

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

On the 3<sup>rd</sup> day of August, 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	N	31	27
Steve Pair, Chairman	Y	14	10
Cole Camp	Y	9	9
Cindi Bulla	Y	9	8
Gary Jennings	Y	9	8
Verlinda Watson	N	9	1
Becky Heinen	N	9	6
Alan Cox (alternate)	N	6	5

Staff in Attendance:

Jeffrey English, Planner I; 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 July 6, 2017 Downtown Urban Design Review Board meeting minutes.

Chairman Pair asked for corrections, deletions or changes to the minutes of July 6, 2017. Chairman Pair advised in Item 3 in regards to “there are no standards within the DAUDS in regards to dumpsters.” In the DAUDS handbook under Building Equipment and Service Area Standards, dumpsters are addressed. Motion was made by Mr. Camp, seconded by Ms. Bulla, to approve the minutes with the change. 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 renovation and expansion of the BCS Al Ware Building at the following location: 1300 South Van Buren Street, legally described as Lot 3, Block 185, Plemons Unit No. 1.

Mr. English advised the project consists of new construction of a two-story addition onto the existing building of Baptist Community Services (BCS). The project will remain an assisted living facility. 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 six variances from the applicable standards. These variances include: 1) A 2' variance from the 7' minimum sidewalk widths to allow 5' sidewalks; 2) A complete variance from the requirement to provide pedestrian lighting, to allow the development with no pedestrian lighting; 3) a 17.5' variance from the maximum setback of 5' to allow the expansion to be set back 22.5' from the property line; 4) a complete variance from minimum building transparency allowing a limited amount of transparency; 5) a 3", 6", and 6'1" variance from the 6' maximum fencing height, to allow fencing of 6'3", 6'6", and 12'1" in height; and 6) a 3" variance from the 6' maximum fencing height around private parking areas, to allow fencing of 6'3" in height. Mr. English commented staff considered a variety of elements before making a recommendation, such as the location of the site which is outside the typical downtown development pattern, and unique campus-style development of this institution. Mr. English advised staff believes the request is appropriate and recommends approval as submitted.


Much discussion was held among the board members in regards to the pedestrian lighting features along S. Jackson St. The concerns mentioned were the safety and security factors for residents on the campus, as well as the walk ability for the surrounding neighborhood. Mr. Jesse Arredondo, OJD Engineering, Mr. Robert Smith, BCS, and Mr. Stephen Dalrymple, BCS, all advised the proposed wall mount lighting is actually regulated by state requirements, will maintain consistency throughout the BCS campus, and no entrances are planned exiting onto S. Jackson St. Mr. Dalrymple stated BCS has plans to continue expanding the campus, over the next three to four years, and proposed revisiting the DAUDS with a revised plan changing the landscaping/lighting for the entire campus.

A motion to approve the Certificate of Appropriateness for this project as submitted, with six variances, was made by Ms. Bulla, seconded by Mr. Jennings. The motion passed unanimously.

ITEM 4: Consider future agenda items

Mr. Camp inquired about the status of the warehouse district. Mr. English and Ms. Sanders advised that the first priority in the immediate future for the department is addressing their significant staffing shortages, which has eliminated the current resources for additional projects; however, once that issue is remedied, projects such as this could be further pursued.. Ms. Bulla inquired what latitude the board has in provisional variances or if a variance can have an expiration date.

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



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AJ Fawver, AICP, CNU-A  
Planning Director