

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on ***June 11, 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, 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
Director of Planning:	Trenton Robertson
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 May 14, 2026
4. Consider Certificate of Appropriateness for 303 Virginia
5. Consider Certificate of Appropriateness for 200 N Monroe
6. Consider Certificate of Appropriateness for 301 University
7. Consider Historic Tax Incentives for Historic Resources previously qualified
8. Comments by Commission members and City staff
9. Adjourn

The Heritage Preservation Commission reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein.

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, May 14, 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
Peggy Crabtree, Secretary
Mark Gundert
Alex Lohmann
Mark McReynolds
Kelly Savell

Heritage Preservation Commission Member Absent: Ron Finch, Vice Chair

Planning & Zoning Commission Liaison: Jimmy Poarch (Absent)
Heritage Preservation Manager: Sandy Rehkopf (Present)
Director of Planning: Trenton Robertson (Absent)
City Council Liaison: Patrick Souter (Absent)

1. Call to Order

Chair Jacqueline Montejano called the meeting to order at 5:29 p.m.

2. Public Comments

None.

3. Approve the meeting minutes of the regular meeting held on April 23, 2026

Action:

Mark Gundert moved to approve the April 23, 2026 meeting minutes as presented. The motion was seconded by Peggy Crabtree and carried unanimously (6-0).

4. Consider Historic Tax Incentives for Historic Resources previously qualified

Heritage Preservation Manager Sandy Rehkopf presented four (4) properties with staff recommendation to approve based on multiple years of prior approval and no significant changes to the properties. She provided the Commissioners with the opportunity to request discussion on any property.

Historic Tax Incentives Considered in group vote:

- 405 Williams
- 503-505 N College
- 507 N College
- 509 N College

Action:

Kelly Savell moved to approve the list of four previously qualified historic resources as submitted via Memo and recommended by staff. The motion was seconded by Jacqueline Montejano and carried unanimously (6-0).

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

Mrs. Rehkopf presented three (3) new applications to the Commission for consideration. The Commission reviewed and discussed each property thoroughly.

Historic Tax Incentives Considered:

- 441 S College
- 325 W University
- 412 Royal

Action:

Alex Lohmann motioned to:

- *Approve the application for 441 S College*
- *Table the application for 325 W University to allow Alex Lohmann the opportunity to visit the property to determine the siding material*
- *Deny the application for 412 Royal because the entire façade has been altered beyond historic recognition to include siding, gables, vents, and windows.*

Motion was seconded by Kelly Savell and carried unanimously (6-0)

6. Comments by Commission members and City staff

Kelly Savell informed the group that she was given two Historic Preservation pamphlets, one for generic preservation guidelines and one specific for windows. She would like to find who created them and request that we print more of them to provide to homeowners. Mrs. Rehkopf offered to check the City database to see if it is something that the City created.

Ms. Savell continued that it is her personal mission to be a better steward of educating the public. The Commission spoke about getting the properties into Mrs. Rehkopf new database and sending out quarterly newsletters with pertinent information to historic homeowners.

Sandy Rehkopf informed the group of her intention to send out small aluminum Designation Markers to historic homeowners who have been approved as Historic Resources by the Commission. She found a few old ones and found a company that can recreate them. Once they are received, she will print letters to include with the markers. Commissioners can sign the letters and drop in the mail.

7. Adjourn

There being no further business, the meeting adjourned at 5:57 p.m.

Heritage Preservation Commission
May 14, 2026
Page 3

(3)

Respectfully submitted,

Sandy Rehkopf
Historic Preservation Manager



Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Manager
Thru: Trenton Robertson, Director of Planning
Date: June 11, 2026
Re: Consider a Certificate of Appropriateness for 303 Virginia

Applicant: Brad Yates

Owner's Name: Loren Gray Investments, LLC

Property Address: 303 Virginia

Request: The request involves restoration of entire structure, both interior and exterior to bring it back to its original historic look. For the purpose of the COA, the scope of work includes rebuilding the front porch with 1x4 tongue and groove flooring, repointing brick on column bases, replacing posts, replacing handrails, new 1/1 wood windows, removing vinyl siding to expose original wood siding and paint.

