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 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:	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

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. Consider a Certificate of Appropriateness for 411 E. Marvin Avenue

4. Discuss Best Practices and Submission Requirements for Window Restoration and Replacement

5. Comments by Commission members and City staff

6. 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.

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 10, 2025

Re: Consider a Certificate of Appropriateness for 411 E. Marvin Avenue

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Applicant: Michelle Haye

Owner's Name: Michelle and Grayson Haye

Property Address: 411 E. Marvin Avenue

Request: The property owner proposes to restore the porch using Doric-style columns, a new wood railing at an appropriate height, and sawn balusters consistent with the historic character of the home. The porch flooring will feature tongue-and-groove wood planks, and all proposed materials will be wood.

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
- Historic Photo
- Current Photos
- 1909 & 1914 Sanborn Maps
- 1985 Historic Resource Survey
- 2019 Historic Resource Survey
- Elevation with Proposed Improvements
- Examples of Proposed Improvements
- Proposed Materials

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 Michelle & Grayson Haye and/or Agent _____

Mailing Address ~~Owner~~/Agent (circle one) 411 E Marvin Ave. Waxahachie, TX

Phone number [redacted] _____

Email address [redacted] _____

Historic Structure Address 411 E Marvin Ave. (Same as mailing address)

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

Has this structure been designated as a Historic Resource?
Yes ✓ No _____ By whom 2019 HHM Survey, 1985 Historic Resources Survey
(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: Replace existing inappropriate front porch deck with sympathetically appropriate porch, including restoring the columns to the original doric- style columns, adding appropriate height sloped railings (top and bottom for drainage), and appropriate style sawn balusters. Flooring will be tongue and groove. All materials will be wood.

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).

Previous survey and vintage photos show that while the house was in a significant state of deterioration when taken, the original two posts were doric-style. While no porch balusters are present in any historic photos to reference due to the state of the deterioration, sawn balusters are historically appropriate for vernacular structures around the turn of the century and can be found on similar styles of vernacular homes nearby. All materials will be hardwood and in keeping with ~1906 character of the home.

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: Michelle Haye Date: 7/1/2025

