

## MINUTES

### HISTORIC LANDMARK PRESERVATION COMMITTEE SPECIAL MEETING OF MARCH 28, 2019

The Historic Landmark Preservation Committee of the City of Lancaster, Texas, met in a Special Session in the City Council Chambers of City Hall on March 28, 2019 at 7:01 p.m. with a quorum present to-wit:

**Members Present:**

Glenn Hooper, Chair  
Dee Hinkle, Vice Chair  
Patricia Siegfroid-Giles

**Members Absent:**

Mindy Truly  
Mary Guinn, Alternate Member

**City Staff Present:**

Bester Munyaradzi, Senior Planner  
Emma Chetuya, Planner

**Call To Order:**

Chair Glenn Hooper called the meeting to order at 7:01 p.m. on March 28, 2019.

**CONSENT AGENDA:**

Chair Hooper read the consent agenda.

1. **Consider approval of minutes for the Special Meeting held on March 28, 2019. HLPC 18-11 Discuss and consider a Certificate of Appropriateness to install a stucco wall on the exterior north and east side of the existing building on the property located at 121 Historic Town Square, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that this is a request to install a stucco wall on the exterior north and east side of the existing building on the property located at 121 Historic Town Square. Section 14.506 of the Lancaster Development Code (LDC) states that, "All buildings shall be of masonry construction or masonry veneer to appear as traditional masonry construction.....Exterior treatment may be either brick or stucco". The applicant is requesting to remove the existing plastic panels and outdoor solar shades on the north and east side of the existing building and replace them with stucco to match the color and material of the adjacent building as shown on the "Proposed Changes" attachment. The replacement of the plastic and outdoor solar shades with stucco are in conformance with the LDC's standards for construction materials of exterior finishes, meets the vision of the Historic District and improves the building's appearance. After further review, staff recommends that this item be approved subject to the entire structure meeting Building and Fire codes at the time of permitting.

Vice Chair Hinkle stated this portion of the property was originally approved to be a patio and never approved to be closed in with the plastic. She stated her concern was that there can't just be a wall on top of a patio and there were structural concerns. She further stated that the HLPC can't approve the request without knowing what the final product will look like.

Chair Hooper asked if there would be an exit towards the gazebo to the north or if there is an existing second exit to the back.

John Hanan, 1250 N. Houston School Road, applicant stated that he will meet with the Director of Development Services and Chief Building Official to find out what exactly is needed concerning the structure.

Chair Hooper asked the applicant if there are any engineered plans for the roof or details as to how the stucco wall will be placed on the gazebo.

John Hanan stated his engineer confirmed the roof is stable and has met the codes.

Committee Member Siegfried-Giles asked staff if it would have been better for the applicant to submit engineering and construction plans to the City first, produce renderings of the structure and then come before the HLPC for a recommendation.

After further discussions, the HLPC agreed on tabling the item until the applicant could provide completed building designs.

**MOTION:** Vice Chair Hinkle made a motion, seconded by Committee Member Siegfried-Giles to table item 1 until the HLPC is presented with an approved and completed building design. The vote was cast 3 for, 0 against [Truly and Guinn absent].

**2. HLPC 19-02 Discuss and consider a Certificate of Appropriateness to install a four (4) feet high fence on the property located at 302 S. Dallas Avenue, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated the applicant installed a four (4) feet high wood fence on the north and west side of her property along East Redbud Street and South Dallas Avenue (respectively). The Lancaster Historic Residential Design Regulations (LHRDR) states that, "A fence in a corner side yard located adjacent to a public right-of-way shall be located a minimum of two (2) feet from the inner edge of a public sidewalk, or six (6) feet from the curb or edge of street where there is no curb... Fence posts shall be constructed or made of metal, brick, stone, concrete, fiberglass or other material approved by the code official..." The fence is located approximately four (4) feet from the edge of East Redbud Road and has wooden posts. The height and material of the fence is in compliance with the LHRDR. However, the applicant used wooden posts which do not meet the fence Ordinance regulations. In addition, the fence does not meet the six (6) foot setback requirement from the street. While there is a big tree on the Redbud Street side of the property, the setback can still be met by either having the tree between the fence or have the fence go around the tree. Staff therefore recommends that the applicant comply with the post material and setback requirements as set forth in the LHRDR and fence Ordinance.

