

Landmark Commission meeting minutes for the month of March 2021. The meeting was held on March 30, 2021 at 12:12 p.m. via Zoom video conference. The meeting was called to order by Chairperson Michele Derr. The meeting was recorded by a video camera and audio recording device.

**March 30, 2021**

**MEMBERS PRESENT:**

Michele Derr

■ Chairperson

John Dickinson

■ Member

Christy Graham

■ Member

Joel Hartmangruber

■ Member

Noros Martin

■ Member

Nadine McKown

■ P&Z Liaison

Janel Ponder Smith

■ Vice-Chairperson

Marcela Trice

■ Member

Karen Gagné, Planning Administrator

■ Member

Christal Ashcraft, Development Services Assistant

■ City Staff

**ABSENT:**

Andy Lee

■ Member

Tim Brewer

■ Council Liaison

**GUESTS:**

John Phillips, Applicant

1508 Hayes

**I. Call to Order, Welcome and Introductions**

Chairperson Michele Derr called the meeting to order at 12:12 p.m. Ms. Derr had Commission members, staff and guests introduce themselves. Mr. Noros Martin was welcomed as the new Planning and Zoning liaison member on the Commission.

**II. Review & Approval of Minutes from: January 26<sup>th</sup> 2021**

Chairperson Michele Derr called for review and approval of the January 26<sup>th</sup> 2021 Landmark Commission meeting minutes. Ms. Nadine McKown made a motion to approve the minutes, Mr. Joel Hartmangruber seconded the motion. Minutes were unanimously approved.

**III. Action Item: Design Review – 1508 Hayes Street (West Floral Heights Historic District)**

- Replacement Custom Built Attic Window: (Residential)
- Replacement Porch Columns, Capitals & Bases (Residential)

Ms. Karen Gagné presented the case and thanked the applicant, Mr. John Phillips, for providing such a thorough application with documentation. Staff stated this proposal involved two design requests that would be presented together for simplicity but voted on separately.

The home, located at 1508 Hayes Street was built in 1927 in a Colonial Revival style and is a contributing structure in the historic district created in early 2005. The front of the home has Doric columns and are a key defining feature. The home is virtually unchanged since

inventory photos taken in 2013 other than paint touch ups, shutter color and landscaping. Photos taken in 2019 show deterioration of the attic window. The upper sash had been nailed in place and the upper and lower sash displayed severe wood rot. By spring 2020, detailed pictures show the deteriorated view of the attic window. The upper sash frame still in place, but all interior glass/framework gone and the lower sash losing glass pieces. When the pandemic hit the deterioration was so bad Mr. Phillips had no other choice but to board up the window with painted plywood.

Mr. Phillips requested to replace the window with approved materials as an exact custom built replica produced by Hull Millworks out of Fort Worth, Texas, who deemed the existing, original window as BER (beyond economical repair). The window frame was removed and taken to Hull Millwork's workshop in October 2020 for repair. Once Mr. Hull deemed the window BER, the frame was used to create a new custom window matching in design and dimensions with a curved top and 6 over 6 pattern; two panes also having curved glass. Currently, the glazing is curing on the window and will be painted prior to installation upon approval from the Landmark Commission.

Ms. Janel Ponder-Smith asked when Mr. Phillips stated the window would be made out of approved materials, what those materials would be. Mr. Phillips stated the original window was made out of old-growth pine which could no longer be found. Mr. Phillips did not know exactly what type of wood Hull Millworks was using for the new window but it was wood which complied with the design guidelines standards for windows.

Chairperson Derr asked if there were any other questions or comments. Ms. Christy Graham made a motion to approve the proposal to replace the attic window with a custom replica. Ms. Ponder-Smith seconded, the motion was unanimously approved.

#### **IV. Action Item: Design Review – 1508 Hayes Street (West Floral Heights Historic District)**

- Replacement Porch Columns, Capitals & Bases (Residential)

Ms. Gagné moved on to the next proposal for the subject property at 1508 Hayes Street for the replacement of porch columns, capitals and bases. Mr. Phillips stated from the right-of-way the columns looked okay. However, once you moved closer the damage was highly visible. Photos from the applicant showed the columns were constructed as barrel type with metal binding straps added to hold the components together. Deterioration could be seen at the seams and metals straps. Mr. Phillips was requesting to replace the Roman Doric columns with cedar wood replicas including the capitals and Attic-style bases made from cedar wood.

Chairperson Derr asked if there were any other questions or comments. Mr. John Dickinson made a motion to approve the proposal. Ms. Ponder-Smith seconded, the motion was unanimously approved.

#### **V. Discussion & Updates:**

##### **FY2020 Annual CLG Report to THC/NPS**

Ms. Gagné gave the Commission a brief overview of the annual report required by Texas Historical Commission (THC) and National Park Service (NPS) from every CLG (city and

county). CLG's in good standing with THC are eligible to apply for matching grants to further enhance preservation projects/training in their communities.

## VI. Other Business:

### a) Monthly Reports

#### Depot Square:

Ms. Derr gave updates:

- Apr. 1<sup>st</sup> – Art Walk downtown
- Apr. 16<sup>th</sup> & 17<sup>th</sup> – 3 Redneck Tenors - Wichita Theater
- Apr. 17<sup>th</sup> – Evening at the Improv @ MPEC - Backdoor Theater
- Apr. 24<sup>th</sup> – Cajun Fest

#### West Floral Heights:

Ms. Ponder-Smith stated no announcements.

### b) Updates:

- 2021 Annual Real Places Virtual Conference (Feb. 3-5); indicated record attendance with attendees from 18 states; informative sessions regarding preservation tax credits; CLG program benefits via grants and trainings; series of sessions on assessing wood condition in older structures (repair vs replace, determination of damage sources, etc.) Staff confirmed the THC 2021 fall board meeting still slated in-person for Wichita Falls during Oct 28/29; coordination initiated by CVB with THC administrative staff regarding scheduling, special events, etc.
- Legislative Alerts: Updates on key Texas House & Senate Bills related to preservation and planning issues (SB10; HB1474; HB1433; HB1632; HB1200)

### c) Design Review – Staff Authorized – Minor Alteration/Repairs

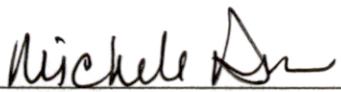
- 1400 Tilden (West Floral Heights) – plumbing permit for water heater
- 1409 Garfield (West Floral Heights) – roofing replacement
- 620 Ohio Avenue (Depot Square) – plumbing/mechanical and gas permit
- 503 8<sup>th</sup> Street (Depot Square – Route Building) – mechanical permits
- 607 7<sup>th</sup> Street (Depot Square – Wichita Drug Store) – demolition (partial interior)
- 1716 Grant (West Floral Heights) – roofing replacement
- 350 Morningside (Morningside) – plumbing/gas permit: information only

### d) Articles & Periodicals/THC Items:

- Preservation – National Trust (Winter 2021)

## VII. Adjourn

Next regularly scheduled meeting April 27, 2021 - 12p.m. Meeting adjourned at 12:45 p.m.

  
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Michele Derr, Chairperson

4.27-2021  
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Date