

Parsons Alley Design Review Committee Meeting Minutes
Monday, September 25, 2017
Duluth City Hall – Main Street Conference Room
3176 Main Street
Duluth, Georgia 30096

Attendees: Rob Ponder, Greg Whitlock, Tim Clark

Attendees (phone): Gary Canter

Attendees (email): Chris Carter

Staff: Chris McGahee, William Corbin

I. Call to Order

- a. Rob Ponder called the meeting of the Parsons Alley Design Review Committee to order at 4:01 p.m.

II. Roll Call

III. Minutes

- a. Marsha moved to approve the Minutes. The motion was seconded by Tim. Motion approved unanimously.

IV. Old Business

- a. **Parsons Alley string light installation and Building 600 string light installation** were discussed. Board members debated the location as well as type of string lights. Consensus was that color, style and orientation needs to match current lights. Marsha made a motion to approve the string lights, subject to the stated conditions discussed previously. The motion was seconded by Tim. Motion approved unanimously.

V. New Business

- a. **Case #3/02-2017 Noona Sign Placement** was discussed. Marsha moved to approve the request. The motion was seconded by Tim. Motion approved unanimously.
- b. **Case #4/03-2017 Maple Street Biscuit Sign Placement** was discussed. Marsha moved to approve the request. The motion was seconded by Tim. Motion approved unanimously.
- c. **Simply Done string light installation** was discussed in concert with the discussion in Old Business. Marsha made a motion to approve the string lights, subject to the stated conditions. The motion was seconded by Tim. Motion approved unanimously.

VI. Other Business/Discussion

- a. Marsha made a motion to remove the mural requirement from original approval. The motion was seconded by Tim. Motion approved unanimously.

- b. Marsha commented on the quality of “sandwich” board signs being used by businesses. The board discussed the potential problem of signs blocking sidewalk right-of-way as well as sign distance from the storefronts.
- c. Marsha brought up the issue of performers not utilizing the designated appropriate space in Parsons Alley.

VII. Adjournment:

- a. Rob made a motion to adjourn. The motion was seconded by Marsha. The meeting was adjourned at 4:47 p.m.