

Comprehensive Plan Steering Committee Meeting  
 November 25, 2014  
 Lord Spencer Compton Conference Room

Present:

<b>Steering Committee Members</b>	
	Tom Pollard
	Randy Reeves
Deb Hays	
J. Clark Hipp	
Paul Lawler	

Absent:

<b>Steering Committee Members</b>	Bonnie Nelson
Carlos Braxton	Linda Pearce Thomas
Kemp Burdette	Jennifer Rigby
Howard Capps	Robert Rosenberg
Liz Hines	Frank Smith
	Kevin Smith

<b>Staff Members Present:</b>		<b>Others Present:</b>	
Glenn Harbeck	Christine Hughes	Allen Davis	Evan McMillan, WRAR

The meeting was called to order at 4:07 PM by J. Clark Hipp.

J. Clark Hipp noted that the issue of how to address vacant properties, which was discussed at the October meeting, was not covered in the draft of the Urban Design and Placemaking chapter.

Christine Hughes presented a draft of the Urban Design and Placemaking chapter. As review of the chapter began, Ms. Hughes noted her mistake in omitting the issue of addressing how to deal with vacant buildings and tear-downs. It was agreed that a policy statement should be added relative to rebuilding and/or properly screening properties and appropriate streetscaping and streetwalls when a building is torn down.

As the committee discussed the chapter, it was noted that issues of maintenance for new facilities such as median planting and streetscaping should be clarified in the Community Services and Facilities chapter. It was also noted that action items related to sign regulations be added, and a policy added relative to private signs as well.

Following review of the chapter, Tom Pollard stated his concern that the overall document be easy to use and easy to read and suggested that the document be reviewed for ease of use by someone unfamiliar with the plan development process. Ms. Hughes noted that the document is being revised and formatted for improved form and function and that staff anticipates a draft of

the entire policy section being presented to the steering in the early spring. Ms. Hughes also noted that the policy section will be put forward for public comment and review.

The meeting was adjourned at 5:55 PM by J. Clark Hipp.

The next steering committee meeting is December 19th at 9:00 AM in the Human Resources Conference Room, which is located on the first floor of the 305 Chestnut Street office building.