

**MINUTES
OLD TOWN DESIGN REVIEW COMMITTEE
MARCH 11, 2024**

Committee Members Present: Chair Randy Tetzlaff, Kelly Blackall, Audra Smolinski, Odin Clack

Committee Members Absent: Vice-Chair Amy Puckett

City Staff Present: Jon Beckham, Senior Planner

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 4:11 p.m. on Monday, March 11, 2024, 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 the February 26, 2024 Meeting

The first item on the agenda was the approval of the minutes from the February 26, 2024 Meeting. *A motion was made by Audra Smolinski and seconded by Kelly Blackall to approve the minutes as presented. The motion passed unanimously (4-0).*

Item 3:

Consideration of a Letter of Design Approval for Exterior Modification and Window Replacement of a Commercial Building; Located at 216 West Main Street; as Requested by Kevin Wilson, the Applicant, on Behalf of Coleman Machinery Inc, the Property Owner. (24-03-8-LDA)

Jon Beckham, Senior Planner, gave a brief overview of the proposed exterior modification and window replacement with a recommendation to approve the exterior modification. The applicant, Kevin Wilson, was present and available for questions. Further discussion was held regarding the front vent, siding and additional windows. For now only the front windows will be replaced. *A motion was made by Odin Clack and seconded by Kelly Blackall to approve the exterior modification and window replacement. The motion passed unanimously (4-0).*

Item 4: Announcements

There were no announcements.

Item 5: Adjournment

There being no other items to discuss, the meeting was adjourned at 4:22 p.m.

Page 2
Minutes - Old Town Design Review Committee
March 11, 2024

These minutes approved by the Old Town Design Review Committee on March 25, 2024.

Respectfully submitted,

Approved,

Michele Berry, Planning Manager

Randy Tetzlaff, Chair