

# PRESERVATION COMMISSION MEETING

Tuesday, August 20, 2024 at 5:30 PM

Glen Rose City Hall, Council Chambers,  
201 NE Vernon, Glen Rose, TX 76043



## AGENDA

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### CALL TO ORDER

Pledge of Allegiance, Roll Call

### CONSENT AGENDA

1. Consider approval of minutes from June 18, 2024 Historic Preservation Commission Meeting
2. Consider approval of minutes from July 22, 2024 Historic Preservation Commission Special Meeting

### INDIVIDUAL ITEMS FOR CONSIDERATION

3. Discussion, consideration and possible action on appointment of Vice Chairperson for Preservation Commission
4. Discussion, consideration and possible action on appointment of Secretary for Preservation Commission
5. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Shayla Bean for 114 Walnut St
6. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donia Gill for 215 NE Barnard St
7. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Heather Bienko for 102 C Walnut St
8. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Lawrence Outlaw Jr on behalf of Lowell Underwood for 206 NE Vine St
9. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Charles Mullin for 101 E Walnut St
10. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donia Gill for 115 Elm St
11. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donia Gill for 215 NE Barnard St
12. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Traci Joyner for 100 W Walnut St

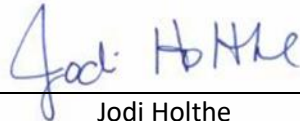
- [13.](#) Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Heather Bienko for 100 NE Barnard St
- [14.](#) Discussion, consideration and possible action regarding a Certificate of Appropriateness Extension Application
- [15.](#) Discussion, consideration and possible action regarding a Letter to Historical Property Owners and Operators
- [16.](#) Discussion regarding Sub-Committees/Task Forces
- [17.](#) Discussion regarding CLG Meeting Date and Time

## ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in the is meeting should contact the City Secretary's office at (254) 897-2272 x 102 at least 48 hours prior to the meeting to request such assistance.

## CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at [www.glenrosetexas.org](http://www.glenrosetexas.org) and said notice was posted on the following date and time: **Friday, August 16, 2024, on or before 5:00 PM** and remained posted for at least two hours after said meeting was convened.



Jodi Holthe

Building, Planning Code Enforcement Department

Certification of NOTICE OF MEETING was removed on: \_\_\_\_\_ at \_\_\_\_\_ am/pm

by \_\_\_\_\_ . \_\_\_\_\_



## CITY COUNCIL AGENDA ACTION FORM

|                                                                         |                                                                                          |                                |         |
|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------|---------|
| <b>AGENDA DATE:</b>                                                     | 8/20/24                                                                                  |                                |         |
| <b>AGENDA SUBJECT:</b>                                                  | Consider approval of minutes from June 18, 2024 Historic Preservation Commission Meeting |                                |         |
| <b>PREPARED BY:</b>                                                     | Building/Planning/Code Enforcement Assistant Holthe                                      | <b>DATE SUBMITTED:</b>         | 8/15/24 |
| <b>EXHIBITS:</b>                                                        |                                                                                          |                                |         |
| <b>BUDGETARY IMPACT:</b>                                                |                                                                                          | <b>Required Expenditure:</b>   | \$00.00 |
|                                                                         |                                                                                          | <b>Amount Budgeted:</b>        | \$00.00 |
|                                                                         |                                                                                          | <b>Appropriation Required:</b> | \$00.00 |
| <b>CITY ADMINISTRATOR APPROVAL:</b>                                     |                                                                                          |                                |         |
| <b>SUMMARY:</b>                                                         |                                                                                          |                                |         |
| <b>RECOMMENDED ACTION:</b><br><br>Move to approve or deny as presented. |                                                                                          |                                |         |

**Glen Rose Historic Preservation Commission  
City Hall  
201 SW Vernon Street  
June 18, 2024  
Regular Scheduled Meeting Minutes**

Melinda Patrick, Chairperson called the meeting to order at 5:30:30 pm

Pledge of Allegiance – US Flag lead by Melinda Patrick

Roll Call and verification of a quorum by Melinda Patrick. This is a verbal roll call. Scott Cole, Ann Carver, and Melinda Patrick were all present. A quorum is noted to be present.

Jodi Holthe administrative assistant and Larry Allen Building and Code Officer are present.

The Historic Preservation Officer (HPO) Heather Bienko is present.

**Consent Agenda:**

Melinda Patrick, Chairperson read the Consent items.

Melinda then asked if everyone had a chance to read the minutes. Are there any revisions that any of you feel should be made?

Ann Carver requested that item number #2 the COA from Pam Streeter since Scott Cole would need to abstain from the vote since he has an interest in the business.

Item #2 pulled at this time.

Ann Carver made the motion to accept the minutes with Scott Cole second. Passed 3-0 to accept minutes from May 21, 2024

#2 Certificate of Appropriateness Application as submitted by Pam Streeter for 205 SW Barnard Street (Inn on the River) Motion made by Ann Carver to accept the COA as submitted, second by Melinda Patrick. Motion Passed 2-0 with Scott Cole abstaining from the vote.

**Individual Items for Consideration**

**#3 Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Hailee Roller on behalf of Judy Hill for 211 NE Barnard Street.**

This item is related to a mural to be painted on the south side of the building, facing the vacant lot. The mural will cover the entire side of the building. Certificate of is complete with pictures of mural and both parties signing COA. The discussion proceeds to be that this mural will be painted by A Working Artist Studio and Gallery, Tonya Fonseca. No changes or requests to be made to the mural. Ann Carver made the motion to approve

the mural as submitted. Scott Cole, second. The vote was called as no additional discussion. Motion passed 3-0.

**#4. Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by Heather Bienko on behalf of Dorothy Jean Lane for 202 NE Barnard St. for placement of a sign related to the winery that is in this building.**

Melinda opens the discussion on this item.

Heather Bienko presented the proposed signage. The sign will be 3 x5 or 3 x 6 to fit in the area above the door but below the ornate area. Heather discussed how she really did not like the sign or lettering that was proposed by the City of Glen Rose. She would like to have one that will fit with the building. There is a current sign that is a pole sign that has been hanging for 4 years and no one can see or notice. Ann stated that she has never seen the current sign. Heather is fully aware that the sign needs to be placed with the current hangers (if any) that are on the building. That any new hangers need to be placed in the mortar and not in the limestone for the least amount of damage to the building.

The sign will be black background with white lettering. They have not really decided on the style of lettering but will be white. She wants the wording to be attached to the signing in a way that it can be changed out should the business change. Currently the building is leased to a winery. That is what the sign will state. Heather is not sure how it will be attached, but aware not to use liquid nails as this is not recommended by the Texas Historic Commission. She is asking that the sign be approved and is aware that she will come back for approval for mounting usage. When the mounting is determined a new COA will be filled out placed on the agenda as consent agenda item.

Melinda made the motion to approve the signage as requested and that a separate COA for mounting. Scott Cole second the motion. Motion passed 3-0.

**#5 Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of Paisley Reese for 108 NE Barnard Street**

This item was previously tabled for the same reason as noted. There is no one present to discuss the COA; this is just a resubmission of the previous COA with the same information still missing. We did state that once the completed COA is submitted, we will hold a special meeting to review the signage.

**#6. Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of Bone-Anza Bard for 112 NE Barnard Street.**

This item was previously tabled for the same reason as noted. There is no one present to discuss the COA; this is just a resubmission of the previous COA with the same

information still missing. We did state that once the completed COA is submitted, we will hold a special meeting to review the signage.

**#7. Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of**

**Nicole Karels for 110 NE Barnard Street.**

This item was previously tabled for the same reason as noted. There is no one present to discuss the COA; this is just a resubmission of the previous COA with the same information still missing. We did state that once the completed COA is submitted, we will hold a special meeting to review the signage.

**#8. Discussion, consideration, and possible action regarding adopting Granbury's Design Guidelines.**

Melinda opened the discussion. We are considering the temporary adoption of the City of Granbury's Historic Preservation Guidelines to be used until our guidelines are completed. We will still refer to the Secretary of Interiors Guidelines, Texas Historic Commission Guidelines as we are currently doing. We will have a workshop to complete our Guidelines that are currently in the process of completion.

Motion made by Melinda to adopt temporarily The City of Granbury Historic Preservation Guidelines. Second by Ann Carver. Motion passed 3-0.

Melinda stated that having no further business before the commission, this meeting is adjourned at 6:27 pm.

