

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on **Thursday, March 12, 2026 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:	Jacqueline Montejano, Vice Chair
	Ronald Finch, Vice Chair
	Peggy Crabtree, Secretary
	Alex Lohmann
	Mark Gundert
	Mark McReynolds
	Kelly Savell

Planning & Zoning Commission Liaison:	Jimmy Poarch
Heritage Preservation Manager:	Sandy Rehkopf
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. ***Speakers must observe the three (3) minute time limit.***

In order to be recognized during Public Comments, please complete a Public Appearance Card located at the entrance of the meeting room. Please present the card to the City Secretary, or their designee, ten (10) minutes before the start of the business meeting.

3. Approve the meeting minutes of the regular meeting held on February 12, 2026
4. Consider Certificate of Appropriateness for 100 N. College
5. Consider Certificate of Appropriateness for 124 Kaufman Street
6. Consider Certificate of Appropriateness for 1404 W. Main
7. Consider Sign Permit for 212 Jefferson Street
8. Consider Sign Permit for 201 Monroe
9. Consider Historic Tax Incentives for Historic Resources previously qualified
10. Consider Historic Tax Incentives for Historic Resources not previously qualified
11. Consider additional tax credits for routine maintenance or restoration of residential and commercial properties
12. Comments by Commission members and City staff

13. 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.

ACCESSIBILITY STATEMENT

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 ADA Coordinator at (469) 309-4000 or (TDD) 1-800-RELAY TX

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.

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on Thursday, February 12, 2026 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: Jacqueline Montejano, Chair
Ronald Finch, Vice Chair
Peggy Crabtree, Secretary
Kelly Savell
Mark Gundert
Alex Lohmann
Mark McReynolds

Planning & Zoning Commission Liaison: Jimmy Poarch (Present)
Heritage Preservation Manager: Sandy Rehkopf (Present)
Executive Director of Parks & Leisure Services: Gumaro Martinez (Present)
City Council Liaison: Patrick Souter (Present)

1. Call to Order

Chair Jacqueline Montejano called the meeting to order at 5:30 p.m.

2. Public Comments

None.

3. Approve the meeting minutes of the regular meeting held on January 22, 2026

Action:

Peggy Crabtree moved to approve the January 22, 2026 meeting minutes as presented. The motion was seconded by Kelly Savell and carried unanimously (7-0).

4. Consider a Certificate of Appropriateness for 216 W Franklin

Sandy Rehkopf, Heritage Preservation Manager, presented the item and the property owner was present. The request involved an interior remodel to add more offices that would affect the west side of the building that is street facing. Owner proposes to remove existing double exterior door and replace it with a single exterior door. In addition, owner will add a new window that matches existing windows.

Action:

Mark McReynolds moved to approve the Certificate of Appropriateness for 216 W Franklin. The motion was seconded by Peggy Crabtree and carried 6-1, with Alex Lohmann voting in opposition.

5. Consider a Certificate of Appropriateness for 218 University

Mrs. Rehkopf presented the item and owner, Mark McReynolds, was present. The request involved replacing the current (not original) front door with one that is more appropriate with the era of the home as well as exterior paint. The Commission discussed the need vs no need for a COA on each

item. It was determined that COA was not required for the routine maintenance (paint) but that COA is required for the new door (restoration).

Action:

Alex Lohmann moved to approve the Certificate of Appropriateness for 218 University. The motion was seconded by Kelly Savell and carried unanimously (7-0).

6. Consider Historic Tax Incentives for Previously Qualified Resources

Mrs. Rehkopf presented the item. She reminded the Commissioners of the new annual review process for re-applications where properties were approved in the prior tax year and no significant exterior changes were identified and use of a consent agenda approach to approve in bulk.

Mrs. Rehkopf presented twenty-six (26) properties and provided the Commissioners with the opportunity to request discussion on any property. No requests were received.

Historic Tax Incentives Considered:

- 1005 W Main
- 101 Greenbrier
- 1025 W Main
- 107 Chapman Circle
- 1105 E Marvin
- 1109 E Marvin
- 123 E University
- 202 Overhill
- 206 E Marvin
- 209 Brown
- 210 E University
- 233 Patrick
- 300 University
- 303 E Marvin
- 304 Harbin
- 316 Virginia
- 407 Brown
- 521 N Grande
- 527 W Jefferson
- 608 W Marvin
- 611 W Marvin
- 622 Kaufman
- 808 W Main
- 809 W Main
- 900 Bryson
- 910 W Main

Action:

Alex Lohmann moved to approve the list of fifty-one (51) previously qualified historic resources as submitted via Memo and recommended by staff for the 2026 year. The motion was seconded by Ronald Finch and carried unanimously (7-0).

7. Consider Historic Tax Incentives for Historic Resources not previously qualified

Mrs. Rehkopf presented eight (8) new applications to the Commission for consideration. The Commission reviewed and discussed each property thoroughly.

Historic Tax Incentives Considered:

- 109 Savannah (Tabled 1/22/26)
- 401 Turner (Tabled 12/11/25 & 1/22/26)
- 500 Bryson (Tabled 1/22/26)
- 406 Brown
- 609 Ferris
- 705 Water
- 900 E Marvin
- 607 N Rogers

Action:

Alex Lohmann motioned to:

Table the application for 900 E Marvin to request more historic photos of the property.

Deny the application for three properties:

- *401 Turner for historic items not maintained*
- *609 Ferris for vinyl siding*
- *705 Water for inappropriate shutters and port hole window*

Approve the remaining two properties:

- *109 Savannah*
- *500 Bryson*

The motion was seconded by Ronald Finch and carried unanimously (7-0).

8. Consider Additional Tax Credits for Routine Maintenance or Restoration of Residential and Commercial Properties

Mrs. Rehkopf presented two (2) new application for historic tax incentive which included a request for additional tax credit associated with routine maintenance and/or restoration efforts for the property:

- 406 Brown
- 607 N Rogers

Mrs. Rehkopf then presented four (4) applications for properties that were previously approved for tax credit in the prior year which also included requests for additional tax credits associated with routine maintenance and/or restoration efforts for properties:

- 417 W Jefferson
- 316 Virginia
- 300 University
- 900 Bryson

The Commission reviewed each property and discussed each at length.

Action:

Mark Gundert motioned to:

Deny the additional tax credit for 900 Bryson – the additional request was for artificial turf which does not qualify

Approve the additional tax incentives for the remaining five (5) properties:

- 406 Brown
- 607 N Rogers
- 417 W Jefferson
- 316 Virginia
- 300 University

The motion was seconded by Peggy Crabtree and carried unanimously (7-0).

9. Comments by Commission members and City staff

Commissioner Alex Lohmann posed a question to Commission and Staff if there was anything we could do for property owners who are denied for tax incentive in order to entice them to make the necessary repairs. Gumaro Martinez, Executive Director of Parks and Leisure Services, mentioned the nonprofit, History Waxahachie Inc, and wondered if they might consider incentivizing residential property owners. Kelly Savell said she would speak with HWI at their next meeting.

Kelly Savell reminded the group about a previous discussion they had regarding garage doors and the appropriate look for various eras. She brought reference guides and educated the group on period specific styling in the ca 1940 – 1950.

10. Adjourn

There being no further business, the meeting adjourned at 7:00 p.m.

Respectfully submitted,

Sandy Rehkopf
Historic Preservation Manager



Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: March 12, 2026
Re: Consider a Certificate of Appropriateness for **100 N College**

Applicant: Kevin Cross

Owner's Name: Rogers Hotel Partners, LLC

Property Address: 100 N College

Request: The request involves significant brick work to include replacement of approximately 18,000 bricks to maintain the integrity of the building during and after window replacement.

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 complete 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
- Photos
- Architectural Site Plans, Drawings, and Materials Schedule

(4)

Certificate of Appropriateness Application Form

Date Filed: 1/2/2026

Property Owner's Name: Rogers Hotel Partners, LLC and/or Agent: _____

Mailing Address: 1350 Manufacturing St. Suite 101 Dallas, TX 75207

Phone number: 214-741-5018 Email address: vcross@jimlakeco.com

Historic Structure Address: 100 N College St. Waxahachie, TX 75165

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

Has this structure been designated as a Historic Resource?

Yes ☒ No ☐ By whom: N/A

(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 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: The project will put back like and kind brick for the 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): Necessary brick replacements will add structure soundness and continue to add historic integrity.

General Checklist for Certificate of Appropriateness Application

(4)

(Applicable to All Project Types)

The following items **must** be included with this application:

- ☐ Current photograph(s) of the existing structure
- ☐ Historic photograph(s) (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

The following items may be requested:

- Site plan showing the location of existing and proposed structures on the subject property
- Sample(s) of material(s) or fixture(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 a Historic Overlay District, you must consult the *Downtown or Residential Design Guidelines* before planning your project. You can obtain a copy of the guidelines on the City of Waxahachie website at www.waxahachie.com under the Heritage Preservation Department webpage or by contacting the Downtown Redevelopment and Historic Preservation Manager.

If your property is not in the Historic Overlay District, we highly recommend you refer to the *Residential Design Guidelines* and the *Secretary of the Interior's Standards for the Treatment of Historic Properties* as you plan your project. You can obtain a copy online at www.waxahachie.com under the Heritage Preservation Department webpage or by contacting the Heritage Preservation Officer (eleana.tuley@waxahachie.com).

NOTE: Plan to submit your application to the Heritage Preservation Officer at least 20 days before the Heritage Preservation Commission meeting date.

