

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on **Thursday, July 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 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 the June 13, 2024 Heritage Preservation Commission meeting minutes
4. Consider a Sign Permit for 206 S. Rogers Street Unit 103
5. Consider a Sign Permit for 100 S. Rogers Street
6. Consider a Certificate of Appropriateness for 708 S. Rogers Street
7. Consider a Certificate of Appropriateness for 605 W. Main Street
8. Comments by Commission members and City staff
9. 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

<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>

MINUTES

(3)

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was 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 Present:

Peggy Crabtree, Chair
Jacqueline Montejano, Vice Chair
Michelle Haye
Ronald Finch
Adam Graves

Heritage Preservation Commission Members Absent:

Curtiss Thompson
Kelly Savell

Planning & Zoning Commission Liaison:
Heritage Preservation Manager:
City Council Liaison:

Bonney Ramsey
Eleana Tuley
Patrick Souter

Guests: Mayor Pro Tem Chris Wright

1. Call to Order

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

2. Public Comments

There were no public comments.

3. Approval of minutes of the Heritage Preservation Commission meetings for May 9, 2024 and May 17, 2024.

Action:

Jackie Montejano motioned to approve the minutes for May 9, 2024 and May 17, 2024 Heritage Preservation Commission meeting. Ronald Finch seconded the motion. **All ayes.**

4. Consider a Certificate of Appropriateness for 103 University Avenue

Eleana Tuley presented the request. The property owner, Karen Snow, explained to the Commission all door options she considered since the last meeting to narrow it down to the two proposed options.

Action:

Michelle Haye made a motion to approve the solid wood panel door with the 3-lite window panel. Adam Graves seconded the motion. **All ayes.**

5. Consider a Sign Permit for 201 E. Main Street, Unit 101B

Eleana Tuley presented the request. The tenant, Lupe Aguilar, confirmed that the business would use an adhesive that could be easily removed if the sign needed to be taken down in the future.

Action:

Adam Graves motioned to approve the sign permit. Michelle Haye seconded the motion. **All ayes.**

6. Consider a Sign Permit for 208 W. Franklin Street

Eleana Tuley presented the request.

Action:

Michelle Haye motioned to approve the sign permit. Ronald Finch seconded the motion. **All ayes.**

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

Eleana Tuley presented the request. The property owner's representative, Aaron Abacat, clarified that the property owner was replacing 12 windows on the north façade of the building and was restoring the wood frames for the 12 windows on the north façade (facing Southwest Data Solutions) and the 12 windows on the west façade (facing Rogers Street). The Applicant informed the commission that the building already had vinyl windows on the west façade, but he was unsure when those windows were replaced.

Michelle Haye noted that according to page 62 (Section 3.28) of the Downtown Design Guidelines, it is recommended to restore historic windows instead of replacing them whenever possible. Additionally, the guidelines do not permit the use of vinyl windows if the original windows are still present on a building, as this would not align with maintaining the historic character of the building.

Jackie Montejano stated that while it is preferable for all the windows to be original, she understands that replacing all the windows might not be financially feasible at this time. She recommended restoring the windows on the north facade now and restoring the windows on the west facade in the future when they are ready to take on that improvement.

Aaron Abacat mentioned that the windows were in serious need of repair and stated that he would coordinate with the property owner for a new quote. The commission offered to schedule a special meeting to facilitate the process for the property owner.

Ron Finch and Peggy Crabtree informed Mr. Abacat that the property would qualify for a restoration tax incentive the following year with the proposed improvements.

Action:

Jackie Montejano motioned to deny the Certificate of Appropriateness and the Downtown Building Improvement Grant Applicant due to non-compliance with Section 3.28 of the Downtown Design Guidelines. Ronald Finch seconded the motion. **All ayes.**

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

Eleana Tuley briefed the commission on the approval of the expansion for the historic overlay and sought the commission's input on future initiatives.

Jackie Montejano indicated a willingness to move forward with both requests in the future. The commission agreed to proceed with establishing an overlay historic district for the West End Historic District as their next initiative.

