



MEETING MINUTES
DOWNTOWN DESIGN REVIEW BOARD
Thursday, April 4, 2024
Public Hearing: 2:00 p.m.

In-Person:
City Council Conference Room 2020
200 Texas Street
2nd Floor-City Hall
Fort Worth, Texas 76102

Videoconference
<https://fortworthtexas.webex.com/weblink/register/ra1c111b95f884f6d15fd942f1753848c>

Webinar number
2554 042 7732

Teleconference
(817) 392-1111 or 1-650-479-3208
Meeting / Access Code: 2554 042 7732

For more information on attending or speaking at this meeting either through Videoconference or Teleconference, please visit the City’s website: www.fortworthtexas.gov

To view the docket for this meeting visit: <http://fortworthtexas.gov/calendar/boards/>

Members of the Downtown Design Review Board may be participating remotely by videoconference in accordance with the Texas Open Meetings Act. The location identified on this agenda is the location at which the presiding officer will be physically present and presiding over the meeting.

****Any member of the public who wishes to address the Board regarding an item on the listed agenda must sign up to speak no later than 5:00 PM on April 3, 2024. To sign up, either contact Francisco Vega at Francisco.Vega@fortworthtexas.gov or 817-392-7885 or register through WebEx per the directions on the City’s website above.**

Please note that the City of Fort Worth is using a third-party vendor to assist with City meetings. If there are service interruptions, including call-in number changes, we will provide alternative call-in numbers on our website whenever possible.

BOARD MEMBERS

E	Paul Rietema	- Place 1	E	Andrew Blake	- Place 5
P	Laura Bird	- Place 2	HP	Allison Docker	- Place 6
P	Leah Dunn	- Place 3	P	Tony Pham	- Place 7
P	Matthijs Melchiors	- Place 4		Vacant	- Alternate

P = Present HP = Hybrid Present E = Excused Absence U = Unexcused Absence

Staff present: Mary Wells, Francisco Vega, Nico Arias, LaShondra Stringfellow.

I. PUBLIC HEARING: 2:00 P.M.

A. **CALL TO ORDER:** STATEMENT OF OPEN MEETINGS ACT

B. **ANNOUNCEMENTS**

C. **APPROVAL OF MARCH 7, 2024 MEETING MINUTES**

Motion to:	That the March 7, 2024 Meeting Minutes be approved subject to the removal of Sandy Michel and the addition of Meghan Falcon to the staff present section. Also, the correct date on section C is February 1 instead of March 7.
Motion by:	Melchiors
Seconded by:	Pham
Vote:	5-0
Notes:	N/A

D. **PRESENTATION ON THE TEXAS A&M NEW RESEARCH AND INNOVATION BUILDING PROJECT**

E. **NEW CASES**

DG24 – 004 1945 Portland Street (A-5 Zoning)
Greenway Neighborhood character zone overlay
Council District: 11
Owner / Applicant: Rivera Custom Homes, LLC / Keyla Rivera, Rivera Custom Homes.

Requests a Certificate of Appropriateness to construct a single-family home and the following waivers:

- (a) A waiver from the Driveways and Walkways Standards to allow a 12-foot wide front-entry driveway instead of the maximum of 10 feet wide.
- (b) A waiver from the Building Height, Massing, Orientation, and Setback Standards to allow a garage that is not behind a main structure, which is a site configuration that is not consistent with the configuration and orientation of the existing structures found on the block face.

DG24-004 1945 Portland Street	
Staff Recommendation:	Staff presented their report and recommended approval of the waivers because the design of the house is consistent with the structures predominantly found on the block and neighborhood. Staff encouraged the applicant to restudy the front door to make the house more prominent than the garage. Also, staff recommended installing additional landscape elements to screen the driveways or repurposing the garage and building a driveway on the west side of the property to match the conditions of the adjacent structures.
Support:	The DFWI Design Committee mentioned they understand the unique situation of the project. The committee suggested that the applicant: 1.- Restudy the relationship between the front door/porch and garage to make the “house” more prominent than the garage. (Example below). 2.- Decrease the size of the driveway to meet the standard. Also, questioned the need for the portion next to the house. They suggested an alternative to paving, such as decomposed granite.
Opposition:	None
Motion:	That the request is approved as written.
Motion by:	Pham
2nd by:	Melchiors
Vote:	5-0
Recused:	None

F. ADJOURNMENT – 2:56 P.M.

ASSISTANCE AT THE PUBLIC MEETINGS:

This meeting site is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City's ADA Coordinator at (817) 392-8552 or e-mail ADA@FortWorthTexas.gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive a notification at least 48 hours prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

ASISTENCIA A REUNIONES PUBLICAS:

Este sitio de reunión es accesible con silla de ruedas. Se solicita a las personas con discapacidades que planean asistir a esta reunión y que necesitan acomodaciones, ayudas auxiliares o servicios tales como intérpretes, lectores o impresiones con letra grande, que se comuniquen con el Coordinador de la Asociación Americana de Discapacitados (ADA) de la Ciudad llamando al teléfono (817) 392-8552 o por correo electrónico a ADA@FortWorthTexas.gov por lo menos 48 horas antes de la reunión, de modo que puedan hacerse los arreglos adecuados. Si la Municipalidad no recibe una notificación por lo menos 48 horas antes de la reunión, ésta hará un intento razonable para proporcionar las acomodaciones necesarias.

EXECUTIVE SESSION

The Downtown Design Review Board will conduct a closed meeting, as necessary, to seek the advice of its attorneys concerning pending or contemplated litigation, or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules, and as authorized by Section 551.071 of Texas Government Code, which is related to any item appearing on this agenda.