

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on ***Thursday, June 13, 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 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. Approval of minutes of the Heritage Preservation Commission meetings for May 9, 2024 and May 17, 2024.
4. Consider a Certificate of Appropriateness for 103 University Avenue
5. Consider a Sign Permit for 201 E. Main Street, Unit 101B
6. Consider a Sign Permit for 208 W. Franklin Street
7. Consider a Certificate of Appropriateness and Downtown Building Improvement Grant Application for 301 S Rogers Street
8. Discuss amendments to Section 3.24(e) Demolition or Relocation of Historic Resources of the Zoning Ordinance and the creation of the West End Historic Overlay District
9. Comments by Commission members and City staff
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

Notice of Potential Quorum

One or more members of the Waxahachie City Council may be present at this meeting.

No action will be taken by the City Council at this meeting.

MINUTES

(3)

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on **Thursday, May 9, 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 Present:

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 Manager:

Eleana Tuley

City Council Liaison:

Patrick Souter

Guests: Architexas Consultant Michael Karnowski, City Manager Michael Scott, Deputy City Manager Albert Lawrence, Executive Director of Parks & Leisure Services Gumaro Martinez, Sr. Economic Development Director Warren Ketteman, and resident Alex Lohman

1. Call to Order

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

2. Public Comments

There were no public comments.

3. Consent Agenda

- a. Minutes of the regular meeting of April 11, 2024
- b. Minutes of the special meeting of April 26, 2024

Action:

Jackie Montejano motioned to approve the minutes of April 11, 2024, and April 26, 2024. Adam Graves seconded the motion. **All ayes.**

4. Consider a Demolition Permit and Certificate of Appropriateness for 401 S. Rogers Street

The project architect and consultant with Architexas, Michael Karnowski, presented the condition of City Hall, remediation alternatives and associated costs, and how the new addition would comply with the Downtown Design Guidelines and honor City Hall, which will remain on site.

Peggy Crabtree suggested evaluating how the nighttime lighting through the glass curtain wall system would affect birds and instructed the consultant to minimize bird-glass collisions as much as possible. Michelle Haye recommended adding more plantings at the entrance of the new addition to enhance its aesthetic appeal.

Action:

Michelle Haye motioned to approve the Demolition Permit and the Certificate of Appropriateness for 401 S. Rogers Street. Adam Graves seconded the motion. **All ayes.**

5. Consider a Certificate of Appropriateness for 103 University Avenue

Eleana Tuley presented the request to the commission, and property owner Karen Snow requested approval.

Action:

Michelle Haye motioned to approve the Certificate of Appropriateness with the condition that the Applicant choose a solid panel door for the front door. Kelly Savell seconded the motion. **All ayes.**

6. Consider a Certificate of Appropriateness for 501 John Arden Drive

Eleana Tuley presented the request to the commission, and property owner Luke Troyer requested approval. Mr. Troyer stated that this was not his primary residence and was an investment/rental property for which he had recently made improvements.

The commission noted that the cedar columns were not original to the home, which disqualified the property from qualifying for the historic tax exemption. The commission recommended replacing them with another wood material and painting them white to match the home's original aesthetics.

Action:

Michelle Haye motioned to approve the Certificate of Appropriateness with the condition that the Applicant replace the cedar post with another wood material that the Applicant can paint white to match the house's white trim. Jackie Montejano seconded the motion. **All ayes.**

7. Consider a Certificate of Appropriateness for 513 W. Second Street

Eleana Tuley presented the request to the commission, and the property owner, Rebecca Vera requested approval.

The commission recommended the Applicant use a moisture meter when power washing the exterior of the home, and replacing the windows with wood framed windows.

Action:

Michelle Haye motioned to approve the Certificate of Appropriateness. Kelly Savell seconded the motion. **All ayes.**

8. Consider recommendation for amendments to the Historic Overlay District Section 3.24(e) Demolition or Relocation of Historic Resources of the Zoning Ordinance

Eleana Tuley presented to the commission an example of a Demolition Delay ordinance from the Cities of Fort Worth, Mineola, and Paris and the City's current ordinance.

Michelle Haye recommended extending the City's 60-Demolition Delay to 180 days. The commission also discussed requiring a supermajority vote from the City Council when an applicant appealed the decision of HPC of a Demolition Permit to the City Council.

Action:

Jackie Montejano motioned to amend Section 3.24(e) to extend the demolition delay to 180 days and to require a supermajority vote from City Council if the decision of HPC for a Demolition Permit is appealed to the City Council. Michelle Haye seconded the motion. **All ayes.**

9. Comments by Commission members and City staff

Alex Lohman, a Waxahachie resident, introduced himself to the commission and expressed his interest in participating in some of the city's boards and commissions, specifically the Cemetery Board and the Heritage Preservation Commission. He attended the meeting that evening to become familiar with the board members and the meeting.

