

Appearance Commission Meeting October 7, 2013 Minutes

Members Present: Chairwoman Melton; Kirby Guinn; and Sandy Foutch

Members Absent: Lee Batson and Fiquet Swain

Staff Present: Patrick Reidy, Planner

Guests: Rose Farley, Ann Stewart, Nora Cambier, Joe Ann Wright, and Lesia McKenzie

1. Meeting Called to Order & Welcome

Chairwoman Melton called the meeting to order at 6:30 p.m. A quorum was established per the bylaws.

2. Adjustment and Approval of the Agenda

Kirby Guinn made a motion to approve the agenda. The motion was seconded by Sandy Foutch. The vote was unanimous.

3. Approval of Minutes

A. September 3, 2013

The Appearance Commission members reviewed the September 3, 2013 minutes. Sandy Foutch provided a motion to approve the September 3, 2013 minutes and Kirby Guinn seconded the motion. The vote was unanimous.

4. Public Comments:

Staff liaison member Patrick Reidy noted there were no members of the public present that submitted public comments.

5. Discussion, Consideration, and Action on the Following Items:

A. Downtown Façade Grant Program Application Update and Applications Review

Patrick Reidy informed the Appearance Commission that at their September 23, 2013 meeting, the Board of Commissioners reallocated money so that the next two cycles of the façade grant are fully funded.

Mr. Reidy also presented two downtown façade grant applications that were submitted for the September 30th deadline.

The first application was for Farley's Accounting and Tax Service located at 100 West Third Street. The applicant already completed their work after the application was submitted, which is allowed under the guidelines. The work included replacing existing

single pane windows with new thermo pane windows in 3 separate panes and using maintenance free trim.

The second application was for IGA Foodliner site located at 2971 Wendell Boulevard. The applicant has not started the work. The proposed work includes painting and repairing exterior wood trim. Mr. Reidy also noted that the applicant also applied for the grant during the 2nd cycle of 2013. The recently revised guidelines limit the number of applications per fiscal year to two; therefore the proposal is not eligible to apply until the next fiscal year.

Jenny Melton made a motion to recommend approval to fund both applications at an equal proportion of what was requested. Approximately 86% of both projects can be funded by the full grant amount of \$1,000. \$548 is recommended to be awarded to 100 W. Third Street and \$452 is recommended to be awarded to 2971 Wendell Boulevard. The motion was seconded by Sandy Foutch. The motion was passed by a vote of 3 to 0. The façade grant recommendation will be forward to the Board of Commissioners for their approval.

B. Hoe N' Hope Garden Club Project

Ann Stewart from the Hoe N' Hope Garden club attended the meeting to present the Hoe N' Hope Garden Club's proposal to plant a "Hope Blooms" garden in the median of South Main Street at the intersection of East Second Street. The garden will honor breast cancer survivors and promote breast cancer awareness beginning in October 2013.

Representatives from the Planning, Public Works, and Police Departments met with the garden club prior to the meeting to discuss issues related to sight distance and maintenance issues. All departments advised that the proposed plan would be acceptable based on the proposed plan discussed.

Mrs. Stewart noted that the installation would be completed by the Corinth Holders High School Future Farmers of America club.

A motion was made by Jenny Melton and seconded by Kirby Guinn to support the design of the Hope Blooms garden.

C. Economic Development/Appearance Commission Joint Initiatives

Lesia McKenzie and Joe Ann Wright from the Downtown Branding Workgroup spoke to the Appearance Commission about jointly trying to meet with business and/or building owners and offer advice on helping them enhance their storefronts and facades.

The idea is to provide a plan to those interested based on the amount of money they were willing to spend. Potential ideas include helping with the staging of their storefronts to attract customers into businesses and getting pricing on planters, bistro tables, and benches to be placed outside of businesses in the downtown area.

Chairwoman Melton stated that she does not want any kind of uniform look with regards to awning colors or types of benches or tables.

Mrs. McKenzie agreed and added that she would like to find an approachable way to help businesses that may need assistance that would not be insulting to business owners. No ideas were given to help solve that potential problem.

The Appearance Commission discussed the idea and suggested it be explored as a possible future project.

D. Harvest Festival Fundraising Wrap-up

The Appearance Commission held a fundraiser as part of the Harvest Festival to receive donations towards funding the murals program. The Harvest Festival was held from 12pm-10pm on Friday, October 4th and from 9am-10pm on Saturday, October 5th.

Members discussed lessons learned and takeaways of the fundraiser and ways to improve future efforts. The members agreed that a more favorable location of the booth would have attracted more people to the booth. Also, the unseasonable hot weather seemed to discourage parents from stopping to let their children do crafts. This was brought up by most of the vendors that had children's crafts. Members also agreed that the most beneficial part of having a booth at the festival was to introduce the Appearance Commission to the community. Approximately ten volunteers signed up to participate in the Adopt-A-Highway cleanup as well as the downtown mural effort. Mr. Reidy distributed an article that was in the October 7th edition of the Eastern Wake Newspaper highlighting the Commission's mural effort.

Patrick Reidy announced that \$145.87 in donations was received. Kirby Guinn made a motion to keep those donations separate, rather than replenishing the Appearance Commission budget so that if the mural project ran past the fiscal year, the funds would be guaranteed to be available. The motion was seconded by Jenny Melton. Mr. Reidy noted that nearby municipal groups use local businesses as a third party to hold donated funds. Chairwoman Melton asked that Mr. Reidy research the possibility of using this avenue to hold the funds raised and reach out to some local businesses to see if they would be interested in helping.

E. Adopt-A-Highway Kickoff Discussion

Mr. Reidy announced that the Appearance Commission's first Adopt-A-Highway cleanup will be from 8am-10am on Saturday, October 12th. He also stressed that volunteers were still needed for to help assist in the cleanup.

He informed the members that Sheetz will be donating coffee and cookies for volunteers and the State Employees Credit Union gave permission to use their parking lot as a meeting point. Staff also reached out to the local churches, elected officials, citizen boards, and advertised on the Town's community message board and Facebook page to spread the word.

The members asked staff to recognize volunteers on the town's adopt-a-highway program webpage. It was also mentioned that the sign-up sheet that was available at the Harvest Festival booth received approximately eight volunteers to help with the cleanup.

6. Chairwoman and Board Members' Comments

No comments were given.

7. Adjourn

Sandy Foutch made a motion to adjourn the meeting. Kirby Guinn seconded the motion. The vote was unanimous. The meeting was adjourned at 7:45 p.m.