

**Old Town Design Review Committee
Minutes
July 28, 2008**

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

The Old Town Design Review Committee was called to order by James Crockett at 4:00 p.m. with the following members present:

James Crockett
Michael Duval

Amanda Ferguson
Bill Peck (non-voting)

Absent: Sarah Jo Jackson, Sharon Ellis

Staff member Elizabeth Trosper was present.

Stephanie Damian of Greater Lewisville Community Theater was also present.

2. Appointment of a Chairperson and Vice Chairperson.

Michael Duval moved and Amanda Ferguson seconded that Appointment of a Chairperson and Vice Chairperson be postponed until more members of the Committee were present. The motion passed 3-0.

3. Approve the Minutes from July 14, 2008.

Michael Duval moved and Amanda Ferguson seconded that the minutes be approved from July 14, 2008. The motion passed 3-0.

4. Consideration of a Letter of Design Approval for a New Sign at 160 W. Main Street as Requested by Stephanie Damian of Greater Lewisville Community Theater.

Staff briefly reviewed the agenda item for the Committee. The Committee expressed concern over whether the hanging mechanism on which the sign would be mounted would cause the sign to be obscured visually. Ms. Damian noted that the bracketing would be mounted in such a manner as to allow the sign to hang under the arch of the awning rafters to avoid visual obscurity.

Amanda Ferguson moved and Michael Duval seconded that a Letter of Design Approval be approved for the proposed sign. The motion passed 3-0.

5. Consideration of a Letter of Design Approval for a New Sign at 140 E. Main Street as Requested by Scott Strange.

Staff presented the item to the Committee noting the concern over the black-colored lettering of the signage. The Committee expressed that they had no objection to the black color of the lettering, however, raised an objection to the plastic lettering proposed. Staff informed the Committee that a variance to the Sign Ordinance would be required for installation of the sign should the Committee approve the design. The Committee felt that the design of the sign was appropriate with the stipulation that the lettering material should be one that is specified in the Sign Ordinance as approved by Staff and pending a variance from the City Council.

Michael Duval moved and Amanda Ferguson seconded that a Letter of Design Approval be approved for the proposed sign with approved materials and pending a variance from the City Council. The motion passed 3-0.

6. Other Business.

There was no other business for discussion.

7. Adjournment.

Amanda Ferguson moved and Michael Duval seconded that the meeting be adjourned. The motion passed 3-0.

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

Respectfully submitted,

Approved,

Sarah McLain
Economic Development Specialist

James Crockett
Chairperson