

MINUTES

A meeting of the **Heritage Preservation Commission** of the City of Waxahachie, Texas was held in the Hatchet Conference Room, Beatty Municipal Services Building, 408 S. Rogers on **Thursday, October 12, 2023 at 5:30 p.m.**

Heritage Preservation Commission Members present: Peggy Crabtree
Ronald Finch
Curtiss Thompson
Jacqueline Montejano
Kelly Savell
Adam Graves

Planning & Zoning Commission Liaison: Bonney Ramsey

City Council Liaison: Patrick Souter

Heritage Preservation Officer: -----

Guests: Councilman Travis Smith, Executive Director Gumaro Martinez, Eleana Tuley, Warren Ketteman, Rick Shinpaugh, Chris Reeves, Aide Molina, Charity Fitch – Waxahachie Sun

1. Call to Order

Peggy Crabtree called the meeting to order at 5:30 p.m.

2. Public Comments

Gumaro Martinez introduced Eleana Tuley who was hired from within the organization for the position of Downtown Redevelopment and Historic Preservation Manager. Ms. Tuley previously served as a Senior Planner for the City of Waxahachie. Her official first day on the job will be Monday, October 16th.

3. Reorganize the Commission

After an introduction of this item by Chairperson Crabtree, she asked for nominations for the Chair position. Jacqueline Montejano moved to nominate Peggy Crabtree to continue as Chair. Curtiss Thompson seconded the nomination. **All ayes.** Curtiss Thompson moved to nominate Jacqueline Montejano as Vice-chair. Ronald Finch seconded the nomination. **All ayes.**

4. Approve the minutes of meeting held September 14, 2023

Jacqueline Montejano made a motion to approve the minutes of the September 14, 2023 meeting. Adam Graves seconded the motion. **All ayes.**

5. Consider approval of sign permit for 201 E. Main Street, #109

Mr. Shinpaugh, Ellis County Bail Bonds was in attendance with Mr. Chris Reeves, Quickway Signs to present this item. Sign will be “single faced”, 10 inches by 96 inches, and attached to the building with tapcon concrete screws through the mortar and not the brick. Mr. Graves noted the temporary nature of the sign due to the business relocating to a new location in the near future. After some discussion related to the composition of the sign and the attachment method, Adam Graves made a motion to approve the sign permit. Jacqueline Montejano seconded the motion. **All ayes.**

6. Consider approval of Certificate of Appropriateness for 116 E. University

Aide Molina was in attendance to present this item as it is her residence. She presented copies of the architectural plans for an addition to the home to include two bedrooms, two bathrooms and a kitchen expansion. The home is considered historical. Commission members mentioned the architectural significance of this “two story bungalow”. Commission members voiced their concerns that the addition “not overwhelm the existing historical home.” Much discussion was related to the porch columns and the carport location and widening. Following that discussion, Jacqueline Montejano made a motion to approve the Certificate of Appropriateness for 116 E. University with three conditions: 1. The columns on the front of the house be restored to the original brick columns as shown in the old photos of the property. 2. The setback of the carport is not flush with the front elevation of the home. 3. Any of the addition is compatible but distinguishable from the rest of the home by use of existing residential guidelines. Curtis Thompson seconded the motion. **All ayes.**

7. Discuss proposed expansion of Downtown Historic Overlay District

The Commission welcomed Councilmember Travis Smith to present this item. Mr. Smith had previously appeared before the Commission related to this proposed expansion. Mr. Smith shared that he has spoken to “the majority of property owners” in the proposed expansion area and received no pushback. Adam Graves shared that the proposed expansion goes against recent historic recommendations and asked “why now.” Mr. Smith replied, “TXDOT changed the game” with the road work in downtown. After much discussion, Chair Crabtree shared that an expansion of this size would require much research and planning. With support of the Commission, Chair Crabtree directed staff to schedule a workshop within the next two weeks. Staff will check the calendar, secure a meeting room and provide the Commission members with several options for dates/times.

8. Comments by Commission members and City Staff

Chair Crabtree noted that the historic sign link on the City website is not correct. She also expressed concern about construction work on a home on West Jefferson Street where windows were being replaced. Mr. Martinez noted that the window work did not require a City permit. Discussion then followed about making a better effort to educate/promote programs and services available for historic properties/structures.

No other comments made.

9. Adjourn

Meeting adjourned at 6:52 pm.

Respectfully submitted by Warren Kettelman