
MINUTES
LANDMARK COMMISSION
May 22, 2018

MEMBERS PRESENT:

Michele Derr, Vice-Chairperson
John Dickinson
Stacie Flood
Christy Graham, Chairperson
Jim Johnson
Jackie Lebow
Cindy Ramirez
Rodney Martin
Eric West

■ Members
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■ P&Z Liaison
■ Council Liaison

Karen Gagné, Planning Administrator
Kinley Hegglund, City Attorney
Amy Gardner, City Prosecuting Attorney

■ City Staff
■ Legal Dept.
■ Legal Dept.

APPLICANTS:

ABSENT:

Andy Lee

■ Members

I. Call to Order, and Introductions

Chairperson Christy Graham welcomed and called the meeting to order at 12:05 p.m. The Chair asked and everyone introduced themselves. Recognized the new legal liaison, Ms. Amy Gardner, City of Wichita Falls Prosecuting Attorney.

II. Review & Approval of Minutes from April 24, 2018.

Chairperson Graham called for the review and approval of the April 24, 2018 Landmark Commission meeting minutes. Ms. Michele Derr made a motion to approve the minutes; Ms. Stacie Flood seconded the motion. The minutes were approved.

III. Action Item - Design Review Application – 126 Pembroke – Morningside Historic District

Ms. Gagné responded that the owners of the property had called the previous morning and requested the item be tabled until the June meeting due to a sudden health issue. Staff recommended that it be tabled. Key items being requested for with the design review application include 16 of the original windows. The Commission previously reviewed a request to replace all 22 original windows in May and June 2012. It was tabled at the May meeting and Commission members asked staff to seek recommendations from THC on appropriate materials. At that time, they were requesting vinyl window replacements to the original 1920 windows. In order to get a building

permit for a kitchen remodel they were pursuing, it was essentially noted by this commission that they could *replace if it was deemed a requirement by the contractor and the homeowner that the windows were beyond repair*. To staff's knowledge, they have only replaced the one window that went with the kitchen remodel. They wouldn't be able to get a building permit for the remodel until the Landmark Commission issues a determination on how they want to address the windows. They are looking to replace 16 of the windows. There are some windows on the northeast side of the home that the owners are not going to replace, otherwise it is all the windows. One window on the southeast side of the home, is being requested for removal and replacement with a new doorway so the owners have access to the courtyard and out and means of egress from their master bedroom in case of a fire. There were tinted plate glass storm windows added in 1989 or 1990 by the former homeowner Mr. Wachsman. Current owners would like to remove all the tinted storm windows; in addition, remove one of the kitchen windows on the west façade, not visible from the public right-of-way. When Ms. Gagné took a picture from the street, you couldn't really see the window. You can only see the frame. They also want to paint the entire brick home. The brick is not painted currently. When staff indicated painting non-painted brick can be a complex issue for a historic structure and requires a trained painting professional the owners had some concerns because the commission doesn't review paint. Staff explained to the owners, it was believed the paint request was related to the door addition not the brick façade for the entire home. If the masonry is being painted (the brick) that's never been painted, there may be some questions because you can cause irreversible damage if it is not done by a professional that's aware of how to paint brick so they don't seal in moisture.

Ms. Gagné showed pictures of the structure, items proposed for alteration and explained the views. There are windows that only the shade screens would be replaced. The windows all have the prairie ridge style, one over another one. On the right, the window that is being removed for cutting a doorway and the small piece that juts up to the rear of the home is the addition that was placed. They would want a style similar to the rest. There was discussion amongst the members about the tinted glass windows. It was asked if the windows were repairable. The four premises of the National Register are repair, restore, preserve and then replace. Councilor West, who took a tour of the home said the issue with the tinted windows is that you have to take the pane down just to open the window then put the pane back up which doesn't sound feasible to repair the windows. Mr. Martin asked if the windows they want to replace are indeed the same as the Holt windows. Ms. Derr said yes, the windows are the same and THC signed off on their replacement but she added they were simply replacing replacement windows; the original windows were nonexistent when the building was renovated. Ms. Derr wanted the Commission to know that she did not advise the Gonzales on any compliance issues as members are not in a position to give advice on windows.

