

MINUTES

A meeting of the **Heritage Preservation Commission** of the City of Waxahachie, Texas was held in the City Council Chambers/Conference Room at City Hall, 401 S. Rogers on **Thursday, March 9, 2023** at **5:30 p.m.**

Heritage Preservation Commission Members present: Peggy Crabtree
Glinda Felty
Becky Kauffman
Shannon Simpson
Curtiss Thompson
Michelle Haye
Jacqueline Montejano

Planning & Zoning Commission Liaison: Bonney Ramsey

City Council Liaison: Patrick Souter

Heritage Preservation Officer: Anita Simpson

Guests: Chris Wright, Ron Tosch, Jan Kenoyer,
Susan Stone, Charity Fitch, Conor
McGuire, Chris Reeves, Steve Wilson

1. Call to Order

Peggy Crabtree called the meeting to order at 5:32 p.m.

2. Public Comments

None made

3. Approve minutes of meeting held February 9, 2023

Glinda Felty made a motion to approve the minutes of the February 9, 2023 meeting. Jacqueline Montejano seconded the motion. **All ayes.**

4. Consider approval of Certificate of Appropriateness for new construction at the corner of E. Jefferson and South Jackson

Steve Wilson presented his plans for new office space on the lot owned by Rick Shinpaugh in downtown Waxahachie. He noted that it uses the same materials as the parking garage and County Admin building and said the set back will be consistent with other buildings on that block. The Commission asked a few questions about the windows and emergency exits then Shannon Simpson made a motion to approve the Certificate of Appropriateness for new construction at the corner of E. Jefferson and South Jackson. Glinda Felty seconded the motion. All ayes.

5. Consider final approval of Certificate of Appropriateness for 211 S. College

Conor McGuire addressed the Commission and said he would answer any questions. Michelle Haye noted that the doors on the building are not what was approved by the Commission and they are inappropriate. She also commented that the material used on the front façade looks like faux wood or cementitious fiber board. Ms. Haye then asked if the material on the façade was wood or some other product. Mr. McGuire did not know but stated that he could get that information from the contractor.

There was discussion about additional elements of the façade that are not in keeping with what was approved by the Commission. As noted by Ms. Montejano, the façade elevation for 211 S. College, approved on June 9, 2022, states that the header trim and the panel sill trim would be constructed of new wood with a smooth panel composition. There were questions about the material selected and used for the wood panels and trim, which appears to be a composite wood material or fiber cement hardie board. Also, the trim board is heavily grained (not smooth per the plans of Trademark Architectural Group) and not consistent with the smooth wood facades of the adjacent buildings.

Mr. McGuire told the Commission that the changes were likely due to change orders during the construction of the façade. Jacqueline Montejano told Mr. McGuire that the Commission is charged with following the ordinances and codes put in place and they state that any alteration in the scope of work has to return to the Commission for approval; that did not happen in this case. Mr. McGuire asked what needed to be corrected in order for approval of the COA. The Commission noted the following things that must be resolved for approval:

- Proof of composition of exterior building façade materials
- Adherence to approved plans with regards to materials and resulting appearance of facade
- Multi pane glass in doors corrected to single pane
- Multi panel kickplate corrected to single line kickplate as shown on previously approved plans and in 1983 photo

If these stipulations cannot be met, revised plans will need to be submitted for consideration showing what solutions are proposed by the owner.

Becky Kauffman made a motion to deny approval of the Certificate of Appropriateness for 211 S. College. Glinda Felty seconded the motion. All ayes.

6. Consider approval of sign permit for 211 S. College

This item was withdrawn pending approval of the building at 211 S. College

7. Consider Certificate of Appropriateness for 408 Oldham Street

The Commission reviewed the Certificate of Appropriateness for the new roof at 408 Oldham Street. Becky Kauffman made a motion to approve the COA; Michelle Haye seconded the motion. All ayes.

8. Hear presentation from Susan Stone regarding 601 Royal Street and consider approval for HT tax exemption on that property

Susan Stone provided historical documentation regarding her property and others in town and told several stories about historic properties and people. After hearing her presentation Peggy Crabtree suggested that one of the historical figures mentioned might be eligible for a marker but the property owned by Ms. Stone was not eligible for the architecture tax exemption from the city because of the inappropriate posts. Michelle Haye made a motion to deny the application for HT tax exemption for 601 Royal Street. Shannon Simpson seconded the motion. All ayes.

9. Consider approval of renewal HT tax exemption applications

The following properties were reviewed by the Commission:

204 Brown	407 Brown	415 Brown	210 N. College
101 S. College	209 S. College	215 S. College	310-312 S. College

109 E. Franklin	420 W. Franklin	313 Harbin	212 W. Jefferson
409 W. Jefferson	105 Lucas	500 W. Madison	217 E. Main
604 W. Main	708 W. Main	716 W. Main	818 W. Main
1008 W. Main	1009 W. Main	1025 W. Main	1034 W. Main
1109 W. Main	1300 W. Main	309 E. Marvin	314 E. Marvin
319 E. Marvin	320 E. Marvin	912 E. Marvin	1219 E. Marvin
414 W. Marvin	514 W. Marvin	607 W. Marvin	901 W. Marvin
902 W. Marvin	201 Oldham	208 Oldham	407 Oldham
619 N. Rogers	104 S. Rogers	200 S. Rogers	208 S. Rogers
217 S. Rogers	501 Sycamore	504 Sycamore	1301 Sycamore
114 University	204 E. University	511 Water	716 Water

Becky Kauffman made a motion to **approve** the above properties for the 2023 HT exemption. Michelle Haye seconded the motion. **All ayes.**

The following applications were tabled by the Commission pending receipt of further information:

106 Floyd—request photo of front door
 605 E. Marvin—research French door on front
 219 Monticello—see if front door is metal
 615 N. Rogers—ask for historic photo showing cap on front window

Michelle Haye made a motion to table the above properties. Shannon Simpson seconded the motion. All ayes.

10. Comments by Commission members and Heritage Preservation Officer

Anita provided the Commission with copies of the Downtown Building Improvement Program letter sent to all downtown property owners and shared that one has already inquired about the program. She wants them to be familiar with the program as it will likely increase their work load. Anita asked if any of the members had read the parking article in the paper and stated that she had received positive feedback from a couple of community members about it. She thanked Charity Fitch for doing a great job on the article.

11. Adjourn

Meeting adjourned at 7:13 pm.

Respectfully submitted by Anita Simpson