Eleana Tuley stated that another special meeting was needed to discuss the expansion of the Historic Overlay. This was because one property in the expansion was still considered as two properties instead of being consolidated into one property as communicated to the staff by the property owner. This consolidation was necessary to meet the minimum 30 percent support required to proceed with the request to the Planning and Zoning Commission and City Council. Although staff had support from 41 percent of the property owners after the fact, staff recommended restarting the process at HPC so that the process began with the 41 percent support at the beginning of the process before proceeding to the Planning and Zoning Commission and City Council. The commission agreed to host a special meeting on Friday, May 17th.

10. Adjourn

Meeting adjourned at 7:10 pm.

Submitted Respectfully by Eleana Tuley

MINUTES

A special meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on **Friday, May 17, 2024 at 1:30 p.m.** in the Hatchet Conference Room at the Charles Beatty Municipal Services Building, 408 S. Rogers, Waxahachie, Texas.

Heritage Preservation Commission Members Present: Peggy Crabtree, Chair
Jacqueline Montejano, Vice Chair
Curtiss Thompson
Kelly Savell

Heritage Preservation Commission Members Absent: Michelle Haye
Ronald Finch
Adam Graves

Guests: Senior Economic Development Director Warren Kettelman

1. Call to Order

Peggy Crabtree called the meeting to order at 1:32 pm.

2. Public Comments

There were no public comments.

3. Public Hearing on a request by the City of Waxahachie to expand the boundaries of the Historic Overlay District as created by Ordinance Number 2331, per the requirements of Ordinance Number 3020, and ordering the changing of the Zoning Map thereof in accordance with said change

Peggy Crabtree opened the public hearing. With no one to speak on the item, Peggy Crabtree closed the public hearing.

4. Consider recommendation on a request by the City of Waxahachie to expand the boundaries of the Historic Overlay District as created by Ordinance Number 2331, per the requirements of Ordinance Number 3020, and ordering the changing of the Zoning Map thereof in accordance with said change

Action:

Jackie Montejano motioned to approve the request as presented. Kelly Savell seconded the motion. **All ayes.**

5. Comments by Commission members and City staff

No comments from commission members or staff.

6. Adjourn

The meeting adjourned at 1:34 pm.

Respectfully Submitted by Eleana Tuley



(4)

Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: June 13, 2024
Re: Consider a Certificate of Appropriateness for 103 University Avenue

Applicant: Karen Snow, Property Owner

Property Address: 103 University Avenue

Request: At the May 9, 2024 Heritage Preservation Commission (HPC) meeting, the commission approved a Certificate of Appropriateness for subject property with the following improvements:

- Replacing the roof,
- Repainting the exterior of the home and the carport,
- Restoring and repairing the original windows,
- Widening the front steps to increase the depth to 17 inches, and
- Installing a new front door that consisted of a solid wood panel door to match the style and original era of the home.

The applicant is coming before the Heritage Preservation Commission to verify that the proposed door is appropriate and will not disqualify the property for the historic tax exemption.

Conditions of Approval:

- The Applicant shall apply for all required permits from the City in accordance with the City's applicable rules and regulations governing such permits.
- The Applicant must notify the Heritage Preservation Commission when improvements are completed so that the Chair may verify that they were completed in accordance with HPC approval.

Attachments:

- COA Application
- Historical Photo
- Current Photo
- Proposed Door

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

Case Number _____ Date Filed: _____

Date for Consideration by the Heritage Preservation Commission: _____

Property Owner Chris + Karen Snow and/or Agent _____

Mailing Address Owner/Agent (circle one) 107 University Avenue

Phone number Waxahachie TX 75165

Email address _____

Historic Structure Address 103 University Avenue

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

Has this structure been designated as a Historic Resource?

Yes _____ No _____ 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 _____

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: *Update roof + paint house and storehouse
*paint carport
* Restore + repair original windows ⁽²⁾ cords to be replaced
① weights made to balance window so are new
* New wood front steps to be 17" deep
* New wood Door - see attached description - Home Depot

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 have obtained 3 letters from neighbors and previous owner who verify the current exterior structure is what they have seen for 40-60 yrs.

(see letters from Dixie Allen, Marsha Goodwin + previous owner Linda Davis.

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: Karen Snow Date: 4/14/24
[Signature]

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





The Applicant is planning on keeping the remaining railing

Applicant would like to remove these section of the railing





(5)

Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: June 13, 2024
Re: Consider a Sign Permit for 201 E. Main Street, Unit 101B

Applicant: Kenneth Leatherman, Building Tenant, The Leatherman Law Office

Property Address: 201 E. Main Street, Unit 101B

Permit No.: SIGN-001904-2024

Request: The building located at 201 E. Main Street, Suite 101B, has two storefront windows. The Applicant is seeking approval to place a vinyl sticker on each window for two law offices that will be occupying this unit. Both window signs as proposed comply with the minimum sign requirements outlined in Section 5.08 of the Zoning Ordinance.

