



Wylie Historic Review Commission Regular Meeting

June 23, 2022 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098

CALL TO ORDER

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

Staff present: Deputy City Manager Renae Ollie, Planning Manager Jasen Haskins, and Administrative Assistant Mary Bradley.

INVOCATION & PLEDGE OF ALLEGIANCE

Vice Chair Stone gave the Invocation and Chair Chandler led the Pledge of Allegiance

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Commission regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Commission requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Commission is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

No one approached the Commissioners for Non-Agenda Items.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A. Consider, and act upon, the approval of April 28, 2022 Meeting Minutes.

Commissioners Action

A motion was made by Commissioner Stowe, and seconded by Commissioner Patton to approve the Consent Agenda as presented. A vote was taken and carried 5 – 0.

REGULAR AGENDA

1. Consider and act upon a recommendation to the City Council regarding the approval for substantial renovations in accordance with Ordinance 2013-17 for the remodel of an existing commercial structure, located at 108 E. Marble Street within the Downtown Historic District.

Staff Presentation

Deputy City Manager Ollie addressed the Commissioners stating that the property owner desires to enclose the existing overhead drive-thru area to allow for additional office space. The existing roof will remain. The exterior materials will be stucco, color and texture to match the existing smooth texture surfaces.

The proposed plan adds approximately 1,130 square feet. New storefront windows will be installed on the north and south façade.

Board Discussion

Deputy City Manager Ollie stated that the applicant was not present. Commissioner Stowe questioned the parking. Commissioners questioned if the existing large tree in the middle of the drive will be moved or destroyed. Deputy

City Manager Ollie stated that the Commissioners were not approving for construction, but rather enclosing the existing overhead drive-thru. Planning Manager Haskins addressed the Commissioners stating that the applicant will be required to submit a Site Plan due to floor area is increasing and the elevations are substantially changing. The Site Plan will then be considered by the Planning and Zoning Commission for approval.

Board Action

A motion was made by Chair Chandler, and seconded by Commissioner Kenfield to recommend approval of Item 1 as submitted. A vote was taken and carried 4 – 1, with Commissioner Stone abstaining.

2. Consider and act upon a recommendation to the City Council regarding a request for demolition of a residential structure in accordance with Ordinance No. 2022-34. Property located at 100 S. Cottonbelt St. within the Downtown Historic District.

Staff Presentation

Deputy City Manager Ollie addressed the Commissioners stating that the property owner proposes to demolish an existing residential dwelling that has undergone significant modifications from its original construction. Section 6.3.E.3 of the City's Zoning Ordinance outlines criteria for demolition, one of the requirements is to provide an Engineer's report. The property is located at 100 S Cottonbelt.

Deputy City Manager Ollie went over the highlights from an Engineering Report that was provided. The existing framing members appear to be from the original construction of the home according to the report. However, the roof structure was missing a ridge board, purlin bracing and collar ties. A room has been added in the attic area. It was the opinion of the engineer that the wall and ceiling framing is not adequate to support the room addition.

The Foundation report provided the following:

Drywall cracks, window separations, frieze board separations, damaged joist, damaged beam, ponding, and a wet understructure were observed. It was determined that the structure has experienced seasonal foundation movement over the life of the structure, resulting in differential movement of the block and base foundation.

Although the Engineer's report states that considering the age and condition of the structure, the house could be remodeled/restored. It is staff's opinion that it would come at a significant cost to the property owner. As stated in the Ordinance criteria, ***The structure does not contribute to the historical or architectural character and importance of the historic district (e.g. a non contributing structure), and its removal will result in a positive, appropriate visual effect in the district*** staff believes that its removal would not be detrimental to the public interest.

If approved for demolition, the applicant will submit new plans for the Commissioners review to rebuild from ground up a new residential dwelling that meets the current design standards of the Downtown Historic District.

Board Discussion

Mr. Arnulfo Perez, Consultant for the applicant, addressed the Commissioners, stated that the foundation piers were a mix of concrete masonry unit pads and blocks and wooden posts. The entire subfloor has been removed. The house is leaning to the north and supported with 4x4 posts staked to the ground. Several interior and exterior walls are not square or plumb and are not fully resting on the foundation.

Mrs. Helen Pearce, property owner, addressed the Commissioners stating that the foundation company did not receive a permit from the City, and once this was realized that they did not have a permit, the damage was already done to the home. The desire is to build an historic looking home, once demolition is complete.

Board Action

A motion was made by Vice Chair Stone, and seconded by Commissioner Kenfield to recommend approval for Item 2 as presented. A vote was taken and carried 5 – 0.

WORK SESSION

1. Discuss Special Projects.

Deputy City Manager Ollie addressed the Commissioners, stating that at the last meeting, she mentioned Arcadia Publishing interested in publishing a pictorial history of Wylie, and another opportunity was presented that Wylie Economic Development started a book. The Wylie Economic Development is focusing on the business side of the history. Staff is asking for direction instead of just the Historic Review Commission working on the history book, but working with Wylie Historical Society and Wylie Economic Development. Chair Chandler recommended a couple of Board Members from each entity. Vice Chair Stone expressed that since there would be a fee received from the history book, that the majority of the funds come to Historic Review Commission and then splitting some of the profits with the other entities.

Vice Chair Stone questioned how items are tracked. Deputy City Manager Ollie stated that when construction is done without a permit, the construction is not caught. With two Code Enforcement Officers patrolling the entire city, catching each violation is limited. Some violations are caught when the Code Enforcement Officers receive a telephone call from a concerned citizen.

Vice Chair Stone expressed concern of when an item is approved by the Commission with stipulations, is there a timeline for those stipulations being completed. Planning Manager Haskins stated that currently the Zoning Ordinance does not regulate stipulations such as bushes or trees being installed or completed within a specific time frame. However, upon a final inspection, the bushes or trees will be required to be installed if no one was living in the residential home. The down side is once a property owner moves in, the trees or bushes can be removed and nothing in the Zoning Ordinance regulates it. Planning Manager Haskins stated that he would research the state law on landscaping and aesthetics for residential homes. Deputy City Manager Ollie stated that Building Inspections has a new software that has steps for permit submittals and majority of the submittals have to be reviewed and approved by the Planning Department before finalized.

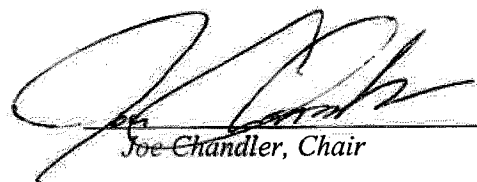
Commissioner Stowe recommended revising a sentence on the Landmark Application regarding an example of a narrative. Staff responded that the Narrative History will be revised.

RECONVENE INTO REGULAR SESSION

Chair Chandler reconvened the meeting into Regular Session.

ADJOURNMENT

A motion was made by Vice Chair Stone, and seconded by Commissioner Patton to adjourn the meeting at 7:00PM. A vote was taken and carried 5 – 0.



Joe Chandler, Chair

ATTEST



Mary Bradley, Secretary