



THE LANDMARKS COMMISSION

REGULAR MEETING MINUTES

Tuesday, April 25, 2023

Present Members: Ms. Pebbles Lee, Chair
Mr. Josh Black
Mr. Steve Butman
Mr. Kevin Halliburton
Mr. John Scott

Absent Members: Ms. Jamie Dalzell, Vice-Chair
Dr. Michael McClellan, Sergeant at Arms
Mr. Andrew Penns

Staff Present: Ms. Kelley Messer, First Assistant City Attorney
Mr. Tim Littlejohn, Director
Mr. Randy Anderson, Assistant Director
Ms. Mason Teegardin
Ms. Melissa Farr

Others Present: Ms. Chaile Allen

QUESTION AND ANSWER SESSION WITH COMMISSIONERS

Ms. Mason Teegardin facilitated this session. Ms. Lee initiated the discussion by stating the purpose of her request to clarify the content of the City's Land Development Code (LDC).

The procedure for Certificate of Appropriateness was discussed in accordance of City requirements for permits. Ms. Teegardin explained that if the maintenance and ordinary repair of the homeowner's work request does not require a permit, the request does not require a Certificate of Appropriateness. The City's Historic Preservation Officer or Assistant Director of Planning may make this decision.

Ms. Teegardin also quoted the LDC as saying, "The project reduction request is for a project which has received a certificate of appropriateness. If a Certificate of Appropriateness has not been required, the applicant shall submit a "project proposal" to the Landmarks Commission."

CALL TO ORDER

Ms. Lee called the meeting to order at 4:01 p.m. and declared a quorum present.

MINUTES

The minutes from the previous meeting held on February 28, 2023 were approved. Mr. Halliburton made the motion to **approve** and Mr. Butman seconded. The motion to approve minutes prevailed by the following vote:

AYES: Scott, Halliburton, Black, Butman, Lee

NAYS: None

AGENDA ITEMS

CA-2023-02: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Certificate of Appropriateness for the Addition of Two Signs. The Subject Property is Located at 508 Mulberry Street in the Neighborhood Empowerment Zone.

Ms. Mason Teegardin presented this request. The applicant is requesting a Certificate of Appropriateness to install two signs that show the name and address of the office on this site. Two signs are requested because the office sits on a corner lot, which is permitted by the Land Development Code (LDC). One sign will be oriented toward North 5th Street, and the other toward Mulberry Street.

The maximum sign area for signs in Neighborhood Retail zoning district is 36 square feet. The proposed signage will be 7 square feet per sign. The overall height of each sign is 4 ½ feet tall, but the signage itself will only be 2 feet by 3 ½ feet. The combined area of the 2 signs is far less than the sign area permitted by the LDC.

Ms. Lee opened the public hearing. Ms. Chaile Allen was available for questions. Seeing no one else present and desiring to be heard, the public hearing was closed.

PLANNING STAFF RECOMMENDATION: Approval

Mr. Scott made the motion to **approve** this request. Mr. Black seconded the recommendation. The motion prevailed by the following vote:

AYES: Scott, Black, Butman, Halliburton, Lee

NAYS: None

HPTR-2023-01: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Historic Project Tax Reduction for an Improvement Project in the Amount of \$9,337.93

Ms. Mason Teegardin presented this request, which is a Historic Project Tax Reduction requesting a reduction in City of Abilene property taxes for improvement projects in the amount of \$9,337.93. A Certificate of Appropriateness (CA-2022-01) was approved on April 26, 2022. It was determined the repairs would be compatible with the architectural features of the subject property and protected the historic integrity of the home and environment.

The applicant requests a Historic Project Tax Reduction in the amount of \$9,337.93 for the following improvement projects:

The exterior of the home was repainted, along with the trim and porches. Wood siding was replaced due to water damage. The chosen paint colors were similar to the current color of home and consistent with historic character. The new paint was necessary to seal the exterior and prevent further rot. The front and back porches had a few spots where the wood needed to be repaired but no changes to design were made. Repair of a cracked glass panes were made. Gutters were placed in two short areas where the eaves runoff, which led to the wood rot of the siding.

Ms. Lee opened the public hearing. Seeing no one present and desiring to be heard, the public hearing was closed.

PLANNING STAFF RECOMMENDATION: Approval

Mr. Halliburton made the motion to approve this request. Mr. Butman seconded the recommendation. The motion prevailed by the following vote:

AYES: Scott, Black, Butman, Halliburton, Lee

NAYS: None

ADJOURN

There being no further discussion, the Landmarks Commission meeting was adjourned at 4:20 p.m.

Approved:  Chair