

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas to be held on ***Thursday, February 8, 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
Planning & Zoning Commission Liaison:	Bonney Ramsey
Heritage Preservation Officer:	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 not. 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 January 11, 2024
4. Consider Certificate of Appropriateness for 707 Sycamore Street in regard to application for the Residential Tax Incentive for routine maintenance
5. Consider Certificate of Appropriateness for 300 Virginia Avenue in regard to application for Residential Tax Incentive for restoration
6. Consider Applications for Historic Property Tax Exemption
7. Comments by Commission members and City staff
8. 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, Waxahachie TX on **Thursday, January 11, 2024 at 5:30 p.m.**

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

1. Call to Order

Chair Peggy Crabtree called the meeting to order at 5:31 p.m.

2. Public Comments

None.

3. Approve the minutes of the Regular Meeting of December 14, 2023.

Action:

Michelle Haye made a motion to approve the minutes of December 14, 2023. Ron Finch seconded the motion with one correction noting the minutes should read "Woman's Building" not "Women's." All Ayes.

4. Consider verification of inclusion of the Ellis County Woman's Building, 407 W. Jefferson, in the proposed expansion of the Historic Overlay District.

Chair Peggy Crabtree opened the discussion. Senior Director of Economic Development Warren Ketteman, informed the Commission that he had the recording of the previous meeting available for review if needed. Mr. Ketteman previously provided the recording by email to the Commissioners for review prior to the meeting. Councilman Patrick Souter shared he had spoken about this question at the City Council meeting in January and that this action by the Commission was to "put this issue to bed." Commissioner Kelly Savell shared that she "has it in her notes" to include the Woman's Building in the proposed expansion.

Action:

Peggy Crabtree made a motion to approve the Ellis County Woman's Building's inclusion in the expanded Historic Overlay District. Michelle Haye seconded the motion. All Ayes.

5. Consider new business sign a 212 W. Jefferson, Suite 3.

Ms. Crabtree introduced the item and opened discussion. Mr. Aleman was in attendance representing the ownership of the business. Ms. Crabtree asked that the anchors holding the sign be placed in the mortar and

not the brick. Commissioner Adam Graves asked about the existing mounts and utilities for the sign. Mr. Aleman confirmed the mounts and utilities were there and will be re-used.

Action:

Michelle Haye made a motion to approve a new sign located at 212 W. Jefferson, Suite 3. Kelly Savell seconded the motion. All Ayes.

6. Consider Certificate of Appropriateness for 515 N. College

Ms. Crabtree introduced this item and recognized the applicant, Ms. Lewis. Ms. Crabtree reiterated that the Commission has no jurisdiction on the interior work being proposed. Ms. Haye sought confirmation that the windows were being restored and not replaced and Ms. Lewis confirmed that was correct.

Action:

Michelle Haye made a motion to approved the Certificate of Appropriateness for 515 N. College. Kelly Savell seconded the motion, the vote was as follows: Ayes: Peggy Crabtree, Ronald Finch, Kelly Savell, and Michelle Haye. Noes: Adam Graves.

The motion carried.

7. Consider Certificate of Appropriateness for 124 Kaufman Street.

Ms. Crabtree introduced the item and recognized Mr. Gundert. Mr. Graves noted the work has been completed and looks great but the application looks to be incomplete. Commissioner Ronald Finch noted he hand-delivered the application on behalf of the applicant. Ms. Haye confirmed the railing work was only on the first floor. Commissioners asked for the other pictures of the property and the applicant and Mr. Kettelman both provided those. Commissioners reiterated their desire to have a complete packet.

Action:

Kelly Savell made a motion to approve the Certificate of Appropriateness for 124 Kaufman Street. Adam Graves seconded that motion. All Ayes.

8. Consider Applications for Historic Property Tax Exemption

Ms. Crabtree opened the discussion and asked the Commissioners if they had time to view the submitted applications. Mr. Kettelman noted there were two applications tabled at the last meeting, two new applications, and several renewal applications. Ms. Haye added information in regards to 303 Matthews Street and the circa 1926 railcar which is used as part of the residence. Commission members discussed 115 E. University and rehab work.

