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| **Logo** | **Action Minutes****Community Design Commission** |
| **Date:** | **March, 20125**  |
| **Present:** | **Chris Berndt, Susana Dancy, Lucy Carol Davis, John Gualtieri, Jason Hart, Laura Moore, Dixon Pitt, and Polly van de Velde**  |
| **Absent:** | **None** |
| **Staff Present:::** | **Kay Pearlstein Planning Commission Champion present: Amy Ryan**  |

| **Agenda Item** | **Discussion points** | **Motions/Votes** | **Action** |
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| **Call to Order** | **Meeting called to order at 6:35 p.m. A quorum was present** |  |  |
| **Minutes****Announcements** | **None****March 11 Obey Creek Joint Advisory Board meeting.** | **John Gualtieri moved to approve the minutes as written. Polly van de Velde seconded the motion passed unanimously.****None** | **The January 27, 2015 Action Minutes were approved.** **None** |
| **Old Business:****Dual Language, Alt. Buffer** | **Provided reduced height for the fence plan.** | **Polly van de Velde moved and Dixon Pitt seconded to approve the buffer and the motion passed unanimously.**  | **Alternative Buffer was approved.** |
| **Ephesus/Fordham Form District Certificate of Appropriateness for CVS @ Rams Plaza** | **Provide additional area context.****Canopy to extend around building toward Food Lion and be functional.****Special pedestrian pavement.****Extend No Frontage buffer to 12 feet.** | **None** | **Requested the applicant return to March 24 meeting.** |
| **Update on Obey Creek Design Guidelines**  | **Timing of council meetings to provide feedback during negotiation meetings.**  | **None** | **Send comments to Chair following Joint AB meeting and before March 25 Council negotiating meeting.**  |
| **Laura Moore requested to be excused. The Commission voted unanimously to excuse at 9:05.**  |
| **Concept Plan:****Merin Road Community** | **Connect cul-de-sacs to adjacent roads.****Likes the design and open spaces.****Link more sidewalks to Homestead Rd.****Make stormwater ponds an amenity.****Save significant trees.****Greater buffer along Billabong Rd.****Extend Homestead Rd. multi-modal path.** | **None** | **Comments forwarded to Council.** |
| **Duplex****103 Elizabeth Street**  | **Need to show relationship/scale to neighborhood.****Parking pads are very prominent.****Important entrance view into the older Chapel Hill residential area.** | **Vote was 4-3 to approve the duplex. Voting for: Jason Hart, Polly van de Velde, John Gualtieri, and Dixon Pitt. Voting against: Chis Berndt, Susana Dancy, and Lucy Carol Davis. Reasons Against: Chris-information was inadequate for review; Susana-too many curb cuts for narrow lot; Lucy-needs more design work.** | **The duplex was approved with conditions.** |
| **Northside NCD Concept Plan*** **109 Mason Street Duplex**
 | **Front stairs “strange” and difficult.****Use a wraparound deck to connect parking area and front door.****Consider flipping upstairs floor plan.****Use hardy-plank, not vinyl.** | **None** | **Comments forwarded to Planning Commission.** |
| **Adjournment – The meeting was adjourned at 10:40 p.m.** |

**Prepared by Kay Pearlstein**