

LANDMARK COMMISSION  
MINUTES

March 22<sup>nd</sup>, 2022

**MEMBERS PRESENT:**

Michele Derr	■ Chairperson
John Dickinson	■ Member
Christy Graham	■ Member
Joel Hartmangruber	■ Member
Andy Lee	■ Member
Marcela Medellin	■ Member
Janel Ponder Smith	■ Member
Tim Brewer	■ Council Liaison

Terry Floyd, Development Services Director	■ City Staff
Karen Gagné, Principal Planner	■ City Staff
Christal Ashcraft, Development Services Admin. Asst.	■ City Staff

**ABSENT:**

Nadine McKown	■ Vice-Chairperson
Noras Martin	■ P&Z Liaison

**GUESTS:**

Brenda Burgett, 1410 Grant Street	■ Applicant
Sandra Eaton, 1410 Grant Street	■ Applicant
Carolyn Looney, 1500 Hayes Street	■ WFHHD
Kim Tigrett, 1301 Grant Street	■ WFHHD
Cary McNew, 1100 Travis Street	■ Applicant
Robert & Charis Rhoades, 1408 Buchanan	■ Applicant

**I. Call to Order, Introductions and Administer Oath of Office**

Chairperson Michele Derr called the meeting to order at 11:59 a.m. Ms. Derr had Commission members, staff and guests, introduce themselves.

**II. Review & Approval of Minutes from: February 22<sup>nd</sup> 2022**

Chairperson Derr called for review and approval of the February 22<sup>nd</sup> 2022 Landmark Commission meeting minutes. Ms. Janel Ponder Smith advised the name of Ms. Tigrett on page four of the minutes should read Kim and not Amy. Mr. Joel Hartmangruber made a motion to approve the amended minutes, Ms. Christy Graham seconded the motion. Minutes were unanimously approved 7-0.

**Regular Agenda Item**

**III. Action Item: Design Review – 1410 Grant Street: *West Floral Heights Historic District***

Request design review approval for various exterior repairs;

- a) Roof Replacement & Rafter Tail Repairs on Rear Detached Garage Apartment
- b) Porch Railings – Replace
- c) Fencing – Install New 6ft. Wood Privacy Fence in the North Side of the Yard

Ms. Gagné stated staff had worked closely with the property owners over the past year regarding various interior system upgrades and improvements along with the current request for various exterior repairs. The subject property is located in the 1400 block of Grant Street on the corner of Grant Street and Avenue E. The Colonial Revival home was built in 1928 and is a contributing structure in the district.

Ms. Gagné advised the property had essentially been unchanged since its designation in January 2005 with the exception of the removal of some landscaping. Current photos clearly illustrated the deteriorated and damaged areas on the detached 2-story garage as visible from the alley and Avenue E. Staff noted the contractor will replace the entire roofing materials and repair/replace, where necessary, the rafter tails with wood. The owner would like to replace the original steel-shingle roof with an alternate material using architectural Class A shingles on the rear, detached structure.

Ms. Gagné stated when rehabilitating a historic home, there may be valid reasons for replacing the roof with a material other than the original, in this case the rear detached building not the primary structure, referencing the Technical Preservation Briefs from the National Park Service (#4 – Roofing for Historic Buildings) that "...asphalt shingles or ceramic tiles are common substitute materials intended to duplicate the appearance of wood shingles, slates or tiles..." The practical problems should be weighed against the historical consideration of scale, texture and color. On roofs with a high degree of visibility and patterning or texture, the substitution may seriously alter the architectural character of the building. The decision to use an alternative material falls to the Commission, and should be considered on a case-by-case basis and carefully weighed against the primary concern to keep the historic character of the building.

For the second request (porch railings), current photos of the porch railing include sections proposed for replacement installed by a previous home owner and have an initial "C" section that will be replaced with spindle balusters matching existing railing sections. Ms. Gagné stated the porch railing system currently is not safe due to the deterioration over the decades.

The last item the home owners are requesting is to install a 6ft. wooden privacy fence along the north property line and cut south toward the driveway behind the row of shrubs. The proposed fence will be approximately 40ft. from the front property line and limited to the interior side yard.

Ms. Gagné introduced the home owner, Brenda Burgett and stated she was present for any questions. Ms. Christy Graham made a motion to separate the petition into three separate items for consideration, Ms. Ponder Smith seconded. Some discussion among the Commission about styles and colors of the existing and proposed materials. The first item for consideration, the roof on the rear, detached building, Mr. Andy Lee made a motion to approve the request as presented. Ms. Ponder Smith seconded and the motion which passed unanimously with a 7-0 vote. The second item, porch railing system replacement, Ms. Ponder Smith made a motion to approve the petition as presented in accordance with the Wichita Falls Design Guidelines. Mr. Hartmangruber seconded and the motion passed unanimously 7-0. For the last item of new privacy fencing, Ms. Christy Graham made a motion to approve the request as presented which follows the recommendations outlined in the Wichita Falls Design Review Guidelines that there shall be no new fences in the front

yard setback in the West Floral Heights Historic District. Ms. Ponder Smith seconded and the motion passed with a vote of 7-0 in favor.

