

A G E N D A

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, to be held on ***Thursday, October 3, 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:	Peggy Crabtree, Chair
	Jacqueline Montejano, Vice Chair
	Ronald Finch
	Adam Graves
	Kelly Savell
	Mark Gundert
	Alex Lohmann

Planning & Zoning Commission Liaison:	Marlene Norcross
Heritage Preservation Manager:	Eleana Tuley
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.
3. Reorganize the Commission
4. Approve the minutes of the meeting held September 12, 2024
5. Consider a Certificate of Appropriateness for 207 S. Hawkins Street
6. Consider a Sign Permit for 217 E. Main Street
7. Consider a Sign Permit for 301 N. College Street
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. 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 City Secretary at (469) 309-4006 or (TDD) 1-800-RELAYTX

<i>Notice of Potential Quorum</i> <i>One or more members of the Waxahachie City Council may be present at this meeting.</i> <i>No action will be taken by the City Council at this meeting.</i>

MINUTES

(4)

A meeting of the Heritage Preservation Commission of the City of Waxahachie, Texas, was held on Thursday, September 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
Curtiss Thompson
Michelle Haye
Ronald Finch
Adam Graves
Kelly Savell

Planning & Zoning Commission Liaison: Bonney Ramsey
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

There were no public comments.

3. Approval of the August 8, 2024 Heritage Preservation Commission meeting minutes

Action:

Ron Finch motioned to approve the August 8, 2024 Heritage Preservation Commission meeting minutes. Adam Graves seconded the motion. All ayes.

4. Discuss moving the October 10, 2024 Heritage Preservation Commission meeting to October 3, 2024.

Action:

Jackie Montejano motioned to approve moving the October 10, 2024 Heritage Preservation Commission meeting to October 3, 2024. Kelly Savell seconded the motion. All ayes.

5. Consider a Sign Permit for 110 E. Franklin Street

Eleana Tuley presented the request. The Applicant, Jodi Helms, shared with the commission how they installed the sign on the facade of the building.

Action:

Adam Graves motioned to approve the sign permit for 110 E. Franklin Street. Kelly Savell seconded the motion. All ayes.

6. Consider a Sign Permit for 217 E. Main Street

Eleana Tuley presented the request. The commission asked the Applicant (Chris Reeves) the material of the sign, and the Applicant stated the sign would be aluminum.

Action:

Jackie Montejano motioned to approve the sign permit for 217 E. Main Street. Michelle Haye seconded the motion. All ayes.

7. Consider a Sign Permit for 113 N. College Street

Eleana Tuley presented the request.

Action:

Michelle Haye motioned to approve the sign permit for 113 N. College Street. Adam Graves seconded the motion. All ayes.

8. Comments by Commission members and City staff

Eleana Tuley invited the Commission to attend Dr. Adam Graves's presentation on preserving the Apollo Mission Control at NASA. The presentation will take place at the Sim's Library on September 28, 2024. Mrs. Tuley also mentioned that she is working on new commissioner training for new commission members in November. Additionally, Mrs. Tuley showcased the website update for Heritage Preservation. The new website is designed to be more user-friendly, making it easier for the general public to find resources such as design guidelines, historic tax incentive applications, state and federal tax program application requirements, and more.

Peggy Crabtree notified the Commission that she plans to submit a Certificate of Appropriateness for her residence at 207 S. Hawkins Street next week in preparation for restoring the balustrade of the home.

Michelle Haye expressed her gratitude for the opportunity to serve on the Heritage Preservation Commission and urged fellow members to continue championing the preservation of buildings that, while unable to speak for themselves, tell the rich story of our shared heritage.

Jackie Montejano expressed her appreciation to Michelle Haye, Curtis Thompson, and Bonney Ramsey for their dedicated service on the Heritage Preservation Commission.

Ms. Ramsey has served on the Planning and Zoning Commission for 20 years and considers it an honor to have contributed to both the P&Z Commission and as the HPC liaison. She has enjoyed being part of a community that collaborates so effectively.

9. Adjourn

The meeting adjourned at 6:23 pm.

Respectfully submitted by Eleana Tuley



(5)

Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: October 3, 2024
Re: Certificate of Appropriateness for 207 South Hawkins Street

Applicant: Peggy Crabtree, Property Owner

Property Address: 207 S. Hawkins Street

Request: The Applicant intends to replace the rotting splats on the balustrade above the front porch. The balustrade, reconstructed in 2015, was built with inappropriate wood material. The new splats will be made from solid wood and treated with a specialized coating to improve durability and resist weathering. The Applicant is presenting these proposed improvements to the commission for approval prior to beginning the work.

