

PRESERVATION COMMISSION MEETING

Tuesday, September 16, 2025 at 5:30 PM

Glen Rose City Hall, Council

Chambers, 201 NE Vernon, Glen

Rose, TX 76043



AGENDA

A live stream of this meeting is available on the City's YouTube page.

CALL TO ORDER

CONSENT AGENDA

1. Consider approval of minutes from May 20, 2025 Historic Preservation Commission Meeting
2. Consider approval of minutes from June 17, 2025 Historic Preservation Commission Meeting

WORKSHOP

3. Accomplishments in 2025
4. Outstanding items to be completed 2025
5. Current membership and expiration dates
6. Facade Grant Program application and reward process
7. City of Glen Rose staff assistance needs
8. Fiscal Year 2026 CLG grant cycle

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 201 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 and said notice was posted on the following date and time: **Wednesday, September 10, 2025, on or before 5:00 PM** and remained posted for at least two hours after said meeting was convened.

Veronica Welch, City Secretary

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

by _____ . _____



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/16/25		
AGENDA SUBJECT:	Consider approval of minutes from May 20, 2025 Historic Preservation Commission Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/20/25
EXHIBITS:			
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION: Move to approve or deny as presented.			

Historic Preservation Commission (HPC) Meeting Minutes*City of Glen Rose, Texas***Date: May 20, 2025****Time: 5:30 p.m.****Call to Order and Roll Call**

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

Roll Call:

- Ann Carver, Chairperson – Present
- Scott Cole – Present
- Ember McCune – Present
- Gabe Campos, Secretary – Present
- Sherri Steenson – Present
- Melinda Patrick, Chair – Present
- Karen Braswell – Absent

Quorum declared.

Welcome

New commissioner Sherri Steenson was welcomed to her first meeting.

Public Comment

Speaker: Gabriel Campos, 101 SW Barnard St.

- Shared concerns regarding the City of Glen Rose's refusal to issue a certificate of occupancy for an office use.
- Outlined potential buyer plans for historic renovation.
- Expressed concern over lack of city support for adaptive reuse and historic preservation.

Consent Agenda Items

Reviewed:

1. Consider approval of minutes from March 18, 2025 Historic Preservation Commission Meeting
2. Consider approval of minutes from April 15, 2025 Historic Preservation Commission Meeting
3. Consider approval of Certificate of Appropriateness Application as submitted by Dennis Moore to repair the roof on the second story for 101 NE Vernon Street
4. Consider approval of Certificate of Appropriateness Application as submitted by Jeff Harris to update and repair the outside restrooms and the fire alarm system for 101 NE Barnard Street
5. Consider approval of Certificate of Appropriateness Application as submitted by Kristine Trawick to add brick pavers on the patio floor for 101 E Elm Street
6. Consider approval of Certificate of Appropriateness Application as submitted by Kristine Trawick to experiment with various ways to age new tin for 101 E Elm Street

7. Consider approval of Certificate of Appropriateness Application as submitted by Stewart Title Company to repaint with the same color and fix the awning for 105 W Elm Street
8. Consider approval of Certificate of Appropriateness Application as submitted by Dennis Moore to repaint porches, doors, windows, and posts with approved color "Kitchen Terra Cotta" (#2003-7c) and repaint exterior walls with Clean Sweep (#2007-10B) for 101 NE Vernon St
9. Consider approval of Certificate of Appropriateness Extension Application for a new nonmotorized drive gate as submitted by Austin Bewley for 100 Outlaw Station Street due to contractor coordination issues.

Motion made by Ann Carver and seconded by Scott Cole to approve items 1, 3-9.
Motion passed (6-0).

Consent Agenda Item # 2 Minutes from April 15, 2025 Regular Scheduled Meeting needed clarification that the Chair stated she "would not" be in attendance.

- Motion made by Scott Cole to approve as amended. Seconded by Ann Carver and passed (6-0).

Individual Items for Consideration

1. **Discussion, consideration, and possible action regarding a Certificate of Appropriateness Application as submitted by HH Supply Co for 102 Walnut St. Suite A**
 - Proposal for window signage only. To remove and replace with the new name of business and attached to the windows. These are decals type. After discussion motion was made by Melinda Patrick and seconded by Ann Carver. Motion passed (6-0).