Since the subject property is situated in the Historic Overlay District, the proposed signs must receive approval from the Heritage Preservation Commission.

Conditions of Approval:

- The Applicant shall apply for a sign permit with the Building and Community Services Department.

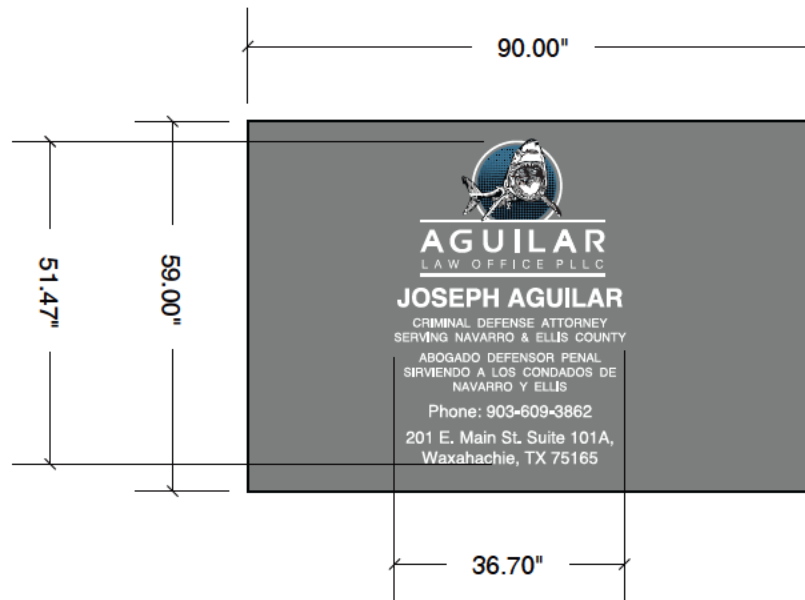
Attachments:

- Storefront Photo
- Proposed Window Signs



SIGN LOCATION

SIGN LOCATION

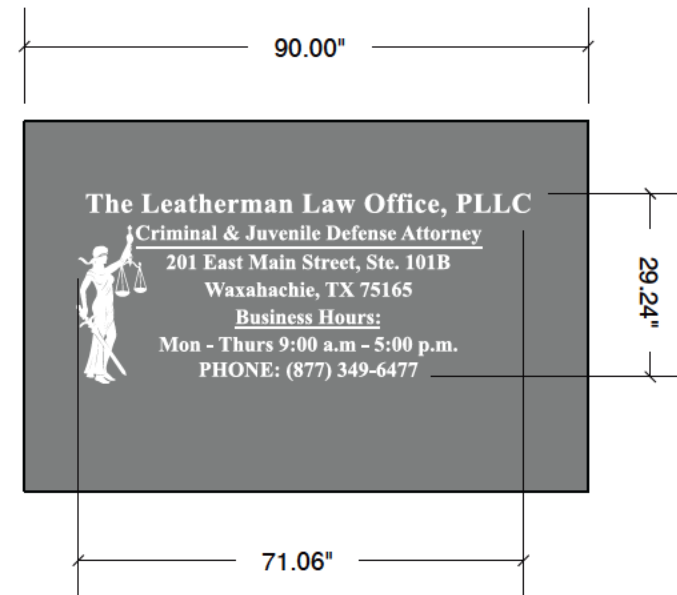


1,890 sq in / 5,310 sq in

35%

WINDOW VINYL

Scale: 1/4" = 1'0"



White Vinyl Lettering
Applied to Glass

2060 sq in / 5,310 sq in

39%



(6)

Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: June 13, 2024
Re: Consider a Sign Permit for 208 W. Franklin Street

Applicant: Chris Reeves, Quickway Signs

Property Address: 208 W. Franklin Street

Case No.: SIGN-001442-2024

Request: The Applicant plans to install a sign underneath the awning in front of 208 W. Franklin Street for Omar's Mexican Cuisine. The sign will be 48 inches wide by 18 inches tall and comparable in size to similar signs for surrounding businesses. It also meets the minimum sign requirements in Section 5.08 of the Zoning Ordinance.

Since the subject property is situated in the Historic Overlay District, the proposed signs must receive approval from the Heritage Preservation Commission.

Conditions of Approval:

- The Applicant shall apply for a sign permit with the Building and Community Services Department.
- The sign shall have a minimum vertical clearance height of eight (8) feet from the sidewalk.