Conditions of Approval:

- The Applicant must notify the Heritage Preservation Commission when improvements are completed so that the Chair may verify that they were completed in accordance with HPC approval.

Attachments:

- COA Application
- Current Photo
- Historic Photo

**CITY OF WAXAHACHIE
APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS
FOR HISTORIC PROPERTY RESTORATIONS**

Case Number _____

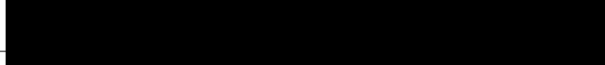
Date Filed: _____

Date for Consideration by the Heritage Preservation Commission: _____

Property Owner Margaret L. Crabtree and/or Agent _____

Mailing Address Owner/Agent (circle one) 607 W Jefferson St

Phone number 

Email address 

Historic Structure Address 207 S Hawkins St

Is this structure for residential or non-residential use? (circle one)

Has this structure been designated as a Historic Resource?

Yes ☒ No _____ By whom City of Waxahachie HPC

(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 ☒ (No. West End District)

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.

1. Description of Project: Replace rotting splats on balustrade
above front porch

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).

Historical photo from 1882 shows balustrade.
It was reconstructed in February 2015 but
wrong wood was used on splats. New splats will
be cut from solid wood meant to weather in
exterior architectural elements. Jay Paul will do
the carpentry.

CHECKLIST

The following items **must** be included with this application:

- Current photograph(s) of the existing structure
- Historic photographs (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
- Dollar value of improvements to be made

— will provide
a.s.a.p.

The following items may be requested:

- 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 at www.waxahachie.com/images/City2/files/downtown_waxahachie_guidelines_08-19-2011.pdf.

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 at www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm 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: Margaret L. Cusick Date: 2-28-24

CERTIFICATE OF APPROPRIATENESS

Commission Action: Requires Signature of Chair of the Heritage Preservation Commission

Date: _____ Preliminary Approval YES _____ NO _____
& Signature

Date: _____ Final approval after work is YES _____ NO _____
& Signature inspected and completed



2024



2015



1895



(6)

Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: October 3, 2024
Re: Consider a Sign Permit for 217 E Main Street

Applicant: Chris Reeves, Quickway Signs

Property Address: 217 E. Main Street

Request: The Applicant proposes to replace the window and door vinyl signage with the proposed signage to meet the city's sign requirements. The signage will consist of the same design but will be smaller in size. The revised signage complies with the city's minimum signage requirements.

- Left Window Vinyl Sign: $2.3' \times 7.8' = 18.3 \text{ sf}$ (max. 19 sf)
- Right Window Vinyl Sign: $2.3' \times 6.8' = 15.9 \text{ sf}$ (max. 17 sf)
- Left Door Vinyl Sign: $1.7' \times 2.5' = 4.2 \text{ sf}$ (max. 5.4 sf)
- Right Door Vinyl Sign: $1.7' \times 2.5' = 4.2 \text{ sf}$ (max. 5.4 sf)

Additionally, the Applicant is requesting approval for a blade sign measuring 4 feet by 2 feet. The proposed sign complies with the city's minimum signage requirements.

Conditions of Approval:

- The Applicant must replace the nonconforming signage with the approved signage within 30 days of receiving HPC 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 completed so that the Chair may verify that they were completed in accordance with HPC approval.

Attachments:

- Current Nonconforming Signs
- Proposed Sign Renderings

CUSTOMER INFO

Contact: -Cyle Corse
Company: -Tattoo Guild
Phone #: -
Email: -

Date: April 18th, 2024



JOB DESCRIPTION

Various Perf and Signage

PRICE

*****PLEASE READ THIS FIRST*****

AFTER APPROVAL, QUICKWAY SIGNS WILL NOT BE FINANCIALLY RESPONSIBLE FOR ERRORS ON PROOF.
PLEASE CHECK THIS PROOF THOROUGHLY, CHECKING FOR CORRECT SIZE, COLOR ETC.

