

## MINUTES

### HISTORIC LANDMARK PRESERVATION COMMITTEE REGULAR MEETING OF JULY 24, 2018

The Historic Landmark Preservation Committee of the City of Lancaster, Texas, met in a Regular session in the City Council Chambers of City Hall on July 24, 2018 at 6:30 p.m. with a quorum present to-wit:

**Members Present:**

Chair Glenn Hooper  
Vice Chair Dee Hinkle  
Patricia Siegfroid-Giles  
Gilles Delaisse  
Alternate Mary Guinn

**Member Absent:**

Mindy Truly

**City Staff Present:**

Bester Munyaradzi, Senior Planner  
Emma Chetuya, Planner

**Call To Order:**

Chair Glenn Hooper called the meeting to order at 6:30 p.m. on July 24, 2018.

**CONSENT AGENDA:**

Chair Hooper read the Consent agenda.

**1. Consider approval of minutes for the Regular Meeting held on June 26, 2018.**

Committee Member Siegfroid-Giles noted that you cannot have a new historic home on the first page of the paragraph where it states, "a new historic home." Chair Hooper further clarified and noted that it should read proposed home in a Craftsman style. Committee Member Siegfroid-Giles further noted that a repeated "it is important to note" be corrected in page two of paragraph one, of the report. Additionally, she noted that a comma be inserted after fence where it says, "Applicant must apply for the fence as it was not part of the original application". Committee Member Siegfroid-Giles handed the rest of her corrections on paper to staff.

**MOTION:** Committee member Siegfroid-Giles made a motion to approve minutes with changes for the June 26, 2018 minutes, seconded by Vice Chair Dee Hinkle. The vote was cast 5 for, 0 against.

**ACTION:**

Chair Hooper read the Action agenda.

**2. HLPC 18-10 Consider and Discuss a Certificate of Appropriateness to repair soffits on the exterior of the structure; all balconies located on the exterior of structure and replace sliding glass doors at exterior of six (6) multi-family units on the property located on 428 N. Dallas Avenue, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that this is a request to make an exterior alteration and repairs to the soffits, balcony, and sliding doors for six multi-family

units. The Lancaster Historic Residential Design Guidelines states that, "Deteriorated architectural features shall be repaired rather than replaced wherever possible." In the event replacement is necessary, the new material should reflect the material being replaced in composition, design, color, texture and other visual qualities. The applicant is requesting to remove the rotted wood on soffits and replace with the same materials as the current soffits. The paint color will match the current exterior paint. The replacement of the rotted wood on the soffits will be the exact same material and color, therefore this change complies with the Lancaster Historic Residential Design Guidelines' standard for repairs. The applicant is requesting to repair two balconies located on the exterior of the structure. The current balcony rafters and skirting of each balcony will be removed because they have deteriorated. Each individual rafter will be removed and replaced into the ceiling of all lower units. The replacement of the balcony rafters and skirting will be the exact same material and color, therefore this change complies with the Lancaster Historic Residential Design Guidelines' standards for repairs. The applicant is also requesting to remove all single pane aluminum glass sliding doors and replace it with upgraded double pane vinyl sliding doors. The Lancaster Historic Residential Design Guidelines does not have recommendations on the proposed doors as long as it meets Energy Codes.

Vice Chair Hinkle stated that this is not a historic building and the applicant is making improvements to the building. Committee Member Guinn asked why the applicant applied for the Certificate of Appropriateness. Committee Member Delaisse noted that buildings in the Historic District must obtain a Certificate of Appropriateness to get a permit to do any repairs on the outside from the HLPC and then proceed to the Planning and Zoning Commission for a final decision.

**MOTION:** Vice Chair Hinkle made a motion, seconded by Committee Member Delaisse to approve item number 2. The vote was cast 5 for, 0 against.

**MOTION:** Vice Chair Hinkle made a motion, seconded by Committee Member Delaisse to adjourn the meeting. The vote was cast 5 for, 0 against.

The meeting was adjourned at 6:45 p.m.

**ATTEST:**

  
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Bester Munyaradzi, Senior Planner

**APPROVED:**

  
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Glen Hooper, Chair