



151 W. Church Street
Lewisville, TX 75057

A G E N D A

OLD TOWN DESIGN REVIEW COMMITTEE MONDAY, DECEMBER 8, 2025

LEWISVILLE CITY HALL
DEVELOPMENT SERVICES CONFERENCE ROOM
2ND FLOOR
151 WEST CHURCH STREET
LEWISVILLE, TEXAS

REGULAR SESSION MEETING – 4:00 P.M.

-
1. **Call to Order and Announce That a Quorum is Present.**
 2. **Approve the Minutes From November 10, 2025 Regular Meeting.**
 3. **Consideration of a Letter of Design Approval for a Multi-Tenant Wall Sign and Canopy Sign; Located at 151 South Mill Street Suite 101; as Requested by John Hwang, the Applicant, on Behalf of AH Lewisville Property Owner LLC, the Property Owner (25-10-24-LDA).**
 4. **Adjournment**

The Old Town Design Review Committee reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney).

I do hereby certify that the above notice of meeting of the City of Lewisville Old Town Design Review Committee was posted at City Hall, City of Lewisville, Texas in compliance with Chapter 551, Texas Government Code on _____, 2025 by _____ P.M.

Planning Department

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS

The Lewisville City Hall & Development Services 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 Planning Department at (972) 219-3455 or by FAX (972) 219-3698 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

**MINUTES
OLD TOWN DESIGN REVIEW COMMITTEE
NOVEMBER 10, 2025**

Committee Members Present: Chair Randy Tetzlaff, Vice-Chair Amy Puckett, Arianna King (arrived at 4:11 p.m.), Jamie Kosich, Odin Clack (arrived at 4:03 p.m.)

Committee Members Absent: none

Advising Architect: Greg Johnston

City Staff Present: Richard E. Luedke, Planning Director; Jon Beckham, Senior Planner, Lauren Cook, Planner I

Item 1: Call to Order and Announce That a Quorum is Present

With a quorum present, the Old Town Design Review Committee meeting was called to order by Chair Randy Tetzlaff at 4:00 p.m. on Monday, November 10, 2025, in the Development Services Conference Room, 2nd Floor, of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas.

Item 2: Approve the Minutes From October 13, 2025 Regular Meeting.

A motion was made by Jamie Kosich and seconded by Amy Puckett to approve the minutes as presented. The motion passed unanimously (3-0).

Item 3:

Consideration of a Letter of Design Approval for Two Single Tenant Wall Signs for Irene's Bakery; Located at 116 West Main Street; as Requested by Irene Melendez, the Property Owner. (25-10-26-LDA)

Jon Beckham, Senior Planner, gave a brief overview of the proposed two single tenant wall signs with a recommendation to approve as presented. *A motion was made by Amy Puckett and seconded by Jamie Kosich to approve two single tenant wall signs as presented. The motion passed unanimously (3-0).*

Item 4:

Consideration of a Letter of Design Approval for a Multi-Tenant Wall Sign for Gilmore's Scoops; Located at 191 West Main Street, Suite 100; as Requested by Glen Smith, the Applicant, on Behalf of Deck on Main LLC, the Property Owner. (25-10-25-LDA)

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November 10, 2025

Lauren Cook, Planner I, gave a brief overview of the proposed multi-tenant wall sign with a recommendation to approve with modification as presented. *A motion was made by Jamie Kosich and seconded by Amy Puckett to approve multi-tenant wall sign with the modification to the maximum area for the window sign as presented. The motion passed unanimously (3-0).*

Committee member Odin Clack arrived at 4:03 pm.

Item 5:

Consideration of a Letter of Design Approval for Approval for Exterior Modifications of the Well House; Located at 151 West Church Street; as Requested by Shante Akafia, City of Lewisville Assistant City Manager, on Behalf of the City of Lewisville, the Property Owner. (25-10-23-LDA)

Jon Beckham, Senior Planner, gave a brief overview of the proposed exterior modifications of the Well House with a recommendation to approve as presented. Shante Akafia, City of Lewisville Assistant City Manager, was present and available for questions. There was discussion regarding the construction of the awning. *A motion was made by Amy Puckett and seconded by Odin Clack to approve exterior modifications of the Well House as presented. The motion passed unanimously (4-0).*

Item 6:

Consideration of a Letter of Design Approval for the Construction of an Accessory Structure Located at 100 North Charles Street; as Requested by Jason Pangtay, of Brandstetter Carroll Inc., on Behalf of the City of Lewisville, the Property Owner. (25-10-28-LDA)

Committee member Arianna King arrived at 4:11 pm.

Lauren Cook, Planner I, gave a brief overview of the proposed construction of an accessory structure with a recommendation to approve as presented. The applicant and Denise Helbing, Art Center Manager, were both present and available for questions. There was discussion on the design of the roof. Committee member Kosich prefers a flat roof or a parapet wall. *A motion was made by Jamie Kosich and seconded by Odin Clack to table the item to the December 8, 2025 meeting. The motion passed unanimously (5-0).*

Item 7: Adjournment

There being no other items to discuss, the meeting was adjourned at 4:30 p.m.

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Minutes - Old Town Design Review Committee
November 10, 2025

These minutes approved by the Old Town Design Review Committee on December 8, 2025.