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
- Drawings

Certificate of Appropriateness Application Form

Date Filed: 5/20/24
 Property Owner's Name: Loren Gray Investments, LLC. and/or Agent: _____
 Mailing Address: PO Box 2868 Wapakoneta, Tx. 75168

Phone number: _____ Email address: _____

Historic Structure Address: 303 Virginia

Is 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 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: Total restoration of structure
interior / exterior

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): Consistent with neighboring
homes and time built

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 (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: _____

Date: _____

5/19/26

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

Scope of Work

(4)

Rebuild front porch

1x4 Tongue & groove flooring

Repoint column bases

New posts

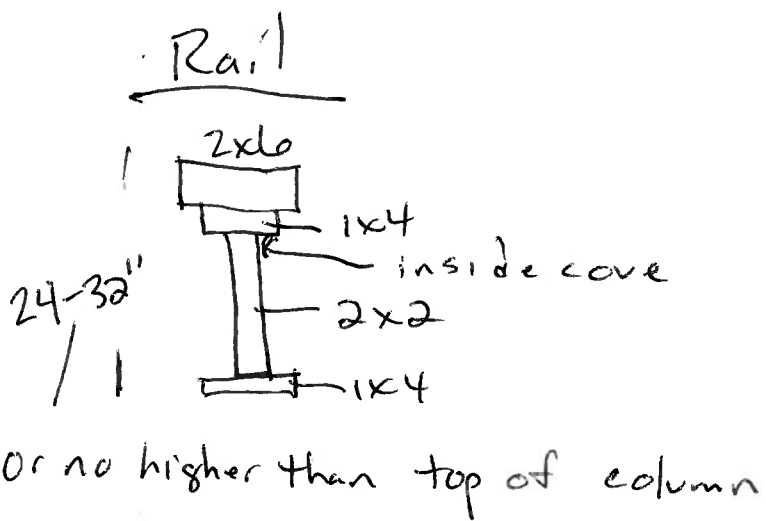
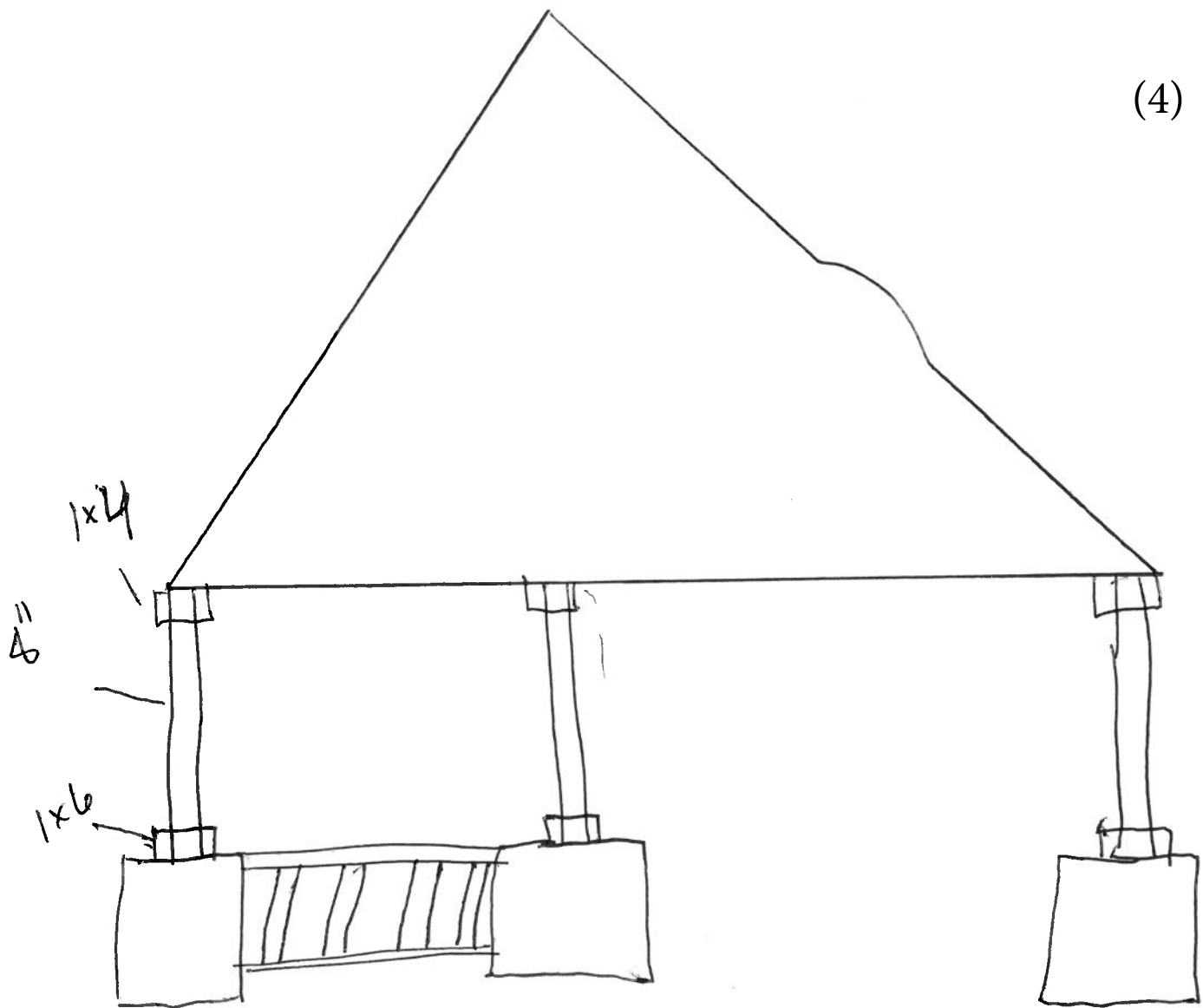
New handrail

