

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on ***Thursday, January 11, 2024 at 5:30 p.m.*** in the Hatchet Conference Room at the Charles Beatty Municipal Services Building, 408 S. Rogers, Waxahachie, Texas.

Heritage Preservation Commission Members:	Peggy Crabtree, Chair Jacqueline Montejano, Vice Chair Curtiss Thompson Michelle Haye Ronald Finch Adam Graves Kelly Savell
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Planning & Zoning Commission Liaison:	Bonney Ramsey
Heritage Preservation Manager:	Eleana Tuley
City Council Liaison:	Patrick Souter

1. Call to Order
2. **Public Comments:** Persons may address the Heritage Preservation Commission on any issues. This is the appropriate time for citizens to address the Commission on any concern whether on this agenda or no. In accordance with the State of Texas Open Meetings Act, the Commission may not comment or deliberate such statements during this period except as authorized by Section 551.042, Texas Government Code.
3. Approve the Minutes of the regular meeting of December 14, 2023
4. Consider verification of inclusion of the Ellis County Woman's Building, 407 W. Jefferson, in the proposed expansion of the Historic Overlay District
5. Consider new business sign at 212 W. Jefferson Street, Suite 3
6. Consider Certificate of Appropriateness for 515 N. College Street
7. Consider Certificate of Appropriateness for 124 Kaufman Street
8. Consider Applications for Historic Property Tax Exemption
9. Comments by Commission members and Heritage Preservation Officer
10. Adjourn

The Heritage Preservation Commission reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein. This meeting location is wheelchair-accessible. Parking for mobility impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at (469) 309-4006 or (TDD) 1-800-RELAYTX

<p style="text-align: center;"><i>Notice of Potential Quorum</i> <i>One or more members of the Waxahachie City Council may be present at this meeting.</i> <i>No action will be taken by the City Council at this meeting.</i></p>

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, December 14, 2023 at 5:30 p.m.**

Heritage Preservation Commission Members present: Peggy Crabtree
 Ronald Finch (arrived at 5:40pm)
 Curtiss Thompson
 Jacqueline Montejano
 Kelly Savell
 Adam Graves
 Michelle Haye

Planning & Zoning Commission Liaison: Bonney Ramsey

City Council Liaison: Patrick Souter

Heritage Preservation Officer Absent: Eleana Tuley

Guests: Mayor, David Hill, Mayor Pro-tem Chris Wright, Executive Director of Parks and Leisure Services Gumaro Martinez, Senior Director of Economic Development Warren Kettelman and Charity Fitch, Waxahachie Sun

1. Call to Order

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

2. Public Comments

Cynthia Lopez addressed the Commission in regard to the fire last week at her neighbor's house at 105 Poplar Street and an upcoming fundraiser for the family at Big Al's on December 23rd.

3. Approve the minutes of the meeting on November 9, 2023

Adam Graves made a motion to approve the minutes of November 9, 2023. Kelly Savell seconded the motion. **All ayes**

4. Consider final approval of work signatures for façade work at 209 S. College Street per Historic Waxahachie grant program

Gloria Mata, owner of the building at 209 S. College street was in attendance and spoke about her property. She had received pre-approval on 8-10-23 from the HPC then approval of a \$5000 grant from HWI on 11-16-23. The Commission reviewed photos of the finished work and expressed satisfaction of a job well done.

Jacqueline Montejano made a motion to approve the work signatures for the façade grant. Michelle Haye seconded the motion. **All ayes.**

5. Consider Downtown Building Grant Application for property located at 217 E. Main Street

Mr. Greg Nehib, Big Blue Truck, LLC is the building owner and was out of town on business and unable to attend. Mr. Kettelman offered to carry any board comments and action to Mr. Nehib. Discussion centered

around the materials to be used to replace the awning. Adam Graves added that he was not comfortable voting on this matter due to a lack of knowledge of the process and would be abstaining.

Jacqueline Montejano made a motion to approve the grant application with the understanding that the applicant provide information related to the type of materials to be used. Michelle Haye seconded the motion. **Motion carried with 6 Ayes, 1 Abstaining (Mr. Graves)**

6. Consider new business sign at 212 W. Jefferson Street, Suite 3

Mr. Kettelman informed the Commission that he has spoken with Chris Reeves, Quickway Signs and learned that the owner of the business is still working to obtain the necessary sign permits from the City. Mr. Reeves asked that this item be moved to the January meeting.

