

## MINUTES

### HISTORIC LANDMARK PRESERVATION COMMITTEE REGULAR MEETING OF June 27, 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 June 27, 2023 at 7:00 p.m. with a quorum present to-wit:

#### **Members Present:**

Russell Webb, Vice Chair  
Paul Laurens Wiseman  
Dee Hinkle  
Glenn Hooper  
Michelle Washington, Alternate

#### **Members Absent:**

Patricia Siegfried-Giles, Chair

#### **City Staff:**

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

#### **Call to order:**

Vice Chair Webb called the meeting to order at 7:00 p.m. on June 27, 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:**

Vice Chair Webb read the consent agenda.

- 1. Consider approval of minutes form the Historic Landmark Preservation Committee Regular Meeting held on March 28, 2023.**

**MOTION:** Committee Member Hinkle made a motion to approve the consent agenda, seconded by Committee Member Weisman. The vote was cast 5 for, 0 against.

#### **ACTION**

- 2. HLPC23-4 Discuss and consider a Certificate of Appropriateness to replace four windows on the property located at 103 Historic Town Square, Lancaster, Dallas County, Texas.**

Assistant Director of Development Services, Nyliah Acosta, gave a staff presentation.

The Committee had discussion on what windows were to be replaced, and if the applicant's intent was to match the existing windows.

**MOTION:** Committee Member Hinkle made a motion to approve the staff recommendation to use plate glass windows with a treated lumber frame and encasing that matches the size and color of the existing windows, seconded by Committee Member Wiseman. The vote was cast 5 for, 0 against. (Siegfreid-Giles absent)

**3. HLPC23-6 Discuss and consider a Certificate of Appropriateness to install an 8-foot tall wood fence and a sliding gate on the property located at 207 W. 1<sup>st</sup> Street, Lancaster, Dallas County, Texas.**

Assistant Director of Development Services, Nyliah Acosta, gave a staff presentation.

The applicant spoke in favor and gave details on the proposed fence.

The Committee asked questions about the existing barbed wire on the existing fence.

**MOTION:** Committee Member Wiseman made a motion to approve item 3, seconded by Committee Member Hooper. The vote was cast 5 for, 0 against. (Siegfreid-Giles absent)

**4. HLPC23-5 Discuss and consider a Certificate of Appropriateness for a demolition and addition, and construction of a pergola, patio and fence on the property located at 108 N. Dallas Ave. & 121 Historic Town Square, Lancaster, Dallas County, Texas.**

Assistant Director of Development Services, Nyliah Acosta, gave a staff presentation with the recommendation that the new addition of the building match the color of the existing brick on the primary structure.

The applicant stated their request. The applicant clarified that their proposed stucco color was intended to match the surrounding building's stucco.

The Committee had conversation on the windows, fence material, roof pitch and the proposed stucco material on the addition.

**MOTION:** Committee Member Hooper made a motion to approve item 4 as presented. The motion was withdrawn by Hooper and re-stated.

**MOTION:** Committee Member Hooper made a motion to approve item 4 as presented by the applicant with the 4:12 roof pitch and for the addition to be an off-white stucco material and to

match the theater wall as close as possible, seconded by Committee Member Wiseman. The vote was cast 5 for, 0 against. (Siegfreid-Giles absent)

**ADJOURNMENT**

**MOTION:** Committee Member Hooper made a motion to adjourn, seconded by Committee Member Weisman. The vote was cast 5 for, 0 against. (Siegfreid-Giles absent)

The meeting was adjourned at 7:51 PM.

**ATTEST:**

V. Coleman  
Vicki D. Coleman, Director of Development Services

**APPROVED:**

Patricia Siegfreid-Giles  
Patricia Siegfreid-Giles, Chair