

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

On the 2nd day of May, 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 | Yes | 17 | 12 |
| Melissa Henderson | No | 17 | 13 |
| David Horsley | Yes | 17 | 15 |
| Charles Lynch | Yes | 17 | 14 |
| Kevin Nelson | No | 17 | 15 |
| Bob Rathbun | Yes | 17 | 14 |
| Wes Reeves | Yes | 17 | 12 |
| Steve Gosselin | Yes | 3 | 3 |
| Howard Smith | Yes | 17 | 17 |
| Dana Williams-Walton | Yes | 17 | 14 |

CITY STAFF:
Kelley Shaw, Planning Director

OTHERS IN ATTENDANCE:
Melissa Dailey, DAI

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 April 4, 2013 meeting

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

ITEM 2: Discuss and consider a request for an additional monument gas station sign associated with the construction of the Toot n' Totum convenience store at 10th Ave. and Buchanan St.

Mr. Smith asked Mr. Shaw to present the item. Mr. Shaw began by stating that Toot n' Totum is requesting a third monument business/gas pricing sign. Mr. Shaw stated that the sign being requested was not shown on the approved site plan but does meet certain business sign standards (height, face square footage and number of total signs). The sign however, is 2 feet higher than the standard gas station price sign 6 foot height limit and 2 feet wider than the 3 foot width limit. The sign is the same height and size of the previous price signs that were approved.

Also, Mr. Shaw stated that the design has been altered from having three message areas to only one face incorporating both the business logo and price message.

Mr. Horsley asked about the change in the previously approved site plan that indicated future growth on the north side of the property and the fact that that was not shown on the most recent site plan. Mr. Shaw stated that the future growth was more of a place holder than anything and that the northwest side would be incorporated as parking and the northeast side would be landscaped. The area could still be developed with other land uses.

Mr. Lynch asked if the Happy State Bank parking area was required for Toot n' Totum's development. Mr. Shaw stated it was not. Mr. Horsley stated that he felt the sign was significantly under the square footage that would be allowed by a business monument sign and asked Mr. Shaw what he thought about the request. Mr. Shaw stated that he would prefer only two signs but seeing that the signs went from having 3 message areas to one, that he recommended approval of the request.

Mr. Rathbun motioned for approval of the request. Mr. Gosselin seconded the motion. The motion passed unanimously.

ITEM 3: Discuss and consider a Certificate of Appropriateness for Herring Bank located at 414 S. Pierce Street

Mr. Shaw stated that almost 2 years to the day, a Certificate of Appropriateness (COA) was approved for the renovation of the old Blackburn Shaw funeral home into a Herring Bank drive-through facility. Mr. Shaw stated that COA had expired and that several conversations had been held with staff and that Herring was now moving forward with a less intensive renovation and needed a new COA.

Mr. Shaw introduced Mr. Gregg Bliss to give the Board an overview of the project. Mr. Bliss started by stating that the original building had many Spanish Colonial Revival characteristics. He mentioned that the addition was going to be demolished and that it was not part of the original building. Mr. Bliss said this would allow the focus to be on the original structure which was the true gem on the property.

Mr. Bliss indicated the drives and signs that would be on the property and that they would be incorporating the existing pole sign into the bank's signage. Mr. Bliss stated that the northern third of the property would not be incorporated into the project. Mrs. Dailey asked if the northern property would still be able to be developed with the operation of the drive-through facility? Mr. Bliss stated that the drive-through area would be independent of the northern portion of the property and would be able to function if the northern area were developed.

Mr. Smith asked if the interior lights would be the same as the streetscape lights? Mr. Bliss stated they would be but be a single globe instead of double globe. Mr. Reeves asked if it would be possible to use a few more trees to screen the building/drive-through on the southwest area of the property. Mr. Bliss said they would certainly look into it and that they had Italian cypress trees planned now for that area that went well with the architectural style of the building.

Mr. Shaw then explained that the original intent of the previous renovation plans and subsequent approval of the COA has been maintained and, in his opinion, been improved by moving the drive-through back to the west away from the Pierce arterial. Mr. Shaw then pointed out that the streetscape improvements would be constructed all the way around the property even though the northern third would not be developed at this time.

Ms. Walton asked of the drive from 4th Ave. would still be able to be used to access the property and if it would be paved to which Mr. Bliss stated that it would and that it was currently paved. Mr. Bliss stated that he believed construction to begin around September 1st.

Mr. Smith asked for a motion. Ms. Walton motioned to approve the COA for Herring Bank. Mr. Lynch seconded the motion and the motion passed unanimously.

ITEM 4: Discuss and consider amendments related to elements within the Downtown Amarillo Urban Design Standards and the related development review process

Mr. Shaw stated that he believed that the changes that were being recommended by the review subcommittee were a result of past comments made by Board members and were all discussed thoroughly by the subcommittee. Mr. Shaw asked the Board members what was discussed at last meeting? Mr. Smith said that the Board was able to go through the entire document but that more discussion was probably needed. Ms. Walton stated that she wasn't at the last meeting and needed the revisions to review and it was also mentioned that Mr. Nelson was not present as well.

The Board agreed that at this point, more time was needed to review the document and associated changes. Discussion followed as to the general nature of the changes being done for definition and clarity more than increasing restrictions.

ITEM 5: Public Forum

No one spoke

ITEM 6: Consider Future Agenda Items

Mr. Shaw briefly described a project within the DAUDS boundary and located at the southeast corner of SW15th Ave. and Washington that is seeking a COA. Given the unusual nature of the proposed changes, Mr. Shaw asked if the Board would prefer to hear more about the project as a future agenda item or for it to proceed with an administrative review. Mr. Hoarsely stated that he would like to hear more about the request as an agenda item for the Board.

Kelley Shaw
Planning Director