Attachments:

- Proposed Sign Rendering

CUSTOMER INFO

Contact: Omar Alsaedeldein
Company: Omars Tacos and Bar
Phone #: 945-227-5511
Email: OmarsTacoBarNumber1@Gmail.com

Date: April 4th, 2024



JOB DESCRIPTION

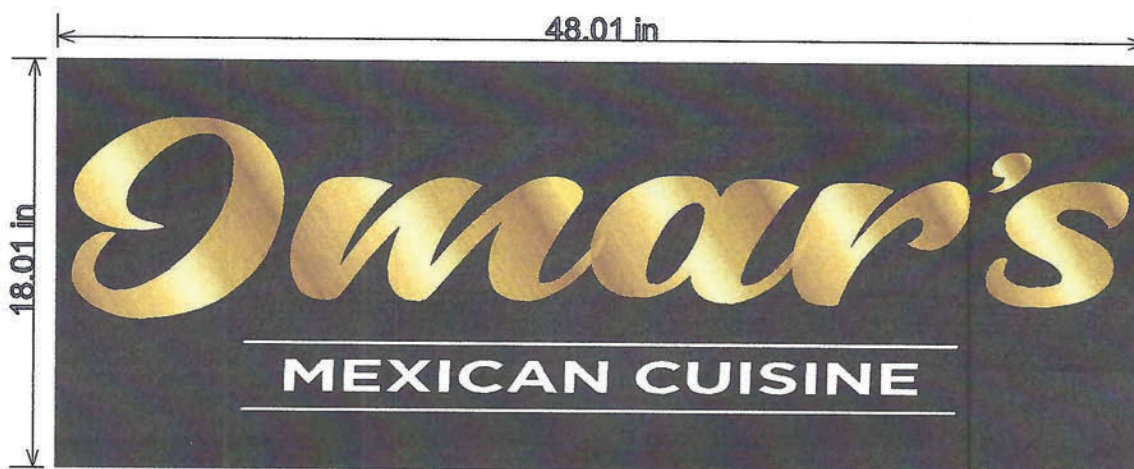
1- DF MDO
18" x 48"
Digital

Due Date : N/A

PRICE

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① 18" X 48" DF MDO
Attached by existing eye bolts on awning



208 W. Franklin

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

Omar's

MEXICAN CUISINE





(7)

Memorandum

To: Heritage Preservation Commission

From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager

Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services

Date: June 13, 2024

Re: Consider a Certificate of Appropriateness and Downtown Building Improvement Grant Application for 301 S. Rogers Street

Applicant: Amber Adams, Property Owner, ROOROJO2022 LLC

Property Address: 301 S. Rogers Street, Suite 101

Request: The Applicant proposes repairing all the wood window frames and replacing the windows on the north façade of the building facing Southwest Data Solutions. The window frames will match the aesthetic of the window frames on the west façade facing Rogers Street.

The Applicant is applying for a Certificate of Appropriateness and the Downtown Building Improvement Grant Program. Additionally, it should be noted that the Applicant has also applied for a Façade Grant with Historic Waxahachie Incorporated (HWI). The Applicant shall provide staff with the appropriate documentation proving that a Façade Grant was approved by HWI for the proposed improvements.

Conditions of Approval:

- The Applicant shall apply for all required permits from the City per the City's applicable rules and regulations governing such permits.

- The Applicant must notify the Downtown Manager when improvements are completed so the HPC Chair may verify that they were completed per HPC approval. The City of Waxahachie will disperse grant funds after the Applicant completes the improvements.
- The project must be completed within a year of approval unless the HPC grants an extension.
- The Applicant shall submit a final invoice to the Downtown Manager after completing the work and before fund disbursement.
- Approval of the Downtown Building Improvement Grant is subject to the Applicant's approval of the Façade Grant from HWI. If not, the Downtown Building Improvement Grant Application will need approval from the TIRZ Board.
- The Applicant is subject to the rules and regulations disclosed in the DBIP Grant application.

Attachments:

- COA Application
- DBIP Grant Application & Associated Quotes
- Don Young Window Specifications DYC Series
- North Façade Photo
- West Façade Photo
- Example of Recently Replaced Window

CERTIFICATE OF APPROPRIATENESS APPLICATION AND PROCESS INFORMATION

Waxahachie is full of wonderful, historic buildings which have served our community as both commercial and residential properties for decades. Protecting and honoring the architectural integrity of these properties is of great importance to both our authenticity and our economy.

The City Council of Waxahachie has adopted ordinances that address the proper handling of these historic resources and that also provide tax incentives and exemptions to owners of these properties. All information on these ordinances and benefits can be obtained on the city of Waxahachie website at www.waxahachie.com.

