

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on ***Thursday, August 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
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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 July 11, 2024 Heritage Preservation Commission meeting minutes
4. Discuss and consider a Sign Permit for 110 E. Franklin Street
5. Discuss and consider a Sign Permit for 201 E. Main Street, Suite 103
6. Discuss and consider a Sign Permit for 201 E Main Street, Suite 105
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

<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, 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 Present:

Peggy Crabtree, Chair
Jacqueline Montejano, Vice Chair
Michelle Haye
Kelly Savell

Heritage Preservation Commission Members Absent:

Curtiss Thompson
Ronald Finch
Adam Graves

Planning & Zoning Commission Liaison:

Bonney Ramsey

Heritage Preservation Manager:

Eleana Tuley

City Council Liaison:

Patrick Souter

Guests: Council Member Travis Smith

1. Call to Order

Peggy Crabtree called the meeting to order at 5:33 pm.

2. Public Comment

There were no public comments.

3. Approval of the June 13, 2024 Heritage Preservation Commission meeting minutes

Action:

Jackie Montejano motioned to approve the June 13, 2024 Heritage Preservation Commission meeting minutes. Michelle Haye seconded the motion. **All ayes.**

4. Consider a Sign Permit for 206 S. Rogers Street Unit 103

Eleana Tuley presented the request to the commission. Jackie Montejano asked the Applicant whether they would use the same holes on the façade to install the wall sign, and the Applicant confirmed that they would. Jackie Montejano voiced concerns about preserving the facade of the historic downtown buildings and minimizing damage during sign installation.

Action:

Jackie Montejano motioned to approve the sign permit with the condition the Applicant not add any more holes to the façade, should the installation require a new hole on the façade for the sign installation, the Applicant will be required to go back to HPC for approval. Michelle Haye seconded the motion. **All ayes.**

5. Consider a Sign Permit for 100 S. Rogers Street

Eleana Tuley presented the request to the commission, which included a wall sign and vinyl signage on the storefront windows.

Action:

Michelle Haye motioned to approve the sign permit with the condition that the wall sign mounts go into the mortar instead of the brick façade. Kelly Savell seconded the motion. **All ayes.**

6. Consider a Certificate of Appropriateness for 708 S. Rogers Street

Eleana Tuley presented the request to the commission.

Action:

Michelle Haye moved to approve the Certificate of Appropriateness with the condition that the applicant use concrete where needed for the porch restoration and wood for the porch columns. Jackie Montejano seconded the motion. **All ayes.**

7. Consider a Certificate of Appropriateness for 605 W. Main Street

Eleana Tuley presented the request to the commission. The property owner, Paul Manigrasso, explained to the commission that the window in question was installed before he purchased the home. The commission noted that although there is no historical photo documenting the original window on the front facade, it was evident through the home's features that the window was altered and was not original to the house.

The commission recommended that the applicant refer to the Residential Design Guidelines for guidance. Furthermore, the commission noted that they wanted to be consistent with their decision to restore the original window of the historic home, as they have required other property owners to do for other historic homes in similar circumstances. Before making a motion on the request, the commission offered to help the property owner find an alternative that would enable him to obtain the historic tax incentive the following year.

The commission also confirmed that the only issue preventing the property owner from receiving the historic tax incentive was the restoration of the window. Should the property address the window, he would qualify for the historic tax incentive in the upcoming year.

Action:

Michelle Haye moved to deny the certificate of appropriateness for 605 W. Main Street. Kelly Savell seconded the motion. The motion carried 3-1 with Jackie Montejano voting in opposition.

8. Comments by Commission members and City staff

Bonney Ramsey has asked the commission to clarify to property owners the reasons for denying their historic tax incentive application moving forward.

Peggy Crabtree clarified to the public that the commission focuses on the front facade of a historic home when reviewing historic tax incentive applications. If the side facade of a home faces the street, they also require that historical integrity be maintained on the side facade.

Michelle Haye clarified that the commission makes a concerted effort to uphold the design guidelines to ensure consistency across all properties and to hold everyone accountable to the same standards.

Peggy Crabtree stated that the commission is always ready to assist property owners with restoration projects. She suggested that the public should raise awareness about the historic tax incentives available to offset the cost of routine maintenance and restoration projects.