The commission is interested in hosting more public outreach initiatives to educate property owners about the Residential Guidelines for Historic Homes and the Downtown Design Guidelines. The commission believes it would be beneficial to use social media, mail out postcards to inform homeowners about the city's historic resources and create a short video to educate the public about the city's resources.

9. Comments by Commission members and City staff

Eleana Tuley suggested using the color recommendations from the Downtown Design Guidelines and leveraging Historic Tax Incentives to motivate property owners to preserve the historical character and integrity of buildings. The Historic Tax Exemption works similarly to an economic development incentive, where property owners are rewarded for maintaining their historic structure.

10. Adjourn

The meeting adjourned at 7:02 pm.



(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: July 11, 2024
Re: Consider a Sign Permit for 206 S. Rogers Street Unit 103

Applicant: Kenneth Moore, Kenneth Moore Law Office

Property Address: 206 S. Rogers Street Unit 103

Request: The Applicant is installing a new business sign for Unit 103 at 206 S. Rogers Street. The sign is 2 feet tall by 8 feet wide and complies with the city's minimum wall sign requirements.

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.

Attachments:

- Proposed Sign
- Sign location

CUSTOMER INFO

Contact: - Kenneth
 Company: - Law Office of Kenneth
 Phone #: - 469-474-9186
 Email: - kmoore@moorelawtx.com

Date: April 11th, 2024



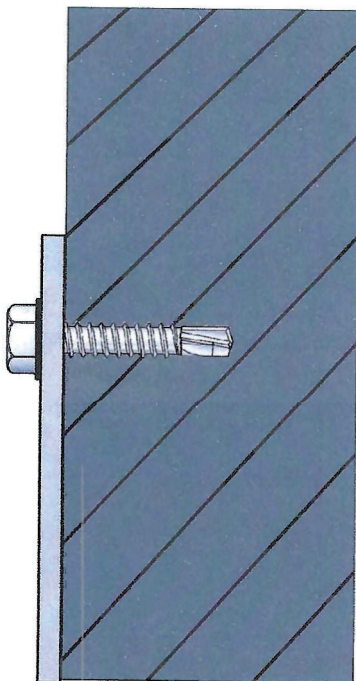
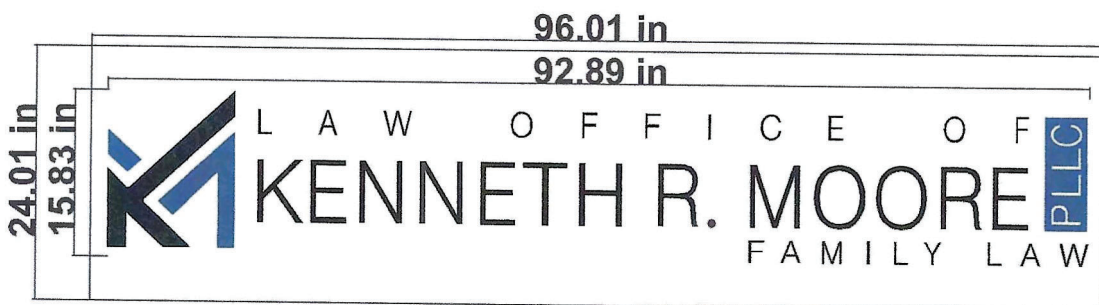
JOB DESCRIPTION

1- 24" x 96"
 Sign
 1- 24.5" x 20.75"
 Door Vinyl

PRICE

*****PLEASE READ THIS FIRST*****

AFTER APPROVAL, QUICKWAY SIGNS WILL NOT BE FINANCIALLY RESPONSIBLE FOR ERRORS ON PROOF.
 PLEASE CHECK THIS PROOF THOROUGHLY, CHECKING FOR CORRECT SIZE, COLOR ETC.