Workshop Discussions

A. Tax Incentive and Facade Grant Programs

- Reviewed City Ordinance 14.030.009 and proposed revisions.
- Discussed removing interior renovation language.
- Commission consensus to streamline into one program for non-residential buildings within historic overlay.
- Revised language and applications to be presented at the June meeting.

B. Historic Preservation Commission Website Update

- Identified key content for new HPC web section:
 - Fillable/signable COA form
 - Landmark documentation
 - Overlay map
 - Calendar and agendas
 - New programs -facade and tax credit
- Commission to review other cities' sites and submit recommendations.

C. Yearly Resource Inventory

- Commissioners assigned property reviews with a return date of July 1.
- Sherri Steenson to observe the process.

D. Report from Texas Historical Commission Annual Meeting

Presentation on Texas First Street Initiative.

- Discussion of State and Federal Historic Tax Credit Programs.
- Encouraged promoting awareness among local property owners.

E. Task Force Updates

- Website, property owner communication, and walking tours are all progressing.
- Draft walking tour edited and ready for integration.
- Merchant/tenant meet-and-greet planned for August after grant program adoption.

Adjournment

Meeting adjourned at **6:48 p.m.**

Chairperson Historic

Preservation Officer



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/16/25		
AGENDA SUBJECT:	Consider approval of minutes from June 17, 2025 Historic Preservation Commission Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/20/25
EXHIBITS:			
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION: Move to approve or deny as presented.			

Historic Preservation Commission (HPC) Meeting Minutes

City of Glen Rose, Texas

Date: June 17, 2025

Time: 5:30 PM

Call to Order and Pledge of Allegiance

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

Roll Call

- Ann Carver, Chairperson – Present
- Scott Cole – Present
- Ember McCune – Present
- Gabriel Campos, Secretary – Present
- Sherri Steenson – Present
- Melinda Patrick, Chair – Present
- Karen Braswell- Absent

Quorum declared.

Approval of Consent Agenda

Items:

1. Consider approval of Certificate of Appropriateness as submitted by The Barnard Street Corp to replace the interior roof of the porch with the same material for 706 SW Barnard Street
2. Consider approval of Certificate of Appropriateness as submitted by Alison Couch to re-install awnings over the windows that were previously removed due to damage for 100 NE Barnard Street

Motion: Ember McCune moved to approve the consent agenda.

Second: Scott Cole.

Vote: Motion carried unanimously, 6–0.

Individual Items for Consideration

1. Discussion, consideration, and possible action regarding the Façade Grant Program - Ordinance 14.03.0010

Discussion was held regarding eligibility and procedural details for the proposed Façade Grant Program ordinance.

Key points approved:

- Eligible properties include those in:
 - Historic Preservation Overlay District
 - Glen Rose Downtown National Register District
 - Texas Recorded Historic Landmarks
 - State Antiquities Landmarks
- Removed references to general National Register listings
- Grant range: \$250 to \$5,000

- Applications accepted from October 1–31 annually
- Reimbursements issued upon submission of receipts and proper documentation
- HPO and Commission will review and approve, with no requirement for individual City Council action

Motion: Ann Carver moved to approve the Facade Grant Program with all noted changes.

Second: Sherri Steenson.

Vote: Motion carried unanimously, 6-0.

2. Discussion, consideration, and possible action regarding revisions of Ordinance 14.03.004 - Appointment of Historic Preservation Officer (if HPO is a volunteer)

The Commission reviewed the current ordinance concerning HPO appointment.

Key issues discussed:

- HPO should be appointed by the Director of Development Services or designee
- HPO must meet qualifications per the Texas Historical Commission
- A volunteer may serve only if no qualified staff is available and the appointment is justified to the state

Motion: Ann Carver moved to take no action and revisit the ordinance with edits in July.

Second: Melinda Patrick.

Vote: Motion carried unanimously, 6-0.

3. Discussion, consideration, and possible action regarding administrative support for Historic Preservation Commission

The Commission reviewed and approved the proposed responsibilities for administrative assistance.

Duties include:

- Maintain historic property and COA database
- Assist with grant tracking and documentation
- Prepare agendas, reports, and meeting packets
- Update HPC website and submit reports to THC
- Coordinate logistics and recordkeeping

Motion: Ann Carver moved to approve the administrative workload document with edits and corrections made.

Second: Ember McCune

Vote: Motion carried unanimously, 6-0.

Adjournment

There being no further business, the meeting was adjourned at **6:29 PM.**

Chairperson Historic

Preservation Officer