

## **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: Eleana Tuley (on maternity leave)

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 23<sup>rd</sup>.

### **3. Approve the minutes of the regular 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 grant 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. Ketteman 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. Ketteman 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. Ketteman 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. Consider expenditure of registration costs and associated fees for interested Commissioners to attend the "Real Places Conference" hosted by the Friends of the Texas Historical Commission**

Chair Crabtree introduced this item and noted that she has attended in the past and it was very educational. Discussion ensued among interested Commissioners and the value of the conference. Adam Graves noted that he would has attended in the past and would do so again in the capacity of his current employment. Four other Commissioners expressed interest: Chair Crabtree, Michelle Haye, Kelly Savell and Jacqueline Montejano. Ms. Savell will require a hotel room. The others have other accommodations.

Michelle Haye made a motion to approved the expenditure for the registration and associated costs for the four attendees. Jacqueline Montejano seconded the motion. **All Ayes.**

**10. 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.

**11. Adjourn**

Meeting adjourned at 6:58 pm.

*Respectfully submitted by Warren Ketteman*