

Minutes of the
Board Architectural Review
OCTOBER 17, 1995

October 95
492

PRESENT

Kurt Wassenaar, Chairman
Peggy VanYahres
Eldon Wood
Dawn Thompson
Pryor Hale
Martha deJarnette

ABSENT

Todd Bullard
Blake Caravati

STAFF PRESENT

Satyendra Singh Huja
Fred Boger

Mr. Wassenaar Called the meeting to order at 3:00 P.M.

A. Certificate of Appropriateness

1. BAR 95-10-492 Outdoor Cafe Permit
112 West Main Street
Higher Grounds

Mr. Boger briefly presented the staff report. Mr. Boger explained staffs concerned about spacing between this cafe and Miller's Cafe. A possible solution would be to limit the number of table to two and keep the open area between the cafes at approximately seven feet.

Mr. William Trager, Jr. was present and informed the Board that was willing to limit the number of tables in the cafe area to two. Mr. Trager said this would make the width of his cafe area seven feet and the space between the two cafes seven to eight feet.

The Board briefly discussed with Mr. Trager the details for the bollards, chain and cafe furniture.

Following this discussion Mr. Wood made the motion to approve a Certificate of Appropriateness for this cafe subject to the following conditions:

1. The width of the cafe is to be reduced from the proposed ten feet to seven feet.
2. The final details for the bollards, chain, and cafe furniture must be submitted for administrative review and approved and;
3. Either square or round tables may be used for the cafe.

The motion was seconded by Ms. VanYahres and it was unanimously approved by all members present.

B. Other Business

1. Discussion of BAR procedures

Mr. Huja informed the Board that the purpose of this discussion is to see how we can help the "customer". There have been a number of issues that keep repeating themselves. For example, the cottage on W. Main which will be demolished and it is not covered by our historic preservation regulations. Another was the problems associated with the H & M building's front facade.

We need to think about how can we get to people in a timely manner before problem occur, and how we get feedback to them in a timely manner.

Mr. Wassenaar said one way to avoid problems is to have a pre-application conference. This type of conference would let the applicant know what the expected outcome will be and he can then proceed with developing the design solutions.

Ms. VanYahres said the Board needs to see projects before they go to City Council.

Mr. Wassenaar said the City is negotiating the sale of the High Street parking lot and there are major design issues associated with that lot.

Ms. Martha Gleason said you can't say more about how important it is to discuss projects at the earliest possible time.

Mr. Huja said we don't want the BAR to feel like it is being push to approve something that is not good.

Mr. Wassenaar said the Board must meet and discuss major projects before they go to City Council.

Mr. Huja asked if the City can do better, what do we need to do?

Peggy said the Board needs the following:

1. To review all public projects before they are approved
2. Review projects over a set amount

Mr. Wassenaar said another recent problem is not having members present when the final decision is made. Some members must leave at a specific time.

Ms. Hale said maybe we make the process a little more formal such as limiting the discussion time for each item. Another thing that could help is for the Board members to have name plates.

Mr. Wood said we need to have a pre-application conference before a project is approved by either the Planning Commission or City Council. The Board's decision on a project could affect how the project is designed.

It was agreed that the following action would be taken to help customer service:

1. An amendment would be prepared to the zoning ordinance to include the following:
 - a. The BAR will review and approve major public projects prior to their approval.
 - b. Projects \$500,000 and over must have a pre-application conference before being formally submitted to the BAR.
 - c. Projects that the Chairman or Director of Community Development deem significant must have a pre-application conference before being formally submitted to the BAR.
2. Staff will look into getting name plates for the BAR.
3. An applicant will be limited to 5 to 10 minutes to make their presentation.

C. Minutes

The minutes for the following meetings were approved or corrected:

September 26, 1995

September 19, 1995

August 15, 1995

July 18, 1995

D. Adjournment

The meeting was adjourned at 5:10 P.M.