



# Historic Review Commission

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## Minutes

### Regular Meeting

October 28, 2021 – 6:00 p.m.

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

### CALL TO ORDER

*Announce the presence of a Quorum.*

Chair Chandler called the meeting to order at 6:00PM. Commissioners present: Commissioner Joe Chandler, Vice Chair Sandra Stone,, Commissioner Kali Patton, and Commissioner Allison Stowe. Commissioners absent: Commissioner Frank Besadesky, Commissioner Krisleigh Hoermann and Commissioner Melissa Kenfield.

Staff present: Renae' Ollie, Assistant City Manager and Mary Bradley, Administrative Assistant.

### INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Chair Stone gave the invocation and Chair Chandler led the Pledge of Allegiance.

### CITIZENS COMMENTS ON NON-AGENDA ITEMS

*Residents may address Commissioners regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Commissioners requests that comments be limited to three (3) minutes. In addition, Commissioners not allowed to converse, deliberate or take action on any matter presented during citizen participation*

No one approached the Commissioners..

### CONSENT AGENDA

**A. Consider and act upon approval of the Minutes from the August 26, 2021 Regular Meeting.**

### Commission Action

A motion was made by Vice Chair Stone, seconded by Commissioner Patton, to approve the Minutes from the August 26, 2021 Regular Meeting. A vote was taken and the motion carried 4-0.

### WORK SESSION

**A. Discuss and Review the Downtown Historic District, Section 6.3 of the Zoning Ordinance, and Chapter 58, Article II Landmarks of the Code of Ordinances.**

Ms. Ollie addressed the Commissioners stating that the comments made from the August 26, 2021 work session meeting were implemented into the draft Section 6.3 of the Zoning Ordinance.

Ms. Ollie stated that Section 6.3.E.3 will be revised to include a statement that a letter from a structural engineer is required prior to demolition. Vice Chair Stone recommended that each request for demolition be considered on a case by case basis for contributing structures.

Commissioner Stone questioned the status of the landmark process. Ms. Ollie stated that a letter was sent to all the property owners that own a structure or property developed prior to 1970, to complete a survey. Commissioners requested a copy of the response from the survey and who received the letter.

Ms. Ollie reviewed Chapter 58, Article II, stating that the Main Street Program was removed. The duties would require a full-time employee and the budget does not include hiring a new position. Once budget allows and Council approves the position, then the Main Street center program could be its own ordinance.

Ms. Ollie encouraged the Commissioners to review the revisions and ordinances, and contact Staff with any questions or concerns.

**B. Discuss the rezoning of the area on North Keefer Street.**

Ms. Ollie approached the Commissioners asking for direction on property at 401 North Keefer Street, should the zoning include commercial uses as well as residential uses. After some discussion on the boundaries of the Downtown Historic District, the Commissioners directed Staff to start the process to allow commercial and residential uses for the property located at 401 North Keefer Street.

**RECONVENE INTO REGULAR SESSION**

Chair Chandler reconvened the Commission into Regular Session at 6:46pm

**ADJOURNMENT**

A motion was made by Vice Chair Stone, and seconded by Commissioner Stowe, to adjourn the meeting at 6:47PM. A vote was taken and carried 4 - 0.

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**Joe Chandler, Chair**

**ATTEST:**

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**Mary Bradley, Administrative Assistant**