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Chairperson Historic

Preservation Officer



# CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                  |                                |         |
|---------------------------------------|--------------------------------------------------------------------------------------------------|--------------------------------|---------|
| <b>AGENDA DATE:</b>                   | 8/20/24                                                                                          |                                |         |
| <b>AGENDA SUBJECT:</b>                | Consider approval of minutes from July 22, 2024 Historic Preservation Commission Special Meeting |                                |         |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                              | <b>DATE SUBMITTED:</b>         | 8/15/24 |
| <b>EXHIBITS:</b>                      |                                                                                                  |                                |         |
| <b>BUDGETARY IMPACT:</b>              |                                                                                                  | <b>Required Expenditure:</b>   | \$00.00 |
|                                       |                                                                                                  | <b>Amount Budgeted:</b>        | \$00.00 |
|                                       |                                                                                                  | <b>Appropriation Required:</b> | \$00.00 |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                  |                                |         |
| <b>SUMMARY:</b>                       |                                                                                                  |                                |         |
| <br><br><br><br><br><br><br><br><br>  |                                                                                                  |                                |         |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                  |                                |         |
| Move to approve or deny as presented. |                                                                                                  |                                |         |

**Glen Rose Historic Preservation Commission  
City Hall  
201 SW Vernon Street  
July 22, 2024  
Special Meeting Minutes**

Melinda Patrick, Chairperson called the meeting to order at 1:36 pm

Pledge of Allegiance – US Flag lead by Melinda Patrick

Roll Call and verification of a quorum by Melinda Patrick. This is a verbal roll call. Scott Cole, Ann Carver, and Melinda Patrick were all present. A quorum is noted to be present. Jodi Holthe administrative assistant and Larry Allen Building and Code Officer are present. The Historic Preservation Officer (HPO) Heather Bienko is present.

**Individual Items for Consideration**

The following four (4) signs under consideration have been previously submitted with incomplete information by the City Administrator. Have been submitted again with the supplemental form for the City Sign Program.

**#1 Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of Tracks in Time, Too for 110 NE Barnard Street**

Heather Bienko did the supplemental form and presented the item for consideration. JCR will be making signs and mounting buildings. Melinda Patrick opened the discussion. Once we started the discussion it was determined that we needed to see the possible placement of the sign. All of us walked over to the building located at 110 NE Barnard Street, Tracks in Time, Too to discuss the actual size of the sign and if 3 x 5 or 3 x 6 sign could be placed. Once we returned from physical assessment as a group. Discussion ensued concerning the size, material of sign, lettering would be blocking type lettering as submitted. Mounting TBD in the existing area above the entrance and canopy. That the mounting brackets that are currently there need to be used or mount into the mortar for the least amount of damage to the building. The sign cannot cover the geometric pattern of contrasting red and maroon bricks. Melinda asked if the brick design was actually an architecture feature. Ann stated they are mentioned on the Historic Resource Survey completed in 2010. Also, The Texas Historical Commission, Streetscape Guideline for Historic Commercial Districts, states that “distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.”

The following motion was made by Melinda Patrick.

Sign size: 3 x 5 or 3 x 6; Material: Aluminum Composite; Background: Black; Lettering: White or Cream block lettering as submitted. Mounting between the black bricks and above the awning in existing holes and mounting brackets. If not feasible attach into mortar. No new holes and cannot be mounted into the bricks. Liquid nails cannot be used to mount the sign. The position will be above the entrance and canopy. Must be mounted in a way not to obscure the

architecture detail and to not damage the building any further when removing the current sign and attachments. Noting minimal adverse effect to the building and architecture details. Scott Cole second the motion. Motion passed 3-0.

**#2. Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of Bone-Anza Bard for 112 NE Barnard Street.**

Heather Bienko did the supplemental form and presented the item for consideration. JCR will be making signs and mounting buildings. Melinda Patrick opened the discussion. already made assessment of the building and sign placement when we walked over to look other 3 properties up for review placement of the sign. Bone-Anza Barn to discuss the actual size of the sign and if 3 x 5 or 3 x 6 sign could be placed. Discussion ensued concerning the size, material of sign, lettering would be blocking type lettering as submitted. Mounting TBD in the existing area above the entrance and canopy. That the mounting brackets that are currently there need to be used or mount into the mortar for the least amount of damage to the building. The sign cannot cover the geometric pattern of contrasting red and maroon bricks. Melinda asked if the brick design was actually a architecture feature. Ann stated they are mentioned on the Historic Resource Survey completed in 2010. Also, The Texas Historical Commission, Streetscape Guideline for Historic Commercial Districts, states that “distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.”

The following motion was made by Ann Carver.

Sign size: 3 x 5 or 3 x 6; Material: Aluminum Composite; Background: Black; Lettering: Red Brick block lettering as submitted. Mounting between the black bricks and above the awning in existing holes and mounting brackets. If not feasible attach into mortar. No new holes and cannot be mounted into the bricks. Liquid nails cannot be used to mount the sign. The position will be above the entrance and canopy. Must be mounted in a way not to obscure the architecture detail and to not damage the building any further when removing the current sign and attachments. Noting minimal adverse effect to the building and architecture details. Scott Cole second the motion. Motion passed 3-0.

**#3. Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of Shoo-fly and Pie Peddlers for 102 C and B West Walnut Street**

Heather Bienko did the supplemental form and presented the item for consideration. JCR will be making signs and mounting buildings. Melinda Patrick opened the discussion. We already made as assessment of the building and sign placement when we walked over to look other 3 properties up for review. Shoo-fly and Pie Peddlers to discuss the actual size of the sign and if 3 x 5 or 3 x 6 sign could be placed. Discussion ensued concerning the size, material of sign, lettering would be blocking type lettering as submitted. Mounting TBD in the existing area above the entrance, canopy and below the five-panel decorative cornice (that is currently painted green with brown trim) . That the mounting brackets that are currently there need to be used or mount into the mortar for the least amount of damage to the building. The Texas Historical Commission, Streetscape Guideline for Historic Commercial Districts, states that “distinctive

features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.”

Since this is for two (2) business we made two (2) motions for the signs.

The following motion was made by Melinda Patrick.

Shoo-Fly 102 C West Walnut Street: Sign size: 3 x 5 or 3 x 6; Material: Aluminum Composite; Background: Black or Cream; Lettering: Cream on Black or Black on Cream block lettering as submitted. Mounting between the canopy and the cornice in existing holes and mounting brackets. If not feasible, attach it to mortar or stucco. No new holes and liquid nail will not be used. The position will be above the entrance and canopy. Must be mounted in a way not to obscure the architecture detail and to not damage the building any further when removing the current sign and attachments. Noting minimal adverse effect to the building and architecture details. No logos on signs.

Ann Carver second the motion. Motion passed 3-0.

The following motion was made by Ann Carver.

Pie Peddlers 102 B West Walnut Street: Sign size: 3 x 5 or 3 x 6; Material: Aluminum Composite; Background: Black or Cream; Lettering: Cream on Black or Black on Cream block lettering as submitted. Mounting between the canopy and the cornice in existing holes and mounting brackets. If not feasible, attach it to mortar or stucco. No new holes and liquid nail will not be used. The position will be above the entrance and canopy. Must be mounted in a way not to obscure the architecture detail and to not damage the building any further when removing the current sign and attachments. Noting minimal adverse effect to the building and architecture details. No logo to be on sign.

Melinda Patrick second the motion. Motion passed 3-0.

#### **#4. Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by City Administrator Troy Hill on behalf of Paisley Reese 108 Northeast Barnard Street.**

Heather Bienko did the supplemental form and presented the item for consideration. JCR will be making signs and mounting buildings. Melinda Patrick opened the discussion. We already made an assessment of the building and sign placement when we walked over to look at other 3 properties up for review. Paisley Reese discussed the actual size of the sign and if 3 x 5 or 3 x 6 sign could be placed. Discussion ensued concerning the size, material of sign, lettering would be blocky type lettering as submitted. Mounting TBD in the existing area above the entrance and canopy. That the mounting brackets that are currently there need to be used or mount into the mortar for the least amount of damage to the building. The sign cannot cover the Cornice with geometric pattern of bricks. Melinda asked if the brick design was actually an architecture feature. Ann stated they are mentioned on the Historic Resource Survey completed in 2010. Also, The Texas Historical Commission, Streetscape Guideline for Historic Commercial Districts, states that “distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.”

The following motion was made by Melinda Patrick.

Sign size: 3 x 5 or 3 x 6; Material: Aluminum Composite; Background: White; Lettering: Turquoise block lettering and black logo as submitted. Mounting where the current sign is located using the existing holes and mounting brackets. If not feasible attach into mortar. No new holes and cannot be mounted into the bricks. Liquid nails cannot be used to mount the sign. The position will be above the entrance and canopy. Must be mounted in a way not to obscure the architecture detail and to not damage the building any further when removing the current sign and attachments. Noting minimal adverse effect to the building and architecture details. Scott Cole second the motion. Motion passed 3-0.

All original COA's had to be taken to Troy Hill, City Administrator to sign as they had not been signed by the person submitting the COA's. This was done prior to the meeting being adjourned.