CERTIFICATE OF APPROPRIATENESS

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

Date: _____ Preliminary Approval YES ____ NO ____
& Signature

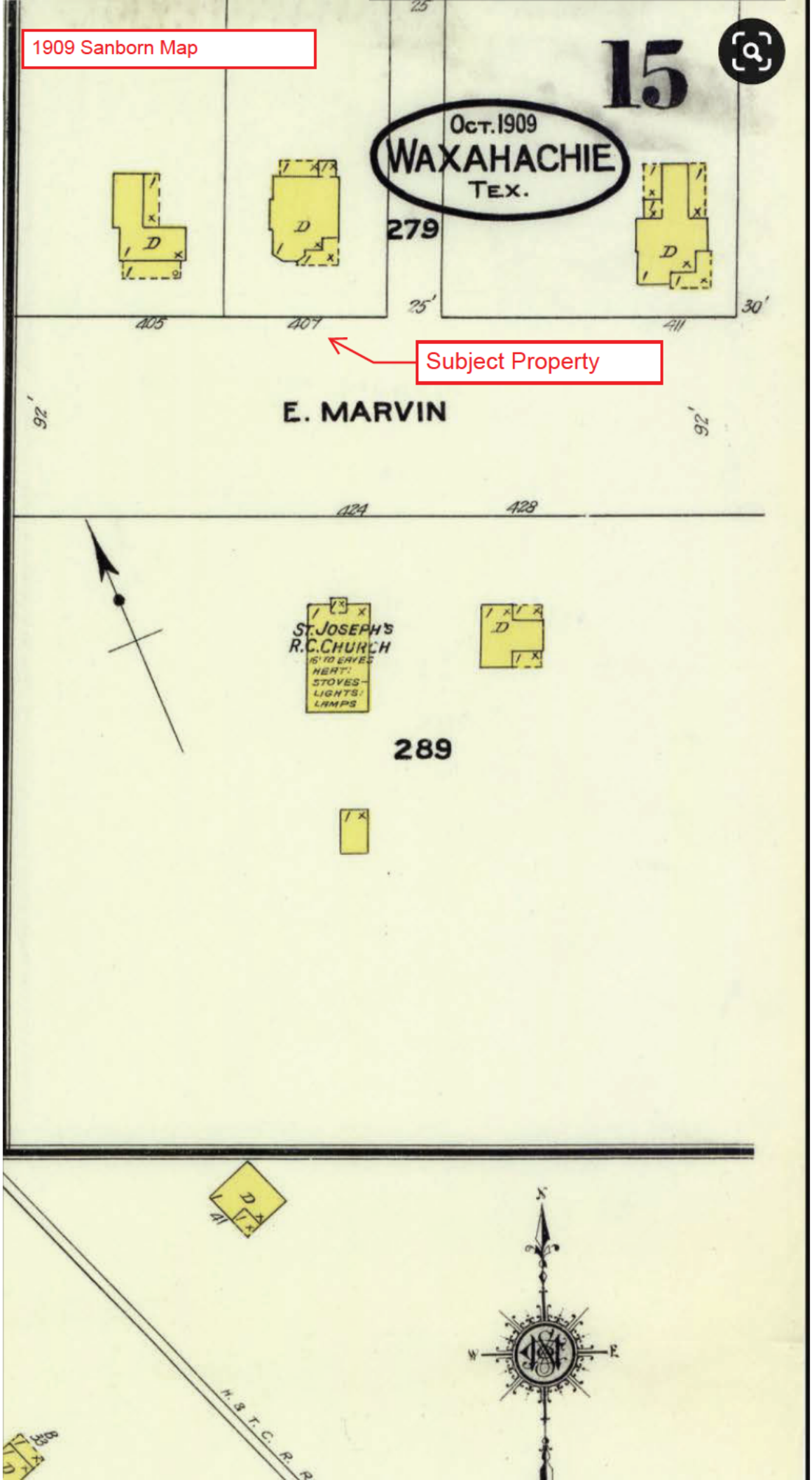
Date: _____ Final approval after work is YES ____ NO ____
& Signature inspected and completed

