

## **Memorandum**

To: The Burleson Old Town Design Standards Review Committee

From: Peggy Fisher, Senior Administrative Assistant

Date: October 18, 2022

Subject: Minutes from the April 19, 2022 Regular Session, Old Town Design Standards Review Committee Meeting.

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### **Commission Action Requested:**

Approve the minutes from the April 19, 2022 Regular Session of the Old Town Design Standards Review Committee Meeting.

### **Background Information:**

None

### **Board/Citizen Input:**

None

### **Financial Considerations:**

None

### **Attachments:**

Minutes of the April 19, 2022 Regular Session of the Old Town Design Standards Review Committee.

### **Staff Contact:**

Peggy Fisher  
Recording Secretary  
817-426-9611

OLD TOWN DESIGN STANDARDS REVIEW COMMITTEE  
April 19, 2022  
MINUTES

Roll Call

Members Present

Art Brucks(Chair)  
Neal Jones  
William Carlson  
Ethan Shelton  
Tim spears

Members Absent

Michael Young

Staff

Tony McIlwain, Director Development Services  
Emilio Sanchez, Assistant Director Development Services  
JP Ducay, Senior Planner  
Jared Wesley, City Engineer  
Peggy Fisher, Administrative Assistant

**Call to Order – 5:30 PM**

**Invocation – Art Brucks**

**Pledge of Allegiance**

**1. Consent Agenda**

**A. Approve the minutes from the October 5, 2021 Old Town Design Standards Review Committee meeting.**

Motion was made by Committee Member William Carlson and second by Committee Member Tim Spears to approve.

Motion passed, 6-0. Committee Member Michael Young was absent.

**2. Other Items for Consideration**

**A. Nomination and Election of Old Town Design Standards Review Committee Chairman.**

Motion was made by Committee Member Tim Spears and second by Committee Member William Carlson to nominate Art Brucks as Committee Member Chairman.

Motion passed, 6-0. Committee Member Michael Young was absent.

**B. Nomination and Election of Old Town Design Standards Review Committee Vice Chairman.**

Motion was made by Committee Member Tim Spears and second by Committee Member William Carlson to nominate himself (Tim Spears) as Committee Member Vice Chairman.

Motion passed, 6-0. Committee Member Michael Young was absent.

**C. AACA Parts and Supplies located at 118 NW Hillery St. (Case 21-141):**  
Consider a Commercial Site Plan with associated waivers to the Old Town Design Standards, Masonry Construction Standards and the Design Standards Manual for an HVAC business expansion.

JP Ducay presented the staff report and answered questions from the Committee.

Motion was made by Committee Member Neal Jones and second by Committee Member William Carlson to approve with associated waivers.

Motion passed, 6-0. Committee Member Michael Young was absent.

**3. Community Interest Items**

None

**4. Citizen Appearance**

None

**Adjourn.**

There being no further business Chair Art Brucks adjourned the meeting.

**Time – 6:02 PM**

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Peggy Fisher  
Administrative Assistant  
Recording Secretary