Shear (Average in Pounds)					
Size	20 Gauge	18 Gauge	16 Gauge	14 Gauge	12 Gauge
#6	480	789	877	885	
#8	513	846	1108	1131	
#10	580	865	1291	1576	1567
#12	578	914	1308	1836	2267
#14	609	965	1373	1941	2468

- ☐ 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

PROPOSED SIGN LOCATION





(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: July 11, 2024
Re: Consider a Sign Permit for 100 S. Rogers Street

Applicant: Kenneth Waits, City Sign Services, Inc.

Property Address: 100 S. Rogers Street

Request: The Applicant is installing a new sign for Bloom and Pour at 100 S. Rogers Street. The proposed sign is 2'7" tall and 17'3" wide and complies with the city's minimum wall sign requirements.

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.

Attachments:

- Proposed Sign

CONCEPT: PROPOSED EXTERIOR SIGNAGE

- Design/Concept: Client Provided Example & Sign Design

Bloom & Pour
100 S Rogers St, Waxahachie
Texas 75165

Customer Provided Artwork:



Customer Provided Examples:



- Wall Sign

Bloom & Pour

*CUSTOMER IS RESPONSIBLE FOR OBTAINING ALL APPROVALS FROM LANDLORD - SIGN CONSTRUCTION CANNOT BEGIN UNTIL CSSI HAS RECEIVED COPIES OF THESE APPROVALS

UNLESS STATED OTHERWISE THE COLORS DEPICTED IN THIS RENDERING MAY NOT MATCH THE ACTUAL FINISHED PRODUCT. EXACT COLORS WILL BE APPROVED PRIOR TO PRODUCTION.

