

## LANDMARK COMMISSION

### MINUTES

June 28, 2022

#### MEMBERS PRESENT:

Michele Derr

John Dickinson

Christy Graham

Joel Hartmangruber

Andy Lee

Nadine McKown

Marcela Medellin

Janel Ponder Smith

Tim Brewer

Terry Floyd, Development Services Director

Karen Montgomery-Gagné, Principal Planner

Christal Ashcraft, Development Services Admin. Asst.

#### ABSENT:

Noros Martin

#### GUESTS:

Rick Ost, Applicant

Justin Duncan, Representative

Steve Wood

Matt West

Jeremy Daniels, Applicant

John Phillips

Kim Tigrett

■ Chairperson

■ Member

■ Member

■ Member

■ Member

■ Vice-Chairperson

■ Member

■ Member

■ Council Liaison

■ City Staff

■ City Staff

■ City Staff

■ P&Z Liaison

■ 1712 Buchanan

■ Fastrac Energy Services

■ BYSP Architects

■ BYSP Architects

■ 1503 Grant Street

■ WFH-Design Review Rep

■ WFH Assoc. President

#### I. Call to Order, Introductions and Administer Oath of Office

Chairperson Michele Derr called the meeting to order at 12:00 p.m. Ms. Derr had Commission members, staff and guests, introduce themselves.

#### II. Review & Approval of Minutes from: April 26<sup>th</sup> 2022

Chairperson Derr called for review and approval of the April 26<sup>th</sup> 2022 Landmark Commission meeting minutes. Ms. Janel Ponder-Smith made a motion to approve the minutes, Ms. Marcela Medellin seconded the motion. Minutes were unanimously approved 8-0.

#### Regular Agenda Item

#### III. Action Item: Design Review – 802 Ohio Avenue (Units C & D) – Zales/Ward Stanley Building (Depot Square Historic District)

Request design review approval for renovation/remodel with replacement exterior doors/emergency lighting



Ms. Gagné presented the case and stated staff received the design review application from Bundy, Young, Sims, & Potter Architects (BYSP) on behalf of the owners, Josh & Amber Schacter for a renovation/remodel to a structure in the Depot Square Historic District for a downtown orthopedic clinic.

The subject property is located on the corner of 8<sup>th</sup> and Ohio Avenue was purchased from Downtown Wichita Falls Development Inc. (DWFD, Inc.) The building consists of 4 units, A, B, C & D, however, the petition is only for units C & D that will become the orthopedic clinic. The two units had not officially been finished out. This will be an entire renovation/remodel, however, what is impactful to character and historical design are the exterior entry doors and code required emergency egress lighting. The other alterations will be interior or not visible from the public right-of-way.

Historic photos from 1906 show the Wichita Hardware Co., which was suite C & D. Ms. Gagné stated the structure has experienced numerous periods of alterations with the most significant period being in 1915 for the National Bank of Commerce which later became City National Bank, now located on 8<sup>th</sup> and Scott Street. A photo from 1995 show the art deco architectural influences when the structure was DeFoors Pawn Shop. In these photos the windows and transoms can be seen boarded up and covered. An inventory photo from 2014 just prior to sale of the property to DWFD, Inc. show the detailed Masonic symbols located on the roof top corner and above the front door which were added during building renovation in 1909/10 by the Knights of Pythias that conferenced on the second floor of the Zales Building.

An additional inventory photo from 2016 during the restoration/rehab (historic tax credits) project under ownership of DWFD, Inc., show what was under the removed layers of wood and the door for unit C. During that restoration/rehab, a design review case was approved by the Commission for wooden replacement doors, however, they were not the industrial, commercial grade and started delaminating while the project was still being renovated. An approval was given to replace the doors in units A-D with an alternative fiberglass material door with wood grain finish. At that time, the doors in unit A (*Karat Bar*), unit B (*Morris Supper Club*) and the doors on units C & D where replaced.

The mural on the south façade was also previously approved by the Commission. The space west of the rear wall is owned by Casa Manana, therefore any change would be limited to upgrades to mechanical equipment attached to the building due to limited space. From a design perspective, there is also limited visibility from the alley.

