

MINUTES

HISTORIC PRESERVATION ADVISORY BOARD MEETING
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS
FEBRUARY 20, 2025 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2
3 I. CALL TO ORDER
4

5 Chairman Tiffany Miller brought the meeting to order at 6:00PM. Board members present were Haydon Frasier, Allison McNeely Steve Gaskin, Ben
6 Lewis, Sarah Freed and Fran Webb. Staff members present were Director of Planning and Zoning Ryan Miler, Senior Planner Henry Lee, Planner
7 Bethany Ross, Planning Technician Angelica Guevara and Planning Coordinator Melanie Zavala.
8

9 II. OPEN FORUM

10
11 *This is a time for anyone to address the Historic Preservation Advisory Board (HPAB) on any topic that is not already listed on the agenda for a public hearing.*
12 *Per 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*
13 *the OPEN FORUM, please know that the Historic Preservation Advisory Board (HPAB) is not permitted to respond to your comments during the meeting per*
14 *the Texas Open Meetings Act.*

15
16 **Chairman Miller explained how the open forum is conducted and asked if anyone who wished to speak to come forward at this time, there being no**
17 **one indicating such Chairman Miller closed the open forum.**
18

19 III. CONSENT AGENDA

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

23
24 1. Approval of Minutes for the November 21, 2024 Historic Preservation Advisory (HPAB) meeting.
25

26 **Board Member Freed made a motion to approve the Consent Agenda. Board Member Frasier seconded the motion which passed by a vote of 7-0.**
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, please*
31 *submit a Request to Address the Historic Preservation Advisory Board (HPAB) (i.e. the yellow forms available at the podium or from staff). The Historic*
32 *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 speak. Please*
33 *limit all comments to three (3) minutes out of respect for the time of other citizens.*
34

35 **2. H2025-002 (HENRY LEE)**

36 Hold a public hearing to discuss and consider a request by Rex Latham on behalf of Mark Latham for the approval of a Certificate of Appropriateness (COA)
37 for a Fence for a Medium Contributing Property being a 0.17-acre tract of land identified as being a portion of Lots 1, 2, & 3, Block H, Epstein Addition, City
38 of Rockwall, Rockwall County, Texas, situated within the Old Town Rockwall (OTR) Historic District, zoned Multi-Family 14 (MF-14) District, addressed as
39 310 S. Fannin Street, and take any action necessary.
40

41 **Senior Planner Henry Lee provided a summary regarding the applicant's request. The applicant is requesting to add a six-foot cedar fence along**
42 **the South property line. It will essentially continue from the southwest corner up until the front facade of the home it will not continue past the**
43 **front facade towards the roadway. The applicant has indicated this fence is there to provide screening from the city parking lot. When reviewing**
44 **this the board is determining looking at the architectural compatibility in terms of the height materials color and texture design with the style and**
45 **period of the home. As well as determining whether it adversely affects the character of the site. The proposed scope of work doesn't appear to**
46 **affect the historical integrity, or the adjacent properties given that all the all the adjacent properties around it all have those cedar fences and the**
47 **applicant indicated there was a wood fence there previously in 2012. Staff mailed out notices to 25 property owners within 200 feet of the subject**
48 **property. At this time, staff has not received any notices in return.**
49

50 **Rex Latham**
51 **310 S. Fannin Street**
52 **Rockwall, TX 75087**
53

54 **Mr. Latham came forward and provided additional details regarding his request.**
55

56 **Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating**
57 **such, Chairman Miller closed the public hearing and brought the item back for discussion or action.**
58

59 **Board member Freed made a motion to approve H2025-002 six-foot fence. Board Member Gaskin seconded the motion which passed by a vote of**
60 **7-0.**
61

62 **3. H2025-003 (BETHANY ROSS)**

63 Hold a public hearing to discuss and consider a request by Kelli Walker for the approval of a Certificate of Appropriateness (COA) for an Addition to a Low
64 Contributing Property being a 0.25-acre tract of land identified as Block 120E of the B. F. Boydston Addition, City of Rockwall, Rockwall County, Texas,

65 situated within the Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 603 E. Rusk Street, and take any action
66 necessary.

67
68 **Planner Bethany Ross** Provided a summary regarding the applicant's request. The applicant is seeking approval for a 700 square foot expansion
69 of the existing single-family home and to add a 120 square foot tuff shed. In this case the applicant's addition to the existing home does meet the
70 building standards of the historic guidelines. However, with the addition of the air-conditioned space of 701 square feet or 75% of the current
71 historic home the new addition will decrease the contributing status of the property. In addition, the scope of work does not appear to be for
72 purpose of restoration of the existing home due to its current low contributing status staff has added a condition of approval that the Historic
73 preservation Advisory Board remove the contributing status and designate this property as non-contributing. The proposed addition of 701
74 square feet to the low contributing home does not appear to appear to impair the historical integrity of the subject property. However, it does not
75 seem to negatively it also does not seem to negatively impact the adjacent properties. According to the accessory structure standards of the UDC
76 the single family 7 (SF-7) district allows a total of 2 accessory buildings each being 144 square foot in size. The property has an existing
77 accessory building of 80 square feet. In this case the section of the code goes on to state that the accessory structure is still not to exceed 15 feet
78 in height the proposed tuff shed building meets all the requirements of the accessory structure as stipulated in the accessory structure
79 standards.

