

Minutes
Preservation Commission Meeting
August 20, 2024

Heather Bienko (Historic Preservation Officer) advised that with the absence of Chairperson Melinda Patrick, and per advice from the state, it was determined that Karen Braswell, the most recent former Vice Chairperson should run the meeting until a new Vice Chairperson was elected.

Call to Order – Former Vice Chairperson, Karen Braswell, called the meeting to order at 5:30 p.m.

Pledge of Allegiance

Roll call and verification of quorum – Members: Gabriel Campos, JC Stone, Ember McCune, Ann Carver, Scott Cole and Karen Braswell, in attendance. Also present: Historic Preservation Officer, Heather Bienko and Jodi Holthe.

A quorum is present.

Consent Agenda:

Approval of minutes from June 18, 2024 Historic Preservation Commission Meeting and the July 22, 2024 Historic Preservation Commission Special Meeting.

A correction of noted typos from the June 18, 2024 and July 22, 2024 meeting is needed.

Motion was made by Ann Carver to approve pending corrections; second made by Ember McCune.

Motion Passed 6/0

Individual Items for Consideration

1. Appointment of Vice Chairperson for Preservation Commission

Motion was made by Scott Cole to nominate Ann Carver to fill the vacant Vice Chairperson position; second made by Ember McCune. Motion Passed 6/0.

2. Appointment of Secretary for Preservation Commission

Following a discussion; Motion was made by Ann Carver to nominate Gabriel Campos to fill the Secretary position; second made by Ember McCune. Motion passed 5/1 with Gabriel Campos voting against.

3. Certificate of Appropriateness Application as submitted by Shayla Bean for 114 Walnut St.

Clarification was made that the address is 112 W Walnut St, not 114. The building, built between 1920-1940, is contributing to the historic downtown square. Proposal for Signage at 112 W Walnut St (La Vita). Request to remove non-original decorative "eyebrow" trim at the top of the building. Proposed new sign: White background, logo, under the city sign program. Discussion on using existing lag bolts to avoid new holes; new hangers must go into the mortar, not brick. Additional discussion on design adjustments to ensure historical consistency and aesthetic alignment with the building.

Motion was made by Ann Carver to approve; second made by JC Stone. The motion passed 6/0

Motion Details: Approve the proposed signage for 112 W Walnut St with the following conditions: The size of the sign will be 3' x 5' or 3' x 6' with a white background. Sign border will be either silver or black, depending on what looks better. The disco ball element in the logo can be included if it fits aesthetically; otherwise, use silver or black lettering. Existing bolts to be used for mounting; if new bolts are necessary, they must be placed in the mortar. No new holes are to be made in the brickwork.

4. Certificate of Appropriateness Application as submitted by Donia Gill for 215 NE Barnard St
The property at 215 Northeast Barnard, known as the old Glen Rose Auto Parts building, was discussed for updates. Built in the 1940s, the building is within the historic district however it is not listed in the resource survey, which was noted as unusual. However, it is considered a recommended contributing building and could qualify as a historic property either locally or nationally. There was a discussion about the challenges of finding historical photos of the building to inform restoration efforts. The applicant proposed repainting the side wall with a historic color called "Warm Putty" with "Noir" trim, chosen for being less stark and more complementary to the building's existing palette. The existing mural on the side, which currently says "Greetings from Glen Rose," will be refreshed with the same general design but will replace the "E" with an image of a tiger to align with the applicant's branding theme. Additionally, the "Glen Rose Auto Parts" text will be replaced with the "Barnard Street Mercantile" logo. There was further discussion on whether the proposed changes would align well with the building's character and how the mural would complement the historic streetscape, raising concerns about maintaining the building's historic integrity while allowing for modern updates.

Motion was made by Karen Braswell to approve; second made by Ember. Motion passed 6/0

5. Certificate of Appropriateness Application as submitted by Heather Bienko for 102 C Walnut St.
A proposal for 102C Walnut St, requesting permission to tear down a shed located at the back of the building. The shed is in poor condition and falling apart, posing both a visual and structural concern. The building is non-contributing and is not part of the National Registry. The city sent a letter to the property owners citing Article 4.06, which requires the removal of non-permanent structures such as sheds and signage that do not comply with current ordinances. The property owner, who had wanted to remove the shed, saw this as an opportunity to proceed with demolition. The Commission discussed the matter briefly and concluded that the shed needs to be removed.