The following properties were reviewed by the Commission:

209 W. Main	621 E. Marvin	700 S. Rogers	115 E. University
1004 W. Marvin	307 Virginia Ave.	233 Patrick	212 Virginia
102 Vassar Court	617 E. Marvin	201 Overhill Drive	817 W. Main
205 Overhill Drive	321 E. University	305 University	1301 Marvin
110 S. Hawkins	211 Harbin Avenue	308 Oldham	417 W. Jefferson
418 N. College	521 N. Grand Ave.	303 Matthews	607 W. Marvin
107 Savannah	304 Oldham	200 Oldham	1500 W. Main
1203 W. Main	1209 W. Main	124 Kaufman	411 Bird Lane

(3)

Action:

Adam Graves made a motion to deny the Historic Property Tax Exemption application for 411 Bird Lane. Michelle Hays seconded the motion. All Ayes.

Action:

Michelle Hays made a motion to approve the remaining properties listed above for the 2024 Historic Property Tax Exemption. Kelly Savell seconded the motion. All Ayes.

Ms. Crabtree introduced the new applicants at 405 Clark and 601 W. Jefferson. Discussion began with 405 Clark. Ms. Crabtree requested to table the new application; however other members noted no issues with the application.

Action:

Adam Graves made a motion to approve the 2024 Historic Property Tax Exemption for 405 Clark. Michelle Hays seconded the motion. All Ayes.

Ms. Crabtree introduced the next new application, 601 W. Jefferson. Discussion centered on the windows on the front of the home and its style.

Action:

Michelle Hays made a motion to table the Historic Property Tax Exemption application for 601 W. Jefferson for further research in regards to the windows and other historic photo evidence. Kelly Savell seconded the motion. All Ayes.

9. Comments by Commission members and Heritage Preservation Officer.

Mr. Kettelman announced Eleana Tuley, Downtown Redevelopment and Historic Preservation Manager, will return in February.

Adjourn

Meeting adjourned at 6:05 pm.

Respectfully submitted by Warren Kettelman

Application for Historic or Archeological Site Property Tax Exemption

Appraisal District's Name Waxahachie Heritage Preservation Commission Phone (area code and number) 469-309-4000
Address, City, State, ZIP Code 401 S. Rogers P.O. Box 757 Waxahachie, TX 75168

GENERAL INSTRUCTIONS: This application is for use in claiming a property tax exemptions pursuant to Tax Code Section 11.24.

FILING INSTRUCTIONS: You must furnish all information and documentation required by this application so that the chief appraiser is able to determine whether the statutory qualifications for the exemption have been met. This document and all supporting documentation must be filed with the appraisal district office in each county in which the property is located. Do not file this document with the Texas Comptroller of Public Accounts. A directory with contact information for appraisal district offices may be found on the Comptroller's website.

APPLICATION DEADLINES: You must file the completed application with all required documentation beginning Jan. 1 and no later than April 30 of the year for which you are requesting an exemption.

ANNUAL APPLICATION REQUIRED: You must apply for this exemption each year you claim entitlement to the exemption.

OTHER IMPORTANT INFORMATION

Pursuant to Tax Code Section 11.45, after considering this application and all relevant information, the chief appraiser may request additional information from you. You must provide the additional information within 30 days of the request or the application is denied. For good cause shown, the chief appraiser may extend the deadline for furnishing the additional information by written order for a single period not to exceed 15 days.

State the tax year for which you are applying for this exemption.

2024
Tax Year

STEP 1: Property Owner/Applicant

Name of Property Owner John M. Sweeney
Mailing Address 307 Sycamore St.
City, State, ZIP Code Waxahachie, TX 75168 Phone (area code and number) [REDACTED]

Property Owner is a(n) (check one):

☒ Individual ☐ Partnership ☐ Corporation ☐ Other (specify): _____

Name of Person Preparing this Application John M. Sweeney Title Owner Driver's License, Personal I.D. Certificate or Social Security Number* [REDACTED]

If this application is for an exemption from ad valorem taxation of property owned by a charitable organization with a federal tax identification number, that number may be provided in lieu of a driver's license number, personal identification certificate number or social security number: _____

* Unless the applicant is a charitable organization with a federal identification number, the applicant's driver's license number, personal identification certificate number or social security number is required. Pursuant to Tax Code Section 11.48(a), a driver's license, personal I.D. certificate or social security number provided in an application for an exemption filed with a chief appraiser is confidential and not open to public inspection. The information may not be disclosed to anyone other than an employee of the appraisal office who appraises property, except as authorized by Tax Code Section 11.48(b).



