

## **A G E N D A**

### **OLD TOWN DESIGN REVIEW COMMITTEE MONDAY, MARCH 9, 2020**

**LEWISVILLE CITY HALL  
COMMUNITY DEVELOPMENT CONFERENCE ROOM  
2<sup>ND</sup> FLOOR  
151 WEST CHURCH STREET  
LEWISVILLE, TEXAS**

**REGULAR SESSION MEETING – 4:00 P.M.**

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- 1. Call to Order and Announce That a Quorum is Present.**
- 2. Approve the Minutes From February 10, 2020.**
- 3. Consideration of a Letter of Design Approval for a Single Tenant Wall Sign for The Back and Body Clinic Located at 571 West Main Street, as Requested by David D. Yeager of Sigma Sign Co, on Behalf of Dr. Phil Gilbert, the Applicant.**
- 4. Consideration of a Letter of Design Approval for a Residential Accessory Building, Located at 220 West College Street, as Requested by Lee Anne Lundgren, the Property Owner.**
- 5. Adjournment.**

#### **NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS**

The Lewisville City Hall & Community Development Conference Room are wheelchair accessible. Access to the building and special parking are available at the front entrance along Church Street. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the Economic Development Office at (972) 219-3736 or by FAX (972) 219-3412 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

**Minutes  
Old Town Design Review Committee  
February 10, 2020**

**Item 1:**

The Old Town Design Review Committee was called to order at 4:08 p.m. with the following members present: Amanda Ferguson, Randy Tetzlaff, and Jack Tidwell. Members Justin Moeller, Patricia Esselborn and Advising Architect Greg Johnston were absent.

Staff present: Michele Berry, Planning Manager; Jonathan Beckham, Planner.

**Item 2:**

The second item on the agenda was the approval of the minutes from the January 13, 2020 meeting. *A motion was made by Jack Tidwell and seconded by Randy Tetzlaff to approve the minutes as corrected. The motion passed unanimously (3-0).*

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**Item 3:**

The third item on the agenda was Consideration of a Letter of Design Approval for a Single-Tenant Wall Sign for Securitex Old Town Locksmith Located at 316 South Mill Street, as Requested by Bill Gravitt of Gallery Custom Signs, on Behalf of John Arnold, the Applicant.

Staff gave a brief overview of the proposed single-tenant wall sign and recommended consideration of a modification to the sign area. *A motion was made by Jack Tidwell and seconded by Randy Tetzlaff to approve the item as presented with a modification to allow a sign area of 52 square-feet and with a condition that the "AND SON" channel lettering be removed from the face of the building. The motion passed unanimously (3-0).*

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There being no other items to discuss, the meeting was adjourned at 4:13 p.m.

Respectfully submitted,

Approved,

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Michele Berry, Planning Manager

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Amanda Ferguson, Chairperson

## STAFF REPORT

**TO:** Old Town Design Review Committee

**FROM:** Jonathan Beckham, Planner

**MEETING**

**DATE:** March 9, 2020

**SUBJECT:** **Consideration of a Letter of Design Approval for a Single-Tenant Wall Sign for The Back and Body Clinic Located at 571 West Main Street, as Requested by David D. Yeager of Sigma Sign Co, on Behalf of Dr. Phil Gilbert, the Applicant.**

### **BACKGROUND**

The Back and Body Clinic is located on the western end of the Old Town Design District across the street from Medical City Lewisville. The applicant is seeking approval for a single-tenant wall sign.

### **ANALYSIS**

#### *Single-Tenant Wall Sign*

The proposed wall sign features the business logo channel cut from aluminum. It is located above the second floor, centered on the front façade of the building. The sign will be halo-lit with LED lights, which conforms with the Old Town lighting standards. The Old Town sign code allows a single-tenant wall sign to have a maximum area of 50 square feet on the primary façade, this proposed sign has an area of 48.9 square feet. It meets all other requirements.

### **RECOMMENDATION**

Staff recommends that the Old Town Design Review Committee grant a Letter of Design Approval for the single-tenant wall sign as presented.