*USE OF THE DRAWING BY ANY ONE OTHER THAN CITY SIGN SERVICES, INC. IS UNAUTHORIZED AND IS A VIOLATION OF OUR COPY RIGHTS

SIGN TO BE UL LISTED AND WILL BEAR UL LABEL CITY SIGN SERVICES LISTING #E-71482

01 INTERIOR ELEVATION:
SCALE: 1/4" = 1' 0"

DETAIL VIEW

APPROVED: _____

☐ AS SUBMITTED

☐ AS NOTED

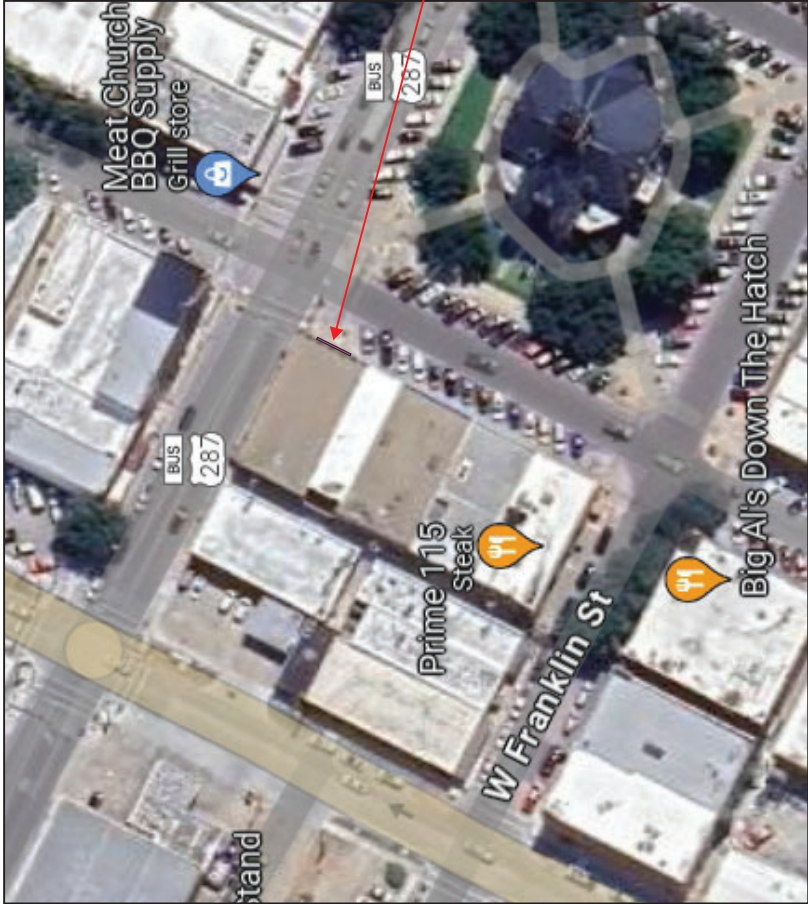
☐ NOT APPROVED RESUBMIT

DATE: _____



CITY SIGN SERVICES, INC.
3914 ELM ST. - DALLAS, TX 75226
214-826-4475 citysignservices.com
CONTACT: CODY WAITS
EMAIL: codyw@citysignservices.com

Bloom & Pour
100 S Rogers St, Waxahachie
Texas 75165



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SIGN TO BE UL LISTED AND WILL BEAR UL LABEL CITY SIGN SERVICES LISTING #E-71482

APPROVED: _____

☐ AS SUBMITTED

☐ AS NOTED

☐ NOT APPROVED RESUBMIT

DATE: _____

CITY SIGN SERVICES, INC.
3914 ELM ST. - DALLAS, TX 75226
214-826-4475 citysignservices.com
CONTACT: CODY WAITS
EMAIL: codyw@citysignservices.com

ELEVATION: PROPOSED EXTERIOR SIGNAGE

- Store Front: Sign Implied to Scale w/Dimensions

Bloom & Pour
100 S Rogers St, Waxahachie
Texas 75165



Grade

*CUSTOMER IS RESPONSIBLE FOR OBTAINING ALL APPROVALS FROM LANDLORD - SIGN CONSTRUCTION CANNOT BEGIN UNTIL CSSI HAS RECEIVED COPIES OF THESE APPROVALS

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01 INTERIOR ELEVATION:

SCALE: 1/8" = 1' 0"

ELEVATION VIEW

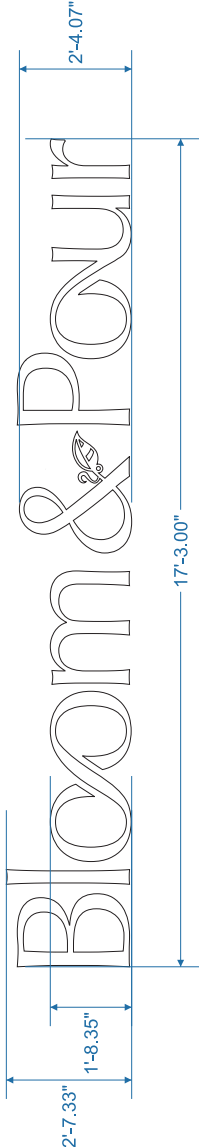
EAST ELEVATION

APPROVED: _____

- ☐ AS SUBMITTED
- ☐ AS NOTED
- ☐ NOT APPROVED RESUBMIT
- DATE: _____

CITY SIGN SERVICES, INC.
3914 ELM ST. - DALLAS, TX 75226
214-826-4475 citysignservices.com
CONTACT: CODY WAITS
EMAIL: Codyw@citysignservices.com

- Sign Dimensions



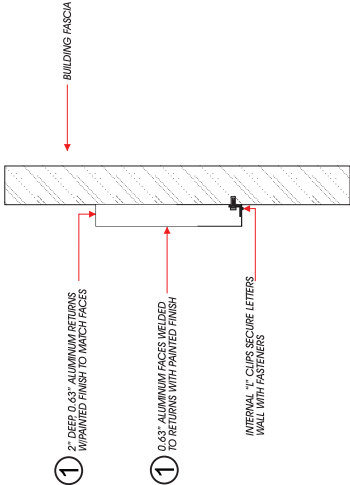
Sign #1

Bloom & Pour
100 S Rogers St, Waxahachie
Texas 75165

- Side View

Design/Lighting:

Individual Non-Illuminated Channel Letters



- Color Specs

COLORMATERIAL SPECS	
COLOR #1 - Face/Returns	☐
- Aluminum: Painted Semi-Gloss White	①