(4)

CertaPro Painters of S. Arlington and Mansfield
1275 N. Main St. #507
MANSFIELD, TX 76063 US
2145481845
nperez@certapro.com
<http://south-arlington-tx.certapro.com>

Invoice

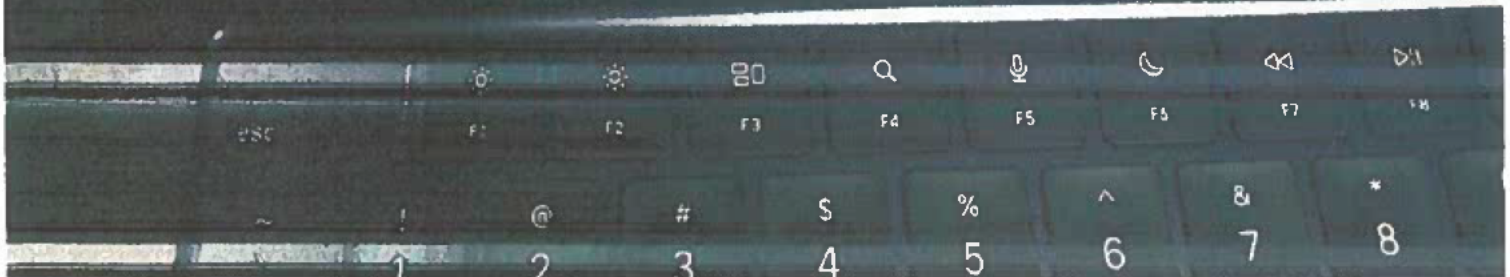
BILL TO
Mike Sweeney
707 Sykamore St.
Waxahachie, TX. 75165

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
22-0424	08/12/2023	\$0.00	08/12/2023	Due on receipt	

P.O. NUMBER
MSEXTD

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Deposit	Deposit for exterior repair and repainting of home	1	8,799.83	8,799.83
PAYMENT				8,799.83
BALANCE DUE				\$0.00

PAID



(5).

Application for Historic or Archeological Site Property Tax Exemption

ECAD

972-937-3552

Appraisal District's Name

Phone (area code and number)

400 Ferris Ave, Waxahachie TX 75165

Address, City, State, ZIP Code

GENERAL INSTRUCTIONS: This application is for use in claiming a property tax exemptions pursuant to Tax Code Section 11.24.

FILING INSTRUCTIONS: You must furnish all information and documentation required by this application so that the chief appraiser is able to determine whether the statutory qualifications for the exemption have been met. This document and all supporting documentation must be filed with the appraisal district office in each county in which the property is located. Do not file this document with the Texas Comptroller of Public Accounts. A directory with contact information for appraisal district offices may be found on the Comptroller's website.

APPLICATION DEADLINES: You must file the completed application with all required documentation beginning Jan. 1 and no later than April 30 of the year for which you are requesting an exemption.

ANNUAL APPLICATION REQUIRED: You must apply for this exemption each year you claim entitlement to the exemption.

OTHER IMPORTANT INFORMATION

Pursuant to Tax Code Section 11.45, after considering this application and all relevant information, the chief appraiser may request additional information from you. You must provide the additional information within 30 days of the request or the application is denied. For good cause shown, the chief appraiser may extend the deadline for furnishing the additional information by written order for a single period not to exceed 15 days.

State the tax year for which you are applying for this exemption.

2024

Tax Year

STEP 1: Property Owner/Applicant

Jesse Holden/Christina Sanchez

Name of Property Owner

300 Virginia Ave

Mailing Address

Waxahachie, TX

City, State, ZIP Code

Phone (area code and number)

Property Owner is a(n) (check one):



Individual



Partnership



Corporation



Other (specify):

Christina Sanchez

Owner

Name of Person Preparing this Application

Title

Driver's License, Personal I.D. Certificate
or Social Security Number*

If this application is for an exemption from ad valorem taxation of property owned by a charitable organization with a federal tax identification number, that number may be provided in lieu of a driver's license number, personal identification certificate number or social security number:

* Unless the applicant is a charitable organization with a federal identification number, the applicant's driver's license number, personal identification certificate number or social security number is required. Pursuant to Tax Code Section 11.48(a), a driver's license, personal I.D. certificate or social security number provided in an application for an exemption filed with a chief appraiser is confidential and not open to public inspection. The information may not be disclosed to anyone other than an employee of the appraisal office who appraises property, except as authorized by Tax Code Section 11.48(b).