Black
Perf



ok



Hang Sign DF
24" x 48" ok
MDO



Black
Perf



Black
Perf



306 W. Main St.
Waxahachie, TX 75165
972-937-7446

info@quickwaysignstx.com

- ☐ I have verified the artwork.
- ☐ I have verified the colors.
- ☐ I have verified the text and spelling.
- ☐ I have verified the layout.
- ☐ I have read and agree to all disclaimers.

- ☐ Approved. No Changes Required
- ☐ Please make the noted changes

Signature

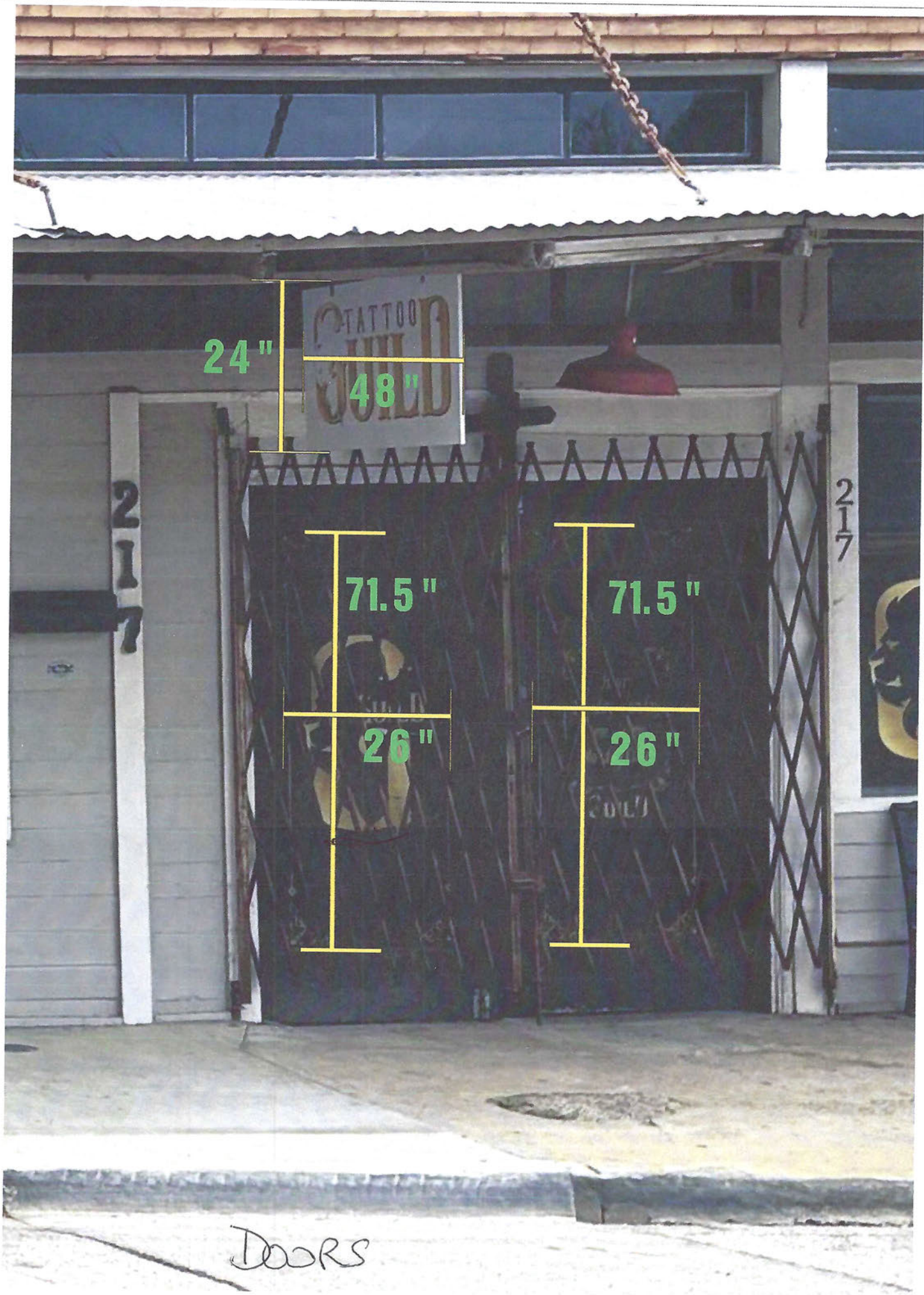
Date



Left Side Window
Vinyl Sq ft 20

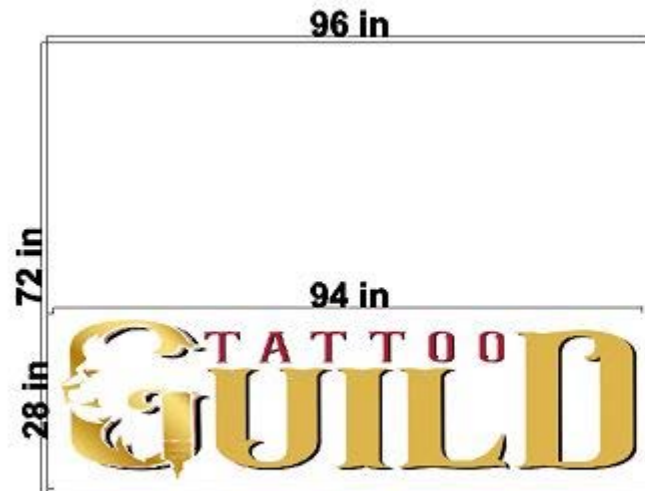


Right Side Window
Vinyl Square ft 20'





LEFT WINDOW



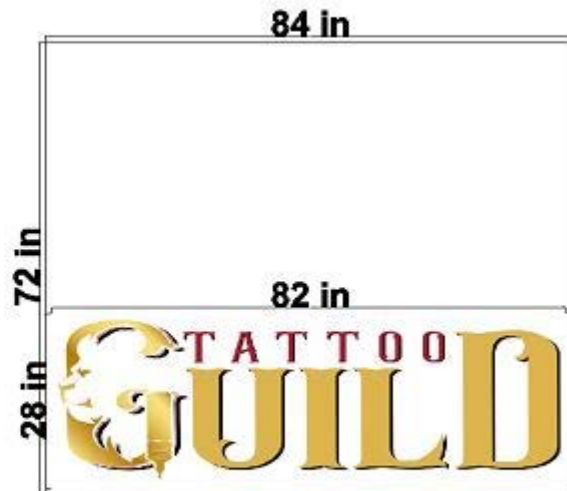
ACTUAL 18.2 SQFT
ALLOWED 19 SQFT

DOORS



ACTUAL 4.2 SF
ALLOWED 5.4 SF

RIGHT WINDOW



ACTUAL 16 SQFT
ALLOWED 17 SQFT



(7)

Memorandum

To: Heritage Preservation Commission
From: Eleana Tuley, AICP, Downtown Redevelopment & Historic Preservation Manager
Thru: Gumaro Martinez, Executive Director of Parks & Leisure Services
Date: October 3, 2024
Re: Consider a Sign Permit for 301 N. College Street

Applicant: Juan Garcia De La Torre, FastSigns

Property Address: 301 N. College Street

Request: The applicant proposes installing two signs on the building. The first sign, measuring 4 feet by 5 feet, will be mounted on the façade facing the AT&T building to the north of the property. The second sign, measuring 2.5 feet by 10 feet, will be placed on the façade facing the railroad tracks.

The signs will be constructed using aluminum composite material (ACM) from the Dibond brand. Additionally, the applicant has agreed to install the screws for anchoring the sign in the mortar joints rather than the face of the brick. As proposed the sign meet the City's minimum sign requirements.

Conditions of Approval:

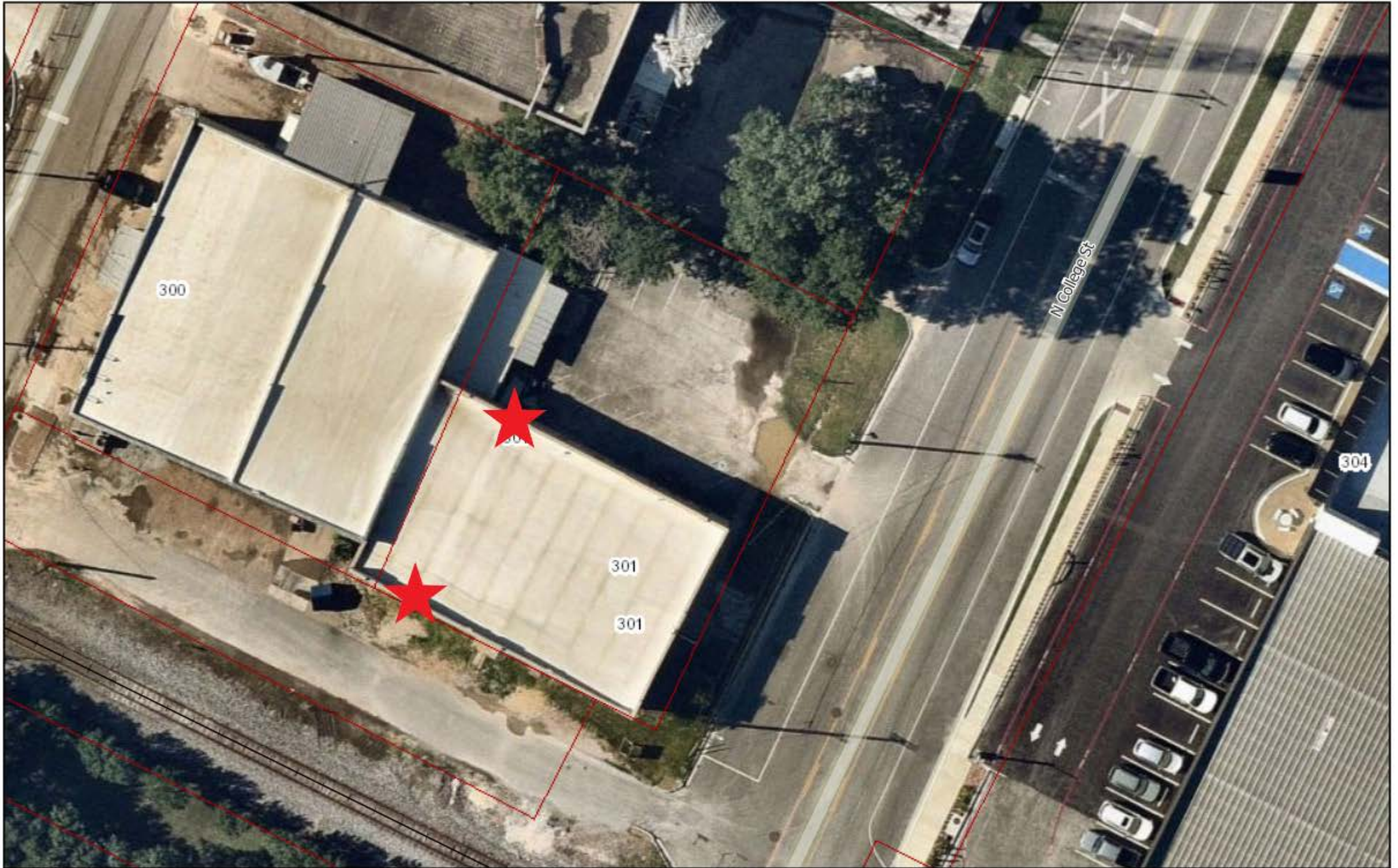
- The Applicant shall apply for all required permits from the City in accordance with the City's applicable rules and regulations governing such permits.
- The screws used to anchor the sign will be installed in the mortar joints instead of directly into the face of the brick.

- The Applicant must notify the Heritage Preservation Commission when improvements are completed so that the Chair may verify that they were completed in accordance with HPC approval.

Attachments:

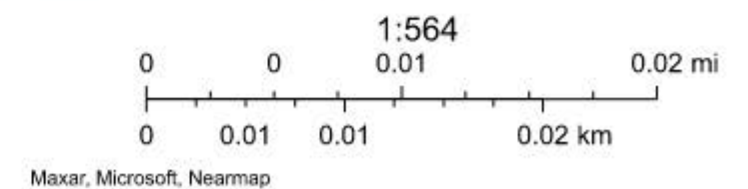
- Sign Location Map
- Sign Renderings

SIGN LOCATION



9/24/2024, 2:55:56 PM

-  ETJ
-  Parcels
-  ETJ Exemptions
-  Address



ArcGIS Web AppBuilder

This map is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. No warranty is made regarding specific accuracy or completeness.

Ardent Fitness
301 N. College St , Waxahachie, TX 75165 US

FASTSIGNS®
Make Your Statement™

48" h x 60" w x 1/8" thick dibond - Routed

Black Vinyl Contour Cut overlay

Installed directly onto the brick wall with screws in between the mortar and not on brick faces.

