

## MINUTES

A meeting of the **Heritage Preservation Commission** of the City of Waxahachie, Texas was held in the City Council Chambers/Conference Room, 401 S. Rogers, Waxahachie, TX on **Thursday, May 13, 2021** at **5:30 p.m.**

Heritage Preservation Commission Members present: Becky Kauffman  
Glinda Felty  
Shannon Simpson  
Peggy Crabtree  
Jeff Smith

Planning & Zoning Commission Liaison: Bonney Ramsey

Heritage Preservation Officer: Anita Simpson

City Council Liaison: Mary Lou Shipley

Guest: Ty Hall

### **1. Call to Order**

Becky Kauffman called the meeting to order at 5:31 p.m.

### **2. Public Comments--none**

### **3. Approve minutes of meeting held April 8, 2021**

Glinda Felty made a motion to approve the minutes of the meeting held April 8, 2021. The motion was seconded by Jeff Smith. **All ayes.**

### **4. Discussion with owner of 201 East University Avenue regarding requirements for tax program eligibility**

Jaelyn Budet sent an email with extensive research and information on her proposed plans prior to the meeting and Anita sent it to the board for review. She could not attend the meeting due to a prior commitment. The board gave approval to the proposed front door and made two recommendations for the railing restoration. Instead of arbitrarily picking a height for the new railings the Commission encouraged Ms. Budet to examine the existing historical columns for evidence of the original railing height. If no evidence is available an appropriate height from the range can be used. They also encouraged the use of a narrow metal pipe to extend the height on the upper story instead of the bulky wooden example that was submitted. This approach is also recommended in the Preservation Brief sent with Ms. Budet's information regarding this issue.

### **5. Discussion with owner of 813 West Jefferson Street regarding requirements for tax program eligibility**

Ty Hall introduced himself and said he has lived at 813 W. Jefferson for 2 years. Becky told him his house is a simple cottage. Anita reminded the board that the property was denied in 2020 due to inappropriate windows, door, and columns. Mr. Hall asked about replacing only the front windows and the Commission stated that would be enough to make the property eligible for the programs with regards to that issue. They recommend 6 over 6 wooden windows be installed in place of the current vinyl ones.

There was some discussion about the columns. Currently they are round and not in keeping with the style of the house. Mr. Hall said he has found some square columns, which the Commission deemed more appropriate, but they are not the full length of the porch height. He asked what could be used to build them up to the appropriate height. The Commission will look for proper footing examples and share that information with him at a later date.

The front door is also inappropriate and Becky Kauffman offered to look for examples of what would resolve that issue and send them to Mr. Hall. They also recommended removing the gingerbread trim on the screen door and above the front door under the eave.

**6. Consider approval of Certificate of Appropriateness for 607 W. Jefferson Street**

Peggy Crabtree presented information on her project to level her house and replace the skirting and asked for direction from the Commission at the April meeting. Formal approval was given for the COA submitted this month. Shannon Simpson made a motion to approve the Certificate of Appropriateness for 607 W. Jefferson. Glinda Felty seconded the motion. **All ayes.**

**7. Workshop on draft residential design guidelines**

The board went through the final third of the document and discussed notes from Becky and Anita regarding changes. Discussion on many topics. Document was completed and notations made for changes, additions, more appropriate photos, etc. Anita will consolidate comments and send to Winter & Co. for update. Board will continue to look for more appropriate photos for examples.

**8. Comments by Commission members and Heritage Preservation Officer**

None made.

**9. Adjourn**

A motion to adjourn was made by Shannon Simpson and seconded by Jeff Smith. **All ayes.** Meeting adjourned at 7:22 pm.

*Respectfully submitted by Anita Simpson*