Committee Member Siegfried-Giles asked if the fence would have to be picked up and moved.

Amy Glover, 302 S. Dallas Avenue, applicant stated that her house was built in 1987 and the builders had to go before the Zoning Board of Adjustments to build a home on the lot because it was so small. She stated that the location of her fence is aligned with the same location of her neighbor's fence.

Ms. Glover further stated that she put up the fence because her backyard has a big pool, she sits out in her backyard a lot and she has little dogs. She stated her fence is currently 60 inches from the edge of the street.

Committee Member Siegfried-Giles stated that there are certain circumstances that trump city codes and that this lot is really small.

Vice Chair Hinkle confirmed with staff if the regulations states the fence has to be six (6) feet from the edge of the street and its location is currently five (5) feet from the inner edge of the street. She later stated that these are not just guidelines but are now ordinances.

Committee Member Siegfroid-Giles asked if HLPC could approve a variance or special exception.

Senior Planner Munyaradzi stated that variances are for circumstances with hardships and exceptions are only granted by the City Council.

**MOTION:** Committee Member Siegfroid-Giles made a motion to approve item 2. There was no second and the motion failed. [Truly and Guinn absent].

**MOTION:** Vice Chair Hinkle made a motion to deny item 2. There was no second and the motion failed. [Truly and Guinn absent].

**MOTION:** Committee Member Siegfroid-Giles made a motion, seconded by Vice Chair Hinkle to table the item to the next meeting. The vote was cast 3 for, 0 against [Truly and Guinn absent].

**3. HLPC19-03 Discuss and consider a Certificate of Appropriateness to install railing, columns, and plywood to enclose the porch and replace the exterior window framings on the property located at 307 W. Main Street, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that the applicant has installed railing, columns and plywood to enclose the top of the porch as a header. Prior to the installation of these items there were no balusters, the columns were rusted and unstable iron and the plywood were deteriorating. Both wrought iron and wood porch columns and railings are appropriate for a Minimal Traditional style home. The applicant replaced the iron porch columns because they were rusted and unstable. According to the applicant, they plan on painting the porch columns and railings to complete the look. The plywood used a header at the top of the porch is made of wood and therefore complies with the LHRDR. The applicant replaced the framing of the existing windows because they were deteriorating. The replacement of the window framing match the original windows in size and materials, therefore this request is in compliance with the LHRDR.

Chair Hooper asked if all the changes as shown in the pictures encompass all the requested amendments.

Servando Moreno, 307 W. Main Street, applicant confirmed.

Committee Member Siegfroid-Giles stated that this is a nice addition to the neighborhood.

**MOTION:** Committee Member Siegfroid-Giles made a motion, seconded by Vice Chair Hinkle to approve item 3. The vote was cast 3 for, 0 against [Truly and Guinn absent].

**MOTION:** Vice Chair Hinkle made a motion, seconded by Committee Member Siegfroid-Giles to adjourn the meeting. The vote was cast 3 for, 0 against [Truly and Guinn absent].

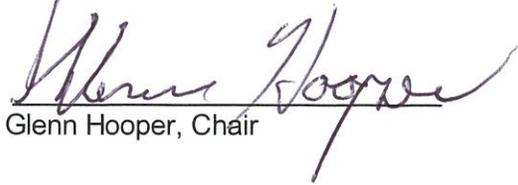
The meeting was adjourned at 8:12 p.m.

**ATTEST:**



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Bester Munyaradzi, Senior Planner

**APPROVED:**



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Glenn Hooper, Chair