80
81 **Kelli Walker**
82 **603 E. Rusk Street**
83 **Rockwall, TX 75087**

84
85 **Mrs. Walker** came forward and provided additional details regarding her request.

86
87 **Director of Planning and Zoning Ryan Miller** that the Certificate of Appropriateness (COA) covers both the 700 square foot addition to the house
88 and then also the storage shed in the rear yard.

89
90 **Board Member Frasier** asked if the current storage shed meets all requirements and setbacks.

91
92 **Director of Planning and Zoning Ryan Miller** explained that the storage shed used to be running north, south and it was moved, and it was moved
93 to run east and west. It is a portable storage shed but we classify because it's on skid it's not on a permanent foundation, but it is greater than
94 120 square feet so it's legally nonconforming in that in that sense. Portable storage sheds are only allowed to be 120 square feet from that
95 standpoint it it's legally non-conforming and doesn't cause any issues.

96
97 **Director of Planning and Zoning Ryan Miller** asked if there were any questions regarding changing the status if the board had any questions.

98
99 **Board Member Webb** asked how often they evaluate the Historic District.

100
101 **Director of Planning and Zoning Ryan Miller** explained it usually is about every 10 years.

102
103 **Chairman Miller** opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
104 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.

105
106 **Board Member McNeely** made a motion to approve H2025-003 the addition as it states and the tuff shed. **Board Member Lewis** seconded the
107 motion which passed by a vote of 6-1. With Chairman Miller dissenting. **Board member McNeely** made a motion to approve H2025-003
108 reclassification to a non-contributing property. **Board Member Gaskin** seconded which passed by a vote of 6-1 with **Board member Webb**
109 dissenting.

110
111 **4. H2025-004 (BETHANY ROSS)**

112 Hold a public hearing to discuss and consider a request by Kelli Walker for the approval of a Small Matching Grant for an *Addition to a Low Contributing*
113 *Property* being a 0.25-acre tract of land identified as Block 120E of the B. F. Boydston Addition, City of Rockwall, Rockwall County, Texas, situated within the
114 Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 603 E. Rusk Street, and take any action necessary.

115
116 **Planner Bethany Ross** explained that the applicant is requesting a small matching grant. The total evaluation of the project provided by the
117 applicant is \$110,000 dollars. This would make the project eligible for a small matching grant up to 500 since there was a motion to change the
118 contributing property status to non-contributing. However, approval of this request is a discretionary decision.

119
120 **Chairman Miller** opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
121 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.

122
123 **Board Member Frasier** made a motion to approve H2025-004 for a small matching grant of \$500. **Board Member Freed** seconded the motion which
124 passed by a vote of 5-2 with **Board Member Gaskin** and **Chairman Miller** dissenting.

125
126 **5. H2025-005 (BETHANY ROSS)**

127 Hold a public hearing to discuss and consider a request by Kelli Walker for the approval of a Building Permit Fee Waiver for an *Addition to a Low*
128 *Contributing Property* being a 0.25-acre tract of land identified as Block 120E of the B. F. Boydston Addition, City of Rockwall, Rockwall County, Texas,
129 situated within the Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 603 E. Rusk Street, and take any action
130 necessary.

131
132 **Planner Bethany Ross** provided a summary regarding the applicant's request. The applicant is also requesting a building permit fee waiver with
133 for the renovations mentioned in the previous cases. Since the property is a non-contributing status, the applicant will be eligible for a maximum