Melinda stated that having no further business before the commission, this meeting is adjourned at 3:11 pm.

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Chairperson Historic

Preservation Officer



# CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                              |                                |            |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------|--------------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                   |                                |            |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action on appointment of Vice Chairperson for Preservation Commission |                                |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                          | <b>DATE SUBMITTED:</b>         | 08/15/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                              |                                |            |
| <b>BUDGETARY IMPACT:</b>              |                                                                                                              | <b>Required Expenditure:</b>   | \$00.00    |
|                                       |                                                                                                              | <b>Amount Budgeted:</b>        | \$00.00    |
|                                       |                                                                                                              | <b>Appropriation Required:</b> | \$00.00    |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                              |                                |            |
| <b>SUMMARY:</b>                       |                                                                                                              |                                |            |
|                                       |                                                                                                              |                                |            |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                              |                                |            |
| Move to approve or deny as presented. |                                                                                                              |                                |            |



## CITY COUNCIL AGENDA ACTION FORM

|                                                                         |                                                                                                       |                                |            |
|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|--------------------------------|------------|
| <b>AGENDA DATE:</b>                                                     | 08/20/2024                                                                                            |                                |            |
| <b>AGENDA SUBJECT:</b>                                                  | Discussion, consideration and possible action on appointment of Secretary for Preservation Commission |                                |            |
| <b>PREPARED BY:</b>                                                     | Building/Planning/Code Enforcement Assistant Holthe                                                   | <b>DATE SUBMITTED:</b>         | 08/15/2024 |
| <b>EXHIBITS:</b>                                                        |                                                                                                       |                                |            |
| <b>BUDGETARY IMPACT:</b>                                                |                                                                                                       | <b>Required Expenditure:</b>   | \$00.00    |
|                                                                         |                                                                                                       | <b>Amount Budgeted:</b>        | \$00.00    |
|                                                                         |                                                                                                       | <b>Appropriation Required:</b> | \$00.00    |
| <b>CITY ADMINISTRATOR APPROVAL:</b>                                     |                                                                                                       |                                |            |
| <b>SUMMARY:</b><br><br><br><br><br><br><br><br><br><br>                 |                                                                                                       |                                |            |
| <b>RECOMMENDED ACTION:</b><br><br>Move to approve or deny as presented. |                                                                                                       |                                |            |



## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                    |                        |           |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                         |                        |           |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Shayla Bean for 114 Walnut St |                        |           |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                | <b>DATE SUBMITTED:</b> | 07/2/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                    |                        |           |
| <b>BUDGETARY IMPACT:</b>              | <b>Required Expenditure:</b>                                                                                                                       | \$00.00                |           |
|                                       | <b>Amount Budgeted:</b>                                                                                                                            | \$00.00                |           |
|                                       | <b>Appropriation Required:</b>                                                                                                                     | \$00.00                |           |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                    |                        |           |
| <b>SUMMARY:</b>                       |                                                                                                                                                    |                        |           |
|                                       |                                                                                                                                                    |                        |           |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                    |                        |           |
| Move to approve or deny as presented. |                                                                                                                                                    |                        |           |

Staff Use Only  
Date Received: 7/2/24

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

- ✓ Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

## Property Owner

## Applicant/Tenant/Owner's Representative

|                                           |                                  |
|-------------------------------------------|----------------------------------|
| Name <u>La Vita Yajaira Perez</u>         | Name <u>Shayla Bean</u>          |
| Address <u>114 Walnut street</u>          | Address <u>112 Walnut street</u> |
| Phone <u>254 717 8865</u>                 | Phone <u>254 717 8865</u>        |
| Email <u>Shayla.Pige@yahoo.com</u>        | Email <u>254 717 8865</u>        |
| Property Address <u>114 Walnut street</u> | Legal Description                |
| Present Use <u>Vacant</u>                 | Built Circa                      |
| Proposed Use <u>boutique</u>              | Current Zoning                   |

Architect or Contractor Name Chad Hall - install sign  
 Address 810 W 2351 Meridian TX 76005 Phone 214 882 0247  
 Proposed Work/Design Description Adding sign above door - removing painted face way

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input checked="" type="checkbox"/> Photos Attached    | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature Yajaira Perez Applicant's Signature Shayla Bean

☐ Denied ☐ Approved Conditions \_\_\_\_\_

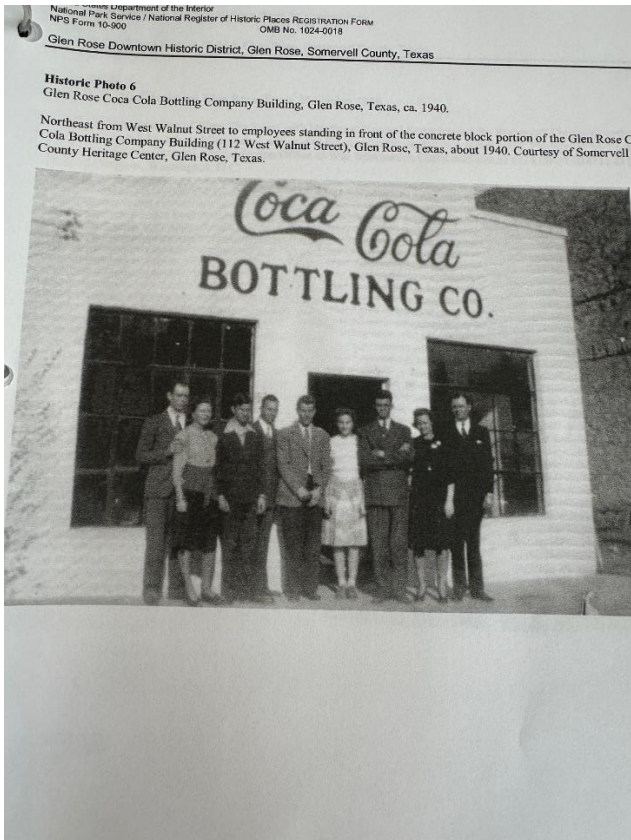
X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
 Preservation Board Chair Preservation Board Officer City Building Official

- ✓ THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

114 W. Walnut Street

Built: 1920 – 1940

Contributing on National Registry



Source: Glen Rose Resource Survey 2010



Source: Glen Rose Resource Survey 2010

Request:

Item 5.

1. Remove tin from building. Does not appear to be original.



2. Install sign as part of the city sign program. Will be white with logo shown below. To use holes left from tin removal or bolted in mortar. Size to be 3 by 5' or 3' by 6'.





## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                       |                        |            |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                            |                        |            |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donia Gill for 215 NE Barnard St |                        |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                   | <b>DATE SUBMITTED:</b> | 07/25/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                       |                        |            |
| <b>BUDGETARY IMPACT:</b>              | <b>Required Expenditure:</b>                                                                                                                          | \$00.00                |            |
|                                       | <b>Amount Budgeted:</b>                                                                                                                               | \$00.00                |            |
|                                       | <b>Appropriation Required:</b>                                                                                                                        | \$00.00                |            |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                       |                        |            |
| <b>SUMMARY:</b>                       |                                                                                                                                                       |                        |            |
|                                       |                                                                                                                                                       |                        |            |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                       |                        |            |
| Move to approve or deny as presented. |                                                                                                                                                       |                        |            |

Staff Use Only  
Date Received: 7/25/24

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

| Property Owner                                 | Applicant/Tenant/Owner's Representative |
|------------------------------------------------|-----------------------------------------|
| Name <u>Dan Giv</u>                            | Name <u>Dan Giv</u>                     |
| Address<br><u>215 NE Bernard St</u>            | Address<br><u>215 NE Bernard St.</u>    |
| Phone <u>817-507-7074</u>                      | Phone <u>817-507-7074</u>               |
| Email <u>bernardstreetmercantile@yahoo.com</u> | Email <u>yahoo.com</u>                  |
| Property Address<br><u>215 NE Bernard St.</u>  | Legal Description                       |
| Present Use<br><u>Retail</u>                   | Built Circa                             |
| Proposed Use                                   | Current Zoning                          |

Architect or Contractor Name Tanya Finsee

Address \_\_\_\_\_ Phone 254-396-6699

Proposed Work/Design Description mural on side of building / logo on front  
black & white

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached               | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature [Signature] Applicant's Signature [Signature]

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
Preservation Board Chair Preservation Board Officer City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

## 215 NE Barnard:

Item 6.