Signature of Property Owner or Agent: Amanda Moreno-Lake Date: 1/2/2026

CERTIFICATE OF APPROPRIATENESS AUTHORIZATION

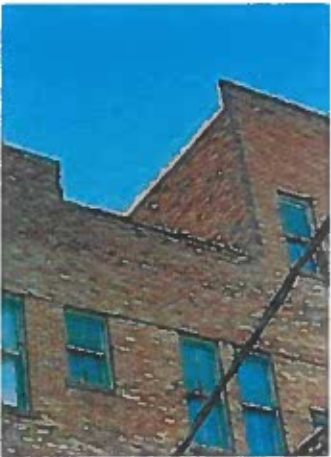
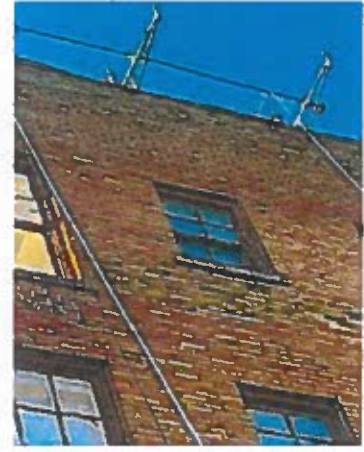
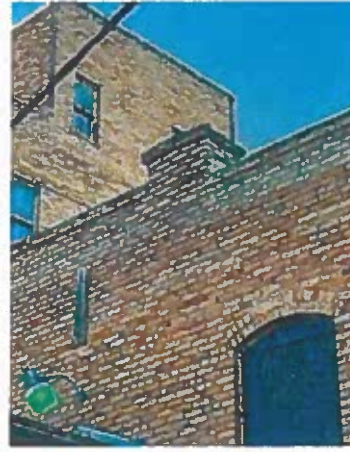
Commission Action: Requires Signature of Chair of the Heritage Preservation Commission

Signature: [Signature] Date: 1/3/2026 Preliminary Approval Yes X No _____

Signature: _____ Date: _____ Final Approval Yes _____ No _____

Checklist for Certificate of Appropriateness – Window Repair & Restoration

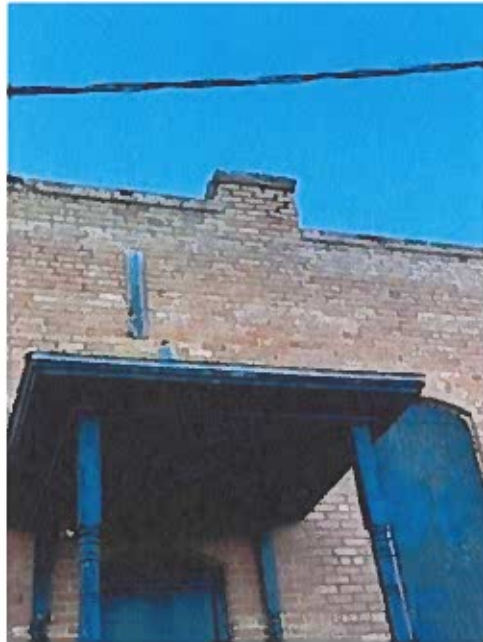
(4)



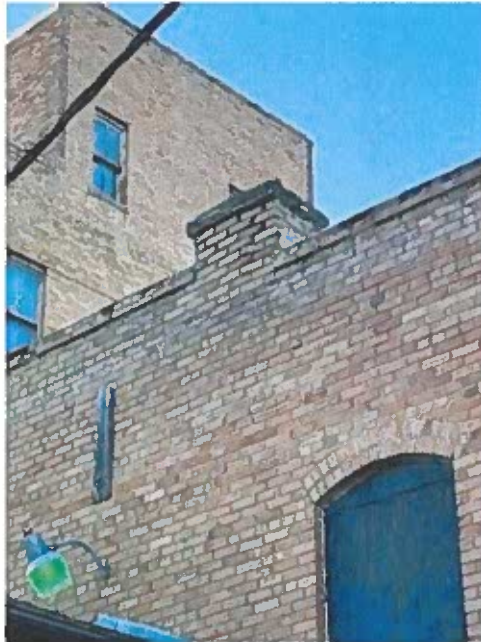
(4)



(4)



(4)



(4)



(4)



(4)



(4)



(4)





Angel sanchez painting & construction

Angel sanchez
Business Number 8177620672
8177620672
lats9034192@icloud.com

ESTIMATE

EST316

DATE

01/26/2026

TOTAL

USD \$341,000.00

TO

Kevin Cross

110 N College St
Waxahachie, TX
75160

DESCRIPTION	RATE	QTY	AMOUNT
110 N COLLEGE ST, WAXAHACHIE, TX 75160	\$341,000.00	1	\$341,000.00

EXTERIOR BRICK ESTIMATE

Project: Emergency Repairs
Total Dimensions: 18,000.00 Bricks
Location: Texas
Scope: Exterior Brick Repairs

1. Brick Repairs
(18,000 Ea.) Brick ACME
Grey Mortar 70lb, type N Wall Ties

2. Labor
R&R bricks in isolated areas.
R&R all failed joint sealers

Thanks for your business!

(4)

DESCRIPTION	RATE	QTY	AMOUNT
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3. Equipment Rental
2 Scaffold areas

4. Dumpster
6 Haul offs

5. Notes.
Bid Does not include unforeseens.

Thanks for your business!

(4)

DESCRIPTION	RATE	QTY	AMOUNT
TOTAL			USD \$341,000.00

QUALITY FIRST.

Thanks for your business!

(4)

ESTIMATE



Prepared For

THE ROGERS EMERGENCY BRICK
110 N COLLEGE ST
WAXAHACHIE, TEXAS 75160

Quick Roofing & Excel Construction Group

Estimate # 12082

Date 11/24/2025

ALL DIVISIONS: ALL OF TEXAS, COLORADO,
OKLAHOMA, IOWA, NEW MEXICO, FLORIDA
Web: www.ExcelCG.com

Description	Total
EMERGENCY BRICK SEVERICES	\$316,535.58
Brick & Masonry Material Cost	\$136,620.00
01. (18,728 Ea.) Mission Trace ACME	
02. (152 Ea) Grey Mortar 70lb, type N	
03. (26 Ea) Wall Ties	
04. (13 Ea) 8DHG Common Nails 5lb box	
05. Heli-Tie™ Helical Stitching Tie: Made of Type 304 stainless steel	
(salvaging 25% of existing brick)	
Labor Cost	\$98,037.50
05. Water blast brick walls to clean and open pores.	
06. R&R bricks in isolated areas.	
07. Replace all failed joint sealers	
08. Install Heli-Tie™ Helical Stitching Tie: Made of Type 304 stainless steel, these ties are grouted into masonry joints to repair cracks and increase strength with minimal disturbance.	
EQUIPMENT RENTALS	\$19,200.00
01. Articulating Boom Lift, 60 ft., 4WD, Gas or Diesel Power	
• Up-and-over height up to 26'	
• Horizontal reach up to 39'	
• Gas and diesel power options	
• Heavy duty	
02. Variable Reach Swing Set	
• Roof-mounted recessed engine	

(4)

- Single lever or twin
- Easily accessible filters

****PRICE BASED ON A ONE MONTH CHARGE****

(Anything more will be a change order)

OVERHEAD/PROFIT

\$50,771.50

1. Meet with clients to take detailed ordering briefs and clarify specific requirements of each project
2. Delegate project tasks based on vendors individual strengths, skill sets and experience levels
3. Track project performance, specifically to analyze the successful completion of short- and long-term goals
4. Delegating tasks on the project to lead super's best positioned to complete them
5. Making effective decisions when presented with multiple options for how to progress with the project
6. Serving as a point of contact for teams when multiple units are assigned to the same project to ensure team actions remain in synergy
8. Communicating with executives or immediate supervisors to keep the project aligned with their goals
9. Performing quality control on the project throughout development to maintain the standards expected
10. Adjusting schedules and targets on the project as needs or financing for the project change.
11. Keep track of invoices to be submitted
12. Company liability for all including insurance.

EXCEL'S EXCLUSIONS:

Any unforeseen damage will be additional costs.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE WORK TO BE PERFORMED IN ACCORDANCE

WITH THE DRAWINGS AND SPECIFICATIONS SUBMITTED FOR ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER

ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA CHARGE OVER AND ABOVE

THIS PROPOSAL, AND IS SUBJECT TO A DULY AUTHORIZED CHANGE ORDER, BEFORE COMMENCEMENT OF THE

ADDITIONAL

WORK. THIS PRICE ALSO EXCLUDES ANY MAKE READY OR PLASTER INTERIOR WORK.

PLEASE NOTE:

1) PRICE SUBJECT TO CHANGE DUE TO MARKET PRICE.

2) ADDITIONAL PERMIT & CODE COST PENDING.

START DATE: PENDING WEATHER AND CITY APPROVAL/ PERMITS.

* WORK TO BE PAID PER SINGLE JOB COMPLETED

* WARRANTY WILL BE NULL AND VOIDED IF BALANCE IS NOT PAID IN FULL

* 14-DAY NET

(4)

Demo Dumpster	\$5,700.00
40 yard dumpster including haul off	

Build Permit Estimate	\$6,206.58
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Subtotal	\$316,535.58
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Total	\$316,535.58
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(4)

By signing this document, the customer agrees to the services and conditions outlined in this document.

THE ROGERS EMERGENCY BRICK

Rogers Hotel - Masonry Repair

Estimate

Prepared For	JIM LAKE CO
Prepared By	Acosta Construction
Project	Rogers Hotel - Masonry Repair
Work Area	East and North elevations
Date	December 29, 2025

Contractor to perform work as necessary to eliminate all safety hazards due to the current condition of the building. This scope is intended for pricing and execution of masonry repairs associated with parapet wall failure and related hazards.

Scope of Work

1. Replace approximately 18,000 bricks; color match as best as possible.
2. Install reinforcement as needed throughout the project (including, but not limited to, wall ties and related components).
3. Provide roof protection, wall protection, and safety protection as needed throughout the project.

Note: Repairs will be performed as needed to the east and north side of the structure as designated and accepted by. All man lifts and scaffolding to be provided by others. Please review the general conditions below.

General Conditions

- Roof protection.
- Reset roofing sections along parapet walls on the east and north sides of the building due to parapet wall failure.
- Provide 80-foot boom lift.
- Scaffolding to be set up by other.
- Window protection – temporary plywood on windows.
- Project management.
- Fall protection.
- Safety personnel on the ground throughout parapet wall repairs (approximately four weeks).
- Dumpster – three (6) each 40-yard dumps (weight issue).

General Overhead & Profit

Due to the complexity of this portion of work, general overhead and profit to be considered at 20%.

Pricing Summary (To Be Completed)

Labor & Materials	18,000 Brick
Equipment	To be provided by others - scaffolding, Dumpsters 80 foot boom lift
Dumpsters / Disposal	YES
Safety & Protection	YES
Project Management	approx 6 weeks
Subtotal	\$335,200.00
General Overhead & Profit (20%)	TBD- Cost to be charged by Excel.
Total	\$335,200.00

Acceptance:

Acosta Construction to proceed per the scope and general conditions above, subject to final pricing and schedule confirmation.