Michelle Haye made a motion to table this item until the January meeting. Curtiss Thompson seconded the motion. **All Ayes.**

7. Consider Certificate of Appropriateness for 210 E. University Avenue

Mr. Charles Sims, the owner of the home at 210 E. University Avenue was in attendance and introduced his request. He then turned things over to his sister, Susan Rubeman, who made the presentation. The owner will be removing an old sunroom on the rear of the home (not original) and will add a master suite and laundry room. The addition would follow the existing roofline. Discussion centered around the extension of the roofline. Mrs. Rubeman mentioned the need to "raise" the steps on the front porch as they are really a high step to navigate. Bricks were mentioned to accomplish this and the Commission cautioned against using "too modern" of a brick pattern, suggested historic pavers instead. Mr. Sims mentioned about painting the front of the home and Chair Crabtree reiterated that the Commission does not regulate paint color but would advise if asked.

Michelle Haye made a motion to approve the Certificate of Appropriateness noting that the roofline is a "clipped gable roof" on the back. Adam Graves seconded the motion. **All Ayes.**

8. Consider Applications for Historic Property Tax Exemption

Mr. Kettelman informed the Commission that he had received 27 application prior to the meeting. 25 of those applicants are currently receiving the abatement while 2 were new applicants: Mr. Andrew Smith, 106 Savannah Street and Mr. and Mrs. Randy Hooper, 206 N. Grand Avenue.

The Commission engaged Mr. Smith in discussion in regard to the current photos of his home and asked about any historic photos. Conversation centered around the garage doors and the porch columns.

Michelle Haye made a motion to deny this request due to the replacement of the garage doors and inappropriate columns. Kelly Savell seconded the motion. **All Ayes.**

Chair Crabtree reminded Mr. Smith that he could make the improvements and then reapply. Other members encouraged him as well.

The Commission engaged the Hooper's in discussion in regard to their home at 206 N. Grand Avenue. The applicant presented a current photo and some older photos as well. Discussion centered around porch columns and the front railings. Mr. Hooper noted that the old steps rotted and were replaced with concrete ones. He also noted that the railing was placed to prevent his grandchild from falling off the porch. The Commission noted that the posts were not original to the house but are in keeping with the style of the home. Comments were made that the Commission had denied previous application due to railing height.

Ronald Finch made a motion to approve the application as presented. No second. Chair Crabtree called for another motion.

Michelle Haye made a motion to deny based upon the height and style of the porch railing. Adam Graves seconded the motion. **Motioned carried with 6 Ayes, 1 Nay (Mr. Finch).**

The Commission reminded the Hooper's that they could replace the railing with one that is acceptable and reapply before the deadline.

The Commission discussed the 25 renewal applications. Two were selected for further review by the Commission members on their own time by way of a "drive by" look at each home. These homes were 321 E. University Avenue and 411 Bird Lane.

Jacqueline Montejano made a motion to table these two applications until the January meeting. Michelle Haye seconded the motion. **All Ayes.**

Kelly Savell made a motion to approve the remaining 23 renewal applications as presented. Curtiss Thompson seconded the motion. **All Ayes.**

9. Comments by Commission members and Heritage Preservation Officer

Michelle Haye encouraged Mr. Smith to complete the repairs to his home and reapply for the tax abatement. Mr. Finch echoed those sentiments and asked Mr. Smith to locate some old photos of the home to assist in the renovation.

Mrs. Gloria Mata asked about the possibility of a grant to assist with additional work on her building. Mr. Kettelman offered to follow up.

Councilman Souter thanks the HPC members for their work in identifying the properties to include in the proposed expansion of the historic overlay district.

Mr. Graves asked if there was a way to be notified of applying tax abatement properties prior to the meeting. Mr. Kettelman offered to email the Commissioners a list of applying properties each week so they could conduct their own "drive by viewing" prior to the next HPC meeting.

Mr. Gumaro Martinez offered some suggestions to the HPC to assist in streamlining the tax abatement application process.

10. Adjourn

Meeting adjourned at 6:58 pm.

