



MEETING MINUTES
DOWNTOWN DESIGN REVIEW BOARD
Thursday, August 1, 2024
Work Session: 2:00 p.m.
Public Hearing: 2:30 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/webex/register/ra9c71bdd006aecf143d3c65b4740fb8f>

Webinar number
2550 855 5249

Teleconference
(817) 392-1111 or 1-650-479-3208
Meeting / Access Code: 2550 855 5249

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 July 31, 2024. To sign up, either contact [Francisco Vega](mailto:Francisco.Vega@fortworthtexas.gov) at Francisco.Vega@fortworthtexas.gov or [817-392-7885](tel: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		HP	Andrew Blake	- Place 5
P	Laura Bird	- Place 2		P	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, Christopher Austria, Trey Qualls, Aya Nomura.

I. WORK SESSION: 2:00 P.M.

A. ROLES, RESPONSIBILITIES, AND ETHICS – CITY ATTORNEY’S OFFICE

II. PUBLIC HEARING: 2:30 P.M.

A. CALL TO ORDER: STATEMENT OF OPEN MEETINGS ACT

B. ANNOUNCEMENTS

C. APPROVAL OF APRIL 4, 2024 MEETING MINUTES

Motion:	<u>That the April 4, 2024 Meeting Minutes be approved as written.</u>
Motion by:	Melchiors
Seconded by:	Pham
Vote:	6-0

D. PRESENTATION ON THE 2050 COMPREHENSIVE PLAN COMMUNITY ENGAGEMENT PHASE 2 UPDATE BY KORRIE BECHT

E. NEW CASES

**DG24 – 005 969 Commerce Street (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: 9th and Commerce Fort Worth, LLC / Rachael Lambie,
Southern Land.**

1. Request a Certificate of Appropriateness to install three temporary vinyl signs.
2. Request the following waivers from the Downtown Urban Design District overlay:
 - a) A waiver from the temporary sign standards to allow three vinyl signs, each with an area of 102 square feet, to exceed the maximum allowed square footage of 25 square feet.

DG24-005 969 Commerce Street	
Staff Recommendation:	Staff presented their report and recommended approval, subject to the condition of removing the sign after a determined period, once the building reaches a determined percentage of occupancy, or before the Certificate of Appropriateness expires.
Support:	Melissa Konur, DFWI, indicated that the Design Review Committee recommended approval of the temporary signage and encouraged the applicant to work with city staff on the appropriate length of time for installation.
Opposition:	None
Motion:	<u>That the request be approved subject to the condition of working with staff to set a deadline to remove the signage.</u>
Motion by:	Melchiors
2nd by:	Pham
Vote:	6-0
Recused:	None

**DG24 – 006 911 Houston Street (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: Andrew Oxley / Karen Thompson, Mello Signs.**

1. Request a Certificate of Appropriateness to install an illuminated wall sign, an illuminated awning sign, and an illuminated blade sign.
2. Request the following waivers from the Downtown Urban Design District overlay:
 - a) A waiver from the wall sign standards to allow an exposed raceway.

- b) A waiver from the wall sign standards to allow a wall sign on a building elevation without a public entrance.

DG24-006		911 Houston Street
Staff Recommendation:	Staff presented their report and recommended approval, subject to the condition of reducing the size of the "THE STERLING" sign a few inches because it reads slightly out of scale. Staff also recommended removing the raceway and the "OXLEY" sign because there is no entrance to the office facing Houston Street, which could confuse customers.	
Support:	Melissa Konur, DFWI, indicated that the Design Review Committee requested that the applicant provide additional details on the signage package that include the current condition of the building and how the signage would be integrated into the canopy specifically as it includes a raceway which is not allowed. The committee does not recommend approval of the "Oxley" signage as it does not adhere to the design regulations.	
Opposition:	None	
Motion:	That the request to install an awning sign and a blade sign be <u>approved</u> subject to the condition of working with staff on the design of the awning sign and removal of the raceway. Also, the request to install a wall sign and the waiver to install a wall sign without an entrance be <u>continued</u>.	
Motion by:	Melchiors	
2nd by:	Pham	
Vote:	6-0	
Recused:	None	

**DG24 – 007 1009 Mayfield Street (D Zoning)
Samuels Avenue / Rock Island character zone overlay
Council District: 9
Owner / Applicant: Yedu Kumar, Mayfield Townhomes, LLC / Yedu Kumar,
Mayfield Townhomes, LLC.**

1. Request a Certificate of Appropriateness to construct a three-story multifamily building with a townhome configuration.
2. Request the following waiver from the Samuels Avenue / Rock Island character zone overlay:
 - a) A waiver from the Building Height, Massing, Orientation, and Setback Standards to allow a building with no step-downs in height.

