

**MINUTES
OLD TOWN DESIGN REVIEW COMMITTEE
JUNE 10, 2024**

Committee Members Present: Chair Randy Tetzlaff, Vice-Chair Amy Puckett, Kelly Blackall

Committee Members Absent: Audra Smolinski, Odin Clack

City Staff Present: 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 4:03 p.m. on Monday, June 10, 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 May 13, 2024 Meeting

The first item on the agenda was the approval of the minutes from the May 13, 2024 Meeting. A motion was made by Kelly Blackall 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 an Exterior Modification Consisting of Window Replacement for one Townhome Unit Located at 144 Leonard Street; as Requested by Carolyn Goodwin, Zip Permits, on Behalf of the Property Owner, Debra Freeman. (24-04-16-LDA)

Grace Martin-Young, Planner I, gave a brief overview of the proposed exterior modification consisting of window replacement for one townhome unit with a recommendation to approve as presented. There was discussion on like for like window replacement and paint. A motion was made by Kelly Blackall and seconded by Amy Puckett to approve the exterior modification consisting of window replacement for one townhome unit as requested. The motion passed unanimously (3-0).

Item 4:

Consideration of a Letter of Design Approval for an Exterior Modification Consisting of Window Replacement for one Townhome Unit Located at 421 Legends Drive; as Requested by Carolyn Goodwin, Zip Permits, on Behalf of the Property Owners, Brian Potter and Christina Bocelli. (24-03-10-LDA)

Page 2
Minutes - Old Town Design Review Committee
June 10, 2024

Grace Martin-Young, Planner I, gave a brief overview of the proposed exterior modification consisting of window replacement for one townhome unit with a recommendation to approve as presented. There was discussion on like for like window replacement and paint. A motion was made by Kelly Blackall and seconded by Amy Puckett to approve the exterior modification consisting of window replacement for one townhome unit as requested. The motion passed unanimously (3-0).

Item 5: Announcements

- Michele Berry, Planning Manager, stated to the committee members to be expecting emails from Patty Dominguez, Planning Technician, about upcoming American Planning Association (APA) State Planning Conference in October and 2024 Elected and Appointed Officials Workshop in July.
-

Item 6: Adjournment

There being no other items to discuss, the meeting was adjourned at 4:17 p.m.

These minutes approved by the Old Town Design Review Committee on June 24, 2024.

Respectfully submitted,

Approved,

Michele Berry, Planning Manager

Randy Tetzlaff, Chair