

## **APPEARANCE COMMISSION MEETING**

The Newton Appearance Commission met on Thursday, August 9, 2012 at 7:00 pm at Zander's Coffee House.

**Present:**

Lori Wray  
Jim Gargis  
Melvin Caldwell  
Collette Touchette  
Alicia Rayfield  
Tom Rowe

**Guest:**

John Stiver  
Alex Fulbright

Chairman, Lori Wray welcomed everyone and called the meeting to order. The minutes of the last meeting were read. Two additional items were added and the minutes were later approved.

**Old Business:**

- A. John Stiver, who is on the Business Advisory Board, spoke with the Commission regarding wayfinding signs for the City of Newton. After his presentation he asked for a volunteer/representative from our Commission that would like to be involved with this project. He would like the whole commission to be involved regarding the landscaping at these signs. Alex Fulbright, Assistant Planner Director for the city presented the Commission with a map that locates entranceways into the city of Newton that may be affected by these signs.
- B. Alex Fulbright spoke regarding the hiring of a full time Code Enforcement Officer for the City of Newton. It was discussed how the Commission could help this person once hired. In conjunction with this Collette had taken the time to prepare analysis of the 2007 Code Violation Study.
- C. In following up with the Commissions idea to put a "Did You Know" piece in the city newsletter, Lori spoke with Gary Herman, Public Information Officer for the city, and was informed that such a piece would be allowed. The piece would highlight city ordinance that citizens may not be aware of or may be a problem in the city at the time.
- D. Alex Fulbright also spoke with the Commission regarding the Citywide Clean Up that takes place in April. He would like the Commissions help in recognizing acceptable spots that need to be cleaned up at that time. The Commission also discussed combining this with a "Pride Week" which would encourage residence to put all trash items at the street for this one week. Lori will speak with the Newton Sanitation Department to see if this type of pick up would be possible.
- E. The Commission voted on whether to continue awarding Yard of the Month for the month of September. The vote was four to one to discontinue the month of September. All documents listing the months for Yard of the Month should reflect this change.
- F. Additional time was requested to review the Power and Duties of the Newton Appearance Commission. Tom Rowe, City Alderman, was asked his thought on what the Appearance Commission should focus on.

- G. The Commission will be looking into developing information to get to businesses in the downtown area regarding "Adopt a Spot". This program will allow merchants to plant and maintain one of the planter boxes around the square in downtown Newton. A sign will be placed in the planter to recognize their contribution.
- H. The continuation of the boards that are placed in Yount Park at Christmas time were brought up. However, more information, discussion and a vote is needed regarding this matter.
- I. Landscaping recommendations are always in need by the horticulturalist. These can be spots in our parks, signs and entranceways. etc.

**New Business:**

- A. The commission is still in need of 1 new member.

**Next Meeting:** September 13, 2012, 7:00 pm  
Zander's Coffee House