

Heritage Preservation Commission
July 9, 2026

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on Thursday, July 9, 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 Ron Finch, Vice Chair Peggy Crabtree, Secretary Mark Gundert Alex Lohmann Mark McReynolds Kelly Savell
Planning & Zoning Commission Liaison:	Jimmy Poarch (absent)
Heritage Preservation Manager:	Sandy Rehkopf
Director of Planning:	Trenton Robertson (absent)
City Council Liaison:	Patrick Souter

1. Call to Order

Chair Jacqueline Montejano called the meeting to order at 5:33 p.m.

2. Public Comments

None.

3. Approve the meeting minutes of the regular meeting held on June 11, 2026

Action:

Alex Lohmann moved to approve the June 11, 2026 meeting minutes as presented. The motion was seconded by Mark Gundert and carried unanimously (7-0).

4. Consider Sign Permit for 441 S College

Downtown Redevelopment & Historic Preservation Manager Sandy Rehkopf presented on behalf of the property owner, Meat Church LLC, with Sam Anderson, Project Manager, present. The request presented was for two signs. First, the owner requests to paint individual white letters on the existing aged tin on the front façade of the second building. The mural letting will have an aged look to replicate the ghost murals that can be seen in downtown Waxahachie currently. Second, the owner requests to affix individual metal block letters to the auger that runs across the top of the silos. The letters will be 2'x4', backlit, and span the length of the auger.

Commissioners had few questions, complimented the project, and expressed gratitude for the design choices to keep the historic look of the entire property. Chair Montejano presented Mr. Anderson with an official HPC Designated Historic Resource plaque.

Action:

Alex Lohmann moved to approve the sign permit for 441 S College. The motion was seconded by Kelly Savell and carried unanimously (7-0).

5. Consider Continued Eligibility in Historic Tax Incentive Program for 414 Coleman

Mrs. Rehkopf presented the request on behalf of the homeowner to appeal for an exception and allow her to remain in the Historic Tax Incentive Program. The applicant purchased the home in 2015 and had been part of the Historic Tax Incentive Program. When her daughter suffered a traumatic brain injury in 2019, she was forced to make the home ADA accessible so that she could bring her home from the hospital. The applicant knew nothing of the Certificate of Appropriateness (COA) requirement and was admittedly rushed to provide for her daughter. She closed in the garage and replaced the front facing garage door with siding and a small, white vinyl window.

The Commissioners discussed the matter at length and with sympathy. They held consensus that the modifications are too significant and that they are bound to follow the guidelines set forth by the rules of the commission.

Action:

Peggy Crabtree moved to deny the request for continued eligibility in the Historic Tax Incentive Program for 414 Coleman. The motion was seconded by Jacqueline Montejano and carried unanimously (7-0).

6. Comments by Commission members and City staff

In preparation for next year's Historic Tax Incentive Program application process, Commissioner Mark McReynolds made the recommendation to mail letters to all properties that are over 50 years old to inform them of the Program and the guidelines that dictate participation.

Commissioner Mark Gundert presented photographs of the historic downtown building at 114 E Main where a vinyl real estate sign had been mounted directly to the brick facade with screws. Commissioner Gundert noted that this is not an isolated incident, and that the Commission has raised this same concern with this real estate agent on multiple prior occasions.

Commissioner Gundert stated that his frustration was compounded by the fact that the agent responsible currently serves as the Planning and Zoning Commission's liaison to HPC. He noted that, as a local resident in a leadership position, the agent is aware that screwing signage into historic brick is not an acceptable installation method. There is no sign permit and no COA on record for this vinyl sign.

Commissioner Gundert requested that the Commission pursue formal accountability measures rather than another informal conversation with the agent, stating that verbal requests have been made repeatedly without result.

Other commissioners echoed similar frustration and agreed that the matter should be referred to the Building/Ordinance Department for enforcement.

Chair Jacqueline Montejano expressed her desire for the HPC to host a Historic Window Workshop to teach up and coming trades men and women the art of restoring historic windows. She asked the commissioners to scour their networks to help find a credible and qualified presenter/teacher.

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Secretary Peggy Crabtree stated that there must be a way for HPC members to connect with WISD to encourage teaching window restoration to youth via the high school carpentry program.

7. Adjourn

There being no further business, the meeting adjourned at 6:21 p.m.

Respectfully submitted,

Sandy Rehkopf
Heritage Preservation Officer