Respectfully submitted,

Approved,

Richard E. Luedke, Planning Director

Chair Randy Tetzlaff

DRAFT MINUTES

TO: Old Town Design Review Committee

FROM: Lauren Cook, Planner I

MEETING

DATE: December 8, 2025

SUBJECT: Consideration of a Letter of Design Approval for a Multi-Tenant Wall Sign and Canopy Sign; Located at 151 South Mill Street Suite 101; as Requested by John Hwang, the Applicant, on Behalf of AH Lewisville Property Owner LLC, the Property Owner (25-10-24-LDA).

BACKGROUND

“Liquid Courage” is a liquor store that will be a tenant on the retail ground floor of Main and Mill Building B. The business is requesting a Letter of Design Approval for a multi-tenant wall sign and canopy sign over the entrance.

ANALYSIS

Multi-Tenant Wall Sign Guidelines:

- **Color** – The sign features red lettering on a white background. The colors are a part of the brand standards and are allowed per the overlay guidelines.
- **Materials** – The sign is made of aluminum, which meets the material requirements.
- **Lighting Type** – The sign is halo-lit, which is allowed per the standard.
- **Size** – The sign is approximately 15 square feet, which is below the 20 square-foot maximum.

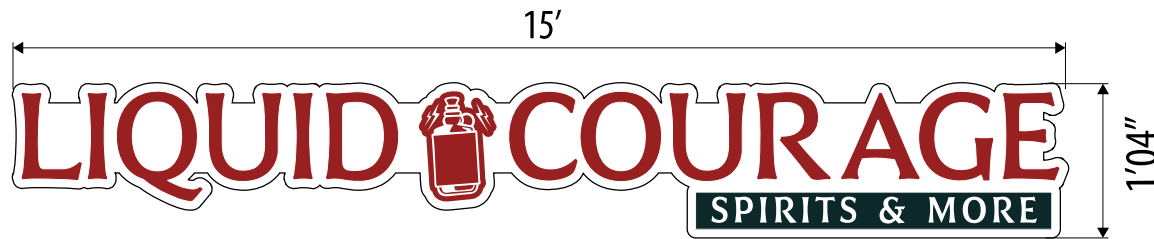
Canopy Sign Guidelines:

- **Color** – The lettering is done in yellow neon.
- **Materials** – The sign is made of true neon, which meets the material requirements.
- **Lighting Type** – The sign is lit by the neon lettering.
- **Size** – The sign is approximately 17 square feet, which is below the 20 square-foot maximum.

RECOMMENDATION

Staff recommend that the Old Town Design Review Committee grant the Letter of Design Approval as presented.

DATE: _____ CLIENT APPROVAL: _____



MEASUREMENTS

BUILDING LENGTH: 50'

BUILDING HEIGHT: 24'

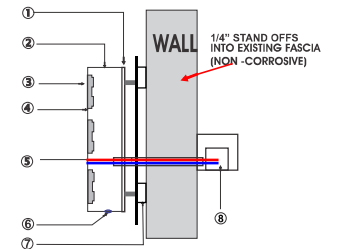
SIGN HEIGHT: 1'04"

SIGN LENGTH: 15'

SIGN SQ. FT. : 20 SF

SIDE-SECTION VIEW

LED REVERSE CHANNEL LETTER ON BACK PLATE



- ① 1/8" CLEAR LEXAN
- ② RETURN
- ③ UL LISTED LEDS
- ④ 1/8" ALUMINUM FACE
- ⑤ ALUMINUM BACK PLATE
- ⑥ WEEP HOLES
- ⑦ ALUMINUM TUBING
- ⑧ LED POWER SUPPLY

CLIENT: LIQUID COURAGE
 PHONE: [REDACTED]
 EMAIL: [REDACTED]

ADDRESS: 151 South Mill st #101
 CITY/STATE: Lewisville, TX 75057
 SQ FT: 20 SF
 ELEVATION: EAST

2974 Congressman Lane
 Dallas, TX 75220
 www.signsusatx.com
 Email: [REDACTED]



WE ARE A UL LISTED COMPANY
 LICENSED AND INSURED



DATE: _____ CLIENT APPROVAL: _____



MEASUREMENTS

BUILDING LENGTH: 50'

BUILDING HEIGHT: 24'

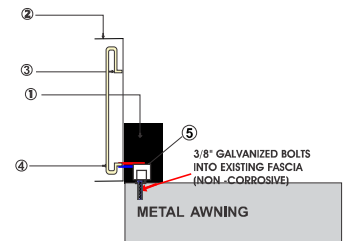
SIGN HEIGHT: 1'04"

SIGN LENGTH: 15'

SIGN SQ. FT. : 20 SF

SIDE-SECTION VIEW

NEON CHANNEL LETTER ON RACEWAY



- ① RACEWAY
- ② OPEN FACE RETURN
- ③ TRUE NEON
- ④ LED 18G WIRE
- ⑤ CLASS 2 POWER SUPPLY

CLIENT: LIQUID COURAGE
 PHONE: [REDACTED]
 EMAIL: [REDACTED]

ADDRESS: 151 South Mill st #101
 CITY/STATE: Lewisville, TX 75057

SQ FT: 20 SF
 ELEVATION: EAST

2974 Congressman Lane
 Dallas, TX 75220
 www.signsusatx.com
 Email: [REDACTED]



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