Jackie Montejano clarified that historic tax incentives are only granted to projects that maintain the historical integrity of the home. Property owners can make exterior improvements to their homes that deviate from the Residential Design Guidelines or were not approved by the commission. However, in such cases, they will not receive the historic tax incentive. The historic tax incentive is provided to incentivize homeowners to maintain the historical integrity of their homes and is a reward for property owners who do so.

Peggy Crabtree expressed gratitude for all the feedback and emphasized that the commission is always receptive to public input.

9. Adjourn

The meeting adjourned at 6:54 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: August 8, 2024
Re: Consider a Sign Permit for 110 E. Franklin Street

Applicant: Jodi Helms, K&H General Contracting & Roofing

Property Address: 110 E. Franklin Street

Request: The Applicant proposes to install a wall sign for K&H General Contracting located at 110 E. Franklin Street. The wall sign is 3 feet by 3 feet and complies with the city's minimum 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:

- Sign Rendering

Here are the plans for the sign. It is a 3x3





(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: August 8, 2024
Re: Consider a Sign Permit for 201 E. Main Street, Suite 103

Applicant: Chris Reeves, Quickway Signs

Property Address: 201 E. Main Street, Suite 103

Request: The applicant is proposing to install a vinyl window sign and a blade sign hanging from the awning for Top Notch Personnel at 201 E. Main Street, Suite 103. The vinyl sign will be 2.3 feet high by 4.8 feet wide, and the blade sign will be 1.7 feet high by 3.3 feet wide. Both signs meet the city's minimum 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.
- The Applicant shall ensure an 8-foot clearance height from the sidewalk to the bottom of the blade sign.

Attachments:

- Sign Renderings

CUSTOMER INFO

Contact: -Jasiman
Company: - Top Notch Personnel
Phone #: - 972-923-9244
Email: -



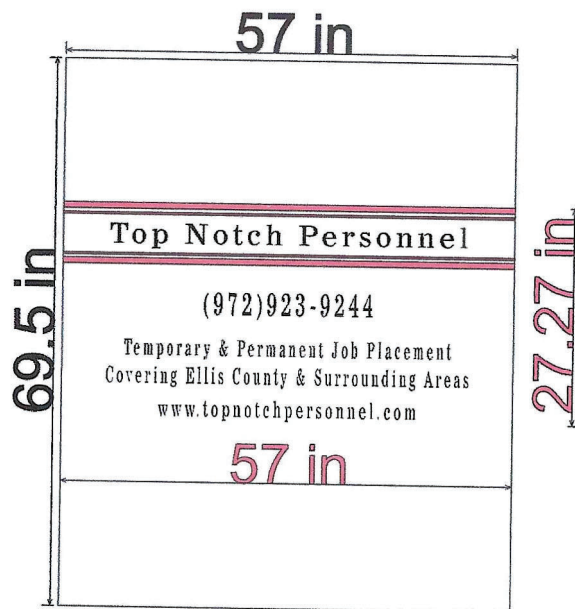
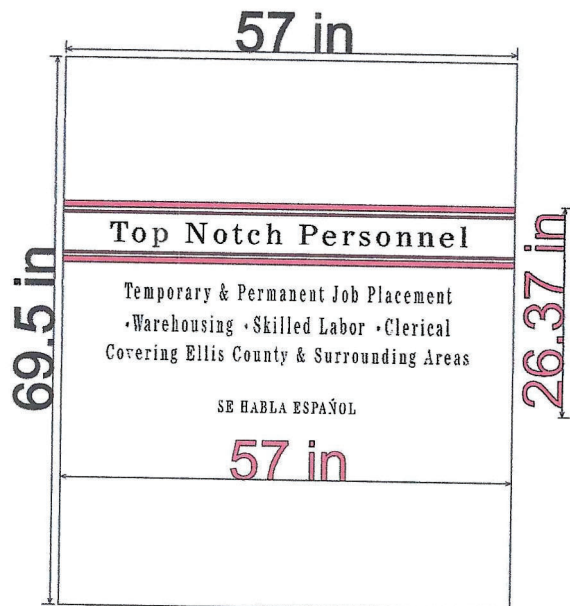
2- 45.68in by 27.17in
SF- vinyl

Date: June 17th, 2024

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.



