

**RALEIGH APPEARANCE COMMISSION**  
**Minutes of the Business Meeting**  
**Thursday, November 18, 2010**

**Members present:** Elizabeth Byrd, Tyler Highsmith, John Holmes, Wayne Maiorano, Omar McCallop, Leza Mundt, Dean Rains, Robert Taylor, Ted Van Dyk, and Vincent Whitehurst. Tom Skolnicki arrived after the meeting began.

**Members not present:** Jim Harris (*unexcused*), Bang Le (*excused*), Julieta Sherk (*excused*), Stan Williams (*unexcused*).

**Visitors/ Guests present:** Mark Smith (Progress Energy liaison).

**Staff present:** Doug Hill.

**INTRODUCTION OF NEW MEMBER**

Vincent Whitehurst introduced the commission's newest member, Wayne Maiorano, and invited him to say a few words about himself and his interests regarding community appearance. Other members of the commission in turn introduced themselves to Mr. Maiorano.

**REVIEW OF OCTOBER MINUTES**

Vincent Whitehurst called for review of the minutes of the October 21 commission meeting. Elizabeth Byrd and Omar McCallop stated their absences should be noted as "excused." Vincent Whitehurst moved that the minutes be approved as amended. Ted Van Dyk seconded; passed unanimously.

**COMMITTEE REPORTS**

**Development Review Committee**

Vincent Whitehurst reported on site plans reviewed at the November 2 and 16 committee meetings, including a series of City-initiated streetscape planting plans.

**Strategic/ Outreach Committee**

Wake County Parking Deck Aesthetic Improvements: Elizabeth Byrd reported that the Wake County Commissioners had tabled discussion of the banner proposal until their December 6 meeting.

Unified Development Ordinance (UDO) Update: Ted Van Dyk noted Module 2 is still under discussion by the UDO Advisory Group. Questions remain as to the future role of the Appearance Commission in site plan and zoning review. While the UDO's aim will be to address many design issues, some matters are likely to emerge which will require professional judgment. He suggested one of two possible approaches be chosen: (1) having the commission continue to provide comment on the majority of site plans, or (2) providing comment only on projects deemed "major" (with that term defined, commensurate with previous commission discussion). In either case, comment would go forward to staff, as plan review is to become a primarily administrative process. In discussion, Vincent Whitehurst suggested he and Mr. Van Dyk draft a memorandum outlining a possible process for continuing the commission's involvement.

2011 Sir Walter Raleigh Awards Planning: Vincent Whitehurst asked again for a member to volunteer as event 'point person'.

Appearance Commission Mission: Ted Van Dyk noted that the committee favored scheduling the Strategic/Outreach Committee meeting back-to-back with one of the two monthly Development Review Committee meetings. He suggested the idea be explored further, depending on how the commission's future involvement in design review is worked out.

## **OLD BUSINESS**

### **Recap: Commission Retreat**

Vincent Whitehurst briefly reviewed items discussed at the retreat: planning for the 2011 Sir Walter Raleigh Awards, the commission's future role in design review, and improving attendance at commission meetings. Regarding the latter, he stressed the importance of all members' participation in the commission's efforts.

## **NEW BUSINESS**

There was no new business discussed.

## **OTHER BUSINESS**

### **ULI Triangle Trends**

Ted Van Dyk briefly outlined content covered at the November 9 regional gathering. He noted the joint effort between the local Urban Land Institute chapter and the commission in presenting the 2010 Sir Walter Raleigh Awards has met with positive recognition. He reiterated the possibility of the commission partnering with ULI in presenting the 2011 Sir Walter Raleigh Awards. Wayne Maiorano suggested an ad hoc joint committee be named to explore the idea.

### **Reports and Requests of Commission Members**

Dean Rains asked whether each committee agenda packet could be emailed to all commission members. Vincent Whitehurst noted that any commission meeting is open to all members.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at approximately 6:40 PM.

## DECEMBER 2010 MEETING SCHEDULE

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Development Review Committee	Tues., Dec. 7 - 4:00 PM; Room 809, OEP Tues., Dec. 21 - 4:00 PM; Room 809, OEP
Strategic/Outreach Committee	Wed., Dec. 8 - 5:00 PM; Room 303, RMB
Appearance Commission	Thurs., Dec. 16 - 5:30 PM; Room 305, RMB