

MINUTES
DESIGN REVIEW COMMITTEE MEETING
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 NORTH MAIN STREET
Thursday, February 12, 2026 - 6:00 PM

Minutes Of The Regular Called Design Review Committee Of February 12, 2026.

Present **3 -** Chairman Chris Taylor Board Member Lindsay Chapman Board Member Meredith, and Woolard

Absent **2 -** Vice Chair Carr Stokes Board Member Chris, and Harthcock

Staff Present: Ryan Lewis, Ben Simmons, Misti Rains, Nathan Crane, Siria Arreola

Registered/Recognized Guests: Silvia Hance, Charles Hance

1. CALL TO ORDER – 6:00 PM

Chairman Chris Taylor called the Design Review Committee to order at 6:00 p.m.

Chairman Chris Taylor provided the Invocation and led the Pledge of Allegiance to the United States Flag and to the Texas Flag.

2. CONFLICT OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

No public comments were made.

4. CONSENT AGENDA:

A MOTION WAS MADE BY BOARD MEMBER CHAPMAN, SECONDED BY BOARD MEMBER WOOLARD TO APPROVE THE CONSENT AGENDA. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: **3 -** Chairman Taylor, Board Member Chapman, and Board Member Woolard

- A. **CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR CALLED DESIGN REVIEW COMMITTEE MEETING FOR JUNE 12, 2025.**

THE MINUTES WERE APPROVED.

5. REGULAR AGENDA ITEMS:

- A. **CONSIDER A REQUEST FOR A VARIANCE TO THE UNIFIED DEVELOPMENT CODE 9.7.D.7. (DIMENSIONAL TABLE) TO REDUCE THE MINIMUM VERTICAL CLEARANCE FOR HANGING SIGNS FROM 10 FEET OF VERTICAL CLEARANCE OR 2 FEET BELOW THE EDGE OF THE AWNING, WHICHEVER IS GREATER, TO 7 FEET OF VERTICAL CLEARANCE FOR TWO NEW HANGING SIGNS, LOCATED AT 455 S. MAIN STREET.**

Ben Simmons, Planner I, provided a presentation regarding the agenda item, subject property located at 455 South Main Street. He reviewed and explained the shared process, stating the Historic Land Commission (HLC) and the Design Review Committee (DRC) both need to approve the assigned variance item. It was approved with stipulations by HLC on January 6, 2026.

Throughout the presentation, slides documented existing conditions and key findings were noted regarding hanging signs within the historic district that are similar to the proposed signs. Simmons explained that Kelly Mattingly, the applicant with Signarama, is requesting variance for this agenda item concerning businesses Hance Realty and La Dama Fina retail shop.

Board Member Lindsay Chapman questioned the signs with exceptions, her ask focused on current codes that protect the historic district, further discussing her observation of the foot and car traffic being slow. Her question to Simmons, "Has there been considerations for signage with respect to these buildings spoken of, and have codes been considered and ruled out? And if so, why would the signs that exist in the codes that we already have for the city not work in the historic district?" Simmons responded that the existing signs account for specific clearance that would be on a smaller scale especially hanging signs with awning limitations less than 10ft. clearance from lowest edge to street. The front facade of each building on Main St. is limited to wall space and two signs for advertising.

Chairman Taylor asked about pictures shared in the presentation and acknowledged a very nice design. He asked if there were any safety concerns with how low the sign may hang. Simmons reviewed compliance requirements for hanging signs stating that the signs were within these requirements.

Chairman Taylor made a motion to approve the item, Woolard approved, Taylor seconded, Chapman opposed. Motion passed with two yeas, one nay.

A MOTION WAS MADE BY BOARD MEMBER WOOLARD, SECONDED BY CHAIRMAN TAYLOR, TO ACCEPT THE FINDINGS AND APPROVE A REQUEST FOR A VARIANCE TO THE UNIFIED DEVELOPMENT CODE 9.7.D.7. (DIMENSIONAL TABLE) TO REDUCE THE MINIMUM VERTICAL CLEARANCE FOR HANGING SIGNS FROM 10 FEET OF VERTICAL CLEARANCE OR 2 FEET BELOW THE EDGE OF THE AWNING, WHICHEVER IS GREATER, TO 7 FEET OF VERTICAL CLEARANCE FOR TWO NEW HANGING SIGNS, LOCATED AT 455 S. MAIN STREET. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yea: 2 - Chairman Taylor, and Board Member Woolard

Nay: 1 - Board Member Chapman

6. COMMENTS FROM COMMITTEE/LEGAL COUNSEL/STAFF – NO DISCUSSION OR ACTION MAY TAKE PLACE.

7. ADJOURNMENT

Chairman Taylor adjourned the Design Review Committee Meeting at 6:12 p.m.

Approved:

Chairman

Attest:

Executive Assistant