

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
DECEMBER 21, 2023 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

I. CALL TO ORDER

Chairman Tiffany Miller brought the meeting to order at 6:00 PM. Board members present were Haydon Frasier, Sarah Freed and Ben Lewis. Board members absent were Steve Gaskin, Brandon Litton and Alison McNeely. Staff members present were Director of Planning and Zoning Ryan Miller, Senior Planner Henry Lee and Planning Coordinator Melanie Zavala. Absent from the meeting was Planner Bethany Ross and Planning Technician Angelica Guevara.

II. OPEN FORUM

This is a time for anyone to address the Historic Preservation Advisory Board (HPAB) on any topic that is not already listed on the agenda for a public hearing. Per the policies of the City of Rockwall, public comments are limited to three (3) minutes out of respect for the time of other citizens. On topics raised during the OPEN FORUM, please know that the Historic Preservation Advisory Board (HPAB) is not permitted to respond to your comments during the meeting per the Texas Open Meetings Act.

Chairman Miller explained how the open forum is conducted and asked if anyone who wished to speak to come forward at this time; there being no one indicating such Chairman Tiffany Miller closed the open forum.

III. CONSENT AGENDA

These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code (UDC) and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.

1. Approval of Minutes for the November 16, 2023 Historic Preservation Advisory (HPAB) meeting.

Vice-Chairman Frasier made a motion to approve Consent Agenda. Board member Lewis seconded the motion which passed by a vote of 4-0.

IV. PUBLIC HEARING ITEMS

This is a time for anyone to speak concerning their issues with a public hearing case. If you would like to speak regarding an item listed in this section, please submit a Request to Address the Historic Preservation Advisory Board (HPAB) (i.e. the yellow forms available at the podium or from staff). The Historic Preservation Advisory Board Chairman will call upon you to come forward at the proper time or will ask if anyone in the audience would like to speak. Please limit all comments to three (3) minutes out of respect for the time of other citizens.

2. H2023-022 (HENRY LEE)

Hold a public hearing to discuss and consider a request by Pare Underwood and Haley Crespo on behalf of Annette Lall of HIS Covenant Children, Inc. for the approval of a Certificate of Appropriateness (COA) for an Event Hall/Banquet Facility in a Landmark Property being a 0.689-acre tract of land identified as a portion of Lots A & B, Block 2, Griffith Addition, City of Rockwall, Rockwall County, Texas, zoned Downtown (DT) District, addressed as 303 E. Rusk Street, and take any action necessary.

Senior Planner Henry Lee provided a brief summary in regards to the request. The applicant is requesting approval of a Certificate of Appropriateness (COA) to allow an event hall/banquet facility to host events. Staff should note this was originally brought to staff as a code enforcement case for a zoning violation. The event hall/ banquet facility will require a Specific Use Permit (SUP. Before that can go to action to the Planning and Zoning Commission and City Council, the UDC requires that the Historic Preservation Advisory act on the zoning case. Before this case was brought to staff essentially the violation was for not having a Certificate of Occupancy for the land use. They started acting before the City made the policy change that every business would need a CO. Now that the use has been discovered they are needing to get a SUP and a CO in order to make the use legal there. Staff has looked at the parking requirements and they are required 1 parking space for 100 sq.-feet. In this case they are required 12 parking spaces and looking at their site plan they have 27 total parking spaces. If the HPAB approves this case they will still need to go to Planning and Zoning commission and City Council. Staff mailed out 27 notices to property owners and occupants within 200 feet of the subject property. Staff received one (1) notice in favor of the applicants request.

Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time.

Julie Meyer
306 E. Rusk Street
Rockwall, TX 75087

Mrs. Meyer came forward and expressed in favor in regards to the request.

Tanya Magnus
8313 Navigation Drive
Rowlett, TX 75088

64 Mrs. Magnus came forward and expressed in favors of the applicants request.

65
66
67 Chairman Miller closed the open forum and brought the item back to the board for discussion or action.

68
69 Pare Underwood
70 11644 CR 536
71 Rockwall, TX 75087

72
73 Mrs. Pare Underwood came forward and provided details in regards to the request.

74
75 Board member Freed made a motion to approve H2023-022. Vice-Chairman Frasier seconded the motion which passed by a vote of 4-0.

76
77 3. H2023-023 (ANGELICA GUEVARA)

78 Hold a public hearing to discuss and consider a request by Mark Latham for the approval of a Certificate of Appropriateness (COA) for the replacement of
79 windows on a single-family home being a Medium Contributing Property on a 0.17-acre parcel of land identified as a portion of Lots 1, 2, & 3, Block H,
80 Eppstein Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic
81 District, addressed as 310 S. Fannin Street, take any action necessary.

82
83 Director of Planning and Zoning Ryan Miller provided a brief summary in regards to the request. The applicant is requesting a Certificate of
84 Appropriateness (COA) for the replacement of windows. Currently the windows on the existing structure are not original to the property. The
85 applicant would like to replace them with a vinyl window for energy efficiency. The applicant is proposing to match the existing look. He is not
86 proposing to add grids to the window he is also proposing to match the existing white materials. They are in the Historic zoning therefore they are
87 coming to the board to get approved for a COA. Staff mailed out notices to property owners and occupants within 200-feet of the subject property.
88 Staff has not received any notices in return.

89
90 Chairman Miller opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one indicating
91 such, Chairman Miller closed the public hearing and brought the item back to the board for discussion or action.

92
93 Mark Latham
94 310 S. Fannin St
95 Rockwall, TX 75087

96
97 Mr. Latham came forward and provided additional details in regards to the request.

98
99 Chairman Miller asked if they'll be able to replace the windows and not affect anything on the outside.

100
101 Board member Freed made a motion to approve H2023-023 with it not adversely affecting the property. Board member Lewis seconded which
102 passed by a vote of 4-0.

103
104
105 V. DISCUSSION ITEMS

106
107 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that*
108 *will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take place when*
109 *these items are considered for action by the Historic Preservation Advisory Board.*

110
111 4. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

112
113 Director of Planning and Zoning Ryan Miller indicated that there are currently no ongoing historic projects.

114
115 VI. ADJOURNMENT

116
117 Chairman Miller adjourned the meeting at 6:30 PM.

118
119 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE 18 DAY
120 OF January 2023-2024

121
122
123
124 TIFFANY MILLER, CHAIRMAN

125
126
127
128 ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR
129
130