New one/one wood windows on front

Remove vinyl siding to expose

Original 117 siding

(4)



(4)





Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Manager
Thru: Trenton Robertson, Director of Planning
Date: June 11, 2026
Re: Consider a Certificate of Appropriateness for **200 N Monroe**

Applicant: Rocky Stones

Owner's Name: Waxahachie Stones Family Partnership

Property Address: 200 N Monroe

Request: The request involves restoration of the exterior to include adding a full length awning and exterior paint.

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
- Awning engineering and Materials Schedule

Certificate of Appropriateness Application

Case Number	<i>Field not completed.</i>
Date Filed	<i>Field not completed.</i>
Date for Consideration by the Heritage Preservation Commission	<i>Field not completed.</i>
Name of Property Owner	Waxahachie Stones family partnership LP
Name of Agent (if applicable)	Rocky Stones
Mailing Address	305 E. University
City	Waxahachie
State	Texas
Zip Code	75165
Phone Number	██████████
Email Address	████████████████████
Is this information for the Owner or Agent?	Owner
(Section Break)	
Historic Structure Address	200 N Monroe St. / 310 Water St.
City	Waxahachie
State	Texas
Zip Code	75165
Is this structure for residential or non-residential use?	Non-residential

Has this structure been designated as a Historic Resource?

No

By whom?

Field not completed.

Is this structure in the Historic Overlay District?

Yes

(Section Break)

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.

Description of Project

I intend to rebrand the exterior of the building from a southwest Adobe style to something that is more appropriate for Central, Texas. Improvements include full length awnings on Monroe Street and Water Street as well as black and white paint. The awnings will extend 7 ft from the building and be supported by heavy tie rods angled and connected to the wall with vintage escutcheon plates. The existing brown paint will be replaced with black and the existing tan paint will be replaced with white. I have this month completed installation of an isoboard TPO roof and replaced 2 of the 3 rooftop HVAC units at my own expense.

Reason(s) you feel the proposed exterior work is consistent with the historical character of the property.

According to the Ellis county appraisal district, the building was constructed in 1940. Part of the building was a warehouse as evidenced by the loading dock on the north end of the building. The building is 6000 ft.² with dimensions of 120 feet on Highway 77 and 50 feet on Water Street. The ceiling heights are 16 feet and the roof is a parapet. The exterior walls are concrete block. In 1986 the building was converted to an office building in a southwest Adobe style with a synthetic stucco façade. I intend to rebrand the exterior of to something that is

more appropriate for Central Texas. The predominant feature of this area is the railroad track, and I intend to change the exterior to something more along the lines of a an old railroad warehouse with awnings that are fairly abundant downtown. Just about anything that I do would be an improvement over the southwest theme This is further necessitated by the fact that Monroe Street is now a US Highway and the portal to the historic downtown.

Checklist

Please upload the following (items **must** be included with this application)

Current photograph(s) of the existing structure.	IMG_0046.png , IMG_0043.png
--	---

Historic photographs (if available) upon which the proposed work is based.	<i>Field not completed.</i>
--	-----------------------------

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.	Dixon engineering docs.pdf
---	--

List of materials for all exterior surfaces and/or signs	Dixon engineering docs 1.pdf
--	--

Dollar value of improvements to be made	95000
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The following items may be requested after submission:

- 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.

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](#) 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

