



**DESIGN COMMISSION**  
**MONDAY, DECEMBER 16, 2013 6:00 PM**  
**AUSTIN CITY HALL, COUNCIL CHAMBERS ROOM 1001**  
**301 W. SECOND STREET, AUSTIN, TEXAS 78701**

**Current Commission Members**

_____ Dean Almy (DA) – Chair	_____ Juan E. Cotera (JC)
_____ Evan Taniguchi (ET) – Vice Chair	_____ James Shieh (JS)
_____ Hope Hasbrouck (HH) – Secretary	_____ Jeannie Wiginton (JW)
	_____ Bart Whatley (BW)
	_____ Jorge E. Rousselin (COA – PDRD) Staff Liaison

**AGENDA**

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx. time
<b>CALL TO ORDER AND ROLL CALL</b>	<b>6:00 PM</b>
<b>1. CITIZEN COMMUNICATION: GENERAL</b> The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	<b>6:00 PM</b>
<b>2. APPROVAL OF MINUTES (Discussion and Possible Action)</b> a. Discussion and possible action on the November 25, 2013 Design Commission meeting minutes.	<b>6:15 PM</b>
<b>3. NEW BUSINESS (Discussion and Possible Action):</b> None	<b>6:20 PM</b>
<b>4. OLD BUSINESS (Discussion and Possible Action)</b> a. Discussion and possible action on documents related to accomplishing Design Guidelines for infrastructure projects as directed by City Council Resolution No. 20120816-060.	<b>6:20 PM</b>
<b>5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action)</b> a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	<b>7:15 PM</b>
<b>6. STAFF BRIEFINGS:</b> None	<b>7:20 PM</b>
<b>7. FUTURE AGENDA ITEMS</b> a. Transportation Criteria Manual Revisions	<b>7:20 PM</b>

<b>8. ANNOUNCEMENTS</b> a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	<b>7:25 PM</b>
<b>ADJOURNMENT</b>	<b>7:30 PM</b>

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 3 days before the meeting date. Please contact Annie Pennie in the Planning and Development Review Department, at [annie.pennie@austintexas.gov](mailto:annie.pennie@austintexas.gov) or (512) 974-1403, for additional information. TTY users route through Relay Texas at 711.

## **Design Commission Committees, Working Groups, and Liaisons**

### **Committees**

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Almy (Chair), Taniguchi, Hasbrouck

### **Working Groups**

1. Planning and Urban Design Working Group: Whatley (Chair), Cotera, Shieh
2. Architecture and Development Working Group: Almy (Chair), Taniguchi, Cotera
3. Landscape and Infrastructure Working Group: Hasbrouck (Chair), Wiginton, Almy
4. Public Engagement Working Group: Wiginton (Chair), Taniguchi, Hasbrouck

### **Design Commission Liaisons**

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

### **Design Commission Staff Liaison:**

Jorge E. Rousselin, Development Services Process Coordinator  
Urban Design, Planning and Development Review Department  
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704  
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: [jorge.rousselin@austintexas.gov](mailto:jorge.rousselin@austintexas.gov)

### **Resources:**

1. The Urban Design Guidelines for Austin can be accessed here:  
[Urban Design Guidelines for Austin.](#)
2. Design Commission backup may be accessed here: [Design Commission Backup.](#)



**DESIGN COMMISSION**  
**MONDAY, NOVEMBER 25, 2013 6:00 PM**  
**AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101**  
**301 W. SECOND STREET, AUSTIN, TEXAS 78701**

**Current Commission Members**

☐ P\_\_\_ Dean Almy (DA) – Chair  
☐ P\_\_\_ James Shieh (JS) – Vice Chair  
☐ P\_\_\_ Evan Taniguchi (ET) – Secretary

☐ P\_\_\_ Juan E. Cotera (JC)  
☐ P\_\_\_ Jeannie Wiginton (JW)  
☐ P\_\_\_ Bart Whatley (BW)  
☐ P\_\_\_ Hope Hasbrouck (HH)

☐ P\_\_\_ Jorge E. Rousselin (COA – PDRD)  
 Staff Liaison

\*Excused Absence

**Meeting Minutes**

**Call to order by: Chair D. Almy @ 6:04 pm**

**Roll Call: All present**

**1. CITIZEN COMMUNICATION: None**

**2. APPROVAL OF MINUTES (Discussion and Possible Action)**

- a. Discussion and possible action on the October 28, 2013 Design Commission meeting minutes.

**The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]**

- b. Discussion and possible action on the November 14, 2013 Executive Committee meeting minutes.

