

PRESERVATION COMMISSION MEETING

Tuesday, October 15, 2024 at 5:30 PM

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



AGENDA

Live stream of this meeting is available on the City's Facebook and YouTube pages.

CALL TO ORDER

Pledge of Allegiance, Roll Call

CONSENT AGENDA

1. Consider approval minutes from September 17, 2024 Historic Preservation Commission Meeting

INDIVIDUAL ITEMS FOR CONSIDERATION

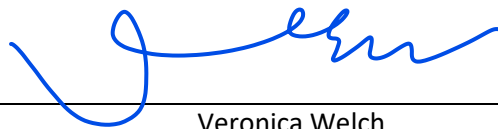
2. Discussion, consideration and possible action regarding Ordinary Maintenance in sections 14.03.006 and 14.03.011 of the City of Glen Rose code of ordinances
3. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Jackie Cates for 401 E. Pecan St
4. Discussion, consideration and possible action on Certificate of Appropriateness Application as submitted by Dennis Moore for the Somervell County Museum 101 NE Vernon St
5. Discussion on CLG meeting and potential topics

ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in the 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 and said notice was posted on the following date and time: **Friday, October 11, 2024, by 05:00 PM** and remained posted for at least two hours after said meeting was convened.



Veronica Welch
Administrative Services Manager

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

Meeting Minutes

Historic Preservation Commission Meeting

Date: September 17th, 2024

Time: 5:30 PM

1. Call to Order

The meeting was called to order at 5:30 PM by Melinda Patrick.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

The following members were present:

- Ann Carver
- Gabriel Campos
- Scott Cole
- JC Stone
- Karen Braswell
- Ember McCon
- Melinda Patrick

A quorum was present.

4. Consent Agenda

Approval of August 20th, 2024 Meeting Minutes

- Corrections were identified for item 15, stating that the name "Catherine" should be corrected to "Katherine Shelton," and that she is from the Texas Historical Commission, not the CLG division. Kelly Little was noted to be the CLG coordinator.
- A second correction was identified for item 2, which stated that Karen Braswell made the nomination for Secretary, not Ann Carver.

Motion: JC Stone

Seconded by: Ann Carver

Motion: Approve the minutes with corrections.

Vote: Passed unanimously (7-0).

Certificate of Appropriateness Application - Jane Doe Company for 101 East Elm Street

The application was reviewed, and the work proposed was consistent with historical guidelines.

Motion: Ann Carver

Seconded by: Karen Braswell

Motion: Approve the Certificate of Appropriateness for 101 East Elm Street.

Vote: Passed unanimously (7-0).

5. Discussion Items

Certificate of Appropriateness Application - Scott Burgess for 103 Southwest Barnard

- Presentation by James Johnston on behalf of Scott Burgess regarding the replacement of front and rear doors with exact replicas to be painted Noir.
- No objections were raised, and the work was deemed appropriate.

Motion: Ann Carver

Seconded by: Ember McCune

Motion: Approve the application as submitted.

Vote: Passed unanimously (7-0).

Wayfinding Signs for Downtown

Presentation by Troy Hill, Glen Rose City Administrator, about new wayfinding signs around town, including four signs to be placed within the Town Square area.

Discussions revolved around sign colors, post placements, and ensuring visibility while removing redundant poles.

Motion: Ann Carver

Seconded by: Scott Cole

Motion: Approve the wayfinding signs with the flexibility to finalize colors (Black w/White or Black w/Gold) and placements based on practicality.

Vote: Passed unanimously (7-0).

Discussion Regarding a Movable Structure at 112 Southwest Barnard Street

Discussion about placing a movable "dog library" outside the property for public use.

Concerns were raised about how movable the structure would be, its placement on private property versus the public right-of-way, and the potential precedent for other businesses.

It was decided to table the discussion until more details, including dimensions, color, and mobility, could be provided.

The committee agreed to table the discussion pending additional information from the applicant.

Certificate of Appropriateness - Jane Doe Company for 101 East Elm Street (Further Renovations)

Detailed presentation of proposed renovations, including window replacements, door replacements, and signage for the business.

Discussions centered around the historical integrity of the building, energy code updates, and appropriate color schemes for doors and windows.

Motion: Melinda Patrick

Seconded by: Ann Carver

Motion: Approve the Certificate of Appropriateness with specified modifications, including door color (stained mahogany or black), black vinyl multi-light windows, and signage approval.

Vote: Passed unanimously (7-0).

6. Extension of Certificate of Appropriateness Application

A form was reviewed for extending Certificates of Appropriateness for an additional 90 days if work is not completed within the initial approval period.

Formatting corrections were noted, and further clarification on submission methods was discussed (whether by hand, email, etc.).

Motion: Gabriel Campos

Seconded by: Ann Carver

Motion: Approve the extension form with formatting revisions and clarification on submission details.

The revisions made to the Certificate of Appropriateness (COA) extension form were as follows:

- It was noted that there was a large gap between the words "work" and "completed" in the phrase "work completed to date."
- The checkboxes for "approved" and "denied" were in the wrong place and needed to be repositioned.
- The left margin needed to be justified, particularly where the line sticks out too far.
- The phrase "onsite contact name" needed to have the word "name" capitalized to match the format of other fields.

Clarification on Submission Methods:

- The form should include contact information for submission, specifying whether the form should be submitted by hand, via email, or by other means.
- It was suggested that the form be made available on the city website in PDF format, ideally as a fillable form that could be submitted online or via email.