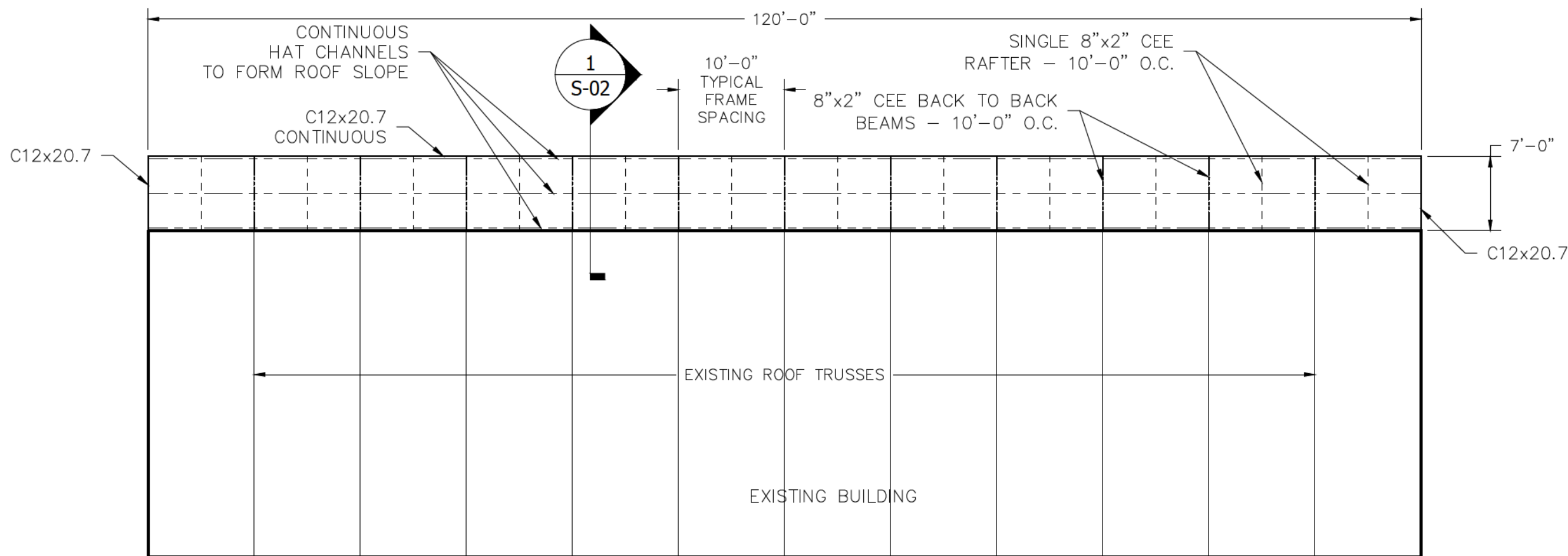
Rocky Stones

Date

5/28/2026

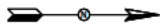
(Section Break)

(5)



1

CANOPY FRAMING PLAN



Scale: 3/32"=1'-0"

GENERAL NOTES

DASE NO. 24013-00
200 N. MONROE STREET
WAXAHACHIE, TEXAS 75165

- DESIGN REVIEW HAS BEEN BASED ON THE 2021 INTERNATIONAL BUILDINGS CODE.
 - APPLIED DESIGN LOADS
 - DEAD LOAD = SELF WEIGHT
 - ROOF LIVE LOAD = 20 PSF
 - WIND LOAD
 - WIND SPEED = 105 MPH
 - RISK CATEGORY = II
 - EXPOSURE CATEGORY = C
- THE ENGINEERING SERVICES PROVIDED HERE ARE FOR THE CANOPY ONLY.
- WHENEVER THE EXISTING BUILDING CONDITIONS OR OTHER BUILDING CONDITIONS ARE FOUND TO BE DIFFERENT FROM THESE PLANS, THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY SO ANY ADJUSTMENTS CAN BE MADE.

- WORK SHALL BE DONE IN ACCORDANCE WITH PLANS, SPECIFICATIONS AND APPLICABLE REPORTS AND SHALL MEET CODES, RULES AND REGULATIONS OF ALL GOVERNING AGENCIES HAVING JURISDICTION (CITY, STATE, NATIONAL AND UTILITY COMPANIES).
- IF PLANS AND SPECIFICATIONS DIFFER FROM REQUIRED MINIMUM STANDARD SET FORTH IN ORDINANCES OF ALL GOVERNING AGENCIES, ORDINANCES SHALL GOVERN.
- ANY DISAGREEMENT BETWEEN THE PLANS, SPECIFICATIONS AND THE ORDINANCES OF THE GOVERNING AGENCIES, ATTENTION MUST BE CALLED TO SAME BEFORE SIGNING OF THE CONTRACT.
- CONTRACTOR SHALL NOTIFY THE ENGINEER AT LEAST 24 HOURS IN ADVANCE OF PLACING CONCRETE FOR THE ENGINEER TO OBSERVE THE WORK PERFORMED AND PLACEMENT OF REINFORCEMENT.
- DIXON & ASSOCIATES PROVIDES THESE PLANS TO REPRESENT THE STRUCTURAL ENGINEERED FOUNDATIONS AND STRUCTURAL FRAMING. ADDITIONAL ARCHITECTURAL INFORMATION HAS BEEN SHOWN AS A SERVICE TO THE OWNER AND THE CONTRACTOR TO CLARIFY THE RELATIONSHIP OF STRUCTURAL ELEMENTS TO THE OTHER PORTIONS OF THE BUILDING. THE OWNER AND THE CONTRACTOR REMAIN SOLELY RESPONSIBLE THE INTEGRITY OF THE BUILDING ENVELOPE, THE COMPATIBILITY OF ALL FINISH MATERIALS, AND STRICT COMPLIANCE WITH ALL MINIMUM STANDARDS SET BY BUILDING CODES, ORDINANCES, REGULATORY AGENCIES, AND UTILITY COMPANIES.



