



**MINUTES
THE HISTORIC LANDMARK PRESERVATION COMMITTEE
FOR THE CITY OF LANCASTER, TEXAS
REGULAR MEETING
TUESDAY, JANUARY 25, 2011
CITY COUNCIL CHAMBERS
211 N. HENRY ST.**

STAFF PRESENT:

**Rona Stringfellow-Govan, AICP, Director of Development Services
Nathaniel Barnett, Senior Planner**

MEMBERS PRESENT:

Roll Call:

Dee Hinkle - Chair
Glenn Hooper – Vice-Chair
Emily Lewis
Carolyn Miller
Cheryl Wright (absent)
Gilles Delaisse – alternate

Regular Meeting

CALL TO ORDER

The meeting was called to order at 6:32 p.m.

SWEAR-IN NEW AND RE-APPOINTED MEMBER(S)

Chair Dee Hinkle and Alternate Gilles Delaisse were sworn in.

Before the election of Chair and Vice Chair, Rona Stringfellow-Govan gave remarks about Polly Shields who had recently passed away. Ms. Shields was the Chair of the Planning and Zoning Commission and had a passion for the historic character of Lancaster. She served in many capacities for the City and even ran for City Council. She would be truly missed. A moment of silence was held in her honor.

ELECT A CHAIR AND VICE-CHAIR

Chair Hinkle entertained a nomination for Chair.

**COMMITTEE MEMBER CAROLYN MILLER NOMINATED DEE HINKLE FOR CHAIR,
SECONDED BY COMMITTEE MEMBER EMILY LEWIS.**

There being no other nominations, Chair Hinkle called for a vote.

**AYES: HINKLE, HOOPER, LEWIS, MILLER, DELAISSE
NAYES: NONE**

THE MOTION CARRIED 5-0.

Chair Hinkle entertained a nomination for Vice Chair.

CHAIR DEE HINKLE NOMINATED GLENN HOOPER FOR VICE CHAIR, SECONDED BY COMMITTEE MEMBER CAROLYN MILLER.

There being no other nominations, Chair Hinkle called for a vote.

**AYES: HINKLE, HOOPER, LEWIS, MILLER, DELAISSE
NAYES: NONE**

THE MOTION CARRIED 5-0.

Before the floor was opened for discussion, Pastor Wayne Campbell, the Pastor of St. Paul Free Will Baptist Church, was allowed to make comments regarding his church. He stated that the church is looking to make renovations and would appreciate any help or support that the Committee could offer to ensure that the renovations are in keeping with the Historic nature of the property. Chair Hinkle stated she appreciated his comments and was pleased that renovations would be taking place.

DISCUSSION

1. Design Guidelines for the Historic Residential Landmarks and Properties within the Historic District of Lancaster, Texas

Director Stringfellow-Govan gave an update on the passage of the guidelines by the Council and that they were now in effect. Chair Hinkle stated she was pleased that these guidelines had been adopted after all the work that had been done on them.

2. Discuss the procedures for completing the Certified Local Government status.

Director Stringfellow-Govan stated that we were still in the process of becoming a certified local government which would allow us to apply for grants. She introduced the new Senior Planner, Nathaniel Barnett, who would be leading the charge to help us become a certified local government. Senior Planner Barnett gave his background in planning which included years of working in historic preservations and with residential conservation districts such as the "M" Streets in the City of Dallas. Committee Member Carolyn Miller asked if there were any fees associated with this application. Senior Planner Barnett stated that there were not. Vice Chair Hooper asked about the Commission process. Director Stringfellow-Govan stated that once the local government status was in place that the board could officially be transitioned from a committee to a commission.

Senior Planner Barnett then took care of some housekeeping issues asking the Committee Members for their email addresses, to please speak into the microphone for recording purposes, and for the Chair to identify Members prior to them making a statement or asking a question so the recorder of the minutes would know who was speaking when the minutes are typed.

Chair Hinkle entertained a motion to adjourn.

A MOTION WAS MADE BY COMMITTEE MEMBER CAROLYN MILLER AND SECONDED BY VICE CHAIR GLEN HOOPER TO ADJOURN THE MEETING AT 7:00 P.M.

**AYES: HINKLE, HOOPER, LEWIS, MILLER, DELAISSE
NAYS: NONE**

THE MOTION CARRIED 5-0.

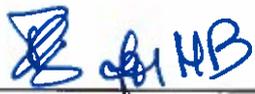
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APPROVED



Dee Hinkle, Chairperson

ATTEST



Nathaniel Barnett, Senior Planner