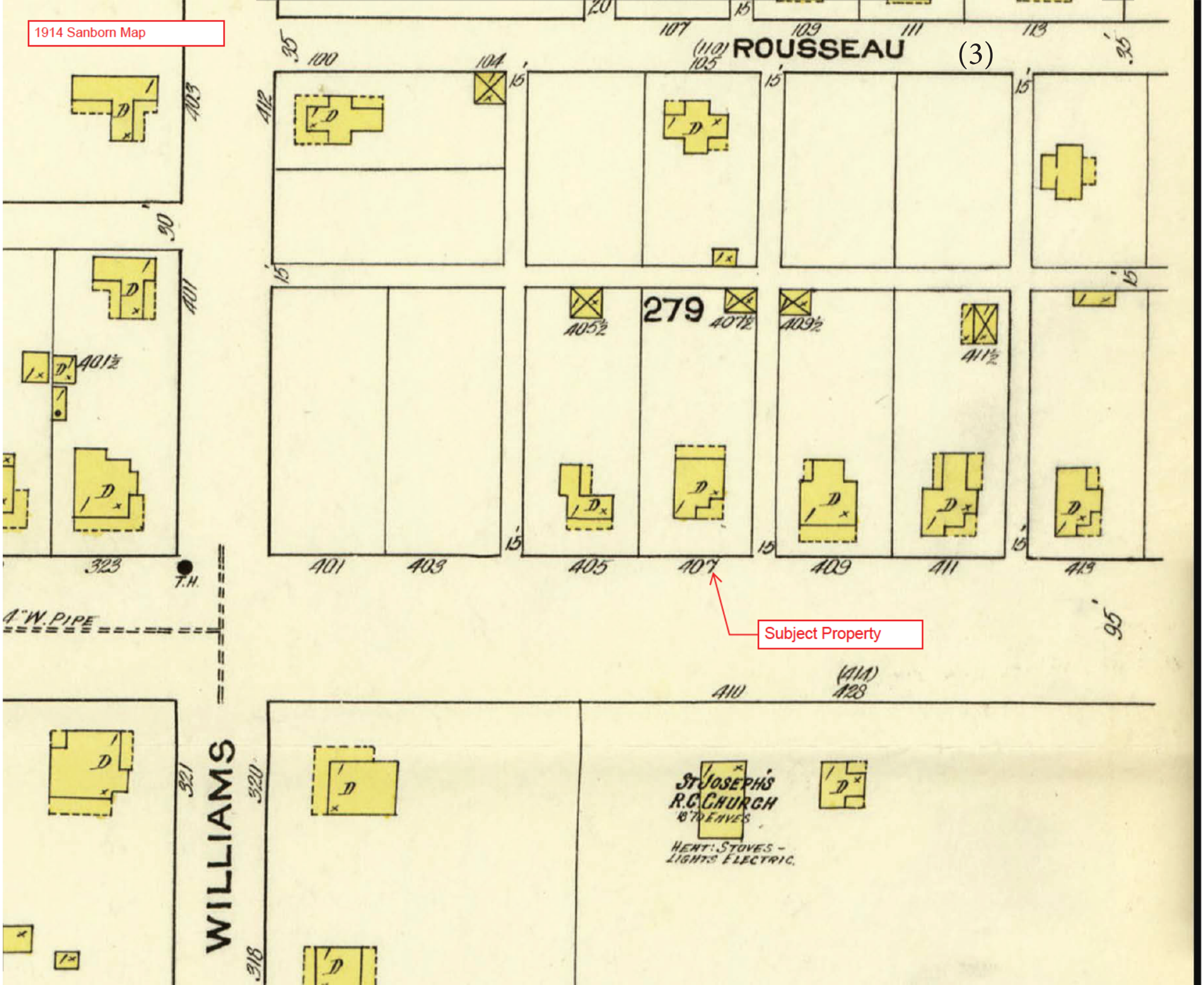



411




411


1909 Sanborn Map
15
OCT. 1909
WAXAHACHIE
TEX.
279
405
407
25'
411
30'
Subject Property
E. MARVIN
92'
92'
424
428
ST. JOSEPH'S
R.C. CHURCH
289
N
W
E
H. & T. C. R. R.


1914 Sanborn Map
ROUSSEAU
(3)
279
Subject Property
WILLIAMS
ST JOSEPH'S R.C. CHURCH
STONE ENVES
HEAT: STOVES - LIGHTS ELECTRIC.
4" W. PIPE
T.H.
401
403
405
407
409
411
413
401½
405½
407½
409½
411½
323
321
320
318
410
(411A)
428
112
100
104
(110)
105
107
109
111
113
90
95