Built: 1940s

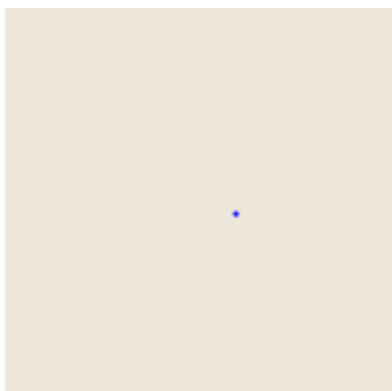
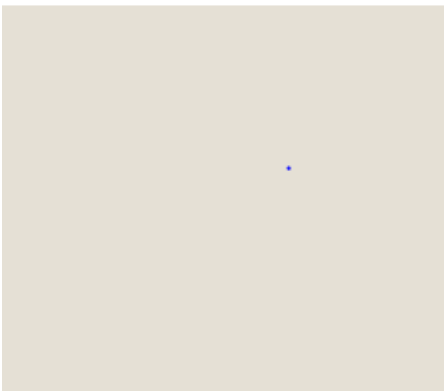
Recommended Contributing for the NRHP by TxDOT in 2016, Meridian Highway Survey Report

Current Photos...no old photos could be found.

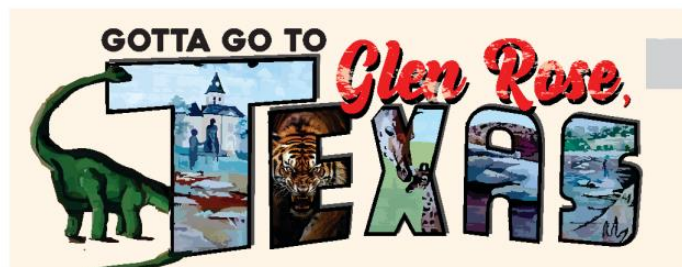


### Requests:

1. Paint Wall: Historic Colors chosen - Wall - Wispy White 7006-1 or Cozy White 3008-10C - Trim - Noir 4009-2



2. New mural on side of building



Each 8.5' by 23"

3. New sign on front of building



48"





## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                         |                        |           |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                              |                        |           |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Heather Bienko for 102 C Walnut St |                        |           |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                     | <b>DATE SUBMITTED:</b> | 08/1/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                         |                        |           |
| <b>BUDGETARY IMPACT:</b>              | <b>Required Expenditure:</b>                                                                                                                            | \$00.00                |           |
|                                       | <b>Amount Budgeted:</b>                                                                                                                                 | \$00.00                |           |
|                                       | <b>Appropriation Required:</b>                                                                                                                          | \$00.00                |           |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                         |                        |           |
| <b>SUMMARY:</b>                       |                                                                                                                                                         |                        |           |
|                                       |                                                                                                                                                         |                        |           |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                         |                        |           |
| Move to approve or deny as presented. |                                                                                                                                                         |                        |           |

Staff Use Only

Date Received: \_\_\_\_\_

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

| Property Owner                                                                                    |                           | Applicant/Tenant/Owner's Representative |                           |
|---------------------------------------------------------------------------------------------------|---------------------------|-----------------------------------------|---------------------------|
| Name                                                                                              | Lane Family Trust         | Name                                    | Heather Bienko            |
| Address                                                                                           | 1903 W. Hwy 67            | Address                                 |                           |
| Phone                                                                                             | 214 914-5330              | Phone                                   | 214-914-5330              |
| Email                                                                                             | jandhbienko@sbcglobal.net | Email                                   | jandhbienko@sbcglobal.net |
| Property Address                                                                                  |                           | Legal Description                       |                           |
| 102 C Walnut St.                                                                                  |                           |                                         |                           |
| Present Use                                                                                       |                           | Built Circa                             |                           |
| Shoo Fly Soda                                                                                     |                           | 1965 (Non Contributing)                 |                           |
| Proposed Use                                                                                      |                           | Current Zoning                          |                           |
| Shoo Fly Soda                                                                                     |                           | Commercial                              |                           |
| Architect or Contractor Name <u>NA</u>                                                            |                           |                                         |                           |
| Address _____                                                                                     |                           | Phone _____                             |                           |
| Proposed Work/Design Description <u>Tear down shed to comply with city ordinance. Shed is eye</u> |                           |                                         |                           |

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input checked="" type="checkbox"/> Photos Attached    | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature Heather Bienko Applicant's Signature Heather Bienko

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
 Preservation Board Chair Preservation Board Officer City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

## CITY OF GLEN ROSE

## HISTORIC PRESERVATION BOARD – CERTIFICATE OF APPROPRIATENESS CHECKLIST

The following items are requested for consideration of this application. These and additional items may be required, at the request of the Historic Preservation Board, in order to determine the application complete and filed.

|                                                                                                                                                                                                                                                                                                                                                                                                                               | Comments            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Staff review/staff approval (unless waived by city)                                                                                                                                                                                                                                                                                                                                                                           | <i>Hester B...</i>  |
| Completed Certificate of Appropriateness Application                                                                                                                                                                                                                                                                                                                                                                          | <i>Yes</i>          |
| Detailed description of all proposed activities to be undertaken in the historic district or at the historic landmark                                                                                                                                                                                                                                                                                                         | <i>Yes</i>          |
| Photograph(s) of the property and area(s) of alteration                                                                                                                                                                                                                                                                                                                                                                       | <i>Yes</i>          |
| Scaled drawing illustrating all proposed activities, including: <ul style="list-style-type: none"> <li>• Building elevations showing the proposed change</li> <li>• Exterior building material(s) description</li> <li>• Material samples</li> <li>• Site plan</li> <li>• Architectural drawings</li> <li>• List of proposed colors and color numbers, chosen from the Historic Preservation Board approved colors</li> </ul> | <i>Not to scale</i> |
| Authorization to represent the property owner, if the applicant is not the owner                                                                                                                                                                                                                                                                                                                                              | <i>N A</i>          |
| Applications for signs must include a City Sign Permit Application and diagram of the sign with dimensions                                                                                                                                                                                                                                                                                                                    | <i>N A</i>          |

**Deliver to:**

Historic Preservation Dept. - Building/Planning/Code Compliance  
City of Glen Rose  
201 NE Vernon  
Glen Rose, TX 76043  
Phone: 254-897-7989

The application must be completed and meet all City of Glen Rose ordinance requirements before a request for a Certificate of Appropriateness can be scheduled for a public hearing.

Please refer to City website or call the number above for a schedule of Historic Preservation Board meetings.

Built in 1965 and non-contributing

Recently received from City in letter to building and shop owners:

#### ARTICLE 4.06 OUTSIDE SALES AND STORAGE

##### 4.06.002 Permanent Structure Required

It shall be unlawful for any person to store, display, sell, lease, rent, barter or exchange any goods, wares, merchandise or service on a commercial, retail basis, or to offer to do so, except within a permanent structure complying with all construction codes, ordinances and regulations of the city applicable thereto, including but not limited to parking and fence requirements.

**Request:** Tear down old, falling down shed in back.





# CITY COUNCIL AGENDA ACTION FORM

|                                          |                                                                                                                                                                                          |                        |           |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|
| <b>AGENDA DATE:</b>                      | 08/20/2024                                                                                                                                                                               |                        |           |
| <b>AGENDA SUBJECT:</b>                   | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Lawrence Outlaw Jr on behalf of Lowell Underwood for 206 NE Vine St |                        |           |
| <b>PREPARED BY:</b>                      | Building/Planning/Code Enforcement Assistant Holthe                                                                                                                                      | <b>DATE SUBMITTED:</b> | 08/6/2024 |
| <b>EXHIBITS:</b>                         |                                                                                                                                                                                          |                        |           |
| <b>BUDGETARY IMPACT:</b>                 | <b>Required Expenditure:</b>                                                                                                                                                             | \$00.00                |           |
|                                          | <b>Amount Budgeted:</b>                                                                                                                                                                  | \$00.00                |           |
|                                          | <b>Appropriation Required:</b>                                                                                                                                                           | \$00.00                |           |
| <b>CITY ADMINISTRATOR APPROVAL:</b>      |                                                                                                                                                                                          |                        |           |
| <b>SUMMARY:</b>                          |                                                                                                                                                                                          |                        |           |
| <br><br><br><br><br><br><br><br><br><br> |                                                                                                                                                                                          |                        |           |
| <b>RECOMMENDED ACTION:</b>               |                                                                                                                                                                                          |                        |           |
| Move to approve or deny as presented.    |                                                                                                                                                                                          |                        |           |

Staff Use Only  
Date Received: 8/6/24

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

| Property Owner                                                             |                                                  | Applicant/Tenant/Owner's Representative |  |
|----------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------------|--|
| Name <u>Lowell Underwood</u>                                               | Name <u>Lawrence Outlaw Jr</u>                   |                                         |  |
| Address <u>206 N. Vine St.</u>                                             | Address <u>107 Boggy Cir. Comanche, TX 76442</u> |                                         |  |
| Phone                                                                      | Phone <u>(251) 622-6668</u>                      |                                         |  |
| Email <u>recsmaterials@underwood.com</u>                                   | Email <u>loutlaw2582@gmail.com</u>               |                                         |  |
| Property Address <u>206 N. Vine St.</u>                                    | Legal Description                                |                                         |  |
| Present Use <u>Residential</u>                                             | Built Circa                                      |                                         |  |
| Proposed Use <u>Residential</u>                                            | Current Zoning                                   |                                         |  |
| Architect or Contractor Name <u>Outlaw Restoration / Construction</u>      |                                                  |                                         |  |
| Address <u>P.O. Box 901 Comanche, TX 76442</u> Phone <u>(251) 622-6668</u> |                                                  |                                         |  |
| Proposed Work/Design Description <u>Re-roof</u>                            |                                                  |                                         |  |

|                                                                  |                                                                                                             |
|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached <input type="checkbox"/> Current <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached                                                      |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature [Signature] Applicant's Signature [Signature]

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
 Preservation Board Chair Preservation Board Officer City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID IF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.



