

**Old Town Design Review Committee
Minutes
August 24, 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 4:05 p.m., with the following members present:

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

Absent: James Crockett

Staff members Sarah McLain and John Orta were present.

Tracy Heerema, Douglas Cler, Dee Leggett, and Tom LeBeau were also present.

2. Approve the Minutes from August 10, 2009.

Sharon Ellis moved and Edward Resh seconded that the minutes from August 10, 2009 be approved as presented. The motion passed 4-0.

3. Consideration of a Letter of Design Approval for a New Sign at 111 Poydras Street as Requested by Harold Loyd of Harold Loyd Insurance.

Staff briefly presented the item for the Committee and stated that the proposed sign is in compliance with the Sign Ordinance. Tracy Hereema was present and answered questions from the Committee. Ms. Hereema explained that the lettering on the sign would be matte gold color. The Committee inquired about the font of the word "Discount" on the sign as it was not considered to be a historically sensitive font. Ms. Hereema explained that the style of the phrase including the word "Discount" is part of the logo for the agency but that she had intentionally minimized the size of the font and emphasized other portions of the sign that use a historically sensitive font. There was no further discussion on this item.

Amanda Ferguson moved and Edward Resh seconded that a Letter of Design Approval be approved for the sign at 111 Poydras Street. The motion passed 4-0.

4. Consideration of a Letter of Design Approval for Renovations at 145 W. Walters Street as Requested by Douglas Cler.

Staff reviewed the item for the Committee as an addition to the rear of the home as well as re-siding and painting the home. Douglas Cler was present and answered questions from the Committee. Mr. Cler explained the location of the addition to the Committee. The Committee expressed concern regarding the roof design and whether it would drain appropriately. John Orta, Plans Examiner for the City of Lewisville, explained that he reviews the designs to ensure that the

roof will drain appropriately and that when the construction is complete, the Building Inspections Department will inspect the addition also. Mr. Cler also stated that he wants to make sure that the roof drains properly. At the request of the Committee, Mr. Cler also gave the dimensions of the additions which are a pantry of 6 ft. x 8 ft. and a bedroom of 16 ft. x 14 ft. The Committee wanted to ensure that Mr. Cler would be removing the old siding before adding the new siding to the home. Mr. Cler verified that he would remove the old siding before installing the new siding. There was no further discussion on this item.

Sharon Ellis moved and Edward Resh seconded that a Letter of Design Approval be approved for the renovations at 145 W. Walters Street. The motion passed 4-0.

5. Presentation of the Denton County Transit Authority Old Town Rail Station.

Dee Leggett presented the designs for the Old Town DCTA Station to the Committee. Tom LeBeau was also present to answer questions from the Committee. Ms. Leggett described the design elements of the station canopies including materials, colors, and lighting design. Ms. Leggett explained that there would be three canopies at the station platform, each identical with the exception of the center canopy which would have a cupola. Ms. Leggett notified the Committee that the public groundbreaking ceremony for the Old Town Station would be on September 26 at 11:00 a.m. Ms. Leggett also presented the site layout to the Committee. The Committee expressed concern about whether the parking needs would be met. Ms. Leggett responded that the site would hold the immediate parking needs but that DCTA will be proactive to plan for future parking needs for the station. Ms. Leggett also notified the Committee of road closures in the area associated with the Old Town Station construction. There was no further discussion on this item.

6. Adjournment.

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

The Old Town Design Review Committee approved these minutes on September 14, 2009.

Respectfully submitted,

Approved,

Sarah McLain
Economic Development Specialist

Michael Duval
Chairperson