Authorized Signature: Eliseo Acosta



Printed Name / Title:

Eliseo Acosta (Owner)

Date:

01/20/2026



Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: March 12, 2026
Re: Consider a Certificate of Appropriateness for **124 Kaufman**

Applicant: Mark Gundert

Owner's Name: Mark Gundert

Property Address: 124 Kaufman

Request: The request involves repairs due to storm damage. Owner proposes to replace multiple areas of broken fish scale cedar shingles on the front and side of the home which are original to the property. In addition, owner proposes to replace broken modern glass in dormer windows with appropriate antique wavy glass.

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 complete 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
- Photos
- Architectural Site Plans, Drawings, and Materials Schedule

(5)

Certificate of Appropriateness Application Form

Date Filed: 2/17/26

Property Owner's Name: MARK L. GUNDETT and/or Agent: _____

Mailing Address: 124 KAUFMAN ST. WAXAHACHIE, TX 75165

Phone number: 214-980-1611 Email address: _____

Historic Structure Address: 124 KAUFMAN ST. WAXAHACHIE, TX 75165

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

Has this structure been designated as a Historic Resource?

Yes ☒ No _____ By whom: HPC, HWT (see photo)

(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 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: HAIL STORM DAMAGED FRONT & SIDE

FISH SCALE CEDAR SHINGLES. PURCHASING CEDAR REPLACEMENTS

WILL PAINT MAROON TO MATCH CURRENT COLOR, THEN INSTALL REPLACEMENTS
CORNER WINDOWS WERE BROKEN DURING HAIL STORM. REPLACED W/ ANTIQUE
WAVY GLASS FROM SALVAGE YARDS.

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): FISH SCALE DESIGN IS ORIGINAL TO THE HINES HOUSE.

SEE ENCLOSED PHOTOGRAPHS. DORMER WINDOWS WERE
ORIGINAL TO ATTIC LEVEL. THE BROKEN WINDOWS HAD BEEN
MODERN GLASS BUT WERE REPLACED WITH ANTIQUE/WAVY GLASS

General Checklist for Certificate of Appropriateness Application

(Applicable to All Project Types)

The following items **must** be included with this application:

- ☒ Current photograph(s) of the existing structure
- ☒ Historic photograph(s) (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

The following items may be requested:

- Site plan showing the location of existing and proposed structures on the subject property
- Sample(s) of material(s) or fixture(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 a Historic Overlay District, you must consult the *Downtown or Residential Design Guidelines* before planning your project. You can obtain a copy of the guidelines on the City of Waxahachie website at www.waxahachie.com under the Heritage Preservation Department webpage or by contacting the Downtown Redevelopment and Historic Preservation Manager.

If your property is not in the Historic Overlay District, we highly recommend you refer to the *Residential Design Guidelines* and the *Secretary of the Interior's Standards for the Treatment of Historic Properties* as you plan your project. You can obtain a copy online at www.waxahachie.com under the Heritage Preservation Department webpage or by contacting the Heritage Preservation Officer (sandy.rehkopf@waxahachie.com).

NOTE: Plan to submit your application to the Heritage Preservation Officer at least 20 days before the Heritage Preservation Commission meeting date.

Signature of Property Owner or Agent: Mark L. Sandoz Date: 2/17/26

CERTIFICATE OF APPROPRIATENESS AUTHORIZATION

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

Signature: _____ Date: _____ Preliminary Approval Yes _____ No _____

Signature: _____ Date: _____ Final Approval Yes _____ No _____

Checklist for Certificate of Appropriateness – Window Repair & Restoration

(Applicable to Projects Involving the Repair or Restoration of Existing Windows)

The Downtown and Residential Design Guidelines encourage restoring and stabilizing historic windows whenever feasible. Historic windows were designed to be easily repaired using methods such as reglazing, wood fillers, or selective replacement of damaged wood. **If replacement is proposed, applicants must demonstrate that repair is not feasible (more than 50% of the window is damaged or destroyed, excluding glass). Vinyl windows are not permitted.** Replacement windows should match the historic windows' sash, pane configuration, and material so as to make them indistinguishable from the original windows.

Please complete the checklist below and include all required supporting documentation with your COA application.

1. Project Scope

(Check All That Apply)

- ☒ Window Repair (minor or major)
- ☐ Window Replacement with Same Materials
- ☐ Window Replacement with Substitute Materials (e.g., engineered wood, composite)
- ☐ Enlargement of Existing Window Opening
- ☐ Addition of New Windows to Historic Structure
- ☐ Elimination or Removal of Existing Windows
- ☐ Alteration in the Number, Size, or Style of Windows (including trim)

2. Existing Window Status

(Check All That Apply)

- ☒ Windows are original to the structure
- ☐ Windows have already been replaced
- ☐ I don't know

3. Existing Window Composition and Character

(Check All That Apply)

- ☒ Wood Frame
- ☐ Metal Frame
- ☐ Aluminum-Clad Wood
- ☐ Vinyl

(5)

- ☐ Arched Frame
- ☐ Unique Divided Light (Window Pane) Patterns
- ☐ Unique Mullion/Mutton Configurations
- ☐ Unique Window Groupings (e.g., bay windows)
- ☐ Stained or Leaded Glass
- ☐ Rounded Glass
- ☐ Etched Glass
- ☐ Carved Wood

☒ Other Historic Glass (e.g., wavy, bubble, textured): ^{BROKEN} MODERN GLASS REPLACED w/ ANTIQUE GLASS

4. Window Location

(Check All That Apply)

- ☒ **Front Elevation** – Primary façade (or entrance) facing the street
- ☐ **Side Elevation (Street Facing)** – Side of the building facing a street (e.g., corner lots with two street frontages)
- ☐ **Side Elevation (Non-Street Facing but Visible)** – Side of the building not facing a street but visible from the public right-of-way
- ☐ **Side Elevation (Non-Street Facing)** - Side of the building not visible from the public right-of-way
- ☐ **Rear Elevation** – Back of the building

5. Window Placement by Building Level

(Select One)

- ☐ First Floor Only
- ☐ Second Floor Only
- ☒ Third or Higher Elevation
- ☐ Multiple Floors, including the following: _____

(5)

6. Required Documentation

(Check each box to confirm that you have included all required documentation with your application)

In addition to this form, please include the following:

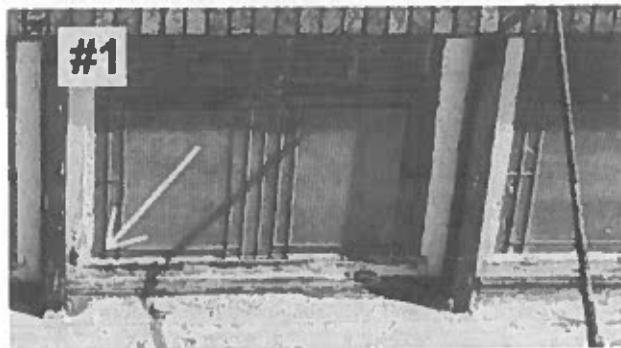
- ☐ Photo(s) of each elevation where windows are affected

- Clearly label each window (e.g., "Window 1," "Window 2," etc.)



- ☐ Photo(s) of existing conditions for each affected window

- Clearly label each window (e.g., "Window 1," "Window 2," etc.)
- If windows are damaged, photos must clearly show the extent of deterioration



For window replacement projects, also include the following:

- ☐ Name and Manufacturer of proposed replacement windows: _____
- ☐ Manufacturer's Brochure – Include specifications and product details.
- ☒ Sample of Replacement Material – Provide a digital photo or a physical sample for review.
- ☐ Diagram of Each Existing Window—Use the diagram provided on the next page to record the height, width, and recessed sill depth of each existing window. This information ensures that replacement windows match the size and proportions of the originals. You may also add dimensions for any additional window elements you believe are important for accurately representing the existing conditions.

(5)
WINDOWS WERE REPAIRED W/ ANTIQUE GLASS, SET WITH GLAZING COMPOUND (NOTICE WHITE GLAZING)



(5)
DAMAGED FISH SCALE CEDAR SHINGLES



MORE DAMAGE SHINGLES



(5)



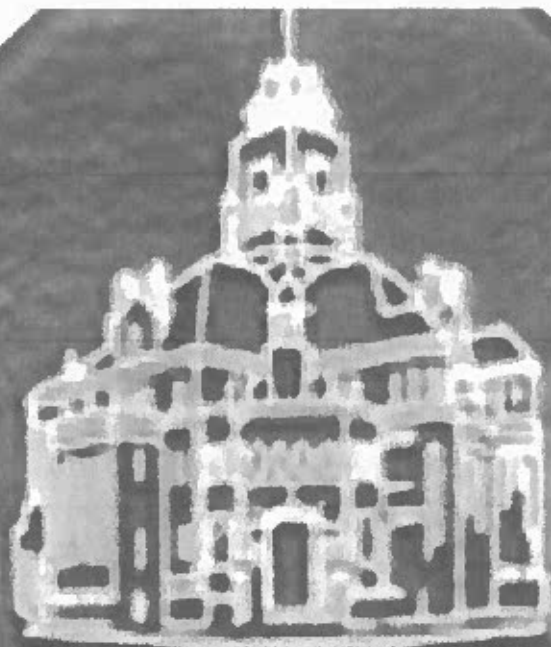
(5)



MORE DAMAGED SHINGLES

APPROXIMATED 200 CEDAR SHINGLES
ORDERED FROM CUSTOM SHINGLES
OF OREGON.

(5)



HISTORIC WAXAHACHIE, INC.
RECOGNIZES THIS PROPERTY
BUILT 1901
AS WORTHY OF PRESERVATION



PROOF OF HISTORICAL DESIGNATION

(5)



PICTURE TAKEN

AFTER BLIZZARD OF 2026

DORMER WINDOWS FOR ATTIC AS SHOWN

FISH SCALE DAMAGE IS THE AREA

BETWEEN THE FRONT PORCH & UPPER DECK

(SEE DARK AREA OF MAROON FISH SCALE SHINGLES)

(5)



Picture Taken circa 1910

(5)

INVOICE

K&H GENERAL CONTRACTING AND ROOFING

Sales Representative
Kris Helms
(872) 351-4822
kris@khyardservices.com



Raquel Gundert
Job #1786 - Raquel Gundert-Roofing
124 Kaufman St
Waxahatche, TX 78165

Invoice #	2026-3911
Date	2/17/2026
Amount Due	\$2,700.00
Due Date	Due on Receipt

PLEASE MAKE ALL CHECKS PAYABLE TO:
"K&H General Contracting"

Item	Description	Qty	Price	Amount
Deductible	This invoice shows the cost for customers deductible and cost of fish scale cedar repair	1.00	\$2,700.00	\$2,700.00

PLEASE MAKE ALL CHECKS PAYABLE TO:
"K&H General Contracting"

PAYMENT OPTIONS

- Cash Job: We accept cash, check and ACH (bank transfer). Payment is due upon completion of each trade.
- Insurance Claim: Your first insurance check amount, deductible, or any upgrade/additional work is expected upon completion of each trade.
- Financing Job: Upon completion of the job, we will send you a certificate of completion to the financing company. Any amounts above the financed amount must be paid in full upon completion of the job.
- Credit/Debit Card Payments: A 3% fee may be added to the invoice amount. Visa, MasterCard, and all other major credit cards accepted.
- Late fee may apply after 15 days.