Date Clarification:

- The form needed to include a clear specification of the extension period (90 days) and indicate whether the 90-day extension begins from the expiration of the initial approval or from the date the extension is approved.

Attachment for Additional Information:

- There was a suggestion to allow for an attachment to the form for cases where additional work needs to be listed beyond what could fit in the provided space.

These revisions were proposed and discussed, and the form was approved with these updates.

Vote: Passed unanimously (7-0).

7. Historic Paint Color Palette Discussion

A presentation was given on the Sherwin-Williams Historic Color Palette. The commission reviewed color palettes by architectural periods, discussing the need to add black and white options that were not included in the pre-approved palettes.

The Commission debated whether colors like pinks and bold combinations should be pre-approved, with the consensus that every color scheme must still be reviewed for appropriateness.

Motion: Ann Carver

Seconded by: JC Stone

Motion: Approve the Sherwin Williams Historic Color Palette with the addition of Iron Ore (black) and Alabaster (white), excluding the Jazz Age palette.

Vote: Passed unanimously (7-0).

8. Subcommittee Formations

The commission discussed the need to form subcommittees or task forces to handle specific ongoing projects, such as updating guidelines, improving property owner communications, and coordinating with the Glen Rose Convention and Visitors Bureau for a walking tour.

Motion: Melinda Patrick

Seconded by: Karen Braswell

Motion: Form three task forces:

Task Force 1: Process Improvement and Property Owner Communication- Ember, Karen, Scott

Task Force 2: Historic Walking Tour Coordination- Ann, JC, Gabriel

Task Force 3: Finalizing Guidelines- Melinda, Ann, Karen

Vote: Passed unanimously (7-0).

9. Meeting Adjournment

The meeting was adjourned at 7:59 PM.

Discussion Regarding Ordinary Maintenance

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.

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.

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	Jackie Cates	Name	
Address	401 E Pecan ST Glen Rose TX 76043	Address	
Phone	817-559-9186	Phone	
Email	beaumont@yahoo.com	Email	
Property Address		Legal Description	
104 E. Pecan ST Glen Rose TX 76043			
Present Use		Built Circa	
Home			
Proposed Use		Current Zoning	
Home			

Architect or Contractor Name DT Roofing

Address 5900 East US Hwy 377 Suite 102 Granbury Phone (817) 642-5377

Proposed Work/Design Description New Roof

☐ Scale Drawings with Dimensions Attached	☐ Photos Attached	☐ Current	☐ Historic
☐ Material Sample(s) Attached	☐ 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 Jackie Cates Applicant's 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.

Staff Use Only

Date Received: _____

CITY OF GLEN ROSE

Code Enforcement Office

754-897-9373

Fax: 254-897-7989

CERTIFICATE OF APPROPRIATENESS APPLICATION

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Property Owner		Applicant/Tenant/Owner's Representative	
Name	Somervell Co. Museum	Name	Somervell County Museum Dennis Moore
Address	P.O. Box 669	Address	
Phone		Phone	
Email		Email	
Property Address		Legal Description	
101			
Present Use		Built Circa	
Museum		1905	
Proposed Use		Current Zoning	
Museum		Commercial	

Architect or Contractor Name Tonya Fonseca

Address _____ Phone _____

Proposed Work/Design Description Mural on Side of Building

☐ Scale Drawings with Dimensions Attached	☐ Photos Attached	☐ Current	☐ Historic
☐ Material Sample(s) Attached	☐ 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 Dennis Moore Applicant's Signature Dennis Moore☐ 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 N. E. Vine St.

Building:

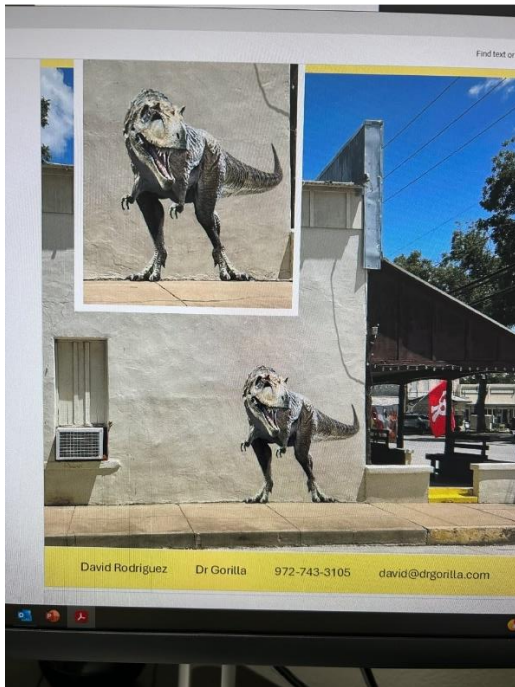
- Built in 1902 per Glen Rose Resource Survey
- Within the Glen Rose Historic District
- Moderate Preservation Priority -Glen Rose Resource Survey
- Not designated as Registered Texas Historical Landmark
- In the Glen Rose National Historic District
- National Registry Eligible



Picture from Glen Rose Resource Survey 2010

Request:

Paint mural on the side of the building facing Elm St. Tonya Fonseca will be the artist.



CLG Meeting Potential Topics

- Introduction to the Certified Local Government Program (program requirements, benefits, etc.)
- Role of the Historic Preservation Officer and the Commission
- Commission Meeting Procedures
- Design Review Best Practices and The Secretary of the Interior's Standards
- History of Historic Preservation