**OLD TOWN DESIGN REVIEW  
COMMITTEE  
SIGN APPLICATION**



**LEWISVILLE**  
Deep Roots. Broad Wings. Bright Future.

Date: 02/19/2020      Application #:      OTDRC Case #

Permit Address:  
571 W Main Street #100

**PROPERTY OWNER or TENANT INFORMATION:**

Name: <b>Dr Phil Gilbert</b>	Address, City, State, Zip:: 487 Crockett Dr Lewisville, TX 75067
Company: The Back and Body Clinic	Title: Owner
Phone/Fax Number: <b>(972) 436-9785</b>	Cell Phone and E-mail: drgilbert@backbodyclinic.com

**SIGN CONTRACTOR INFORMATION:**

Name: <b>David D Yeager</b>	Address, City, State, Zip:: 1590 E Hwy 121 Building 3 Suite #100
Company: Sigma Sign Co	Title: Owner/Master Electrician
Phone/Fax Number: <b>972-317-4467</b>	Cell Phone and E-mail: sales@sigmasignco.com

**ELECTRICAL CONTRACTOR INFORMATION, IF APPLICABLE:**

Name:	Address, City, State, Zip:
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**SIGN INFORMATION:**

Sign Dimensions: <b>59.98" x 178.03"</b>	Sign Display Surface Material: <b>Acrylic, vinyl</b>	List all other signs currently on the property:
Illuminated? If so, type of illumination: <b>LED</b>	Sign Lettering Material: <b>Acrylic, aluminum, vinyl</b>	
How will sign be mounted? <b>Wireway</b>	Value of Sign: <b>\$800</b>	

**Attach to this application: 1) two copies of full color designs of the sign to scale with dimensions and materials clearly labeled 2) Photographs of the existing building 3) for a monument sign: include a site plan 4) If the proposed sign projects over a pedestrian or vehicular way, show the distance from the lowest part of the sign to the finished grade.**

**\*\*\*For Office Use Only\*\*\***

Plan Review Fee:      Permit Fee:      Electrical Fee:

Permit Approved By:      Date:      Permit Total:

Design Approved By OTDRC:      Date:

Comments:

Verb. PU& \$	Returned to Cust	Rejected
L/M PU& \$	Re_Sub Date	Cor. Req.
GC or Sub Must Reg	2nd Notice to P/U	Copy/Copies Needed

CLIENT: The Back and Body Clinic

ADDRESS:

CONTACT:

DATE: 2/26/2020

QUANTITY: 1

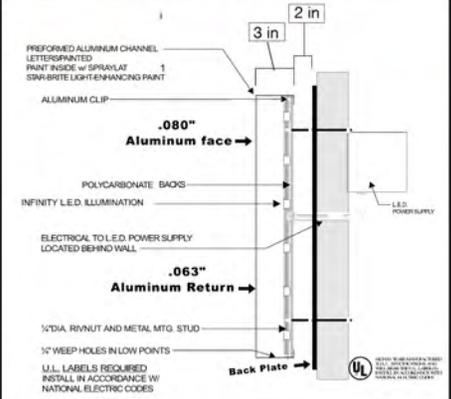
OVERALL WIDTH X HEIGHT:

160" x 44"



## NOTES:

### SIGNAGE DETAILS



"REVERSE-LIT" CHANNEL LETTER  
WITH WITH BACKPLATE

This drawing is the property of SIGMA Signs & Printing,  
which reserves all rights to its reproduction and display.

## STAFF REPORT

**TO:** Old Town Design Review Committee

**FROM:** Jonathan Beckham, Planner

**MEETING**

**DATE:** March 9, 2020

**SUBJECT: Consideration of a Letter of Design Approval for a Residential Accessory Building, Located at 220 West College Street, as Requested by Lee Anne Lundgren, the Property Owner.**

### **BACKGROUND**

The property owner at 220 West College Street is looking to build a residential accessory building at the rear of their property. All accessory buildings with an area of 120 square feet or greater in Lewisville's Old Town area require a Letter of Design Approval. The applicant is requesting approval for the proposed shed.

### **ANALYSIS**

#### *Residential Accessory Building*

The proposed accessory building will be located behind the residence on the southeast quadrant of the lot. This placement largely screens the shed from view of any public right of way. The shed has a gambrel roof design with an area of 288 square-feet and a height of 11 feet. It is constructed from primarily wood materials and engineered wood siding. The paint colors match the existing home as seen in the exhibits. The shed conforms will all area, setback and height regulations found in Sec. 17-32.5 of Lewisville's Zoning regulations. There is an existing 55 square foot accessory building on site, located behind the carport. The zoning code allows for no more than two accessory buildings on a lot this size, not to exceed an aggregate total of 500 square feet. This site currently has two accessory buildings: a 126 square foot car port and a 55 square foot shed. The property owner will need to remove one of the existing accessory buildings in order to construct this new shed.

