



COMMUNITY APPEARANCE COMMISSION

Monday July 25, 2016 – 4:00 p.m.
Third Floor Conference Room
Hickory City Hall

Commission Members	
Meg Nealon (Ward 1)	Vacant (At-large)
Ernie Masche (Ward 2)	Charlie Hayes (At-large)
Vacant (Ward 3)	Vacant (At-large)
Vacant (Ward 4)	Junior Hedrick (Planning Commission)
Justin Query (Ward 5)	Vacant (Youth Council)
Lisa Morphis (Ward 6)	

----- Agenda-----

1. Welcome
2. Annual Election of Officers
3. Approval of the Minutes from the May 23 2016 Meeting.
4. Matters not on the Agenda
5. Beautification Award Updates
6. Update of Bond Commission Activities
7. Reports from Planning Commission and Youth Council Representatives.

PC: Mayor and Members of City Council
City Manager
Public Service Director
Landscape Supervisor

News Media
City Clerk
Communications Director

**Community Appearance Commission
Board & Committee Assignments
September 2014**

Tree Board

- Sam Hunt
- Charlie Hayes
- Janet Painter

Adopt-A-Spots and Beautification Awards Subcommittee

- Lisa Morphis
- Sam Hunt
- Debby Rush
- David Moser

Grant Operating Guidelines Subcommittee

- Charlie Hayes
- Andrew Straw
- Steve Bowman
- Janet Painter
- Candas Brown
- Ernie Masche

Mission Statement

To enhance and improve the visual quality
and aesthetic characteristics of the city.

CAC Powers and Duties

The City of Hickory holds all public meetings in accessible rooms as charged by the Hickory City Council. Special requests for accommodations should be submitted to the City Manager's Office (828-323-7412) at least 48 hours before the scheduled meeting.

Attendance Roster

FY 15-16

Key	A	<i>Absent</i>	AX	<i>Excused</i>		<i>No meeting</i>
	P	<i>Present</i>				<i>Vacant/Not yet appointed</i>

Community Appearance Commission		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Appoint	Expire
Ward1	Meg Nealon	AX	P	AX	P	A	P	AX	P	P	AX	AX		Jun-15	Jun-18
Ward 2	Ernie Masche	A	AX	AX	AX	A	A	P	AX	AX	A	AX		Nov-14	Jul-17
Ward 3	David Moser	P	P	AX	P	P	P	A	P	P	P	P		Jul-13	Jul-16
Ward 4	Candas Brown	AX	AX	AX	AX	A	A	AX	A	A	P	A		Jul-13	Jul-16
Ward 5	Debby Rush	P	P	AX	AX	A	P	P	P	AX	AX	AX		Jun-13	Jul-16
Ward 6	Lisa Morphis	P	P	P	AX	P	P	AX	P	AX	P	P		Aug-13	Jul-16
At-Large (HRPA)	Andrew Straw	P	P	P	P	P	P	P	P	P	P	P		Jul-13	Jul-16
At-Large (HRPA)*	Charlie Hayes	P	P	P	P	P	P	P	P	P	P	P		Aug-14	Jul-16
At-Large (HRPA)	Janet Painter	P	AX	AX	P	A	P	AX	AX	P	P	P		Jun-13	Jul-16
HRPC	Sam Hunt	AX	P	AX	P	A	P	P	P	AX	P	P		Jul-13	Jul-16
Youth	Paul Wood			P	P	P	P	P	A	P	A	A			