To receive the Historic Property Tax Exemption a Certificate of Appropriateness must be submitted to the Heritage Preservation Commission. There are three parts to the process:

1. Submission of application
2. Submission of documentation required from checklist
3. Hearing at a regularly scheduled meeting of the Heritage Preservation Commission

It is imperative that research be done ***before*** the project is submitted to the Commission. Historic Waxahachie, Inc. has created a brochure called *Researching Your Historic Property* that can aid in your research. You can find this at <http://www.historicwaxahachie.com/preservation-tools/>. You can also contact Anita Simpson, Heritage Preservation Officer at 469-309-4111 for a copy of the brochure.

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.

If your property is in the Historic Overlay District (which encompasses downtown) no building permits for work on the exterior of the property can be issued without approval from the Heritage Preservation Commission. A map of the Overlay District is available on the city website.

If you have any questions, please contact:

Anita Simpson
469-309-4111
asimpson@waxahachie.com

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

Case Number _____ Date Filed: _____

Date for Consideration by the Heritage Preservation Commission: _____

Property Owner ROOROJO2022, LLC and/or Agent AMBER ADAMS

Mailing Address Owner/Agent (circle one) 301 S. ROGERS, STE. 101, WAX.TX 75165

Phone number [REDACTED]

Email address AMBER@THEVELVETANGEL.COM

Historic Structure Address 301 S. ROGERS

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 NATIONAL REGISTER

(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 X 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: REPAIR/REPLACE ROTTED WINDOW FRAMES, REPLACE
WINDOWS ON NORTH SIDE.

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).

NORTH WINDOWS WILL MATCH EXISTING WEST WINDOWS APPEAR.

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:  Date: 4-30-2024

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

DOWNTOWN BUILDING IMPROVEMENT GRANT APPLICATION

Supported by the City of Waxahachie and Waxahachie Main Street Program

APPLICANT INFORMATION:

Building Owner: ROOROJO2022, LLC Date: 4-30-24
Tenant (if applicable): AMBER ADAMS
Mailing Address: 301 S. ROGERS, STE. 101, WAXAHACHIE, TX 75165
Building Address: SAME
Contact Name(s): AMBER ADAMS
Contact Phone Number: [REDACTED] Email: AMBER@THEVELVETANGEL.COM

BUILDING INFORMATION:

Physical Address: 301 S. ROGERS
Property Legal Description: 301 S. ROGERS
Year of Construction: 1914-15 Number of Stories: 2
Building Space Type (check one):
☒ Commercial ☒ Retail ☐ Restaurant ☐ Office ☐ Other

Details of planned improvements: (attach additional pages if necessary)

REPLACE ROTTED WINDOW FRAMES ON 28 WINDOWS. REPLACE WINDOWS ON
NORTH SIDE OF BUILDING.

ATTACH THE FOLLOWING REQUIRED DOCUMENTS:

- Scaled drawings/plans of proposed work and description of materials to be used
- Photos of current building conditions
- Copy of current commercial property insurance policy
- Licensed Contractor quotes/bids (minimum of 3 proposals)

- (1) Contractor name: ABACAT CONTRACTING INC.
Cost Estimate: \$ 44284.61
- (2) Contractor name: OWENS SERVICE CO.
Cost Estimate: \$ 51759.00
- (3) Contractor name: COLONIAL RESTORATION
Cost Estimate: \$ 32990.83

Quotes/bids submitted by an applicant must be current and dated no earlier than sixty (60) days prior to the application request. Quotes/bids shall be submitted on the contractor's or project architect's letterhead and shall contain the contractor's name, address, and telephone number.

Total Cost of Building Improvement Project: \$ 44284.61

Total Grant Amount Requested: \$ 22142.31

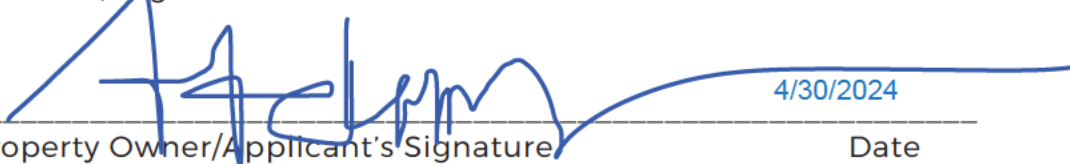
DOWNTOWN BUILDING IMPROVEMENT AGREEMENT FORM

I, AMBER ADAMS, fully understand the Downtown Building Improvement Program procedures and details established by the City of Waxahachie. I intend to use this program for the aforementioned planned improvement to forward the efforts of downtown revitalization and overall aesthetic improvement of the downtown area. I affirm and understand that:

- a) The information submitted herein is true and accurate to the best of my knowledge.
- b) I have read and understand the City of Waxahachie's Downtown Building Improvement Project Guidelines and agree to be bound by and abide by these conditions.
- c) I understand that approval of a Downtown Building Improvement grant shall be communicated to the applicant in writing by the City of Waxahachie via a Downtown Building Improvement Commitment Letter.
- d) I understand that receipt of a Downtown Building Improvement Commitment Letter from the City of Waxahachie does not constitute application or approval for a City of Waxahachie building permit.
- e) I understand that any changes made to the approved building improvements without the approval of the selection committee will be cause for the City of Waxahachie to withdraw its funding commitment.

