



**MINUTES
THE HISTORIC LANDMARK PRESERVATION COMMITTEE
REGULAR MEETING
TUESDAY, April 26, 2016 – 6:30 P.M.
CITY COUNCIL CHAMBERS**

STAFF PRESENT:

**Rona Stringfellow Assistant City Manager
Deborah Bunton Development Services**

MEMBERS PRESENT:

Roll Call:

Chair - Glenn Hooper
Vice Chair - Dee Hinkle
Patricia Siegfroid-Giles - Absent
Norma Chambers
Shannon Abbott – Absent
Gilles Delaisse

6:30 p.m. MEETING

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair, Glenn Hooper.

1. Consider the approval of the meeting minutes from the March 22, 2016 meeting.

A MOTION WAS MADE BY VICE CHAIR HINKLE TO APPROVE THE MINUTES AND SECONDED BY COMMITTEE MEMBER DELAISSE.

**AYES: HINKLE, HOOPER, CHAMBERS, DELAISSE
NAYES: NONE**

THE MOTION CARRIED 4-0.

2. HLPC 16-04 Discuss and consider a Certificate of Appropriateness for a recommendation to install a fence at the property located at 226 East 7th Street.

ACM Stringfellow provided the staff report. The applicant is proposing to construct a decorative metal fence with masonry columns along the front and side property lines and some work has occurred. The applicant had began work on the fence prior to seeking approval from the HLPC. Once discovered the applicant was ordered to "stop work" until such time that a recommendation and approval is sought by the HLPC and P&Z Commission. It was an oversight on the part of staff that this property was located in the historic district. The applicant wants to comply with the requirements from HLPC. The applicant is here to address any questions that you might have.

Vice Chair Hinkle asked if the applicant obtained a permit from the city. ACM Stringfellow stated that the applicant did. Vice Chair Hinkle asked if the applicant was not informed that his property is in the Historic District. ACM Stringfellow stated that this is correct and an error was made by City staff.

Committee Member Delaisse asked about the design material for the rear fence. ACM Stringfellow stated that the wood fence met the requirements for materials and height. Vice Chair Hinkle asked what is the height limit requirement of the wood fence. ACM Stringfellow stated that the height limit is 8 feet.

Chair Hooper asked what is the extent of the fence planned for the property. ACM Stringfellow stated that the fence will go all the way around the front and side property lines. Chair Hooper asked will the fence go all away around the property. ACM Stringfellow stated typically it will and have the front gate to get inside the property. Committee Member Delaisse asked has the fence been completed on the sides of the property. ACM Stringfellow stated yes that is correct. Committee Member Delaisse asked if the applicant tried to follow the material that is on the house. ACM Stringfellow stated that the masonry stone is similar to the bricks on the fireplace located on the front. Committee Member Delaisse and Chair Hooper stated that if this is what the applicant is doing then they were okay with it.

Chair Hooper asked what is the height that the applicant is placing for the new fence that he is replacing. Building Official Jim Schlachter stated that the fence is less than four feet tall and must be visible from the street. The current fence meets all the requirements. Chair Hooper wanted clarification on the fence height and if at an intersection of two streets that a vision triangle is maintained. Building Official Schlachter stated the visibility triangle is met. Building Official Schlachter stated that he would visit the property again to make sure. In addition, Building Official Schlachter stated that the homeowner has been very cooperative with the city staff. Vice Chair Hinkle stated that she would have liked for the fence to be metal posts since the design guidelines state that fences should be similar to size, pattern and color of the existing home. Vice Chair Hinkle stated that she would prefer for the fence to match the house. Vice Chair Hooper asked could the applicant use metal fence instead.

Building Official Schlachter stated that it's the home owner preference as to what kind of fence that they would like to use. Vice Chair Hinkle asked city staff how are we letting the staff know what the locations of the Historic District are. ACM Stringfellow stated since this incident that staff was given Historic district maps. They are aware if an applicant comes in and the house is located in the Historic district, they should contact either the Building Official or ACM Stringfellow for direction.

Chair Hooper asked the applicant to come forward. Everardo Moreno, 226 East 7th Street, Lancaster, Texas stated that the fence needed repair and he wanted to repair it and he will wait for your recommendation before proceeding with the repair to the fence.

Vice Chair Hinkle asked what happens after our recommendation. ACM Stringfellow stated that this case will be heard by Planning and Zoning at the next meeting scheduled for Monday, May 2nd where they will render a final approval.

A MOTION WAS MADE BY VICE CHAIR HINKLE TO APPROVE HLPC 16-04 AND SECONDED BY COMMITTEE MEMBER DELAISSE.

**AYES: HOOPER, DELAISSE, CHAMBERS, HINKLE
NAYS:**

The motion passed 4-0.

A MOTION WAS MADE BY COMMITTEE MEMBER DELAISSE AND SECONDED BY VICE CHAIR HINKLE TO ADJOURN THE MEETING AT 6:55 P.M.

**AYES: HINKLE, HOOPER, DELAISSE, CHAMBERS
NAYS: NONE**

THE MOTION CARRIED

ADJOURNMENT


Glenn Hooper, Chair

ATTEST


Rona Stringfellow, Assistant City Manager