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SIGN TO BE UL LISTED AND WILL BEAR UL LABEL CITY SIGN SERVICES LISTING #E-71482

01 EXTERIOR ELEVATION:

SCALE: 1/4" = 1' 0"

DETAIL VIEW

APPROVED: _____

- ☐ AS SUBMITTED
☐ AS NOTED
☐ NOT APPROVED RESUBMIT
- DATE: _____

CITY SIGN SERVICES, INC.
3914 ELM ST. - DALLAS, TX 75226
214-826-4475 citysignservices.com
CONTACT: CODY WAITS
EMAIL: Codyw@citysignservices.com



(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: July 11, 2024

Re: Consider a Certificate of Appropriateness for 708 S. Rogers Street

Applicant: Brad Yates, Colonial Restoration

Property Address: 708 S. Rogers Street

Request: The applicant is proposing to construct a new porch at 708 S. Rogers Street. According to the 1985 Historic Resources Survey, the oldest photo of the home does not show a front porch. However, the survey documentation confirms that the home originally had a front porch, which was removed. The applicant is seeking the commission's input on the proposed porch.

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:

- 1985 Historic Resource Survey
- Proposed Porch Rendering

TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

PROJECT # 1675-Waxahachie Phase 2 Zone 1
 County Ellis
 Address 708 S Rogers St

HHM ID 80498
 City Waxahachie

SECTION 1

Basic Inventory

Current Name

Historic Name

Owner Information:

Name	PARR CHRISTINA	Status	PRIVATE
Address	17221 STEGER LN	City	WAXAHACHIE
State	TX	Zip	78653

Geographic Location: Latitude: 32.379000499999997 Longitude: -96.854792399999994

Online map available by copying and pasting url below into web browser
<https://www.google.com/maps/place/32.379000499999997,-96.854792399999994>

Legal Description (Lot/Block): LOT 1 & ABBND BRADY ST BULLARD-REV .403 AC

Appraisal District ID 172368 Year

Property Type: ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District

Current Designations:

☐ NR District (Is property contributing? ☐ Yes ☐ No)
☐ NHL ☐ NR ☐ RTHL ☐ OTHM ☐ HTC ☐ SAL ☐ Local ☐ Other

Architect: Unknown or N/A **Builder:** Unknown or N/A

Construction Date: ca. 1920 (source: In field estimate)

Function

Current Use: Residential

Historic Use: Residential

Image Information

Recorded by: HHM & Associates, Inc., Austin, Texas

Date Recorded: Tue, 12 Feb 2019

Photo Data: ID# TX-EL-Waxahachie-Rogers-St-S-708-1 To: 4

Primary Image ID: TX-EL-Waxahachie-Rogers-St-S-708-1



TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

PROJECT # 1675-Waxahachie Phase 2 Zone 1
 County Ellis
 Address 708 S Rogers St

HHM ID 80498
 City Waxahachie

SECTION 2

Architectural Description

General Architectural Description:

The building at 708 S Rogers St is a one-story single-family house built about 1920, as estimated by field personnel based on its physical characteristics. The property was originally built for residential purposes, and its use remains unchanged. The primary exterior material is wood. It displays features associated with the Craftsman movement, which was popularized in magazines and pattern books from the early- to mid-twentieth century. Its footprint presents a square-shaped plan and hipped roof, a distinctive house form of the early twentieth century. The building has a hipped roof. The building has double-hung windows. The building has a single-door primary entrance. Landscape feature(s) include the following: plantings. The only ancillary building on the property is a garage.

