

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

On the 20th day of February, 2014, the Downtown Design Review Board met in a scheduled session at 5:30 p.m. in the Amarillo City Council Pre-Session Chambers 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, Vice Chairman	Yes	22	15
Melissa Henderson	Yes	22	14
David Horsley	Yes	22	18
Charles Lynch	Yes	22	17
Kevin Nelson	Yes	22	19
Bob Rathbun	Yes	22	17
Wes Reeves	No	22	16
Steve Gosselin	Yes	8	7
Howard Smith, Chairman	Yes	22	22
Dana Williams-Walton	Yes	22	17

CITY STAFF:
Kelley Shaw, Planning Director
Cris Valverde, Senior Planner

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 December 5th, 2013 meeting

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

ITEM 2: Presentation and discussion of a redevelopment project at 118 S. Taylor Street

Mr. Shaw began by stating that City staff needs to discuss how to solve the issue of property owners being able to alter facades without having to obtain a building permit as it would help with a property owner knowing they need to obtain a COA before any façade work is started. Mr. Shaw then gave a brief overview of Mr. Trey Porter’s remodel of an old office/storage building at 118 S. Taylor Street. He mentioned that most of work stuccoing the façade has already been

done but looks good. Mr. Shaw then stated that Mr. Porter is completely replacing the existing sidewalk around the building and wants to install pedestrian lights and trees as well along 2nd Ave. The ROW along Taylor St. is TXDOT ROW and at this time, other than redoing the 3-foot sidewalk, there are no plans for any other improvements on that side of the building because of the lack of room to do so. Mr. Shaw stated the spacing for the lights and trees along 2nd Ave. would need to be adjusted due to the driveway on the west end of the property and the signal and storm water inlet on the east side. Mr. Shaw showed the Board slides depicting the side elevations of the building and internal floor plan.

Given the description of the project to the Board, Mr. Shaw asked if the Board would like to schedule the project for action on their next meeting's agenda or if they felt that it would be appropriate for staff to administratively approve the project? The majority of the Board felt that staff approval would be appropriate but would like an update of the project at their next meeting.

ITEM 3: Discuss and consider amendments related to elements within the Downtown Amarillo Urban Design District Standards and the related development review process

Mr. Shaw informed the Board that he had presented the proposed amendments to the City Council by presenting the main issues (walkway improvement triggers, building edge, and drivethroughs) that had come up based on previous projects the Board had reviewed. Mr. Shaw stated that the Council had good questions and comments and that the amendments as presented were well received.

Mr. Shaw then began to speak on how he had gone through the current design standards to look for way to better clarify what standards were required and when as directed by the Board. Mr. Shaw stated that he went section by section and added specific language that addressed each element (lights, trees, sidewalks, and parking lots) specifically by stating when each was required and what standards would need to be met when any of the elements were being installed or modified. Mr. Shaw then went over each section and the clarification that was done.

Mr. Nelson stated that he appreciated the work done to further clarify the requirements and that the changes accomplished what he was looking for. Discussion followed on the parking lot standards that incorporated language stating new construction of a parking lot or if a parking lot was expanded by more than 50%, the parking lot standards would be triggered. Given the lack of language related to actually when the parking lot standards would be applied, the Board felt that such language was appropriate. The Board presented Mr. Shaw with a few scenarios which he addressed.

Mr. Shaw informed the Board of the process that would need to be followed if the Board recommended the changes that would include recommendations by the CPAC and Planning & Zoning Commission (P&Z) with final approval by the City Commission.

Mr. Nelson motioned to recommend approval of the amendments to the DAUDS. Mr. Rathbun seconded and the motion passed unanimously. Mrs. Henderson asked staff to please let the Board know when the P&Z and City Council were going to be discussing the amendments. Mr. Shaw said he would and that it would be good to have representatives of the Design Review Board to attend the meetings.

ITEM 4: Public Forum

Hearing no comments, Chairman Smith moved to Item number 5.

ITEM 5: **Consider Future Agenda Items**

Hearing none, Chairman Smith adjourned the meeting.

Kelley Shaw
Planning Director