

**RALEIGH APPEARANCE COMMISSION**  
**Minutes of the Business Meeting**  
**Thursday, September 16, 2010**

**Members present:** John Holmes, Bang Le, Leza Mundt, Dean Rains, Julieta Sherk, Tom Skolnicki, Vincent Whitehurst, and Stan Williams. Elizabeth Byrd and Omar McCallop arrived after the meeting began.

**Members not present:** Jim Harris (*excused*), Tyler Highsmith (*unexcused*), Robert Taylor (*excused*), and Ted Van Dyk (*excused*).

**Guest present:** Mark Smith (Progress Energy liaison).

**Staff present:** Christine Darges, Doug Hill (both, City Planning Department).

**REVIEW OF AUGUST MINUTES**

Vincent Whitehurst called for review of the minutes of the August 19 commission meeting. Tom Skolnicki moved that the minutes be approved. Stan Williams seconded; passed unanimously.

**INFORMATIONAL PRESENTATION: U.D.O. UPDATE**

Christine Darges, Planning Department Division Manager and project manager for the Unified Development Ordinance (UDO) update, provided background and an overview of project process and content of Module 1, which addresses zoning district designations, and lot frontage standards within mixed use districts. Discussion followed, during which aspects and implications of the draft provisions were considered, among them:

- Allowing Parkway and Detached frontages within commercial mixed use areas appears to conflict with the Comprehensive Plan.
- Some areas of the City (primarily low-density residential) will likely see no changes to zoning or frontages.
- Mapping the portions of the City in which zoning designations will change is now underway (on the staff level); preliminary results may be ready for public discussion in October (e.g., by CACs, certain groups).
- Parkway frontages should allow for pedestrian pathways and bikeways if berms are to be a permitted feature.
- The UDO will guide “by right” development, with most future site plans anticipated only to undergo administrative review; however, proposals of alternative designs may require a review body, and perhaps quasi-judicial hearings.
- Definitions of some frontage standards and of “open space” need to be tightened further.

*[During the discussion, John Holmes, Omar McCallop, and Mark Smith left the meeting.]* It was decided that a commission work session would be held in order to continue discussion of the Module 1 draft; Vincent Whitehurst is to determine the date and location.

*[Christine Darges left the meeting following the commission’s discussion.]*

**COMMITTEE REPORTS**

**Strategic/ Outreach Committee**

*Sir Walter Raleigh Awards:* Stan Williams noted the catering was still being finalized; beverage arrangements were also in progress. Tom Murphy, the speaker for the evening, will be allotted 30 minutes for remarks. Tom Skolnicki volunteered to work on the event script. *[Stan Williams left the meeting at this point.]*

*Wake County Parking Deck Aesthetic Improvements:* Elizabeth Byrd stated that Wake County was still considering provisions of a time extension for Empire Properties to begin the “L” building; as a result, presentation of the banner proposal to City Council is being postponed.

**Development Review Committee**

Vincent Whitehurst reported on site plans reviewed at the September 7 committee meeting. Members cited a need to introduce into the new UDO requirements for terracing tall retaining walls.

**OLD BUSINESS**

There was no old business to discuss.

**NEW BUSINESS**

**Annual Retreat**

Vincent Whitehurst asked for input as to when to hold the commission’s annual planning retreat; Elizabeth Byrd suggested it coincide with the October 21 commission meeting. Mr. Whitehurst asked the membership to consider possible locations, with the understanding that meals would be covered by each respective member.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at approximately 7:50 PM.

SEPTEMBER 2010 MEETING SCHEDULE

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Development Review Committee	Tues., Oct. 5 – 4:00 PM; Room 809, OEP Tues., Oct. 19 – 4:00 PM; Room 809, OEP
Strategic/Outreach Committee	Wed., Oct. 13 – 5:00 PM; Room 303, RMB
Appearance Commission	Thurs., Oct. 21 – 5:30 PM; Room 305, RMB
2010 SIR WALTER RALEIGH AWARDS	Thurs., Oct. 7 – 6:00 PM; NC Museum of Natural Sciences (11 W. Jones Street)