

**MINUTES**  
**LANDMARK COMMISSION**  
**SPECIAL MEETING**  
**August 5, 2020**

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**MEMBERS PRESENT:**

Michele Derr	■ Chairperson
John Dickinson	■ Member
Christy Graham	■ Vice-Chairperson
Blake Haney	■ P&Z Liaison
Andy Lee	■ Member
Janel Ponder Smith	■ Member
Marcela Trice	■ Member
Tim Brewer	■ Council Liaison

Terry Floyd, Development Services Director	■ City Staff
Karen Gagné, Planning Administrator	■ City Staff
Christal Ashcraft, Development Services Asst.	■ City Staff

**MEMBERS ABSENT:**

Joel Hartmangruber	■ Member
Nadine McKown	■ Member

**GUESTS:**

Katrina Lister	1704 Tilden
Syd Litteken, Architect	620 Ohio Street
Jana Schmader	709 Indiana
John Phillips	1508 Hayes

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**I. Call to Order, Welcome, Introductions**

Chairperson Michele Derr called the meeting to order at 11:07a.m. Ms. Derr advised Commission members that while awaiting for applicants to arrive for action items I & II she would address items IV & V.

**II. Other Business**

Chairperson Michele Derr stated the next regularly scheduled meeting would be August 25, 2020 at 12 noon. She also advised the committee they could use 6<sup>th</sup> Street entrance if there was a meeting being held.

**III. New Business**

Chairperson Derr asked if anyone had any new business. Mr. Andy Lee gave an update on structures added to the National Register as well as tax credits being utilized.

**IV. Action Item: Design Review - 1704 Tilden Avenue – West Floral Heights Historic District**

Emergency Repairs:

- Brick Façade Removal/Repair Due to Deterioration & Separation from Structure
- Replace with New, Unpainted Locally Sourced Brick
- Front Porch Repair

Ms. Karen Gagné presented the case and stated staff received a phone call from Ms. Lister, the owner of 1704 Tilden with an emergency repair situation. The subject property is located in the southern area of the West Floral Heights Historic District, designated by City Council January of 2005. Constructed in 1920, it was originally a one story home with the second story being added many years ago.

Inventory photos from 2013 showing brick veneer starting to crack on the north side. The latest inventory photos from 2019 show sagging in the front porch and much more separation in the north side and cracks were much more pronounced. Ms. Gagné displayed photos that showed the current deterioration of the structure where mortar and brick veneer had fallen off the home. Ms. Lister, realizing this was an emergency safety issue, contacted a contractor to remove what was falling off and cover with plastic sheeting and scaffolding until this case could be presented before the Landmark Commission for determination on moving forward for repairs and rehabilitation. Current views show the bowing out of the windows, brick veneer missing and falling off. Ms. Lister is requesting to replace all brick veneer, not just what is damaged with unpainted locally sourced brick. Staff felt that was best for the historical integrity of the home, therefore, impacting the front porch and having it removed while replacement veneer is installed and then having it reinstalled/rebuilt.

Ms. Gagné stated whenever a situation is in a grey area, or a question of something that could be administratively approved or something that would require coming before the Landmark Commission, staff contacts the Landmark Chairperson. The emergency request had been considered as well as the brick veneer being a major change to the historic structure. This would be considered a remodel that blends old construction with new construction and per design guidelines would trigger a design review. Ms. Lister wishes to replace the brick with new unpainted brick to try to bring it back to a more historic look. The home was originally unpainted brick and has been found to be a contributing structure to the neighborhood. The deterioration is so bad the brick cannot be rehabilitated or restored and must be replaced.

Mr. John Phillips, member of the volunteer West Floral Heights design review committee, stated he believed the deterioration most likely all started with the second story addition. Mr. Phillips stated he believes the home owner is trying to do what is right and replace all brick veneer and not just replace the damaged patches. Ms. Ponder-Smith stated from pictures you could tell the top of the chimney was not painted and therefore, obviously the original brick was indeed unpainted. Ms. Ponder-Smith asked if the chimney was to be replaced with unpainted brick as well. Chairperson Derr stated the application says the request is to "replace all existing brick with new, unpainted, brick". Ms. Gagné stated Ms. Lister indicated all brick was to be replaced therefore, she assumed the chimney being brick would be replaced as well. Ms. Graham stated she had driven by the property and the chimney has begun to bow and will need to be replaced as well. Ms. Graham made a motion to approve the request replacing all brick veneer including the chimney with matching unpainted brick that matched others in the neighborhood. Windows are not on this design review application and will need to be brought back before the Landmark

Commission for a review. Ms. Gagné advised the applicant is aware. Ms. Ponder-Smith seconded the motion. Motion passed unanimously.

