

## COMMUNITY APPEARANCE COMMISSION MINUTES

February 5, 2014  
Greenville, NC

The Community Appearance Commission met on the above date at 5:30 p.m. in the third floor conference room #337 of City Hall located at 200 West Fifth Street.

### Community Appearance Commission Members Present:

Myron Caspar  
Brenda Diggs  
Lucy Fox

J. Scott Johnson, Chair  
Lynn Caverly  
Diane Kulik

Rebecca Powers  
Cora Tyson

### Community Appearance Commission Members Absent:

Joanne Robertson  
Fred Wright

### Staff Present:

Elizabeth Blount, Planner I  
Tom Weitnauer, Chief Planner

City Council (Liaison) Rick Smiley

### ROLL CALL

Chairman Johnson called roll and confirmed the CAC had a quorum.

### PLEDGE OF ALLEGIANCE

Commission members pledged allegiance to the flag of the United States of America.

### APPROVAL OF AGENDA: February 5, 2014

Motion was made by Ms. Caverly and seconded by Ms. Powers to approve the agenda. Motion carried unanimously.

### APPROVAL OF MINUTES: January 15, 2014

Motion was made by Ms. Powers and seconded by Ms. Tyson to approve the January 15, 2014 minutes. Motion carried unanimously.

### ANNOUNCEMENTS

Ms. Tyson arranged an on-air CAC award presentation to WITN News, but was unable

to attend due to an emergency. Ms. Diggs took her place for the event. Ms. Diggs reported she presented the Award for Outstanding Display of Beauty to WITN News on behalf of the CAC during an early morning news broadcast. Councilman Rick Smiley also participated in the award presentation to WITN News. Ms. Diggs also reported The Reflector published a front page article by Ms. Abbie Bennett, Reporter, on January 24, 2014 entitled "City Gives Facilities Awards for Appearance." The article includes photographs of CAC award recipients Elmhurst Elementary School's Outdoor Classroom and WITN News.

The CAC award for the other recipient, Elmhurst Elementary School's Outdoor Classroom, is scheduled to be presented during an upcoming school assembly.

### CITY STAFF INTRODUCTIONS AND COMMENTS

None

### NEW BUSINESS

Review and Take Action on a Neighborhood Improvement Grant Application for the Brentwood Neighborhood Association.

Mr. Weitnauer stated he put the Brentwood Neighborhood Association's neighborhood improvement grant application on this month's agenda pending submittal of a complete application. Mr. Weitnauer stated the information requested was not submitted so the application cannot be reviewed tonight.

Community Appearance Award Nominations.

Chairman Johnson went through the list and photographs of eight CAC award nominees.

Ms. Powers described attributes she found exemplary with the business named the Sojourner Whole Earth Provisions. Ms. Powers noted that the owners use seasonal decorations throughout the year to enhance the exterior of the building. Mr. Caspar added his support for Ms. Powers' comments about the Sojourner. Ms. Caverly offered compliments for First Presbyterian Church's landscape maintenance and added the Church's columbarium creates a special and attractive element to the property. Ms. Diggs described why she nominated the Hope of Glory Church and noted she feels their sign and elements of the building are attractively designed.

Chairman Johnson requested votes and the two nominees with the most number of votes were selected: The Sojourner Whole Earth Provisions located at 414 S. Evans St.; and First Presbyterian Church located at 1400 S. Elm St.

### PUBLIC COMMENTS

None

MEMBER COMMENTS AND ITEMS FOR FUTURE AGENDAS

CAC Members discussed and agreed to place an orientation session on next month's agenda to be comprised of CAC duties and bylaws along with Neighborhood Improvement Grant procedures and deadlines.

The CAC requested a presentation of the Town Commons master plan to be scheduled on the April agenda.

ADJOURNMENT

Motion was made by Ms. Caverly which was seconded by Ms. Powers to adjourn the meeting at 6:30 pm. Motion carried unanimously.

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J. SCOTT JOHNSON  
Chair

Attest:

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THOMAS WEITNAUER  
Chief Planner