

**Old Town Design Review Committee
Minutes
July 13, 2009**

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

The Old Town Design Review Committee was called to order by Michael Duval at 4:03 p.m., with the following members present:

Michael Duval	Sharon Ellis
Amanda Ferguson	Edward Resh
Bill Peck (nonvoting)	

Absent: James Crockett

Staff member Sarah McLain was present.

Councilman John Gorena was also present

David Searl with FJLC & Associates, Inc. and Gene Colley with Royal Seal Construction were present for Item 3. Doris Hale and Benita Fitzgerald were also present.

2. Approve the Minutes from June 22, 2008.

Amanda Ferguson moved and Sharon Ellis seconded that the minutes be approved as presented. The motion passed 4-0.

3. Consideration of a Letter of Design Approval for a New Building at 385 W. Main Street as Requested by David Searl.

Staff briefly reviewed the item for the Committee. Staff explained that the item had been reviewed preliminarily by the Committee at the February 9, 2009 meeting during which the Committee recommended that the material of the building be changed from stone to brick with cast stone accents and that the colors and materials be presented when the building is brought to the Committee for review. Staff explained that the applicant had changed the material to brick and cast stone as suggested by the Committee and that the colors and material samples were to be presented at this meeting.

David Searl with FJLC & Associates, Inc. and Gene Colley with Royal Seal Construction were present and answered questions from the Committee. Mr. Searl presented the color and materials palette to the Committee. The Committee generally approved of the colors and materials and felt they were appropriate for Old Town. In response to a question from the Committee, Mr. Searl confirmed that there are no proposed changes to the existing building on the site. The Committee asked about lighting on the site. Mr. Colley stated that the existing landscape lights would be removed from the front of the site and placed on the interior of the site and that he expects that lighting on the building would be sufficient to light the front of the site. In answer to a question from the

Committee, staff stated that any signs for the building would need to be applied for separately and brought before the Committee as a separate item. The Committee thanked Mr. Searl and Mr. Colley for their thorough presentation to the Committee. The Committee generally expressed that the proposed building design was appropriate for Old Town.

Sharon Ellis moved and Edward Resh seconded that a Letter of Design Approval be approved for the new building at 385 W. Main Street. The motion passed 4-0.

4. Consideration of a Letter of Design Approval for Renovations and a New Sign at 160 W. Main Street as Requested by Bill Thorne on Behalf of the Greater Lewisville Community Theater.

Staff presented the item to the Committee which consisted of proposed renovations to the rear façade of the building and a secondary entry sign on the awning for the rear of the building. Staff explained that although secondary entrance signs are allowable in the Old Town Center District, the Sign Ordinance only allows for secondary entrance signs to be projecting signs or wall signs. Therefore, in order to install this sign the GLCT would need to request a variance from City Council. Staff felt that the variance would be supported because the sign complies with all the other requirements for a secondary entrance sign. Bill Peck was present and answered questions from the Committee. Mr. Peck verified that the material for the awning is standing seam metal and that the sign facing is metal as well. Mr. Peck described the color of the awning as a silver color. The Committee felt that the proposed renovations were appropriate for Old Town and expressed that they were glad to see the rear façades in Old Town being improved. There was no further discussion on this item.

Sharon Ellis moved and Amanda Ferguson seconded that a Letter of Design Approval be approved for the renovations at 160 W. Main Street which consist of a new awning, brick work and new doors and that a Letter of Design Approval be approved for the proposed sign subject to City Council's approval of a variance. The motion passed 4-0.

5. Consideration of a Letter of Design Approval for Renovation at 181 W. Purnell Street as requested by Debra Dominguez.

Staff explained that the proposed renovation to the home is to replace the garage doors with French doors and convert the use of the garage to a storage use. Staff further explained that the Old Town Development Ordinance (OTDO) requires that at the time of construction, a single-family home is required to provide a minimum of a one-car garage plus one additional concrete space on site. However, the OTDO does not address whether a garage may be enclosed for conversion to another use such as storage. Staff elaborated that the issue was brought to the attention of City Council in 2007 with respect to the General

Development Ordinance (GDO). At that time Council denied a proposed change to the GDO that would prohibit enclosed garages for uses other than parking unless an equivalent garage is constructed on the lot prior to any changes being made to the existing garage. Therefore, City staff is continuing to issue building permits for garage enclosures without requiring another garage to be built as long as all building codes are met. Councilman Gorena was present and expressed an interest in having the issue brought back to City Council for consideration.

The Committee expressed concern that the standard French doors would be too narrow for the current garage door opening. It was unclear to the Committee how the applicant intended to install the doors in the larger opening. The Committee also expressed concern regarding the aesthetics of having French doors opening onto a driveway. Because the applicant was not present to address this concern the Committee felt that the item should be tabled until the next meeting when the applicant would be able to attend. Doris Hale and Benita Fitzgerald were also present and expressed concern over maintenance of the property including the fence. Staff stated that the condition of the fence would be reported to Building Inspections Department. There was no further discussion on this item. Sharon Ellis commended Building Inspections and Code Enforcement Departments on their successful efforts in Old Town to bring properties into code compliance.

Amanda Ferguson moved Sharon Ellis seconded that the item be tabled. The motion passed 4-0.

6. Adjournment.

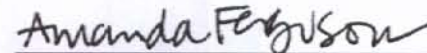
Amanda Ferguson moved Edward Resh that the meeting be adjourned. The motion passed 4-0.

The Old Town Design Review Committee approved these minutes on July 27, 2009.

Respectfully submitted,


Sarah McLain
Economic Development Specialist

Approved,


Michael Duval AMANDA FERGUSON
VICE Chairperson