

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
OCTOBER 19, 2023 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

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3 I. CALL TO ORDER
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5 **Chairman Tiffany Miller brought the meeting to order at 6:02 PM. Board members present were Haydon Frasier, Steve Gaskin, Allison McNeely, Ben**
6 **Lewis and Brandon Litton. Board members absent were Sarah Freed. Staff members present were Director of Planning and Zoning Ryan Miller,**
7 **Planning Technician Angelica Guevara, and Planning Coordinator Melanie Zavala. Absent from the meeting was Senior Planner Henry Lee and**
8 **Planner Bethany Ross.**
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10 II. OPEN FORUM
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12 *This is a time for anyone to address the Historic Preservation Advisory Board (HPAB) on any topic that is not already listed on the agenda for a public hearing.*
13 *Per the policies of the City of Rockwall, public comments are limited to three (3) minutes out of respect for the time of other citizens. On topics raised during*
14 *the OPEN FORUM, please know that the Historic Preservation Advisory Board (HPAB) is not permitted to respond to your comments during the meeting per*
15 *the Texas Open Meetings Act.*
16

17 **Chairman Tiffany Miller explained how the open forum is conducted and asked if anyone who wished to speak to come forward at this time; there**
18 **being no one indicating such Chairman Tiffany Miller closed the open forum.**
19

20 III. CONSENT AGENDA

21 *These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code (UDC)*
22 *and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*
23

24 1. Approval of Minutes for the September 21, 2023 Historic Preservation Advisory (HPAB) meeting.
25

26 **Vice-Chairman Frasier made a motion to approve Consent Agenda. Board member Gaskin seconded the motion which passed by a vote of 6-0.**
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28 IV. PUBLIC HEARING ITEMS
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30 *This is a time for anyone to speak concerning their issues with a public hearing case. If you would like to speak regarding an item listed in this section, please*
31 *submit a Request to Address the Historic Preservation Advisory Board (HPAB) (i.e. the yellow forms available at the podium or from staff). The Historic*
32 *Preservation Advisory Board Chairman will call upon you to come forward at the proper time or will ask if anyone in the audience would like to speak. Please*
33 *limit all comments to three (3) minutes out of respect for the time of other citizens.*
34

35 2. H2023-013 (BETHANY ROSS)

36 Hold a public hearing to discuss and consider a request by Morgan Edwards for the approval of a Certificate of Appropriateness (COA) for the replacement of
37 windows on a *Non-Contributing Property* being a 1150-acre tract of land identified as a portion of Block 22 of the F & M Addition, City of Rockwall, Rockwall
38 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 203 N. Clark Street, and
39 take any action necessary.
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41 **Director of Planning and Zoning Ryan Miller provided a brief summary in regards to the request. The applicant is requesting a Certificate of**
42 **Appropriateness (COA) for the replacement of windows on a non-contributing property. They are requesting to replace the windows for**
43 **something more energy efficient. What the applicant is proposing is considered to be like and kind since the windows are not original to the home.**
44 **This is a discretionary decision to the Historic Preservation Advisory Board (HPAB) this being a COA case staff mailed out 23 notices to property**
45 **owners and occupants within 200-feet of the subject property. Staff has not received notices in return in regards to the applicants request.**
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47 **Board member Gaskin said there would not be a difference since windows already look different.**
48

49 **Board member Lewis said that there would be no adverse in regards to the windows.**
50

51 **Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating**
52 **such, Chairman Miller closed the public hearing and brought the item back to the Board for discussion or action.**
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54 **Board member Lewis asked what year the house was built.**
55

56 **Board member Frasier made a motion to approve H2023-013 with gridded windows. Chairman Miller seconded the motion which passed by a vote**
57 **of 5-1 with Board member McNeely dissenting.**
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60 3. H2023-014 (BETHANY ROSS)

61 Hold a public hearing to discuss and consider a request by Morgan Edwards for the approval of a Small Matching Grant for the replacement of windows on a
62 *Non-Contributing Property* being a 1150-acre tract of land identified as a portion of Block 22 of the F & M Addition, City of Rockwall, Rockwall County, Texas,
63 zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 203 N. Clark Street, and take any action
64 necessary.

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Director of Planning and Zoning Ryan Miller provided a brief summary in regards to the request. The applicant is requesting a small matching grant for the replacement of windows. The small matching grant program is not restricted to items that require building permits the only stipulation is that it has to be visible from the front. Where the windows are being replaced would make it an eligible case. The total eligible amount for this case would be \$500. We currently have \$5,000 in the grant fund and we have not used any for the physical year of 2024.

Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating such, Chairman Miller closed the public hearing and brought the item back to the Board for discussion or action.

McNeely asked how much money it would be.

Board member McNeely made a motion to approve H2023-014. Board member Lewis seconded the motion which passed by a vote of 4-2 with Chairman Miller and Board member Litton dissenting.

