

Parsons Alley Design Review Committee Meeting Minutes  
Tuesday, February 17, 2017  
Duluth City Hall – Main Street Conference Room  
3176 Main Street  
Duluth, Georgia 30096

**Attendees:** Gary Canter, Rob Ponder, Tim Clark

**Email Attendance:** Chris Carter, Greg Whitlock

**Staff:** Chris McGahee, Nick Colonna, Will Corbin

**I. Call to Order**

- a. Rob Ponder called the meeting of the Parsons Alley Design Review Committee to order at 3:11 p.m.

**II. Roll Call**

**III. Minutes**

- a. Gary Canter made a motion to adopt the minutes as presented. Tim Clark seconded the motion. The minutes of December 2, 2016 were adopted as presented unanimously.

**IV. Old Business**

- a. **Case #1 05-03-16 Building 600 New Building Design Request** update was discussed. No action taken by committee. Committee is waiting for new draft design.
- b. **Case #2 05-03-16 Dreamland BBQ Exterior Feature Change Request** update was discussed. Tim Clark said that he is pleased with the outcome of the exterior feature by the artist studio.
- c. **Case #3 08-10-16 Chocolaterie Rear Facing Exterior Sign Request** was denied as not in keeping with already approved signs located on the applicant's structure. PADRC encouraged the applicant to present a sign which reflected the design elements of existing signs on the building.
- d. **Case #4 12-02-16 City of Duluth Historic Sign Placement** update was discussed. Rob Ponder asked who will be paying for the electricity supplied to the sign. The owner will be paying.

**V. New Business**

- a. **CASE NUMBER #1 02-14-17 Simply Done Donuts Sign Placement:** Business owner expressed desire to have a sign painted on the brick wall, rather than a traditional sign. Community Development Director Nick Colonna expressed concerns about the number of signs and the fact that they may exceed square footage requirements. This sign request may need to eventually need to be made official via Special Use Permit, etc.

Gary canter made a motion for approval, with the strong recommendation that external lighting be included along with the sign. Tim Clark seconded the motion. The motion was approved.

**VI. Other Business/Discussion**

- a. The committee discussed Simply Done's mural. Chris Carter commented that he is in favor of the request, but would like to see the mural lit by some form of exterior lighting, and desired this to be a mandatory requirement for all business owners.

Gary Canter made a motion for approval of Simple Done's mural as submitted. Tim Clark seconded the motion. The motion passed unanimously.

**VII. Adjournment:**

- a. Gary Canter made a motion to adjourn. The motion was seconded. The meeting was adjourned at 3:41 p.m.