ISSUES & REVISIONS	
ISSUE	

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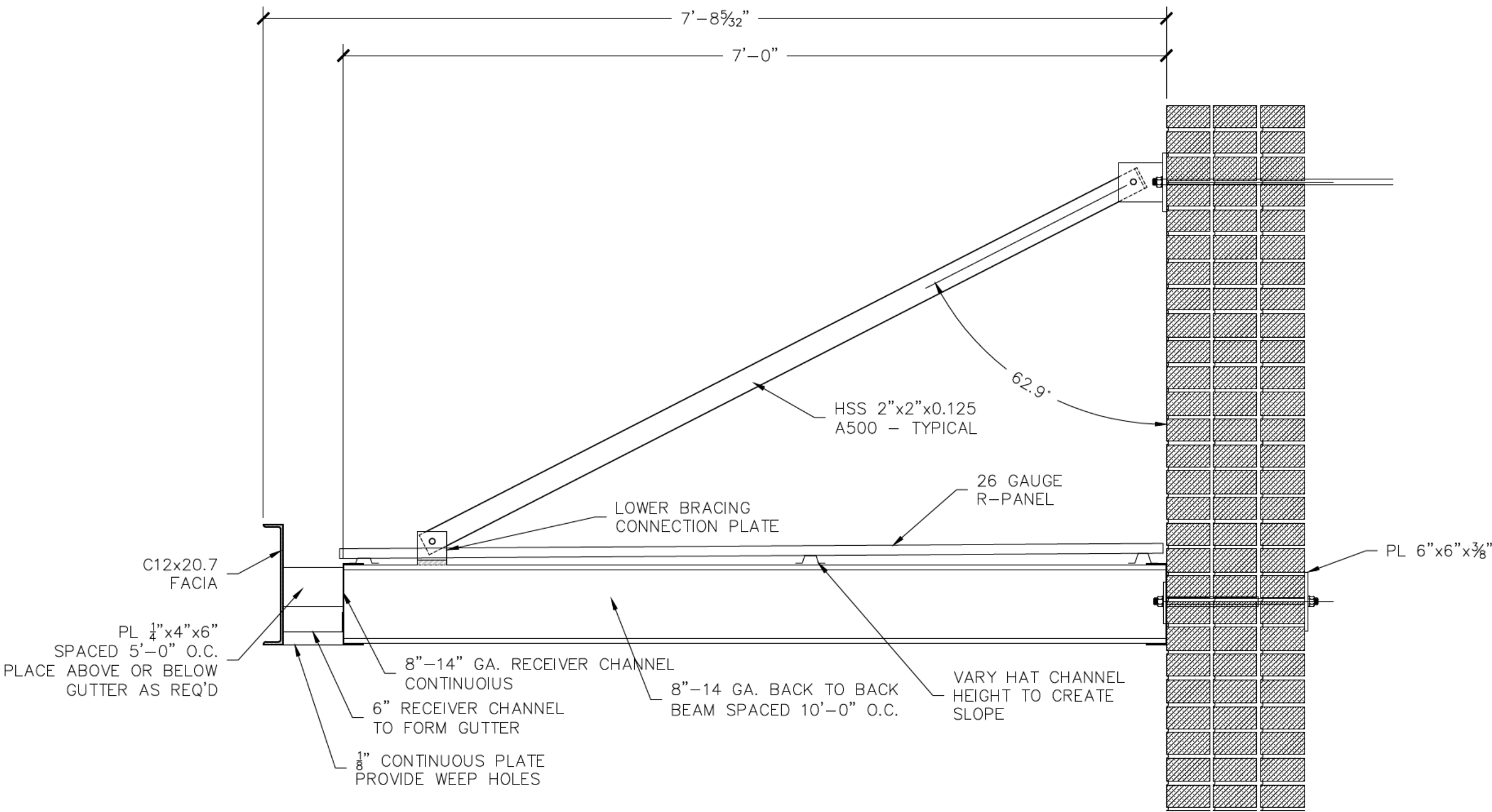
200 N. Monroe Street
Waxahachie, Texas
75165

SHEET TITLE	
CANOPY FRAMING PLAN	
FILENAME:	

DIXON & ASSOCIATES
CONSULTING
STRUCTURAL ENGINEERS
503 NORTH ROGERS ST.,
WAXAHACHIE, TEXAS 75165
PH: 972-523-1911
JDIXON@DIXON.ENGINEERING
TX FIRM NO.: 005956

ITEM NO.: 24013-00
FEBRUARY 9, 2024
SHEET NUMBER
S-01

(5)



STATE OF TEXAS
JAMES DALE DIXON, JR.
89257
PROFESSIONAL ENGINEER
02/09/24

ISSUES & REVISIONS	
ISSUE	

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200 N. Monroe Street
Waxahachie, Texas
75165

SHEET TITLE

CANOPY
FRAMING SECTION

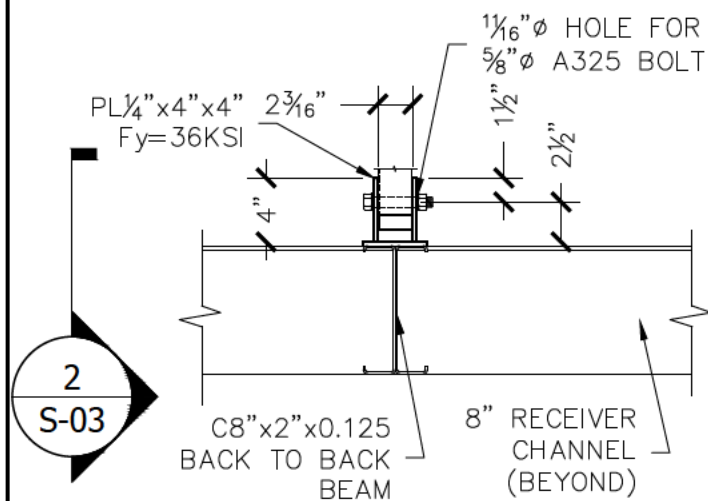
FILENAME:

DIXON & ASSOCIATES
CONSULTING
STRUCTURAL ENGINEERS
503 NORTH ROGERS ST.,
WAXAHACHIE, TEXAS 75165
PH: 972-523-1911
JDIXON@DIXON.ENGINEERING
TX FIRM NO.: 005956

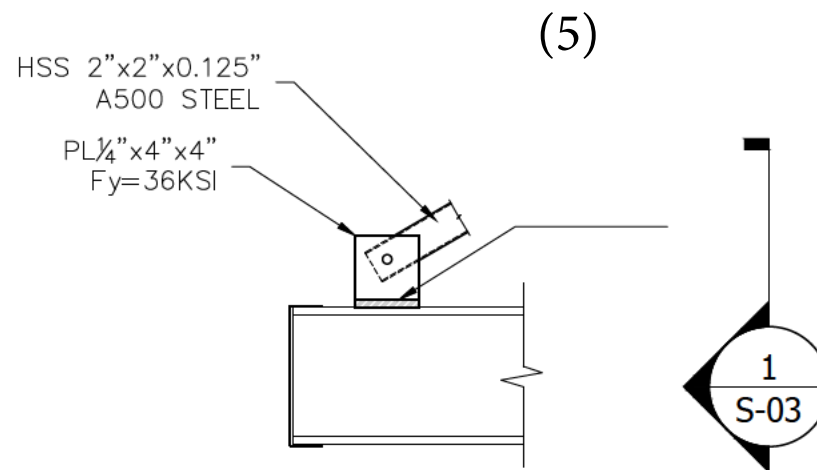
ITEM NO.: 24013-00
FEBRUARY 9, 2024
SHEET NUMBER
S-02

1 CANOPY SECTION

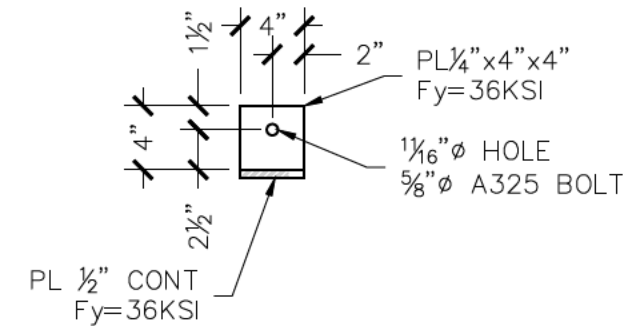
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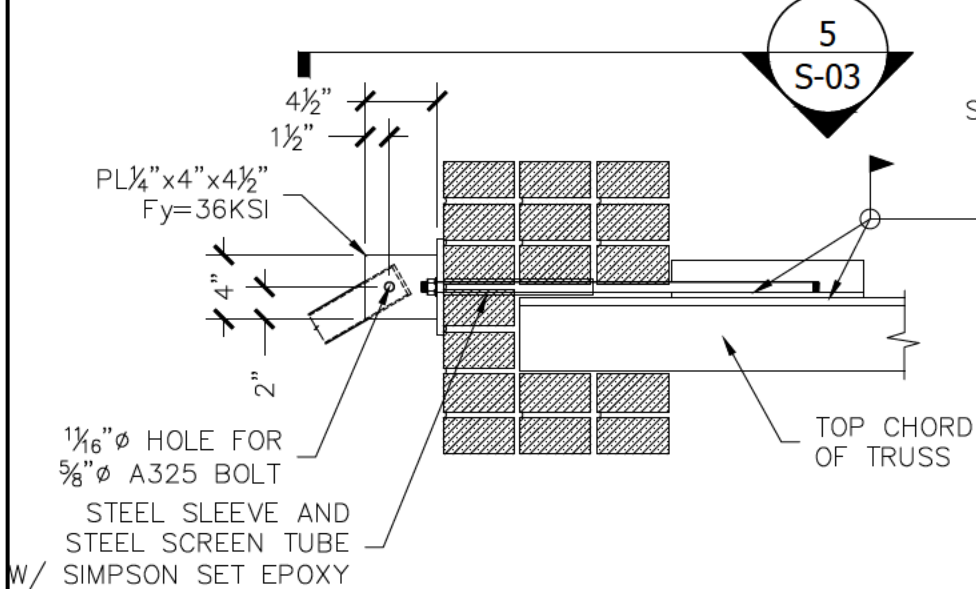
1 LOWER BRACE CONN - ELEVATION
Scale: 1"-1'-0"



