

**MINUTES
OLD TOWN DESIGN REVIEW COMMITTEE
APRIL 22, 2024**

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

Committee Members Absent: Vice-Chair Amy Puckett, Audra Smolinski

City Staff Present: Richard Luedke, Planning Director; Michele Berry, Planning Manager; Grace Martin-Young, 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 4:06 p.m. on Monday, April 22, 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 April 8, 2024 Meeting

The first item on the agenda was the approval of the minutes from the April 8, 2024 Meeting. *A motion was made by Kelly Blackall and seconded by Odin Clack 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 at 165 West Main Street; as Requested by Michael Gary of Giant Sign, the Sign Contractor, on Behalf of the Property Owner, RO Properties. (24-02-4-LDA)

Grace Martin-Young, Planner I, gave a brief overview of the proposed two single tenant wall signs with a recommendation to approve the signs with modifications to allow for the larger sign areas. Discussion was held concerning setting a precedent and staff indicated each letter of design approval is issued based on its merits. Odin Clack and Kelly Blackall noted the front sign was interesting and proportional to the sign space. Odin Clack noted the rear sign was replacing a larger mural and Kelly Blackall noted it was a large black wall space. *A motion was made by Odin Clack and seconded by Kelly Blackall to approve the signs with modifications requested. The motion passed unanimously (3-0).*

Item 4:

Consideration of a Letter of Design Approval for a Multi-Tenant Wall Sign Located at 190 West Main Street Suite 104A; as Requested by Ali Azimimotlagh, the Business Owner. (24-04-11-LDA)

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Grace Martin-Young, Planner I, gave a brief overview of the proposed multi-tenant wall sign with a recommendation to consider the request. The committee discussed the unfortunate situation the small business owner had been put in by the original sign contractor and wish it had been designed and permitted prior to fabrication and installation, the existing Ashes Smoke Shop sign location being permitted over the brick, the fact that the sign doesn't detract from the building significantly and that it would be significant cost to the business owner to redesign the sign now. A motion was made by Kelly Blackall and seconded by Odin Clack to approve the letter of design approval for the sign as requested, in its new location. The motion passed unanimously (3-0).

Item 5: Announcements

- ColorPalooza will be this Saturday, April 27, 2024 from 10 a.m. to 5 p.m. in Old Town Lewisville.
 - Sounds of Lewisville Concert Series will kick off on Tuesday, May 7, 2024 at 7 p.m. at Wayne Ferguson Plaza.
 - Neighborhood and Ambassador program has more dates upcoming is information so keep an eye out for those emails.
 - Old Town was recognized by the Texas Chapter of the American Planning Association as a Great Place in Texas, specifically a Great Neighborhood.
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Item 6: Adjournment

There being no other items to discuss, the meeting was adjourned at 4:31 p.m.

These minutes approved by the Old Town Design Review Committee on May 13, 2024.

Respectfully submitted,

Approved,

Michele Berry, Planning Manager

Randy Tetzlaff, Chair