

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on ***Thursday, May 8, 2025 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 Ronald Finch Adam Graves Kelly Savell Mark Gundert Alex Lohmann
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Planning & Zoning Commission Liaison:	Marlene Norcross
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. Approve the meeting minutes of the meeting held on April 10, 2025
4. Consider a Certificate of Appropriateness for 215 E. Main Street
5. Consider a Certificate of Appropriateness for 205 Oldham Street
6. Comments by Commission members and City staff
7. 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>

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on Thursday, April 10, 2025 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 Ronald Finch Adam Graves Kelly Savell Mark Gundert Alex Lohmann
Planning & Zoning Commission Liaison:	Marlene Norcross
Heritage Preservation Manager:	Eleana Tuley
City Council Liaison:	Patrick Souter

Guests: Chris Wright, Mayor Pro Tem

1. Call to Order

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

2. Public Comments

There were no public comments.

3. Approve the meeting minutes of the meeting held on March 27, 2025

Action:

Adam Graves motioned to approve the March 27, 2025 meeting minutes with changes consisting of adding five properties that received the historic tax exemption but were accidentally omitted from the list and minor address revisions. Alex Lohman seconded the motion. *All ayes.*

4. Consider Historic Tax Incentive Applications and associated additional tax credit requests for routine maintenance, restoration, or commercial reinvestment

The Heritage Preservation Commission approved the historic tax incentive applications for the following properties:

- 407 W. Parks Ave.
- 613 N. Grand Ave.
- 201 Oldham Street

The Heritage Preservation Commission denied the historic tax incentive applications for the following properties:

- 602 N. Rogers Street – *The historic tax incentive application was denied because the property owner confirmed that one of the original wood windows on the front facade had been removed and the front door had been replaced with an aluminum door that was not period-appropriate for the home.*

Action:

Alex Lohman motioned to approve and deny the historic tax incentive applications as listed above. Kelly Savell seconded the motion. *All ayes.*

5. Discuss improvements to the online Historic Tax Incentive Application form

The Commission recommended adding an example to the application or website to illustrate what constitutes a good photo submission. This included guidance on which areas of the house, such as windows, doors, and decorative elements like fretwork, should be visible, as they are key areas of interest. Other changes were minor changes in wording to ensure the applicant could easily understand the questions.

6. Comments by Commission members and City staff

Eleana Tuley announced the upcoming webinar on the restoration of historic windows by Brent Hull and Steve Jordan, hosted by the National Alliance of Preservation Commissions (NAPC):

Eleana Tuley scheduled meetings for the Education & Outreach and Restoration Committee to discuss future initiatives.

7. Adjourn

Peggy Crabtree adjourned the meeting at 6:42 pm.



Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: May 8, 2025
Re: Certificate of Appropriateness for 215 E. Main Street

Applicant: Mark Rowe

Owner's Name: Canis Amarillo, Inc.

Property Address: 215 E. Main Street

Request: The applicant proposes adding an uncovered 30-foot by 15-foot deck to the rear of the building. This request is being presented to the Commission to ensure that the addition does not negatively impact the structure's historical integrity or the overall site.

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.

- The Applicant shall not change the scope of work after a Certificate of Appropriateness is approved unless a revised scope of work is resubmitted and approved by the Heritage Preservation Commission.

Attachments:

- Certificate of Appropriateness Application
- Building Plan for the Deck
- Photo of the Back of the Building

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

Case Number _____

Date Filed: APRIL 24, 2025Date for Consideration by the Heritage Preservation Commission: MAY 8th, 2025Property Owner CANIS AMARILLO INC. and/or Agent MARK ROWE

Mailing Address - Owner/Agent (circle one) _____

Phone number _____

Email address _____

Historic Structure Address 215 EAST MAIN, WAXAHACHIEIs 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: REMODEL INTERIOR AND ADD DECK
TO REAR OF BUILDING.

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).