- ☐ 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

CUSTOMER INFO

Contact: - Jasiman
 Company: - Top Notch Personnel
 Phone #: - 972-923-9244
 Email: -

Date: June 28th, 2024



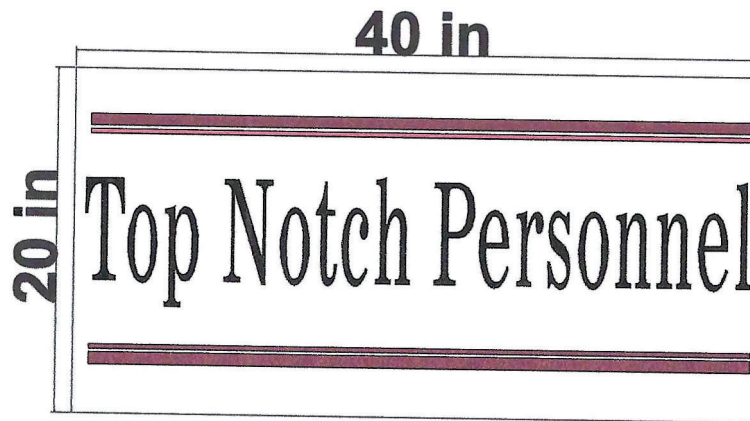
JOB DESCRIPTION

1 - 24" x 48" DF MDO

PRICE

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Hanging MDO Board DF

Attached by existing eye bolts on awning
 with D-rings

201 E Main St Suite 103

- ☐ I have verified the artwork.
- ☐ I have verified the colors.
- ☐ I have verified the text and spelling.
- ☐ I have verified the layout.
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- ☐ Approved. No Changes Required
- ☐ Please make the noted changes



306 W. Main St.
 Waxahachie, TX 75165
 972-937-7446

info@quickwaysignstx.com

Signature

Date

Top Notch Personnel

Main St.
#102

NO
HIRING

Warehouse
Skilled Labor • Clerical
Temporary & Permanent
Job Placement







(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: August 8, 2024
Re: Consider a Sign Permit for 201 E Main Street, Suite 105

Applicant: Chris Reeves, Quickway Signs

Property Address: 201 E Main Street, Suite 105

Request: The applicant plans to install a 2-foot by 2-foot blade sign underneath the awning and a barber pole on the facade of 201 E. Main Street, Suite 105. The blade sign complies with the city's sign requirements. The request includes the barber pole for the commission's input on its appropriateness. The barber pole is 26.5 inches tall and 8 inches wide.

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:

- Sign Rendering
- Photos of Barber Pole

CUSTOMER INFO

Contact: - Delaney Hill
 Company: - Rebel Barber Society
 Phone #: XXXXXXXXXX
 Email: -TEXT PROOF PLEASE