Sub Total	\$2,700.00
Total	\$2,700.00
Amount Paid	\$0.00
Balance Due	\$2,700.00

SPECIAL INSTRUCTIONS

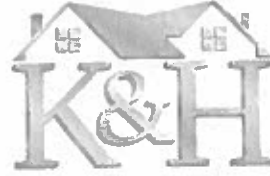
INVOICE FOR MATERIAL AND REPAIRS TO COME
FOR FISH SCALE CEDAR SHINGLES

(5)

INVOICE

K&H GENERAL CONTRACTING AND ROOFING

Sales Representative
Kris Helms
(972) 351-4822
kris@khyardservices.com



Raquel Gundert
Job #1765 - Raquel Gundert-Roofing
124 Kaufman St
Waxahachie, TX 75165

Invoice #	2026-3910
Date	2/17/2026
Amount Due	\$300.00
Due Date	Due on Receipt

PLEASE MAKE ALL CHECKS PAYABLE TO:
"K&H General Contracting"

Item	Description	Qty	Price	Amount
Dormer Windows		1.00	\$300.00	\$300.00

PLEASE MAKE ALL CHECKS PAYABLE TO:
"K&H General Contracting"

PAYMENT OPTIONS

- Cash Job: We accept cash, check and ACH (bank transfer). Payment is due upon completion of each trade.
- Insurance Claim: Your first insurance check amount, deductible, or any upgrade/additional work is expected upon completion of each trade.
- Financing Job: Upon completion of the job, we will send you a certificate of completion to the financing company. Any amounts above the financed amount must be paid in full upon completion of the job.
- Credit/Debit Card Payments: A 3% fee may be added to the invoice amount. Visa, MasterCard, and all other major credit cards accepted.
- Late fee may apply after 15 days.

Sub Total	\$300.00
Total	\$300.00
Amount Paid	\$0.00
Balance Due	\$300.00

SPECIAL INSTRUCTIONS

THIS INVOICE WAS FOR REPAIR OF BROKEN
WINDOWS IN THE ATTIC DORMER WINDOWS. INCLUDE
THE BOTTOM PORTION OF BOTH DORMER WINDOWS.
(SEE PHOTOGRAPHS).



Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: March 12, 2026
Re: Consider a Certificate of Appropriateness for **1404 W Main**

Applicant: Kelsey Ashlock, HBK Construction

Owner's Name: Anna Green

Property Address: 1404 W Main

Request: The request involves repainting exterior of home with appropriate color palette and replacing multiple deteriorated windows. Replacement windows will match original windows in size, style, and configuration and contractor intends to maintain the original appearance and integrity of the property by making no changes to the window openings, trim, or character-defining features.

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 complete 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

- Photos
- Architectural Site Plans, Drawings, and Materials Schedule

(u)



CERTIFICATE OF APPROPRIATENESS APPLICATION

Waxahachie is home to an array of beautiful, historic buildings that have served our community for generations as both commercial and residential spaces. Preserving the architectural integrity of these properties is essential to maintaining the city's authentic character and sustaining its long-term economic vitality.

The Waxahachie City Council has enacted ordinances to ensure the proper management of historic resources and has implemented tax incentive programs to motivate property owners to preserve the architectural and cultural integrity of the city's historic assets. All information about these ordinances and benefits can be found on the City of Waxahachie website at www.waxahachie.com under the Heritage Preservation Department webpage.

The Certificate of Appropriateness Application is required for any property located within a historic overlay district to ensure that alterations, restorations, or new construction are consistent with the City's Downtown or Residential Design Guidelines, as well as best practices outlined in the Secretary of the Interior's Standards for the Treatment of Historic Properties published by the National Park Service. In addition, the COA application is also available to property owners whose buildings may not be located within a designated historic overlay or district but are considered historic resources. Completing the COA process in these cases helps ensure eligibility for the City's Historic Tax Incentive Program.

The Certificate of Appropriateness Application requires the following:

1. The submission of the "*Certificate of Appropriateness Application Form*."
2. The submission of the "*General Checklist for Certificate of Appropriateness Application*" (applicable to all project types).
3. The submission of the "*Checklist for Certificate of Appropriateness – Window Repair & Restoration*" (applicable to projects involving the repair or restoration of existing windows).

The Downtown Redevelopment and Historic Preservation Manager will review the submission to ensure all required materials are provided and the application is complete for the Heritage Preservation Commission's consideration. Once deemed complete, the application will be scheduled for the next available Heritage Preservation Commission meeting for review and action.

If you have any questions, please contact the Downtown Redevelopment and Historic Preservation Manager, Sandy Rehkopf at downtown@waxahachie.com or 469-309-4111.

(u)

Certificate of Appropriateness Application Form

Date Filed: 02/04/2026

Property Owner's Name: _____ and/or Agent: Kelsey Ashlock

Mailing Address: 126 Bee Creek School House Rd. Grandview, TX 76050

Phone number: 817-709-3733 Email address: kelsey@hbkconcrete.com

Historic Structure Address: 1404 W Main St Waxahachie, TX 75165

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 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:

The project involves repainting the exterior of the existing structure and replacing select deteriorated windows. Replacement windows will match the original windows in size, style, and configuration. Paint colors and window materials have been selected to preserve the historic appearance. No structural changes or alterations to architectural features are proposed.

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):

- **All work is intended to maintain the original appearance and integrity of the property in accordance with historic preservation guidelines. No changes will be made to window openings, trim, or character-defining features.**
- **Paint colors are compatible with the historic palette of the property and surrounding district.**
- **Replacement windows replicate the original design, preserving size, style, and pane configuration.**

(u)

General Checklist for Certificate of Appropriateness Application
(Applicable to All Project Types)

The following items **must** be included with this application:

- ☒ Current photograph(s) of the existing structure
- ☐ Historic photograph(s) (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

The following items may be requested:

- Site plan showing the location of existing and proposed structures on the subject property
- Sample(s) of material(s) or fixture(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 a Historic Overlay District, you must consult the *Downtown or Residential Design Guidelines* before planning your project. You can obtain a copy of the guidelines on the City of Waxahachie website at www.waxahachie.com under the Heritage Preservation Department webpage or by contacting the Downtown Redevelopment and Historic Preservation Manager.

If your property is not in the Historic Overlay District, we highly recommend you refer to the *Residential Design Guidelines* and the *Secretary of the Interior's Standards for the Treatment of Historic Properties* as you plan your project. You can obtain a copy online at www.waxahachie.com under the Heritage Preservation Department webpage or by contacting the Heritage Preservation Officer (sandy.rehkopf@waxahachie.com).

***NOTE:** Plan to submit your application to the Heritage Preservation Officer at least 20 days before the Heritage Preservation Commission meeting date.*

Signature of Property Owner or Agent: Kelsey Ashlock Date: 02/04/2026

CERTIFICATE OF APPROPRIATENESS AUTHORIZATION

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

Signature: _____ Date: _____ Preliminary Approval Yes _____ No _____

Signature: _____ Date: _____ Final Approval Yes _____ No _____

Checklist for Certificate of Appropriateness – Window Repair & Restoration

(Applicable to Projects Involving the Repair or Restoration of Existing Windows)

The Downtown and Residential Design Guidelines encourage restoring and stabilizing historic windows whenever feasible. Historic windows were designed to be easily repaired using methods such as reglazing, wood fillers, or selective replacement of damaged wood. **If replacement is proposed, applicants must demonstrate that repair is not feasible (more than 50% of the window is damaged or destroyed, excluding glass). Vinyl windows are not permitted.** Replacement windows should match the historic windows' sash, pane configuration, and material so as to make them indistinguishable from the original windows.

Please complete the checklist below and include all required supporting documentation with your COA application.

1. Project Scope

(Check All That Apply)

☒ Window Repair (minor or major)

☐ Window Replacement with Same Materials

☒ Window Replacement with Substitute Materials (e.g., engineered wood, composite)

☐ Enlargement of Existing Window Opening

☐ Addition of New Windows to Historic Structure

☐ Elimination or Removal of Existing Windows

☐ Alteration in the Number, Size, or Style of Windows (including trim)

2. Existing Window Status

(Check All That Apply)

☐ Windows are original to the structure

☐ Windows have already been replaced

☒ I don't know

3. Existing Window Composition and Character

(Check All That Apply)

☒ Wood Frame

(u)

- ☐ Metal Frame
- ☐ Aluminum-Clad Wood
- ☐ Vinyl
- ☐ Arched Frame
- ☐ Unique Divided Light (Window Pane) Patterns
- ☐ Unique Mullion/Mutton Configurations
- ☐ Unique Window Groupings (e.g., bay windows)

X Stained or Leaded Glass

- ☐ Rounded Glass
- ☐ Etched Glass
- ☐ Carved Wood

☐ Other Historic Glass (e.g., wavy, bubble, textured): _____

4. Window Location

(Check All That Apply)

X **Front Elevation** – Primary façade (or entrance) facing the street

☐ **Side Elevation (Street Facing)** – Side of the building facing a street (e.g., corner lots with two street frontages)

☐ **Side Elevation (Non-Street Facing but Visible)** – Side of the building not facing a street but visible from the public right-of-way

☐ **Side Elevation (Non-Street Facing)** - Side of the building not visible from the public right-of-way

☐ **Rear Elevation** – Back of the building

5. Window Placement by Building Level

(Select One)

- ☐ First Floor Only
- ☐ Second Floor Only
- ☐ Third or Higher Elevation

X Multiple Floors, including the following: Front elevation first and second floor

(u)

6. Required Documentation

(Check each box to confirm that you have included all required documentation with your application)

In addition to this form, please include the following:

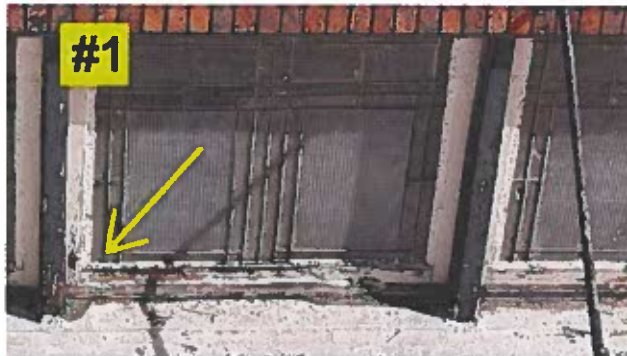
X Photo(s) of each elevation where windows are affected

- Clearly label each window (e.g., "Window 1," "Window 2," etc.)



X Photo(s) of existing conditions for each affected window

- Clearly label each window (e.g., "Window 1," "Window 2," etc.)
- If windows are damaged, photos must clearly show the extent of deterioration



For window replacement projects, also include the following:

X Name and Manufacturer of proposed replacement windows: Elevate.

X Manufacturer's Brochure – Include specifications and product details.

X Sample of Replacement Material – Provide a digital photo or a physical sample for review.

X Diagram of Each Existing Window—Use the diagram provided on the next page to record the height, width, and recessed sill depth of each existing window. This information ensures that replacement windows match the size and proportions of the originals. You may also add dimensions for any additional window elements you believe are important for accurately representing the existing conditions.

(u)



(6)



ELEVATE

Manufacturers of Residential Windows and Doors

INSPIRE SERIES



Options for Every Taste

Styles


Single Hung


Purview


Purview


Arched


Casement


Slider

Lite Pattern Examples


Colonial


Purview


Colonial Bay


Lattice

Frame Options





Color Options


White


Chalk


Taupe


Brown


Black

**Modern design.
Innovative technology.
Contemporary elegance.**

Elevate combines the latest technology and contemporary design to make stunning, energy efficient, windows. We offer only the best material and style options, so whether you're looking for replacement or new construction products, our windows will upgrade your home from the inside and out. Every product we produce is designed for style, maximum durability, energy efficiency and ease of installation. Are you ready to elevate your view?

Why Elevate?



Thermal Resistant

All windows exceed standard with energy efficient Low E glass equipped with Argon gas.



Smooth Operation

Spiral and Lock Balance system overcomes the weight of the sash for effortless opening and closing.



Fusion Welded

Fusion welded corners for guaranteed superior strength and impervious seal.



Weather Proof

Automated application of construction grade sealant to ensure even distribution.



Easy Installation

Pre-spaced nail fin to simplify installation.



Metal Reinforced

Metal reinforced frame with strength and durability.



Enhanced Security

Security enhancing dual lock and keypad.



Easy Cleaning

Bottom with ribs in for easy cleaning.



Tested & Certified

Tested and certified by NFRC and AAMA.

Performance Ratings

	Single Hung		Picture Window		Horizontal Slider	
	60x90 inch	60x120 inch	60x60 inch	60x90 inch	60x120 inch	60x120 inch
OP Rating	90	90	60	60	35	35
SHGC	22	20	23	21	22	22
U-Factor	.30	.30	.28	.28	.29	.29
VT	44	39	46	41	64	60
AL	± 0.3	± 0.3	± 0.3	± 0.3	± 0.3	± 0.3

Commitment to Quality

At Elevate, we're fully committed to superior product quality and customer satisfaction. We do not offer cheaper, inferior product options like other manufacturers. We apply the best in both materials and design, and we stand behind our products 100%.







Package - Inspire Series
Document: Inspire Series - 2024-11-14-2024
2

(4)

Existing Window Diagram

(Make additional copies of this page as needed for multiple windows)

Window # 1

79 ½" Window Height 23" Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

Window # 2

79 ½" Window Height 23" Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

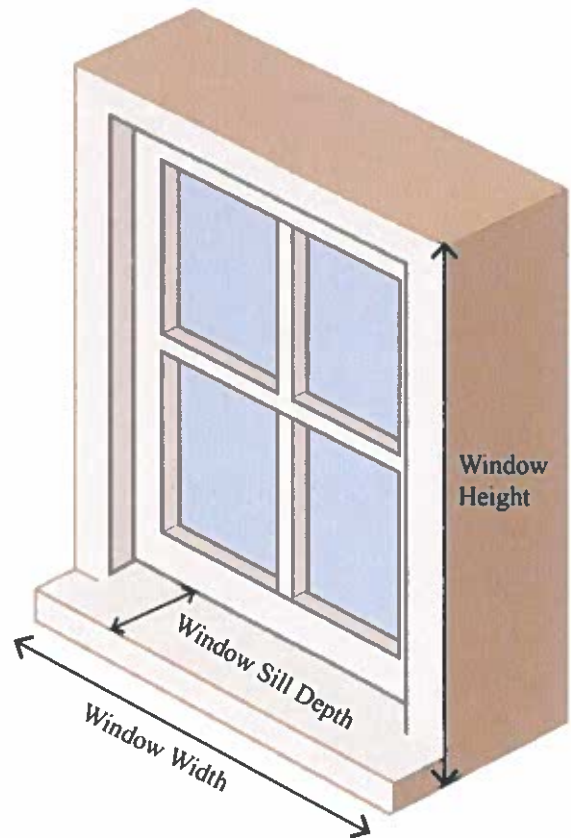
_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____



(u)

Window # 3

36" Window Height **30"** Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

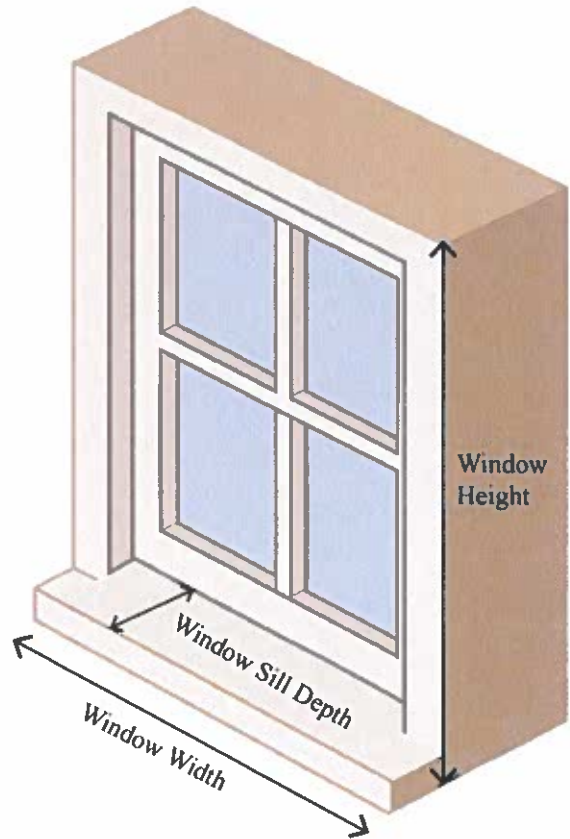
_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____ Other
Element: _____



Window # 4

78" Window Height **28 ½"** Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

(u)

Window # 5

79 ½" Window Height 23" Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____ Other
Element: _____

Window # 6

79 ½" Window Height 23" Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

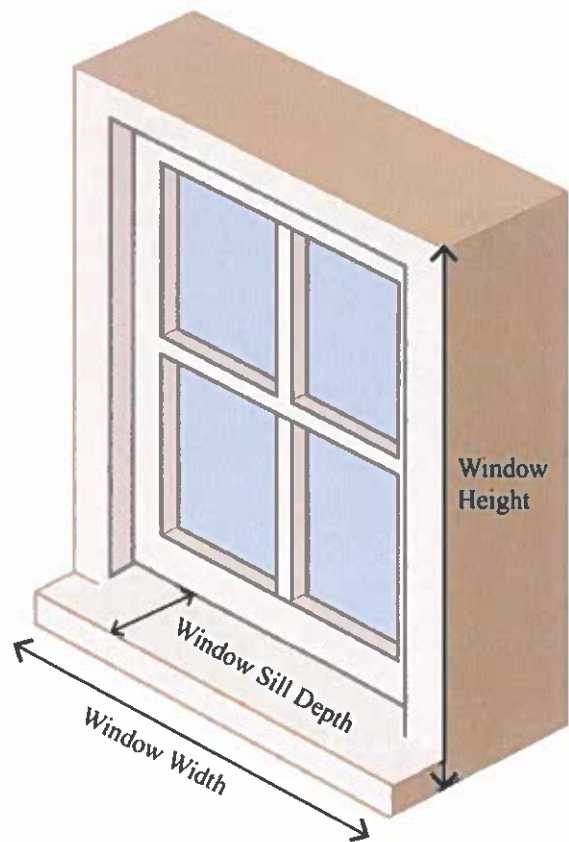
_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____



(u)

Window # 7

36" Window Height 30" Window Width

5" Window Sill Depth

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

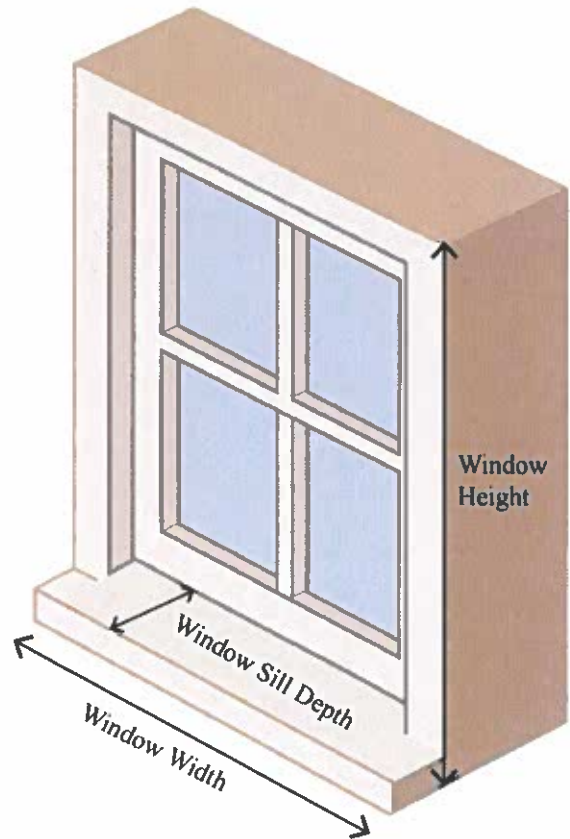
_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____

_____ Other Element: _____ Other

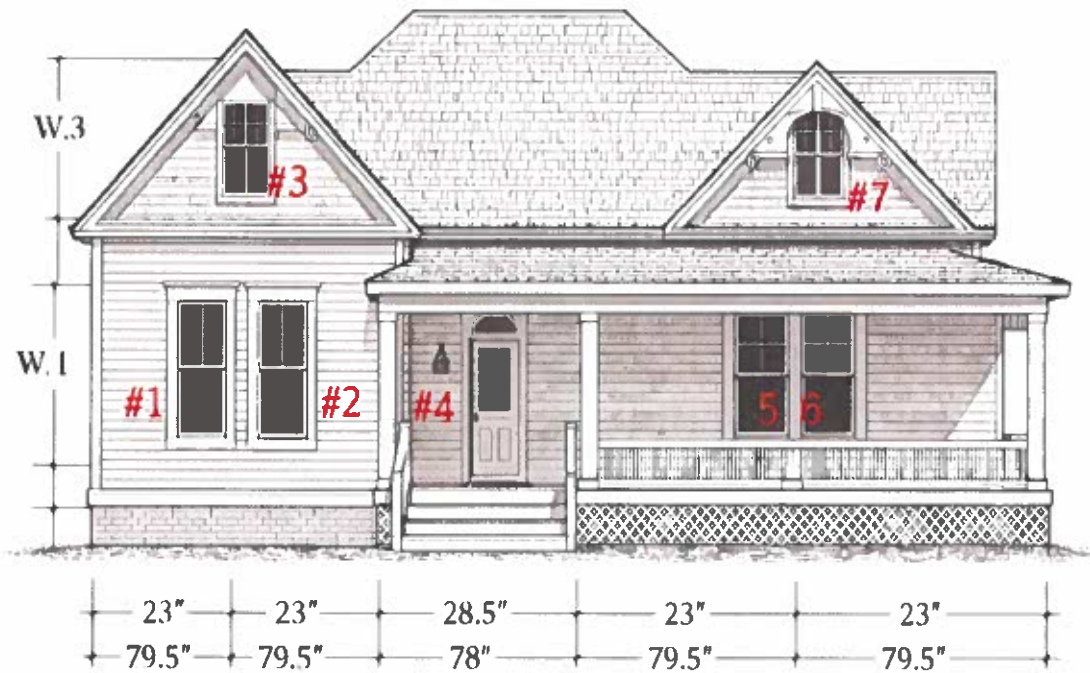
Element: _____



Material List:

Exterior Surface	Material
Walls / Siding	Wood siding
Trim / Cornices / Decorative Features	Wood
Windows	Wood (or aluminum- clad wood)
Door	Wood
Gutters / Downspouts / Flashing	Aluminum
Porch / Railings	Wood

(6)



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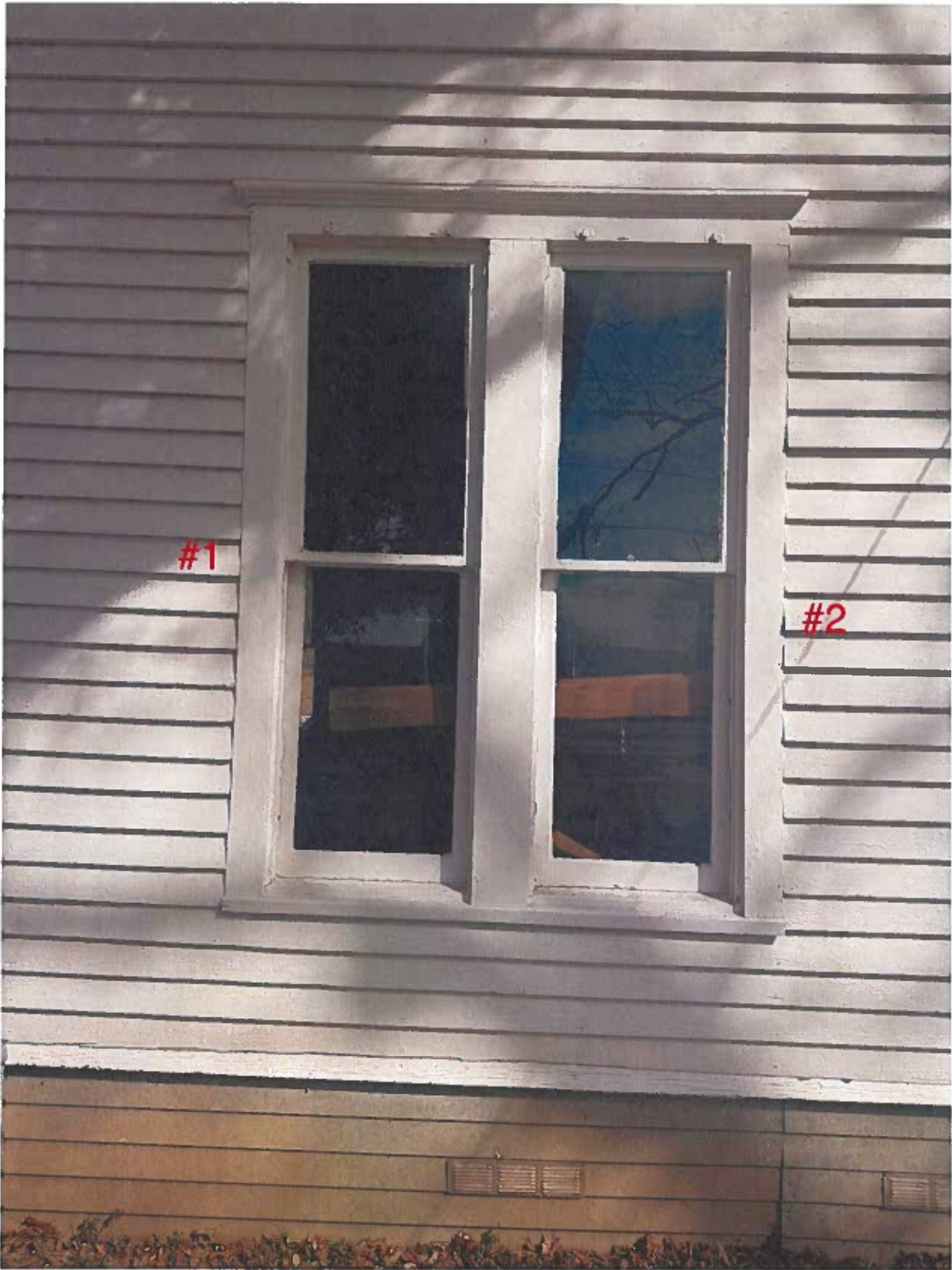


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(6)



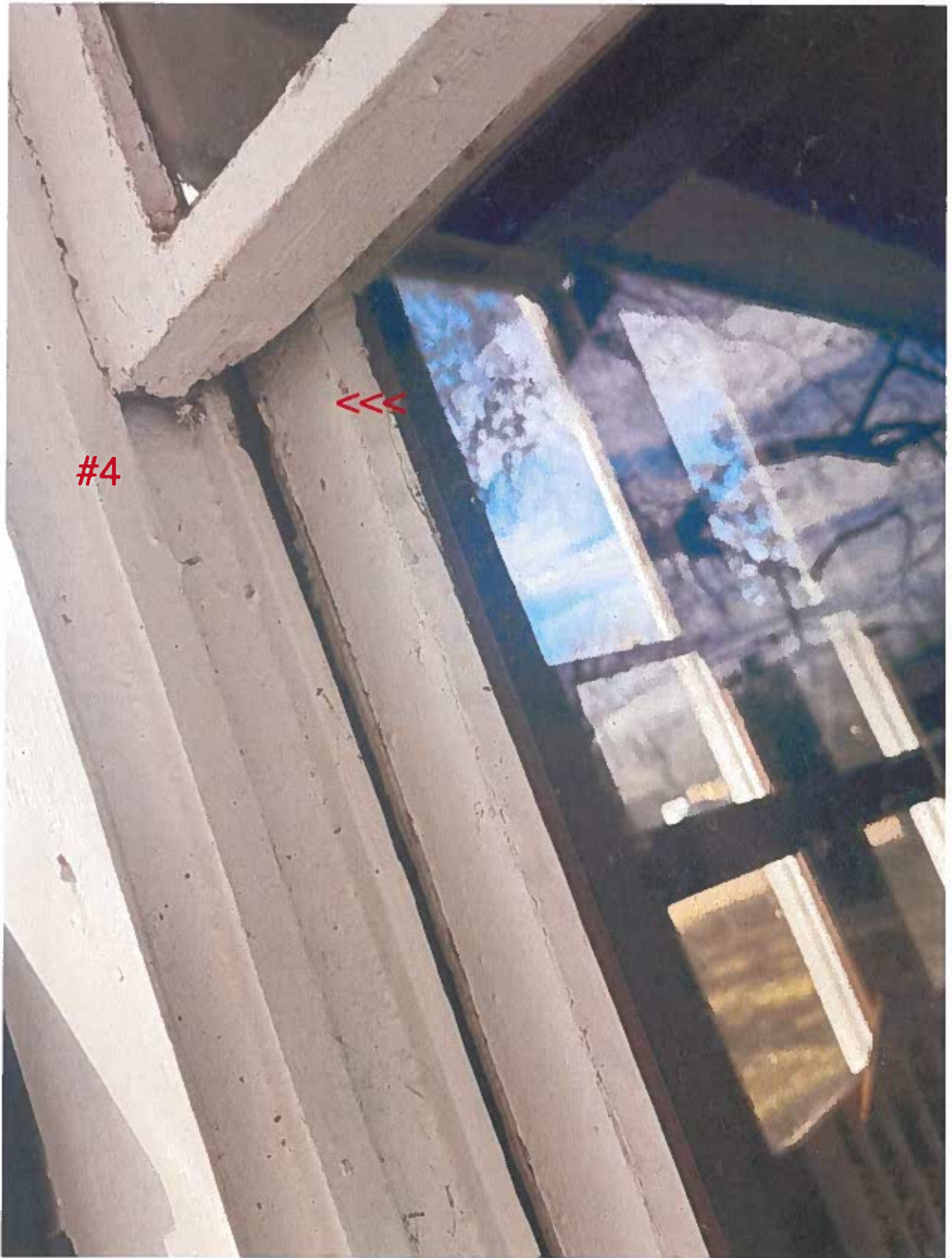
(u)



