

STATE OF TEXAS §
COUNTIES OF POTTER §
AND RANDALL §
CITY OF AMARILLO §

On the 4th day of April, 2013, the Downtown Design Review Board met in a scheduled session at 5:30 p.m. in Room 306 on the third floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Chan Davidson	No	16	11
Melissa Henderson	Yes	16	13
David Horsley	Yes	16	14
Charles Lynch	Yes	16	13
Kevin Nelson	Yes	16	15
Bob Rathbun	Yes	16	13
Wes Reeves	Yes	16	11
Steve Gosselin	Yes	2	2
Howard Smith	Yes	16	16
Dana Williams-Walton	No	16	13

CITY STAFF:
Cris Valverde, Senior Planner

Chairman Smith opened the meeting, established a quorum, and conducted the consideration of the following items beginning with ITEM 1.

ITEM 1: Approval of Minutes from the February 7, 2013 meeting

Chairman Smith asked if there were any questions or comments regarding the minutes? Mr. Horsley motioned to approve the minutes as presented. Mrs. Henderson seconded the motion and the motion passed unanimously.

ITEM 2: Discuss and consider amendments related to elements within the Downtown Amarillo Urban Design Standards and the related development review process

Mr. Valverde stated that this meeting is to discuss proposed changes to the Downtown Amarillo Urban Design Standards (DAUDS) as recommended by the Downtown Design Review Board Subcommittee (Subcommittee). The Subcommittee, which met four times previously, was comprised of four Downtown Design Review Board (DDRB) members and three members of the Downtown Amarillo Inc. Board.

Mr. Valverde commented that today's meeting is structured so that if the Downtown Urban Design Review Board is of the opinion that the proposed changes are appropriate, could recommend forwarding to the Planning and Zoning Commission for consideration or if more time is needed, could table discussions to the next regularly scheduled DDRB meeting.

Mr. Valverde also stated that the proposed changes are not meant to be a wholesale change to the existing DAUDS, but to only address and/or clarify certain areas deemed necessary.

Chairman Smith opened discussion by detailing the proposed changes in order of appearance and asked for comments related to each. Mr. Smith commented that of the recommended changes, three significant Subcommittee recommendations were adding new criteria related to what projects required review by the DDRB, which projects required walkway improvements, and drive through facilities.

Mr. Smith stated that the first two changes addressed a "loophole" in that some major projects either did not require DDRB review or walkway improvements and the third sets certain criteria for the DDRB to consider before a drive through facility is allowed.

Mr. Nelson commented that although he does not see any issues with the recommended changes, he would like to further process the recommended changes before forwarding to the Planning and Zoning Commission for consideration. As a result, Mr. Nelson motioned to table the item until the next regularly scheduled DDRB meeting.

Mr. Horsley agreed with Mr. Nelson's recommendation to table the item to the next regularly scheduled meeting and motioned as such, The motion was seconded by Mr. Reeves and passed unanimously.

ITEM 3: Public Forum

No one spoke

ITEM 4: Consider Future Agenda Items

Mr. Smith asked if there were comments. Mr. Nelson asked whether it would be possible to set up an informational meeting with real estate brokers to inform them of the DAUDS sign standards. Mr. Valverde stated that staff would look into possibly setting up an informative meeting with the real estate community in the future. Hearing no additional comments, Mr. Smith adjourned the meeting.

Cris Valverde
Senior Planner