

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

On the 9th day of September, 2014, the Downtown Design Review Board met in a scheduled session at 5:30 p.m. in Room 306 located 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
Vacant, Vice Chairman	NA	NA	NA
Melissa Henderson	No	26	16
David Horsley	Yes	26	22
Charles Lynch	Yes	26	20
Kevin Nelson	Yes	26	23
Bob Rathbun	Yes	26	21
Wes Reeves	Yes	26	18
Steve Gosselin (Alternate)	Yes	12	10
Howard Smith, Chairman	Yes	26	26
Dana Williams-Walton	No	26	17

CITY STAFF:
Kelley Shaw, Planning Director

OTHERS IN ATTENDANCE:
Melissa Dailey, DAI

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 August 7, 2014 Downtown Urban Design Review Board meeting

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

ITEM 2: Presentation and discussion of Polk Street thoroughfare design alternatives

Mr. Shaw began this item by introducing Melissa Dailey. Mrs. Dailey informed the Board that she had been working with Jacobs consulting group on both a redesign of Polk Street and a possible application for a Federal Tiger Grant. Mrs. Dailey gave a brief overview what a “complete street” is and showed examples of how other cities have incorporated the design concept.

She talked about recent improvements installed within Amarillo's downtown right-of-way (trees and pedestrian lights) but also discussed existing challenges that downtown Amarillo faces in regards to loss of small retail spaces, loss of historical buildings, and necessary right-of-way modifications. Mrs. Dailey showed how streetscape elements could impact downtown's existing street with before and after renderings of Polk Street, Buchanan Street, and Sixth Avenue.

Mr. Horsley asked about the TIGER grant and if it was necessary to propose a higher amount of matching funds than required? Mrs. Dailey stated that this was a very competitive grant and that proposing a higher level of local funds could increase the competitiveness of our grant application.

Mrs. Dailey showed pictures of Polk Street's existing condition with a large delivery truck parked in the middle of the street and pointed out that perhaps the dual turning lane in the middle was not necessary. She then showed drawings of Polk Street redesigned with only two lanes and no dual turning lane and explained that this could allow for the expansion of the pedestrian walk way and allow for more street level activities. Mrs. Dailey concluded her presentation discussing more details of the TIGER grant and how an additional project (expansion of Rails-To-Trails to the Santa Fe Depot) could enhance the grant application by bringing the cost of the project up to what the Federal project minimum.

ITEM 3: **Discuss and consider amendments related to elements within the Downtown Amarillo Urban Design Standards and the related development review process**

Mr. Shaw stated this item was to inform the Board of proposed fencing language related to the quality materials and transparent statements currently in the standards. Mr. Shaw informed the Board that after talking to the Legal department, that staff believed the proposed changes clarified this area and that if there were no objections, staff would move forward with this language. There were no objections. Mr. Shaw then stated the Planning and Zoning Commission would be considering the amendments for recommendation to the City Council at their September 22nd meeting.

ITEM 4: **Public Forum**

Mrs. Melissa Dailey mentioned that a Plemons-Eakle Neighborhood Historic Tour would be coming soon and invited all present to attend.

ITEM 5: **Consider Future Agenda Items**

Hearing no other business, the meeting was adjourned.

Kelley Shaw
Planning Director