### **RECOMMENDATION**

Staff recommends that the Old Town Design Review Committee grant a Letter of Design Approval for the residential accessory building as presented with the condition that one of the existing accessory buildings be removed.



**OLD TOWN DESIGN REVIEW  
COMMITTEE  
APPLICATION**



Owner/s (name): <u>Lee Anne Lundgren</u>	
Company Name:	
Mailing Address: <u>220 W. College St. Lewisville, TX 75057</u>	
Work #:	Cell #: <u>214-282-2988</u>
E-Mail: <u>leeanne730@gmail.com</u>	
Owner Signature (Owner/s Must Sign or Submit Letter of Authorization): <u>Lee Anne Lundgren</u>	Date: <u>03-02-2020</u>
Printed Name: <u>Lee Anne Lundgren</u>	

Applicant/Tenant (name):	
Company Name:	
Mailing Address:	
Work #:	Cell #:
E-Mail:	
Applicant/Tenant Signature	Date:
Printed Name:	

Architect/Engineer (name): <u>Lennon French</u>	
Company Name: <u>Leland Sheds &amp; Barns</u>	
Mailing Address:	
Work #: <u>817-402-2410</u>	Cell #:
E-Mail: <u>customer@care.lelandbarns.com</u>	
Architect/Engineer Signature	Date:
Printed Name:	

**REQUIRED:**

- Narrative letter summarizing scope of work
- Site plan/roof plan (drawn to scale)
- Proposed building elevations (to scale)
- Photographs of existing building conditions
- Product literature or specifications
- Materials samples and color samples

**NOTE:**

Items must be staff approved and deemed complete before they will be placed on an agenda

Dear Old Town Design Committee,

My wife and I purchased a 1,200 sqft. home with almost no useable attic space, and we need enough room to store our belongings (tools, yard equipment, seasonal decorations, large items). We intend to have Leland Barns and Sheds build a 12 ft. (W) x 24 ft. (L) x 11 ft. (H) shed. It will be a wood structure built on cement blocks. The outside will be white wood siding and black trim to match the aesthetic of our house with 2 windows. The shingles will also be of a similar color to the house's shingles. The shed will be placed at least 5 feet from property lines.

Cory and Lee Anne Lundgren

220 W College Street

## Existing Residence



## Proposed Accessory Building





## Interior Shed Pictures:



## Shed Material List from Manufacturer

- ✓ 4x6 pressure treated runners
- ✓ Moisture barrier under floor
- ✓ (2) 4' lofts (6'3 in clearance)
- ✓ (1) 6x6 Wood Door
- ✓ 2x4 rafters on 24 in centers
- ✓ Haley 100% Acrylic Latex Wooden Structures paint
- ✓ 2x6 pressure treated floor joists 16 in. centers
- ✓ Hurricane clips
- ✓ 2x4 wall studs on 16 in. centers
- ✓ End vents
- ✓ 29 gauge metal roof
- ✓ 3/4 BC plywood floor
- ✓ 1x4 trim
- ✓ Standard walls 6'3 in. (inside)
- ✓ Gambrel roof
- ✓ 5/50 year warranty LP Smart Panel siding

## LP SmartSide Product Info



LP® SmartSide® products combine the rich cedar-grain texture of traditional wood siding with the advanced performance of treated engineered wood — to help extend its curb appeal for years to come.

- Rated for structural use by the Engineered Wood Association
- Shiplap edges with advanced bead system for easier alignment
- Pre-primed for exceptional paint adhesion
- Significantly lighter than comparable fiber cement panel
- Strong enough to be nailed directly to stud, making additional sheathing unnecessary in many applications
- Eliminates need for additional bracing on load-bearing walls
- Ideal for homes or outdoor buildings in areas of high winds or seismic activity
- Treated engineered wood strand substrate
- Copyright 2016 Louisiana-Pacific Corporation, all rights reserved, SmartSide is a registered trademark of Louisiana-Pacific Corporation, all other trademarks are owned by Louisiana-Pacific Corporation
- Note: product may vary by store
- California residents [see Prop 65 WARNINGS](#)