -spoke on behalf of the item. Williams stated there are 2 main reasons for the request. First, there is an issue with water flowing into in the basement. The installation of grates would not address the problem of current damage and potential future damage. Secondly, issues resulting from vagrancy; trash, debris, needles, feces and urine-soaked clothing. Williams stated there has been a makeshift shelter erected in the subgrade area. Williams stated the subgrade area is creating an unpleasant and unsafe situation.

Doyle asked about the wooden supports shown in one of the photos provided.

Roger Williams-215 S 4th – spoke on behalf of the item. Williams stated the supports were in place when they purchased the property. Williams stated there are portions of the limestone which are beginning to deteriorate.

Coffman asked if the railings on the east side were original.

D. Williams responded some portions are—the points. The points have been attached to newer railings to deter birds, etc. The railing is not consistently original.

R. Williams stated he thought the upright portions may be original but not the entire railings as shown.

No one spoke in opposition.

Doyle thanked the Williams' for choosing the downtown area to operate their business.

Doyle made a motion to approve the request. Bass seconded.

**VOTE: Dillon-yes, Bass-yes, Doyle-yes, Massin-yes, Coffman-yes
Ayes – 5, Nays – 0, Abstain -0. Motion approved.**

Elo stated to Doyle his term would be ending at towards the end of this year and if he is agreeable to serving another term, he should write a letter to the Mayor for reappointment.

The meeting was adjourned at 5:45 p.m.

Minutes respectfully submitted by Rebecca Shipp