134 of \$168.24. Staff should note that the project does not appear to be for the purpose of rehabilitation or restoration purposes and does not appear
135 to meet the intent of the program. However, requests for building permit fee waivers are discretionary decisions.
136
137 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
138 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.
139
140 Chairman Miller made a motion to deny H2024-005. Board Member Freed seconded the motion which failed by a vote of 3-4. Board Member
141 Frasier made a motion to approve H2025-005. Board Member Webb seconded the motion which passed by a vote of 4-3 with Chairman Miller
142 Board Member Frasier and Freed dissenting.
143
144 6. H2025-006 (ANGELICA GUEVARA)
145 Hold a public hearing to discuss and consider a request by Kevin McNeely for the approval of a *Certificate of Appropriateness (COA)* for *Roof Replacement*
146 and *Detached Garage* for a *High Contributing Property* being a 0.27-acre parcel of land identified as Lot B, Block 12, F&M Addition, City of Rockwall,
147 Rockwall County, Texas, situated within the Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 505 Williams
148 Street, and take any action necessary.
149
150 Planning Technician Angelica Guevara provided a summary regarding the applicant's request. The applicant is requesting approval of a
151 certificate of appropriateness to replace the existing metal roof with the composite shingle roof along with the construction of a new detached
152 garage. The applicants letter indicates that the existing roof will be replaced with the composite shingle roof and while this material is not like and
153 kind to the original staff does not feel it would negatively impair the historical presence of the overall home. Additionally, the proposed detached
154 garage will replace the existing one on the subject property and will be a 600 square foot metal building on a concrete slab. It will consist of 10-
155 foot walls to roll up garage doors and a metal access door. The total height of the structure will be less than 15 feet tall and will not be visible
156 from the front of the property. The applicant has indicated that the structure will be wind and fire resistant and will have longer life span than a
157 wood frame structure. Staff should note that the existing garage along with a damaged storm shelter will be removed due to their poor condition
158 from the subject property leaving only the proposed detached garage. Staff also noted if this case does get approved the applicant will have to
159 apply for a demolition permit and building permit through Building Inspection Department.
160
161 Kevin McNeely
162 505 Williams Street
163 Rockwall, TX 75087
164
165 Mr. McNeely came forward and explained there is three types of materials for roofing type. Explained that insurance would not be provided and
166 roof needed to be replaced.
167
168 Board Member Frasier asked if it would be further back than the existing building.
169
170 Board Member Gaskin asked if it would be a metal building.
171
172 Chairman Miller asked if they were changing anything in the driveway.
173
174 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
175 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.
176
177 Board Member Frasier made a motion to approve H2025-006. Board Member Freed seconded the motion which passed by a vote of 4-2 with Board
178 Member Lewis and Chairman Miller dissenting.
179
180 7. H2025-007 (ANGELICA GUEVARA)
181 Hold a public hearing to discuss and consider a request by Kevin McNeely for the approval of a *Small Matching Grant* for a *Roof Replacement* for a *High*
182 *Contributing Property* being a 0.27-acre parcel of land identified as Lot B, Block 12, F&M Addition, City of Rockwall, Rockwall County, Texas, situated within
183 the Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 505 Williams Street, and take any action necessary.
184
185 Planning Technician angelica Guevara provided a summary regarding the applicant's request. The applicant is requesting a small matching grant
186 for the roof replacement only at the subject property at 505 William Street. The purpose of the program is to encourage small improvements and
187 beautification projects that are visible from the street. This request being for the roof replacement does fall in line with the intent of the program
188 and with the home also being a high contributing property that the request eligible for a small matching grant above to \$1000. Since the board did
189 approve one earlier tonight if this request were to be approved then the small matching grants fund would go down to \$3500 for the fiscal year.
190
191 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
192 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.
193
194 Board Member Freed made a motion to approve H2025-007 for \$1,000. Board Member Lewis seconded the motion which passed by a vote of 5-1
195 with Chairman Miller dissenting.
196
197 8. H2025-008 (ANGELICA GUEVARA)
198 Hold a public hearing to discuss and consider a request by Kevin McNeely for the approval of a *Building Permit Fee Waiver* for a *Roof Replacement* for a *High*
199 *Contributing Property* being a 0.27-acre parcel of land identified as Lot B, Block 12, F&M Addition, City of Rockwall, Rockwall County, Texas, situated within
200 the Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 505 Williams Street, and take any action necessary.
201

202 Planning Technician Angelica Guevara provided a summary regarding the applicant's request. The applicant is requesting a Building Permit Fee
203 Waiver for a roof replacement.
204
205 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
206 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.
207

208 Chairman Miller made a motion to approve H2025-008. Board Member Gaskin seconded the motion which passed by a vote of 7-0
209

210 9. H2025-009 (ANGELICA GUEVARA)

211 Hold a public hearing to discuss and consider a request by Kevin McNeely for the approval of a Building Permit Fee Waiver for a Detached Garage on a High
212 Contributing Property being a 0.27-acre parcel of land identified as Lot B, Block 12, F&M Addition, City of Rockwall, Rockwall County, Texas, situated within
213 the Old Town Rockwall (OTR) Historic District, zoned Single-Family 7 (SF-7) District, addressed as 505 Williams Street, and take any action necessary.
214

215 Planning Technician Angelica Guevara provided a summary regarding the applicant's request. The applicant is requesting a building permit fee
216 waiver for the detached garage. With this proposed project it is not for rehabilitation or restoration purposes for the high-contributing property. If
217 this were to get approved, it would be eligible for 100% reduction under the building permit fee waiver program which would be a total of \$348.75.
218 However, the request is a discretionary decision for the Historic Preservation Advisory Board.
219

220 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating
221 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.
222

223 Board Member Webb made a motion to deny H2025-009. Board Member Lewis second the motion which was denied by a vote of 7-0.
224

225 V. DISCUSSION ITEMS

226
227 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that*
228 *will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take place when*
229 *these items are considered for action by the Historic Preservation Advisory Board.*
230

231 10. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)
232

233 VI. ADJOURNMENT

234
235 Chairman Miller adjourned the meeting at 7:04PM
236

237 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE 19 DAY
238 OF June 2025.
239

240
241
242 
243 TIEFFANY MILLER, CHAIRMAN

244
245
246 ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR
247