

**Old Town Design Review Committee  
Minutes  
January 14, 2008**

**1. Call To Order And Announce That a Quorum Is Present.**

The Old Town Design Review Committee meeting was called to order by James Crockett at 4:05 p.m. with the following members present:

James Crockett	Sharon Ellis
Michael Duval	Bill Peck (non-voting)
Larry Smith	

Absent: Sarah Jo Jackson

Staff members Sarah McLain and Nika Reinecke were present.  
Mike Karimi and Milton Powell were also present.

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**2. Approve the Minutes from December 10, 2007.**

Sharon Ellis moved and Michael Duval seconded that the minutes be approved from December 10, 2007. The motion passed 4-0.

**3. Consideration of a Letter of Design Approval for a New Sign at 363 W. Main Street as Requested by Dr. Robert DaSilva.**

Staff reviewed the item for the Committee and explained that the proposal is to reface the existing monument sign. The Committee expressed concern that the font weight of the telephone number was too bold and did not match the font of the rest of the sign. Staff stated that the applicant probably would not mind changing the font weight of the phone number.

Michael Duval moved and Larry Smith seconded that a Letter of Design Approval be granted for the proposed sign at 363 W. Main Street provided that the font for the phone number be adjusted to a lighter weight to be approved by City Staff. The motion passed 4-0.

**4. Consideration of an Amendment to a Letter of Design Approval for Renovations at 150 W. Main Street as Requested by Mike Karimi.**

Staff reviewed the item for the Committee. Mr. Karimi was present and answered questions from the Committee. Mr. Karimi explained that the new balcony design was an improvement over the prior design as it would extend the width of the rear façade. Mr. Peck clarified items for the Committee such as the locations of the

transom windows. As the changes were minor and necessary due to the structure of the building, the Committee generally approved of the modifications.

Michael Duval moved and Sharon Ellis seconded that a Amendment to a Letter of Design Approval be granted for renovations at 150 W. Main Street. The motion passed 4-0.

**5. Consideration of a Letter of Design Approval for a New Building at the Northwest Corner of Main Street and Charles Street as Requested by Milton Powell on behalf of the City of Lewisville.**

Staff reviewed the item for the Committee. Mr. Powell was present and presented larger drawings of the floor plan and elevations of the proposed building. Staff member Nika Reinecke was also present. Mr. Powell clarified parking calculations for the Committee and stated that even given a “worse case scenario” there would be sufficient parking between the spaces at City Hall and those provided at the Art Center. Mr. Powell clarified that the brick and cast stone accents would match that of City Hall. Mr. Powell explained the functions of each room of the proposed Art Center. The Committee expressed concern that not all of the elevations are available for review. The Committee was also concerned that the screened condensing units on the Southwest corner would be very visible to oncoming traffic and requested to see the design of the screens for review. The Committee also expressed concern that the façades of the building are difficult to review with the current rendering because the trees and landscaping cover parts of the building.

Larry Smith moved and Sharon Ellis seconded that the item be tabled until all elevations of the building are presented. The motion passed 4-0.

**6. Other Business.**

There was no additional business to be discussed.

**7. Adjournment.**

Larry Smith moved and Sharon Ellis seconded that the meeting be adjourned. The motion passed 4-0.

The Old Town Design Review Committee approved these minutes on February 25, 2008.

Respectfully submitted,

Approved,

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Sarah McLain  
Economic Development Specialist

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James Crockett  
Chairperson