Respectfully submitted by Warren Kettelman

CUSTOMER INFO

Contact: Matthew Aleman
Company: Hairquarters Barber...
Phone #: 469-383-4280
Email: -

Date: October 23rd, 2023



JOB DESCRIPTION

(5)

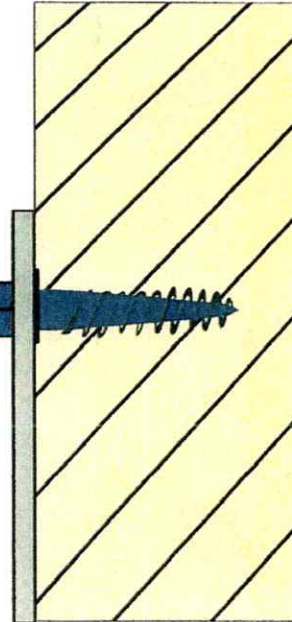
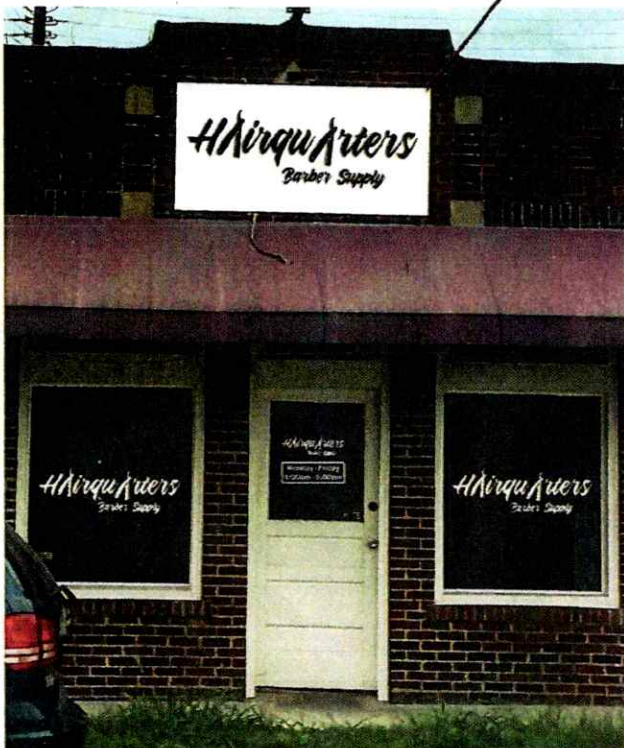
PRICE

212 W. Jefferson
Suite 3

36" X 72"

Alum 080

Non
Lighted



Ultimate load values in 2,000 psi concrete

SIZE	MIN. EMBEDMENT	DILL BIT	PULL OUT (LB)	SHEAR (LB)
1/4"	1-1/8"	1/4"	877	1082
3/16"	1-1/8"	5/16"	892	1156
3/8"	1-1/2"	3/8"	1325	3238
1/2"	2-1/4"	1/2"	2999	5564
5/8"	2-3/4"	5/8"	3749	6190
3/4"	3-1/4"	3/4"	4978	9378
7/8"	3-7/8"	7/8"	6294	13687
1"	4-1/2"	1"	7329	17712
1-1/4"	5-1/2"	1-1/4"	13162	24206

PLEASE PROOF READ CAREFULLY.

AFTER APPROVAL, QUICKWAY SIGNS WILL NOT BE FINANCIALLY RESPONSIBLE FOR ERRORS ON PROOF. CUSTOMERS MUST PAY A 50% MINIMUM DEPOSIT BEFORE ANY OFFICIAL PRODUCTION OF PROJECTS.

- ☐ I have verified the artwork.
- ☐ I have verified the colors.
- ☐ I have verified the text and spelling.
- ☐ I have verified the layout.
- ☐ I have read and agree to all disclaimers.

- ☐ Approved. No Changes Required
- ☐ Please make the noted changes



306 W. Main St.
Waxahachie, TX 75165
972-937-7446

info@quickwaysignstx.com

Signature

Date

ADD to January agenda.

