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| **Logo** | **Action Minutes****Community Design Commission** |
| **Date:** | **March 24, 2015**  |
| **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 6:30 p.m. A quorum was present** |  |  |
| **Minutes****Announcements** | **None****Nominations at upcoming meeting.**  | **Chris Berndt made an edit to the minutes. John Gualtieri moved to approve the minutes with the adjustment. Polly van de Velde seconded the motion passed unanimously.****None** | **The March 2, 2015 Action Minutes were approved.** **None** |
| **Consent:****Mama Dips, Revised Elevations** | **Shingle roof changed to metal (leaky due to leak.**  | **Polly van de Velde moved and Laura Moore seconded to approve the consent item. The Commission voted unanimously to approve.**  | **Metal roof approved.**  |
| **Ephesus/Fordham Form District : Certificate of Appropriateness for CVS @ Rams Plaza** | **HVAC to be hidden on SW side of roof. Make cap stone a color to match stone (not bright white) and lower height of cap. Parking in front of building places too much emphasis on car and not pedestrians.**  | **Dixon Pitt moved and John Gualtieri seconded to approve the COA and the vote was 6-2. Approving: Susana Dancy, John Gualtieri, Jason Hart, Laura Moore, Dixon Pitt, and Polly van de Velde. Against: Chris Berndt and Lucy Carol Davis. Reasons: Site arrangement/building design doesn’t promote pedestrians with parking in front and wants to see a unified site design for Rams Plaza.**  | **The CVS COA was approved.**  |
| **Susana Dancy asked to be recused from the Chapel Hill Retirement Residence discussion. Polly van de Velde moved and Laura Moore seconded to approve recusal and the Commission approved unanimously.**  |
| **Concept Plans:*** **Chapel Hill Retirement Residence**
* **Amity Station**
* **BP/Family Fare**
 | **A neighbor, Debra Gold presented a powerpoint of their development in Raleigh.****Commission comments:****Add to northern buffer;****Effect of Airport Hazard overlay;****Connectivity to include neighbors****Consider step-down to neighborhood****Attention to building materials****Retain trees.****E. Rosemary St. should be more than residential; building too tall; solar access to northern properties; alley programed for public activity space; swimming pool not in front; transition to Northside is key; and bring building mass to the street.****Add a southern window to see patio from inside; add a seat to the brick wall; move “chimney” over a bay; connect to Cedar Falls Courtyard retail; and consider removing the wall from the front.**  | **None****None****Comments forwarded to Council.** | **Comments forwarded to Council.****Comments forwarded to Council.****Comments forwarded to Council.** |
| **Recommendations to Council:*** **Grace Church Expansion**
* **Grove Park**
 | **Consider using “turf stone” in lieu of pavement; pay more attention of northern buffer; and adjust footprint to orient to amenity of stormwater pond.**  | **Susana Dance moved and Laura Moore seconded to approve Grace Church expansion. The vote was 6:2, voting for Susana Dancy, John Gualtieri, Jason Hart, Laura Moore, Dixon Pitt, and Polly van de Velde. Voting against: Chris Berndt because northern buffer not adequate and Lucy Carol Davis because not enough information on bldg. and elevations.** **Polly van de Velde moved and John Gualtieri seconded and the vote was unanimous.**  | **The Commission recommended approval of the SUP for Grace Church.** **The Commission recommended approval of the SUP for Grove Park.**  |
| **John Gualtieri asked to be excused from the meeting. Polly moved and Lucy Carol Davis seconded to excuse. The vote was unanimous to excuse.**  |
| **Final Plans:****Courtyards of Homestead*** **Building Elevations**
* **Lighting**

**Timberlyne Office Park, 111 Old University Station Rd.** * **Revised Building Elevations**
 | **Applicant to provide options for softening front-facing garage doors (trellis) and make stone less prominent on front** **None****The building colors and materials needed to match the existing and surrounding buildings.**  | **Vote was 6-2 to approve the duplex. Voting for: Chis Berndt, Susana Dancy, and Lucy Carol Davis, Jason Hart, John Gualtieri, and Laura Moore. Voting against: Dixon Pitt because garages were not designed to minimize garage doors and Polly van de Velde because the front facades placed too much importance on stone.** **Polly van de Velde moved and Susana Dancy seconded to approve the site lighting. The vote was unanimous.****Laura Moore moved and Lucy Carol Davis seconded to approve the building elevations with a condition.**  | **Building Elevations were approved.** **The Site Lighting was approved.** **The building Elevations were approved.**  |
| **Reports and other Business*** **Obey Creek Development Agreement**
* **How to Improve the Development Review Process**
 | **The Commission thanked the Chair for compiling their comments and a member considered presenting to Council the following night.** **The Chair and Planning Commission Chair complied a document for improving the development review process proposing to facilitate a conversation for rezonings and SUPs.**  | **None****None** | **None****None** |
| **Adjournment – The meeting was adjourned at 10:45 p.m.** |

**Prepared by Kay Pearlstein**