REAR OF STRUCTURE STOP PRIOR TO BACK OF
LOT. WE PROPOSE TO ADD A DOORWAY WITH
ACCESS TO A OPEN DECK.

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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.

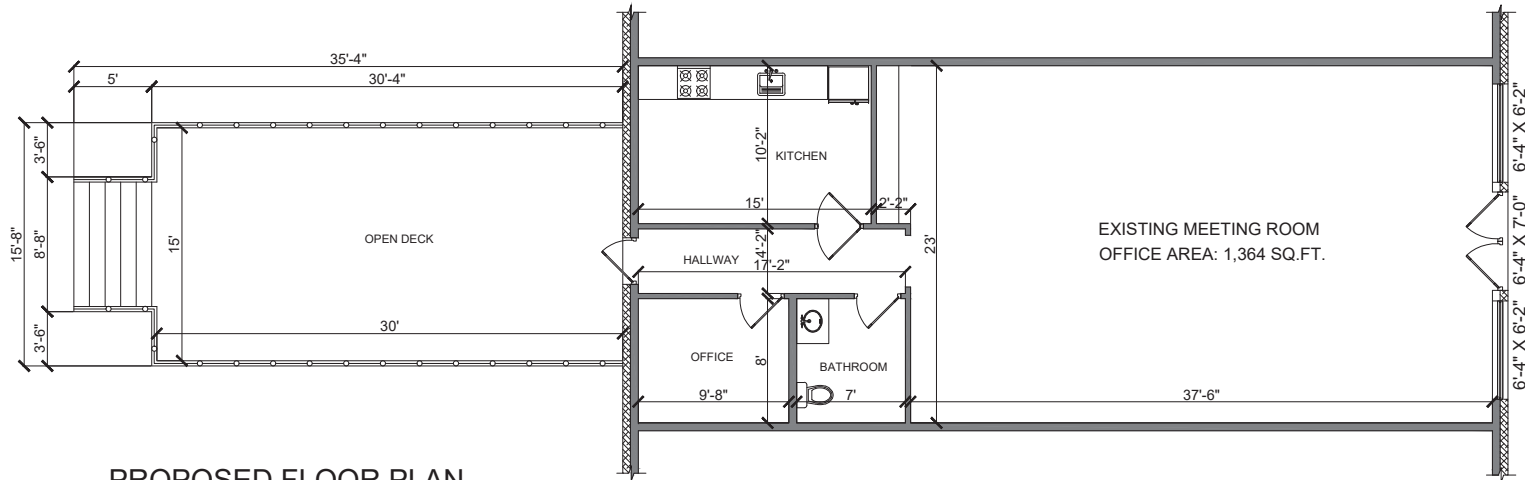
Signature of Property Owner or Agent: Mark Rome Date: 4/24/25

CERTIFICATE OF APPROPRIATENESS

Commission Action: Requires Signature of Chair of the Heritage Preservation Commission

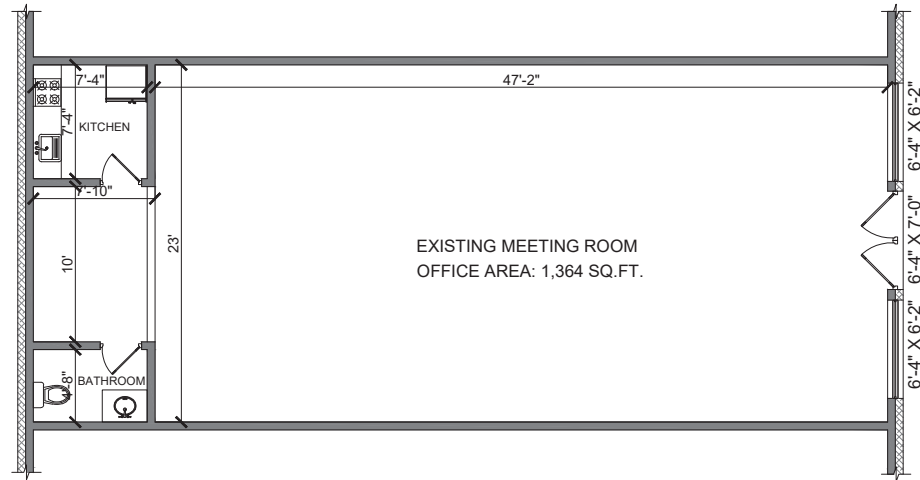
Date: _____ Preliminary Approval YES _____ NO _____
& Signature