ROOROJO2022, LLC

Business/Organization Name



Property Owner/Applicant's Signature

4/30/2024

Date

CITY OF WAXAHACHIE

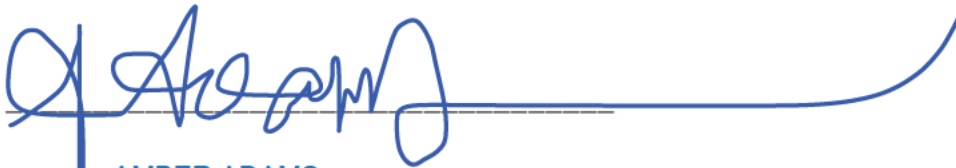
DOWNTOWN BUILDING IMPROVEMENT PROGRAM

This Agreement is by and between the City of Waxahachie, (hereinafter referred to as "CITY"), and ROOROJO2022, LLC, (hereinafter referred to as "Grant Recipient"), property owner of 301 S. ROGERS (property address) located in the Waxahachie Downtown Historic Overlay (WDHO).

As part of the City's Downtown Building Improvement Program, both parties agree that this program makes Downtown more attractive and accessible, increasing the economic vitality of the buildings, increasing sales tax and property values, while preserving and enhancing Waxahachie's architectural and cultural history.

The Grant Recipient agrees and accepts funding as part of this Downtown Building Improvement Program. The Grant Recipient shall complete all work in the scope approved by the grant selection committee. The Grant Recipient shall complete all extra work in connection therewith. All work and materials shall be in strict conformity with the specifications submitted by the Grant Recipient to the City. The substantial completion of the work shall not excuse the Grant Recipient from performing all the work undertaken, whether of a minor or major nature, and thereby completing the project in accordance with the grant program guidelines and scope of work. Grant Recipient shall perform all work required for final completion of the planned improvement prior to obtaining the Grant, to the satisfaction of the City.

Signature: _____



Printed name: AMBER ADAMS

Title: MANAGER, OWNER

Date: 4-30-24

QUOTE #1

ABACAT CONTRACTING INC.

BID

3901 S. HWY 287

Waxahachie, Tx 75165

Date: 4/10/2024

Address: 301 S. Rogers St.

Waxahachie, Tx

ITEM NAME AND DESCRIPTION

Tear out old wood frame windows on upstairs left side of building.

Replace windows with Don Young windows NYC series. (The exact same brand and windows that have been replaced on back of building)

SPEC sheet attached.

These windows will be set from the inside and will have to remove trim from inside of building.

Reattach trim.

Recaulk and repaint window trim only.

Replace all brick molds and wood trim at front of building on second floor where rotted around windows.

We will scrape and sand down all trim on building that is green. We will recaulk and putty, we will prime with an oil based primer and then paint with a duration paint from Sherwin Williams.

Most of this work will be done from a boom lift and at times parking lot will be coned off.

TOTAL	44,284.61
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TERMS AND CONDITIONS

Estimate is good for 4 weeks and subject to change due to material price changing.

QUOTE #2

Colonial Restoration
PO Box 2868
Waxahachie, TX 75168

Estimate

Date	Estimate #
4/25/2024	1707

Name / Address
The Velvet Angel 301 S. Rogers Ste. 101 Waxahachie, TX. 75165

			Project
Description	Qty	Cost	Total
Demolition-removal of windows and rotten wood		1,525.00	1,525.00
Lumber and Material for Jobs		786.50	786.50
Windows & Trim-replace 12 windows on second floor of building (Jefferson street side)		9,300.00	9,300.00
Windows & Trim-replace 8 lower windows on first floor of building (Jefferson street side)		5,200.00	5,200.00
Equipment Rental-boom lift		2,750.00	2,750.00
Millwork and Trim		2,150.00	2,150.00
Painting		1,950.00	1,950.00
Sanitation-debris removal and haul off		215.00	215.00
Port-O-Can		525.00	525.00
Overhead & Profit		7,320.45	7,320.45
General liability		1,268.88	1,268.88
		Total	\$32,990.83

Phone #	Fax #
972-938-3383	972-938-3382

QUOTE #3

Owens Service CO.

BID

238 Old Gun Barrel Rd

Gun Barrel, Tx 75156

Date: 4/10/2024

Address: 301 S. Rogers St.