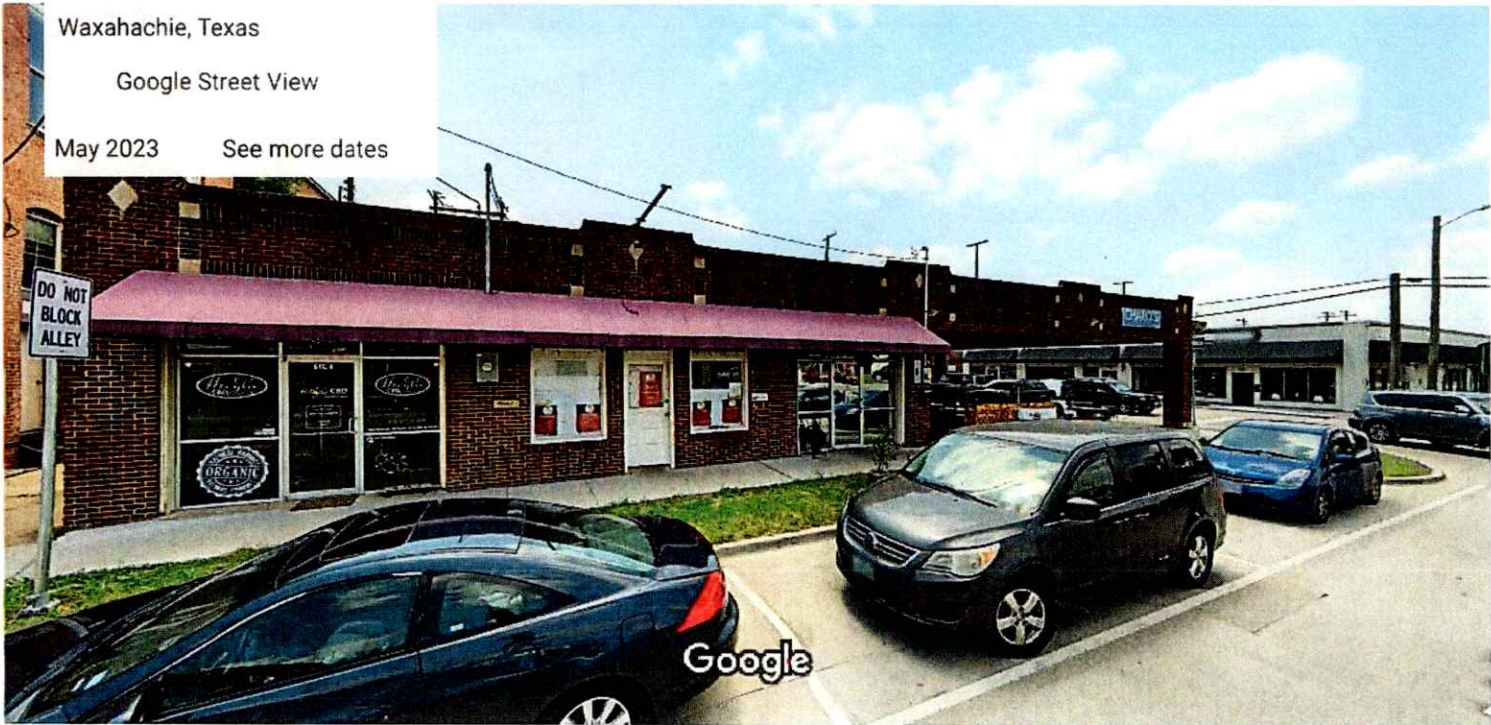


Image capture: May 2023 © 2023 Google



Ketteman, Warren

From: Driscoll, Perla
Sent: Monday, November 27, 2023 5:01 PM
To: Ketteman, Warren; King, Zack
Cc: Tuley, Eleana; Garten, Kevin
Subject: Sign Permit: SIGN-004483-2023 (212 W JEFFERSON ST Unit:3 WAXAHACHIE, TX 75165)

Hello,

We've received a call from applicant about their sign permit. With Eleana being out, could we have some help with her part of the review?

Sign Review • 2 of 3 Reviews Completed



Submittal Status	Due Date	Start Date	Blue Beam Session ID
In Review	11/17/2023	11/02/2023	878-563-229

Item reviews

Name	User	Status	Assigned	Due	Cor
Building Permit Review	Kevin Garten	Acceptable	11/02/2023	11/17/2023	11/

No comments yet ...