Date: _____ Final approval after work is YES _____ NO _____
& Signature inspected and completed



PROPOSED FLOOR PLAN

1/8" = 1'-0"



EXISTING FLOOR PLAN

1/8" = 1'-0"

All About Permits
Drafting and Design + Permit Expediting
Ruth Solorzano (214)970-0789

allaboutpermits@outlook.com

ADDRESS:
215 E
MAIN ST.
WAXAHACHIE
TX 75165

USE:
COMMERCIAL
DRAWN BY:
ALLABOUTPERMITS
DATE:
04/07/2025
PLAN:
FLOOR PLAN
SCALE:
1/8" = 1'-0"

A01

(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: May 8, 2025
Re: Certificate of Appropriateness for 205 Oldham Street

Applicant: Richard McDowell

Owner's Name: Richard and Alyssa McDowell

Property Address: 205 Oldham Street

Request: The Applicant proposes replacing rotten Masonite siding with Hardie Plank on the east (facing Flat Street), west (facing neighboring property), and north (facing neighboring property) facades. According to the Applicant, the Masonite siding was used on the portions of the house that were later added to the original footprint.

Additionally, the Applicant proposes adding decorative cedar shingle siding on the front façade's gable and replacing the deteriorated aluminum skirting at the base of the home along the front façade. The house currently has aluminum skirting painted the same color as the exterior to blend in.

The home was in the 2019 Historic Resource Survey and has Folk Victorian and Queen Anne stylistic influences. Based on the consultant's onsite evaluation, it was built around the 1900s.

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.
- The Applicant shall not change the scope of work after a Certificate of Appropriateness is approved unless a revised scope of work is resubmitted and approved by the Heritage Preservation Commission.

Attachments:

- Certificate of Appropriateness Application
- Building plans for proposed work
- Picture of cedar shingle siding
- Picture of Hardie plank siding
- Examples of homes with cedar shingle siding

**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 Richard McDowell and/or Agent _____

Mailing Address Owner Agent (circle one) 205 Oldham St. Waxahachie, TX 75165

Phone number [REDACTED]

Email address [REDACTED]

Historic Structure Address 205 Oldham St.

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 _____

(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: Replace rotten masonite siding with Hardie Planks on portion of property that is not original. Also replace deteriorating aluminum skirting with Hardie Plank. Adding decorative cedar shingle siding to one gable on the front of the house.

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).

The replacement Hardie Plank will resemble the original cedar siding, much more so than the current rotten masonite and deteriorated aluminum, as well as greatly enhance the durability of the home. The decorative shingles will match the style of the time period, as well as 3 of the surrounding houses on our street.

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.

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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: Richard McDowell Date: 4/15/25

CERTIFICATE OF APPROPRIATENESS

Commission Action: Requires Signature of Chair of the Heritage Preservation Commission