Ms. Gagné advised this review was pending preliminary comments from the Texas Historical Commission (THC) last month and was not able to be presented. The state has deemed this project not a new proposal, rather a continuing historic tax credit, part II for review. THC and the National Park Service (NPS) representatives have advised their only preference is to allow a  $\frac{3}{4}$  lite, clear glass door, stating a fiberglass door was acceptable as long as overall door design remained simple, has a smooth finish and is painted. The design should be similar to what is currently in place or raise the glass to meet the bulkheads in display windows. Ms. Gagné displayed two options that followed the guidelines THC and NPS had given. Option A was recommended by architects, staff and



preliminarily by THC/NPS and shows a  $\frac{3}{4}$  glass panel door. Option B was also shown as a full glass panel door.

Ms. Gagné introduced and turned the floor over to BYSP Architects, Steve Wood and Matt West for further discussion. Mr. Wood stated this project will fully complete renovation of the Zales Building. The orthopedic clinic will consist of 8 exam rooms, a casting room, x-ray room, procedure and treatment rooms. Ms. Derr stated the proposal requested was for exterior doors and emergency lighting but, the emergency lighting had not been discussed nor were there photos she asked what that would look like. Mr. Wood advised the emergency lighting would replicate the small, single fixture that was currently above unit B's door. Ms. Ponder-Smith asked if the new doors would take up the transom area, Mr. Wood advised they would not. Ms. Medellín asked why the proposal was to change to a  $\frac{3}{4}$  glass panel door. Mr. Wood advised the purpose was to try and replicate what was originally on the structure and that was also following the advice from THC/NPS representatives. Ms. Medellín stated the request mentioned replacing 4 or 5 doors for the building but the presentation only mentioned replacing each door on units C and D. Mr. Wood advised the other doors on units A and B would be replaced to match units C and D at a later date.

Mr. Dickinson made a motion to approve the request for new doors. Ms. Gagné advised Mr. Dickinson would need to clarify which option he was approving. Mr. Dickinson amended his motion and stated he would approve the door replacements using option A. Mr. Lee seconded the motion. The motion passed unanimously. Ms. Graham made a motion to approve the emergency exit lighting fixture as presented, Ms. Ponder-Smith seconded the motion that passed unanimously 8-0.

**IV. Action Item: Design Review – 2120 Speedway Avenue (Landmark/RTHL): Request for Installation of ADA Compliant Ramp and Steps with a New Door/Sidelight for the Side (East) Entrance.**

Ms. Gagné stated the Commission had reviewed numerous revisions over many years for The Woman's Forum, now known as The Forum located at the convergence of Speedway Avenue, Martin Boulevard and Harrison Street in the Country Club area.

Ms. Gagné advised in 1980 The Forum was designated as a Recorded Texas Historic Landmark (RTHL) and in 1984 became the City of Wichita Falls' 5<sup>th</sup> landmark site. Ms. Gagné stated the proposal involved alterations to the east façade, 1960 addition to allow for ADA compliance that would include a new concrete ramp, concrete entry steps, landings and replace the aluminum double doors with one single, ADA compliant door with a side lite.

The Forum was constructed in 1927 on land donated through the organization of Hamilton, Martin Investment Company. The structure's style is Spanish Colonial Revival with strong Mediterranean influences. There were major additions in 1954, 1956 with 1960 being the last major addition of the east wing.

Inventory photos from 2019 show the exterior virtually unchanged. A current photo (June 2022) shows a detailed view of the previously approved (2010) main entrance doors. Ms. Gagné advised the same door design and materials are proposed for the new ADA



compliant entry door/sidelite on the east entrance. A detailed, existing site plan shown highlighted the east side entrance accessible from the east parking lot and noted the limited visibility from Speedway Avenue and Harrison Street. Ms. Gagné stated the project was currently under review by the THC, however, their preliminary review found no immediate concerns with the alterations to the state landmark.

Ms. Gagné noted the Wichita Falls Design Review Guidelines state under Architectural Barriers and Accessibility (pg 50) for construction of ADA elements since they have the potential to impact character defining features, buildings may qualify for variances from the Texas Accessibility Standards Commission (TAS). Staff reminded the Commission of the precedent setting case involving the Kell House Museum's former accessibility standards situation where essentially a federal judge stated no matter what was presented to him the courts would require ADA compliance with current standards for building access. Rather than attempting an appeal via TAS, The Forum was being proactive in addressing ADA compliance.

