



DOWNTOWN
Newark Partnership

**DESIGN COMMITTEE
MEETING MINUTES**

Tuesday, December 6, 2011

8:00 A.M.

Central Perk

42 E. Main Street

Newark, DE 19711

Committee Members Present:

Joe Charma, Chairman

Howard Smith, Vice Chairman

Steve Wilson

Roy Locker

Reid Rowlands

Pat Bartling

Will Hurd

Lori Athey

Committee Members Not Attending:

Rebecca Powers

Staff Present:

Michael Fortner, Planner

Guest Present:

None

1. Approval of the Minutes

Chairman Charma opened the meeting at approximately 8:10 with a review of the minutes of the Downtown Newark Partnership's Design Committee meeting held Tuesday, November 1, 2011.

2. Design Guidelines Subcommittee Report

Will Hurd updated the committee on the progress of the subcommittee work in revising the DNP's Design Guidelines. A packet was presented showing an example of the format used in Rockville, MD, and how the format could be applied to our guidelines (See Attached). The format starts with a Base "Layer" showing an extended view of an

area, that follows to the Color Layer, Architectural Layer, Storefront Layer, and Sidewalk Layer. Each layer gets progressively more detailed. The subcommittee also could like to alter the Design Review Sheet to be more “Headline Oriented” with special focus on the “Key Elements” of the design that the Committee found the most favorable in giving the recommendations. The intent would be to give the Planning Commission and Council guidance on which elements of the design to preserve as the designs changes during the review process. The Committee also spent time reviewing a map of downtown and marking areas that are key locations for future public art projects. Also, key gateway, corners, and walkways were identified. Other items talked about for the revised Design Guidelines is a section of benefits of energy and environmental design for buildings, such as green roofs.

3. Old Business

The Committee also discussed the Holiday Decorations Recommendation. Pat Barling brought in an estimate of the costs. The total cost, including approximately 51 snow flake light ordainments that attach to utility poles and a lighted arch cost approximately \$25,000. Nearly half of the cost was for the arch, which was a lesser priority. Mike Fortner will present it to City Staff and explore putting funds into the FY 2013 Budget.

4. New Business

The Design Committee also talked about the sign that they would like to go at the alleyway telling pedestrians that they can take the alleyway to Main Street/Parking Lot. The Committee favored using the Downtown logo used in the Trailblazing signs for the design.

5. Public Comment:

None

6. Next Meeting date

The next meeting was set for January 3, 2012 at Panera Bread.