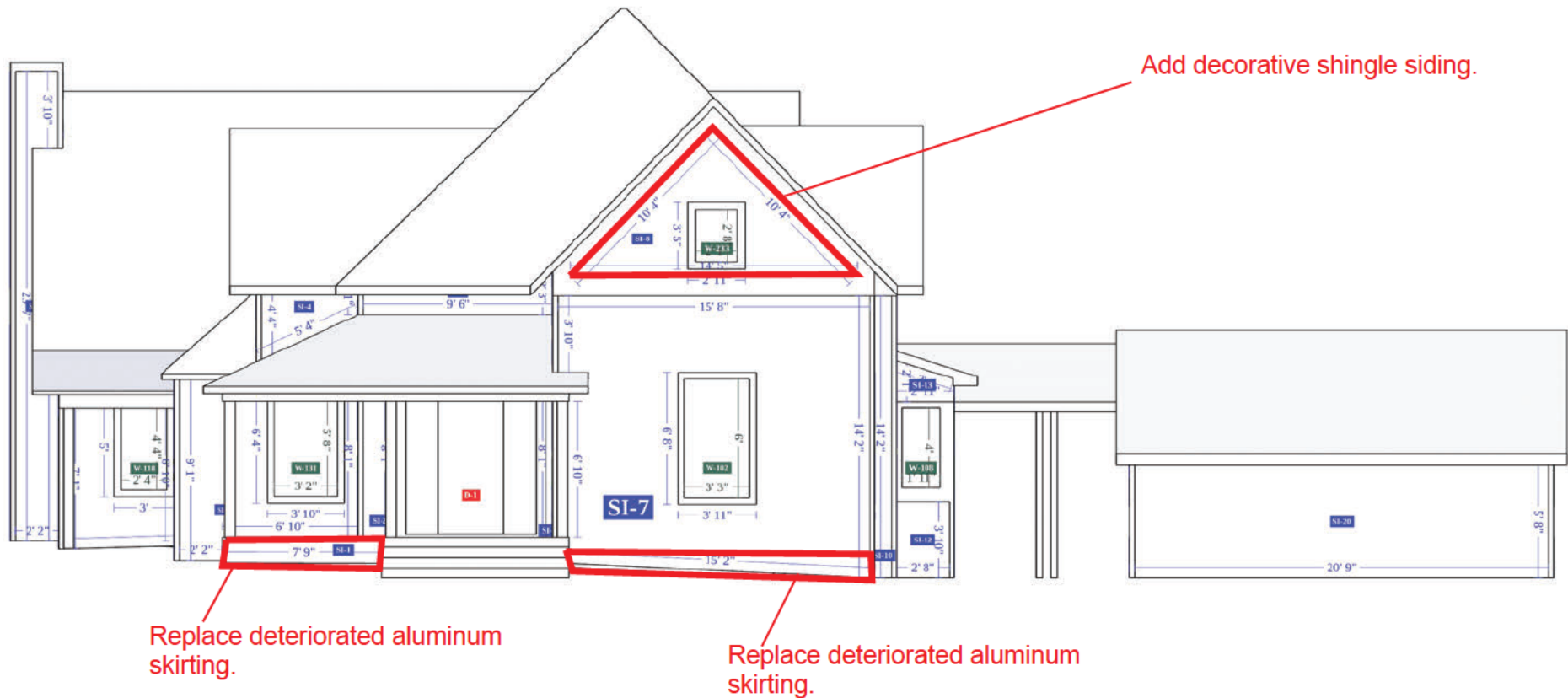
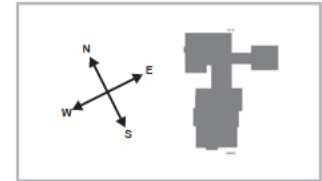
Date: _____ Preliminary Approval YES ____ NO ____
& Signature