Sign Sq. Ft.: 20

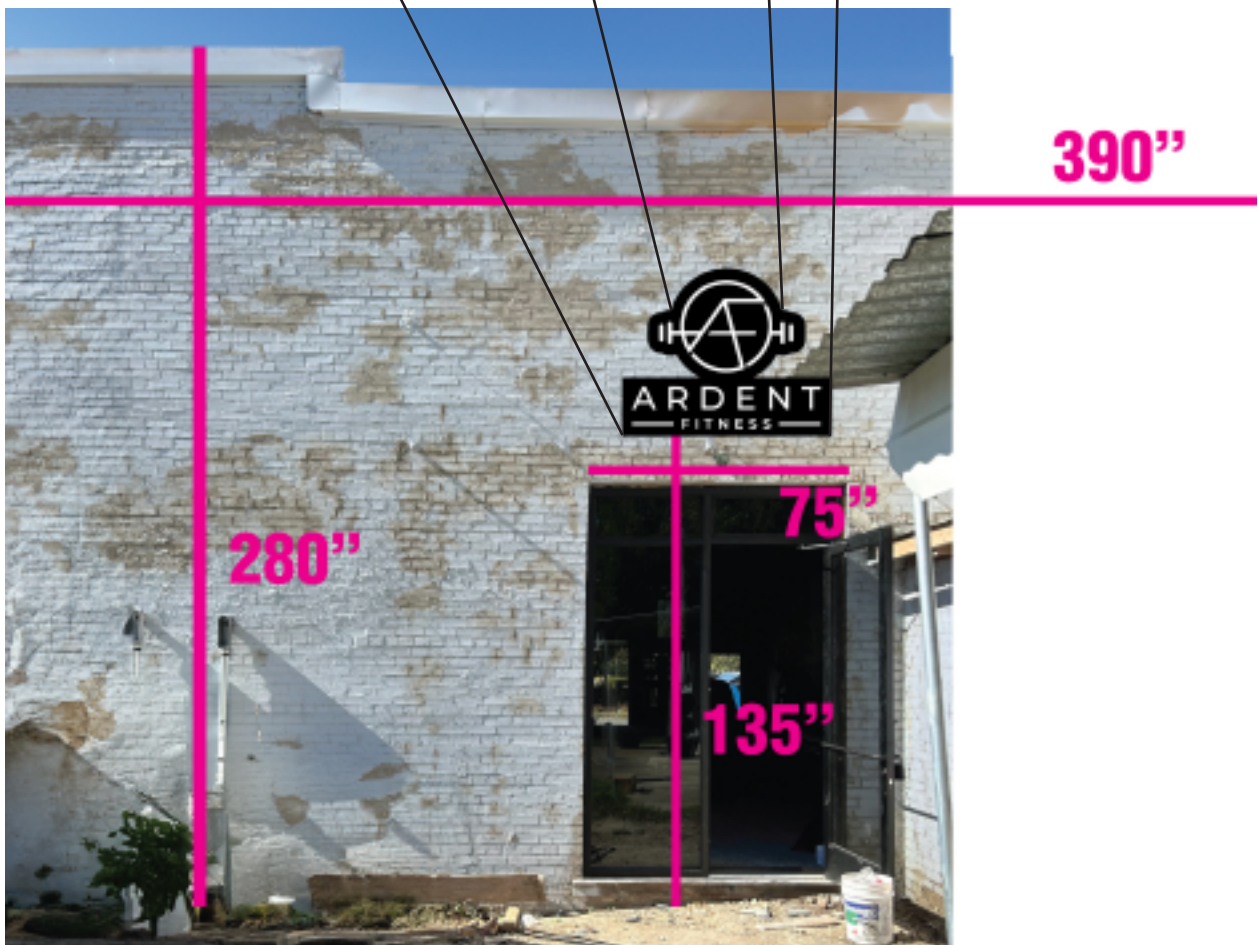
Installation Height (base of sign): Approx. 11'

Height of Storefront: Approx. 17' 6"

FRONT VIEW OF SIGN



**SIGN
FACING
AT&T
BUILDING**



Ardent Fitness
301 N. College St , Waxahachie, TX 75165 US

FASTSIGNS®
Make Your Statement™

30" h x 120" w x 1/8" thick dibond -
Black Vinyl Contour Cut overlay
Installed directly onto the brick wall with screws in between the mortar and not on brick faces.

Sign Sq. Ft.: 25
Installation Height (base of sign): Approx. 125"
Height of Storefront: Approx. 280"

**SIGN
FACING
RAILROAD
TRACKS**

FRONT VIEW OF SIGN



PROPOSED ELEVATION