4. H2023-015 (BETHANY ROSS)

Hold a public hearing to discuss and consider a request by Morgan Edwards for the approval of a Building Permit Fee Waiver for the replacement of windows on a Non-Contributing Property being a 1150-acre tract of land identified as a portion of Block 22 of the F & M Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 203 N. Clark Street, and take any action necessary.

Director of Planning and Zoning Ryan Miller provided a brief summary in regards to the request. This would be in regards to the same property. This is another relief program they have in place in the district. This allows contributing properties to come in and request 100% of their building permit fees waived and non-contributing properties up to 50% of there building permit fees to be waived. In this case the building permit fee would be \$50 and they would be eligible for 50% of that which would be a \$25 reimbursement.

Board member Frasier asked if a building inspector would go inspect it.

Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating such, Chairman Miller closed the public hearing and brought the item back to the Board for discussion or action.

Board member Gaskin made a motion to approve H2023-015. Board member McNeely seconded the motion which passed by a vote of 4-2 with Chairman Miller and Board member Frasier dissenting.

5. H2023-016 (ANGELICA GUEVARA)

Hold a public hearing to discuss and consider a request by Keith Green for the approval of a Certificate of Appropriateness (COA) for a Guest Quarters/Secondary Living Unit on a High Contributing Property being a 0.22-acre tract of land identified as Block 43A of the B. F. Boydston Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 605 E. Washington Street, and take any action necessary.

Planning Technician Angelica Guevara provided a brief summary in regards to the request. The applicant is requesting a COA for a high-contributing property. They are requesting to construct a guest quarters/ secondary living unit on the subject property. The proposed structure will match the existing single-family home and be a total of 350 SF. The applicant has indicated that the structure will have a half bath making it a guest quarters/ secondary living unit. The applicant will need to submit for a Specific Use Permit (SUP). Should the HPAB approve the COA a recommendation will be forwarded to the Planning and Zoning Commission for the approval of an exception to allow secondary living unit/ guest quarters. Staff mailed out 31 notices to property owners and occupants within 200-feet of the subject property. At this time staff has received one (1) notice in favor of the request.

Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating such, Chairman Miller closed the public hearing and brought the item back to the Board for discussion or action.

Keith Green
605 E Washington Street
Rockwall TX 75087

Mr. Green came forward and provided additional details in regards to the request.

Board member Gaskin asked if the paint would be the same as the house.

Board member Frasier made a motion to approve H2023-016. Board member McNeely seconded the motion which passed by a vote of 6-0.

6. H2023-017 (ANGELICA GUEVARA)

Hold a public hearing to discuss and consider a request by Keith Green for the approval of a Small Matching Grant for a Guest Quarters/Secondary Living Unit on a High Contributing Property being a 0.22-acre tract of land identified as Block 43A of the B. F. Boydston Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 605 E. Washington Street, and take any action necessary.

132 Planning Technician Angelica Guevara provided a brief summary in regards to the request. The applicant is eligible up to \$1,000 in matching funds.
133 The total evaluation of the project provided by the applicant will be \$20,000 dollars and it will qualify for a small matching grant of \$1,000 dollars.

135 Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating
136 such, Chairman Miller closed the public hearing and brought the item back to the Board for discussion or action.

138 Keith Green
139 605 E Washington Street
140 Rockwall TX 75087

142 Mr. Green came forward and provided additional details in regards to the request.

144 Chairman Miller asked if he has a contractor and got an estimate.

146 Board member Gaskin made a motion to approve H2023-017. Board member Frasier seconded the motion which passed by a vote of 6-0.

148 7. H2023-018 (ANGELICA GUEVARA)

149 Hold a public hearing to discuss and consider a request by Keith Green for the approval of a Building Permit Fee Waiver for a Guest Quarters/Secondary
150 Living Unit on a High Contributing Property being a 0.22-acre tract of land identified as Block 43A of the B. F. Boydston Addition, City of Rockwall, Rockwall
151 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 605 E. Washington Street,
152 and take any action necessary.

154 Planning Technician Angelica Guevara provided a brief summary in regards to the request. The applicant is requesting approval of a building
155 permit fee waiver. The subject property being in a high-contributing area this case is eligible for 100% reduction under the program. The estimated
156 building permit fees for the project are \$236.25.

158 Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating
159 such, Chairman Miller closed the public hearing and brought the item back to the Board for discussion or action.

161 Board member McNeely made a motion to approve H2023-018. Board member Frasier seconded the motion which passed by a vote of 5-1.
162 Chairman Miller dissenting.

164 V.DISCUSSION ITEMS

166 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that*
167 *will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take place when*
168 *these items are considered for action by the Historic Preservation Advisory Board.*

170 (3) Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

172 Director of Planning and Zoning Ryan Miller indicated that there are currently no ongoing historic projects.

174 VI.ADJOURNMENT

176 Chairman Miller adjourned the meeting at 7:00PM.

178 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE 16 DAY
179 OF November 2023.

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183 TIFFANY MILLER, CHAIRMAN

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187 ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR