



Agenda: Design Review Committee
108 South Main Street **Eagleville City Hall**
March 6, 2017 **5:00 p.m.**

1. **WELCOME** – Nick Duke, Chairman

2. **APPROVAL OF MINUTES** - February 28, 2017

3. **SAMPLE DESIGN REVIEW DOCUMENTS**
 - Questions
 - Likes/Dislikes from reviewed documents

4. **EAGLEVILLE CHARACTERISTICS**
 - Unique community features
 - Areas / corridors that may warrant different design criteria

5. **OPEN DISCUSSION / QUESTIONS**

6. **NEXT STEPS**
 - a. Feature / element to focus on for next meeting
 - b. Next meeting April 3rd at 5:00

7. **ADJOURNMENT**

**Minutes of the
Design Review Committee
Eagleville City Hall, Eagleville, TN
Thursday, February 23, 2017 – 7:00 PM**

COMMITTEE MEMBERS

Nick Duke	P
Chris Hendrix	P
Phillip Poyner	P
Dr. Rena Cron	P
Dan Decker	A

STAFF

Andrew Ellard, City Manager	P
Phillip Dye, City Recorder	P
Will Owen, Griggs & Maloney	P

GUESTS

None

CITIZENS INPUT

None

CALL TO ORDER

The meeting was called to order by City Manager Andrew Ellard at 5:30 p.m.

OLD BUSINESS:

None, since this is the initial meeting.

NEW BUSINESS:

Welcome & Introductions: City Manager Andrew Ellard welcomed everyone to the meeting, introduced everyone, and thanked them for agreeing to serve on the Design Review Committee.

Organization: City Manager Andrew Ellard discussed the structure of the newly formed Design Review Committee, and why each person was selected to serve on the committee. A meeting format was briefly discussed, along with the fact that the committee would need to elect a Chairman from amongst themselves.

Regulatory Documents: City Manager Andrew Ellard explained to the committee about the Zoning Ordinance and Subdivision Regulations which already exist in the City of Eagleville, and that they can be found on the City's website. He went on to explain that Resolution 2016-015 was passed by the City Council to explain the charge and scope of the Design Review Committee.

Design Review Criteria: Will Owen went more in depth about the charge and scope of the committee. He referenced other cities, and how they have used the Design Review Committee to their benefit. He listed the aspects of planning that the committee will need to deal with, and what a Design Review Criteria and Manual is and is not. He provided samples of what other cities had accomplished. (Chapel Hill, Smyrna, Thompson's Station)

Open Discussion/Questions: There was time for committee members to have questions and discuss any aspect of their involvement on the committee.

Next steps/Considerations: Will Owen gave each committee member other city manual for them to review and challenged them to come up with ideas they like and don't like for the City of Eagleville.

Dr. Cron nominated Nick Duke to serve as Chairman of the Design Review Committee. He accepted the nomination and was elected by a unanimous "Aye".

It was agreed to meet again on Monday, March 6 at 5:00 p.m., and to meet in advance of the Planning Committee each month – typically the first Monday of each month – at 5:00 p.m. throughout the coming year.

ADJOURNMENT

Meeting adjourned at 6:30 p.m.

Approval by:

Chairman, Nick Duke

Phillip Dye, City Recorder

Date minutes were approved: _____