

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

On the 6th day of July, 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	30	27
Steve Pair, Chairman	Y	13	9
Cole Camp	Y	8	8
Cindi Bulla	Y	8	7
Gary Jennings	N	8	7
Verlinda Watson	N	8	1
Becky Heinen	Y	8	6
Alan Cox (alternate)	Y	5	5

Staff in Attendance:

AJ Fawver, AICP, CNU-A, Planning Director; Cody Balzen, 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 June 1, 2017 Downtown Urban Design Review Board meeting minutes.

Chairman Pair asked for corrections, deletions or changes to the minutes of June 1, 2017. Motion was made by Mr. Cox, seconded by Mr. Camp, to approve the minutes as submitted. Motion passed unanimously.

ITEM 3: COA-17-14 A request for approval, as required per Section 4-10-22 of the Downtown Urban Design Overlay District ordinance, for proposed new construction at the following location: 418 South Tyler Street, legally described as Lot 1, Block 1, Glidden and Sanborn Unit No. 13.

Mr. Balzen advised the project is proposing construction of a one-story building for use as a call center and mail order pharmacy by Maxor Pharmacies. 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. Mr. Balzen advised the board is reviewing this project because of new construction, as the application meets each of the categories analyzed by staff. The staff report mentioned a 5' variance from the minimum parking lot fence setback of 5', but after further review the setback request is without a fence, so the application does in fact meet the standards for the fencing. Mr. Balzen commented staff considered a variety of elements before making a recommendation, such as the behavior of the facility, along with providing parking for the employees despite the zoning not requiring any. Mr. Balzen advised staff believes the request is appropriate and recommends approval as submitted.

Ms. Bulla asked for further clarification of the long façade. Mr. Balzen presented a slide which reveals a long façade has a break in the wall, not just a flat wall. Ms. Heinen inquired if the parking lot would be gated. Mr. Balzen advised the parking lot would have a 6' security private fence. Mr. Gosselin inquired about the alley. Mr. Balzen stated the alley had been previously vacated.

John Jenkins, Lavin Architects, for the applicant, advised the parking lot is sufficient for the number of employees, with additional parking to the east on Tyler St., and adjacent to the Tyler Street Resource Center.

Mr. Gosselin inquired about the location of a dumpster. Mr. Balzen advised there are no standards within the DAUDS in regards to dumpsters. Mr. Jenkins stated Maxor is planning to use a private trash collection company.

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

ITEM 4: Consider future agenda items

Mr. Camp inquired about the status of the warehouse district. Ms. Fawver advised additional discussions are ongoing for further clarification of what a proper process would look like, clarification of roles of the various boards which would need to be involved, and if the timing is appropriate. This requires some institutional knowledge and history she is working with others to acquire.

Matt Ricks inquired how far the City of Amarillo is planning to develop going west from 7th and Madison. Ms. Fawver exchanged contact information so staff could follow up.

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



AJ Fawver, AICP, CNU-A
Planning Director