

**Old Town Design Review Committee  
Minutes  
August 10, 2009**

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

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

Amanda Ferguson	James Crockett
Sharon Ellis	Edward Resh
Bill Peck (nonvoting)	

Absent: Michael Duval

Staff member Sarah McLain was present.

Debra Dominguez, Doris Hale and Benita Fitzgerald were also present.

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**2. Approve the Minutes from July 13, 2009.**

Sharon Ellis moved and Edward Resh seconded that the minutes from July 13, 2009 and July 27, 2009 be approved as presented in one motion. The motion passed 4-0.

**3. Approve the Minutes from July 27, 2009.**

The approval for this item was included in the previous motion.

**4. Tabled Item: Consideration of a Letter of Design Approval for Renovation at 181 W. Purnell Street as requested by Debra Dominguez.**

Staff reviewed the item for the Committee and 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 explained that the item was brought to the Committee at the July 13, 2009 meeting but was tabled because the applicant was not present to address the concerns the Committee had over how the proposed French doors would be installed. At the July 13, 2009 meeting staff 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 further noted that in 2007, the City 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.

Debra Dominguez was present and answered questions from the Committee. Ms. Dominguez stated that the enclosed garage would be used for storage purposes only and not for living space. Ms. Dominguez explained that she did not necessarily need to have French doors installed but would like to enclose the garage and did not want to use a mechanized garage door. Ms. Dominguez suggested enclosing the garage using siding but leaving the garage door frame. The Committee and staff strongly expressed that this would not be an appropriate method to enclose the garage. Benita Fitzgerald spoke on the item and suggested that the applicant reinstall a garage door but make it an inoperable door. Thus, the garage would still look like a garage aesthetically but would be closed in for storage purposes for Ms. Dominguez. The other advantage is that the space could be easily converted back to a garage if so desired. The Committee and Ms. Dominguez generally felt this solution was an acceptable alternative. Ms. Dominguez told the Committee that she would install a garage door that was like the one that was previously installed on the home. There was no further discussion on this item.

James Crockett moved and Sharon Ellis seconded that a Letter of Design Approval be approved for the proposed renovation to enclose the garage using an inoperable garage door with the design of the garage door to be approved by City Staff. The motion passed 4-0.

**5. Consideration of a Letter of Design Approval for a New Sign at 477 W. Main Street as Requested by Mark Bruington of Trusty Construction.**

Staff presented the item briefly to the Committee. Staff showed the Committee a printed page from Trusty Construction's website which showed the business's logo and colors. The Committee generally felt that the oval shape of the sign was not appropriate for Old Town and recommended that the applicant resubmit the sign with a rectangular notched shape. The Committee also felt that the white background was too stark for the sign and recommended a tan background instead. Alternatively, the Committee suggested a color scheme similar to the banner on the Trusty Construction website which is a black background with gray lettering and logo. The Committee and staff agreed that the item be tabled to allow the applicant to revise the design of the sign to be more appropriate for Old Town.

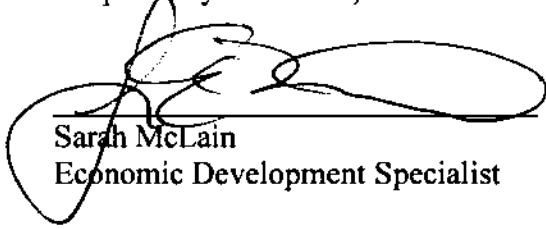
Edward Resh moved and James Crockett seconded that the item be tabled. The motion passed 4-0.

**6. Adjournment.**

James Crockett 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 August 24, 2009.

Respectfully submitted,



Sarah McLain  
Economic Development Specialist

Approved,



Michael Duval  
Chairperson