



MINUTES OF THE DESIGN REVIEW BOARD (DRB)

Wednesday, August 5, 2026
4:00 PM

Board Members Present: Chair Michelle Ye, Brett Ragsdale, Blair Perry, Mike Hammond, Michael Winter, Sophorn Olsen, Aaron Campbell, Victoria Young

Board Members Absent: Mario Walker

DMC Staff Present: Chandell Ryan, Christine Taylor, Coleman Armes, Tori Haliburton, Brian Mykulyn, Morgan Shaw, Milton Howery, Penelope Rambin, Robert Montgomery, and Sara Barrera.

Guests: Houston Davis, Carla Taylor, Carey Ward, Scott Van Der Jagt, Carlos Fifer, Charles Fifer, Dr. Darlette, Chief Samuels, and Member of Public.

I-II. Call to Order & Approval of Minutes:

Chair Michelle Ye called the meeting to order at 4:03 PM. Christine Taylor called Roll to confirm the quorum. After the quorum was confirmed, Chair Michelle Ye reviewed the meeting process and protocols. Before moving to the next item, DMC President, Chandell Ryan asked board members if anyone is interested in serving as board officer please contact her. Chair Michelle Ye called for approval of July 1, 2026, minutes. Michael Winter made a motion to approve the meeting minutes. Mike Hammond seconded the motion, after the roll call vote motion passed unanimously.

III. Current Application:

DRB #26-46 486 E. Georgia Avenue

Sara Barrera presented the DRB application for exterior renovation at 486 East Georgia. The subject property is a 10-unit multifamily building located on the north side of East Georgia Ave, between Danny Thomas Blvd and Mississippi Blvd. It is approximately 6,150 square feet and was purchased in February 2026 by the applicant. The proposed plans to update the building will make it more safe, functional, and attractive. Eligible exterior improvements approved for a Good Neighbor Grant include fence removal, landscaping, repairing fascia, replacing/repouring a driveway, and installing new light fixtures. In addition to this work, the applicant will also repair/replace exterior decking and stairs on the rear, caulk and reseal all windows, and install fencing around the rear and sides of the property. After Board discussion; Michael Winter made a motion to approve the application as presented with the condition to address the paint around the street address sign and also recommended that applicant work with City regarding driveway and curb cut. Aaron Campbell seconded the motion, which after the roll call the vote was passed.

DRB #26-48 **48 S. Front Street**

Tori Haliburton presented the DRB application for 48 South Front Street. The subject property is a vacant 3-story historic commercial structure located on the east side of Front Street, between Monroe Avenue and Union Avenue, within the Cotton Row Historic Preservation District. The property was recently acquired by the applicant and is currently undergoing rehabilitation for commercial mixed-use purposes, including ground-floor retail space and residential rental units on the upper floors. The project will also prepare a simple ground-floor shell space to support near-term pop-up activation as an interim strategy for activating the building. The upper-floor apartments are expected to be reoccupied following completion of the façade restoration and stabilization work. The exterior scope includes the following primary components: Repair and refinishing of the original first-floor storefront. The current plan is to repair, refurbish, and repaint the existing wood storefront system. The existing cast iron columns will be repainted, as needed. Replacement of all windows to match the historic openings. New windows will match historic style and profile as required by Memphis Landmarks Commission, the State Historic Preservation Officer, and the National Park Service as part of the federal historic preservation tax credit approval process. Exterior masonry repair Exterior masonry cleaning, repair, and tuckpointing is planned for the building façade and rear alley elevation, as needed. The large “stairstep” crack on the 2nd floor of the façade will be repaired. The applicant, Houston Davis, was present to answer questions. After Board discussion; Michael Winter made a motion to approve the application as presented with condition for staff to review color, windows, and conduit. Aaron Campbell seconded the motion, which after the roll call the vote was passed.

(NOTE: Sophorn Olsen recused from vote)

DRB #26-49 **64 S. Front Street**

Tori Haliburton presented the DRB application for 64 South Front Street. The subject property is a vacant three-story commercial structure (built ca. 1875) located on the east side of Front Street, between General Washburn’s Escape Alley to the north and Union Avenue to the south. The first phase of the project is focused primarily on exterior improvements, including repair and restoration of the original first floor storefront, roof repair, replacement of all windows to match the historic openings, repair and replacement of the skylight monitor as needed, and masonry repair with tuck pointing. The project is also undergoing interior demolition and asbestos abatement, including the removal of asbestos floor tile. the exterior scope of work includes the following primary components: Masonry repair and tuckpointing: Masonry restoration and stabilization will include pressure washing the front and rear elevations; Painting & coatings: Preparation and painting of exposed metal elements on the front and rear elevations, including lintels, columns, stair treads, doors, and exterior metal components. First-floor storefront. The current plan is to replace the storefront to match historic conditions. The existing cast iron columns will be repaired and painted. Historic window replacement: The project includes the replacement of 13 windows on the front elevation and 6 windows on the rear elevation. The new windows will match the historic style, profile, and configuration in accordance with the requirements of the Memphis Landmarks Commission, the State Historic Preservation Office, and the National Park Service as part of the federal Historic Preservation Tax Credit approval process. Rear (alley) elevation, The rear exterior wall is not original to the

building and was fully replaced after a structural failure in the past. The applicant plans to add windows to the rear exterior wall on the second and third levels. The applicant, Scott Van Der Jagt (LRK) was present to answer questions. After Board discussion; Mike Hammond made a motion to approve the application as presented with condition to return for staff review and approval for final designs of any new windows, and paint color. Aaron Campbell seconded the motion, which after the roll call the vote was passed.

(NOTE: Sophorn Olsen recused from vote)

DRB #26-50 238-242 Poplar Avenue

Tori Haliburton presented the DRB application for 238-242 Poplar Avenue. The property is a two-story commercial space constructed circa 1915 and located in the Downtown Core directly across from the 201 Poplar criminal court complex. The building contains approximately 9,239 square feet and is currently utilized as bail bond and law offices. customers will be provided with a safe, well-lit and freshly painted space and parking lot. The improvements include repairing damaged trim, wood weather stripping and tuck pointing to the building, exterior painting of the building, sidewalk repair, new driveway entrance, new iron fencing for the parking lot, painting of parking area strips, and wayfinding for designated parking. The applicant, Carlos Pfifer, was present to answer questions. After Board discussion; Mike Hammond made a motion to approve the application as presented with the condition to return for approval of an alternate paint color for the brick, cast stone must remain unpainted. Aaron Campbell seconded the motion, which after the roll call the vote was passed.

V. Adjournment

Seeing no further business, the meeting was adjourned.