
Old Town Design Standards Review Committee

DEPARTMENT: Development Services
FROM: Peggy Fisher, Administrative Assistant Sr.
MEETING: September 23, 2026

SUBJECT:

Approve the minutes from September 17, 2025 Regular Session of the Old Town Design Standards Review Committee meeting.

SUMMARY:

Minutes from the September 17, 2025 Regular Session of the Old Town Design Standards Review Committee meeting

RECOMMENDATION:

Approve as presented

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None

REFERENCE:

None

FISCAL IMPACT:

None

STAFF CONTACT:

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Recording Secretary
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OLD TOWN DESIGN STANDARDS REVIEW COMMITTEE

September 17, 2025
MINUTES

Roll Call

Members Present

Art Brucks(Chair)
Neal Jones
Mary Slaney
Tim Spears(Vice Chair)
Jessica Shrauner
Jeremy Bleeker
Stacey Henry
Marsha Bloxom

Members Absent

Staff

Tony McIlwain, Director Development Services
Emilio Sanchez, Assistant Director Development Services

1. Call to Order – 5:30 PM

Invocation – Art Brucks

Pledge of Allegiance

2. Citizen Appearance

None

3. Consent Agenda

A. Approve the minutes from the July 17, 2025 Old Town Design Standards Review Committee meeting.

Motion was made by Committee Member Tim Spears and second by Committee Member Neal Jones to approve.

Motion passed, 7-0. Member Jeremy Bleeker arrived late for vote.

4. Items for Consideration

- A. Consider and take possible action on a right-of-way use agreement with BTX Old Town LLC and BTX Condominium Association Inc., for building balconies, signs, outdoor dining patios with attached canopies, fencing, building lighting, downspouts, and awnings that were constructed in the right-of-way, for buildings addressed as 135 & 139 W. Ellison Street. *(Staff Contact: Emilio Sanchez, Development Services Deputy Director)*

Motion was made by Committee Member Neal Jones and second by Committee Member Tim Spears to approve.

Motion passed, 8-0.

5. Reports and Discussion Items

None

6. Board Request for Future Agenda Items or Reports

None

7. Adjourn

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

Time – 6:05 PM

Peggy Fisher
Administrative Assistant
Recording Secretary