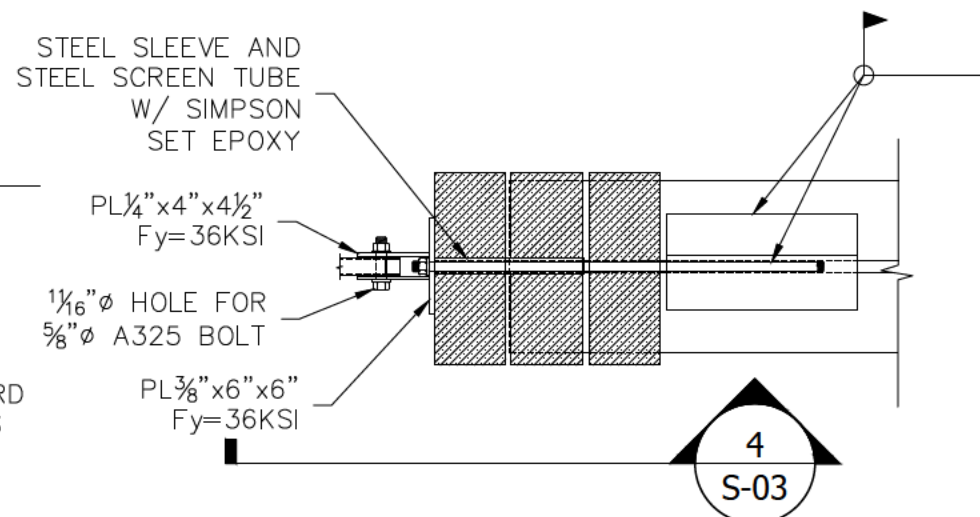
2 LOWER BRACE CONN - SECTION
Scale: 1"-1'-0"



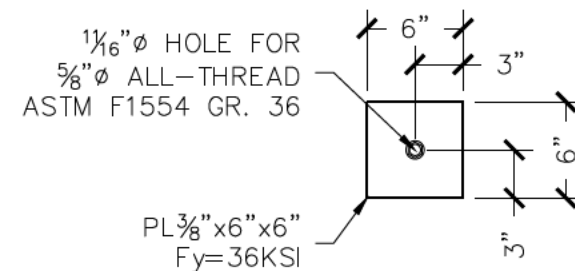
3 LOWER BRACE CONNECTION
Scale: 1"-1'-0"



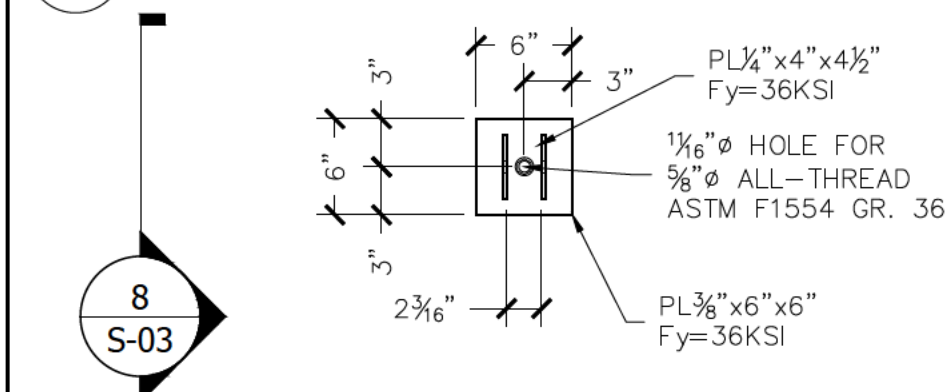
4 UPPER BRACE CONN - SECTION
Scale: 1"-1'-0"



