

**CALLED MEETING MINUTES  
SEPTEMBER 5, 2017**

The members of the City Council of the City of Phenix City met in a called work session with the Members of the Phenix City Downtown Redevelopment Authority at 2:00 p.m., Eastern Time, Tuesday, September 5, 2017 in the third floor conference room of the Municipal Building located at 601 12<sup>th</sup> Street, Phenix City, Alabama. The purpose of the meeting was to continue the meeting from May 15, 2017 discussing the proposed Façade Review Guidelines the DRA had commissioned to be drafted.

Upon roll call, the following members of the Council were present: Councilmember Arthur L. Day, Councilmember Steve Bailey, and Mayor Eddie Lowe. Councilmember Gordy was not present. Attending on behalf of the Downtown Redevelopment Authority was Chair Scott Holmes, Vice Chair JW Brannen, and members David Jones and Robert Lane. Also present were City Manager Wallace Hunter, City Attorney James McKoon, Director of Engineering and Public Works Angel Moore, Utilities and Finance Director Stephen C. Smith, Chief Building Official Gil Griffith, Economic Development Manager Shaun Culligan, Chief of Police Ray Smith, and City Clerk Charlotte Goodrich.

Upon a quorum being established, Mayor Lowe called the meeting to order and provided the invocation.

Mayor Lowe opened the floor to DRA Chair Scott Holmes.

Mr. Holmes briefly reviewed the history of the document and the need to have some type of comprehensive tool in place to monitor and offer guidelines mainly for new businesses coming to the Downtown Area. The guidelines would apply to existing businesses/structures in the area but to different extents than to new buildings/structures.

All parties agreed that some type of guidelines were needed for businesses coming into the City. DRA Member Mr. Brannen stated that the guidelines are a living document, and could be amended to as needed for future growth and development if the need should arise.

Also discussed were the current documents providing any kind of design guidelines, such as the KPS Study and certain portions of the Zoning Regulations. "Grandfathering" in businesses as they are was discussed, with the possibility of including stipulations stating future modifications encompassing a certain percentage of changes to the façade of the structure to come under the guidelines.

Mr. Holmes reviewed a map of the area currently under the DRA District. Mr. Holmes and the parties discussed areas to add to the current map. From a review of the map, certain DRA areas overlap portions of the Historic Commission District.

Mr. Holmes advised council of the fact the company originally drafting the guidelines for the DRA, The Jaeger Company, had undergone changes. He has been in touch with The Jaeger Company

and it is estimated cost for completion of the guidelines, depending on how many changes were to be made, would be in the \$20,000 range. The DRA currently has sufficient funds in its account to cover those costs.

Mr. Holmes suggested additional public hearings may be needed to keep the public informed of the new guidelines and allow input from business owners, builders and developers.

The parties discussed how the Façade Guideline Board would function. The board would not have any authority but would advise and make recommendations as to whether a building/or plans met the guidelines or not.

All parties agreed that a more extensive review of the guidelines was needed to review the details. Engineering Director Ms. Moore suggested that members of the DRA meet with the Planning Commission Department Heads to review the document line by line and then present to Council.

The parties agreed on a March 1, 2018 deadline to present the final document to council.

There being no further business to discuss, the meeting adjourned at 3:00 p.m.