

CITY OF GLEN ROSE, TEXAS
HISTORIC PRESERVATION COMMISSION
MINUTES OF THE REGULAR MEETING
Tuesday, July 21, 2026 • 5:30 p.m. • Glen Rose City Hall

1. CALL TO ORDER

Chairperson Melinda Patrick called to order the Historic Preservation Commission meeting of the City of Glen Rose, Texas, on July 21, 2026, at 5:30 p.m.

A. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the flag of the United States of America was led by the Chairperson, and all present stood and recited the Pledge.

B. ROLL CALL

The Chairperson called the roll:

Commissioner	Office	Attendance
Melinda Patrick	Chairperson	Present
Ann Carver	Commissioner	Present
Karen Braswell	Commissioner	Present
Austin Bewley	Commissioner	Present
Jeff Lee	Commissioner	Absent
Sherri Steenson	Commissioner	Absent
Ember McCune	Commissioner	Absent

A quorum was present. Four (4) of seven (7) commissioners were in attendance, and the Commission proceeded with business.

Also present: Heather Bienko, Historic Preservation Officer, City of Glen Rose; members of the public and applicants as noted under the individual items below.

2. CONSENT AGENDA

A. Approval of Certificate of Appropriateness Application as submitted by Glen Rose 1st Methodist Thrift Store for 206 NE Vernon St.

NOTES

- The Chairperson confirmed that all commissioners had an opportunity to review the item and asked whether any revisions were proposed. No revisions were proposed and no discussion was requested.
- The item was taken up and acted on as a single consent item, with no items pulled for separate consideration.

ACTION

Motion	Motion to accept the consent agenda item as submitted — approval of the Certificate of Appropriateness Application submitted by Glen Rose 1st Methodist Thrift Store for 206 NE Vernon St.
Moved by	Ann Carver
Second	Karen Braswell
Ayes	Melinda Patrick, Ann Carver, Karen Braswell, Austin Bewley
Nays	None
Absent	Jeff Lee, Sherri Steenson, Ember McCune
Result	Motion carried 4–0. The Certificate of Appropriateness was APPROVED as submitted.

3. INDIVIDUAL ITEMS FOR CONSIDERATION

A. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Silver Star Title LLC dba Sendera Title for 102 SW Vernon St for signage.

NOTES

- The request is for signage on the front of the building, applied to the glass storefront. A photograph of the proposed signage was included in the agenda packet.
- The applicant was not present. The Commission confirmed the property is located within the City's historic preservation overlay (local historic district), but is not listed in the National Register district. The building is attached to the former Reporter building — the two connect through an interior door — and was not included in the Historic Resource Survey.
- A commissioner raised a point of order asking whether the Commission should review and act on a non-consent item when the applicant is not present. The Chairperson advised that the ordinance provides applicants are expected to attend but does not make attendance mandatory, and that the Commission has not applied the provision consistently.
- Commission consensus was that the request is not controversial, that it replaces signage already on the building, and that it could appropriately have been placed on the consent agenda or approved administratively by the Historic Preservation Officer. The Commission noted the applicant nonetheless respected the process by submitting the item for review.
- The applicant was noted to still require approval from the City for the remaining portion of the sign permit outside the Commission's jurisdiction.
- Direction: the requirement that applicants be present for non-consent items is to be revisited and placed on the next month's agenda for discussion.

ACTION

Motion	Motion to approve the signage at 102 SW Vernon St as submitted.
Moved by	Austin Bewley
Second	Karen Braswell

Ayes	Melinda Patrick, Ann Carver, Karen Braswell, Austin Bewley
Nays	None
Absent	Jeff Lee, Sherri Steenson, Ember McCune
Result	Motion carried 4–0. The Certificate of Appropriateness was APPROVED as submitted.

B. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Brian Thomas for 114 NE Barnard St.

NOTES

- Appearance. The applicant’s representative came to the podium and stated his name and address for the record: Gerald Fiffield, 318 Oar Wood Dr., Granbury, TX 76049
- He advised that he is the business owner of Palace Public House; Brian Thomas is the building owner.
- Scope as submitted. The application as filed described renovation of the rear steps, addition of a handrail, and addition of a sign to the front of the building.

Rear of building

- The existing rear steps would be removed and replaced with a concrete and stone landing and steps constructed to match the existing facade and sidewalk materials.
- Dimensions clarified on the record: a three-foot-deep landing (stoop) with two one-foot treads stepping down, for a total projection of five feet from the building; approximately six feet six inches wide. All work is on the owner’s property.
- Purpose: safer access for deliveries and a designated point of egress in an emergency, served by an interior hallway running to the rear exit.
- Historic integrity. The Commission determined the existing rear steps are not original to the building and are not contributing to its period of significance. The rear of the building was not addressed in the prior renovation, and the rear elevation has changed since the Historic Resource Survey was completed. The current top wood step at the door was identified as a hazard.
- Handrail. Confirmed as a metal pipe railing, one on each side of the steps.
- Rear doors. The existing rear doors currently swing inward and must swing outward for code compliance. The existing door leaves will be reused — the left and right leaves swapped and the jambs modified — so that no visible change results. At a commissioner’s request, the proposed work was amended to include the rear doors, as they are attached to the building.
- Use. The applicant confirmed the rear entrance will not be used for customer access; it is for deliveries, emergency egress, and musicians only.

