

Meeting Title

MINUTES

MARCH 19, 2009

6:00 PM

EXECUTIVE CONFERENCE ROOM, CITY HALL

MEETING CALLED BY	Alice Wakefield, Community Development Director
TYPE OF MEETING	Kick-Off meeting for Highway 9 Design Guidelines Committee
FACILITATOR	Alice Wakefield, Robyn MacDonald, Michele McIntosh-Ross
NOTE TAKER	Matt Zyjewski
TIMEKEEPER	Matt Zyjewski
ATTENDEES	Terry Herr (Milton DRB Chairman), Marie Latta (Disabilities Coordinator), Rick Mohrig, Anna Anton, John Bratten, Tom MacPherson, Vic Jones, Adam Orkin, Roger Festa, Breda Hemphill, Diane Palmer

Agenda topics

20 MINUTES

WELCOME AND INTRODUCTIONS

ROBYN MACDONALD

DISCUSSION	Staff welcomed everyone and introduced themselves and their jobs. The members introduced themselves and which council member appointed them to the Committee. Terry Herr and Marie Latta are attending for additional input.	
CONCLUSIONS	None	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

10 MINUTES

PHOTO ESSAY

ROBYN MACDONALD

DISCUSSION	Explained the photo essay of the State Route 9 Corridor concentrating on the undeveloped parcels. Will be expanding it to show pictures and their related parcels.	
CONCLUSIONS	None	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continue to work on photo essay to show specific sites with parcels	Robyn MacDonald	April 2, 2009

15 MINUTES

DISTRIBUTION OF CRABAPPLE DESIGN GUIDELINES/STATE ROUTE 9 OVERLAY DISTRICT

ALICE WAKEFIELD

DISCUSSION	Ms. Wakefield explained that only Crabapple Crossroads had design guidelines and is just an example to look at. The State Route 9 Overlay District is development requirements and the goal is to create the guidelines.
	Staff encouraged the committee to look for examples of other communities that they were attractive. Staff will also be showing examples of jurisdictions to look at such as the City of Dahlonega, GA.

There were also discussions about the Deerfield Development Covenants and how they worked with the City's Overlay District.

CONCLUSIONS	Committee members are encouraged to bring ideas of other jurisdictions to the next meeting.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
A copy of the Dahlonaga Design Guidelines will be distributed for review.	Robyn MacDonald	April 2, 2009

15 MINUTES

COMMUNITY CHOICES

MICHELE MCINTOSH-ROSS

DISCUSSION	The committee was informed that an application was submitted to the Atlanta Regional Commission (ARC) for their Community Choices Technical Assistance Program, for possible assistance for the Hwy 9 Design Guidelines. If Milton is successful and is chosen to receive ARC's assistance, we will be notified on March 27, 2009.
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Through the Community Choices program, ARC assigns its staff members to the City's project to work alongside city staff and committee members to move projects forward while incorporating smart growth principles.

CONCLUSIONS	Committee members will be notified about the result of the community choices program, but still plans to continue working on the project as scheduled regardless of ARC decision.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Announce results of the Community Choices Program	Michele McIntosh-Ross	April 2, 2009

10 MINUTES

FUTURE MEETING TIMES

ROBYN MACDONALD

DISCUSSION	The group along with Staff discussed various options for meeting times. In addition, the issue of a chairperson was discussed.
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CONCLUSIONS	The Committee would meet typically on Thursday afternoons at 4 pm and the next meeting will be on April 2, 2009. Also, for right now, there would not be a chairperson. The following dates were decided: April 2, April 16, May 7, May 21, June 18 all starting at 4 pm to meet in the Executive Conference Room at City Hall.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To distribute meeting times, contact information, word documents for the overlay district and Crabapple design guidelines.	Robyn MacDonald	March 24, 2009

OBSERVERS	Terry Herr and Marie Latta
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RESOURCE PERSONS	
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SPECIAL NOTES	
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