

# Wylie Historic Review Commission Regular Meeting

June 27, 2024 – 6:00 PM

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



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## CALL TO ORDER

### 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.*

## PRESENTATIONS

### 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, approval of the meeting minutes from the April 25, 2024 Historic Review Commission Meeting.

## REGULAR AGENDA

### 1. REMOVE FROM TABLE

Consider and act upon a recommendation to the City Council regarding a request to renovate an existing commercial structure, located at 110 East Oak Street, within the Downtown Historic District.

## RECONVENE INTO REGULAR SESSION

## EXECUTIVE SESSION

### RECONVENE INTO OPEN SESSION

*Take any action as a result from Executive Session.*

## ADJOURNMENT

### CERTIFICATION

I certify that this Notice of Meeting was posted on June 21, 2024 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Commission should determine that a closed or executive meeting or session of the Commission or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Commission at the date, hour and place given in this notice as the Commission may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.

§ 551.073 – Discussing prospective gift or donation to the City.



# Historic Review Commission

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## AGENDA REPORT

Department: Planning

Item: A

Prepared By: Gabby Fernandez

### Subject

Consider, and act upon, the approval of the April 25, 2024 meeting minutes.

### Recommendation

Motion to approve as presented.

### Discussion

The minutes are attached for your consideration.

# Wylie Historic Review Commission Regular Meeting

April 25, 2024 – 6:00 PM

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



## CALL TO ORDER

Chair Sandra Stone called the meeting to order at 6:00 p.m. In attendance were Chair Sandra Stone, Vice-Chair Allison Stowe, Commissioner Kali Patton, Commissioner Anita Jones, Commissioner Krisleigh Hoermann Deputy City Manager Renae Ollie, Community Development Director Jasen Haskins, and Administrative Assistant Gabby Fernandez. Absent was Commissioner Laurie Sargent.

## 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.*

Deputy City Manager Renae Ollie gave an update on Landmarks. Amendments were made to the ordinance to include Historical local landmarks. She stated that currently, there have been no applications received to date. Chair Stone asked if the update could be put on the agenda for the next meeting for further discussion.

## 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 the March 28, 2024 Regular Meeting Minutes.

## Board Action

A motion was made by Commissioner Patton, seconded by Commissioner Jones, to approve the Consent Agenda as presented. A vote was taken and the motion passed 6 – 0.

## REGULAR AGENDA

1. Consider, and act upon, a recommendation to the City Council regarding a request to renovate an existing commercial structure. Property located at 110 East Oak Street, within the Downtown Historic District.



### **Commission Discussion on Regular Agenda Item 1**

Director Haskins presented, stating that the applicant is looking to renovate the property located within the Historic Downtown District. The applicant is looking to make both interior and exterior renovations. Director Haskins explained that they are looking to paint the outside of the building and make changes to the doors of the building. He presented a brief history of the property.

Chair Stone questioned if the back of the building was separated from the building to which Director Haskins answered they are next to each other but not part of each other. She also asked if it had ever been a two-story building to which Director Haskins answered as far as he knew, it had never been a two-story building.

Applicant Blake Herpeche approached the Commission. Chair Stone stated that she would prefer white over black paint for the building. The Commission and applicant discussed plans for the garage door. Vice-Chair Stowe questioned a door on the existing building. The applicant stated that the door would not be operational. Herpeche asked the Commission for direction on what design updates could be done to the building and approved by the Commission.

The Commission discussed matching doors for the front and side doors. Herpeche stated that he thought there was no need for approval on paint color. The Commission discussed that the Ordinance discourages painting brick. There was discussion on the buildings painted in the District and that painting the building would not be a major concern. The applicant explained to the Commission that he mainly wanted to move forward on getting rid of the garage door and updating the current doors.

The Commission further discussed either white or black paint not being a major concern. Vice-Chair Stowe also brought up signage for the building as that is in the Ordinance.

The Commission discussed tabling the Item and having the applicant bring back updated detailed plans to present to the Commission.

### **Board Action on Item 1**

A motion was made by Vice-Chair Stowe, seconded by Commissioner Patton, to table Item 1. A vote was taken and carried 6 – 0.

### **ADJOURNMENT**

A motion was made by Commissioner Patton, and seconded by Commissioner Hoermann to adjourn the meeting at 6:27 PM. A vote was taken and carried 6 – 0.

\_\_\_\_\_  
*Sandra Stone – Chair*

### **ATTEST**

\_\_\_\_\_  
*Gabby Fernandez, Secretary*



# Historic Review Commission

## AGENDA REPORT

**Department:** Planning

**Account Code:** \_\_\_\_\_

**Prepared By:** Jasen Haskins, AICP

### Subject

Consider and act upon a recommendation to the City Council regarding a request to renovate an existing commercial structure, located at 110 East Oak Street, within the Downtown Historic District.

