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**LIBERTY TOWNSHIP/CITY OF POWELL JOINT SAWMILL PARKWAY
BEAUTIFICATION COMMITTEE**

MEETING MINUTES

November 15, 2006

Location Powell Municipal Building

- Committee members present included Tom Counts, Bill Little, Peggy Guzzo, Susan Vais, M Michaela, and Steve Lutz.
- The Committee briefly discussed the map of the Sawmill Parkway Beautification Overlay areas. Peggy Guzzo suggested the overlay area be 500 feet from edge of the road right of way. There was a brief discussion as to whether the map should include the southern border of the Township up to the northern border of the Township or something smaller.
- Tom Counts suggested the Committee discuss conceptually as to whether the beautification plan should be part of a comprehensive plan amendment or an amendment to the zoning code. He stated that the group will need to add specificity if the decision is to change the zoning codes of the City and the Township.
- Peggy Guzzo informed the group the Township advertised one meeting for the Zoning Commission then items go to the Trustees within thirty days following approval of the minutes.
- M suggested that the City and the Township pass resolutions that notify applicants that after a specific date they are required to comply with requirements of the Parkway Overlay District.
- Peggy Guzzo stated that the Delaware Regional Planning Commission could be asked to place proposed language into final code language.
- Bill Little stated that upon his review of the Township sign code regulations he thought they appeared to be very similar to the City's sign regulations. He inquired as to whether the Township has landscaping requirements? Peggy

Guzzo informed the group that the Township has the ability to require landscaping.

- Tom Counts commented that landscaping is an example of an area where there is a need to increase the specificity of the text language. As an example he stated that high canopy trees should include the types of trees that fall into this category.
- Tom Counts suggested the Committee review the Sawmill Parkway Draft Overlay. The first item was the purpose statement. The Committee agreed that it looked good.
- The next section of the Draft Overlay deals with applicability and extent. Peggy Guzzo suggested possibly utilizing a term other than general provision term. She suggested changing it to any other provisions. Tom Counts commented if two or more requirements are in conflict, the stricter standard must be adhered to.
- The Committee discussed if landscaping is removed make the applicant comply with the proposed landscaping standards. Or, if a certain percent of existing landscaping is changed possibly requiring the applicant to comply with the new standards.
- The Committee suggested changing architectural #4 standard to read "new buildings may contain contemporary components but should be in keeping with the overlay rule character of the area." It was suggested that a roof pitch standard be incorporated into the requirements.
- The Committee reviewed the landscaping and buffering draft. The Committee pointed out that a representative from the County Engineer's Office will need to be present to provide input regarding planting and placement of trees along Sawmill Parkway.
- M suggested that the group may wish to consider prohibiting retention ponds from being placed within a certain number of feet of the Parkway.
- Tom Counts suggested coming up with grouping of trees as opposed to a straight tree line. He suggested identifying the types of trees which are hardy to wind and salt spray and contain a high canopy.
- Susan Vais suggested the Committee consider creating a landscape plan for the corridor.
- The Committee suggested that buildings should be fully designed and articulated on all sides as opposed to four sides.
- It was suggested that a maintained greenbelt setback of 75 feet on either side of the road right of way be included in the plan in order to prohibit parking and buildings within the set back area.

- The Committee suggested sign materials should architecturally and esthetically coordinate with the buildings.
- Tom Counts suggested that a series of meetings be held to discuss different topics. He stated one meeting could discuss landscaping; one meeting could be with the County Engineer, etc.
- The next Committee meeting will be held on January 31st 2007 at 7:00 p.m. to discuss and review landscaping and parking requirements.