

**STATE OF TEXAS** §  
**COUNTIES OF POTTER** §  
**AND RANDALL** §  
**CITY OF AMARILLO** §

On the 6h day of December, 2012, the Downtown Urban Design Review Board met in a scheduled session at 5:30 p.m. in Room 306 on the third floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Chan Davidson	Yes	14	10
Melissa Henderson	No	14	11
David Horsley	Yes	14	13
Charles Lynch, alternate	Yes	14	11
Kevin Nelson	No	14	13
Bob Rathbun	No	14	11
Wes Reeves	No	14	9
Howard Smith	Yes	14	14
Dana Williams-Walton	Yes	14	13

**CITY STAFF:**

Kelley Shaw, Planning Director  
Cris Valverde, Senior Planner

Chairman Smith opened the meeting, established a quorum, and conducted the consideration of the following items beginning with ITEM 1.

**ITEM 1: Approval of Minutes from the May 10, 2012 meeting**

Chairman Smith asked if there were any questions or comments regarding the minutes? Mr. Horsley motioned to approve the minutes as presented. Mr. Davidson seconded the motion and the motion passed unanimously.

**ITEM 2: Election of Chairman and Vice Chairman**

Mr. Horsley asked if the current Chair and Vice Chair would be willing to serve another term as they have done well in their current positions. Mr. Smith and Mr. Davidson said that they didn't want to take the opportunity away from anyone else if they wanted the positions but would agree if that was the Committee's wishes, they would agree. Mr. Horsley made a motion to elect Mr. Smith as Chairman and Mr. Davidson as Vice Chairman. Mr. Davidson seconded the motion and the motion passed unanimously.

ITEM 3: Discuss City of Amarillo's application for Texas Department of Transportation's Transportation Enhancement Program grant

Mr. Shaw gave a brief introduction of the proposed project and then introduced Mrs. Melissa Dailey with Downtown Amarillo, Inc. to give a more detailed description of the project and the process.

Mrs. Dailey began by giving a brief history of the grant application that was previously done but not approved. She then gave detailed description of what the streetscape project would include, if approved. The project would include streetscape elements of trees, pedestrian lights, new sidewalks, curb extensions, and intersection treatments that would serve as "crosswalks". These elements would be constructed along Buchanan Street from 6<sup>th</sup> Ave. south to 10<sup>th</sup> Avenue and on 6<sup>th</sup> Ave. west to Fillmore.

Mrs. Dailey said these improvements would compliment the existing streetscape improvements already done at Happy State Bank and Potter County Courthouse locations. Mrs. Dailey said the estimated cost would be just under \$2 million dollars which would require a 20% local match which TIRZ #1 would provide. Mrs. Dailey stated she thought it was a strong application and hope for approval this time but that we were competing with other larger cities.

ITEM 4: Discuss and evaluate elements within the Downtown Amarillo Urban Design Standards and the related development review process

Mr. Shaw began by stating that the Downtown Amarillo Urban Design Standards (DAUDS) had been in effect for 2 years now and that from the beginning, it was identified that there may be some changes or tweaks of certain aspects of the DAUDS that would come up once they were being applied. Mr. Shaw said that this was a good time to begin this process and look to see if there was anything that needed clarification or adjusting but that this process was not intended to be a "re-write" of the DAUDS themselves.

Mr. Shaw went through a power point presentation of the different elements of the DAUDS and pointed out some of the issues that have come up with certain elements and how they related to projects that have been reviewed by the Committee. An example cited was the Polk Street United Methodist Church project and how their significant additions didn't actually trigger any requirement for streetscape improvements as it was not defined as "new construction". Other topics discussed were irrigation requirements within the residential area and tree spacing requirements.

The Committee discussed creating a sub-committee that could review certain aspects of the DAUDS and work with staff on any proposed changes and present a recommendation to the Committee as a whole.

ITEM 5: Public Forum

No one spoke

ITEM 6: Consider Future Agenda Items

Mr. Smith asked if there were comments and hearing none adjourned the meeting.

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Kelley Shaw  
Planning Director