

Historic Preservation Commission Meeting  
City of Glen Rose, Texas  
Date: October 15, 2024  
Time: 5:30 PM

1. **Call to Order and Pledge of Allegiance**

The meeting was called to order by Melinda Patrick at 5:30 PM.  
The Pledge of Allegiance was recited.

2. **Roll Call**

Present: Ann Carver, Gabriel Campos, Scott Cole, JC Stone, Karen Braswell,  
Ember McCune, Melinda Patrick  
Quorum was established.

3. **Consent Agenda**

**Approval of Minutes from September 17, 2024 Meeting** The commission reviewed the minutes from the previous meeting. A correction was made regarding the signage approval for Jane Doe Company at 101 East Elm Street, clarifying that two additional signs were included. A second correction was noted, the company name is Jane's Dough Company, rather than Jane's Doe Company.

Motion to approve the minutes with corrections made by Karen Braswell, seconded by JC Stone, and passed unanimously (7-0).

4. **Individual Items for Consideration**

**Discussion on Ordinary Maintenance in City Ordinances** The commission discussed the issue of whether ordinary maintenance, such as repainting a building the same approved color or making like-for-like repairs, requires approval by the commission.

Some members expressed concern that requiring approval for minor maintenance places an unnecessary burden on property owners. Others emphasized the need for documentation to ensure accountability and maintain a record of changes.

The commission agreed that ordinary maintenance should not require a full certificate of appropriateness (COA) review but suggested that the Historic Preservation Officer (HPO) should approve these requests and bring them to the commission as part of a consent agenda.

A motion was made to allow ordinary maintenance requests to be approved by the HPO, with a COA still being filled out for record-keeping. The motion was made by Melinda Patrick, seconded by Ann Carver and passed unanimously (7-0).

**Replacement of Roof at 401 E Pecan St:**

The commission reviewed a COA application for the replacement of an asphalt roof at 401 E Pecan St. The roof is being replaced due to damage from a fallen tree branch.

Motion to approve the COA was made by Ann Carver, seconded by Karen Braswell and passed unanimously (7-0).

Mural on the Somervell County Museum (101 NE Vernon):

A COA was submitted for a mural on the side of the museum building. The proposed design includes a dinosaur illustration by artist Tanya Fonseca.

A motion to approve the COA was made by Ann Carver, seconded by JC Stone and passed unanimously (7-0).

**CLG Meeting Discussion** - The upcoming Certified Local Government (CLG) meeting will include topics such as the role of the HPO, design review best practices, and ordinary maintenance discussions.

Suggestions were made to include more practical examples from other cities and to address communication strategies with property owners.

5. **Adjournment**

The meeting was adjourned at 6:20 PM.

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Chairperson Historic

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Preservation Officer