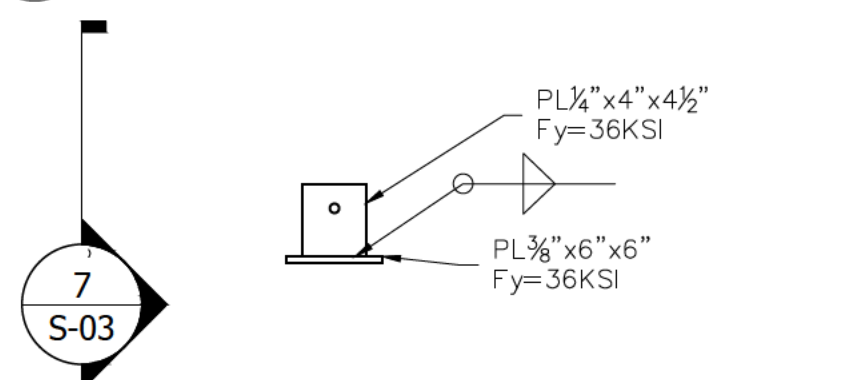
5 UPPER BRACE CONN - SECTION
Scale: 1"-1'-0"



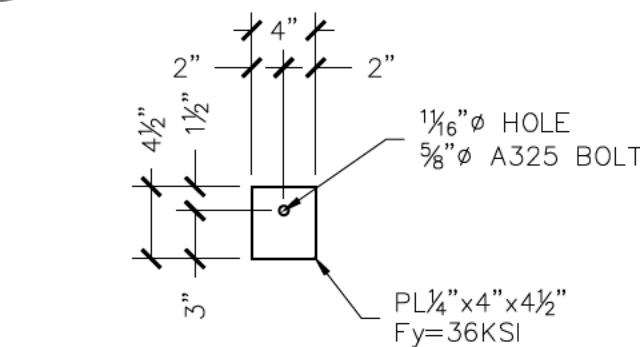
6 INTERIOR WALL PLATE DETAIL
Scale: 1"-1'-0"



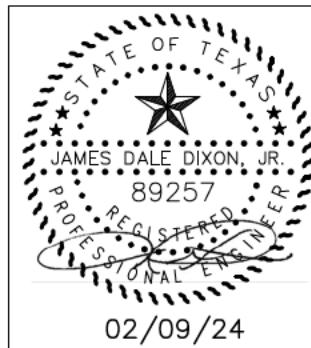
7 UPPER BRACE CONN PLATE
Scale: 1"-1'-0"



8 UPPER BRACE CONN PLATE
Scale: 1"-1'-0"



9 CONNECTION PLATE DETAIL
Scale: 1"-1'-0"



ISSUES & REVISIONS	
ISSUE	

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200 N. Monroe Street
Waxahachie, Texas
75165

SHEET TITLE
CANOPY
DETAILS
FILENAME:

DIXON & ASSOCIATES
CONSULTING
STRUCTURAL ENGINEERS
503 NORTH ROGERS ST.
WAXAHACHIE, TEXAS 75165
PH: 972-523-1911
JDIXON@DIXON.ENGINEERING
TX FIRM NO.: 005956

ITEM NO.: 24013-00
FEBRUARY 9, 2024
SHEET NUMBER
S-03



200 N Monroe St



(5)



Google

Google





Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown Redevelopment & Historic Preservation Manager
Thru: Trenton Robertson, Director of Planning
Date: June 11, 2026
Re: Consider a Certificate of Appropriateness for **301 University**

Applicant: Phylis Hildreth

Owner's Name: Phylis Hildreth

Property Address: **301 University**

Request: The request involves replacement of the front door with a door that is more historically appropriate.

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

Certificate of Appropriateness Application

Case Number	Field not completed.
Date Filed	Field not completed.
Date for Consideration by the Heritage Preservation Commission	Field not completed.
Name of Property Owner	Phylis Eileen Hildreth
Name of Agent (if applicable)	Phylis Hildreth
Mailing Address	301 University Avenue
City	Waxahachie
State	TX
Zip Code	75165
Phone Number	██████████
Email Address	██████████████████
Is this information for the Owner or Agent?	Owner
(Section Break)	
Historic Structure Address	301 University Avenue
City	Waxahachie
State	Texas
Zip Code	75165
Is this structure for residential or non-residential use?	Residential

Has this structure been designated as a Historic Resource?

No

By whom?

Field not completed.

Is this structure in the Historic Overlay District?

Field not completed.

(Section Break)

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.

Description of Project

replace front door

Reason(s) you feel the proposed exterior work is consistent with the historical character of the property.

the current front door is not period correct

Checklist

Please upload the following (items **must** be included with this application)

Current photograph(s) of the existing structure.

[Front house.jpg](#), [Proposed Front Door.jpg](#)

Historic photographs (if available) upon which the proposed work is based.

Field not completed.

Elevation drawing(s) of any part of structure that

[Front house_1.jpg](#)

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	bid for front door.jpg
--	--

Dollar value of improvements to be made	\$600.00
--	----------

The following items may be requested after submission:

- 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.

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](#) 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	Phylis Eileen Hildreth
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Date	5/29/26
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Memorandum

To: Heritage Preservation Commission
From: Sandy Rehkopf, Downtown & Historic Preservation Manager
Thru: Trenton Robertson, Director of Planning
Date: June 11, 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

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 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:

325 University

320 E Marvin

1208 E Marvin