1985 Historic Resource Survey

Pres. Prior. Low	Med	High	Identification: Street / Number	Resource Type	Date	Photographic References: Black & White – Roll:Frame	Slides	Site Number
			W MAIN cont.			(3)		
	X		1214	Dwelling	c. 1910	45:18, 67:1-2	1	506
		X	1300 BLK	Park	c. 1889	45:17, 65:13		496
		X	1303	Dwelling	c. 1895	39:27, 65:16-19		608
		X	1307	Dwelling	c. 1915	39:28, 65:20-21		607
	X		1314	Dwelling	c. 1915	45:16, 66:35		505
	X		1316	Dwelling	c. 1915	45:15, 66:34		504
	X		1406	Dwelling	c. 1900	45:14, 66:32-33	1	503
		X	1408	Dwelling	1898	45:13, 66:29-31	4	502
X			1410	Dwelling	c. 1910	45:12		501
		X	1500	Dwelling	c. 1895	45:11, 66:23-28	4	500
		X	1502	Dwelling	c. 1910	45:10, 66:21-22	2	499
X			1503	Dwelling	c. 1910	39:29		606
X			1505	Dwelling	c. 1920	39:30		605
X			1506	Dwelling	c. 1900	45:9, 66:20		498
	X		1507	Dwelling	c. 1905	39:31, 65:23	2	604
	X		1518	Dwelling	c. 1910	45:8		497
			MARTHA					
X			1208	Dwelling	c. 1935	25:28A		115
X			1209	Dwelling	c. 1925	15:5		116
	X		1210	Dwelling	c. 1920	25:29A		114
			E MARVIN					
		X	100 BLK	Instit. Bldg.	1939	7:22-23, 99:15-16	3	155
		X	206	Dwelling	c. 1895	2:20, 88:20-23, 93:28-31	5	218
	X		300	Dwelling	c. 1890	2:21, 88:24-26, 93:32	4	219
	X		301	Dwelling	c. 1935	7:24		156
		X	304	Dwelling	c. 1890	2:22, 88:27-30	3	220
	X		308	Dwelling	c. 1920	2:23		221
		X	309	Dwelling	c. 1920	7:25, 90:19-20	2	157
X			310	Dwelling	c. 1915	2:24, 88:31		222
	X		311	Dwelling	c. 1935	7:26		158
X			313	Dwelling	c. 1905	7:27, 90:21		159
	X		314	Dwelling	c. 1930	2:25, 88:32	1	223
		X	317	Dwelling	c. 1890	7:28, 90:22-24	2	160
	X		319	Dwelling	c. 1905	7:29, 90:25-26	2	161
	X		323	Dwelling	c. 1905	7:30, 90:27-33	1	162
X			400	Dwelling	c. 1920	2:26		224
		X	401	Dwelling	c. 1924	7:31, 90:29-32	3	163
X			404	Dwelling	c. 1935	2:27		225
	X		407	Dwelling	c. 1920	7:32, 90:34	1	164
		X	411	Dwelling	c. 1900	7:33, 90:35	1	165
	X		501	Dwelling	c. 1905	7:34, 91:1		166
X			504	Dwelling	c. 1900	4:35A		226
	X		512	Dwelling	c. 1920	2:28, 88:33	1	227

2019 Historic Resource Survey

Image	HHM ID	Address	Use	Year Built	Type/Form	Stylistic Influence(s)	Prior Designation(s)	Priority	NRHP Recommendations	Potential NR District
	92996	411 E Marvin Ave	Residential	ca. 1895 Source: In field estimate	Single-family house / Modified L-plan	No stylistic influences visible		Med	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92988	501 E Marvin Ave	Residential	ca. 1910 Source: In field estimate	Single-family house / Square plan hipped-roof	National Folk		High	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92970	512 E Marvin Ave	Religious	1954 Source: Marker	Church / Latin cross	Mission Revival	RTHL marker	High	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92974	605 E Marvin Ave	Residential	1900 Source: Marker	Single-family house / Modified L-plan	Folk Victorian		High	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92969	611 E Marvin Ave	Residential	ca. 1900 Source: In field estimate	Single-family house / Modified L-plan	Folk Victorian		High	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92959	613 E Marvin Ave	Residential	1911 Source: Marker	Single-family house / Irregular plan	No stylistic influences visible		Med	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92962	616 E Marvin Ave	Residential	ca. 1920 Source: In field estimate	Single-family house / Bungalow	Craftsman		Med	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92956	617 E Marvin Ave	Residential	ca. 1900 Source: In field estimate	Single-family house / Modified L-plan	Folk Victorian, Queen Anne		High	Recommended contributing to a NRHP district	Contributing, East Marvin Avenue Historic District
	92955	618 E Marvin Ave	Residential	ca. 1940 Source: Appraisal district	Single-family house / Massed plan	No stylistic influences visible		Low	Recommended non-contributing to a NRHP district	Noncontributing, East Marvin Avenue Historic District