(5)

STEP 2: Property Information

Describe the property for which you are seeking this exemption.

300 Virginia Ave, Waxahachie TX 75165

Address, City, State, ZIP Code

Legal Description (if known)

Appraisal District Account Number (if known)

STEP 3: Taxing Units that have Granted an Exemption

List the taxing units that have granted an exemption pursuant to Tax Code Section 11.24. For each taxing unit identified, attach copies of documents reflecting official action of the governing body that provides for an exemption.

STEP 4: Official Historical and Archeological Designations

1. Has the property been designated as a Recorded Texas Historic Landmark under Government Code Chapter 442 or as a state archeological landmark under Natural Resources Code Chapter 191 by the Texas Historical Commission? ☐ Yes ☐ No

If yes, attach copies of documents reflecting designation.

2. Has the property been designated as a historically or archeologically significant site in need of tax relief to encourage its preservation pursuant to an ordinance or other law adopted by the governing body of the unit? ☐ Yes ☐ No

If yes, attach copies of documents reflecting designation.

STEP 5 Read, Sign and Date

By signing this application, you certify that the information provided in this application is true and correct.

print
here


Christina Sanchez

Print Name

Owner

Title

sign
here



Authorized Signature

2024.02.01 14:30:59 -06'00'

February 2, 2024

Date

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Penal Code Section 37.10.

(5)

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

Case Number _____

Date Filed: _____

Date for Consideration by the Heritage Preservation Commission: _____

Applicant Christina Sanchez and/or Agent _____

Mailing Address Applicant/Agent (circle one) 300 Virginia Ave
Waxahachie TX 75165

Historic Structure Address 300 Virginia Ave, Wax. TX

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

Has this structure been designated as a Historic Resource? Yes ☒ No ☐
(If it has not been designated, the property owner must request designation as a historic resource prior to applying for a Certificate of Appropriateness.)

The Commission is appointed to assist you, but it also has the responsibility of protecting significant historic properties from inappropriate changes. It is important to remember that 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 to front porch, steps
Columns by replacing necessary rotted wood with
new wood. Fortify and strengthen porch
and column, while keeping in original design
Painting after completed construction

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).

The contractor is an expert restoring
historical homes, buildings and he restored
exactly the same design w/ New paint.

(5)

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CERTIFICATE OF APPROPRIATENESS REQUIREMENTS

The following items are a minimum requirement for submitting a Certificate of Appropriateness for any project. Please check that you have completed all and sign prior to applying for a Certificate of Appropriateness.

- o Location map of proposed buildings and structures
- o Current photograph(s) of the existing structure
- o 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.
- o Elevation drawing(s) of any part of structure that is visible from the public right-of-way
- o Details drawn to scale for work to be done
- o Materials for all exterior surfaces and/or signs must be addressed
- o Details of proposed lighting fixtures
- o Sample(s) of material(s) to be used
- o Specifications of work, timeframe of project, dollar value of improvements to be made.

It is imperative that research be done *before* the project is submitted to the Heritage Preservation Commission. It is also recommended that you secure a copy of the Secretary of the Interior's Standards for Rehabilitation (it is used by the Commission as a guideline) to review as you plan your project. You may obtain a copy online at www.nps.gov/history/hps/tps/tax/rhb/stand.htm or by contacting the Heritage Preservation Officer.

Pre-hearing planning information can be obtained at a regularly scheduled meeting of the Heritage Preservation Commission or by appointment with the Heritage Preservation Officer. This meeting might be necessary depending on the size and complexity of the project. The Heritage Preservation Commission or City staff may require other information and data for certain projects.

NOTE: Twelve (12) 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: Christine Jones Date: 2/1/24

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

Date: _____ Preliminary Approval YES _____ NO _____

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

2/25/2023

Christina Sanchez
300 Virginia
Waxahachie Tx 75165
[REDACTED]

INVOICE 2309 - 1

Jarvis Custom Builders
John Jarvis
972 921 5751

ITEM	DESCRIPTION	UM	AMT	UC	PRICE	NOTES
1.0	Front deck Redo deck floor with 3 1/4 pine T&G 70- 12' 20 - 16' 8 - 8' solid stain both sides rework steps Repair wood on one column Paint 3 columns	1	ls	6,825.00	7,603.00	

(lumber material could vary and does not include rotten material under deck)

7,603.00	Total
(3,801.50)	Amount due
3,801.50	Balance

2725
PAID
[Signature]

(5)