

**MINUTES
OLD TOWN DESIGN REVIEW COMMITTEE
OCTOBER 9, 2023**

Committee Members Present: Chair Randy Tetzlaff, Vice-Chair Amy Puckett, Audra Smolinski

Committee Members Absent: Kelly Blackall, Odin Clack

City Staff Present: Richard Luedke, Planning Director; Michele Berry, Planning Manager; Joseph Ducay, 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 4:00 p.m. on Monday, October 9, 2023, in the Community Development Conference Room, 2nd Floor, of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas.

Item 2: Approve the Minutes From the September 11, 2023 Meeting

The first item on the agenda was the approval of the minutes from the September 11, 2023 Meeting. A motion was made by Audra Smolinski 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 the Exterior Remodel of a Single-Family Dwelling, Located at 315 West Walters Street, as Requested by B. Russo Designs, on Behalf of Steve Fields & Cindy Fields, the Owner. (23-10-14-LDA)

Joseph Ducay, Planner, gave a brief overview of the proposed exterior remodel of a single-family dwelling with a recommendation to approve as presented. Audra Smolinski voiced concerns regarding parking and sidewalk access by cars blocking the sidewalks. There was no further discussion on this item. A motion was made by Amy Puckett and seconded by Audra Smolinski to approve the letter of design for the exterior remodel of a single-family dwelling as presented. The motion passed unanimously (3-0).

Item 4: Announcements

- Richard Luedke, Planning Director, stated that at the October 2, 2023 City Council meeting, Mayor TJ Gilmore proclaimed October 2023 as Community Planning Month in the City of Lewisville and presented a copy of the proclamation to Planning staff. Richard thanked the committee members for their contributions to our planning efforts and presented them with a copy of the proclamation.

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- Michele Berry, Planning Manager, stated that the Business 121 Corridor Plan Town Hall will be held Monday, October 23, 2023 from 3:30 pm to 7:30 pm at the Next Steps Center, 1303 S SH 121.

Item 5: Adjournment

There being no other items to discuss, the meeting was adjourned at 4:19 p.m.

These minutes approved by the Old Town Design Review Committee on October 23, 2023.

Respectfully submitted,

Approved,

Michele Berry, Planning Manager

Randy Tetzlaff, Chair