

Heritage Preservation Commission
March 12, 2026

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was 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 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 (Absent)
Heritage Preservation Manager:	Sandy Rehkopf (Present)
Director of Planning:	Trenton Robertson (Present)
City Council Liaison:	Patrick Souter (Present)

1. Call to Order

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

2. Public Comments

None.

3. Approve the meeting minutes of the regular meeting held on February 12, 2026.

Action:

Alex Lohmann moved to approve the February 12th meeting minutes as presented. The motion was seconded by Kelly Savell and carried unanimously (7-0).

4. Consider a Certificate of Appropriateness for 100 N College

Downtown Redevelopment & Historic Preservation Manager Sandy Rehkopf presented the item. Property owner was not present. The request involved additional emergency brick replacement in multiple areas around the exterior of the building. Owner proposes to replace with matching brick and appropriate mortar to keep with historic guidelines. This COA is being presented with the intention of the owner to request additional funding from TIRZ.

The Commission discussed several concerns regarding safety barricades, specific locations of the new emergency repairs, and the plan going forward as work continues with the likeliness for additional discoveries of broken/loose bricks.

Chair Montejano stated that the application and attachments were not thorough enough and without the owner present, they could not make a decision at this time. A motion to deny without prejudice was discussed, as it would allow time to contact the owner and gather additional information.

Action:

Jacqueline Montejano motioned to deny without prejudice the Certificate of Appropriateness for 100 N College. The motion was seconded by Alex Lohmann and carried unanimously (7-0).

5. Consider a Certificate of Appropriateness for 124 Kaufman

Mrs. Rehkopf presented the item. Owner and HPC Commissioner, Mark Gundert, was present. The request involves replacing fish scale cedar shingles on front and side of home that were damaged in recent storm. In addition, owner will be replacing the broken dormer windowpanes. They currently have modern panes, and he will replace with historic wavy glass.

Action:

Ronald Finch motioned to approve the Certificate of Appropriateness for 124 Kaufman. The motion was seconded by Alex Lohmann and carried unanimously (6-0) with Mark Gundert abstaining.

6. Consider a Certificate of Appropriateness for 1404 W. Main

Mrs. Rehkopf presented the item. Owner was not present. The request involves replacing seven windows on the front of the home, repairing trim wood, and complete exterior paint.

The Commission discussed the drawing submitted and compared it to historic photos of the home. They commented on the obvious mismatch. The planned windows are sized differently than original windows. In addition, the proposed new windows do not appear to be the appropriate material for historic homes. Secretary Peggy Crabtree also reminded the group that guidelines require that homeowners repair windows unless more than 50% of the window is irreparable. Chair Montejano expressed concerns with lack of specificity and hopes that the home owner will opt to reapply with more information on the windows and attend the meeting to answer questions.

Action:

Jacqueline Montejano motioned to deny without prejudice the Certificate of Appropriateness for 1404 W Main. The motion was seconded by Alex Lohmann and carried unanimously (7-0).

7. Consider Sign Permit for 212 Jefferson Street

Mrs. Rehkopf presented the item for DTF T-Shirt Shop. Owner was not present. The request includes installation of a 36"X72" MDO sign affixed to the current wood brackets. Owner will not make any new entry points into the building.

The Commission expressed concern with the logo which has company's initials on it and asked owner to consider using full name to prevent any confusion.

Action:

Peggy Crabtree motioned to approve the sign permit with request to add full company name at the bottom. The motion was seconded by Kelly Savell and carried unanimously (7-0).

8. Consider Sign Permit for 201 Monroe

Mrs. Rehkopf presented the item for Six O Two Taco Shop. The owner was not present. The request includes a 36"x120" black aluminum sign with the company logo backlit. The Commission had several questions and concerns regarding the plan for attaching the sign to the building. The application submitted appears to have a large number of anchor points in the building for the sign and the lighting. Without the owner present and adequate documentation, the Commission expressed desire to discuss details further with owner and asked staff to reach out to them.

Action:

Peggy Crabtree motioned to deny without prejudice the Sign Permit for 201 Monroe to allow for staff to reach out to owner and request attendance at meeting to answer questions and collaborate to plan for best installation process to protect integrity of the building. The motion was seconded by Kelly Savell and carried unanimously (7-0).

9. Consider Historic Tax Incentives for Historic Resources previously qualified

Mrs. Rehkopf presented eighty (80) 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. After discussion, seven properties were pulled from the list due to being owned by members of the Commission in attendance. Commissioners acknowledged that they would need to abstain from the vote for their property.

Historic Tax Incentives Considered in group vote:

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
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

Action:

Alex Lohmann moved to approve the list of 80 previously qualified historic resources as submitted via Memo and recommended by staff.

106 Floyd and 504 Sycamore was seconded by Jacqueline Montejano and carried unanimously (6-0) with Ronald Finch abstaining.

124 Kaufman was seconded by Peggy Crabtree and carried unanimously (6-0) with Mark Gundert abstaining.

207 Hawkins, 209 Hawkins, and 607 Jefferson was seconded by Kelly Savell and carried unanimously (6-0) with Peggy Crabtree abstaining.

412 W Marvin was seconded by Peggy Crabtree and carried unanimously (6-0) with Jacqueline Montejano abstaining.

The remaining 73 properties were seconded by Peggy Crabtree and carried unanimously (7-0).

10. 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:

- 107 Savannah
- 109 Criddle
- 300 Virginia
- 303 Kirven

- 310 Brown
- 815 Circle
- 900 E Marvin
- 905 W Main

Action:

Alex Lohmann motioned to:

Deny the application for two properties:

- *109 Criddle for too many alterations (windows, door, carport). Historic character not preserved.*
- *303 Kirven for porch decking not appropriate and front porch railing too high.*

Approve the remaining six properties.

Motion was seconded by Peggy Crabtree and carried unanimously (7-0)

11. Consider additional tax credits for routine maintenance or restoration of residential and commercial properties

Mrs. Rehkopf presented twenty-nine (29) applications for historic tax incentive which included a request for additional tax credit associated with routine maintenance and/or restoration efforts for the property. Properties presented are:

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

814 W Main
303 Kirven
815 Circle
616 Kaufman
412 W Marvin
903 W Main
212 W Jefferson

The Commission reviewed each property and discussed each at length. Secretary Crabtree and Chair Montejano abstained due to owning properties on the list.

Action:

Alex Lohmann motioned to:

- *Deny the additional tax credit for 303 Kirven – historic incentive was denied, therefore additional credit requests are also denied*
- *Table additional credit for 401 Oldham – owner mentioned stained glass repair that would qualify for additional restoration credit, but no photos or documentation were provided.*
- *Approve the remaining properties as listed above.*

The motion was seconded by Kelly Savell and carried unanimously (5-0) with Jacqueline Montejano and Peggy Crabtree abstaining.

12. Comments by Commission members and City staff

Jacqueline Montejano expressed her gratitude for excellent work done by Gumaro Martinez to stand in the vacancy of the Heritage Preservation Manager role and Sandy Rehkopf for coming onboard and learning so quickly. She welcomed Trenton Robertson to the team.

Mark McReynolds let the Commission know that he will be unable to attend the Real Places Conference after all and would like to offer his ticket to another who may be able to attend in his place.

13. Adjourn

There being no further business, the meeting adjourned at 7:38 p.m.

Respectfully submitted,

Sandy Rehkopf
Historic Preservation Manager