



MEETING AGENDA
DOWNTOWN DESIGN REVIEW BOARD
Thursday, September 4, 2025
Public Hearing: 2:00 p.m.

City Hall, City Council Work Session Room
100 Fort Worth Trail
Fort Worth, Texas 76102

To view the docket for this meeting visit: [Boards & Commission Calendar](#) or [Upcoming Board and Commission Cases](#)

Members of the Downtown Design Review Board may be participating remotely by videoconference in accordance with the Texas Open Meetings Act. The location identified on this agenda is the location at which the presiding officer will be physically present and presiding over the meeting.

Any member of the public who wishes to address the Board regarding an item on the listed agenda must complete a Speaker Registration Form prior to the start of the meeting. This form will be located on the check-in desk in front of the work session room or can be obtained from present staff. If you would like to provide written comments in support or opposition, please send them to DesignReview@fortworthtexas.gov. Comments received by 5pm on the business day prior to the meeting date will be provided to the Commission.

BOARD MEMBERS

	Paul Rietema	- Place 1		Andrew Blake	- Place 5
	Kirk Millican	- Place 2		Brandon Burns	- Place 6
	Leah Dunn	- Place 3		Tony Pham	- Place 7
	Vacant	- Place 4		Mark Dabney	- Alternate

PUBLIC HEARING: 2:00 P.M.

- A. **CALL TO ORDER: STATEMENT REGARDING THE TEXAS OPEN MEETINGS ACT**
- B. **ANNOUNCEMENTS**
- C. **APPROVAL OF AUGUST 7, 2025 MEETING MINUTES**
- D. **PRESENTATION ON RECENT STATE LEGISLATIVE SESSION BY LASHONDRA STRINGFELLOW**

E. NEW CASES

DG25 – 021 601 Penn Street (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: Cynthia Scoggins, Penn & 5th St. LLC / Ryan McGuire, m3 studio

Request a Certificate of Appropriateness for the exterior remodel of the roof, the installation of a wooden fence, and the addition of new street trees along West 5th Street.

DG25 – 026 1612 Summit Avenue (H Zoning)
Downtown Urban Design District overlay
Council District: 9
Owner / Applicant: Nick Martin, 1612 Summit Partners, LLC / Brandon Chillcutt, Cowtown Graphics & Signs

1. Request a Certificate of Appropriateness for the installation of a crown of the building sign.
2. Request the following waivers from the Downtown Urban Design Standards and Guidelines:

- a) A waiver from the crown of building sign standards to allow a sign with a different message instead of the requirement that crown signs have identical messages.
- b) A waiver from the crown of building signs standards to install a sign with more than one horizontal line of letters or symbols instead of the maximum of one horizontal or vertical line of letters or symbols.

DG25 – 027 500 Main Street (H Zoning)
Downtown Urban Design District overlay, and Demolition Delayed designation
Council District: 9
Owner: Sundance Square Partners

Request a Certificate of Appropriateness for the installation of a mural on the southwest-facing elevation of the Burk Burnett Building.

F. ADJOURNMENT

ASSISTANCE AT THE PUBLIC MEETINGS:

This meeting site is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the City's ADA Coordinator at (817) 392-8552 or e-mail ADA@FortWorthTexas.gov at least 48 hours prior to the meeting so that appropriate arrangements can be made. If the City does not receive a notification at least 48 hours prior to the meeting, the City will still make a reasonable attempt to provide the necessary accommodations.

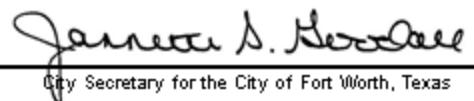
ASISTENCIA A REUNIONES PUBLICAS:

Este sitio de reunión es accesible con silla de ruedas. Se solicita a las personas con discapacidades que planean asistir a esta reunión y que necesitan acomodaciones, ayudas auxiliares o servicios tales como intérpretes, lectores o impresiones con letra grande, que se comuniquen con el Coordinador de la Asociación Americana de Discapacitados (ADA) de la Ciudad llamando al teléfono (817) 392-8552 o por correo electrónico a ADA@FortWorthTexas.gov por lo menos 48 horas antes de la reunión, de modo que puedan hacerse los arreglos adecuados. Si la Municipalidad no recibe una notificación por lo menos 48 horas antes de la reunión, ésta hará un intento razonable para proporcionar las acomodaciones necesarias.

EXECUTIVE SESSION

The Downtown Design Review Board will conduct a closed meeting, as necessary, to seek the advice of its attorneys concerning pending or contemplated litigation related to any item appearing on this agenda or concerning other matters that are exempt from public disclosure as authorized by Section 551.071 of Texas Government Code.

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the City of Fort Worth official bulletin board, places convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time Thursday, August 28, 2025 at 4:15 P. M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.


City Secretary for the City of Fort Worth, Texas