Waxahachie, Tx

ITEM NAME AND DESCRIPTION

Remove the outdated wooden frame windows located upstairs on the North side of the building and replace them with Don Young DYC series windows, as detailed in the attached SPEC sheet.

These windows will be installed from the inside, requiring the removal of interior trim, which will then be reattached. Additionally, caulking and repainting of the interior window trim will be conducted only for the windows being replaced.

At the west side of the building on the second floor, all rotted brick molds and wood trim around windows will be replaced. Green-colored trim throughout the building will be scraped, sanded, re-caulked, puttied, primed with an oil-based primer, and painted using Sherwin Williams' Duration paint.

The majority of this work will be performed using a boom lift, and there may be times when the parking lot will need to be coned off for safety. Any rotten wood discovered during the project will be promptly replaced as necessary.

TOTAL	\$51,759
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TERMS AND CONDITIONS

The estimate is valid for 4 weeks but may be subject to change depending on fluctuations in material prices.

Series 5200

REPLACEMENT and CUSTOM BUILDER
SINGLE HUNG • SLIDER • PICTURE WINDOWS • ARCHITECTURAL SHAPES

Features and Benefits

- **SunShield® Vinyl:** An advanced patented compound designed for tough southern exposures.
- **Fusion Welded Frame and Sash:** Provides an impenetrable barrier to air and water penetration and the utmost in strength and integrity.
- **Unique Cove Mold Look:** Offers an appealing traditional wood window exterior appearance.
- **Sloped Sill:** Provides a strong structural slope for maximum water runoff, even in driving rain.
- **Deeply Pocketed Head:** With weather stripping to fight air infiltration.
- **Heavy Walled Construction:** For maximum support and strength.
- **Patented Coil Balance System:** Constant force provides effortless and maintenance free operation of sash. No adjustment needed.
- **New Soft Curved Sash Design:** Looks more like traditional wood window sash for strong appeal.
- **Attractive Integral Lift rail:** Provides comfortable sash operation.
- **Tilt In Sashes:** Both single and double hung sashes tilt in for easy cleaning from inside your home.
- **Tilt Latches:** Color matched easy to use latches for a neat appearance.
- **3/4" Insulating Glass system:** For maximum regional thermal efficiency.
- **Warm Edge Spacer Technology:** Premium insulated sealant system fights condensation and cuts energy loss through the glass edge.
- **Interlocking Meeting Rail:** Metal reinforced integral interlock provides additional security and has passed ASTM F 588 Forced Entry Resistance Standard.
- **Sturdy Cam Lock and Keeper:** Cam action actually draws sash closer together for strong lock.
- **Two Rows of Weather Stripping:** Double Weatherstripped sashes with ECO-BAN weatherstripping protecting against mold, pollens, and mildew.
- **Non-Corrosive Hardware:** Years of trouble free performance, no matter what the environment.
- **AAMA Certified, NFRC Rated, Energy Star Approved and TDI compliant.**
- **Limited Lifetime Warranty**

Visit us at www.dycwindows.com for details.



Adobe

Linen White

Desert Sand

Series 5400

REPLACEMENT and CUSTOM BUILDER
DOUBLE HUNG • SLIDER • PICTURE WINDOWS • ARCHITECTURAL SHAPES

Features and Benefits

- **SunShield® Vinyl:** An advanced patented compound designed for tough southern exposures.
- **Fusion Welded Frame and Sash:** Provides an impenetrable barrier to air and water penetration and the utmost in strength and integrity.
- **Unique Cove Mold Look:** Offers an appealing traditional wood window exterior appearance.
- **Sloped Still:** Provides a strong structural slope for maximum water runoff, even in driving rain.
- **Deeply Pocketed Head:** With weather stripping to fight air infiltration.
- **Heavy Walled Construction:** For maximum support and strength.
- **Patented Coil Balance System:** Constant force provides effortless and maintenance free operation of sash. No adjustment needed.
- **New Soft Curved Sash Design:** Looks more like traditional wood window sash for strong appeal.
- **Attractive Integral Lift rail:** Provides comfortable sash operation.
- **Tilt In Sashes:** Both single and double hung sashes tilt in for easy cleaning from inside your home.
- **Tilt Latches:** Color match easy to use latches for a neat appearance.
- **3/4" Insulated Glass system:** For maximum regional thermal efficiency.
- **Warm Edge Spacer Technology:** Premium insulated seal system fights condensation and cuts energy loss through the glass edge.
- **Interlocking Meeting Rail:** Metal reinforced integral interlock provides additional security and has passed ASTM F 588 Forced Entry Resistance Standard.
- **Sturdy Cam Lock and Keeper:** Cam action actually draws sash closer together for strong lock.
- **Double Night Vent Latches:** Allows for ventilation with security. Have passed ASTM F 588 Forced Entry Resistance Standard.
- **Two Rows of Patented ECO-BAN® Weather Stripping:** Virtually eliminates air, dust and water from entering your home.
- **Non-Corrosive Hardware:** Years of trouble free performance, no matter what the environment.
- **AAMA Certified, NFRC Rated, Energy Star Approved and TDI compliant.**
- **Limited Lifetime Warranty**

