



***DESIGN COMMISSION
REGULAR MEETING
MINUTES
MONDAY, OCTOBER 28, 2024***

The Design Commission convened in a regular meeting on Monday, October 28, 2024, at the Permitting and Development Center, Room 1405, located at 6310 Wilhelmina Delco Drive in Austin, Texas.

Chair Salinas called the Design Commission meeting to order at 6:01 p.m.

Board Members/Commissioners in Attendance:

*Jon Salinas, Chair
Josue Meiners, Vice Chair
David Carroll
Nkiru Gelles
Kevin Howard
Conners Ladner
Ben Luckens
Brita Wallace
Brendan Wittstruck*

Board Members/Commissioners in Attendance Remotely:

Marissa McKinney

PUBLIC COMMUNICATION: GENERAL

None.

APPROVAL OF MINUTES

1. Approve the minutes of the Design Commission regular meeting on September 23, 2024. **The minutes from the meeting of 09/23/2024 were approved on Commissioner Howard’s motion, Vice Chair Meiners’ second on an 8-0-1 vote. Commissioner Carroll abstained. Commissioner Wallace was off the dais. One vacancy on the dais.**

STAFF BRIEFINGS

2. Staff briefing regarding an update on the Corridor Program. Presented by Eric Bailey, Capital Delivery Services Department.
The presentation was made by Eric Bailey, Capital Delivery Services Department.
3. Staff briefing regarding the Red River Cultural District. Presented by Donald Jackson, Economic Development Department.
The presentation was made by Donald Jackson, Economic Development Department.

DISCUSSION AND ACTION ITEMS

4. Discussion and action to recommend the Equity-based Preservation Plan to City Council. Presented by Cara Bertron, Planning Department.
The motion to recommend the Equity-based Preservation Plan to City Council was approved on Commissioner Wittstruck’s motion, Chair Salinas’ second on a 10-0 vote. One vacancy on the dais.
5. Discussion and action to recommend to City Council whether the project 305 W MLK, located at 305 West Martin Luther King Jr. Boulevard, complies with the Urban Design Guidelines for the City of Austin in accordance with [Land Development Code § 25-2-586 \(C\)\(1\)\(a\)\(ii\)](#). Presented by Victoria Haase, Thrower Design.
The motion that the project 305 W MLK, located at 305 West Martin Luther King Jr. Boulevard, does not comply with the Urban Design Guidelines for the City of Austin in accordance with [Land Development Code § 25-2-586 \(C\)\(1\)\(a\)\(ii\)](#) was approved with the following friendly amendments on motion by Commissioner Howard, seconded by Vice Chair Meiners on a 9-0-1 vote. Commissioner Carroll abstained. One vacancy on the dais.
The friendly amendment from Vice Chair Meiners was that the project is not in compliance with the following Urban Design Guidelines:
AW.5 – Incorporate Civic Art in Both Public and Private Development
PS.1 – Protect the Pedestrian Where the Building Meets the Street
PS.2 – Minimize Curb Cuts
PS.4 – Reinforce Pedestrian Activity
PS.6 – Enhance the Streetscape
PS.7 – Avoid Conflicts between Pedestrians and Utility Equipment
PS.9 – Provide Pedestrian-Scaled Lighting
PS.10 – Provide Protection from Cars/Promote Curbside Parking
PS.12 – Provide Generous Street-Level/Windows
PS.13 – Install Pedestrian-Friendly Materials at Street Level
B.2 – Provide Multi-Tenant, Pedestrian-Oriented Development at the Street Level
B.3 – Accentuate Primary Entrances
B.4 – Encourage the Inclusion of Local Character
B.5 – Control On-Site Parking
B.7 – Create Buildings with Human Scale

The friendly amendment by Commissioner Wittstruck was to encourage the removal of the driveway along the principal street and provide access via the alley; and if not feasible, align the driveway to the edge of the site to maximize public space and pedestrian entry.

The amendments were accepted by the maker of the motion, Commissioner Howard, and Vice Chair Meiners, who seconded the motion.

6. Discussion and action to amend the Design Commission annual schedule for 2024.
The motion to approve the amended Design Commission annual schedule for 2024 was approved on Chair Salinas' motion, Commissioner Wallace's second on a 10-0 vote. One vacancy on the dais.
7. Discussion and action to approve the Design Commission annual schedule for 2025.
The motion to approve the Design Commission annual schedule for 2025 was approved on Commissioner Howard's motion, Commissioner Wittstruck's second on a 10-0 vote. One vacancy on the dais.
8. Select a representative to serve on the Downtown Commission per [City Code § 2-1-140](#).
No action was taken.
9. Select a representative to serve on the South-Central Waterfront Advisory Board per [City Code § 2-1-172](#).
The motion to select Commissioner Ladner as the representative to serve on the South-Central Waterfront Advisory Board was approved on Chair Salinas' motion, Commissioner Wittstruck's second on a 10-0 vote. One vacancy on the dais.
10. Select a representative and alternate representative to serve on the Joint Sustainability Committee per [City Code § 2-1-206](#).
The motion to select Commissioner Luckens as the representative to serve on the Joint Sustainability Committee was approved on Chair Salinas' motion, Commissioner Wittstruck's second on a 10-0 vote. One vacancy on the dais.

The motion to select Chair Salinas as the alternate representative to serve on the Joint Sustainability Committee was approved on Commissioner Wittstruck's motion, Commissioner Howard's second on a 10-0 vote. One vacancy on the dais.

DISCUSSION ITEMS

11. Discussion on built outcomes and challenges to implementing the existing Urban Design Guidelines.

Request for Staff to provide an overview of Downtown Density Bonus Program projects and describe how the Urban Design Guidelines review and compliance impact the actual site on the ground today.

WORKING GROUP/COMMITTEE UPDATES

12. Update from the Urban Design Guidelines Working Group regarding the meeting on October 18, 2024.

Update was given by Commissioner Carroll.

FUTURE AGENDA ITEMS

Staff briefing regarding the process for corridor planning. Presented by Transportation and Public Works. Sponsors: Vice Chair Meiners and Commissioner Carroll.

Staff briefing regarding an overview of Downtown Density Bonus Program projects and how the Urban Design Guidelines review and compliance impact the actual site on the ground today. Presented by the Planning Department. Sponsors: Chair Salinas and Commissioner Howard.

Chair Salinas adjourned the meeting at 9:05 p.m. without objection.

The minutes were approved at the 11/19/2024 meeting on Commissioner Gelles' motion, Commissioner Carroll's second on a 6-0 vote. Commissioner Luckens was off the dais. Vice Chair Meiners and Commissioners McKinney and Wittstruck were absent. One vacancy on the dais.