

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
JANUARY 21, 2021 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2 I. CALL TO ORDER

3
4 Chairman Jay Odom called the meeting to order at 6:00 PM. Board members present were Carolyn Francisco, Brad Adams, Alma
5 McClintock, Sarah Freed, Beverly Bowlin and Tiffan Miller. Staff members present were Planning and Zoning Director Ryan Miller, Planning
6 and Zoning Manager David Gonzales, Planner Henry Lee, and Planning and Zoning Coordinator Angelica Gamez.

7
8 II. OPEN FORUM

9
10 Chairman Odom explained how Open Forum is conducted and asked if anyone wished to speak to come forward at this time. There being
11 no one coming forward to speak Chairman Odom closed the open forum.

12
13 III. CONSENT AGENDA

14
15 1. Approval of Minutes for the November 19, 2020 Historic Preservation Advisory (HPAB) meeting.

16
17 Board member Miller made a motion to approve the consent agenda. Board member McClintock seconded the motion which passed by a
18 vote of 7-0.

19
20 IV. PUBLIC HEARING ITEMS

21
22 2. H2021-001 (HENRY LEE)

23 Hold a public hearing to discuss and consider a request by Rick Cawthon for the approval of a Certificate of Appropriateness (COA) for an
24 accessory structure on a Medium-Contributing Property identified as a portion of Block 22, F & M Addition, City of Rockwall, Rockwall County,
25 Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 205 N. Clark Street, and
26 take any action necessary.

27
28 Planner Henry Lee provided a brief summary in regards to the request. The applicant is requesting the approval of a Certificate of
29 Appropriateness (COA) for the purpose of constructing a new accessory building. The accessory building would be 240 square feet or 12-
30 feet by 20-feet, and will be located in the rear of the property and does meet all of the setback requirements. The color of the proposed
31 building would be white with black trim and the applicant has indicated that no utilities would be ran thru this structure. The approval of a
32 COA is a discretionary decision for the Historic Preservation Advisory Board (HPAB) and will also require approval of a Specific Use Permit
33 (SUP). If this item is approved by the HPAB then they will be granted a COA. This will then recommend approval for a SUP and will be
34 forwarded to the Planning and Zoning Commission and City Council.

35
36 Board Member Francisco asked why the SUP was required.

37
38 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one doing
39 such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.

40
41 Board Member Miller did not like the fact that it was larger than 144 square feet.

42 Board Member asked if the shed would look exactly like its being shown on the elevations.

43 Chairman Odom indicated that he did not think the shed would be visible.

44 Board Member Freed asked if they could incorporate a recommendation into the motion.

45 Board Member McClintock asked if new pictures would be available for review.

46
47 After some discussion, Board Member Adams made a motion to table the item until the next meeting to give the applicant a chance to be
48 present. Board Member Freed seconded the motion to table the item and that vote passed 7-0.

49
50 V. ACTION ITEMS

51
52 3. Discuss and consider recent development trends in and around the Old Town Rockwall (OTR) Historic District and strategies to further
53 preservation efforts in the area, and take any action necessary.

54
55 Director Ryan Miller introduced this item and indicated that Chairman Odom asked this be put on the Agenda to give the HPAB a chance
56 to have a discussion about some of the adjacent areas and development trends near Old Town Rockwall. Chairman Odom would like to
57 discuss what these trends mean for the Historic District and the possibility of looking at what area may be significant.

58
59 Chairman Odom provided a summary of what he's been noticing near Old Town Area and how the Downtown area has been growing even
60 with prices increasing. He provided a map to show the Board Members. He explained that there could be a precedent set in regards to the
61 tear downs. He added that while it brought values up, if it continues in the area then all the house that make the area so charming could
62 soon be gone.

63
64 Mr. Miller added that if there was a non-contributing property within 300-feet of a contributing property then they would need to bring
65 forward an application for a Certificate of Appropriateness to make any changes to the exterior of the home that would be visible. In a way,
66 the Historic Preservation Advisory Board (HPAB) acts as a pseudo-HOA in an area that does not have HOA requirements with a Historic
67 focus.

68 Chairman Odom asked if the property mentioned before were included in the Historic District then would it have been presented to the
69 HPAB where they would have gotten a chance to state whether or not it was a good idea to tear down homes or not. Mr. Miller clarified
70 that there is a demolition by neglect where the HPAB could stall the demolition of a Historic property in order to find a buyer. If a buyer is
71 not found within a certain amount of time then it can be removed.
72

73
74 Mr. Miller advised the Board that they should hold a town hall meeting and invite the property owners living near but not within the Historic
75 District and propose the idea of expanding the Historic District. Should the property owners show support of the idea, then the HPAB
76 would have to go before the City Council to present the expansion idea. Staff would then take that thru the zoning process due to essentially
77 putting more restrictions on the property. The proposal would go thru the public hearing process and Staff would educate the homeowners
78 as to what the expansion means. In the future, if approved, property owners would have to come before the Board to make any changes
79 to the outside of their home.
80

81 The rest of the Board members expressed their support of the idea.

82
83 Mr. Miller advised that the next step would be to hold a work session so the Board Members could choose the desired boundaries to
84 present to the City Council and start getting the interest of the residents.
85

86 VI. DISCUSSION ITEMS


87
88 4. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

89
90 Planning and Zoning Director Ryan Miller indicated that there are currently no ongoing historic projects.
91

92 VII. ADJOURNMENT

93
94 Chairman Odom adjourned the meeting at 6:51 PM.

95
96 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE
97 18 DAY OF MARCH 2021.

98
99
100 
101 _____
102 JAY ODOM, CHAIRMAN

103
104 
105 _____
106 ATTEST: ANGELICA GAMEZ, PLANNING COORDINATOR

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
MARCH 18, 2021 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2 I. CALL TO ORDER
3

4 Chairman Jay Odom called the meeting to order at 6:02 PM. Board members present were Carolyn Francisco, Brad Adams, Alma
5 McClintock, Beverly Bowlin and Tiffany Miller. Absent from the meeting was Board member Sarah Freed. Staff members present were
6 Planning and Zoning Director Ryan Miller, Planning and Zoning Manager David Gonzales, Planner Henry Lee, and Planning and Zoning
7 Coordinator Angelica Gamez.
8

9 II. OPEN FORUM

10 Chairman Odom explained how Open Forum is conducted and asked if anyone wished to speak to come forward at this time. There
11 being no one coming forward to speak Chairman Odom closed the open forum.
12
13

14 III. CONSENT AGENDA

- 15 1. Approval of Minutes for the January 21, 2021 Historic Preservation Advisory (HPAB) meeting.

16 Board member Francisco made a motion to approve the consent agenda. Board member Miller seconded the motion with the
17 amendment to the correct spelling of her name. The motion passed by a vote of 6-0 with Board member Freed absent.
18
19

20 IV. DISCUSSION ITEMS

- 21 2. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)


22 Planning and Zoning Director Ryan Miller indicated that there are currently no ongoing historic projects.
23
24

25 Board member Miller asked for an update on the case from the previous meeting. Planner Henry Lee advised her that the case had been
26 withdrawn.
27
28

29 V. ADJOURNMENT

30 Chairman Odom adjourned the meeting at 6:05 PM.
31
32

33 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE
34 20 DAY OF May 2021.
35
36

37 
38 BEVERLY BOWLIN, BOARD MEMBER
39

40 
41 ATTEST: ANGELICA GAMEZ, PLANNING COORDINATOR
42
43
44

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
MAY 20, 2021 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2 I. CALL TO ORDER

3
4 Board member Bowlin called the meeting to order at 6:10 PM. Board members present were Carolyn Francisco, Alma McClintock, and Sarah Freed. Absent from the meeting were Board members Tiffany Miller, Brad Adams, and Chairman Jay Odom. Staff members present were Planning and Zoning Director Ryan Miller, Planning and Zoning Manager David Gonzales, Planner Henry Lee, and Planning and Zoning Coordinator Angelica Gamez.

8
9 II. OPEN FORUM

10
11 Board member Bowlin explained how Open Forum is conducted and asked if anyone wished to speak to come forward at this time. There being no one coming forward to speak Chairman Odom closed the open forum.

13
14 III. CONSENT AGENDA

- 15
16 1. Approval of Minutes for the March 18, 2021 Historic Preservation Advisory (HPAB) meeting.

17
18 Board member Freed made a motion to approve the consent agenda. Board member McClintock seconded the motion which passed by a vote of 4-0 with Board Members Adams, Odom, and Miller absent.

19
20
21 IV. DISCUSSION ITEMS

- 22
23 2. Discuss and consider directing staff to proceed with the expansion of the Old Town Rockwall (OTR) Historic District, and take any action necessary.
- 24
25
26 3. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

27
28 Planning and Zoning Director Ryan Miller indicated that the only project happening right now was the expansion of the Historic District. He reminded the Board that at the last meeting, staff and the board members met to discuss whether or not there were enough contributing properties to move forward with the expansion. Based on the information gathered, the Board indicated that they did want Staff to move forward with the project. This then led to a memorandum being put together to officially direct Staff to move forward. Mr. Miller explained that there was a letter in their packet that Staff will be sending out to the property owners if approved. The letter will explain what Staff and the Board plan on doing and invites them to an open house to be held at the next meeting. If 51% of the property owners consent then the request will be taken forward and presented to City Council to allocate funding for the surveying of the properties. From there, the ordinance will be rewritten and taken before the Planning and Zoning Commission and once again to City Council.

37
38 Board member Francisco made a motion to approve the process of expanding the Historic District. Board member Freed seconded the motion which passed by a vote of 4-0.

39
40
41 Board member McClintock asked for clarification in regards to the significant properties listed and their background. She also asked about the cost of the project.

42
43 Board member Freed asked how the 51% (number of property owners in favor) came about. She wanted clarification on the process of getting feedback from the owners.

44
45 Board member Bowlin asked for a timeline of when the project would be completed.

46
47 Board Member McClintock asked if, after the surveying, any of the properties could be considered national register.

48 V. ADJOURNMENT

49
50 Board member Bowlin adjourned the meeting at 6:25 PM.

51
52 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE
53 18th DAY OF November 2021.

54
55
56
57 _____
JAY ODOM, CHAIRMAN

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59
60
61 _____
ATTEST: ANGELICA GAMEZ, PLANNING COORDINATOR

MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
NOVEMBER 18, 2021 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2 I. CALL TO ORDER
3

4 Chairman Jay Odom called the meeting to order at 6:00 PM. Board members present were Sarah Freed, Marci Hall, Brad Adams, Alma
5 McClintock, Tiffany Miller and Beverly Bowlin. Staff members present were Planning and Zoning Director Ryan Miller and Planners Henry Lee
6 and Andrew Reyna. Absent from the meeting was Planning and Zoning Coordinator Angelica Gamez.
7

8 II. OPEN FORUM
9

10 *This is a time for anyone to address the Planning and Zoning Commission on any topic that is not already listed on the agenda for a public hearing. Per*
11 *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*
12 *the OPEN FORUM, please know that the Planning and Zoning Commission is not permitted to respond to your comments during the meeting per the*
13 *Texas Open Meetings Act.*
14

15 Chairman Odom explained how Open Forum is conducted and asked if anyone wished to speak to come forward at this time. There being no
16 one coming forward to speak Chairman Odom closed the open forum.
17

18 III. CONSENT AGENDA
19

20 *These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code*
21 *(UDC) and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*
22

- 23 1. Approval of Minutes for the May 20, 2021 Historic Preservation Advisory (HPAB) meeting.
24

25 Board member McClintock made a motion to approve the consent agenda. Chairman Odom seconded the motion which passed by a vote of 5-
26 0.
27

28 IV. APPOINTMENTS
29

- 30 2. Appointment with Carol Crow to discuss and consider recommending changes to the *Conditional Land Use Standards* for the *Bed and Breakfast*
31 land use, and take any action necessary.
32

33 Carol Crow
34 504 Williams Street
35 Rockwall, TX 75087
36

37 Mrs. Crow came forward and expressed her frustration with the cutting down of older trees and historic homes. She also had some questions
38 regarding bed and breakfasts and building guest quarters over her garage. Mrs. Crow also provided a brief history in regards to the citizens
39 joining the Historic District as well as making the Downtown Square an intricate part of the town. She also advised of all the popular activities
40 and events that were founded by the Old Town Homeowners Association. She requested that the Historic Preservation Advisory Board, Old
41 Town members, and Planning and Zoning Staff get together to review the guidelines and uses for the Historic District and make needed
42 revisions. Mrs. Crow added that they (those who live in Old Town) need clearly written guidelines on what is and what is not allowed in their
43 neighborhood. She requested that the use of bed and breakfast be removed from being allowed in the Historic District. She also went on to
44 ask that more residents from Old Town be considered for the Historic Preservation Advisory Board.
45

46 Planning and Zoning Director Ryan Miller addressed some of the comments and concerns made by Mrs. Crow. He also gave a brief summary
47 as to how the guidelines came to place for Old Town. He explained to the Board what their options were on regards to Mrs. Crow's requests.
48

49 After some discussion between the Board, Board Member Freed made a motion to remove the bed and breakfast use out of (A) to protect the
50 Old Town Historic District and provide that direction to City Council. Board member McClintock seconded the motion which passed by a vote
51 of 7-0.
52

53 V. PUBLIC HEARING ITEMS
54

55 *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,*
56 *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*
57 *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*
58 *speak. Please limit all comments to three (3) minutes out of respect for the time of other citizens.*
59

60 3. H2021-004 (ANDREW REYNA)

61 Hold a public hearing to discuss and consider a request by Haydon Frasier for the approval of a Certificate of Appropriateness (COA) for a Medium
62 Contributing Property being a 0.388-acre tract of land identified as a portion of Block 121 of the B. F. Boydston Addition, City of Rockwall, Rockwall
63 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 505 Williams
64 Street, and take any action necessary.

65
66 Planner Andrew Reyna provided a brief summary in regards to the request. The applicant is requesting approval of a COA (Certificate of
67 Appropriateness) for the purpose of permitting a new residential fence and extension of the existing concrete driveway. They are
68 requesting a wrought iron fence along the northwest and northeast corners of the home. In this case, the proposed wrought iron fence is
69 in line with standards as defined in the UDC. Also, the City Engineer has approved the use of exposed aggregate concrete. Staff would
70 also like to note that several properties throughout Old Town Rockwall utilize exposed aggregate concrete for driveways. Mr. Reyna then
71 advised that the applicant and staff were present and available for questions.
72

73 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one
74 doing such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.
75

76 Haydon Frasier
77 510 Williams Street
78 Rockwall, TX 75087
79

80 Mr. Frasier came forward and provided additional details in regards to his request.
81

82 Board Member Adams made a motion to approve H2021-004. Board member Freed seconded the motion which passed by a vote of 7-0.
83

84 4. H2021-002 (ANDREW REYNA)

85 Hold a public hearing to discuss and consider a request by Haydon Frasier for the approval of a Small Matching Grant for a Medium Contributing
86 Property being a 0.388-acre tract of land identified as a portion of Block 121 of the B. F. Boydston Addition, City of Rockwall, Rockwall County,
87 Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 505 Williams Street, and
88 take any action necessary.
89

90 Planner Andrew Reyna provided a brief summary in regards to the request. The subject property is located within Old Town Rockwall
91 and is classified a medium contributing property, therefore qualifying for a small matching grant. Approval of this request is a
92 discretionary decision for the Historic Preservation Advisory Board.
93

94 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one
95 doing such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.
96

97 Board member Freed made a motion to approve H2021-002. Board member Adams seconded the motion which passed by a vote of 6-1
98 with Board member Miller dissenting.
99

100 5. H2021-003 (ANDREW REYNA)

101 Hold a public hearing to discuss and consider a request by Haydon Frasier for the approval of a Building Permit Fee Waiver for a Medium
102 Contributing Property being a 0.388-acre tract of land identified as a portion of Block 121 of the B. F. Boydston Addition, City of Rockwall, Rockwall
103 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 505 Williams
104 Street, and take any action necessary.
105

106 Planner Andrew Reyna provided a brief summary in regards to the request. He explained that in order to for a property to qualify for the
107 building permit fee waiver, it must be located within the Old Town Rockwall District and must involve a minimum investment of \$5,000
108 for rehabilitation or restoration projects. Should the HPAB approve the applicant's request, its building permit application fees would be
109 waived. If approved, upon completion of the project, the applicant will be required to provide staff with all of the receipts from the cost of
110 the project.
111

112 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one
113 doing such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.
114

115 Board member McClintock asked what would happen if they do not use the entire amount provided.
116

117 Board member McClintock made a motion to approve H2021-003. Board member Freed seconded the motion which passed by a vote of
118 7-0.
119

120 6. H2021-005 (HENRY LEE)

121 Hold a public hearing to discuss and consider a request by Annette Lall on behalf of HIS Covenant Children, Inc. for the approval of a Certificate of
122 Appropriateness (COA) for a Landmark Property being a 0.689-acre tract of land identified as a portion of Lots A & B, Block 2, Griffith Addition, City
123 of Rockwall, Rockwall County, Texas, zoned Downtown (DT) District, addressed as 303 E. Rusk Street, and take any action necessary.
124

125 Planner Henry Lee provided a brief summary in regards to the request. The applicant is requesting approval of a Certificate of
126 Appropriateness (COA) for the purpose of permitting the replacement of 83 windows, repairing the original stained glass windows, the
127 replacement of five doors, and to resurface and paint the steps leading into the building. The bids provided to the applicant indicate that
128 the window removal and installation be \$60,000. The door removal and replacement will be \$7,800 for a total of \$67,800. The timelines
129 provided with these quotes indicate that once the windows come in, that they'll take a couple of weeks to install. However, the doors are
130 pretty backordered and could take 8-10 weeks to come in and will take 3 days of installation time. Staff should note that there is no
131 estimated timeframe for the repair and replacement of the stained glass windows. The applicant's request does meet all of the

132 requirements as stipulated by the UDC. Staff did include a condition of approval stating that before any building permits are issued on
133 the subject property that the scope of work must be proposed by the Texas Historical Commission.
134

135 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one
136 doing such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.
137

138 Annette Lall
139 102 N. Fannin Street
140 Rockwall, TX 75087
141

142 Mrs. Lall came forward and provided additional details in regards to the request.
143

144 Planning and Zoning Director Ryan Miller provided a brief summary on what the applicant and staff have been working on.
145 Chairman Odom had some questions in regards to the storing of the stained glass windows.
146 Board member Bowlin asked where the funding is coming from in order to do the repairs.
147 Board member Miller asked what the process was for taking out the stained glass windows.
148

149 After some discussion, Board member Adams made a motion to table item H2021-006 until the January 20, 2022 meeting. Board member
150 Miller seconded the motion which passed by a vote of 7-0.
151

152 7. H2021-007 (HENRY LEE)

153 Hold a public hearing to discuss and consider a request by Annette Lall on behalf of HIS Covenant Children, Inc. for the approval of a Building
154 Permit Fee Waiver for 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
155 Rockwall, Rockwall County, Texas, zoned Downtown (DT) District, addressed as 303 E. Rusk Street, and take any action necessary.
156

157 Chairman Odom made a motion to table item H2021-007 until the January 20, 2022 meeting. Board member Freed seconded the motion
158 which passed by a vote of 7-0.
159

160 VI. DISCUSSION ITEMS
161

162 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases*
163 *that will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take*
164 *place when these items are considered for action by the Historic Preservation Advisory Board.*
165

166 8. Discuss the findings of the survey for the expansion of the Old Town Rockwall (OTR) Historic District. (RYAN MILLER)
167

168 Planning and Zoning Director Ryan Miller provided a brief summary in regards to the expansion of the Old Town Rockwall Historic District. He
169 explained that based on the negative feedback received by the public, he would recommend that the Board not proceed with the request of
170 expanding.
171

172 Board members provided their feedback and explained that they might still want to do the expansion at a later time.
173

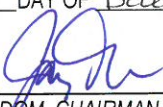
174 9. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)
175

176 Planning and Zoning Director Ryan Miller indicated that there are currently no ongoing historic projects.
177

178 VII. ADJOURNMENT
179

180 Chairman Odom adjourned the meeting at 8:18 PM.
181

182 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE
183 16 DAY OF December ~~2021~~ 2021
184

185 
186 _____
187 JAY ODOM, CHAIRMAN
188

189 
190 _____
191 ATTEST: ANGELICA GAMEZ, PLANNING COORDINATOR
192

MINUTES

HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
DECEMBER 16, 2021 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2 I. CALL TO ORDER
3

4 Chairman Jay Odom called the meeting to order at 6:00 PM. Board members present were Sarah Freed, Marci Hall, Brad Adams, Sarah Freed
5 and Tiffany Miller. Absent from the meeting were Board members Beverly Bowlin and Alma McClintock. Staff members present were Planning
6 and Zoning Director Ryan Miller, Planners Henry Lee and Andrew Reyna, and Planning and Zoning Coordinator Angelica Gamez.
7

8 II. OPEN FORUM
9

10 *This is a time for anyone to address the Planning and Zoning Commission on any topic that is not already listed on the agenda for a public hearing. Per*
11 *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*
12 *the OPEN FORUM, please know that the Planning and Zoning Commission is not permitted to respond to your comments during the meeting per the*
13 *Texas Open Meetings Act.*
14

15 Chairman Odom explained how Open Forum is conducted and asked if anyone wished to speak to come forward at this time. There being no
16 one coming forward to speak Chairman Odom closed the open forum.
17

18 III. CONSENT AGENDA
19

20 *These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code*
21 *(UDC) and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*
22

- 23 1. Approval of Minutes for the November 18, 2021 Historic Preservation Advisory (HPAB) meeting.
24

25 Board member Adams made a motion to approve the consent agenda. Board member Miller seconded the motion which passed by a vote of
26 5-0 with Board members McClintock and Bowlin absent.
27

28 IV. PUBLIC HEARING ITEMS
29

30 *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,*
31 *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*
32 *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*
33 *speak. Please limit all comments to three (3) minutes out of respect for the time of other citizens.*
34

- 35 2. H2021-008 (ANDREW REYNA)
36

37 Hold a public hearing to discuss and consider a request by Karen Roggenkamp for the approval of a Certificate of Appropriateness (COA) for a Medium
38 Contributing Property being a 1.189-acre tract of land identified as a portion of Lots 3, 4, 5, 6, & 11 and all of Lots 12, 13, 14, 15, & 16, Block B, Eppstein
39 Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District,
40 addressed as 309 Star Street, and take any action necessary.

41 Planner Andrew Reyna provided a brief summary in regards to the request. The applicant is requesting an exception for the construction of a
42 6-foot front yard fence. The subject property is a mid-century style home and it is classified as a medium contributing property. The applicant
43 had begun construction on a fence prior to knowing they had to come before the HPAB approval. At that point, the applicant did stop
44 construction on the fence and submitted the application for COA approval. They are proposing to build a horizontal wood fence. The property
45 has a unique layout making the placement of the fence different from others. If the request is approved, the request will be going before the
46 Planning and Zoning Commission with a recommendation of approval from HPAB.
47

48 Board member Miller wanted further clarification as to the placement of the fence.
49

50 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one doing
51 such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.
52

53 Karen Roggenkamp
54 309 Star Street
55 Rockwall, TX 75087
56

57 Mrs. Roggenkamp came forward and provided additional details in regards to the request.
58

59 Board member Miller asked about the different looks of the proposed fence.
60

61 Board member Adams asked what the difference was between what was in place now and what is being proposed.
62

63 Board member Adams made a motion to approve item H2021-008. Board member Hall seconded the motion which passed by a vote of 5-0.
64

3. H2021-009 (ANDREW REYNA)

65 Hold a public hearing to discuss and consider a request by Bryan & Lauren Graves for the approval of a Building Permit Fee Waiver for a *Non-*
66 *Contributing Property* being a 0.198-acre tract of land identified as a portion of Lots 4, 5, & 6, Block A, Eppstein Addition, City of Rockwall, Rockwall
67 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 406 Munson Street,
68 and take any action necessary.

69
70 **Planner Andrew Reyna provided a brief summary in regards to the request. The applicant is requesting approval of a building permit fee**
71 **waiver for a non-contributing property. The applicants will be adding an addition in the rear of the home, covering a patio, and repaving the**
72 **existing driveway. Under the building permit fee waiver program, they are eligible for a 50% reduction in the fees.**

73
74 **Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time.**

75
76 **Karen Roggenkamp**
77 **309 Star Street**
78 **Rockwall, TX 75087**

79
80 **Mrs. Roggenkamp came forward and expressed her being in favor of the request.**

81
82 **Chairman Odom asked if anyone else wished to speak to come forward at this time; there being no one doing such, Chairman Odom closed**
83 **the public hearing and brought the item back to the Commission for discussion or action.**

84
85 **Board member Freed made a motion to approve item H2021-009. Board member Hall seconded the motion which passed by a vote of 5-0.**

86
87 **4. H2021-010 (HENRY LEE)**

88 Hold a public hearing to discuss and consider a request by Patricia Edwards for the approval of a Certificate of Appropriateness (COA) for a *High*
89 *Contributing Property* being a 0.907-acre tract of land identified as a portion of Block 121 of the B. F. Boydston Addition, City of Rockwall, Rockwall
90 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 602 Williams Street,
91 and take any action necessary.

92
93 **Planner Henry Lee provided a summary in regards to the request. On December 2, 2021, Neighborhood Improvement Services initiated a**
94 **proactive internal compliance case concerning unpermitted construction of an 8-foot cedar fence. Since this work was completed without a**
95 **building permit, the applicant had not sought approval for a COA from HPAB. Within this request was the unpermitted cedar fence to remain**
96 **and to allow them to continue that wall to the 10-foot height along the western property line. The new structure exceeds the maximum height**
97 **for a fence by 2-feet. If approved, the applicant will have to go before the Planning and Zoning Commission to request an exception with the**
98 **recommendation for approval from the HPAB. That being said, approval of this COA is a discretionary decision for the Planning and Zoning**
99 **department pending a recommendation from the HPAB. Mr. Lee then advised that the applicant and staff were present and available to answer**
100 **questions.**

101
102 **Chairman Odom wanted to clarify that they were making a decision on work that has already been done but also on future work.**

103 **Board member Adams wanted further clarification of the future work to be done.**

104 **Board member Miller asked what would happen to the existing work if it was denied.**

105
106 **Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one doing**
107 **such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.**

108
109 **Patricia Edwards**
110 **602 Williams Street**
111 **Rockwall, TX 75087**

112
113 **Ms. Edwards came forward and provided additional details in regards to the request.**

114
115 **Board member Miller asked if there were any plans for extending the already constructed fence.**

116
117 **Board member Adams expressed his being in favor of the request.**

118 **Board member Miller expressed her opposition to the request due to the different fence heights.**

119 **Chairman Odom asked what the procedure was for building a taller fence in the City of Rockwall.**

120 **Board member Freed added that she was concerned about what kind of precedence this would set.**

121 **Board member Miller added that her concern was the additional height of the fence.**

122 **Chairman Odom added his being in favor of the request.**

123
124 **Board member Adams made a motion to approve item H2021-010. Board member Freed seconded the motion which passed by a vote of 4-1**
125 **with Board member Miller dissenting.**

126
127 **V. DISCUSSION ITEMS**

128
129 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases*
130 *that will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take*
131 *place when these items are considered for action by the Historic Preservation Advisory Board.*


133 5. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

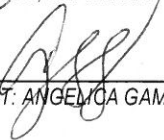
134
135 **Planning and Zoning Director Ryan Miller indicated that there are currently no ongoing historic projects.**

136
137 VI. ADJOURNMENT

138
139 **Chairman Odom adjourned the meeting at 7:11 PM.**

140
141 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE
142 17 DAY OF February 2022.

143
144 
145 _____
146 JAY ODOM, CHAIRMAN

147
148 
149 _____
150 ATTEST: ANGELCA GAMEZ, PLANNING COORDINATOR
151