Alterations/modifications

Alterations: Porch removed

☐ Relocated, specify date, former location and information of interest:

Classification

Type

Single-family house

Plan

Square plan hipped-roof

Stylistic Influence

Craftsman

Physical Characteristics

Roof

Form: Hipped

Materials: Asphalt shingles

No. of Chimneys None

Wall

Exterior material(s): Wood

Door(s) Primary

Single door(s) primary entrance

Windows

Double-hung

Porches/Canopies

Other exterior features

Ancillary Buildings

Resource(s) on property: Garage

Landscape/Site Features

Landscape feature(s): Plantings

TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

PROJECT # 1675-Waxahachie Phase 2 Zone 1
 County Ellis
 Address 708 S Rogers St

HHM ID 80498
 City Waxahachie

SECTION 3

Historical Information

Associated Historical Context: Planning/Development, Architecture

History Notes:

Applicable National Register (NR) Criteria: Criterion C

- A - Associated with events that have made a significant contribution to the broad pattern of our history
- B - Associated with the lives of persons significant in our past
- Embodies the distinctive characteristics of a type, period or method of construction or represents the work of a
- C - master, or possesses high artistic value, or represents a significant and distinguishable entity whose components lack individual distinctions
- D - Has yielded, or is likely to yield, information important in prehistory of history

Areas of Significance: Architecture, Community Planning and Development

Period(s) of Significance: 1920

Level of Significance: ☐ National ☐ State ☒ Local

Integrity: Association, Location, Materials, Setting, Workmanship

Integrity notes: Most alterations within period of significance

Individually Eligible? ☒ Yes ☐ No ☐ Undetermined

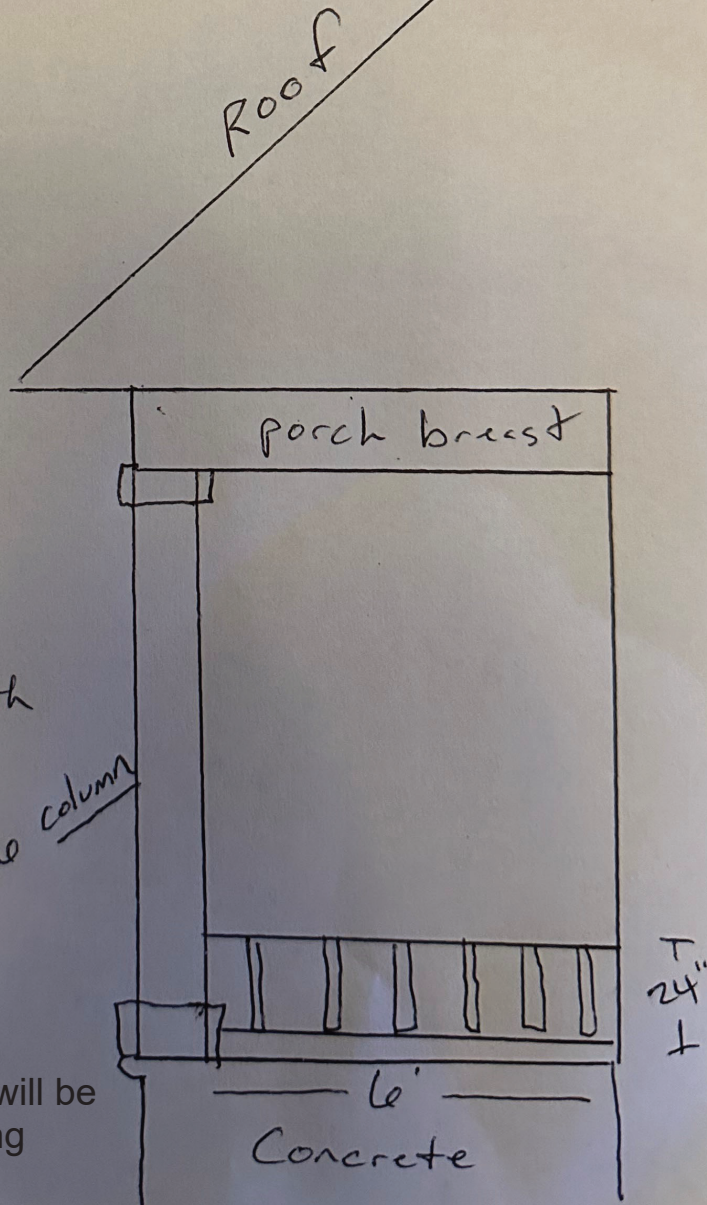
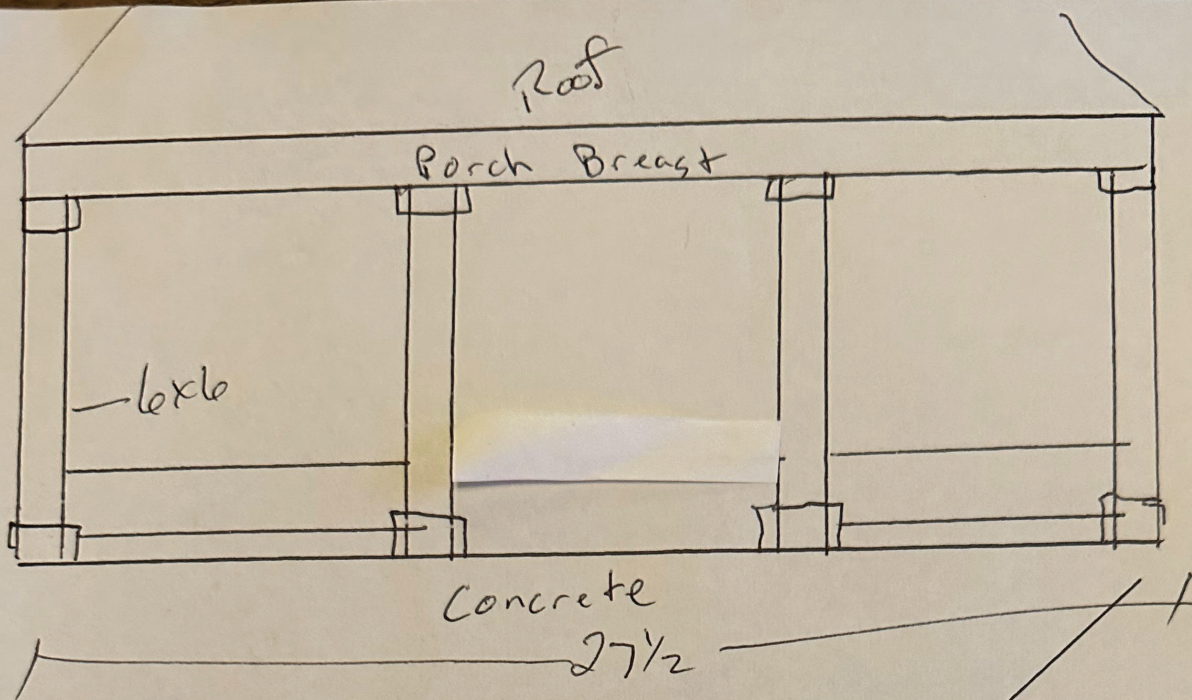
Within Potential NR District? ☒ Yes ☐ No ☐ Undetermined Name: Bullard Historic District