Front of building

- A metal sign reading “Public House” will be added directly beneath the first transom arch, above the door, matching the material, font and style of the existing “Palace” sign, so that the two together read “Palace Public House.”
- Two marquee / shadow-box poster holders were presented at the meeting. These were not included in the application as submitted and were added by amendment. They consist of metal frames with glass fronts, to be mounted flanking either side of the front entry door, centered beneath the existing windows, and are intended to display coming attractions in the manner of a movie theater.

- The Commission determined the marquee cases are advertisement holders rather than signs, and therefore do not fall under the sign ordinance.
- Size. The applicant estimated 16 by 24 inches; standard poster size of 18 by 24 inches was discussed. The Commission set an outside limit of 20 by 24 inches so the applicant has reasonable latitude without returning for a new Certificate of Appropriateness.
- Condition of approval — attachment method. All front attachments are to be anchored into the mortar joints and not into the stone, so that any future removal can be patched without visible damage. The Commission noted the arched facade at the entry is not original — it was rotted wood replaced during a prior renovation — and directed that fasteners not penetrate past that facade into the original stone beneath.
- The Chairperson recessed the meeting at 5:55 p.m. The meeting was called back to order at 6:07 p.m. and discussion of this item resumed where it had left off, at the marquee signs.

ACTION

Motion	Motion to approve the Certificate of Appropriateness Application as submitted by Brian Thomas for 114 NE Barnard St, as amended, to include: (1) renovation of the rear steps as requested, consisting of a three-foot landing with two steps down, five feet total off the building, together with a metal handrail; (2) re-hanging of the existing rear doors to swing outward; (3) addition of a sign to the front of the building reading “Public House,” located immediately beneath the first transom arch, as submitted; and (4) addition of two marquee sign holders of no greater size than 20 by 24 inches, mounted into the mortar and flanking either side of the front door beneath the existing windows.
Moved by	Ann Carver
Second	Austin Bewley
Ayes	Melinda Patrick, Ann Carver, Karen Braswell, Austin Bewley
Nays	None
Absent	Jeff Lee, Sherri Steenson, Ember McCune
Result	Motion carried 4–0. The Certificate of Appropriateness was APPROVED as amended.

C. Discussion, consideration and possible action regarding the property located at 101 SW Barnard St.

NOTES

- This item was placed on the agenda at the request of Commissioner Melinda Patrick, who presented the concerns. The property is the former screen printing shop on the corner, currently owned by Gabriel Campos. The building appears to be unoccupied, although a sign on the front door states it is open for deliveries.
- Maintenance concerns. Trash has accumulated at the rear of the building for several years — by one account roughly five years. The windows and facade are heavily soiled, in part from truck spray at the corner. The Commission would like to see the property cleaned up and better maintained so that it represents Glen Rose well, whether or not the building is occupied.

- Condition of the building. The building was purchased with known structural integrity issues, and the owner was aware of that condition at the time of purchase. A partial roof was installed approximately a year ago and replacement windows were obtained but never installed. No further stabilization or improvement has been undertaken in the more than a year of ownership.
- The street-side facade along Highway 144 is damaged but was described as capable of being shored up and saved.
- Prior outreach. The Commission previously met with the owner and provided five grant and assistance programs applicable to the building; those programs are recorded in the minutes of that meeting. The Commission had advised at that time that demolition was not something preservation was likely to approve, but that it was fully willing to work with the owner on stabilizing and saving as much of the building as possible, including selective removal and reinforcement where the stone cannot be retained. No party has been approached by the owner since.
- Code enforcement history. The building has been referred to code enforcement numerous times. The referrals have not been followed by enforcement action.
- Applicable ordinance. Discussion referenced the ordinance provision prohibiting willful neglect of a historic building, cited on the record as approximately Section 14.03.005, together with general property maintenance provisions covering garbage and trash, which carry their own compliance timelines.
- The Commission discussed approaching the matter as a good-faith effort first, extending an offer of assistance rather than beginning with enforcement, and noted that circumstances in the City have changed since the prior contact.

ACTION

No motion was required. By consensus, the Commission directed the Historic Preservation Officer to proceed as follows:

- Contact the property owner directly, in a good-faith and non-adversarial manner, advising that the property has been discussed by the Commission, offering assistance, and identifying available funding: the City facade grant program, the historic property tax incentive program, and state preservation grant programs.
- Following that outreach, submit a formal referral to Code Enforcement for enforcement of the City ordinances as they relate to historic preservation — specifically the willful neglect provision — and for general property maintenance.
- Request that Code Enforcement report back to the Commission within 30 days, at the next regular meeting, on what notice has been given and what actions have been taken, so that the Commission can determine its next step.