Downtown Development Review	Eleana Tuley	In Review	11/02/2023	11/17/2023	
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No comments yet ...

Planning/Zoning Permit Review	OANH VU	Acceptable w/ comments	11/02/2023	11/17/2023	11/
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PLEASE SEE ELEANA TULEY TO SEE IF THE SIGN NEEDS TO GO THROUGH HPC FOR APPROVAL. IF HPC APPROVAL IS REQUIRE SEEK APPROVAL. ONCE APPROVED BY HPC, WALL SIGN (ONLY) IS ACCEPTABLE. IF THE TENANT IS INSTALLING WINDOW SIGN WILL NEED TO INCLUDE IT IN THIS PERMIT OR A SEPARATE PERMIT.

Thank you,



Perla Driscoll
Building & Community Services
City of Waxahachie
408 S Rogers St, Waxahachie, TX 75165
(469)309-4020/ ext. 4132

(u)

CITY OF WAXAHACHIE
APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS
FOR HISTORIC PROPERTY RESTORATIONS

Case Number _____

Date Filed: _____

Date for Consideration by the Heritage Preservation Commission: 12/14/23

Property Owner Equity Trust Company
custodian FBO Melissa McClain and/or Agent _____

Mailing Address - Owner/Agent (circle one) PO BOX 128 Waxahachie TX 75166

Phone number 409-235-0466

Email address melissa@melissamclainlouis.com

Historic Structure Address 515 North College

Is this structure for residential or non-residential use? (circle one)

Has this structure been designated as a Historic Resource?

Yes _____ No X By whom _____

(If it has not been designated, the property owner must request designation as a historic resource from the Heritage Preservation Commission prior to applying for a Certificate of Appropriateness.)

Is this structure in the Historic Overlay District? Yes _____ No X

The Commission is appointed to assist you, but it also has the responsibility of protecting significant historic properties from inappropriate changes. **The Heritage Preservation Commission will not approve your project unless the Commission is shown to its satisfaction that the project is consistent with the historical character of the property.** Answer the following statements carefully and provide as much information as possible so the Commission can make an informed decision.

1. Description of Project: redo the interior of the house
totally; clean up the outside/paint white
rebuild front windows (see attached)

2. Reason(s) you feel the proposed exterior work is consistent with the historical character of the property (use additional space on the back of this form or by attaching additional sheets if necessary).

We are not changing the floor plan or
layout - there are really no stylistic
influences visible

(u)

Page 2

CHECKLIST

The following items **must** be included with this application:

- Current photograph(s) of the existing structure
- Historic photographs (if available) upon which the proposed work is based
NOTE: Please research the history of your property before you begin planning your project. Sims Library and the Ellis County Museum are good places to start.
- Elevation drawing(s) of any part of structure that is visible from the public right-of-way with details drawn to scale for work to be done
- List of materials for all exterior surfaces and/or signs
- Dollar value of improvements to be made

The following items may be requested:

- Location map of proposed buildings and structures
- Details of proposed lighting fixtures
- Sample(s) of material(s) to be used
- Any other reasonable information that the Commission may deem necessary in order to visualize the proposed work

If your property is located in the Historic Overlay District, you must consult the *Downtown Waxahachie Design Guidelines* before planning your project. You can obtain a copy of the guidelines from the Heritage Preservation Officer or on the City of Waxahachie website at www.waxahachie.com/images/City2/files/downtown_waxahachie_guidelines_08-19-2011.pdf.

If your property is not in the Historic Overlay District, please refer to the Secretary of the Interior's Standards for Rehabilitation as you plan your project. You may obtain a copy online at www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm or by contacting the Heritage Preservation Officer.

NOTE: Ten (10) copies of plans and/or specifications must be on file with the Heritage Preservation Officer **at least** 20 days before the Heritage Preservation Commission meeting date.