**The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]**

- c. Discussion and possible action on the September 6, 2013 Design Commission special-called meeting minutes;

**The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]**

- d. Discussion and possible action the September 20, 2013 Design Commission special-called meeting minutes;

**The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]**

- e. Discussion and possible action on the July 15, 2013 Design Commission special-called meeting minutes;

**The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]**

- f. Discussion and possible action on the January 25, 2013 Executive Committee meeting minutes.

**The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]**

### **3. NEW BUSINESS (Discussion and Possible Action)**

- a. Discussion and possible action on the Aspen Heights Apartments schematic submittal located at 8<sup>th</sup> Street and Nueces St. seeking support for the project and review for substantial compliance with the Urban Design Guidelines for Austin. (Brett Rhode, Rhode Partners).

- **Mr. Brett Rhode gave a presentation on the Aspen Heights Apartments schematic submittal demonstrating substantial compliance with the Urban Design Guidelines for Austin.**
- **Concerns with lack of retail on first floor and activation of ground level by Commissioner Cotera.**

**The motion to accept project as presented and declaring it is substantially compliant with Urban Design Guidelines with the following recommendations:**

- 1. Assure adaptability of ground floor spaces along San Antonio St. and Nueces to 8<sup>th</sup> in order to activate public realm.**
- 2. Demonstrate strategies for visual compatibility or programmatic uses of the garage roof;**

**made by D. Almy; Second by J. Wiginton was approved on a vote of [6-1]. [J. Cotera voting against]**

### **4. OLD BUSINESS (Discussion and Possible Action)**

- a. Discussion and possible action on reorganizing all Design Commission working groups and liaisons to streamline process for efficiency.

Discussion on current structure of work groups and recommendations on how to reorganize as drafted.

The motion to reorganize the work group structure with the following as crafted:

1. Planning and Urban Design: Chair – B. Whatley; J. Cotera; J. Shieh
2. Architectural & Development: Chair - D. Almy; E. Taniguchi; J. Cotera
3. Landscape & Infrastructure: Chair – H. Hasbrouck; J. Wiginton; D. Almy
4. Public Engagement: Chair – J. Wiginton; E. Taniguchi; H. Hasbrouck

Next Density Bonus Project Review to Planning and Urban Design Working Group

Made by D. Almy; Second by H. Hasbrouck was approved on a vote of [7-0].

- b. Discussion and possible action on timeline and related documents for accomplishing Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion by chair on draft timeline for completing infrastructure Design Guidelines.

The motion to accept document as drafted and have a special-called meeting with departments made by D. Almy; Second by J. Cotera was approved on a vote of [7-0].

- c. Discussion and possible action on process for evaluating projects seeking review for substantial compliance of the Urban Design Guidelines for Austin under the Density Bonus Program for Downtown.

Discussion on predictable process for review under Density Bonus Program as drafted.

The motion to adopt as corrected on Dias made by J. Shieh; Second by E. Taniguchi was approved on a vote of [7-0].

## **5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)**

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports: **None**
- d. Appointment of Committee/Working Group members by Chair: Per Item #4A

## **6. STAFF BRIEFINGS: None**

## **7. FUTURE AGENDA ITEMS: Transportation Criteria Manual Revisions**

## **8. ANNOUNCEMENTS**

- a. Chair Announcements: **None**

- b. Items from Commission Members: Report from Commissioner Almy on meeting with Google Fiber.
- c. Items from City Staff: Next Design Commission Meeting on December 16<sup>th</sup>.
- d. **ADJOURNMENT by consensus at: 8:26 PM**

DRAFT

MEMORANDUM

Date: 12.12.2013

To: Design Commissioners

From: Landscape and Infrastructure Workgroup

Re: Items for review and discussion with Design Commission on December 16<sup>th</sup>, 2013

---

Proposed questions for City Departments:

1. What city codes govern your work?
2. What components of those codes can be considered obstructions to you achieving integration?
3. What Criteria Manuals do you use and have developed?
4. In what ways can the Infrastructure Design Guidelines (IDG) be integrated into you Criteria Manuals?
5. What departments do you regularly collaborate with?
6. What is the process you implement when collaborating with other city departments?
7. What else do we need to know in order to craft critical parts that refer to developing infrastructure projects?
8. What have we overlooked in regards to codes, criteria manuals and interdepartmental collaboration?
9. How do you include community outreach in your projects?
10. What are your expectations in regards to working with the Design Commission?
11. What critical components of your jurisdiction related to performance should be included in the IDG?
12. What criteria do you use to determine what projects should come to the Design Commission?