Photo from Historic Resource Survey 2010, built 1945



Recent photo with new roof.



## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                         |                                |           |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                              |                                |           |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Charles Mullin for 101 E Walnut St |                                |           |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                     | <b>DATE SUBMITTED:</b>         | 08/6/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                         |                                |           |
| <b>BUDGETARY IMPACT:</b>              |                                                                                                                                                         | <b>Required Expenditure:</b>   | \$00.00   |
|                                       |                                                                                                                                                         | <b>Amount Budgeted:</b>        | \$00.00   |
|                                       |                                                                                                                                                         | <b>Appropriation Required:</b> | \$00.00   |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                         |                                |           |
| <b>SUMMARY:</b>                       |                                                                                                                                                         |                                |           |
|                                       |                                                                                                                                                         |                                |           |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                         |                                |           |
| Move to approve or deny as presented. |                                                                                                                                                         |                                |           |

Staff Use Only  
Date Received: 8/5/21

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

### CERTIFICATE OF APPROPRIATENESS APPLICATION

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

| Property Owner             |                              | Applicant/Tenant/Owner's Representative |                                        |
|----------------------------|------------------------------|-----------------------------------------|----------------------------------------|
| Name                       | <u>The Lane Family Trust</u> | Name                                    | <u>Charles Mullin</u>                  |
| Address                    | <u>3131 Maple Ave, 6F</u>    | Address                                 | <u>101 E. Walnut St.</u>               |
| Phone                      | <u>Dallas TX 75201</u>       | Phone                                   | <u>325-262-0015</u>                    |
| Email                      |                              | Email                                   | <u>chocolates@cowboychocolates.com</u> |
| Property Address           |                              | Legal Description                       |                                        |
| <u>101 E Walnut Street</u> |                              |                                         |                                        |
| Present Use                |                              | Built Circa                             |                                        |
| <u>Retail</u>              |                              | <u>1894</u>                             |                                        |
| Proposed Use               |                              | Current Zoning                          |                                        |
| <u>Retail</u>              |                              | <u>Commercial</u>                       |                                        |

Architect or Contractor Name Fast Signs

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description Vinyl Stickers Windows

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached               | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature Heather Baker Applicant's Signature Charles Mullin

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
Preservation Board Chair Preservation Board Officer City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

101 E. Walnut St – The Campbell Building

Built in 1894 and contributing on National Registry



City of Glen Rose, TEXAS

## Sign Permit Application

(Each sign requires a separate application and permit fee)

Date: 8-5-24Property Address: 101 Walnut StreetApplicant's Name: Charles Mullin Phone: 325-262-0015

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Class of Work: ☐ New ☐ Repair ☐ Replacement

## Type of Signs

## Temporary Signs

- ☐ Banner  
☐ Decorative Pennants  
☐ Decorative Flag  
☐ New Business Sign  
☐ Rent/Lease (Commercial)  
☐ A Frame Sign  
☐ Searchlight  
☐ Other (describe below)

Is the sign lighted?

Are there existing signs on the site?

Will this sign be in the Historical District?

(If yes, request will be forwarded to the Preservation Board for review prior to final approval)

Description of sign: Vinyl sticker for windows

## Permanent Signs

- ☐ Wall  
☐ Monument  
☐ Message Board  
☐ Canopy  
☐ Mural  
☒ Window  
☐ Pole/Pylon  
☐ Other (describe below)

☐ Yes ☒ No☐ Yes ☒ No☒ Yes ☐ No

## SIGN DIMENSIONS

Height: \_\_\_\_\_

Width: \_\_\_\_\_

Total Sq Ft: \_\_\_\_\_

Setback: \_\_\_\_\_

Dates of display (temporary signs only): \_\_\_\_\_ to \_\_\_\_\_ (Not to exceed 30 days)

Two sets of plans and a plot plan must accompany all sign permit applications. Show locations of new and existing signs, all streets, intersections and all adjacent properties. Show all measured distances from buildings and property lines.

This application must be reviewed for compliance before any permit will be issued.

I hereby certify that the foregoing is correct to the best of my knowledge and that the work will be done in compliance with the City of Glen Rose Code/Ordinances regulating sign requirements. I understand if the sign is installed incorrectly that I shall be required to remove and replace the sign and that a citation could be issued. A sign permit does not grant permission to occupy a structure. I understand that if this application is approved, I must obtain a Permit and make any payments at City Hall prior to any work being started.

Applicant's Signature: Charles Mullin Date: 8-5-2024

## CITY OF GLEN ROSE USE ONLY

Zoning at site: \_\_\_\_\_ Permit Fee: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_



**FASTSIGNS**  
More than fast. More than signs.

720 Knickerbocker Road  
San Angelo, TX, 76903  
325.227.4826

Job : 25058

Date: 5/28/24



Vinyl  
51" x 38.5"  
qty (1)



Vinyl  
26" x 18"  
1 each

First Two Revisions Are Free  
Each Revision Is An Additional \$11

| Revision | Date  | Cost |
|----------|-------|------|
| 1        | xx/xx | FREE |
| 2        | xx/xx | FREE |
| 3        | xx/xx | \$11 |
| 4        | xx/xx | \$11 |
| 5        | xx/xx | \$11 |

Fastsigns Will Not Be Responsible For Errors Or Omissions After Your Proof Is Approved. Please Note: Production of this order will not start until all layouts are approved. Proofing is designed to reduce your final cost. Please examine carefully for any errors. Should you require a specific color please specify a Pantone color (PMS) or come by our showroom and choose a Pantone color from our Pantone color palette.

Sign or Initial  
and Size Each:

All artwork is owned by Marlon Branding, the FASTSIGNS of San Angelo. Graphic design fees will be charged for artwork and/or photography done that is not ordered or printed by FASTSIGNS of San Angelo. All rights reserved. Rights of use of this artwork without written permission of FASTSIGNS of San Angelo is prohibited. All artwork is provided for informational purposes only. There is no warranty against color reproduction. FASTSIGNS of San Angelo does not guarantee any results.



# CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                |                                |            |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                     |                                |            |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donia Gill for 115 Elm St |                                |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                            | <b>DATE SUBMITTED:</b>         | 07/25/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                |                                |            |
| <b>BUDGETARY IMPACT:</b>              |                                                                                                                                                | <b>Required Expenditure:</b>   | \$00.00    |
|                                       |                                                                                                                                                | <b>Amount Budgeted:</b>        | \$00.00    |
|                                       |                                                                                                                                                | <b>Appropriation Required:</b> | \$00.00    |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                |                                |            |
| <b>SUMMARY:</b>                       |                                                                                                                                                |                                |            |
|                                       |                                                                                                                                                |                                |            |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                |                                |            |
| Move to approve or deny as presented. |                                                                                                                                                |                                |            |

Staff Use Only

Date Received: \_\_\_\_\_

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

- ✓ Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

| Property Owner       |                                        | Applicant/Tenant/Owner's Representative |                   |
|----------------------|----------------------------------------|-----------------------------------------|-------------------|
| Name                 | x <u>Donna Gill</u>                    | Name                                    | <u>Donna Gill</u> |
| Address              | <u>115 Elm St.</u>                     | Address                                 | <u>Same</u>       |
| Phone                | <u>817-502-7074</u>                    | Phone                                   | <u>Same</u>       |
| Email                | <u>donnastreetmercantile@yahoo.com</u> | Email                                   | <u>Same</u>       |
| Property Address     | Legal Description                      |                                         |                   |
| x <u>115 Elm St.</u> |                                        |                                         |                   |
| Present Use          | Built Circa                            |                                         |                   |
| <u>Retail</u>        |                                        |                                         |                   |
| Proposed Use         | Current Zoning                         |                                         |                   |
|                      | <u>PB-3</u>                            |                                         |                   |

Architect or Contractor Name JRC

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description Sign offered by the city

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached               | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature x Donna Gill Applicant's Signature Donna Gill☐ Denied ☐ Approved Conditions \_\_\_\_\_

x \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
 Preservation Board Chair Preservation Board Officer City Building Official

- ✓ THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

**115 Elm Street**

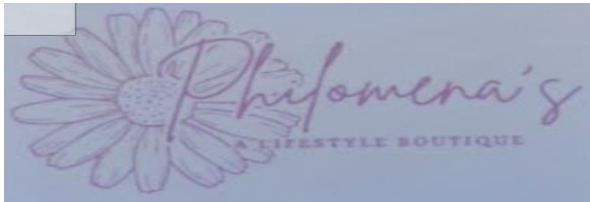
Built 2003 as infill and is non-contributing



Size: 3' by 5' or 3' by 6'

Color: Cream with brown outline and logo shown below. Would be similar to Pie Peddlers but with different logo....