**V. Action Item: Design Review – 615 7<sup>th</sup> Street – Keller-Durrett Hardware Building – Depot Square Historic District (National Register & Wichita Falls Designation)**

- New Roof
- Pre-Engineered Structural Framework for Weight Bearing
- Rebuild West Façade – Brick
- Rebuild North Façade/7<sup>th</sup> Street – New Awning, Door, Windows, Transom Panel & Lighting
- Repair Rear Wall – Brick, Windows & Door

Ms. Karen Gagné stated the owner of 615 7<sup>th</sup> Street, a property that was previously declared a safety hazard and slated for demolition, was moving forward with plans to renovate/rehabilitate the shell of the historic structure. Ms. Gagné stated this case was brought before the Landmark Commission May of 2019 with the approval of multiple renovations. With a design review approval, there is also a 12-month expiration from the approval date. In this case, with it being a complex project under a demolition order, working with financing, the owner & architect, and trying to keep this site from becoming a demolished historical structure, there is the option to extend the design review approval. Staff has provided what was previously approved along with what the Commission requested be altered and the new building plans which are essentially the same with the exception of a few minor items.

Ms. Gagné advised with the new plans the façade would still be brick, however, the address number block is another minor detail added that staff believes is logical and blends nicely with the other historical structures downtown that have building names or numbers as well. The design plan for the rear wall is unchanged and remains, exactly as it was approved in 2019. A significant change on the submitted plans that the Commission previously required is the pre-engineered structural steel wall be covered in matching brick. The floor plan also remains unchanged, however, signage has not be proposed and will need to come back to the Landmark in the future when a tenant has been selected.

Ms. Gagné turned the discussion over to Mr. Syd Litteken, the project architect for any questions or comments the Commission may have. Mr. Litteken stated the budget for the project had gone up to just under \$200,000 due to unexpected issues found with the foundation. Permits have been issued for the building and an asbestos report that was requested has been completed. Proven Surveying was working on platting the property so property lines will be accurate.

Chairperson Derr asked if there were any further questions for Mr. Litteken, then asked Ms. Gagné if the Commission was only voting on the extension. Ms. Gagné stated a motion should be made to include the address on the front façade. Ms. Graham made the motion to approve the design review extension and signage. Mr. Andy Lee seconded the motion. Motion passed unanimously.

Ms. Gagné made a procedural note that Ms. Lister was present regarding 1704 Tilden Avenue and had samples of the brick for replacement with her. Chairperson Derr requested

to see brick samples. Mr. John Dickinson asked Ms. Lister if it matched the original color. Ms. Graham asked about when the 2<sup>nd</sup> story addition was made to structure. Ms. Lister stated 1950. Ms. Graham asked if the chimney was added at that time to which Ms. Lister was not sure. Ms. Lister did advise the Commission the chimney brick would be replaced as well as all brick façade.

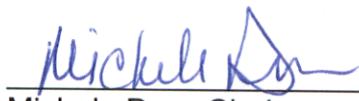
Ms. Graham made a motion to void original motion. Ms. Ponder-Smith seconded. Motion unanimously approved. Ms. Graham then made a new motion to approve the design review request to replace all brick façade and chimney brick with new matching, unpainted brick. Ms. Graham advised Ms. Lister she would need to bring back a request for the windows for an approval at a later date. Mr. Dickinson seconded the motion. The motion passed unanimously.

Ms. Gagné had one remaining procedural item to discuss with the Commission to update their online training for the Open Meetings Act and Public Information Act. Ms. Gagné stated it was a requirement to have on file and would like to have all courses completed and turned in before the next meeting date of August 25<sup>th</sup>. Ms. Gagné advised Ms. Christal Ashcraft would be sending an email to the Committee with the web address and instructions after the meeting was adjourned.

## VI. Adjourn

Next regularly scheduled meeting August 25, 2020

Meeting adjourned at 12:08 p.m.

  
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Michele Derr, Chairperson

Date

  
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8-25-2020