



**DESIGN COMMISSION  
MONDAY, JUNE 26, 2017 6:00 PM  
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101  
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

**Meeting Minutes**

Call to order by: **Chair D. Carroll at 6:04 PM.**

Roll Call: **K. Halloran arrived at 6:05 pm, A. Coleman arrived at 6:06 pm, B. Whatley arrived at 6:11 pm, and B. Frail arrived at 6:18 pm.**

1. CITIZEN COMMUNICATION: **None.**

2. MEETING MINUTES (Discussion and Possible Action):

a. Discussion and possible action on the **May 22, 2017** meeting minutes;

**The minutes were approved on Chair D. Carroll's motion on a 8-0 vote. B. Whatley, A. Coleman, and B. Frail not present.**

b. Discussion and possible action on the **June 5, 2017** special-called meeting minutes;

**The minutes were approved on Chair D. Carroll's motion on a 8-0 vote. B. Whatley, A. Coleman, and B. Frail not present.**

c. Discussion and possible action on the **June 21, 2017** special-called meeting minutes;

A. Coleman arrived at 6:06 pm.

**The minutes were approved on Chair D. Carroll's motion on a 9-0 vote. B. Whatley and B. Frail not present.**

3. NEW BUSINESS (Discussion and Possible Action):

a. Discussion and possible action on appointment of **Downtown Commission Liaison**

**The motion to nominate M. Henao-Robledo as Downtown Commission Liaison made by Chair D. Carroll; seconded by Vice-Chair M. Gonzalez; approved on a unanimous vote of [9-0]. B. Whatley and B. Frail not present.**

4. OLD BUSINESS (Discussion and Possible Action):

- a. Discussion and possible action on **CodeNEXT's** draft code, maps, and processes (Chair Carroll)

Chair D. Carroll initiated the discussion and expressed his goal for the commission to write formal recommendations for CodeNEXT on the Density Bonus Program and other projects reviewed by the commission.

B. Whatley arrived at 6:11 pm. B. Frail arrived at 6:18 pm.

Chair D. Carroll asked the Commissioners to send their CodeNEXT comments by July 10. Staff clarified that those comments should be sent to Nickie or Katie. C. Kenny requested staff send the compiled comments to the Commission on July 17 (before backup is posted on July 21).

A. Coleman asked staff to provide an update and feedback on Fire Station and Shipe Park.

**No formal action taken by the Commission.**

- b. Discussion and possible action on the **Infrastructure Design Guidelines** as directed by City Council Resolution No. 20120816-060 (Chair Carroll)

M. Henao-Robledo voiced concern about the Commission taking on the task of writing new Infrastructure Design Guidelines, and suggested that it may be more appropriate for consultants.

A. Coleman voiced concerned about revising the guidelines without understanding the Commission's effect on projects and how the Commission could best embed itself into the current review process.

E. Taniguchi recommended upgrading the current Urban Design Guidelines, adding a chapter on infrastructure, assigning a chapter (or three) to the existing Working Groups, and having the Working Groups bring their recommendations to the full Commission.

Vice Chair M. Gonzalez recommended making one Working Group responsible for revising the Urban Design Guidelines and incorporating the infrastructure guidelines.

C. Kenny volunteered to review the City Council's agenda for projects the Design Commission reviewed.

K. Halloran recommended setting a schedule for the work and asked that staff send out the Working Group meeting dates in case other members wanted to attend Ex Officio. Staff noted Working Groups must stay below quorum (no more than five Commissioners).

Chair D. Carroll assigned the following chapters to the Working Groups and asked for recommendations at the Aug. 28 meeting.

- Planning & Urban Design – guidelines for the public streetscape
- Architecture & Development – guidelines for buildings
- Landscape & Infrastructure - guidelines for plaza & open space.
  - C. Kenny recommended added public easements (creeks, power lines) and non-street infrastructures (e.g., transformers).
- Public Engagement - area-wide urban guidelines

C. Kenny and K. Halloran recommended updating the Working Group names to reflect their tasks (e.g., Planning & Urban Design to “Downtown Density Bonus and Public Streetscape”).

**No formal action taken by the Commission.**

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:

**Chair D. Carroll appointed:**

- **K. Halloran to the Landscape & Infrastructure Working Group**
- **B. Frail to the Architecture & Development Working Group**
- **B. Luckens to the Public Engagement Working Group**

6. STAFF BRIEFINGS: **None**

7. FUTURE AGENDA ITEMS:

- a. City of Austin’s tree funding and standards (tentatively July 24)

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**
- b. Items from Commission Members:

C. Kenny will approach the Chair about appointing a delegate to the Sustainability Coordinating Committee.

- c. Items from City Staff: **None**

**ADJOURNMENT by consensus at: 8:18 pm**