Date: June 25th, 2024



JOB DESCRIPTION

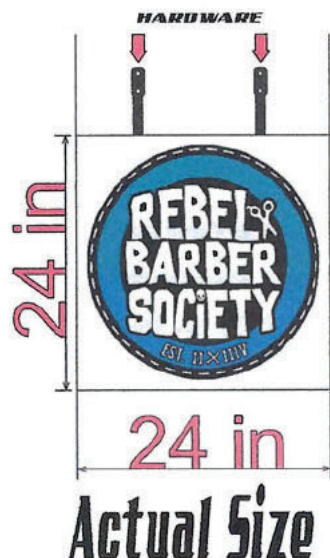
~~Front Window Stickers~~

24"X24" DF MDO
 Hanging Sign

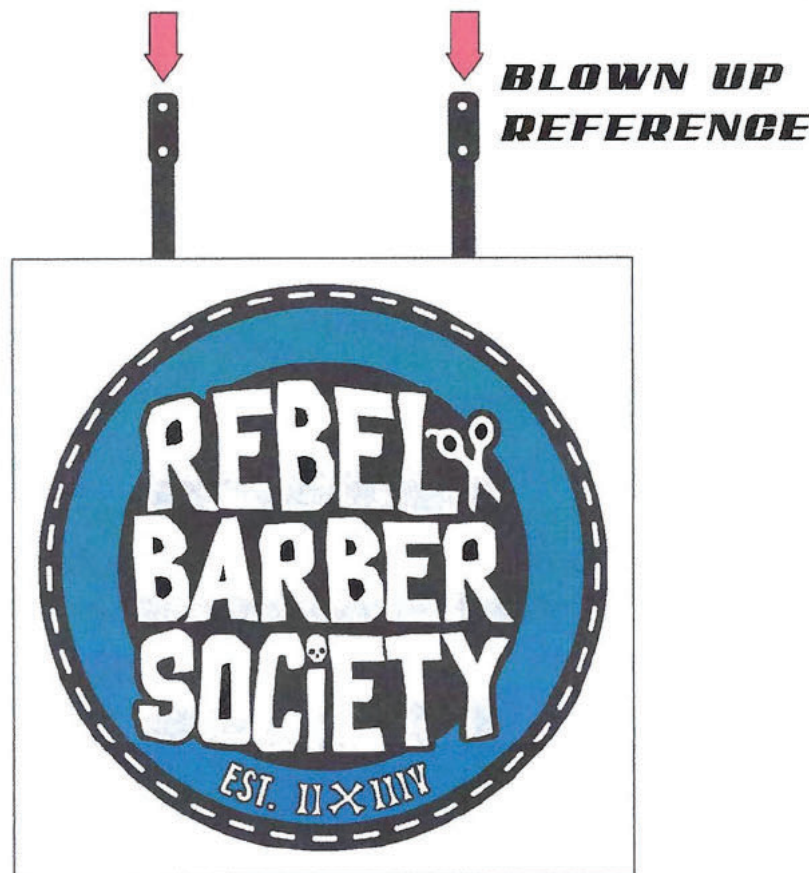
PRICE

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HARDWARE



The Sign will have Brackets screwed to it along with brackets connected to the support slats of the awning!

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- ☐ 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



CUSTOMER INFO

Contact: - Delaney Hill
 Company: - Rebel Barber Society
 Phone #: - XXXXXXXXXX
 Email: - TEXT PROOF PLEASE

Date: June 25th, 2024



JOB DESCRIPTION

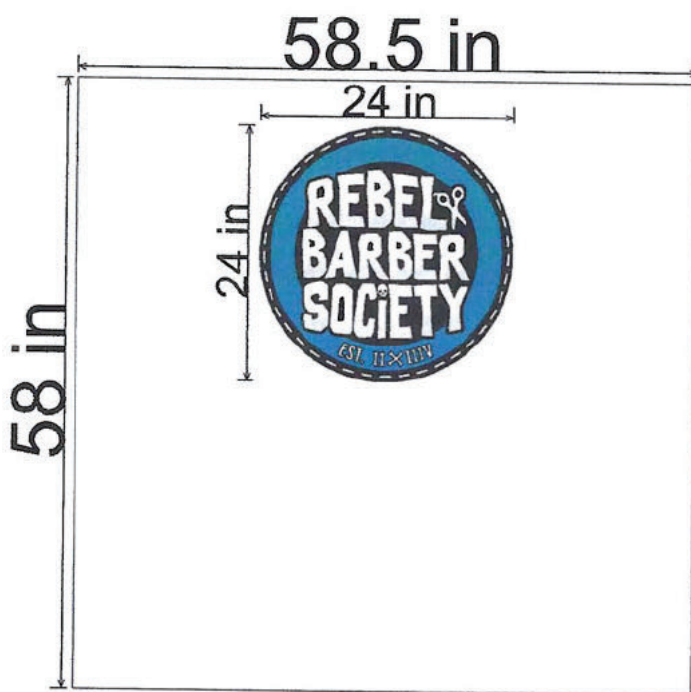
Front Window Stickers

PRICE

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 PLEASE CHECK THIS PROOF THOROUGHLY, CHECKING FOR CORRECT SIZE, COLOR ETC.

201 E. Main St Suite 105



vinyl decals on 2 front window

- ☐ I have verified the artwork.
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- ☐ I have verified the layout.
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- ☐ Approved. No Changes Required
- ☐ Please make the noted changes



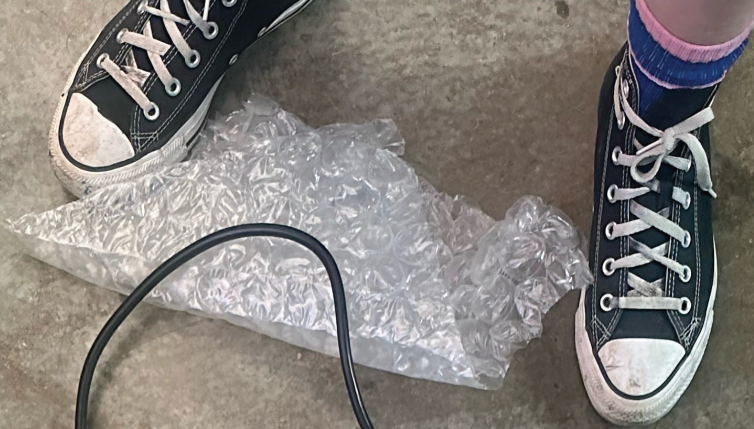
306 W. Main St.
 Waxahachie, TX 75165
 972-937-7446

