

COMMUNITY APPEARANCE COMMISSION MINUTES

March 4, 2015
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	J. Scott Johnson, Chair	Rebecca Powers
Brenda Diggs	Lynn Caverly	Tyler Richardson
Andrew Bowers	Joanne Robertson	
Fred Wright, III		

Community Appearance Commission Members Absent:

Cora Tyson
Danielle Green

Staff Present:

Tom Weitnauer, Chief Planner

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: MARCH 4, 2015

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

APPROVAL OF MINUTES: FEBRUARY 4, 2015

Motion was made by Ms. Powers and seconded by Ms. Caverly to approve the February 4, 2015 minutes. Motion carried unanimously.

ANNOUNCEMENTS

Ms. Robertson stated her term ends in April 2015 and that will be her last meeting as a Commissioner. Ms. Robertson provided the Chair and staff with letters addressed to Council Liaison Rick Smiley with the same information. Mr. Weitnauer stated he will inform the City Clerk of the upcoming vacancy so their office may help facilitate the appointment of a new member. Chair Johnson, Mr. Weitnauer and CAC members

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thanked Ms. Robertson for her years of service since the time she was appointed in October 2010.

Ms. Diggs announced the Neighborhood Advisory Board will hold a Forum on a Proposal to Amend Greenville City Council Terms on March 31 at 6:00 in the Council Chamber.

CITY STAFF INTRODUCTIONS AND COMMENTS

Mr. Johnson reported the CAC annual presentation to the City Council is scheduled on April 6, 2015 and encouraged other CAC members attend if interested and available. Mr. Johnson stated he will deliver the presentation to the City Council as he did last year with the assistance of staff. Ms. Powers suggested using a map to illustrate the locations of projects during the annual report. Mr. Weitnauer responded such a map could be prepared.

Ms. Diggs suggested sign out sheets to help manage the location of yard and window award signs. The CAC members discussed the idea and instead approved the following motion. Motion was made by Ms. Powers and seconded by Mr. Caspar to set up procedure that members whom volunteer to pick up signs bring signs to the CAC meeting or to Mrs. Blount before the CAC meetings, even when a CAC meeting is cancelled. Motion carried unanimously.

Commissioners said the plastic window signs are warped due to the high heat they are exposed to in windows. Commissioners discussed the idea of having two metal signs made to place in windows instead of the plastic signs so that the signs will not warp. Mr. Weitnauer responded he will order two metal signs to replace the plastic signs.

CONTINUED BUSINESS

Bylaws Review Continued

Mr. Johnson clarified the attendance requirement that members should not miss 3 consecutive meetings or 75% of scheduled meetings for the year. When this happens, staff will contact the City Clerk's office and the Clerk's office will handle the matter. Mr. Johnson also clarified that a year equates to a term from the date from when the appointment is made.

The Commission resumed discussion of revisions to make to the Bylaws starting in Article III, Section 3.

In Article IV, Section 1, the Commission agreed to delete the sentence, "He or she will report vacancies on the Commission to the City Council and request appointment or replacements or of additional members."

In article VII, Section 1, the Commission agreed to revise the first sentence to read as follows, "To ensure more detailed coverage of specific areas of responsibility,

Commission members may be designated by the Chairperson to separate committees.”

In article VII, Section 3, the Commission agreed to delete the sentence, “The interest of and attendance by nonmembers shall similarly be encouraged.”

Neighborhood Improvement Grants Deadline

Mr. Johnson stated the grant deadline was changed last month and Mr. Weitnauer added the City’s website has already been revised to reflect the schedule change.

NEW BUSINESS

Community Appearance Awards

Staff presented a picture of the Modlin Agency at 1604 E. Firetower Rd. which is nominated for a Community Appearance Award. Chairman Johnson requested votes and the Commission selected the Modlin Agency for an award.

Chairman Johnson asked Commissioners for nominations for future consideration. Mr. Weitnauer stated ideally, staff needs to hear of properties before agenda packets are transmitted so that Commissioners have time to drive by the nominated properties before the CAC meetings.

Chairman Johnson offered to pick up the award sign from the Dream Park and from Kappa Delta where they are thought to be located.

Ms. Diggs would like to nominate Pet Emergency on Evans St. Ms. Powers offered to take the picture. Mr. Richardson would like to take a picture of a dentist/orthodontist building. Mr. Wright would like to nominate the Planet Fitness near the Burlington Coat Factory. Ms. Powers would like to nominate the Hope House 1 and 2 near the Barber College. Mr. Richardson would like to nominate the big brick house on Fifth St. (Dr. Rizzuti’s residence).

ADJOURNMENT

Motion was made by Mr. Johnson which was seconded by Mr. Wright to adjourn the meeting at 6:45 pm. Motion carried unanimously.

Respectfully submitted,

Thomas Weitnauer
Chief Planner