

## MINUTES

HISTORIC LANDMARK PRESERVATION COMMITTEE REGULAR MEETING OF  
March 28, 2023

The Historic Landmark Preservation Committee of the City of Lancaster, Texas, met in a Regular Session in the Council Chambers of City Hall on March 28, 2023 at 7:00 p.m. with a quorum present to-wit:

**Members Present:**

Patricia Siegfroid-Giles, Chair  
Paul Laurens Wiseman  
Dee Hinkle  
Glenn Hooper  
Michelle Washington, Alternate

**Members Absent:**

Russell Webb, Vice Chair

**City Staff:**

Nyliah Acosta, Planning Manager  
Vicki Coleman, Director of Development Services  
Carey Neal, Assistant City Manager

**Call to order:**

Chair Siegfroid-Giles called the meeting to order at 7:00 p.m. on March 28, 2023.

**Public Testimony:**

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

There were no speakers.

**CONSENT AGENDA:**

Chair Siegfroid-Giles read the consent agenda.

- 1. Consider approval of minutes from the Historic Landmark Preservation Committee Regular Meeting held on February 28<sup>th</sup>, 2023.**

**MOTION:** Committee Member Hooper made a motion to approve, seconded by Committee Member Hinkle. The vote was cast 5 for, 0 against. (Webb Absent)

**ACTION**

- 2. HLPC23-1 Discuss and consider a Certificate of Appropriateness to install two metal doors, replace broken glass, enclose two transoms, and replace damaged brick on**

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**the exterior of the building on the property located at 124 Historic Town Square, Lancaster, Dallas County, Texas.**

Planning Manager, Nyliah Acosta, gave a staff presentation.

The committee had discussion on whether all the brick was to be removed and replaced with new brick. The property owner, Kim Walker, stated it was likely all the brick would be replaced and will match the existing brick. The applicant presented both an existing sample of brick from the building and what will be used in the renovation.

The Committee had discussion on the doors, and transoms. Mrs. Walker stated that the window trim would be similar to the existing property at 137 Historic Town Square. In terms of centering the door, she stated the goal is to have the door as close to being centered as possible.

Committee Member Wiseman asked if the glass door would be transparent or frosted. Staff responded the LDC does not regulate transparency.

**MOTION:** Committee Member Wiseman made a motion to approve item 2 as requested by the applicant, seconded by Committee Member Hooper. The vote was cast 5 for, 0 against. (Webb Absent)

**3. HLPC23-3 Discuss and consider a Certificate of Appropriateness to replace damaged siding and windows on the exterior of a building located at 217 East 5<sup>th</sup> St, City of Lancaster, Dallas County, Texas.**

Planning Manager, Nyliah Acosta, gave a staff presentation.

Commissioner Hinkle asked for information regarding the width of the siding. The Applicant, Maria Martinez, stated the existing siding is 6 inches while the replacement siding is 8 inches in width. The Committee also wanted clarification on the window sizing, the existing windows are 5 feet by 32 inches while the replacements would be 3 x 4 feet.

The committee inquired if the entirety of the siding would be replaced. In response, the applicant agreed and indicated they would replace the entirety of siding with the cementitious fiber board.

The Committee discussed the scope of the request and if it were the intent of the applicant to renovate and improve the porch, they would need to come back with a new application. The Committee Chair expanded on the previous stating that if the intention is to repair parts of the front porch, that would be allowed but to rebuild or redesign the porch would not be allowed.

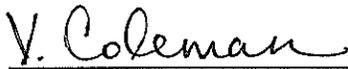
There was further discussion on the windows to which Commissioner Wiseman stated that it would look better if the windows were centered as opposed to raised or lowered to one side. Staff responded stating the LDC doesn't regulate exact placement of new windows. Assistant City Manager Carey Neal, stated the window placement should not be part of the Committee's motion, because the LDC does not regulate window placement.

**MOTION:** Committee Member Hinkle made a motion to approve replacement of all the siding and to align the new windows, seconded by Committee Member Wiseman. The vote was cast 5 for, 0 against. (Webb Absent)

**MOTION:** Committee Member Wiseman made a motion to adjourn, seconded by Committee Member Hooper. The vote was cast 5 for, 0 against. (Webb Absent)

The meeting was adjourned at 8:07 PM.

**ATTEST:**



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Vicki D. Coleman, Director of Development Services

**APPROVED:**

  
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Patricia Siegfried-Giles, Chair