

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

On the 1st day of February, 2018, the Downtown Design Review Board met in a scheduled session at 5:30 p.m. in Room 275 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	34	30
Steve Pair, Chairman	Y	17	13
Cole Camp	Y	12	12
Cindi Bulla	Y	12	11
Gary Jennings	Y	12	10
Verlinda Watson	N	12	1
Becky Heinen	Y	12	8
Alan Cox (alternate)	Y	9	8

Staff in Attendance:

AJ Fawver, AICP, CNU-A, Planning Director  
Cody Balzen, Planner I  
David Moore, Planner I  
Hannah Green, Recording Secretary

Sherry Bailey, Senior Planner  
Jeffrey English, Planner I  
Courtney White, Assistant City Attorney I

**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 December 7, 2017 Downtown Urban Design Review Board meeting minutes.**

Chairman Pair asked for corrections, deletions or changes to the minutes of December 7, 2017. Motion was made by Board Member Cox, seconded by Board Member Bulla, to approve the minutes as submitted. Motion passed unanimously, 7-0.

ITEM 3: COA-17-30: A request for variance from the requirement that Outdoor Electronic Message Display (EMD) Signs within the Downtown Urban Design District have no more than 25% of the sign face devoted to changeable copy, in order to allow a sign which has 53% of the sign face devoted to changeable copy on an existing pole sign at the following location: 1115 S Taylor Street, legally described as Lots 6 - 10, Block 149, Plemons Addition Unit No. 1. [Section 4-10-122, pg. 38, Downtown Amarillo Urban Design Standards]

Jeffrey English, Planner I, advised the project consists of an outside display of an existing pole sign. Mr. English presented that the variance request would not meet DAUDS standards regarding the size of the sign face. Mr. English ended his presentation with a staff recommendation of denial as submitted.

Chairman Pair asked if there were any questions or comments. Board Members questioned city staff regarding the details of the case. Ray Cox and Andrew Mitchell, the applicants, stood to also take questions and explain further details regarding their request for variance.

A motion to deny the variance for this project as submitted was made by Board Member Gosselin, seconded by Board Member Bulla. The motion passed 6-1 with Board Member Jennings opposed.

Board Member Camp exited the meeting at 5:55pm.

ITEM 4: COA-18-02: A request for variance from the standard prohibiting pole signs in the Downtown Amarillo Urban Design District, to allow an existing pole to be used as a pole sign, at the following location: 1004 S Tyler Street, legally described as Lot 1, Block 137, Plemons Addition Unit No. 1. [Section 4-10-122; pg. 26 & 27, Downtown Amarillo Urban Design Standards]

Both Board Member Jennings and Board Member Pair abstained from voting due to conflict of interest and joined the public for this item. Board Member Bulla served as acting Chairman for this item.

Cody Balzen, Planner I, advised the project consists of an existing pole that is wanted to be replaced and used as a pole sign. Mr. Balzen stated that the existing pole does not meet the Pedestrian Right of Way standard nor the Pedestrian Scale. He ended his presentation with a staff recommendation of denial as submitted.

Acting Chairman Bulla asked if there were any questions or comments. Board Members asked Mr. Balzen questions regarding the details of the variance. Speaking on behalf of Firestone, Greg Bliss took further questions from the board. Mr. Bliss stated that the building is currently listed as a National Historic Landmark. Mr. Bliss answered further questions regarding this request.

A motion to deny the variance for this project as submitted was made by Board Member Heinen, but it failed for lack of a second. Another motion, to approve the request with the condition that the variance only exists so long as the property maintains its official historic designation, was made by Board Member Cox and seconded by Board Member Gosselin. The motion passed, 3-1 with Board Member Heinen opposed.

ITEM 5: COA-18-03: A request for variance from all applicable standards outlined in the walkways, building edge, street grid, and parking sections of the Downtown Amarillo Urban Design Standards, located in the Downtown Amarillo Urban Design District at 621 SW 6th Ave, legally described as Lot 20 to Lot 11, Block 74, Glidden and Sanborn Unit [Section 4-10-122; Downtown Amarillo Urban Design Standards]

Both Board Member Jennings and Board Member Pair rejoined the board at this time.

David Moore, Planner 1, advised the project consists of a request for variance regarding all standards applicable to this case. Mr. Moore ended the presentation with a staff recommendation of denial as submitted.

Chairman Pair asked if there were any questions or comments. None were made.

A motion to deny the variance for this project as submitted was made by Board Member Gosselin, seconded by Board Member Jennings. The motion passed unanimously, 7-0.

ITEM 6: Consider future agenda items

AJ Fawver, Planner Director, introduced the new Senior Planner, Sherry Bailey. Ms. Fawver also noted that there was a discussion regarding the merging of the Board of Landmarks and the Downtown Amarillo Urban Design Review Board. Ms. Fawver further discussed possible future policies in terms of putting more properties on a historic registry as well as warehouse districts.

No further comments were made; Chairman Pair adjourned the meeting at 6:35pm.



---

AJ Fawver, AICP, CNU-A  
Planning Director