Location: In center above awning attached with screws.





## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                       |                        |            |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                            |                        |            |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donia Gill for 215 NE Barnard St |                        |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                   | <b>DATE SUBMITTED:</b> | 07/25/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                       |                        |            |
| <b>BUDGETARY IMPACT:</b>              | <b>Required Expenditure:</b>                                                                                                                          | \$00.00                |            |
|                                       | <b>Amount Budgeted:</b>                                                                                                                               | \$00.00                |            |
|                                       | <b>Appropriation Required:</b>                                                                                                                        | \$00.00                |            |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                       |                        |            |
| <b>SUMMARY:</b>                       |                                                                                                                                                       |                        |            |
|                                       |                                                                                                                                                       |                        |            |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                       |                        |            |
| Move to approve or deny as presented. |                                                                                                                                                       |                        |            |

Staff Use Only

Date Received: \_\_\_\_\_

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

- ✓ Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

**Property Owner****Applicant/Tenant/Owner's Representative**

|                                                |                           |
|------------------------------------------------|---------------------------|
| Name <u>Dona Gilu</u>                          | Name <u>Dona Gilu</u>     |
| Address <u>215 NE Bernard St</u>               | Address <u>Same</u>       |
| Phone <u>817-507-7074</u>                      | Phone <u>Same</u>         |
| Email <u>bernardstreetmercantile@yahoo.com</u> | Email <u>Same</u>         |
| Property Address <u>215 NE Bernard St</u>      | Legal Description         |
| Present Use <u>Retail</u>                      | Built Circa               |
| Proposed Use                                   | Current Zoning <u>B-3</u> |

Architect or Contractor Name JRC

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description Sign offered by the city

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached               | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature [Signature] Applicant's Signature [Signature]☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
 Preservation Board Chair Preservation Board Officer City Building Official

- ✓ THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

Built: 1940s

Recommended Contributing for the NRHP by TxDOT in 2016, Meridian Highway Survey Report

Current Photos...no old photos could be found



Size: 3' by 5' or 3' by 6'

Color: Cream with brown outline and logo shown below. Would be like Pie Peddlers but with different logo....

Location: In center above awning attached with screws. Will take down Glen Rose Auto Parts.





# CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                       |                                |           |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                            |                                |           |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Traci Joyner for 100 W Walnut St |                                |           |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                   | <b>DATE SUBMITTED:</b>         | 09/6/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                       |                                |           |
| <b>BUDGETARY IMPACT:</b>              |                                                                                                                                                       | <b>Required Expenditure:</b>   | \$00.00   |
|                                       |                                                                                                                                                       | <b>Amount Budgeted:</b>        | \$00.00   |
|                                       |                                                                                                                                                       | <b>Appropriation Required:</b> | \$00.00   |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                       |                                |           |
| <b>SUMMARY:</b>                       |                                                                                                                                                       |                                |           |
|                                       |                                                                                                                                                       |                                |           |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                       |                                |           |
| Move to approve or deny as presented. |                                                                                                                                                       |                                |           |

Staff Use Only  
Date Received: 9/16/24

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

## Property Owner

## Applicant/Tenant/Owner's Representative

|                                              |                                          |
|----------------------------------------------|------------------------------------------|
| Name <u>Jack Bridges</u>                     | Name <u>Front Porch Designs</u>          |
| Address<br><u>PO Box 99</u>                  | Address<br><u>100 W. Walnut Street</u>   |
| Phone<br><u>940-391-4437</u>                 | Phone<br><u>432-386-3857</u>             |
| Email<br><u>—</u>                            | Email<br><u>traci.joyner24@yahoo.com</u> |
| Property Address<br><u>100 W. Walnut St.</u> | Legal Description                        |
| Present Use<br><u>Storefront</u>             | Built Circa<br><u>1900</u>               |
| Proposed Use<br><u>Storefront</u>            | Current Zoning                           |

Architect or Contractor Name JRC Creations ; Traci Joyner

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description Paint Exterior of building & New Signs

Exterior: Valspar ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~ ~~Exterior: Valspar~~

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached               | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature Jack Bridges Applicant's Signature Traci Joyner

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
Preservation Board Chair Preservation Board Officer City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

National Registry: Contributing  
Built: 1890

*Item 12.*



**Request:**

Item 12.

1. Paint Trim above and below windows and window trim with Everglades deck 5011-3, approved Glen Rose historical color.
2. Paint wood ceiling outside with Silver Dust 7004-19, approved Glen Rose historical color.
3. Paint front door with Umbria 8002-20G, approved Glen Rose historical color.
4. Paint stucco section of upper building to be same color as limestone, Silver Dust 7004-19, approved Glen Rose historical color.
5. Paint side door Everglades deck 5011-3, approved Glen Rose historical color.



6. Take down Front Porch sign currently on the awning
7. Participate in City sign program color to be beige background with black letters, size 3' by 5' or 3' by 6'. Use bolts to attach to stucco.

**F R O N T P O R C H**  
— *designs* —  
EST. 2015

8. Hang 4 signs off awning that will be 12" tall x 32" long and will read as follows and will be black background, metallic gold (brushed not shiny) lettering

Home

Garden

Gifts

Gourmet (this sign will Barnard in between the porch posts)

Inspiration photo:





## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                                                           |                        |           |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                                                                |                        |           |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Heather Bienko for 100 NE Barnard St |                        |           |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                                                                       | <b>DATE SUBMITTED:</b> | 09/6/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                                                           |                        |           |
| <b>BUDGETARY IMPACT:</b>              | <b>Required Expenditure:</b>                                                                                                                              | \$00.00                |           |
|                                       | <b>Amount Budgeted:</b>                                                                                                                                   | \$00.00                |           |
|                                       | <b>Appropriation Required:</b>                                                                                                                            | \$00.00                |           |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                                                           |                        |           |
| <b>SUMMARY:</b>                       |                                                                                                                                                           |                        |           |
|                                       |                                                                                                                                                           |                        |           |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                                                           |                        |           |
| Move to approve or deny as presented. |                                                                                                                                                           |                        |           |

Staff Use Only

Date Received: \_\_\_\_\_

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

| Property Owner   |                       | Applicant/Tenant/Owner's Representative |                           |
|------------------|-----------------------|-----------------------------------------|---------------------------|
| Name             | The City of Glen Rose | Name                                    | Heather Bienko (HPO)      |
| Address          | 201 N.E. Vernon       | Address                                 |                           |
| Phone            | 254-897-2272          | Phone                                   | 214-914-5330              |
| Email            |                       | Email                                   | jandhbienko@sbcglobal.net |
| Property Address |                       | Legal Description                       |                           |
| 100 NE Barnard   |                       |                                         |                           |
| Present Use      |                       | Built Circa                             |                           |
| CVB/City offices |                       | 1896/Contributing                       |                           |
| Proposed Use     |                       | Current Zoning                          |                           |
| NA/Same          |                       | Commercial                              |                           |

Architect or Contractor Name NA

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description Install lights at top of building  
Installed by G&G Electrical using 27K Lumens with LP Max Adhesive

|                                                                  |                                                        |                                  |                                   |
|------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Scale Drawings with Dimensions Attached | <input type="checkbox"/> Photos Attached               | <input type="checkbox"/> Current | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Material Sample(s) Attached             | <input type="checkbox"/> Rendering of Signage Attached |                                  |                                   |

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature \_\_\_\_\_ Applicant's Signature Heather Bienko
☐ Denied    ☐ Approved    Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
 Preservation Board Chair      Preservation Board Officer      City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.