No formal action was taken on this item.

D. Discussion, consideration and possible action regarding the Heritage Park National Registry.

NOTES

- Commissioner Ann Carver reported on the status of the Heritage Park National Register nomination. She, Susan Bruce (Vice Chair, Somervell County Historical Commission), and Lori Mates were appointed to a City committee to pursue National Register status for the park.
- Work completed to date:
 - Susan Bruce wrote the narrative history for all five buildings in the park.

- Commissioner Austin Bewley completed the condition assessment of the log cabin.
 - Commissioner Melinda Patrick and Commissioner completed Historic Resource Surveys on the five park buildings. The survey was intentionally not expanded beyond those five buildings.
 - Commissioner combined the five Historic Resource Surveys with Susan Bruce's narrative, expanded them, and drafted a request for a Determination of Eligibility addressed to Bonnie Tipton at the Texas Historical Commission, who administers the National Register program at the state level.
- Remaining before submission: a map of the park showing the buildings with latitude and longitude, and a chart identifying each building with its associated date. The package will then be ready for submission.
 - Proposed district name: Paluxy Heritage Park Historic District.
 - Once submitted, the Texas Historical Commission has 30 days to review and return a determination of eligible or not eligible.
 - A letter of determination of eligibility alone — full National Register listing is not required — qualifies the City to apply for the Preservation Texas log cabin grant. This is the reason for pursuing the determination on an expedited basis.
 - The complete package to date (approximately 16 pages, plus approximately 20 pages of Historic Resource Surveys) will be forwarded to the Historic Preservation Officer for distribution to any commissioner who would like a copy, and will be uploaded to the Commission's shared Google Drive.
 - The Commission acknowledged the work as a substantial team effort across multiple members and partners.

ACTION

This item was received as a report. No motion was made and no action was taken.

E. Discussion, consideration and possible action regarding setting a date for a Meet and Greet for the Historic Preservation Commission, property owners and the general public.

NOTES

- This item was placed on the agenda at the request of Commissioner Ann Carver , who suggested holding the Meet and Greet in place of the regular September preservation meeting — Tuesday, September 15, 2026, at 5:30 p.m., the third Tuesday of the month — so that commissioners are most likely to be available.
- Audience. The Commission agreed the event should be open to everyone, not limited to historic property owners and their tenants, on the reasoning that a well-maintained and fully occupied historic square benefits every business, and that heritage tourism represents a substantial annual contribution to the state economy.
- Purpose and content. To make property owners, tenants and the public aware of the City facade grant program, the historic property tax incentive program, and other available grant funding. It was noted that the tax incentive program is currently underused, and that prior mailings may not have communicated the benefit clearly.
- Proposed format. A short presentation by a speaker from the Texas Historical Commission and/or Meredith of the First Street Initiative, followed by topic tables staffed by commissioners and partners — for example the tax incentive program, architecture and rehabilitation, and Section 106 / National Register / regulatory compliance — so attendees can speak individually with the right person. Contact with the Brazos Trail region regarding the historic marker trail was also suggested.

- **Materials.** Property owner packets will be reassembled and made available at the event rather than mailed; packets will also be prepared for tenants. Commissioner Melinda Patrick was asked to redraft the previously issued invitation letter with a corrected date, to be printed and included in the packets. Addresses and envelopes are on hand.
- **Advertising.** Commission and City social media, the City website, and letters to building owners and tenants. A postcard mailing was considered and set aside as no less costly than letters.
- **Scheduling constraints.** The facade grant cycle runs October 1 through October 31, which favors a September date. One commissioner is unavailable throughout October. The third Tuesday in November falls close to the Thanksgiving holiday, when attendance may be affected by travel. September and November dates will both be offered to prospective speakers.
- **Budget.** Staff to confirm that the facade grant and tax incentive funding are carried in the City budget.
- **Posting requirement.** Because a quorum of the Commission will be present and City Council and Planning & Zoning members are to be invited, the event must be posted as a public meeting with notice of a possible quorum. Alcohol may not be served at the event.
- The Commission discussed holding a second, differently themed event — for example in January — with a speaker addressing the buildings and available programs in more depth, so that the September event can proceed without waiting on speaker availability.

ACTION

No motion was made and no date was formally set. By consensus, the Commission gave the following direction:

- September 15, 2026 is the tentative target date, subject to speaker availability.
- Commissioners will contact the Texas Historical Commission and the First Street Initiative for available dates in September and November, and will email the Historic Preservation Officer, who will circulate the information to the Commission.
- Commissioner Melinda Patrick will provide the revised invitation letter with the corrected date.
- The marketing and advertising plan will be discussed at the next regular meeting.

4. ADJOURNMENT

There being no further business, the Chairperson declared the meeting adjourned at 6:40 p.m.

APPROVED this _____ day of _____, 2026.

Melinda Patrick, Chairperson

ATTEST:

Heather Bienko, Historic Preservation Officer