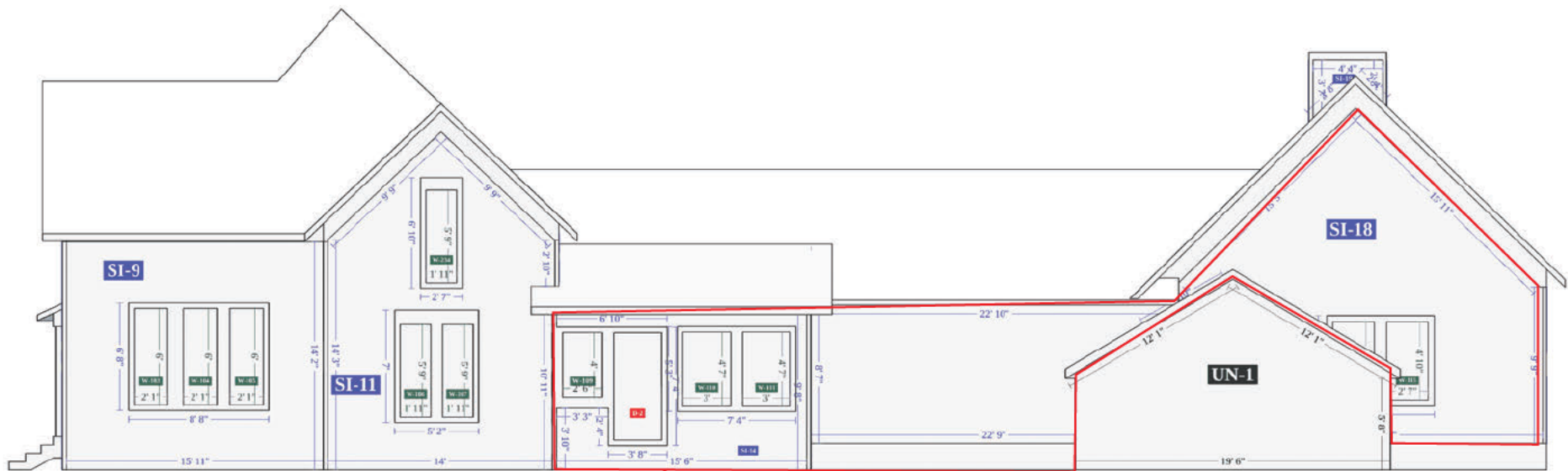
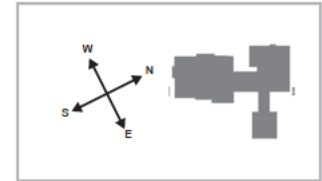
Date: _____ Final approval after work is YES ____ NO ____
& Signature inspected and completed

List of materials:

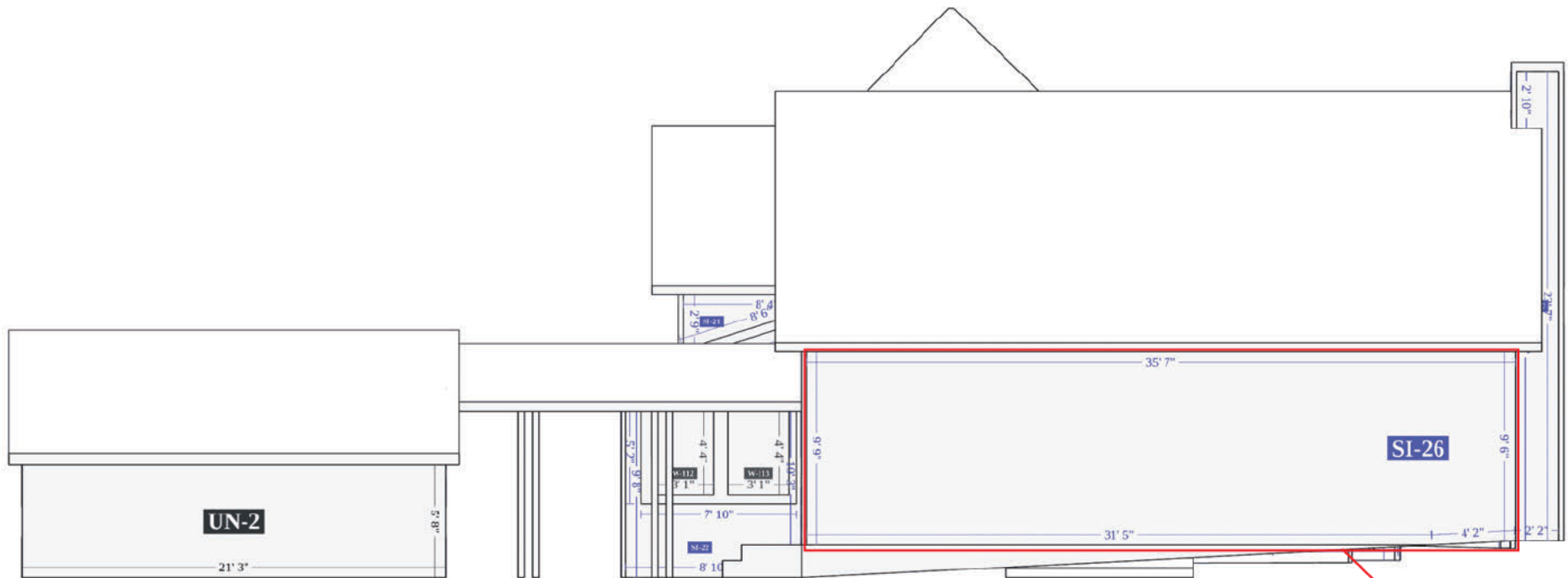
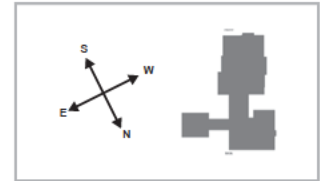
- Cedar planks for shingle siding
- Hardie Cedarmill Planks