## CITY OF GLEN ROSE

## HISTORIC PRESERVATION BOARD – CERTIFICATE OF APPROPRIATENESS CHECKLIST

The following items are requested for consideration of this application. These and additional items may be required, at the request of the Historic Preservation Board, in order to determine the application complete and filed.

|                                                                                                                                                                                                                                                                                                                                                                                                                               | Comments |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Staff review/staff approval (unless waived by city)                                                                                                                                                                                                                                                                                                                                                                           | yes      |
| Completed Certificate of Appropriateness Application                                                                                                                                                                                                                                                                                                                                                                          | yes      |
| Detailed description of all proposed activities to be undertaken in the historic district or at the historic landmark                                                                                                                                                                                                                                                                                                         | yes      |
| Photograph(s) of the property and area(s) of alteration                                                                                                                                                                                                                                                                                                                                                                       | NA       |
| Scaled drawing illustrating all proposed activities, including: <ul style="list-style-type: none"> <li>• Building elevations showing the proposed change</li> <li>• Exterior building material(s) description</li> <li>• Material samples</li> <li>• Site plan</li> <li>• Architectural drawings</li> <li>• List of proposed colors and color numbers, chosen from the Historic Preservation Board approved colors</li> </ul> | NA       |
| Authorization to represent the property owner, if the applicant is not the owner                                                                                                                                                                                                                                                                                                                                              | NA       |
| Applications for signs must include a City Sign Permit Application and diagram of the sign with dimensions                                                                                                                                                                                                                                                                                                                    | NA       |

**Deliver to:**

Historic Preservation Dept. - Building/Planning/Code Compliance  
City of Glen Rose  
201 NE Vernon  
Glen Rose, TX 76043  
Phone: 254-897-7989

The application must be completed and meet all City of Glen Rose ordinance requirements before a request for a Certificate of Appropriateness can be scheduled for a public hearing.

Please refer to City website or call the number above for a schedule of Historic Preservation Board meetings.



# CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                                                                                |                                |            |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                                                                                     |                                |            |
| <b>AGENDA SUBJECT:</b>                | Discussion, consideration and possible action regarding a Certificate of Appropriateness Extension Application |                                |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe                                                            | <b>DATE SUBMITTED:</b>         | 09/14/2024 |
| <b>EXHIBITS:</b>                      |                                                                                                                |                                |            |
| <b>BUDGETARY IMPACT:</b>              |                                                                                                                | <b>Required Expenditure:</b>   | \$00.00    |
|                                       |                                                                                                                | <b>Amount Budgeted:</b>        | \$00.00    |
|                                       |                                                                                                                | <b>Appropriation Required:</b> | \$00.00    |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                                                                                |                                |            |
| <b>SUMMARY:</b>                       |                                                                                                                |                                |            |
|                                       |                                                                                                                |                                |            |
| <b>RECOMMENDED ACTION:</b>            |                                                                                                                |                                |            |
| Move to approve or deny as presented. |                                                                                                                |                                |            |



## Application for Certificate of Appropriateness Extension

### GLENN ROSE HISTORIC PRESERVATION COMMISSION

PROPERTY OWNER: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

DATE OF ORIGINAL APPROVAL: \_\_\_\_\_

REASON FOR EXTENSION REQUEST: \_\_\_\_\_

PROPOSED START DATE: \_\_\_\_\_

PROPOSED FINISH DATE: \_\_\_\_\_

ON-SITE CONTACT Name: \_\_\_\_\_



# CITY COUNCIL AGENDA ACTION FORM

|                                                                         |                                                                                                              |                                |            |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|--------------------------------|------------|
| <b>AGENDA DATE:</b>                                                     | 08/20/2024                                                                                                   |                                |            |
| <b>AGENDA SUBJECT:</b>                                                  | Discussion, consideration and possible action regarding a Letter to Historical Property Owners and Operators |                                |            |
| <b>PREPARED BY:</b>                                                     | Building/Planning/Code Enforcement Assistant Holthe                                                          | <b>DATE SUBMITTED:</b>         | 09/14/2024 |
| <b>EXHIBITS:</b>                                                        |                                                                                                              |                                |            |
| <b>BUDGETARY IMPACT:</b>                                                |                                                                                                              | <b>Required Expenditure:</b>   | \$00.00    |
|                                                                         |                                                                                                              | <b>Amount Budgeted:</b>        | \$00.00    |
|                                                                         |                                                                                                              | <b>Appropriation Required:</b> | \$00.00    |
| <b>CITY ADMINISTRATOR APPROVAL:</b>                                     |                                                                                                              |                                |            |
| <b>SUMMARY:</b>                                                         |                                                                                                              |                                |            |
| <p>RECOMMENDED ACTION:</p> <p>Move to approve or deny as presented.</p> |                                                                                                              |                                |            |

To All Historic District Property  
Owners and/or Business Operators:

The Historical Preservation Commission congratulates you on your decision to own a building and/or operate a business in the Glen Rose Historic District.

As an inhabitant of the Historic District, you are met with some restrictions. They are listed in the enclosed excerpt from the Glen Rose Historic Landmark Preservation Ordinance. (which sections should we include?)

With these restrictions, however, come protections. You are assured that your property will be free from developments or alterations that could detract from the historic nature of the downtown, thereby possibly devaluing your property. By working together, we can restore and promote our Historic District into an area that we can all be proud of, as well as provide economic advancement to the business owners and City of Glen Rose.

If you have any questions, please feel free to contact me at 214-914-5330.

Sincerely,

Heather Bienko  
Historic Preservation Officer

#### **14.02.053 HPO Historic Preservation Overlay District**

1. Purpose. This overlay zone is intended to encompass that portion of the city with historic resource value. The area within the Historic Preservation Overlay district is subject to the requirements of the Historic Landmark Preservation Ordinance (article 3.16 of the Code of Ordinances) and ordinances governing the underlying zoning district designation for each property.
2. District confines. The confines of the Glen Rose Historic Preservation Overlay District shall be defined as follows: Beginning at the intersection of Vine and Cedar Streets; thence running NE along Vine Street to its intersection with Pecan Street; thence running SE along Pecan Street to its intersection with Grace Street; thence running SW along Grace Street, crossing State Highway 144 (also called Elm Street) and continuing in a straight line to the intersection with the extension of Cedar Street (the intersecting point being approximately 200 feet SE of Barnard Street; thence running NW with the extension of Cedar Street, then Cedar Street itself to the point of beginning.
3. Permitted uses. The permitted uses for each property are those uses allowed by the underlying zoning for that property.
4. Area, yard, height, lot coverage, lot dimensions, fences, walls, building size, temporary buildings, and signs. The requirements for these items are found in the zoning ordinance according to the underlying zoning district.
5. Parking requirements. Parking requirements are in accordance with the underlying zoning district found in the zoning ordinance.

#### **14.03.001 PURPOSE**

1. The city council hereby declares that as a matter of public policy, the protection, enhancement, and perpetuation of landmarks and of the Historic Preservation Overlay Zoning District of their historical and cultural importance and significance is considered necessary to promote the economic, cultural, educational, and general welfare of the public. It is recognized that the city represents the unique confluence of time and place that shaped the identity of generations of citizens, collectively and individually, and produced significant historic, architectural, and cultural resources that constitute their heritage.
2. This act is intended to:
  1. Protect and enhance the landmarks and Historic Preservation Overlay Zoning District which represent distinctive elements of the city's historic, architectural, and cultural heritage;
  2. Foster civic pride in the accomplishments and heritage of the city, as reflected in its historic buildings, by establishing a formal process of inventory, recognition, education, and recommendation for designation of historic landmarks and overlay zones;
  3. Enhance and preserve the city's unique architectural attractiveness to visitors and tourists, and thereby provide support and stimulus to city businesses and economy by establishing and approving uniform and equitable design guidelines for the sensible rehabilitation and use of existing landmarks;
  4. Encourage and ensure the harmonious, orderly, and efficient growth and development of the city by establishing a historic preservation plan to be reviewed and adopted by the city council as part of the comprehensive master plan;
  5. Promote economic welfare of the community by encouraging the beneficial use and occupancy of such property by adopting nationally accepted, minimum code standards for occupancy and use of historic structures, to help reduce the financial burden of ownership and continued preservation of historic properties within the city;
  6. Strengthen the property values and economy of the city by encouraging stabilization, restoration, and improvements of historic properties through a process for review and recommendation concerning building permits for exterior construction, with copious regard for individual property rights.

#### **14.03.005 CRITERIA FOR DESIGNATION OF LOCAL HISTORIC LANDMARKS AND THE HISTORIC PRESERVATION OVERLAY DISTRICT**

Properties that are listed as a Recorded Texas Historic Landmark (RTHL), State Archeological Landmark (SAL), or listed on the National Register of Historic Places (NR) shall be considered as recognized local landmarks.

1. An individual landmark may be designated if it is at least fifty (50) years old and it substantially complies with two or more of the following:
  1. Possesses significance in history, architecture, archeology, and culture.