Motion was made by Ann Carver to approve; second made by JC Stone. Motion passed 6/0

6. Certificate of Appropriateness Application as submitted by Lawrence Outlaw Jr on behalf of Lowell Underwood for 206 NE Vine St.

A discussion about the issue of an after-the-fact roof replacement at 206 NE Vine St, a city landmark listed in the Historic Resource Survey. The roof had been in poor condition, and the owners replaced it without obtaining a new COA. The background of the case was clarified: the owners had previously requested and received approval in 2022 for a roof replacement, but that approval expired after 180 days. They assumed that once approval was given, it remained valid indefinitely, which led to the replacement happening without renewed authorization. While the action was not in compliance with the procedural requirements, the roof had been replaced in accordance with the prior approval.

Motion was made by Ann Carver to approve; second made by JC Stone. Motion passed 6/0

7. Certificate of Appropriateness Application as submitted by Charles Mullin for 101 E Walnut St.
The Commission reviewed a Certificate of Appropriateness (COA) application for 101 E Walnut St, also known as the Campbell Building, which was built in 1894 and is a contributing property on the National Registry. The building is also a Texas State Landmark. The owners sought approval to install vinyl stickers on the windows to replace the temporary paper coverings currently taped to the windows. These vinyl stickers would be placed on the inside of the windows and are intended to improve the building's appearance without causing damage. The Commission discussed whether they have jurisdiction over signs placed on the interior of windows but concluded that since the

stickers would be attached to the windows, which are part of the building's facade, it falls within their authority.

Motion was made by JC Stone to approve; second made by Ann Carver. Motion passed 6/0

8. Certificate of Appropriateness Application as submitted by Donia Gill for 115 Elm St.

A proposal for new signage for 115 Elm St was reviewed. The building is an infill building constructed in 2003. It is a non-contributing building and it does not add to the historic character of the area or the National Registry; the owner wishes to participate in the city sign program. Initially, a 3x5 or 3x6 sign with a cream background and brown outline was proposed; however, concerns were raised about the visibility of the pale pink logo of Philomena's on a cream background, given the building's current cream color and brown roof. After considering alternatives, it was decided that a plain white sign with pink lettering and no border would be more visible and historically consistent, reflecting the simple, painted signs historically seen on the square. The applicant also noted plans for repainting the building in the future; although approval had been previously granted, it was never implemented, and any new repainting would require a separate review. The applicant requested a larger sign, up to 4' x 12', to better fit the building's two-door façade. Gabriel Campos suggested that sign up to 4' x 12' would suit the building's scale, allowing for a more prominent display. The proposed placement for the sign is above the awning, centered between the two doors. It was agreed that the sign could be up to 4' x 12', allowing flexibility without needing additional approvals. The pink lettering will be in a medium shade to ensure it is visible without clashing with the building's aesthetic.

Motion was made by Scott Cole to approve; second was made by Ember McCune. Motion passed 6/0.

9. Certificate of Appropriateness Application as submitted by Donia Gill for 215 NE Barnard St

The applicant clarified that they intend to paint the front in the same "Warm Putty" color and add a painted logo between the two front windows. The current "Glen Rose Auto Parts" sign, which is attached to the roof awning, will be removed. The new sign was proposed to be up to 4x12 feet, with a cream background and a brown outline to match the building's brown roof. There was a discussion over the size and design of the new sign, including whether it would be more effective to attach it to the existing structure or to replace the structure entirely. If the existing sign structure is sound, the new sign could be mounted over it. The Commission discussed options for resizing and designing the logo to fit within the 4' x 12' space while maintaining visibility and coherence with the building's historical and aesthetic context. It was agreed that the new sign should be proportionate to the building's facade to avoid visual clutter.

Motion was made by Ann Carver to approve; Second made by Ember McCune. Motion passed 6/0.