DG24-007		1009 Mayfield Street
Staff Recommendation:	Staff presented their report and recommended the following: 1.- To approve the project subject to the condition of working with staff and DFWI to clear any concerns and improve the overall design of the project, or; 2.- To continue the case to allow time for the applicant to work with staff and DFWI to clear any concerns and improve the overall design of the project.	
Support:	Yedu Kumar spoke in support of the request.	
Opposition:	Melissa Konur, DFWI, indicated that the Design Review Committee does not recommend approval of the project. The committee bases its recommendation on the standards regarding the height massing, orientation and setbacks standards for the Samuels Avenue/Rock Island Character Zone. The standards state that the building shall be consistent with that of adjacent structures generally should not exceed that of adjacent structures by more than one story. Although the zoning may allow this project, the committee found that the proposal is not consistent with the intent of the standards of this section as detailed on Page 21. In particular, the project seems to maximize development on a lot of this size and scale which is not the intent of the standards.	
Motion:	That the request to construct a three-story multifamily building with a townhome configuration and the waiver to allow a building with no step-downs in height be <u>denied</u>.	
Motion by:	Dunn	
2nd by:	Melchiors	
Vote:	6-0	

Recused:	None
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DG24 – 008 1952 Portland Street (B Zoning)
Greenway Neighborhood character zone overlay
Council District: 11
Owner / Applicant: Rehmet Taylor / James Sobczak, Plan Factory.

1. Request a Certificate of Appropriateness to construct a duplex building.
2. Request the following waivers from the Greenway Neighborhood character zone overlay:
 - a) A waiver from the Building Height, Massing, Orientation, and Setback Standards to allow a roof pitch with a design that is inconsistent with the design of the predominant structures found on the block.
 - 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 inconsistent with the configuration and orientation of the existing structures found on the block face.
 - c) A waiver from the Building Material Standards to allow stucco as the primary material for the envelope structure.

DG24-008 1952 Portland Street	
Staff Recommendation:	Staff presented their report and recommended the following: 1.- To approve the project subject to the condition of working with staff and DFWI to clarify any concerns and improve the design, or; 2.- To continue the case to allow time for the applicant to work with staff and DFWI to clarify any concerns and improve the design.
Support:	None
Opposition:	Melissa Konur, DFWI, indicated that the Design Review Committee does not recommend approval of the project. The committee does not find the project consistent with the standards listed on pages 22 and 23.
Motion:	That the request be approved subject to the condition of continue working with staff and DFWI and improve the design of the project.
Motion by:	Melchiors
2nd by:	Dunn
Vote:	5-0
Recused:	The internet connection failed, and Mr. Blake could not vote on this case.

DG24 – 009 1212 Lancaster Avenue (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: Suleman Bhimani / Neeraj Kumar, Design Group, LLC.

1. Request a Certificate of Appropriateness for the following exterior building improvements:
 - a) New window openings,
 - b) New gate for the existing dumpster,
 - c) Partial infill of entrances,
 - d) Installation of new windows to match existing and new metal doors,
 - e) Installation of a new 6 feet wrought iron fence along the perimeter area.
 - f) Replacement of damaged landscape and installation of new landscape elements along the perimeter area.
 - g) Construction of two pergolas.
2. Request the following waivers from the Downtown Urban Design District overlay:
 - a) A waiver from the Streetscape Standards to not install street trees, pedestrian lights, and build 7-foot wide sidewalks.
 - b) A waiver from the building edge and architecture standards to allow a fenced-off development.

DG24-009		1212 Lancaster Avenue	
Staff Recommendation:	Staff presented their report and recommended approval subject to the condition of continue working with staff and DFWI on the landscape elements, pergolas, and signage.		
Support:	Melissa Konur, DFWI, indicated that the Design Review Committee is supportive of the project and encourages the applicant to share its concepts with the Texas Historical Commission and city staff. Also, the committee would like to see additional details regarding the proposed exterior improvements, landscape, lighting, and streetscape elements on the block front.		
Opposition:	None		
Motion:	<u>That the request be continued.</u>		
Motion by:	Melchiors		
2nd by:	Pham		
Vote:	5-0		
Recused:	Ms. Docker recused herself.		

F. ADJOURNMENT – 5:01

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.