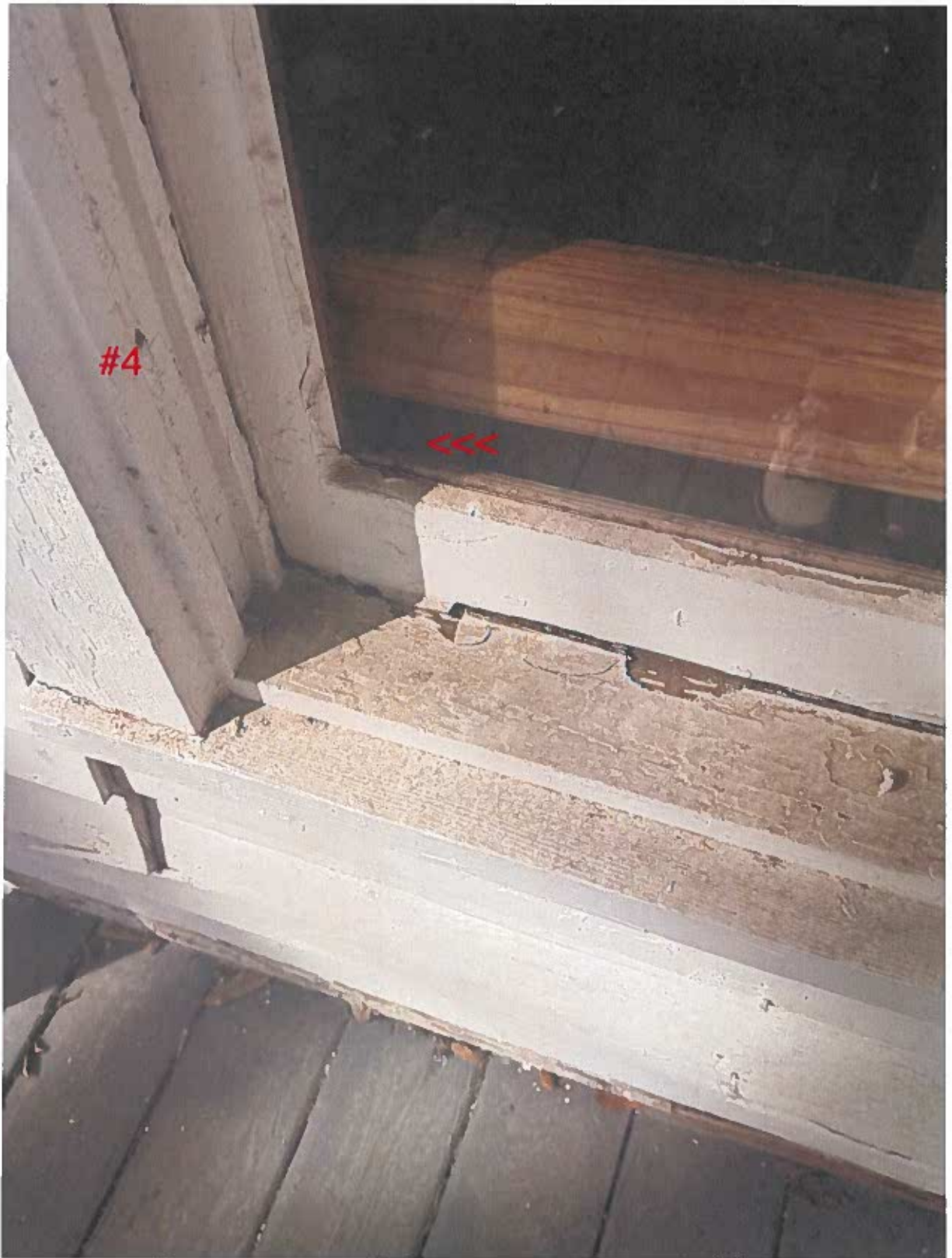
(6)



(6)



(u)



(u)



(u)



(6)



(6)



(u)





(7)

Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks and Leisure Services
Date: March 12, 2026
Re: Consider a Sign Permit for **212 Jefferson**

Applicant: Gissel Valenzuela

Owner's Name: Gissel Valenzuela

Property Address: 212 Jefferson

Request: The proposed sign is for t-shirt shop, **DTF T-Shirt Shop**. Owner requests install of 36" X 72" MDO sign affixed to brick.

Conditions of Approval:

- The Applicant shall utilize existing anchor points to minimize the creation of new ones. If a new anchor point is necessary, the Applicant shall place the anchors between the mortar joints instead of on the brick face to reduce potential damage to the building's façade.
- 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 not change the scope of work after a Certificate of Appropriateness or a sign is approved unless a revised scope of work is resubmitted and approved by the Heritage Preservation Commission.

Attachments:

- Sign Rendering
- Street View Image

CUSTOMER INFO

JOB DESCRIPTION

**Window Vinyl
&
1-36" x 72"
SF MDO**

JS

PRICE

Install Available At Additional Cost
39.25 lb

17 in

18.5 in

SHOW OFF YOUR TALENTS
FROM THE DAY OF MONDAY
TILL THE NIGHT

800-999-9999
800-284-3752

800-999-9999

**CUSTOM GIFTS
NO MINIMUMS
QUICK TURN AROUND TIME
SE HABLA ESPAÑOL**

★ VOTED BEST PAINT SHOP
★ TRUSTED IN ELLIS COUNTY

MDO SIGN: \$250.00
Install: \$150.00
TOTAL: \$400.00

अ. ३६

DTF/T-SHIRT
SHOP

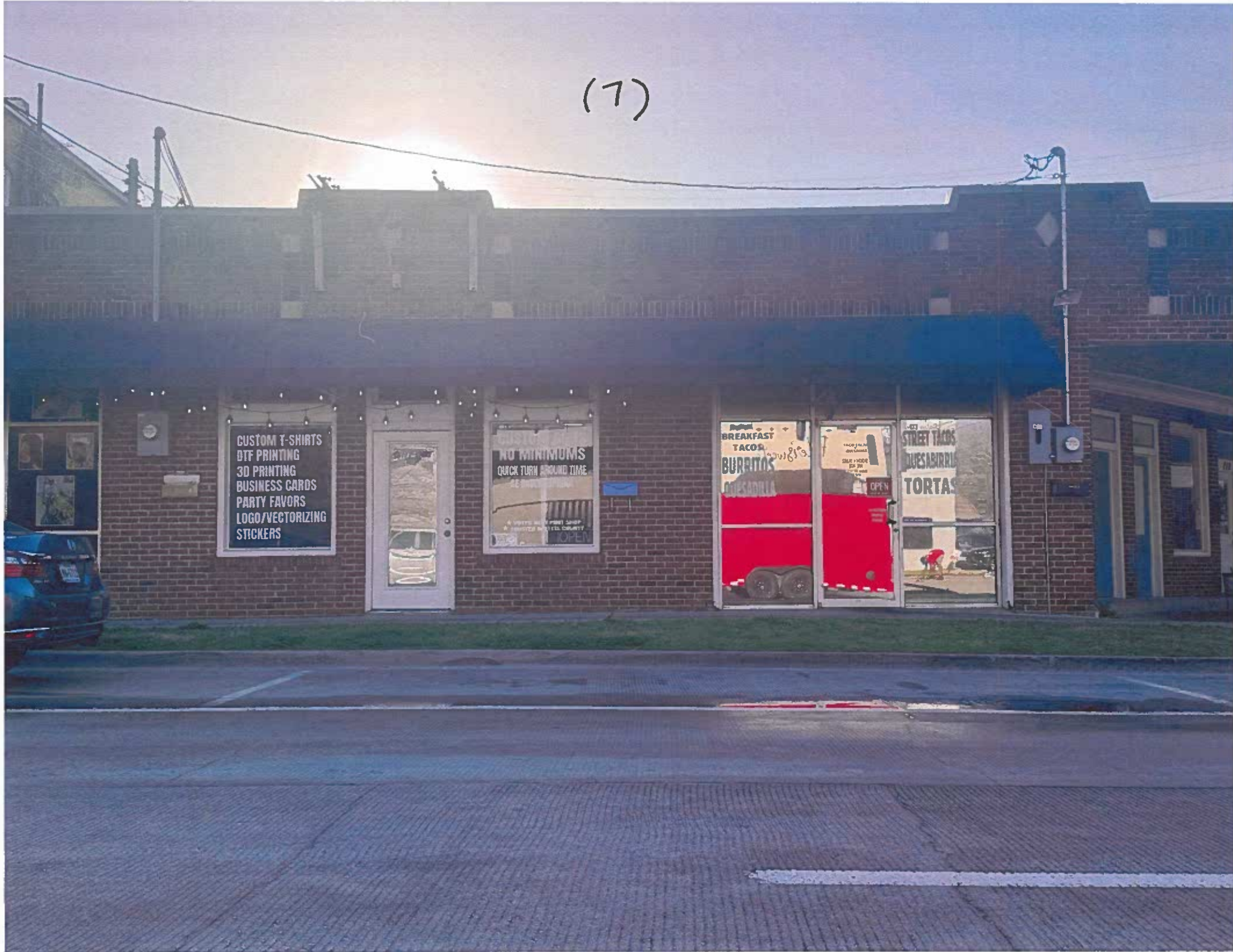
PLEASE PROOF READ CAREFULLY.

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.

(7)



(7)





(8)

Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks and Leisure Services
Date: March 12, 2026
Re: Consider a Sign Permit for **201 Monroe**

Applicant: Karla Verdugo

Owner's Name: Octavio Miranda

Property Address: 201 Monroe

Request: The proposed sign is for restaurant, **Six O Two Tacos**. Owner requests install of 36" X 120" backlit aluminum sign affixed to brick.

Conditions of Approval:

- The Applicant shall utilize existing anchor points to minimize the creation of new ones. If a new anchor point is necessary, the Applicant shall place the anchors between the mortar joints instead of on the brick face to reduce potential damage to the building's façade.
- 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 not change the scope of work after a Certificate of Appropriateness or a sign is approved unless a revised scope of work is resubmitted and approved by the Heritage Preservation Commission.

Attachments:

- Sign Rendering
- Street View Image

(8)



36"



**Six O Two
TACOS**

120"

Specifications Structure

- ✓ Fabricated in Aluminum (No Acrylic Face)
- ✓ Aluminum Returns Gauge .040 / .063 (Depending on Size)
- ✓ Aluminum Front Faces
- ✓ LED illumination System for Halo Effect (Reverse Lighting)
- ✓ Stud Mounting System to Create Halo Clearance From Wall

- ✓ Principal LED High-efficiency Modules
- ✓ Installation Included



RESPONSABLE

PROYECTO

TITULO DEL PLANO

ESPECIALIDAD

ESTRUCTURA

UBICACIÓN

CIUDAD

EDO.