Signature of Property Owner or Agent: Melin McEl Date: 12/3/23

CERTIFICATE OF APPROPRIATENESS

Commission Action: Requires Signature of Chair of the Heritage Preservation Commission

Date: _____ Preliminary Approval YES ____ NO ____
& Signature

Date: _____ Final approval after work is YES ____ NO ____
& Signature inspected and completed

Colonial Restoration
PO Box 2868
Waxahachie, TX 75168

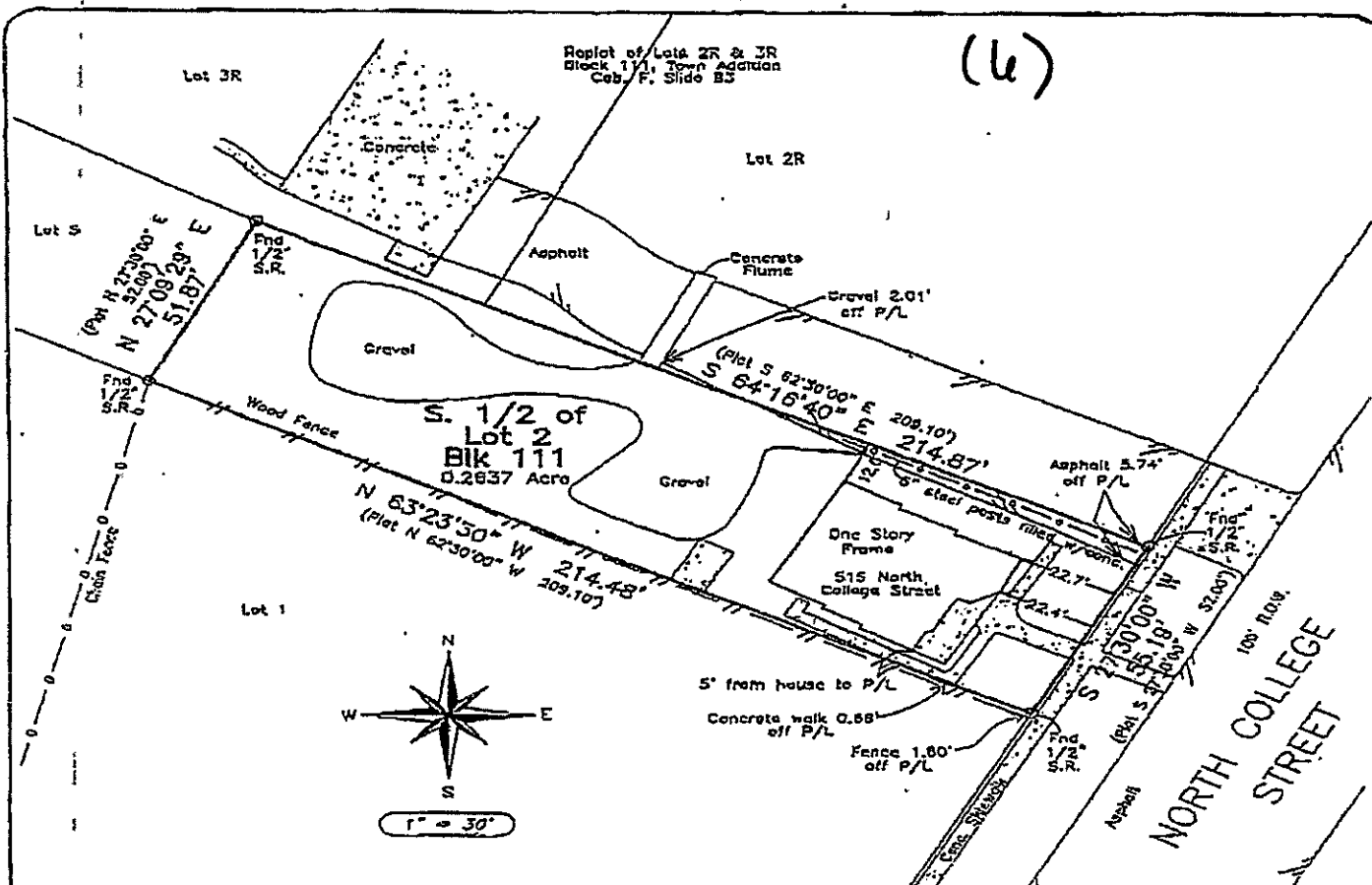
(u)

