



MEETING MINUTES
DOWNTOWN DESIGN REVIEW BOARD
Thursday, September 5, 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/webink/register/5e13d8a2b8f3d661137fe6da1127e25>

Webinar number
2551 628 3136

Teleconference
(817) 392-1111 or 1-650-479-3208
Meeting / Access Code: 2551 628 3136

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 September 4, 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

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|----------|--------------------|-----------|----------|----------------|-------------|
| P | Paul Rietema | - Place 1 | P | Andrew Blake | - Place 5 |
| P | Laura Bird | - Place 2 | P | Allison Docker | - Place 6 |
| E | 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: Francisco Vega, Justin Newhart, Mary Wells, Christopher Austria, Anna Baker

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

A. **CALL TO ORDER:** STATEMENT REGARDING THE TEXAS OPEN MEETINGS ACT

B. **ANNOUNCEMENTS**

C. **APPROVAL OF AUGUST 1, 2024 MEETING MINUTES**

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| Motion: | <u>That the August 1, 2024 Meeting Minutes be approved as written.</u> |
| Motion by: | Melchiors |
| Seconded by: | Pham |
| Vote: | 6-0 |

D. NEW CASES

**DG24 – 010 969 Commerce Street (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: 9th and Commerce Fort Worth, LLC / Rachael Lambie,
Southern Land.**

Request a Certificate of Appropriateness for a comprehensive building signage plan that includes two awning signs, one window sign, one wall sign, and two shingle signs with the following waivers from the Downtown Urban Design District Standards and Guidelines:

- a) A waiver from the awning and canopy sign standards to allow two signs per canopy instead of the maximum of one sign per canopy.
- b) A waiver from the awning and canopy sign standards to allow two canopy signs that extend beyond the width of the canopy.
- c) A waiver from the allocation of sign area standards to allow for a 47.85 square foot wall sign, which exceeds the maximum allowable area of 35.00 square feet.
- d) A waiver from the shingle sign standards to allow a shingle sign that is not located within eight feet of an active pedestrian entrance.

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| DG24-005 969 Commerce Street | |
| Staff Recommendation: | Staff presented their report and recommended approval. |
| Support: | Samantha Garbarino, chair of the DFWI Design Review Committee, spoke in support of the project. Rachel Lambie, Applicant, presented. |
| Opposition: | None |
| Motion: | <u>That the request for a Certificate of Appropriateness for a comprehensive building signage plan that includes two awning signs, one window sign, one wall sign, and two shingle signs with the following waivers from the Downtown Urban Design District Standards and Guidelines be approved:</u> <ul style="list-style-type: none"> a) <u>A waiver from the awning and canopy sign standards to allow two signs per canopy instead of the maximum of one sign per canopy.</u> b) <u>A waiver from the awning and canopy sign standards to allow two canopy signs that extend beyond the width of the canopy.</u> c) <u>A waiver from the allocation of sign area standards to allow for a 47.85 square foot wall sign, which exceeds the maximum allowable area of 35.00 square feet.</u> d) <u>A waiver from the shingle sign standards to allow a shingle sign that is not located within eight feet of an active pedestrian entrance.</u> |
| Motion by: | Blake |
| 2nd by: | Pham |

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| Vote: | 6-0 |
| Recused: | None |

**DG24 – 011 901 Houston Street (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: Jeff, Morgan, MUSA Companies / Michael Hoffer, GHC
Architects.**

Request a Certificate of Appropriateness to build a store front at the back of the building and to install a wall sign with the following waiver from the Downtown Urban Design District Standards and Guidelines:

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

| DG24-011 901 Houston Street | |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staff Recommendation: | Staff presented their report and recommended approval. |
| Support: | Samantha Garbarino, chair of the DFWI Design Review Committee, supports the project. Michael Hoffer, applicant, and Jeff Morgan, building owner, also spoke in support. |
| Opposition: | None |
| Motion: | That the request for a Certificate of Appropriateness to build a store front at the back of the building and to install a wall sign with the following waiver from the Downtown Urban Design District Standards and Guidelines be <u>approved</u>: a) A waiver from the wall sign standards to allow a wall sign on a building elevation without a public entrance. |
| Motion by: | Rietama |
| 2nd by: | Docker |
| Vote: | 6-0 |
| Recused: | None |

E. ADJOURNMENT

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.