



COMMUNITY APPEARANCE COMMISSION

Minutes

December 2, 2015

The meeting of the Salisbury Community Appearance Commission was called to order at 4 p.m. Tuesday, December 2, 2015, by Chair Diane Hundley, in the Council Chamber, 217 South Main Street, Salisbury, North Carolina.

The following members were present and absent:

Present: Levonia Corry, Jane Creech, Raemi Evans, Deborah Harris, Carlton Jackson, Shelley Harper Palmer, Diane Hundley, Karl Sale, Tamara Sheffield and Jessica Vess

Absent: Nathan Coyle

Staff: Diana Moghrabi and Lynn Raker

Council Liaison: Maggie Blackwell

The November 3, 2015, minutes were received as published.

COMMITTEES

Neighborhoods and Education Committee

Lynn Raker will present the Blockwork project to City Council with chairs Barbara Perry of the Housing Advocacy Commission and Diane Hundley of the Community Appearance Commission. December 15 is the target date.

Grants Committee

The committee did not meet.

Public Art Committee

The committee has publicized a call for entries for the Salisbury Sculpture Show. Information has been posted on Facebook. The deadline is December 31, 2015.

Landscape of the Month

Christmas window displays will be judged by the CAC at 10 a.m., Friday, December 4. Maggie Blackwell, Jane Creech, Levonia Corry, and Tamara Sheffield plan to participate.

Biennial Awards

November 19 the committee met and minutes were provided.

- December 10, at 4 p.m. the committee will meet—Shelley, Raemi, Tamara, Carlton, Levonia, and Diane are on the committee.
- February 25, 2016, is the CIAA Tournament. February 18, 2016, and March 3, 2016, were offered as alternate dates.
- Hood catering and the Aymer Center have offered a discount rate.

Sign Committee

Electronic Signage Committee met at 2:30 November 24, 2015. Carlton Jackson said they have completed discussion on wall signs. Ghost signs were part of their discussion.

GOALS AND HIGHLIGHTS

Lynn Raker provided a draft of the 2016-2017 Goals.

Level One Goals

- Support continued implementation of Innes Street/Long Street Complete Streets Corridor Plan that addresses safety, multi-modal use and appearance along primary sections of the Innes and Long street corridors, with focus on South Long section.
- Collaborate with staff, Downtown Salisbury, Inc. (DSI) and other stakeholders on implementation of City Council Goals for Economic Development:
 - Improve and enhance Downtown Salisbury.
 - Develop a downtown infrastructure plan. Infrastructure improvements may include but not be limited to, sidewalks, pedestrian lighting and furniture, street trees, mid-block crossings on Main, Main Street traffic realignment, storm water and electrical improvements, extended maintenance plan, etc.
- Collaborate with Salisbury Community Development Corporation (CDC) on planning efforts for effective use of neighborhood rehabilitation funds. Coordinate BlockWork project in area of rehabilitation focus.
- Support planning efforts for the Dixonville-Lincoln Memorial.
- Continue collaboration with Planning Board on development of new Sign Ordinance.
- In support of West End Transformation Plan and West End Neighborhood, plan improvements for primary West End entrances off Brenner Avenue at Monroe and Horah Streets and off West Innes Street at Institute Street.
- Support planning and implementation of “centerpiece” multi-purpose cultural plaza.

Level One Goals Requiring Funding	2015 - 2016 Requested	2015 - 2016 Adopted	2016 - 2017 Requested
Continue Municipal Service District Incentive Grant program.	\$ 25,000	\$ 22,000	\$ 25,000
Continue Innes Street Corridor Improvement Grant program.	\$ 25,000	\$ 20,000	\$ 25,000
Continue the promotion of the spring and fall “Spruce-up Days,” “Landscape of the Month,” “Adopt-a-Salisbury Street,” and other programs.	\$ 1,500	\$ 1,510	\$ 1,500
Continue to expand Salisbury History and Art Trail marker program & host 8 th annual sculpture show.	\$ 20,000	\$ 12,500	\$ 20,000
Hold annual BlockWork program to promote neighborhood improvements	\$ 10,000	\$ 10,000	\$ 10,000
Begin 3-year phased replacement plan for downtown trash receptacles	\$ 10,000	0	\$ 10,000
Host biennial CAC/ Tree Board Awards program	\$ 4,000	\$ 4,000	n/a
Support biannual plantings of downtown planters with Parks & Rec landscape division.	\$ 1,000	0	\$ 1,000

Internal Goals by Committee

Education & Planning

Promote public awareness and participation in CAC goals and projects:

- Place timely notification of monthly meeting on website & in newspaper.
- Enhance cleanliness of city-wide streets and rights-of-way through promotion of neighborhood stewardship and public education.
- Continue development and update of CAC home page accessible through the City’s web page.
- Increase social media presence for CAC and its activities, including BlockWork, Public Art Committee and Landscape of the Month.
- Invite new civic and business leaders to attend a CAC meeting.

Neighborhood

- Support efforts of Code Services staff, Housing Advocacy Commission and Salisbury Community Development Corporation to address deteriorated housing.
- Host Neighborhood Leaders Alliance meetings. Look for opportunities to meet more often than twice/ year. Hold annual goal-setting session for Neighborhood Leaders Alliance (NLA).

- Support citywide clean-up efforts such as spring and fall spruce-up weeks.
 - Continue promotion and development of “pocket parks” in neighborhoods.
 - Participate in Park Avenue, Jersey City, North Main Street, West End, Chestnut Hill and other neighborhood improvement efforts.
 - Continue to identify and support neighborhoods that need leadership assistance.
 - Partner with Tree Board and Landscape Division to plant neighborhood trees.
 - Continue to invite neighborhood leaders to attend CAC meetings.
- Provide CAC news and updates through email distribution list or letter; invite leaders to submit neighborhood goals.

Public Art Committee:

- Continue planning for downtown History & Art Trail and the Sculpture Show, partnering with DSI, Salisbury Rowan Tourism Development Authority and other organizations.
- Raise public awareness of existing public art and new public art opportunities.

Landscape:

- Continue to select properties for Landscape of the Month awards.
- Continue to promote storefront Christmas decorations award for downtown businesses.

Awards:

- Plan biennial CAC/Tree Board Awards program for February 2016.

Nominations:

- Actively seek diverse applicants who possess applicable skills and experience as described in CAC enabling legislation.

Level Two Internal Goals

- Seek federal, state, and other available funding for projects related to community appearance and neighborhood improvement.
- Continue nominating procedure for CAC that encourages broad geographical and cultural representation.
- Provide orientation for all new CAC members.

The CAC Goals will be presented to City Council January 5, 2015.

Jessica Vess made a MOTION to adopt the Goals for 2016-2017 as presented. Deborah Harris seconded the motion with all members VOTING AYE.

OTHER BUSINESS

Tamara recommended providing information to visitors on the parking wayfinding poles. She was advised to speak to the Tourism Development Authority which meets again the second Wednesday in January at noon at the Gateway Building.

An application has been received from a qualified individual to serve on the CAC. Deborah Harris will roll off the CAC in April 2016. The Nominating Committee should meet in February. Diane Hundley, Karl Sale, Levonia Corry, and Jane Creech are members of the committee.

Diane Hundley invited the members of the Commission to her home after the meeting for a holiday gathering.

The meeting adjourned.