There were questions regarding whether the counter weights were still in the existing windows or if they'd been cut? Ms. Gagné answered that she did not know. Mr. Dickinson commented if all the weights were there and the wood had not rotted, they probably were salvageable. It doesn't matter that they are painted shut – you can still repair them. Ms. Ramirez stated from previous reviews that they've had, the Commission had suggestions that windows that face the public right-of-way should still be wood and those that don't face the public right-of-way could be constructed of other materials. Should we consider that since it could set a precedent? Why PVC flat

windows? Staff noted the owners are not impressed with the performance of the one kitchen window replaced 6-yrs ago that was aluminum clad wood.

Ms. Graham stated that she had a problem approving the painting of the brick; storm windows okay with removal – not original. Several members agreed. Staff commented there is apparently additional brick on hand that can be used to fill in the requested kitchen window. Mr. Martin stated that if an opening is bricked, you can always tell. The mortar joint doesn't match the rest of the house. Option is to leave windows there and black out windows. Removing the tinted glass storm windows, the commission could determine. It is addressed in the design guidelines as an option that if someone wanted more energy efficient windows, they could have options with storms because they are removable. It was suggested by some members, if the owners could get a quote to repair the existing windows and make them operable and measure the cost of repairing vs replacing the windows. Doesn't want to price out of enjoying the home; however, other options should be considered. The windows in the rear new addition appear vinyl. Morningside was designated a national historical district in the late 1980's. Run into issues with new windows vs energy efficiency of older windows. If it looks the same to the casual observer should that be okay. Keeps architectural integrity. Members asked if they could get a sample of the windows (showroom cut-away) owners are requesting. Staff indicated they would share their requests with the owners prior to the next meeting.

Mr. Martin asked if the Landmark Commission can request to break down the application into sections for separate items. Legal discussed that we have the option to break each item with an individual motion; the commission must determine how we deal with it. Ms. Graham asked about the door details. What do existing doors look like? Are there examples of the proposed door? Mr. Johnson and Mr. Martin talked about prairie windows on a Tudor home; and whether they are original to the house. The windows issue is replace windows vs repair all individual windows and the matter of priority and costs. We must consider all options with window issues. Legal advised we have the option to postpone, table or let issue die and bring back to commission. There was discussion about the fire egress and the need for a detailed door drawing/schematic along with questions regarding what they are going to do at the top of door and fascia / freese board? Ms. Ramirez stated that it appears a new side patio will be added by the new door – will it be raised 4ft as noted in the plans? Staff indicated there appears to be a plan to remove the landscape area where the new door is proposed and include steps/landing leading to the existing patio area.

Ms. Michele Derr made a motion to table the design review topics at 126 Pembroke until the next meeting and Mr. Rodney Martin seconded. The motion passed unanimously.

IV. Action Item: Section 106 Review – 1113 Sheppard Access Rd: Proposed 165ft monopole communications tower (Coordinates N33-55-42.87; W98-30-26.41)

There was a discussion amongst the members regarding this topic. Mr. Martin made a motion for the staff to send the draft letter included in the meeting packet. Ms. Flood seconded the motion. It was unanimously approved.

