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**MINUTES  
LANDMARK COMMISSION**

June 23, 2015

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**MEMBERS PRESENT:**

Stacie Flood, Chairperson  
Cindy Cotton  
Michele Derr  
Andy Lee  
Cindy Ramirez  
Kevin Bazner

■ Members  
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Karen Montgomery-Gagné, Planning Administrator  
Loren Shapiro, Planner III  
Matthew S. Prouty, Planner II

■ Staff  
■  
■

Syd Litteken

■ Guest

**ABSENT:**

Johnny Combs  
Mike Koen  
Jackie Lebow  
Michael Smith

■ Members  
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■ Council Liaison

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**I. Call to Order, Introductions**

Chairperson Flood called the meeting to order at 12:05 p.m. The commission and staff introduced themselves. The guest attending, Mr. Syd Litteken, is the architect for the farmer's market remodel project (Downtown Wichita Falls, Development, Inc. – DWFD, Inc.) – Depot Square Historic District. The Commission welcomed Matthew S. Prouty, the new Planner II with the City of Wichita Falls Planning Department.

**II. Review & Approval of Minutes from May 26, 2015**

Chairperson Flood called for review and approval of minutes from the May 26, 2015 Landmark Commission meeting. Andy Lee made a motion to amend and approve the minutes from the May 26 meeting (noting that Cindy Ramirez was absent not present as recorded). Michele Derr seconded. The Commission voted on the motion; motion passed unanimously.

**III. Application for Design Review – 725 Ohio Avenue – Request to Remodel the Farmer's Market**

Loren Shapiro presented the design review application for the city. Syd Litteken, architect for the project provided additional comments and answered questions. Mr. Litteken noted the proposed improvements will increase the use of the facility to a year-round venue that DWFD continues to market. Major improvements include a new polycarbonate roof made from Polygal Sheets 10mm for the end walls, and Poly Gal Sheets 16mm thick for the roof over the existing courtyard. Replacement of glazing with Polygal in the cupola; new sheet tube columns and trusses spanning the courtyard; 20

coiling steel doors between perimeter columns on the east, west, and north side of the market and the addition of new wrought iron gates at the arched entry masonry openings along 8<sup>th</sup> street. Maintenance and repairs include repair of roof leaks, gutters, replacement and painting of trellis boards, repaint columns and cupola, and replacement of existing lighting with multi-color LED lighting. Cost estimates were also provided along with photos and drawings including floor plan, elevations and details. Occupancy and the requirement to potentially provide fire sprinklers for the building were discussed, and the determination will be left to the building inspections department. Preliminary calculations indicate with 5,000 sq. ft. now enclosed, the facility could fit 300 occupants which would require fire sprinklers, panic hardware on exit egress doors and exit lighting in the event of power outage.

There was some discussion among Ms. Ramirez and Mr. Litteken regarding the appropriateness of using polycarbonate (Polygal) material in the Depot District even on a non-contributing building. Mr. Lee provided some background as a former DWFD, Inc. board member that the proposed improvements were discussed numerous times with former assistant city manager Kevin Hugman after which the project estimates/proposal were presented to the 4B board who approved funding for the project.

There were additional questions regarding the proposed coiled, roll top doors and wrought iron gates (8<sup>th</sup> street). Mr. Litteken explained the majority of the time/events at the farmer's market will have the doors up and open. However if inclement weather is experienced during a rental or regular event the coiled doors can be shut to enclose the three open side to prevent wind and rain gust through the facility. The architect noted the coiled doors will be installed between the existing angle-iron columns.

Ms. Derr introduced a motion to approve the request to remodel as outlined in the design application (repairs/maintenance and new construction). Kevin Bazner seconded. The commission voted on the motion; the motion passed 5 – 1 with Cindy Ramirez opposed to items in the proposal based upon use of Polycarbonate materials for the end wall and roof enclosure.

#### **IV. Other Business**

##### **a) Factory City Sign**

The commission reviewed and discussed the proposal to install a replica gateway "Factory City" sign that was originally presented in 2014. The replica sign is anticipated to span 8<sup>th</sup> street at the intersection of 8<sup>th</sup> and Ohio streets. Mr. Lee introduced a formal motion to approve the Factory City Sign as outlined in the design application for the Intersection of 8<sup>th</sup> and Ohio Streets and the Zale's Building, (new construction). Ms. Cotton seconded. The commission voted on the motion; the motion passed 6 – 0. Approval is pending technical review by the City's transportation department, building inspection, and management since it will span and be installed in the public right-of-way.

##### **b) Monthly Report – Depot Square & West Floral Heights Historic Districts**

Ms. Derr reported that the intersection in Depot Square at 8<sup>th</sup> and Ohio is complete and has been very active. Food truck park "The Yard" opened and is staying busy. Renovation continues on the Magnolia building and progressing well. The pile of bricks that were salvaged from intersection work located next to the Magnolia building were made available for free, perhaps for infill and repair in the West Floral Heights streets and sidewalks per Ms. Cotton. At the Zale's building, the sidewalk is

now poured, new footers are in to support the façade exterior walls and decorative glass panels are currently sent out for repairs, and the architect stated completion in 120 days then the glass prisms can be reinstalled with new copper strips to hold them in.

Ms. Cotton indicated the Association was replacing three sidewalks in the West Floral Heights neighborhood at 1411 Hayes, 1411 Grant and 1605 Tilden. The privacy fence, as discussed for open lot at 10<sup>th</sup> street, had funds available but was not yet constructed.

**c) Design Review – Staff Authorized – Minor Alteration/Repairs:**

- 1406 Grant (West Floral Heights) – Cap lines & remove backflow device on lawn sprinklers
- 1508 Hayes (West Floral Heights) – Replace existing composition roof with same
- 1305 Grant (West Floral Heights) – Water heater replacement
- 1503 Grant (West Floral Heights) – Approach improvements
- 111 Pembroke (Morningside) – Residential mechanical permit
- 400 Morningside (Morningside) – Roof replacement same style/color composition shingles (maintenance)
- 6 Crestway (Morningside) – Replacement of a/c and heating system
- 1010 9<sup>th</sup> Street (Historic Landmark) – Central YMCA – Emergency roof drain repair
- 2120 Speedway (Historic Landmark) – Wichita Falls Woman's Forum – Connection to the sewer tap (excavation permit)

Ms. Gagné said none of the minor repairs impacted the design or architecture of properties.

**V. New Business:**

There was no new business to discuss.

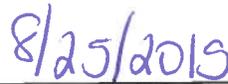
**Next Mtg.** – August 25, 2015 – 12:00 p.m.

**VI. Adjourn**

Meeting adjourned at 1:05 pm



Stacie Flood, Chairperson



Date