

STATE OF TEXAS §

**COUNTIES OF POTTER
AND RANDALL** §

CITY OF AMARILLO §

On the 15th day of September, 2017, the Downtown Design Review Board met in a scheduled session at 5:30 p.m. in Room 203 located on the second floor of the Simms Building, 808 S. Buchanan, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Steve Gosselin	Y	32	28
Steve Pair, Chairman	Y	15	11
Cole Camp	Y	10	10
Cindi Bulla	Y	10	9
Gary Jennings	Y	10	9
Verlinda Watson	N	10	1
Becky Heinen	Y	10	7
Alan Cox (alternate)	Y	7	6

Staff in Attendance:

Jeffrey English, Planner I; Cody Balzen, Planner I; Bryan McWilliams, Deputy City Attorney and Jan Sanders, Recording Secretary.

ITEM 1: Public Comment: Citizens who desire to address the Downtown Amarillo Urban Design Review Board with regard to matters on the agenda or having to do with policies, programs, or services will be received at this time. The total time allotted for comments is three (3) minutes per speaker. The board may not discuss items not on this agenda, but may respond with factual, established policy information, or refer to staff. (*Texas Attorney General Opinion. JC-0169*) If you wish to speak regarding an item on the agenda, please hold your comments until that item is introduced.

No comments were made.

ITEM 2: Approval of August 3, 2017 Downtown Urban Design Review Board meeting minutes.

Chairman Pair asked for corrections, deletions or changes to the minutes of August 3, 2017. Motion was made by Mr. Jennings, seconded by Mr. Camp, to approve the minutes as submitted. Motion passed unanimously.

ITEM 3: COA-17-15 A request for approval, as required per Section 4-10-22 of the Downtown Urban design Overlay District ordinance, for proposed new construction of the BCS Office and Bus Garage Building at the following location: 1601 S Jackson Street, legally described as Lots 10 - 12, Block 223, Wolflin Unit No. 1.

Mr. English advised the project consists of new construction of a two-story building for use as Baptist Community Services (BCS) office and vehicle storage. Upon receipt of an application, staff reviews four categories of standards, walkway corridor, building edge, street grid and parking, and signage. The walkway corridor is further broken into street trees, sidewalk standards and pedestrian light standards. The request is asking the board to grant three variances from the applicable standards. These variances include: 1) A 4' 2" variance from the maximum setback of 5' to allow the expansion to be set back 9' 2" from the property line. Request is for an existing tree and to meet the 18" above curb finished floor elevation standard; 2) a partial variance (20% on SW 16th Avenue and 40% on S Jackson Street) from significant building transparency, allowing a limited amount of transparency; and 3) a partial variance from street lighting using single bulbs instead of double bulbs. Request has been approved on adjacent BCS projects to reduce the light pollution for nearby residences. Mr. English advised staff believes the request is appropriate and recommends approval as submitted.

Chairman Pair asked if there were any questions or comments. Mason Rogers, 1827 S Virginia, architect for the project, appeared to answer any questions. No comments were made.

A motion to approve the Certificate of Appropriateness for this project as submitted, with variances 1, 2, and 3, was made by Ms. Bulla, seconded by Mr. Gosselin. The motion passed unanimously.

ITEM 4: Discussion of Board Responsibilities and Member Terms

A motion to table this item until a future agenda was made by Mr. Camp, seconded by Ms. Bulla. The motion passed unanimously.

ITEM 5: Consider future agenda items

Mr. Camp inquired about the status of the warehouse district. Staff advised there were no updates at this time.

No further comments were made, Chairman Pair adjourned the meeting.



AJ Fawver, AICP, CNU-A
Planning Director