2. Is associated with events that have made a significant contribution to the broad patterns of local, state, or national history.
  3. Is associated with events that have made a significant impact in our past.
  4. Represents the work of a master designer, builder, or craftsman.
  5. Embodies the distinctive characteristics of a type, period, or method of construction.
  6. Represents an established and familiar visual feature of the city.
2. The Historic Preservation Overlay District has been established. See section 14.02.053 of the zoning ordinance for the official map. Any increase in the size of this existing district will require notification of all property owners and public hearings before any commission affected by the ruling.
  3. The procedure for designating a historic landmark or to establish or amend a Historic Preservation Overlay Zoning District may be initiated by the city, or by the individual property owner(s), or by at least 20% of the residents of the potential overlay zoning district. An application for determination of significance shall be made on forms as prescribed by the city and shall be filed with the HPO along with fees in accordance with the municipal fee schedule.
  4. Upon receipt of a completed determination of significance application, the HPO shall schedule a hearing at the next available regularly scheduled HPC meeting. Notice of the application shall be mailed to the property owner(s) and posted on the property by the city for a minimum period of ten (10) days prior to the scheduled hearing. A published notice in the official newspaper of record of the scheduled hearing shall also be made a minimum of 15 (fifteen) days prior to the scheduled hearing.
  5. Upon designation of a building, object, site, or structure as a historic landmark or district, the city council shall cause the designation to be recorded in the official public records of real property of the county, the tax records of the city, and the county appraisal district. Any affected map will be revised and recorded.

#### **14.03.006 CERTIFICATE OF APPROPRIATENESS FOR ALL ALTERATION OR NEW CONSTRUCTION**

1. No person shall carry out any construction, reconstruction, alteration, restoration, rehabilitation, or relocation of any historic landmark or any property within the historic preservation overlay district, nor shall any person make any material change in the light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements visible from a public right-of-way which affect the appearance and cohesiveness of any historic landmark or any property within the historic preservation overlay district without first obtaining a certificate of appropriateness.
2. In considering an application for a certificate of appropriateness, the commission shall be guided by any adopted design guideline and, where applicable, the Secretary of the Interior's Standards for Rehabilitation of Historic Buildings.
3. No building permit shall be issued for such proposed work until a certificate of appropriateness has first been issued by the commission.
4. All decisions of the commission shall be in writing. The commission's decision shall state its findings pertaining to the approval, denial, or modification of the application. A copy shall be sent to the applicant. Additional copies shall be filed as part of the public record on that property and dispersed to appropriated departments, e.g., building inspection.
5. An applicant for a certificate of appropriateness dissatisfied with the action of the commission relating to the issuance or denial of a certificate of appropriateness shall have the right to appeal to the city council within thirty (30) days after receipt of notification of such action. The city council shall give notice, follow publication procedure, hold hearings, and make its decision in the same manner as provided in the general zoning ordinance of the city.

#### **14.03.007 CERTIFICATE OF APPROPRIATENESS REQUIRED FOR DEMOLITION**

1. Required. A permit for the demolition of a historic landmark or property within the historic preservation overlay district, including secondary buildings and landscape features, shall not be granted without an approved application for a certificate of appropriateness by the commission, as provided for in section 3.16.006 and this section of this article.
2. Demolition by neglect.
  1. No owner or person with an interest in real property designated as a landmark or included within a historic district shall permit the property to fall into a serious state of disrepair so as to result in the deterioration of any exterior architectural feature which would, in the judgment of the commission, produce a detrimental effect upon the character of the historic district as a whole or the life and character of the property itself.
  2. Examples of such deterioration include:
    1. Deterioration of exterior walls or other vertical supports.

2. Deterioration of roof or other horizontal members.
3. Deterioration of exterior chimneys.
4. Deterioration or crumbling of exterior stucco or mortar.
5. Ineffective waterproofing of exterior walls, roof, or foundations, including broken windows or doors.
6. Deterioration of any feature so as to create a hazardous condition which could lead to the claim that demolition is necessary for the public safety.

#### **14.03.008 ECONOMIC HARDSHIP APPLICATION PROCEDURE**

1. After receiving written notification from the commission of the denial of certificate of appropriateness, an applicant may commence the hardship process. No building permit or demolition permit shall be issued unless the commission makes a finding that hardship exists.
2. When a claim of economic hardship is made due to the effect of this article, the owner must prove that:
  1. The property is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible;
  2. The property cannot be adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return; and
  3. Efforts to find a purchaser interested in acquiring the property and preserving it have failed.
3. The applicant shall consult in good faith with the commission, local preservation groups and interested parties in a diligent effort to seek an alternative that will result in preservation of the property. Such efforts must be shown to the commission.
4. The commission shall hold a public hearing on the application within sixty (60) days from the date the application is received by the (building official or designee, preservation officer). Following the hearing, the commission has thirty (30) days in which to prepare a written recommendation to the (building official or designee or other official). In the event that the commission does not act within ninety (90) days of the receipt of the application, a permit may be granted.
5. All decisions of the commission shall be in writing. A copy shall be sent to the applicant by registered mail and a copy filed with the city secretary's office for public inspection. The commission's decision shall state the reasons for granting or denying the hardship application.
6. An applicant for a certificate of appropriateness dissatisfied with the action of the commission relating to the issuance or denial of a certificate of appropriateness shall have the right to appeal to the city council within thirty (30) days after receipt of notification of such action. The city council shall give notice, follow publication procedure, hold hearings, and make its decision in the same manner as provided in the general zoning ordinance of the city.

#### **14.01.10 ENFORCEMENT**

All work performed pursuant to a certificate of appropriateness issued under this article shall conform to any requirements included therein. It shall be the duty of the building official to inspect periodically any such work to ensure compliance. In the event work is not being performed in accordance with the certificate of appropriateness, or upon notification of such fact by the commission and verification by the building official, the building official shall issue a stop work order and all work shall immediately cease. No further work shall be undertaken on the project if a stop work is in effect.

#### **14.03.011 ORDINARY MAINTENANCE**

Nothing in this article shall be construed to prevent the ordinary maintenance and repair of any exterior architectural feature of a landmark or property within a historic district which does not involve a change in design, material, or outward appearance. In-kind replacement or repair is included in this definition of ordinary maintenance.

#### **14.03.012 PENALTIES**

Any person, firm or corporation violating any provision of this division shall be guilty of a class C misdemeanor punishable by a fine up to \$2,000.00. Each day the violation continues shall be considered a separate offence. Such remedy under this section is in addition to the abatement restitution.





# CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                     |                                |            |
|---------------------------------------|-----------------------------------------------------|--------------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                          |                                |            |
| <b>AGENDA SUBJECT:</b>                | Discussion regarding Sub-Committees/Task Forces     |                                |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe | <b>DATE SUBMITTED:</b>         | 09/14/2024 |
| <b>EXHIBITS:</b>                      |                                                     |                                |            |
| <b>BUDGETARY IMPACT:</b>              |                                                     | <b>Required Expenditure:</b>   | \$00.00    |
|                                       |                                                     | <b>Amount Budgeted:</b>        | \$00.00    |
|                                       |                                                     | <b>Appropriation Required:</b> | \$00.00    |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                     |                                |            |
| <b>SUMMARY:</b>                       |                                                     |                                |            |
|                                       |                                                     |                                |            |
| <b>RECOMMENDED ACTION:</b>            |                                                     |                                |            |
| Move to approve or deny as presented. |                                                     |                                |            |



## CITY COUNCIL AGENDA ACTION FORM

|                                       |                                                     |                        |            |
|---------------------------------------|-----------------------------------------------------|------------------------|------------|
| <b>AGENDA DATE:</b>                   | 08/20/2024                                          |                        |            |
| <b>AGENDA SUBJECT:</b>                | Discussion regarding CLG Meeting Date and Time      |                        |            |
| <b>PREPARED BY:</b>                   | Building/Planning/Code Enforcement Assistant Holthe | <b>DATE SUBMITTED:</b> | 09/14/2024 |
| <b>EXHIBITS:</b>                      |                                                     |                        |            |
| <b>BUDGETARY IMPACT:</b>              | <b>Required Expenditure:</b>                        | \$00.00                |            |
|                                       | <b>Amount Budgeted:</b>                             | \$00.00                |            |
|                                       | <b>Appropriation Required:</b>                      | \$00.00                |            |
| <b>CITY ADMINISTRATOR APPROVAL:</b>   |                                                     |                        |            |
| <b>SUMMARY:</b>                       |                                                     |                        |            |
|                                       |                                                     |                        |            |
| <b>RECOMMENDED ACTION:</b>            |                                                     |                        |            |
| Move to approve or deny as presented. |                                                     |                        |            |