V. Information/Review: THC – Highlight Preservation Month; CLG Preservation Plans & Goals

Staff highlighted that Texas Historical Commission (THC) wants communities to look at their long term preservation plans (Wichita Falls' is dated 1982) and develop or reassess preservation goals. THC wanted to promote the 3 key items for the vision/goals of the state preservation plan:

1. *All cultures and generations of Texas values historic places.*
2. *We learn the diverse stories of Texas everyday through living, working and playing in historic places, and*
3. *Historic preservation is a fundamental strategy for economically, socially and environmentally healthy communities.*

The requirements for City CLGs are:

- Adopt and enforce a local preservation ordinance that meets the THC's requirements for the CLG Program
- Establish a preservation commission with design review authority
- Review alterations to (and demolitions of) designated properties following the Secretary of the Interior's Standards
- Establish criteria for local designation of historic properties
- Enforce a minimum 60-day stay of demolition for landmarks or contributing properties located within a historic district
- Appoint a Historic Preservation Officer (HPO)
- Adopt and maintain a local preservation plan or statement of goals and objectives for the local preservation program

There are grants that are available we (planning/landmarks) can consider. Staff is hoping next year, 2019/2020, we could put together an 'above current' budget request in order to have the required matching funds for a CLG grant to update the City's preservation plan. Staff indicated they can schedule, at the Commission's choice, a time to look at developing some updated preservation goals and objectives for the City. Both Greg Smith, National Register Coordinator for THC and Leslie Wolfenden assessed downtown and thought it would be reasonable to have a new district that would complement the existing Depot District. Ms. Wolfenden, the State's Historic Resources Survey Coordinator, said the southeast has nice industrial buildings and structures; west side has some fantastic churches; top area to the north is the sketchiest with newer buildings and parking lots but no historic buildings. Ms. Graham said we could survey for a district but actually break it down into three (3) districts: industrial, church/institutional and other items.

VI. Other Business:

a. Monthly Reports:

Depot Square and Historic District:

Ms. Michele Derr gave an overview of activities coming up:

- Hook & Ladder – grand opening - June 1
- Wichita Falls Brewing – Craft and Crawfish event - June 2 & 3
- After Hours Art Walk - June 7
- Kemp Center for the Arts – Swapped out and added 10 new sculptures the Sculpture Garden
- Wichita Co. Heritage Society – Annual Preservation Awards & Membership Social, Kemp Center held May 10; Ms. Derr commented staffer Karen Gagné received the Jim Newsom Preservation Service Award

- Mary Poppins at Wichita Theatre starting June 22
- Wichita Theatre - Stage 2 @ 914 Indiana dinner show venue; Death by Dessert

Morningside District:

No new updates this month

West Floral Heights District:

The general neighborhood-wide clean-up day was held on Saturday, May 19.

b. Wichita County Heritage Society – Annual Preservation Month:

The Heritage Society went to the first city council meeting in May for a heritage preservation proclamation declaring May as heritage preservation month in Wichita Falls. The agency's director, Delores Culley, outlined the importance of history in our community along with heritage tourism.

c. Design Review – Staff Authorized – Minor Alteration/Repairs:

Staff highlighted there were only three administrative reviews this month related to: Roof replacement – composition to composition shingle so no review by full commission required and the electrical service change-out in Morningside. Staff noted they didn't have any follow-up from the Lowders. Mr. Lowder said he would only be changing the roof style if there were sufficient insurance reimbursement after the fire claim. Downtown, Wichita Falls Brewing, has a patio area on Indiana and, at this time, not aware of the owner wanting a patio on Seventh Street side which is in the Depot District. Someone indicated he wanted a patio area on both sides of his building. Staff met with him on numerous occasions, provided design review application materials and he's aware that the Commission would need to review the request for a patio on the 7th Street right-of-way and address it via the city's encroachment agreement.

d. Articles & Periodicals / THC Items: The Medallion (Spring 2018); Preservation News (Spring 2018)

Ms. Gagné advised she will add Rodney, John and Amy to the online THC Medallion newsletter access form.

Councilman West updated members that the Museum of North Texas History (MONTH) does not have air conditioning and have altered their hours to 10am – 2pm. In addition, the Executive Director resigned and the MONTH board will be trying to hire a new executive director.

Next meeting is June 26, 2018.

VII. Adjourn:

Meeting adjourned at 1:12 p.m.

Christy Graham

Christy Graham, Chairperson

June 26, 2018

Date