Invoice

Date	Invoice #
2/25/2023	20853

Bill To
Lewis, Chris and Melissa 515 N. College Waxahachie, TX. 75165

Description	Amount
Building Permits	700.00
Plans & Permits	817.05
Engineer Report-foundation	550.00
Engineer Report-rescheck	250.00
Foundation-level with block and pad	8,872.50
Metal Fabrication-underpinning	1,230.00
Roofing-remove 3 layers and redeck	8,835.60
Millwork and Trim-water table around perimeter	880.00
Siding-repair	1,275.00
Heating & Cooling	6,125.00
Plumbing	10,450.00
Plumbing-gas	1,425.00
Plumbing-tankless	2,100.00
Plumbing Fixtures	1,250.00
Electrical Work	2,500.00
Electrical & Lighting	750.00
Wall Framing	1,650.00
Wall Framing: Labor	1,250.00
Sheetrock Labor and Materials	725.00
Tape, Bed & Texture	1,571.25
Millwork and Trim	2,450.00
Floor Covering	5,295.75
Floor Finishing	2,901.15
Tile	5,362.00
Cabinets & Vanities	4,230.00
Countertops	2,592.00
Interior/Exterior Glass and mirror	1,495.00
Clean-up & Restoration	500.00
Sanitation-dump fees	790.00
Port-O-Can	485.00
Clean-up & Restoration-exterior clean	700.00
Concrete-flatwork	11,310.00
Windows & Trim	750.00
Windows & Trim-rebuild front for historical status	850.00
Total	



All that certain lot, tract or parcel of land being the SOUTHERLY 1/2 of LOT 2 in BLOCK 111 of TOWN ADDITION, Waxahachie, Ellis County, Texas, according to the Plat thereof recorded in Cabinet A, Slide 31, Plat Records, Ellis County, Texas.

(also known as 515 North College)

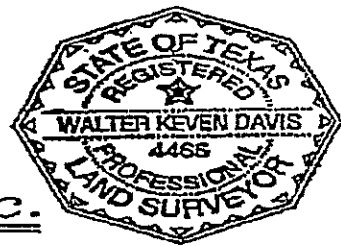
The plat hereon reflects a survey made on the ground and is true, correct and accurate as to the boundaries and areas of the subject property and the size, location and type of buildings and improvements thereon, if any, and as to the other matters shown hereon, and correctly shows the location of all visible easements and rights-of-way. This survey reflects the above ground (visible) location of utilities. The surveyor makes no guarantee that the utilities shown compromise all such utilities in the area, either in service, or abandoned. Further, the surveyor does not warrant that the underground utilities shown are in the exact location indicated. Underground utilities which may affect this property were not located during the course of this survey. Except as shown on the survey, there are no encroachments upon the subject property by improvements on adjacent property, there are no encroachments on adjacent property, streets or alleys by any improvements on the subject property and there are no conflicts or protrusions. I further declare that no portion of the said tract lies within a Special Flood Hazard Boundary according to the Flood Insurance Rate Map for Ellis County, Texas, Map # 49139C0180 D, Zone X. This survey substantially complies with the current Texas Society of Professional Surveyors Standards and Specifications for a Category 1A, Condition 2 Survey. This survey was prepared for title purposes in conjunction with 2005. The easements, rights-of-way, or other exceptions noted hereon are according to the Schedule B provided. The surveyor has not abstracted the property. Based on the easements and/or deeds provided by the title company, the following do not appear to affect the subject property:

(No Title Commitment Provided)

LEGEND	
---	Property Owner Symbol
---	Boundary Line
---	Set of Bearings
---	Distance
---	Distance & Utility Cont.
---	Point
---	Point of Beginning
---	Point of View
---	Street Line
---	Other easement









ENGINEERS
D & M
SURVEYORS

Walter Koven Davis
Walter Koven Davis
Registered Professional Land Surveyor #4466
DAVIS & McDILL Inc.
P.O. BOX 428, Waxahachie, Texas 75168
Phone: Metro 972-938-1185 Fax: 972-937-0307



Description: Survey Plat Client: Jefferson Bank G.F.# xx
Drawn by: SB Scale: 1" = 30' Date: March 17, 2005 Job# 205-0172