Is Property Contributing? ☒ Yes ☐ No ☐ Undetermined

Priority:
 (see manual for definitions) ☒ High ☐ Medium ☐ Low Explain:

Other Information

Is prior documentation available for this resource? ☐ Yes ☐ No ☐ Unknown **Type:**
 Documentation details



Handrail

- 2x6 cap
- 2x2 balusters
- 24" off finish floor
- 6x6 square posts with capital & base

Porch and associated improvements will be wood and painted to match the existing color of the home



(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: July 11, 2024
Re: Consider a Certificate of Appropriateness for 605 W. Main Street

Applicant: Paul Manigrasso, Property Owner

Property Address: 605 W. Main Street

Request: The Historic Tax Exemption for the subject property in 2024 was not approved due to changes on the front facade compromising the structure's integrity. Specifically, the exemption was denied because of the single-pane window on the front facade of the house, which is not original to the house.

According to the Applicant's research, the single-pane windows can be traced back to 1985. The single-pane window is shown in the photo included in the 1985 Historic Resource Survey. The Applicant would like to propose adding a mullion to the window to replicate the original window's aesthetic in order to qualify for the historic tax exemption next year.

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:

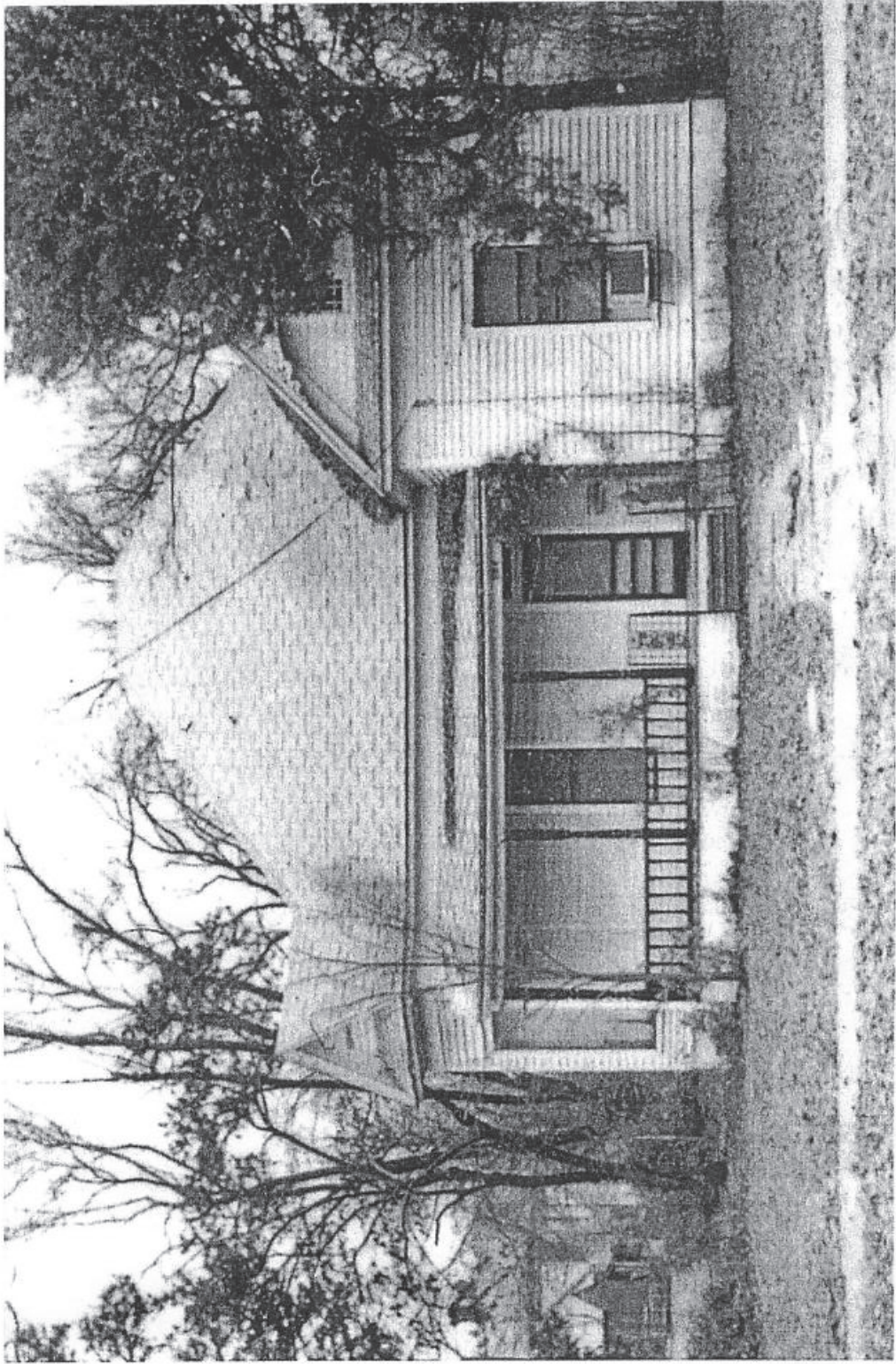
- 1985 Historic Photos

copy



1985 survey

copy



Harvey 5861