**IV. Action Item: Design Review – 1100 Travis Street (Hodges Hardy Chambers House):  
*West Floral Heights Historic District* – Recorded Texas Historic Landmark (RTHL) & City of Wichita Falls Landmark #7**

Request design review approval for Roof Replacement: Cedar Shakes to Architectural Laminated Asphalt Composite Shingles (vents, limited wood decking/felt underlayment)

Ms. Gagné stated the subject property at 1100 Travis is commonly known as the Hodges Hardy Chambers House and has a triple designation with National Register of Historic Places (NRHP), Recorded Texas Historic Landmark (RTHL) and is City of Wichita Falls Landmark #7. The structure, built circa 1893-1895 by builders Moore & Richolt, is located downtown across the street from First United Methodist Church and is considered the most significant surviving local example of the Eastlake style (late Victorian period) of the late 19<sup>th</sup>/early 20<sup>th</sup> centuries structures.

Roof damage was not visible from street view as inventory photos showed from 2012 & 2013. In March 2019, when owners were converting from commercial to a private residence, inventory photos show cedar shakes in poor condition, with buckling and splitting visible from the right-of-way. In current photos, the existing roof conditions show the entire roof contains areas in need of repair/replacement with missing and/or curled cedar shakes. Ms. Gagné advised the damage is severe enough that the owners must check the attic for water leaks during and after rain events. The home is currently insured, however, the policy has an exclusion for the roof due to the cedar shakes and their age. The average life for a cedar shake roof is up to 50-years, however, in our north Texas climate with severe winds, storms (hail/sleet) combined with strong sun exposure contribute to a shortening life of the shingles.

The homeowner has been in contact with Texas Historic Commission (THC) and received a letter stating they had determined that no further consultation was required and have opted to not remove the RTHL designation and waive any remaining review waiting period. However, THC did state the following expectations to be addressed by the contractor/owner for the project: 1) that only fully deteriorated wood plank decking be replaced; 2) consider passive ridgeline and soffit vents or alternatively have the selected wind turbines or pop-up vents on the rear side of the roof; and, 3) thoroughly photograph the existing cedar shake roof *before* removal for the purposes of documentation and potential future restoration.

Ms. Gagné introduced the owner, Ms. Cary McNew who provided a shingle replacement example for Commission review noted was available for questions. Brief discussion between staff and Commission members on cedar shake roofs and current damage to roof. Ms. Christy Graham stated she was happy with the owners' efforts to maintain the historic integrity of the home. Ms. Graham introduced a motion to approve the petition for a replacement roof with the alternate materials as presented. Ms. Ponder Smith seconded and the motion passed unanimously with a 7-0 vote.

**V. Action Item: Design Review – 1408 Buchanan Street: *West Floral Heights Historic District***

Request design review approval for fencing;

- a) Replacement of Side Yard Sections, Board on Board with Concrete Footer.
- b) Increase Height from 6ft. to 8ft.
- c) Replace Rear Yard Chain Link Fencing with 8ft. Wood Privacy Fence.

Ms. Gagné stated the staff had been working with the current property owner on replacing damaged fence on the east, south and west side of the property. The home is located in the 1400 block of Buchanan Street between Avenue D and Avenue E and received its district designation in 2005. The home was built circa 1925-1930 in the craftsman/prairie style with a detached 2-story garage apartment and is a contributing structure to the district.

Ms. Gagné advised inventory photos show the property had essentially remained unchanged since its district designation. Current photos showed the deteriorated wood fence in detail and shattered pickets from a recent wind storm. Photos were provided by the homeowner taken from inside the yard and show little privacy and views from multiple neighbor's windows that can be seen from the deck of the pool. The existing 6ft privacy fence is lower than the elevation inside the rear yard.

The petition requested replacement of the 6ft. privacy fence along with increased height to have an 8ft. board on board, concrete footer fence and to replace the damaged chain link fence located at the rear of the property (alley) with the matching 8ft. board on board fence, concrete footer and metal support poles. The fencing location will be south (side yard), east (side yard) and west (rear yard) of the home for safety and privacy. Ms. Ponder Smith made a motion to approve the petition for replacement privacy fencing as presented based on compliance with the Wichita Falls Design Review Guidelines regarding placement of new fencing outside the front yard setback. Mr. John Dickinson seconded the motion, the design review case passed unanimously with a 7-0 vote.

**VI. Other Business:****a) Monthly Reports****Depot Square:**

Ms. Derr gave the following updates:

- Now – Apr. 2<sup>nd</sup> – Wichita Theater – Tarzan the Musical
- Apr. 7<sup>th</sup> – First Art Walk of the Season
- Apr. 9<sup>th</sup> – Prohibition Party at the Kell House
- Apr. 3<sup>rd</sup> - May 8<sup>th</sup> – Wichita Theater – Frozen Jr.
- Farmer's Market open every Saturday 9am – 1pm

**Kell House Restoration/Rehab Project:**

Staff provided brief status report

**West Floral Heights:**

Ms. Ponder-Smith gave the following updates:

- New West Floral Heights Neighborhood Association President, Kim Tigrett

**b) Updates**

- FY2021 Annual CLG Report
- Section 106 Review - 2001-G Southwest Pkwy; cellular tower extension

**c) Resources Articles/Periodicals – THC:**

- The Medallion - winter 2022
- Membership NAPC – National Alliance of Preservation Commissions  
Allows staff and preservation board members free access to webinars/resources

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

- 900 8<sup>th</sup> Street (Hamilton Building) – elevator replacement

**VII. Adjourn**

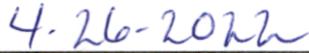
Meeting adjourned at 12:50 p.m.

Next regularly scheduled meeting April 26, 2022 - 12p.m.



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Michele Derr, Chairperson



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Date