

## MINUTES

HISTORIC LANDMARK PRESERVATION COMMITTEE REGULAR MEETING  
OF JANUARY 28, 2020

The Historic Landmark Preservation Committee of the City of Lancaster, Texas, met in a Regular Meeting in the City Council Chambers of City Hall on January 28, 2020 at 7:00 p.m. with a quorum present to-wit:

**Members Present:**

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

**Members Absent:**

Amy Glover

**City Staff Present:**

Bester Munnyaradzi, Senior Planner  
Emma Chetuya, Planner

**Call To Order:**

Chair Hooper called the meeting to order at 7:00 p.m. on January 28, 2020.

**CONSENT AGENDA:**

Chair Hooper read the consent agenda.

- 1. Consider approval of minutes from the Historic Landmark Preservation Committee Meeting held on October 22, 2019.**

Committee Member Siegfroid-Giles stated that the minutes did not capture the intent of the remarks that she made.

Senior Planner Munnyaradzi noted that staff does not write minutes verbatim, however staff would be happy to revisit the minutes.

Chair Hooper stated that the Committee would review the minutes again after they have been revised.

**ACTION:**

- 2. HLPC 20-02 Discuss and consider a Certificate of Appropriateness (COA) to install a wrought iron fence, wrought iron gate, and wood fence on the properties addressed as 620 and 626 South Dallas Avenue, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that the applicant is proposing to install a six (6) foot high black wrought iron fence on both properties with gates to match the wrought iron fence. The wrought iron fence will be towards the rear of both properties and south of the property addressed as 626 South Dallas Avenue. The applicant is also proposing to install a stained eight foot (8) high brown cedar wood fence behind the home on the property addressed as 620 South Dallas Avenue. The Lancaster Historic Residential Design Regulations (LHRDR) states that, "Fences shall be constructed of wood, twisted wire, and metal or other appropriate materials; these materials are consistent with the historic fence materials in Lancaster.....Fences should not exceed eight (8) feet in height at the rear property line." The applicant's request is in compliance with the LHRDR.

Vice Chair Hinkle asked if the aerial provided showing no fence proposed on the north side of the

property is accurate.

The applicant, Mark Beasley, 626 S. Dallas Avenue, Lancaster, TX, stated that there is an existing chain link fence on the north side of the property and he wants the proposed fencing to secure his properties.

**MOTION:** Vice-Chair Hinkle made a motion, seconded by Committee Member Seigfreid-Giles to approve item 2. The vote was cast 3 for, 0 against [Glover absent].

3. **HLPC 20-03 Discuss and consider a Certificate of Appropriateness (COA) to remove three (3) windows and replace them with siding; replace four (4) windows with new windows; replace two (2) doors with new doors and remove one (1) door and replace with siding on a house located at 311 East Cedar Street, Lancaster, Dallas County, Texas.**

Planner Chetuya gave the staff report and stated that the applicant is proposing to remove three (3) windows and replace them with material to match existing siding and replace four (4) windows with new windows. The Lancaster Historic Residential Design Regulations (LHRDR) states that, of all possible changes to a historic building, removal of the historic windows has a permanent, non-reversible, and adverse effect upon the historic appearance of a house more than any other modification. As part of the original fabric of historic buildings, windows must be maintained and preserved in their original setting. The request to replace the four (4) existing windows with wood, which is the same type of material on the existing windows, is in compliance with the LHRDR. The request to remove three (3) existing windows is in direct conflict with the LHRDR which stresses the importance of maintaining existing windows.

The applicant is also requesting to replace two (2) doors with new doors and remove one (1) door and replace with siding material that matches the existing material. The LHRDR states that it is recommended, the retention and repair of original doors and entrances is encouraged whenever possible. New doors should be wood unless there is documentation that other materials were historically utilized. The request to replace the front and back doors are in compliance with the LHRDR as they are wood and appropriate for the style of a minimal traditional home. The request to remove the front door is in direct conflict with the LHRDR which stresses the importance of preserving existing doors.

Staff recommends approval of the requests to replace four (4) wood windows and two (2) wood doors as they are in compliance with the LHRDR. Staff recommends denial of the requests to remove the front door and three (3) windows as the LHRDR strongly supports the preservation of doors and windows.

Vice-Chair Hinkle stated that she suspects the front door was not there originally because in the 1940s people were adding onto properties.

Ellen Clark, 108 N. Dallas Avenue, Lancaster, TX, applicant stated that she did not believe that the door was added.

Committee member Siegfried-Giles advised if she could leave the door on the outside and cover the door opening from inside. The applicant advised against the idea.

Chair Hooper stated he doesn't see any issue with removing the door because it cannot be seen from the front elevation.

**MOTION:** Vice-Chair Hinkle made a motion, seconded by Committee Member Siegfried-Giles to approve the request to remove the front door that faces east on the front façade of the home as there is a possibility that it was added after the home was constructed. The vote was cast 3 for, 0 against [Glover absent].

The applicant stated that she wants to remove the big and small windows.

Vice Chair Hinkle asked the applicant if she plans to keep the awnings on the windows and the applicant stated that she plans to use the awnings on the shed.

The applicant explained the extent of the proposed changes within the home using the house floor plan.

Vice Chair Hinkle stated that what the applicant is doing will improve and add value to the property and that removing the window is not historically correct but this is not a real historic home.

Committee Member Siegfried-Giles stated that the applicant is not changing the character of the home and she will repurpose the awnings.

**MOTION:** Vice-Chair Hinkle made a motion seconded by Committee Member Siegfried-Giles to approve the request to remove the windows as the home will still maintain its historic character. The vote was cast 3 for, 0 against [Glover absent].

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

The meeting was adjourned at 7:38 p.m.

**ATTEST:**



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Bester Munyaradzi, Senior Planner

**APPROVED:**



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Chair or Vice-Chair