10. Certificate of Appropriateness Application as submitted by Traci Joyner for 100 W Walnut St

Proposal for exterior painting and new signage for 100 W Walnut Street was reviewed. The building is a contributing building built in 1890 and listed on both the National Register of Historic Places and as a city landmark. The applicant presented plans to paint the exterior of the building, including the trim around the windows and doors, in "Everglades Green," a shade similar to the colors seen on historical buildings like Oma Leens in Hico. The window trim and the stucco section above the building will be painted in "Silver Dust," while the front door will be painted in "Umbria," a mustardy color. The applicant explained the challenges of removing the existing sign due to a power line obstruction and asked for approval to paint over a section of the building's facade. The applicant also proposed replacing the existing sign on the awning with a new black sign featuring beige lettering, in line with a historic, general-store aesthetic. This sign would be centered in the stucco

section above the awning. The Commission considered the aesthetic impact of the proposed changes, particularly the use of green paint on certain parts of the building. After some discussion and clarification of the proposal's details, the Commission agreed that the new sign could be up to 4' x 12', with bolts or existing hardware to be used for mounting if available. Additional signage indicating the nature of the business ("home, garden, gifts, gourmet") will be placed below the awning, contingent upon City approval.

Motion was made by Ann Carver to approve; Second made by Karen Braswell. Motion passed 6/0.

11. Certificate of Appropriateness Application as submitted by Heather Bienko for 100 NE Barnard St
Pulled from agenda.

12. Certificate of Appropriateness Extension Application.

The Commission discussed the need for a formal extension policy for COAs due to delays that property owners face in completing approved work within the initial 180-day period. Several members highlighted issues such as supply chain delays and contractor availability. The proposed policy would allow a one-time extension of up to 90 days to complete approved work. The extension request must include the reason for the extension and needs to include details of what work has been completed and what remains unfinished. The Historic Preservation Officer will have the authority to approve these extensions based on the information provided. Any approved extensions would be presented to the Commission as a consent item at the next meeting. Motion was made by Scott Cole to approve; second was made by Ember McCune. Motion passed 6/0.

13. Letter to Historical Property Owners and Operators

A proposal was introduced to send an informational letter to owners and operators of historic properties to ensure they are aware of the historic status and associated responsibilities of their properties. The discussion acknowledged that some property owners may not be fully aware that they are in a historic property, especially if they have recently purchased the building or moved in. It was noted that disclosure of a property's historic status should be made at the time of purchase, but this information is not always updated or added to deeds as required by city ordinance since 1990. The proposed letter would be sent to both new owners and existing operators of historic properties. It would outline the significance of owning a historic building and inform them of their responsibilities under local preservation guidelines. A previous comprehensive letter from 2008 was identified, and it was suggested that this letter be reviewed, updated, and adapted for current use.

Action Plan:

- Review the 2008 letter found in the file cabinet for relevant content
- Update the letter to include current information and requirements
- Prepare a draft of the updated letter for review at the next meeting
- Once approved, the letter will be sent out to all relevant property owners and operators, with certified delivery to ensure receipt.

The Commission agreed on the importance of ensuring that all relevant parties are adequately informed about their responsibilities concerning historic properties. The updated letter will be reviewed and finalized at the next meeting before being distributed.

14. Sub-Committees/Task Forces - Pulled from agenda.

15. CLG Meeting Date and Time

A proposal was discussed to arrange an educational session with Texas CLG representatives for Glen Rose, specifically targeting the Historic Preservation Commission members, city council members, and relevant city staff. It was suggested that representatives Catherine and Kelly from Texas CLG could come to Glen Rose for a session that would last a couple of hours, rather than an all-day event.

The commission discussed potential dates and times, with a consensus to schedule the session for an evening between Monday and Wednesday, ideally from 5 p.m. to 7 p.m. to accommodate most members' schedules. It was emphasized that while the event could be held at City Hall, it is flexible to be hosted elsewhere as it would be a workshop and not a public meeting.

The importance of moving forward with scheduling this event, which has been in discussion for about six months, was noted. It was agreed that city council members, city staff, and any interested parties would be invited to attend, but the primary focus is to coordinate it specifically for the commission members.

No further items on the agenda, the meeting was **adjourned** at 7:40 p.m.

Chairperson

Historic Preservation Officer