COMMUNITY APPEARANCE COMMISSION

4th Monday, 4:00 pm, Municipal Building, Human Resources Conference Room

	Name and Address	Phone and E-mail	Appointed	Term Expires
Ward 1	Meg Nealon 548 North Center Street Hickory, NC 28601	(h) 704-904-0219 (w) 704-333-0325 megnealon@nealonplanning.com	July 2015	June 2018
Ward 2	Ernie Masche 3420 North Center Street Hickory, NC 28601	828-324-7956 828-310-8823 erniemasche@gmail.com	July 2014	June 2017
Ward 3	Vacant			
Ward 4	Vacant			
Ward 5	Justin Query 1616 10 th Street Drive NW Hickory, NC 28601	828-315-9797 justin@queryvaluation.com	July 2016	June 2016
Ward 6	Lisa Morphis 1433 6 th Street Circle NW Hickory, NC 28601	828-328-1156 lmorphis@kowapharma.com	July 2016	June 2019
At-Large (outside City, w/in HRP)	Vacant			
At-Large	Charlie Hayes 108 28 th Avenue NW Hickory, NC 28601	828-291-2008 chayesnc@gmail.com	July 2016	June 2019
At-Large	Vacant			
Planning Commission	Junior Hedrick 1450 25 th Street NE Hickory, NC 28601	(h) 256-8404 (w) 381-6700 Jhedrick12@charter.net	July 2016	June 2019
Youth Council Rep.	Vacant			
City Staff - Planner	Cal Overby	828-323-7487 coverby@hickorync.gov		

Community Appearance Commission
Monday, May 23, 2016, 4:00 pm

A regular meeting of the City of Hickory's Community Appearance Commission was held on Monday, May 23, 2016, 4:00 pm, in the third floor Conference Room of the Julian G. Whitener Municipal Bldg.

Members Present: Andrew Straw, Lisa Morphis, Sam Hunt, Janet Painter, Charlie Hayes and David Moser

Members Excused: Meg Nealon and Debby Rush

Members Absent: Candas Brown, Ernie Masche and Paul Wood

Others Present: Principal Planner Cal Overby and Minutes Clerk Anne Starnes

A quorum was present.

Welcome & Introductions: Andrew Straw, Chair, called the meeting to order at 4:00 pm and thanked everyone for attending.

Approval of April 25, 2016 Meeting Minutes: Minutes of the previous meeting were distributed to members in advance. Mr. Straw clarified that, under the "Other Business" portion of the minutes, any changes made to the meeting time need to occur after July 1, not prior to it. There could be a different group of members, and they need to vote on any changes made.

Charlie Hayes moved, seconded by Lisa Morphis, to approve the April 25, 2016 minutes, with one correction as discussed. The motion carried unanimously.

Matters Not on the Agenda: Mr. Straw asked if members had matters to discuss that were not on the agenda. He said Mr. Overby had discussed term limits at the previous meeting, and that members whose terms are set to expire on June 30, 2016 were stated in the minutes. He asked the six members eligible for re-appointment to advise Mr. Overby of their preference immediately, as time is limited for City Council to replace them.

Ms. Morphis asked if the budget submitted for next year includes funds for Adopt-a-Spot program signs. Mr. Overby was uncertain, but said budget funds could be moved to other areas, as needed.

Mr. Hayes asked if Tom Dixon had completed his landscaping grant project on 4th Street SW. Mr. Overby said the project was nearly complete, after a delay due to replacing a collapsed retaining wall. He will check back with him on the status of installing their plants.

Mr. Straw referenced the FY 2015/2016 grant budget included in the agenda packet and said \$3,530 remains. Mr. Overby noted someone had called regarding a grant request, and he advised them to submit it after July 1, since the time needed for grant approval and project completion was not adequate.

Mr. Hayes asked the status of Hickory Mechanical's project in the former North Hickory Furniture Co. building off Old Lenoir Road. Mr. Overby said the project is complete, following painting delays due to recent rains. He said the building's appearance is definitely improved.

Discussion of the Grant Operating Guidelines: Mr. Straw said most of the same members were present today as attended the previous meeting, when the grant operating guidelines were discussed at length. A few changes made, but any further discussion was tabled until Meg Nealon could be present to discuss her recommended changes. She was out of town today and unable to attend again, but e-mailed a draft of “Proposed Changes to the CAC Grant Criteria” to Mr. Overby. He distributed copies of the scoring matrix currently used by members, for comparison purposes, along with proposed changes from Ms. Nealon. He said her proposed changes appear to reference scoring only, not the operating guidelines, and specifically discuss the “Impact” and “Viability” scores.