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Image	HHM ID	Address	Use	Year Built	Type/Form	Stylistic Influence(s)	Prior Designation(s)	Priority	NRHP Recommendations	Potential NR District
	93292	513 N College St	Residential	1898 Source: Marker	Single-family house / Modified L- plan	Folk Victorian, Queen Anne		High	Recommended contributing to a NRHP district	Contributing, Connection - Oldham Avenue/North Rogers Street <i>Historic District</i>
	93299	515 N College St	Residential	ca. 1905 Source: In field estimate	Single-family house / Modified L- plan	No stylistic influences visible		Med	Recommended contributing to a NRHP district	Contributing, Connection - Oldham Avenue/North Rogers Street <i>Historic District</i>
	93288	516 N College St	Residential	ca. 1910 Source: In field estimate	Single-family house / Foursquare	National Folk		High	Recommended contributing to a NRHP district	Contributing, Connection - Oldham Avenue/North Rogers Street <i>Historic District</i>
	93084	520 N College St	Residential	ca. 1905 Source: In field estimate	Single-family house / Massed plan	Classical Revival		Med	Recommended contributing to a NRHP district	Contributing, Connection - Oldham Avenue/North Rogers Street <i>Historic District</i>
	95198	603 S College St	Residential	ca. 1935 Source: In field estimate	Single-family house / Bungalow	Minimal Traditional		Med	Recommended not eligible for a NRHP designation	
	95201	605 S College St	Residential	ca. 1925 Source: In field estimate	Single-family house / Bungalow	No stylistic influences visible		Low	Recommended not eligible for a NRHP designation	
	80763	619 S College St	Residential	ca. 1940 Source: In field estimate	Single-family house / Bungalow	Craftsman		Med	Recommended contributing to a NRHP district	Contributing, Bullard Historic District
	80771	621 S College St	Residential	ca. 1925 Source: In field estimate	Single-family house / Bungalow	Craftsman		Med	Recommended contributing to a NRHP district	Contributing, Bullard Historic District

(17)

**CITY OF WAXAHACHIE
APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS
FOR HISTORIC PROPERTY RESTORATIONS**

Case Number _____

Date Filed: Nov 9, 2023

Date for Consideration by the Heritage Preservation Commission: _____

Property Owner Mark & Raquel Gundert and/or Agent _____

Mailing Address –Owner/Agent (circle one) 124 Kaufman St, Waxahachie, TX 75165

Phone number (619) 454-8658

Email address firecap181@yahoo.com

Historic Structure Address 124 Kaufman St, Waxahachie, TX 75165

Is this structure for residential or non-residential use? (circle one)

Has this structure been designated as a Historic Resource?

Yes x No _____ By whom City of Waxahachie HIS Exemption, Wax. Arch. Guidebook pg. 108

(If it has not been designated, the property owner must request designation as a historic resource from the Heritage Preservation Commission prior to applying for a Certificate of Appropriateness.)

Is this structure in the Historic Overlay District? Yes _____ No _____

The Commission is appointed to assist you, but it also has the responsibility of protecting significant historic properties from inappropriate changes. **The Heritage Preservation Commission will not approve your project unless the Commission is shown to its satisfaction that the project is consistent with the historical character of the property.** Answer the following statements carefully and provide as much information as possible so the Commission can make an informed decision.

1. Description of Project: Restoration of front porch ballusters that were removed by previous owners. 70 spindles, +200' top/bottom railings, carpentry and painting required. Restoration ballusters provided by Vintage Woodworks of Quinlan, TX

2. Reason(s) you feel the proposed exterior work is consistent with the historical character of the property (use additional space on the back of this form or by attaching additional sheets if necessary).

Historical pictures illustrate that first floor porch had railing identical to 2nd floor. Variance between catalog spindles and originals to be modified to match originals.

CHECKLIST

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- Sample(s) of material(s) to be used
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NOTE: Ten (10) copies of plans and/or specifications must be on file with the Heritage Preservation Officer **at least** 20 days before the Heritage Preservation Commission meeting date.

Signature of Property Owner or Agent: Mark F. Gundersen Date: 11/9/23

CERTIFICATE OF APPROPRIATENESS

Commission Action: Requires Signature of Chair of the Heritage Preservation Commission

Date: _____ Preliminary Approval YES ____ NO ____
 & Signature

Date: _____ Final approval after work is YES ____ NO ____
 & Signature inspected and completed