DIR.

PROFESIONAL

ESCALA

FECHA

INDICADA

MAYO 2024

LAMINA N°
E-04



Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Mgr.
Thru: Ricky Boyd, City Manager
Date: March 12, 2026
Re: Consider Historic Tax Incentives for Previously Qualified Historic Resources

The City of Waxahachie offers tax incentives for historic residential and commercial properties to encourage property owners to maintain the historical integrity of our community's historic resources. The historic tax incentive is a 25 percent tax exemption of the city portion of the property taxes on the property's appraised value. Property owners must apply for the tax incentive annually with the City of Waxahachie. The Historic Preservation Officer starts accepting applications for the exemption in December, and the application deadline is March 15th every year. All historic tax incentives are approved by the Heritage Preservation Commission to ensure property owners have maintained the historical integrity of their property.

Qualifications for the Historic Tax Incentive Program:

Per Section 24-57 of the Code of Ordinances, Historic resources and property within a historic overlay district shall be eligible for the historic tax incentive program based on meeting all of the following criteria:

- All modifications or expansions are completed through an approved Certificate of Appropriateness;
- The historic resource or property within a historic overlay district is listed on the National Register of Historic Places, designated as a Recorded Texas Historic Landmark or State Archaeological Landmark by the Texas Historical

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Commission, or has been designated by the City of Waxahachie as a historically significant;

- The historic resource or property within a historic overlay district must adhere to all city ordinances; and
- The property must apply by March 15th.

Disqualifications for the Historic Tax Incentive Program:

Per Section 24-56 of the Code of Ordinances, no owner of a historic resource or national register shall do any of the following without disqualification from participation in the tax incentive program.

- Implement any exterior alteration, restoration, reconstruction, new construction, or movement of a historic resource (excluding minor in-kind repairs and ordinary maintenance as described in sections 24-60) without first applying for and receiving a certificate of appropriateness from the Heritage Preservation Commission;
- Make any change in the appearance of the historic resource (i.e. light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements visible from the public right-of-way, excluding minor in-kind repairs and ordinary maintenance as described in section 24-60 of the Code of Ordinances) which affect the appearance and cohesiveness of the historic resource, other historic resources, or a historic overlay district without first applying for and receiving a Certificate of Appropriateness from the Heritage Preservation Commission;
- Demolish an individual historic resource or remove it from its site; or
- Allow a historic resource to fall into a serious state of disrepair, such that deterioration of an exterior architectural feature would likely produce a detrimental effect upon the character of the historic resources, other historic resources in proximity, or a historic overlay district.

The following eighty (80) historic resources were qualified and approved during the previous year's review by the Heritage Preservation Commission and have reapplied for the current year's historic tax incentive offered by the city. There were no changes to the structures that would disqualify or affect the ability to qualify for the current year's historic tax incentive, as such the properties identified below are recommended for approval by staff:

1008 W Main
1009 W Main
103 University
104 Savannah
105 Lucas

106 Floyd
106 S Jackson
107 Park
108 S Hawkins
1109 W Main

111 N College
113 Overhill
115 E University
118 Overhill
119 University

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1210 Martha
121 Virginia
1219 E Marvin
124 Kaufman
200 S Hawkins
201 Oldham
204 S Elm
206 N Grand
207 S Hawkins
209 S College
209 S Hawkins
210 W Franklin
211 Ferris
211 Harbin
212 Virginia
212 W Jefferson
215 W Franklin
219 Virginia
301 E University
303 Matthews
304 Oldham
305 University

307 S Rogers
308 Oldham
309 E Marvin
310 Harbin
310 S College
312 E University
317 E University
317 Virginia
318 E University
323 Cynisca
323 E Marvin
401 Oldham
407 Oldham
408 Oldham
412 W Marvin
412 W Parks
414 W Marvin
415 S Flat
417 W Main
421 S College
501 Brown
501 Sycamore

503 Ferris
504 Sycamore
513 Sycamore
523 Highland
607 W Jefferson
607 W Marvin
615 N Rogers
616 Kaufman
619 N Rogers
621 E Marvin
707 W Marvin
717 W Main
808 Sycamore
813 W Main
814 W Main
855 Cantrell
902 E Marvin
903 W Main
905 W Marvin
906 W Main
912 E Marvin



Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Mgr.
Thru: Ricky Boyd, City Manager
Date: March 12, 2026
Re: Historic Tax Incentives for Historic Resources NOT Previously Qualified

The City of Waxahachie offers tax incentives for historic residential and commercial properties to encourage property owners to maintain the historical integrity of our community's historic resources. The historic tax incentive is a 25 percent tax exemption of the city portion of the property taxes on the property's appraised value. Property owners must apply for the tax incentive annually with the City of Waxahachie. The Historic Preservation Officer starts accepting applications for the exemption in December, and the application deadline is March 15th every year. All historic tax incentives are approved by the Heritage Preservation Commission to ensure property owners have maintained the historical integrity of their property.

Qualifications for the Historic Tax Incentive Program:

Per Section 24-57 of the Code of Ordinances, Historic resources and property within a historic overlay district shall be eligible for the historic tax incentive program based on meeting all of the following criteria:

- All modifications or expansions are completed through an approved Certificate of Appropriateness;
- The historic resource or property within a historic overlay district is listed on the National Register of Historic Places, designated as a Recorded Texas Historic Landmark or State Archaeological Landmark by the Texas Historical Commission, or has been designated by the City of Waxahachie as a historically significant;

- The historic resource or property within a historic overlay district must adhere to all city ordinances; and
- The property must apply by March 15th.

Disqualifications for the Historic Tax Incentive Program:

Per Section 24-56 of the Code of Ordinances, no owner of a historic resource or national register shall do any of the following without disqualification from participation in the tax incentive program.

- Implement any exterior alteration, restoration, reconstruction, new construction, or movement of a historic resource (excluding minor in-kind repairs and ordinary maintenance as described in sections 24-60) without first applying for and receiving a certificate of appropriateness from the Heritage Preservation Commission
- Make any change in the appearance of the historic resource (i.e. light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements visible from the public right-of-way, excluding minor in-kind repairs and ordinary maintenance as described in section 24-60 of the Code of Ordinances) which affect the appearance and cohesiveness of the historic resource, other historic resources, or a historic overlay district without first applying for and receiving a Certificate of Appropriateness from the Heritage Preservation Commission;
- Demolish an individual historic resource or remove it from its site; or
- Allow a historic resource to fall into a serious state of disrepair, such that deterioration of an exterior architectural feature would likely produce a detrimental effect upon the character of the historic resources, other historic resources in proximity, or a historic overlay district.

The following historic resources are new properties seeking approval from the Heritage Preservation Commission for the current year's historic tax incentive offered by the city. The properties identified below are considered new applications and were not considered in the prior year.

Historic Tax Incentives for Historic Resources NOT Previously Qualified:

107 Savannah
 310 Brown
 900 E Marvin *TABLED 2/12/26*
 109 Criddle
 300 Virginia
 303 Kirven
 815 Circle
 905 W Main



(11)

Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Mgr.
Thru: Ricky Boyd, City Manager
Date: March 12, 2026
Re: Consider Additional Tax Credits Applications for Routine Maintenance or Restoration of Residential and Commercial Properties

As part of the Historic Tax Incentive Program, a property owner can apply for an additional tax credit for routine maintenance, restoration or commercial reinvestment.

Additional Tax Credit for Routine Maintenance

In addition to the Historic Tax Incentive, residential property owners can apply for an extra 25 percent tax exemption for routine maintenance projects that cost \$1,250 or more. Property owners must submit a copy of the invoice along with before and after photos to the Heritage Preservation Officer to qualify. This additional 25 percent tax credit for routine maintenance is only valid for one year. The maintenance work must be completed between March 15, 2025, and March 15, 2026, and approved by HPC by the March 15th deadline. The purpose of the additional tax credit is to encourage property owners to invest in annual routine maintenance on the exterior of their historic homes.

Residential property owners may apply for either the additional tax credit for routine maintenance or restoration but not both.

Additional Tax Credit for Restoration

In addition to the Historic Tax Incentive, residential property owners can apply for an extra 50 percent tax exemption for restoration projects that cost \$1,250 or more. To qualify, the property owner must submit a copy of the invoice along with before-and-after photos to the Heritage Preservation Officer. This additional 50 percent tax credit will only be available for one year. The restoration work

must be completed between March 15, 2025, and March 15, 2026, and must be approved by HPC by the March 15th deadline. The purpose of the additional tax credit is to encourage property owners to restore the original historical features on the exterior of their homes.

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Residential property owners may apply for either the additional tax credit for routine maintenance or restoration but not both.

Additional Tax Credit for Commercial Reinvestment

In addition to the Historic Tax Incentive, the property owner of a nonresidential building may apply for an additional 50 percent tax exemption for reinvestment projects costing \$1,250 or more. Only nonresidential properties are eligible for this additional tax credit option. Investments eligible for this incentive shall be those made for:

- Structural repairs and improvements;
- Electrical repairs and improvements;
- Plumbing repairs and improvements;
- Mechanical repairs and improvements;
- Interior repairs and improvements; or
- Exterior restoration.

The property owner must provide the Heritage Preservation Officer with a copy of the invoice and a before-and-after photo. The additional 50 percent tax credit for restoration will apply for only one year. The reinvestment work must be completed between March 15, 2025, and March 15, 2026, and approved by HPC by the March 15th deadline.

The following properties are applying for the historic tax incentive as well as the additional tax credit offered for either routine maintenance, restoration, or commercial reinvestment. The Commission can approve the applications for the base historic incentive, and upon review of the qualifying expenditures can approve an additional tax credit as identified on the applicant's submittal.

Additional Tax Credits Applications for Routine Maintenance or Restoration of Residential and Commercial Properties:

104 Savannah	323 E Marvin	906 W Main
1109 W Main	401 Oldham	207 S Hawkins
113 Overhill	407 Oldham	212 Virginia
201 Oldham	414 W Marvin	814 W Main
209 S College	501 Brown	303 Kirven
209 S Hawkins	513 Sycamore	815 Circle
211 Harbin	523 Highland	616 Kaufman
305 University	607 W Jefferson	412 W Marvin
309 E Marvin	902 E Marvin	903 W Main
	905 W Marvin	212 W Jefferson