

MINUTES

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on **Thursday, July 11, 2024 at 5:30 p.m.** in the Hatchet Conference Room at the Charles Beatty Municipal Services Building, 408 S. Rogers, Waxahachie, Texas.

Heritage Preservation Commission Members Present:	Peggy Crabtree, Chair Jacqueline Montejano, Vice Chair Michelle Haye Kelly Savell
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Heritage Preservation Commission Members Absent:	Curtiss Thompson Ronald Finch Adam Graves
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Planning & Zoning Commission Liaison:	Bonney Ramsey
Heritage Preservation Manager:	Eleana Tuley
City Council Liaison:	Patrick Souter

Guests: Council Member Travis Smith

1. Call to Order

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

2. Public Comment

There were no public comments.

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

Action:

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

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

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

Action:

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

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

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

Action:

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

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

Eleana Tuley presented the request to the commission.

Action:

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

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

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

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

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

Action:

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

8. Comments by Commission members and City staff

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

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

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

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

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

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

9. Adjourn

The meeting adjourned at 6:54 pm.

Respectfully Submitted by Eleana Tuley