Members discussed Ms. Nealon’s proposed changes to the “Viability” category score, noting that her suggestion appears to flip the “Low” and “High” scores, to give more points to vacant buildings than occupied ones, which members agreed has both pros and cons. Mr. Overby said the City currently has a Vacant Building Grant Program, with much larger funding amounts than the CAC handles.

Mr. Straw said Ms. Nealon’s proposed changes match with the comments made by City Council member Brad Lail made during Jim Mitchell’s appeal to Council, when Mr. Lail had said the CAC scoring matrix was not consistent with the City’s policy of trying to help vacant buildings to become occupied. Mr. Straw asked members if they agree with this change, which would give limited points to a business that currently has a viable business. It was noted this is the Community Appearance Commission, and that members should be concerned with whether project funds requested would enhance the building’s appearance. On the other hand, members did not feel that it was their role to comment on, or critique, changes being made to a property by the owner, and discussed removing the “Viability” category and score from the matrix, or splitting it – one score for the ownership track record and one for the building track record.

There was agreement among members that appearance is very subjective, and an owner’s track record is not necessarily a reliable indicator. The applicant Phillip McCluney was discussed, which members agreed was one of the best projects they have funded. Mr. McCluney received high scores on his application last summer, but he would receive fewer points under the changed criteria. The discussion continued, with members agreeing that no changes are needed for the “Viability” scoring matrix.

Lisa Morphis moved, seconded by Sam Hunt, to make no changes to the “Viability” portion of the scoring matrix, and leave it as is. There was no further discussion, and the motion carried unanimously.

Members discussed Ms. Nealon’s proposed changes to the “Impact” category score, which would add text to the “High” score for only Community Appearance Grant applications. She suggests adding, *“Incorporates materials or other detail(s) that are appropriate for the context.”* Mr. Straw said this brings up the discussion among members earlier in the meeting – of whether it is their role to comment on, or critique, changes being made to a property by the owner.

It was noted Ms. Nealon did not include the entire criteria for the “High” score. The words, “... with dramatic impact.” were not included. Members discussed whether these words are necessary, as they are subjective. They also discussed the use of Ms. Nealon’s suggested words *“appropriate for the context”* in her suggested change, which are also subjective, since what is appropriate to one person may not be to another person. Members questioned the difference in saying “appropriate” vs. “dramatic impact” and considered various wording options. They also discussed if there is wording that would indicate a professional had designed the plan, or had a role in designing the plan.

Janet Painter moved, seconded by David Moser, that for the “High” score of the “Impact” category for Community Appearance Grants, the first sentence would remain as is, the second sentence becomes, *Changes the entire look of the property.* and the third sentence would be, *Incorporates materials or*

other details that are contextually appropriate and well designed. There was no further discussion, and the motion carried unanimously.

Discussion of the 2016 Beautification Awards: Mr. Straw said members had set up dates for the upcoming Beautification Awards program at their previous meeting, and there was no discussion.

Update on Bond Commission Activities: There was no update, as Mr. Hayes said the Bond Commission had not met again since the previous CAC meeting.

Reports from Planning Commission and Youth Council Representatives: Sam Hunt said the Hickory Regional Planning Commission met in late May and heard a presentation from John Marshall, Director of Planning and Transportation for Western Piedmont Council of Governments. Mr. Marshall updated HRPC members on transportation and road plans for Hickory and the surrounding region, many years into the future. There was no report on Youth Council activities. Their year ended with their final meeting earlier this month.

Next Meeting: The next meeting will be on Monday, June 27, 2016, at 4:00 pm.

Adjourn: Sam Hunt moved, seconded by Charlie Hayes, to adjourn. There being no further business, the meeting adjourned at 5:00 pm.

_____, Chair
Community Appearance Commission

Anne Starnes, Minutes Clerk
City of Hickory