



***DESIGN COMMISSION  
REGULAR MEETING  
MINUTES  
MONDAY, JANUARY 27, 2025***

**The Design Commission convened in a regular meeting on Monday, January 27, 2025, 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 6:03 p.m.**

**Board Members/Commissioners in Attendance:**

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

**Board Members/Commissioners in Attendance Remotely:**

*Conners Ladner*

**PUBLIC COMMUNICATION: GENERAL**

**None.**

**APPROVAL OF MINUTES**

1. Approve the minutes of the Design Commission regular meeting on December 9, 2024.  
**The minutes from the meeting of 12/09/2024 were approved on Vice Chair Meiners' motion, Commissioner Wallace's second on a 9-0-1 vote. Commissioner Gelles abstained. One vacancy on the dais.**

**STAFF BRIEFINGS**

2. Staff briefing regarding the process and implementation of the Downtown Density Bonus Program, including the Design Commission and Staff review process for compliance with the Urban Design Guidelines. Presented by Jorge Rousselin, Planning Department. Sponsors: Chair Salinas and Commissioner Howard.  
**The presentation was made by Jorge Rousselin, Planning Department.**

### **DISCUSSION AND ACTION ITEMS**

3. Discussion and action to support the Downtown Density Bonus Program applicant preparedness for their required presentation to the Design Commission. Sponsors: Chair Salinas and Commissioner Howard.

**The motion to recommend modifications to the Design Commission Project Review Application in the “Exhibits to Present” section to expound on exhibits and the “Project Review Process: Density Bonus Projects” to potentially provide applicants more time between meeting with the Planning and Urban Design Working Group and the presentation to Design Commission was approved with the following friendly amendments on Commissioner McKinney’s motion, Commissioner Gelles’ second on a 9-1 vote. Commissioner Wallace voted nay. One vacancy on the dais.**

**The friendly amendment from Commissioner Gelles was to expound on “Exhibits to Present #6 Elevations and 3D views” to include all building and alley elevations with 3D views prioritizing street level pedestrian experience. This was accepted by the maker of the motion, Commissioner McKinney, and Commissioner Gelles, who seconded the motion.**

**The friendly amendment from Commissioner Howard was to recommend intentional language in the “Project Review Process: Density Bonus Projects” section to advise applicants on the level of design development preparedness at the Planning and Urban Design Working Group stage and the Design Commission stage. This was accepted by the maker of the motion, Commissioner McKinney, and Commissioner Gelles, who seconded the motion.**

### **WORKING GROUP/COMMITTEE UPDATES**

4. Update from the Urban Design Guidelines Working Group regarding the meetings on December 23, 2024, and January 17, 2025.  
**Update was given by Commissioner Carroll.**
5. Update from representative of the Downtown Commission regarding the meeting on December 18, 2024.  
**Update was given by Commissioner Gelles.**
6. Update from representative of the Joint Sustainability Committee regarding the meeting on December 18, 2024.  
**Update was given by Commissioner Luckens.**

## **FUTURE AGENDA ITEMS**

Discussion on selecting past Downtown Density Bonus Program projects from the past ten years to conduct analysis on outcomes. Sponsors: Commissioners Carroll, Howard, Gelles, and McKinney.

Discussion on sidewalk design. Sponsors: Chair Salinas, and Commissioners Howard and Gelles.

## **ADJOURNMENT**

**Chair Salinas adjourned the meeting at 8:20 p.m. without objection.**

**The minutes were approved at the 02/24/2025 meeting on Commissioner Ladner's motion, Chair Salinas' second on a 9-0 vote. Commissioner McKinney was off the dais. One vacancy on the dais.**