Visit us at www.dycwindows.com for details



Adobe

Linen White

Desert Sand

Series 5800

REPLACEMENT and CUSTOM BUILDER
CASEMENT • PICTURE WINDOWS • ARCHITECTURAL SHAPES

Features and Benefits

- **SunShield® Vinyl:** An advanced patented compound designed for tough southern exposures.
- **Fusion Welded Frame and Sash:**
The utmost in strength and integrity in a 3 1/4" frame.
- **Traditional Vinyl Bevel Look:** Offers an appealing exterior appearance for your home.
- **Trim Line Design:** Sleek lines for maximum viewing area.
- **Heavy Duty Locks and Operators:**
Provide long lasting security and ease of operation.
- **Heavy Walled Construction:** 0.070" walls are a full 12% thicker than most other windows and provide a better thermal barrier.
- **Patented Multi-Point Locking System:** Locks casement sash at multiple points, for utmost security.
- **Casement Sash Opens a Full 90°:**
For maximum ventilation and easy cleaning from inside of home.
- **Optional Egress Hinge Available:**
Allows for smaller units to meet egress compliance.
- **7/8" Low E Insulating Glass system:**
For maximum regional thermal efficiency.
- **Warm Edge Spacer Technology:** Premium insulated spacer system fights condensation and cuts energy loss through the glass edge.
- **Three Weather Seals:** Assure effective barrier to air, water and dust infiltration.
- **Unique Mulling System:** Allows awnings and casements to be mullled easily with other types of windows.
- **Companion Windows:** Including Picture, Slider, Single and Double Hung, Bay and Bow Windows:
- **Corrosion Resistant Hardware:** Years of trouble free performance.
- **Bettervue® Improved Visibility Insect Screen:**
Allows clearer view, better airflow, better insect protection. Treated with Microban™
- **AAMA Certified, NFRC Rated, Energy Star Approved and TDI compliant.**
- **Limited Lifetime Warranty**

Visit us at www.dycwindows.com for details



Linen White

Adobe

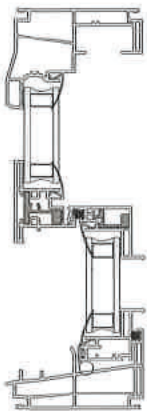
Desert Sand

DYC SERIES 6220 CLASSIC VINYL WINDOW

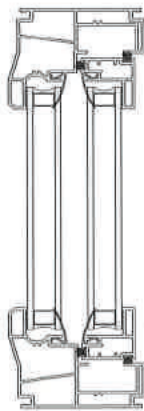


FEATURES / BENEFITS

- Exterior bevel with sloped sill design for beauty and maximum water runoff
- Fusion welded frame and sash provide a secure barrier to air and water penetration improving the strength and integrity of the window
- Our locally extruded vinyl uses the maximum amount of TiO_2 to ensure proper weathering in harsh climates
- Double wall frame for better stability
- Strong composite sweep lock that passes forced entry requirements
- Interlocking meeting rail for added security and resistance to infiltration
- Premium Eco-Ban dual weather stripping seals out dust, air, pollens, and resists molds and mildew
- DP-50 rated for structural performance
- Patented constant force coil balance system for effortless and maintenance-free operation of sash plus improved egress
- Tilt-In sash for easy cleaning from inside your home
- $\frac{3}{4}$ " overall Insulated Glass with double strength glass is standard
- High performance Duralite™ butyl spacer reduces condensation and improves U-factor
- Bettervue® improved visibility screen is standard allowing 20% more airflow and better insect protection



sill



jamb

The DYC CLASSIC 6000 Series vinyl welded window system includes a single hung and companion single slider, 3-lite slider and picture window all featuring a uniform frame appearance, offering consistency in every elevation in your home. Architectural shapes are also available. The DYC CLASSIC 6000 Series offers a slimmer profile unlike older bulky vinyl frames. This new window system is made to order and built in custom and standard sizes and shapes for both replacement and new construction applications.



NORTH FACADE

WEST FACADE



Recently replaced window





(8)

Memorandum

To: Heritage Preservation Commission

From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager

Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services

Date: June 13, 2024

Re: Discuss amendments to Section 3.24(e) Demolition or Relocation of Historic Resources of the Zoning Ordinance and the creation of the West End Historic Overlay District

The Commission should come prepared to discuss and prioritize future HPC initiatives.