

MINUTES

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on **Thursday, December 12, 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
Ronald Finch
Mark Gundert
Alex Lohmann

Heritage Preservation Commission Members Absent: Adam Graves
Kelly Savell

Planning & Zoning Commission Liaison: Marlene Norcross (Absent)
Heritage Preservation Manager: Eleana Tuley
City Council Liaison: Patrick Souter

1. Call to Order

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

2. Public Comments

None.

3. Approve the minutes of the Work Session held on November 7, 2024, and the Regular Meeting held on November 14, 2024

Mark Gundert motioned to approve the meeting minutes for the November 7, 2024 work session and the November 14, 2024 meeting. Alex Lohman seconded the motion. **All ayes.**

4. Consider rescheduling the March 13, 2025 Heritage Preservation Commission meeting to March 27, 2025

Alex Lohman motioned to reschedule the March 13, 2025 Heritage Preservation Commission meeting to March 27, 2025. Ron Finch seconded the motion. **All ayes.**

5. Consider a Certificate of Appropriateness for 105 N. Patrick Street

Eleana Tuley presented the request. Ron Finch motioned to approve the Certificate of Appropriateness for 105 N. Patrick Street. Alex Lohman seconded the motion. **All ayes.**

6. Consider a Certificate of Appropriateness for 410 W. Parks Avenue

Eleana Tuley presented the request. Peggy Crabtree requested the nonfunctional shutters be removed with the home improvements.

Action:

Alex Lohman motioned to approve the Certificate of Appropriateness for 410 W. Parks Avenue. Mark Gundert seconded the motion. **All ayes.**

7. Consider a Certificate of Appropriateness for 700 Water Street

Eleana Tuley presented the request.

Action:

Mark Gundert motioned to approve the Certificate of Appropriateness for 700 Water Street. Ron Finch seconded the motion. **All ayes.**

8. Consider a Certificate of Appropriateness for 622 Dunn Street

Eleana Tuley presented the request. Jackie Montejano mentioned that the railing in this time period was constructed at the level of the window sills so that the porch railing would not obstruct the homeowner's view from the window. Peggy Crabtree also mentioned removing the shutters since they were for aesthetics and did not function properly as shutters.

The commission gave the Applicant the option of constructing the porch railing at the level of the window sill or a railing that aligns with the top of the four-inch concrete cap on top of the brick column (as shown in Exhibit A).

Action:

Alex Lohman motioned to approve the Certificate of Appropriateness for 622 Dunn Street with the option of constructing the porch railing at the level of the window sill or a railing that aligns with the top of the four-inch concrete cap on top of the brick column (as shown in Exhibit A). Ron Finch seconded the motion. **All ayes.**

9. Consider a Certificate of Appropriateness for 2202 Howard Road

Eleana Tuley presented the request. Although the house had been previously altered, the Certificate of Appropriateness was only for the proposed improvements.

Action:

Mark Gundert motioned to approve the Certificate of Appropriateness for 2202 Howard Road. Jackie Montejano seconded the motion. **All ayes.**

10. Consider a Certificate of Appropriateness for 902 E. Marvin Avenue

Eleana Tuley presented the request.

Action:

Alex Lohman motioned to approve the Certificate of Appropriateness for 902 E. Marvin Avenue. Mark Gundert seconded the motion. **All ayes.**

11. Consider Historic Tax Incentive Applications

Eleana Tuley presented the qualifications and disqualifications for the Historic Tax Incentive program per the ordinance.

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

- 233 Patrick Street
- 527 W Jefferson St
- 420 W. Franklin Street
- 219 Virginia Ave
- 711 W Main St
- 243 Patrick St
- 124 Kaufman St
- 118 Overhill Dr
- 610 Kaufman St
- 817 W Main St
- 418 N College St
- 317 E University Ave
- 1020 W Main St
- 905 W. Marvin Avenue
- 115 E University Avenue
- 103 University Ave
- 218 University Ave

Mark Gundert recused himself from evaluating the historic tax incentive application for 124 Kaufman Street because he owned the property in question.

The Heritage Preservation Commission tabled the historic tax incentive application for 605 N. Grand Avenue and 2202 Howard Road. The Commission presented both property owners with the opportunity for their application to be considered at the January 9, 2025 Heritage Preservation Commission meeting. The historic tax incentive application for 605 N. Grand Avenue was tabled for altering the original wood windows for aluminum windows. The historic tax incentive application for 2202 Howard Road was tabled for changing columns to cedar columns.

Action:

Alex Lohman motioned to approve all the historic tax incentive applications except 605 N. Grand and 2202 Howard Road and to table them for the January 9, 2025 Heritage Preservation Commission meeting. **All ayes.**

12. Consider Additional Tax Credit Applications for Routine Maintenance and/or Restoration

Eleana Tuley presented the additional tax credit request for routine maintenance at 233 Patrick Street and 218 University Avenue and for restoration at 905 W. Marvin Avenue and 103 University Drive.

Action:

As presented, Jackie Montejano motioned to approve the additional tax credit for routine maintenance and restoration. Alex Lohman seconded the motion. **All ayes.**

13. Consider establishing committees for Restoration and Community Outreach & Education

Eleana Tuley stated that per the Commission's November 7, 2024 work session meeting, the Commission was considering the formation of the Restoration and Community Outreach & Education committees.

Action:

Jackie Montejano motioned to designate Adam Graves, Jackie Montejano, and Mark Gundert on the Restoration Committee and Ron Finch, Kelly Savell, and Alex Lohman on the Community Outreach & Education Committee. Alex Lohman seconded the motion. **All ayes.**

14. Comments by Commission members and City staff

Eleana Tuley informed the Commission of the upcoming Real Places Conference in Austin, Texas, from April 23rd to April 25th. The conference is hosted by the Texas Historical Commission and provides professional training on a wide range of topics related to historic preservation. They need to let her know as soon as possible if they are interested since early registration closes December 20th.

15. Adjourn

The meeting adjourned at 6:45 pm.

Submitted Respectfully by Eleana Tuley