

**MINUTES
OLD TOWN DESIGN REVIEW COMMITTEE
MAY 13, 2024**

Committee Members Present: Vice-Chair Amy Puckett, Audra Smolinski, Kelly Blackall,

Committee Members Absent: Chair Randy Tetzlaff, Odin Clack

City Staff Present: Michele Berry, Planning Manager; 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 Vice-Chair Amy Puckett at 4:00 p.m. on Monday, May 13, 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 22, 2024 Meeting

The first item on the agenda was the approval of the minutes from the April 22, 2024 Meeting. *A motion was made by Audra Smolinski and seconded by Kelly Blackall to approve the minutes as presented. The motion passed unanimously (3-0).*

Item 3:

Consideration of a Letter of Design Approval for a Single Tenant Wall Sign; Located at 115 West Main Street; as Requested by Kenneth Waits, the Applicant, on Behalf of Lauren Miller, the Business Owner and RO Properties, the Property Owner. (24-04-17-LDA)

Lauren Cook, Planner I, gave a brief overview of the proposed single tenant wall sign with a recommendation to approve the sign with modifications to allow the sign to go above its height. There was no discussion. *A motion was made by Kelly Blackall and seconded by Audra Smolinski to approve the sign with modifications requested. The motion passed unanimously (3-0).*

Item 4: Announcements

There were no announcements.

Item 5: Adjournment

There being no other items to discuss, the meeting was adjourned at 4:03 p.m.

Page 2
Minutes - Old Town Design Review Committee
May 13, 2024

These minutes approved by the Old Town Design Review Committee on June 10, 2024.

Respectfully submitted,

Approved,

Michele Berry, Planning Manager

Randy Tetzlaff, Chair