Ms. Gagné advised as previously stated, the inventory photos of the current doors shown are not historically original to the structure as they were constructed with the 1960 addition. However, the addition actually meets the minimum 50-year criteria and could be considered historic. Similar doors being proposed were previously approved in 2010 and meet design guideline specifications. Ms. Gagné turned the floor over to BYSP Architects, Steve Wood and Matt West. Mr. Wood stated they are making the facility accessible to all people while disrupting as little as possible. Ms. Ponder-Smith asked if the ramp would block any of the entry way. Mr. Wood advised it would stop before blocking the entry way.

Ms. Ponder-Smith made a motion to allow the requested ADA improvements at 2120 Speedway (The Forum), which included concrete ADA compliant ramp, landings, railings, new steps along with replacement of existing double entry doors for a single ADA compliant door with a single sidelite at the covered, east entrance. All modifications are subject to THC guideline compliance with Recorded Texas Historic Landmark (RTHL) regulations. Ms. McKown seconded the motion. Motion passed unanimously 8-0.

**V. Action Item: Design Review – 1503 Grant Street (West Floral Heights HD): Request for various exterior alterations:**

1. Roof – Replace composition shingles with alternate materials: standing seam metal  
(stop work order issued)
2. Window Replacement – 31 windows (aluminum)
3. Front Door – Repair/Restore
4. Privacy Fencing – Replace
5. Upper Story Window Awnings – Remove
6. Rear Garage – Demolish
7. Rear Carport – Relocate
8. Painting & Interior Remodel

Ms. Graham made a motion to vote on all items separately. Ms. Ponder-Smith seconded the motion with it passing unanimously.

Ms. Gagné stated the subject property was in the middle of the West Floral Heights Historic District, located between Avenues E and F and considered a contributing structure. An



inventory photo was displayed from 2004 during preparation for the district designation that occurred in January 2005. This Prairie Style home was constructed circa 1923 with some of the key features being a low-pitched, hipped roof; wide, overhanging eaves (enclosed) and pyramidal roof wing at the front left. The subject property has a 2-story frame with 1-story, flat roof entry porch now supported by decorative iron with railing along the roof that is not original to the home. Also shown are multiple, multi-paned, 6 over 1 windows. The home has an asymmetrical façade with the original details obscured by aluminum siding. Shutters on windows and Porte co-cohere with a room above are not original and were later additions. Even with all the alterations the property is still a contributing structure to the district.

Ms. Gagné displayed inventory photos from 2013 showing the property virtually unchanged. Current photos show significant change, most noticeable was the removal of the overgrown vegetation. The view from the rear shows the patio cover that was present in 2019 photos is no longer there, as well as the unapproved, partially installed metal roof.

#### 1. Roof

The weekend of May 7/8 staff received information from residents that work was being done to the exterior of the home. In cooperation with Building Inspection a stop work order was issued May 9<sup>th</sup>, 2022 for roofing work being done without permits and without Landmark approval. The owner, Mr. Jeremy Daniels requested approval to continue with alternate roofing materials rather than replacing with composition shingles. Ms. Gagné stated that allowing a standing seam, metal roof in the West Floral Heights Historic District would set a precedent and impact the architectural and historic character of the house along with the entire district. Previously, the Commission has approved metal shingles that replicate the profile of slate and/or tile roofing materials as alternate roofing materials, however, those have only been approved for secondary structures and never for a primary structure. Photos displayed clearly show the difference in roofing materials and the missing patio cover. The non-approved metal roofing material is different in finish, profile, appearance and scale and does not adhere to design guideline standards for roofing (Wichita Falls Design Review Guidelines, pg 53).

Ms. Gagné did advise the Commission that Mr. Daniels stopped all work on the building upon receiving the stop work order and has not continued work while awaiting the Commission's review and determination. Ms. Gagné advised the owner, Mr. Daniels, was present and available for questions. Much discussion ensued among the Commission, homeowner and staff regarding the roof. Ms. Medellin made a motion to deny the standing seam metal roof as presented as an alternate roofing material for 1503 Grant and recommended replacement with an in-kind roof that was similar in materials, scale, profile and appearance to ensure compliance with both the Wichita Falls Design Guidelines (Sec. 4-3a/d-f) and the Dept. of Interior - Secretary's Standards for Rehabilitation. Ms. Ponder-Smith seconded the motion. The motion for a standing seam metal roof was unanimously denied 7-1, with Mr. Lee voting in opposition of the denial.

#### 2. Windows

Ms. Gagné stated Mr. Daniels worked with staff to determine if he could repair the windows instead of replacing all 31 windows. After researching and talking with professionals it was determined restoring the windows would not be an option and



would have to replace them. Mr. Daniels is proposing to replace all 31 windows with an aluminum window that will keep the same, 6 over 1 pattern for 28 windows and 3 over 1 pattern for 3 windows. The windows being proposed meet design guideline standards. Mr. Lee made a motion to approve replacement of 31 windows as presented for 1503 Grant with aluminum materials and having interior/exterior mullions based on the Wichita Falls Design Guidelines (Sec. 4-6d-h) with Ms. Graham seconding. The motion passed unanimously 8-0.

**3. Front Entry Door**

Mr. Daniels also requested to repair and restore the extra wide front door to the home. The door/frame had visible damage from a previous forced entry. It was unknown if the door was original to the home but it was believed to be based on its size and beveled glass window inserts. Ms. Graham introduced a motion to approve restoration/repair of the front entry door believed to be original at 1503 Grant. Ms. Ponder-Smith seconded the motion with it passing unanimously 8-0.

**4. Fencing**

Ms. Gagné displayed photos showing significant deterioration to the current fence located on the subject property. Mr. Daniels was proposing to replace the current dilapidated fencing with a cedar fence with the same design and profile. Ms. Ponder-Smith made the motion to allow replacement of the deteriorated privacy fence at 1503 Grant with the same style fence (wood/privacy) in the same footprint/location and outside the front yard setback in accordance with the Wichita Falls Design Guidelines (Sec. 4 - 11f/g). Ms. McKown seconded the motion and unanimously approved 8-0.

**5. Awnings**

Photos of the existing awnings (obviously not original to the home) show significant damage. It is believed the awnings were added sometime in the 1970's. Mr. Daniels was requesting to remove the awnings and retain the shutters. Ms. Graham made a motion to allow removal of the non-original upper story window awnings (two) at 1503 Grant as presented. Ms. Ponder-Smith seconded the motion which passed 8-0.

**6. Garage – Demo**

Mr. Daniels requested demolition of the rear detached garage that was not considered original and was believed to be constructed in the 1930's or 1940's. The garage was a hazard as the structure was considered a safety issue. The proposal was to demolish the garage and keep the carport. Mr. Lee motioned to allow the demolition of the rear, detached garage based on structural safety concerns and lack of maintenance at 1503 Grant. Ms. Ponder-Smith seconded the motion. The motioned passed unanimously 8-0.

**7. Carport – Relocate**

Ms. Gagné requested Mr. Daniels speak to the Commission on the carport relocation as she had not received specific details where the owner wished to place in the rear yard. Mr. Daniels advised he wished to salvage and reuse the carport as it was well constructed of good materials. The carport will be moved to the current location of the garage once demolished. The only change Mr. Daniels stated he would make was to use two metal posts at the rear where attached to the garage. The metal posts will match the current front two posts. Ms. Ponder-Smith made a motion to allow the non-



original rear carport to be relocated in the location of the former detached garage at 1503 Grant. Ms. Graham seconded the motion which passed unanimously 8-0.

Ms. Gagné advised the Commission Mr. Daniels would also be painting and doing interior remodeling that required no action from the Commission but would trigger building permits. Staff informed the applicant/owner, Building Inspections would be notified of the Commission's denial for a replacement metal roof and the remaining design alterations that were approved.

**VI. Action Item: Design Review – 1712 Buchanan Street (West Floral Heights HD): Request to install solar panels on roof of rear detached garages:**

1. Structure #1 – 13 panels
2. Structure #2 – 24 panels

Ms. Gagné stated the applicant and their contractor were present at the meeting for questions after the presentation. The subject property was located in the 1700 block of Buchanan Street on the corner of Buchanan and Avenue H, at the southern boundary of the West Floral Heights Historic District. The structure was constructed circa 1925 in the craftsman style and features a low-pitched cross-gabled roof with wide, unenclosed eaves featuring exposed rafters and decorative braces under prominent front gables; decorative false, half-timbering (Tudor influence) and decorative edge boards; a side porte co-chère supported by square brick columns. There is also a partial-width, wrap around porch with separate front-gable extended roof supported by square brick columns with a two, rear detached garage buildings.

Inventory photos displayed from 2013 show the property essentially unchanged from its designation in January of 2005. From the right-of-way on Avenue H the detached garages can be seen as structure #2's south roof slope faces Avenue H. Fastrac Energy Services is the company that will be contractor to install the requested solar panels for the owners. Based on the results of an energy simulation report by Fastrac, the owner was proposing 13 solar panels to be placed on the eastern facing roof slope of structure #1 and 24 solar panels on the south facing roof slope of structure #2.

Ms. Gagné advised the Commission, Code Enforcement was currently working with the owners in regards to the fencing located in the front and exterior side yard. There are not supposed to be any new (without historic evidence) fences in the front yard in West Floral Heights HD. Any front yard fence, if situated in the District, must still comply with zoning regulations of being no more than 4ft tall and only 50% opaque.

Ms. Gagné introduced Mr. Justin Duncan from Fastrac Energy Services for further questions. Mr. Duncan stated most solar panels are installed on the primary structure, however, with this being a historic property, they have provided an alternate layout on the secondary structures as to not damage the home. Fastrac is proposing to install solid black panels rather than the standard blue for a more esthetically pleasing panel.

Ms. Ponder-Smith asked if the secondary structures framing had been assessed. Mr. Duncan stated their engineer had stamped all of the plans for the structures. Discussion about placement of solar panels continued. Ms. Graham pointed out on page 60 of the Wichita Falls Design Guidelines it stated placement of solar panels was recommended on the secondary structures and not the primary structure.



Ms. Graham made a motion to allow placement of 37 solar panels on two rear, detached structures at 1712 Buchanan based on compliance with interpretation of the Wichita Falls Design Guidelines (Sec. 4-9c) recommending placement on outbuildings. Ms. McKown seconded with the motion passing unanimously 8-0.

## **VII. Other Business:**

### **a) Monthly Reports**

#### **Depot Square:**

Ms. Derr gave the following updates:

- The Farmer's Market is open Tue. & Thurs. for summer hours.
- July 4<sup>th</sup> – Most Patriotic Parade hosted by The Kell House
- July 7<sup>th</sup> – After Hours Art Walk
- July 15<sup>th</sup>-30<sup>th</sup> – Backdoor Theater: Adams Family Musical
- July 8<sup>th</sup>-30<sup>th</sup> – Wichita Theater: Newsies the Musical
- July 1<sup>st</sup> – Wichita Theater: Grand 'Ole Americana Show
- July 15<sup>th</sup>-Aug 6<sup>th</sup> – Wichita Theater, Stage 2 Dinner Theater: 10 Nights in a Bar Room

#### **Kell House Restoration/Rehab Project:**

Ms. McKown provided a status report.

#### **West Floral Heights:**

Ms. Ponder-Smith gave the following updates:

- Noted West Floral Heights Assoc. President was present for the meeting but left before she could be introduced.
- Bringing back the Turkey Trot on Thanksgiving

### **b) Updates:**

Ms. Gagné gave an update on the THC Marker Refurbishment Project noting four markers were refurbished during National Preservation in May. Staff indicated they will be preparing for phase II of the project for May 2023 and soliciting volunteer community service groups to select a marker for refurbishment as part of heritage preservation community outreach which is a requirement for CLGs. Staff updated commission members regarding the THC SBR (State Board of Review) recommendations on the two Wichita Falls NRHP Nominations – Indiana Ave Historic District and 726 Scott Ave. Based on updates from THC staff, anticipate NPS review & approval by end of 2022.

### **c) Resources & Periodicals:**

- National Trust: Preservation – Spring 2022
- The Medallion – Spring 2022

### **d) Design Review – Staff Authorized – Minor Alteration/Repairs**

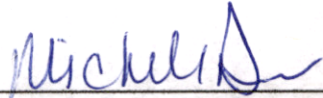
- 2908 10<sup>th</sup> Street (West Floral Heights) – repair sidewalk damage (permit)
- 802 Ohio Avenue (Depot District) – partial interior demolition permit
- 1512 Buchanan (West Floral Heights) – rafter tail/porch in-kind trim restoration, repair; new roof drip strip to reduce water damage (permit)



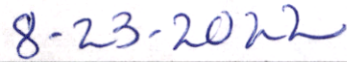
**VIII. Adjourn**

Next regularly scheduled meeting August 23, 2022 - 12p.m.

Meeting adjourned at 1:49 p.m.



Michele Derr, Chairperson



Date