Elevation with Proposed Improvements



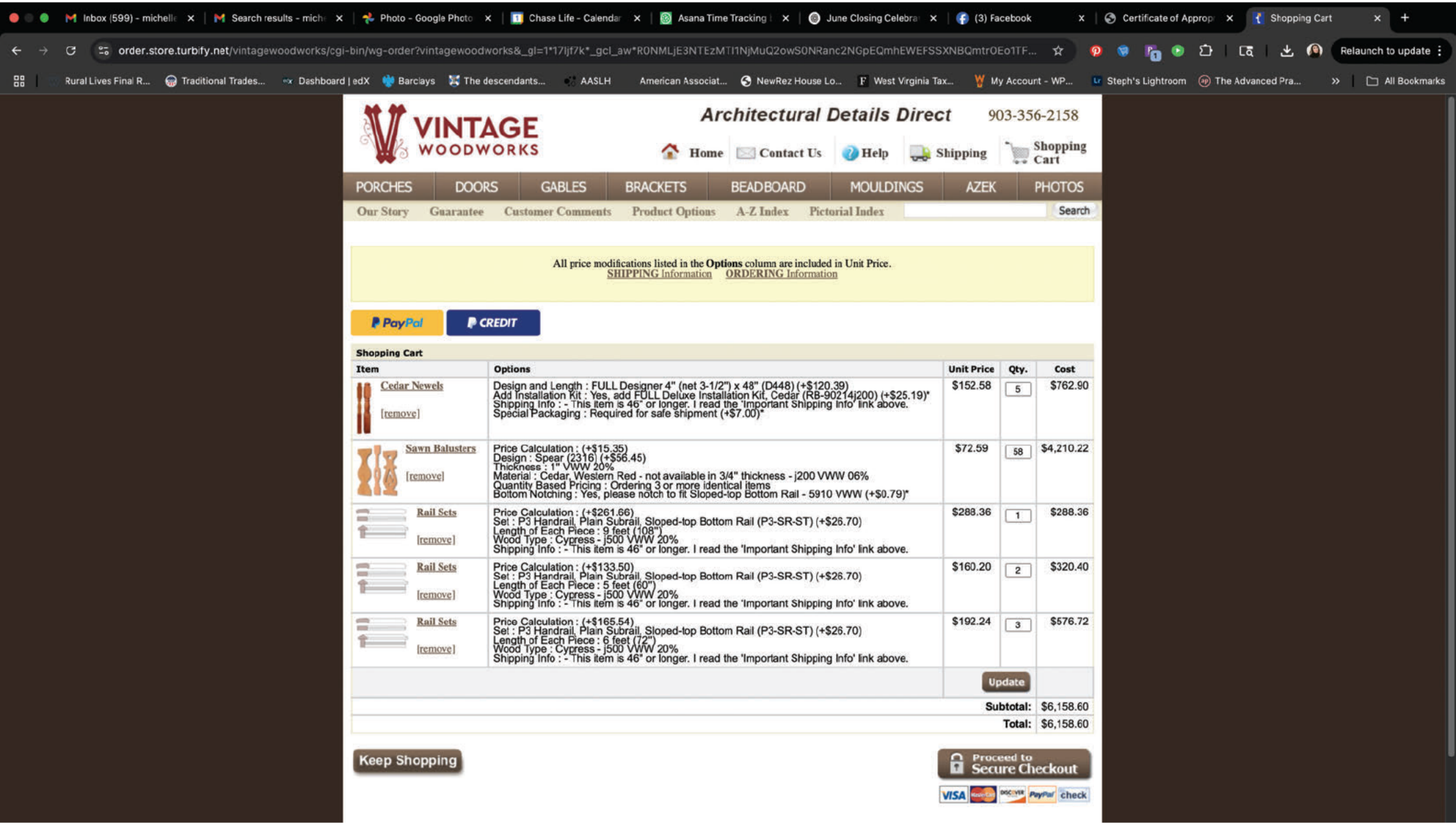
Handrail in line with bottom of window sill, roughly ~23 inches


Example of Proposed Improvements


Example of Proposed Improvements


Example of Proposed Improvements

Proposed Materials



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 10, 2025

Re: Discuss Best Practices and Submission Requirements for Window Restoration and Replacement

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The Heritage Preservation Commission will review best practices for window restoration and consider strategies to enhance communication with applicants regarding the required documentation and evaluation criteria for window restoration or replacement requests. These efforts are intended to streamline and facilitate the restoration process for homeowners of historic properties.