

MINUTES
LANDMARK COMMISSION
February 25, 2020

MEMBERS PRESENT:

Michele Derr
John Dickinson
Christy Graham
Blake Haney
Joel Hartmangruber
Andy Lee
Nadine McKown
Janel Ponder Smith
Marcela Trice
Tim Brewer

■ Chairperson
■ Member
■ Vice-Chairperson
■ P&Z Liaison
■ Member
■ Member
■ Member
■ Member
■ Member
■ Council Liaison

Amy Gardner, Legal
Karen Gagné, Planning Administrator
Christal Ashcraft, Development Services Admin. Asst.

■ City Staff
■ City Staff
■ City Staff

ABSENT:

Joel Hartmangruber

■ Member

I. Call to Order, Welcome, Introductions and Swearing-in New Members

Chairperson Michele Derr called the meeting to order at 11:59 a.m. Ms. Derr had Commission members introduce themselves and introduced guests; John Phillips, 1508 Hayes.

II. Review & Approval of Minutes from January 28, 2020

Chairperson Michele Derr called for review and approval of the January 28, 2020 Landmark Commission meeting minutes. Commission member Janel Ponder Smith stated she had a correction on page 3, the spelling of Hays Street to be corrected to Hayes Street. Ms. Christy Graham made a motion to approve amended minutes, Ms. Nadine McKown seconded the motion. Minutes were unanimously approved.

III. Discussion/Update: 2020 Real Places THC Conference/Workshops

Ms. Karen Gagné thanked the Commission for allowing her to attend the THC Conference as well as attending the rescheduled meeting January 28th, 2020. Ms. Gagné stated before the conference starts there are workshops you can sign up for and this year she was able to participate in the class focusing on Historic Resources Surveys which we were in dire need of updating as our current one is the original from 1982. THC would like for all CLG's with a Preservation Board to have a detailed survey on file for historic properties, not just designated properties.

A. Historic Resources Surveys

The surveys are very detailed and include information such as; age, current function, use, materials, roofing and those types of things on file so that if someone wanted to get the

property designated we would already have the information on file. If someone wanted to utilize federal funds to demolish a property that might be considered a life, health and safety issue this information on file would be used by the Preservation Board. Another way this information would be very useful is in creating a new historical district which has been discussed at length for the downtown area. Ms. Gagné explained the time and cost associated with this process and the immense benefits it would provide and that the city would be able to apply for a matching grant. Ms. Gagné advised she would like to have this put into next year's (2021) city budget to then be able to apply for the matching CLG grant in 2022.

B. Downtown TX Property Inventories

Ms. Karen Gagné spoke to the Commission about the Downtown Texas Property Inventories and the need to have the downtown core inventory on record and the process of approval. Ms. Gagné also advised the THC website had lots of good information the Commission could check out at any time.

C. Historic Tax Credits

Ms. Karen Gagné spoke to the Commission on the Preservation Tax Incentives Program and what it was primarily used for and the benefits. The only one available to us at this time is one for major renovation projects that have been approved by the Commission through the design review process. This would only freeze the increase assessed value for taxation for a local landmark that would need to go through City Council for approval. This would only apply to the City portion of the tax roll, it would not include the school district or the county. Most are interested in applying for the federal 20% income tax credit, however, this would have to be for an income-producing building.

D. THC Commissioner – Quarterly Board Meeting – Fall 2021: *Wichita Falls*

Ms. Karen Gagné stated she was excited to be able to report that it had been confirmed that the quarterly board meeting for the Fall of 2021 will be held in October 2021. This will be the first time THC has convened in Wichita Falls. The Heritage Society, CVB, Downtown Development Inc., Museum of North Texas History and the Chamber to make them aware this event will be coming and what a great opportunity to showcase Wichita Falls. Ms. Gagné wanted to make the Commission aware and have them involved and get their ideas as this will be a full two day event on a Thursday and Friday with people coming in from Houston, Austin, El Paso, Midland/Odessa with many THC staff leadership here as well.

IV. Discussion/Update: Window Workshop Opportunity

Ms. Gagné stated a window workshop was idea and briefly discussed in the fall of 2019. She was able to sit in on Brent Hull which she recommended the Commission do as well as he is very skilled and informative. In his presentations he discusses the history, techniques and the importance of saving traditional wooden windows. At this time staff is looking to schedule a date to have a workshop here in Wichita Falls and would like to partner with the Heritage Society as it would be a good location to host the workshop during their phase two of renovations and possibly having windows there to work on.

The cost of the workshop is free and up to the Commission as to what they spend on marketing the workshop and having finger food and refreshments. During the workshop Mr. Hull teaches about; window history; window terminology; tools used in window restoration and repair; techniques behind stripping, refinishing and re-glazing, the

importance of saving traditional wood windows and more topics. Ms. Gagné stated she thought it would be great to have during preservation month, possibly the first weekend in May. The Commission was in favor and supported the workshop.

V. Other Business:

a) **Monthly Report – Depot Square & West Floral Heights Historic District:**

Ms. Derr gave updates:

- March 14th – Saint Patrick’s Day & 5k Dash -
- Farmer’s Market is open the 1st & 3rd Saturday’s through March
- Now – March 14th – Wichita Theater – The Lion King
- Now – March 14th – Backdoor Theater – Oliver
- March 1st – Backdoor Theater – Me, Myself & Why
- March 13th & 14th – P2 5th Annual Guns & Hoses

West Floral Heights:

Ms. Ponder Smith gave the update:

West Floral Heights is working on new website that is live but not much content. Working to upload more local photos and make user friendly. Ms. Ponder Smith stated with excess money in fund they are working to have residents apply for funding to help repair sidewalks. West Floral Heights is starting campaign for neighborhood on the importance of upkeep and history of their home and investment. Ms. Ponder Smith had questions on two properties, 1515 Garfield and the burned home on Tilden. It was advised 1515 Garfield was not in the historic district and the home on Tilden was currently being monitored by Code Enforcement and was on a renovation timeline.

b) **Updates: 2019 Annual CLG Report – Completed February 20/20**

Ms. Gagné stated this was just completed in time to make the February packet. The report goes over preservation board representation and the type of representation, board compliance and projects the staff and board have worked on for the year.

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

- 1 Crestway (Morningside) – *backflow inspection; sprinkler system; CWF Landmark*

d) **Articles & Periodicals/THC Items:**

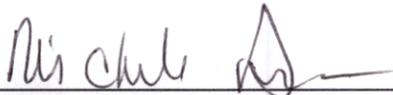
- Preservation (*Winter 2020*)
- The Medallion (*Winter 2020*)

e) **Next Meeting**

March 24, 2020 – 12 p.m.

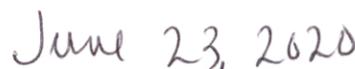
VI. Adjourn

Meeting adjourned at 12:44 p.m.



Michele Derr, Chairperson

Date



June 23, 2020