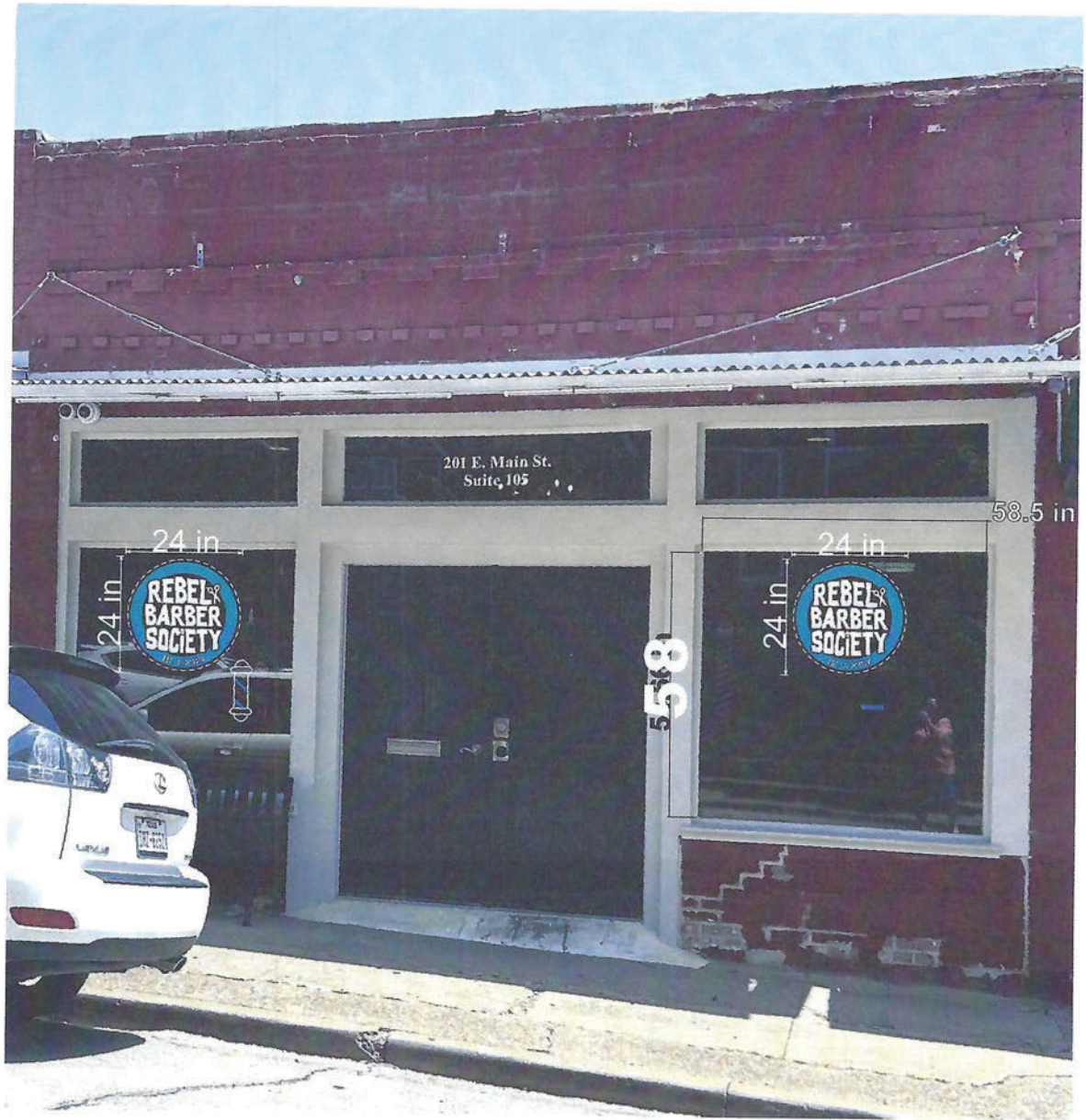
info@quickwaysignstx.com

Signature

Date

GLASS





① 24" decal on each window