Dollar value of improvements: \$41,000

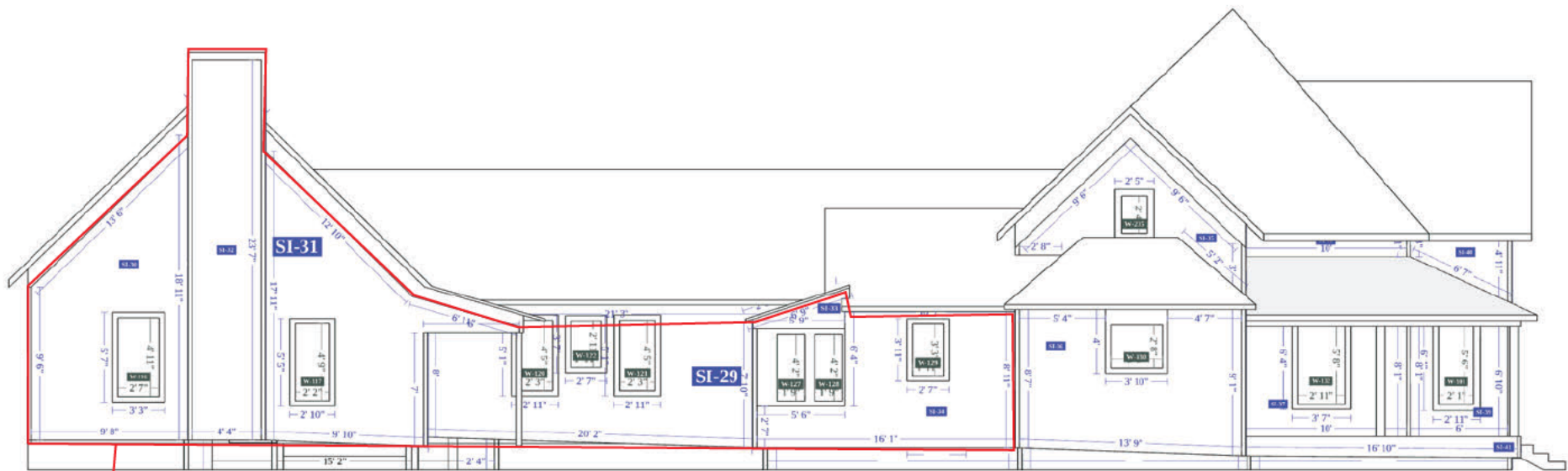
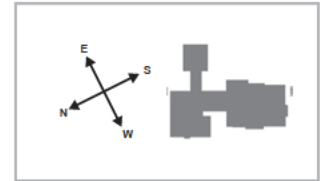




Replace rotten masonite siding and aluminum skirt with Hardie planks.



Replace rotten masonite siding with Hardie planks.



Replace rotten masonite siding with Hardie planks.





