

## LANDMARK COMMISSION MINUTES

June 22, 2021

---

### MEMBERS PRESENT:

Michele Derr	■ Chairperson
John Dickinson	■ Member
Christy Graham	■ Member
Joel Hartmangruber	■ Member
Andy Lee	■ Member
Noros Martin	■ P&Z Liaison
Nadine McKown	■ Vice-Chairperson
Janel Ponder Smith	■ Member
Marcela Trice	■ Member
Tim Brewer	■ Council Liaison
Terry Floyd, Development Services Director	■ City Staff
Karen Gagné, Planning Administrator	■ City Staff
Christal Ashcraft, Development Services Assistant	■ City Staff
Andrea Kidd, Administrative Clerk, Public Information Office	■ City Staff

---

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

Chairperson Michele Derr called the meeting to order at 12:06 p.m. Ms. Derr had Commission members, staff and guest, introduce themselves.

### II. Review & Approval of Minutes from: May 25<sup>th</sup> 2021

Chairperson Michele Derr called for review and approval of the May 25<sup>th</sup> 2021 Landmark Commission meeting minutes. Ms. Christy Graham made a motion to approve the minutes, Mr. Noros Martin seconded the motion. Minutes were unanimously approved.

### III. Action Item: Design Review – 600 8<sup>th</sup> Street – The Holt Apartments – *Depot Square Historic District & City of Wichita Falls Landmark #28*

#### A. Consideration of Tabled Item to Possibly Re-Address

Commission Chairperson, Michele Derr and member, Christy Graham recused themselves from this item as they are part owners.

Vice-Chairperson, Nadine McKown made a motion to move from table the design review item relating to 600 8<sup>th</sup> Street. Janel Ponder-Smith seconded, the motion passed unanimously.

#### B. Replacement Flat Roof on a Building with a THC Recorded Preservation Easement (*Commercial*)

Ms. Karen Gagné presented the case and stated staff had received official notification from the Texas Historical Commission (THC), whom reviews any alterations proposed at The

Holt Hotel because it has a THC recorded easement. Until the recorded easement period expires any alteration request will go to THC for review/comment prior to the Landmark Commission for consideration.

The owners are proposing a complete replacement of the existing flat roof along with all the other components. In the approval letter from THC there were some conditions. It is requested the replacement roof proceed with caution as to not do any irreversible damage to the historical structure, requesting anything to be attached be done so only to the grout. Secretary of Interior Standards, which is the guideline for all design review, that if the structure is found to be beyond repair and replacement to be the most effective option moving forward, the owners/contractor should make sure that it addresses the historic size, dimensions and features.

Ms. Gagné turned the discussion over to the owners, Ms. Michele Derr and Ms. Christy Graham for any additional comments. Ms. Derr stated she had nothing further to add to the presentation as it was all addressed. Ms. Derr asked if there were any questions for them from the Commission. No questions were raised by the Commission. Mr. Andy Lee made a motion to approve the request as presented. John Dickinson seconded, the motion passed unanimously with the exception of two members (Derr and Graham) who abstained for the vote.

#### **IV. Other Business:**

##### **a) Monthly Reports**

###### **Depot Square:**

Ms. Derr gave downtown updates:

- July 1<sup>st</sup> – Art Walk
- Farmer's Market now open every Tuesday, Thursday & Saturday
- June 22<sup>nd</sup> – Kell House – Watercolors & Wine
- July 3<sup>rd</sup> – Kell House – 4<sup>th</sup> of July Celebration
- July 3<sup>rd</sup> – 4<sup>th</sup> of July Parade Downtown
- Now Though July 17<sup>th</sup> – The Hunchback of Norte Dame – Wichita Theater
- Coming up – Calvin Berger – Summer Youth – Backdoor Theater
- June 22<sup>nd</sup> – 24<sup>th</sup> - Youth Summer Improv Camp – Backdoor Theater

###### **West Floral Heights:**

Ms. Ponder-Smith update:

- Nothing to Report

##### **b) Updates:**

- 713 Indiana – Updated on demolition currently underway and future plans. Assistance from 4B Sales Tax Funding for demo and reconstruction.
- 1711 & 1717 Hayes – Front yard fencing vs landscape trellis. After consulting with the legal department it has been determined this would be considered temporary and not fencing. Property is currently on the real estate market.
- Indiana Avenue – Proposed National Register District. Talks with staff about scheduling CLG training in July or August.

##### **c) Texas Historical Commission Preservation Awards:**

- Application deadline is July 15<sup>th</sup> 2021



- Annual awards; various categories; guidelines/forms found online

**d) Design Review – Staff Authorized – Minor Alteration/Repairs**

- 1600 Tilden (*West Floral Heights*) – mechanical permit
- 2908 10<sup>th</sup> Street (*West Floral Heights*) – roofing permit; replacement
- 1400 Tilden (*West Floral Heights*) – mechanical permit; HVAC unit
- 1701 Grant (*West Floral Heights*) – mechanical permit; replacement heater unit
- 305 Morningside *National Register District*) – roofing permit – information only

**e) Upcoming Historic Preservation & THC Events, Webinars/Training Sessions:**

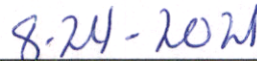
- July 3<sup>rd</sup> – Kell House Celebration & Most Patriotic Firecracker Run & Parade

**V. Adjourn**

Next regularly scheduled meeting August 24, 2021 - 12p.m. Meeting adjourned at 12:28 p.m.



Michele Derr, Chairperson



Date