### Recommendation

Motion to recommend (**approval, approval with conditions, or denial**) as presented

### Discussion

**OWNER: BBHS Holdings, LLC.**

**APPLICANT: Blake Herpeche**

#### MOTION TO REMOVE FROM TABLE

The Owner/Applicant proposes to make renovations to the exterior facade as well as interior changes to accommodate a hair salon on the subject property. The applicant has made adjustments to the original plans based on feedback received from the Commission at the April meeting.

The following renovations to the facade are proposed:

1. Remove and replace the existing small window on the west end of the building with an aluminum frame glass window.
2. Remove and replace the existing single door with an aluminum frame glass door.
3. Remove and replace existing double doors with aluminum frame double doors.
4. Remove and replace the existing garage overhang door with a six pane glass window.
5. Add a hanging sign in accordance with Section 6.3.E.6.f of the Zoning Ordinance

#### Projecting Signs

- i. Signs shall be constructed of noncombustible material.
- ii. Signs shall not project more than three feet (3'), measured from the building face and shall not be closer than two feet (2') from the back of the curb line.
- iii. Bottom of the sign shall be at least 8 feet above the sidewalk.
- iv. Signs shall be compatible in design, shape, and material with the architectural and historic character of the building.
- v. Signs shall not exceed sixteen (16) square feet per sign face.

According to available records, the property was originally developed in 1910. However, it appears that the current structure was built sometime later as the brickwork is at least mid-twentieth century if not newer. Until 2021 the property was owned by Ladylike, LLC., a company with some historic significance to Wylie.

Currently, the building does not have pediments along the top of the facade, palistares on the facade, nor decorative or architectural detailing on the windows as the structure was built before the DTH Ordinance was adopted. The remodel is not proposing to add these features.

This item will be considered at the July 9th City Council meeting.





1. Remove and replace the existing small window with an aluminum frame and glass window.
2. Remove and replace the existing single door with an aluminum frame glass door.
3. Remove and replace existing double doors with aluminum frame double doors.
4. Remove and replace the existing garage overhang door with a six pane glass window.
5. Add a hanging sign in accordance with Section 6.3.E.6.f of the Zoning Ordinance





## APPLICATION FOR HISTORIC REVIEW

Date: 03/14/2024

### NOTICE TO APPLICANT

1. Completed applications and drawings must be in the Planning and Engineering Office no later than 10 days before the meeting. (Regular meetings are held on the 4th Thursday at 6:00 p.m. in the City Hall Council Chambers, or Special Called Meetings as needed.)
2. It is imperative that you complete this application in its entirety. Incomplete applications will be returned and could delay the commencement of your project.
3. The presence of the applicant or his/her agent as designated herein is necessary at the Historic Review Commission Meeting.

### APPLICANT INFORMATION

Name: Blake Herpeche Phone: 972-655-6138  
 Mailing Address: 307 N Jackson Ave  
 Email: ~~blakeherpeche@dallasgma.com~~  
blakeherpeche@gmail.com Fax: \_\_\_\_\_

### PROPERTY OWNER INFORMATION

Name: Blake Herpeche Phone: 972-655-6138  
 Mailing Address: 307 N Jackson Ave  
 Email: ~~blakeherpeche@dallasgma.com~~  
blakeherpeche@gmail.com Fax: \_\_\_\_\_

### PROJECT INFORMATION

Name of Business (if applicable): Lo & Be Salon  
 Current or intended use of the building: Salon - hair only  
 Address of Project: 110 e Oak Street

*(The below information (Lot, Block, Subdivision, and Frontage) can be obtained on the County Appraisal District's website by entering the physical address of the property: <http://collinscad.org> or <http://dallascad.org> or <http://rockwallcad.com>. If you do not have access to the Internet or cannot locate this information on the website, contact the Planning Department at (972)516-6320 for assistance.*

Lot 7A 7B Block 18 Subdivision Railroad Current Zoning Commercial-Reel

Which District is the property located within?

- ☒ Downtown Historic District  
☒ South Ballard Overlay District  
☐ Other \_\_\_\_\_

## SCOPE OF WORK

### Remodeling/Renovating

Provide a detailed description of the nature of the proposed alterations and /or repairs (attach additional sheets if necessary):

Interior and exterior remodeling. Plans attached

Are you painting an exterior feature?

☒ Yes ☐ No

If Yes:

	Describe Feature	Color Name	Sample Attached	
Example	<del>Brick</del> and door frames	<del>White</del> (no. 7665)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Brick, exterior	White or black from the historic palette	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No

Are you replacing an exterior feature?

☒ Yes ☐ No

If Yes:

	Describe Feature	Current Material	Proposed Material	Sample Attached	
Example	Window Frame	Wood	Vinyl	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Gutters	Copper look	Painted black	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No

### New Construction

Are you replacing an existing structure?

☐ Yes ☒ No

If Yes, complete "Demolition" below

### Demolition

Describe the condition of the existing structure:

What is the estimated cost of restoration or repair of the existing Structure? 100 - 150K

Explain why the property is being demolished as opposed to restored or renovated for adaptive reuse:

What do you plan to do to mitigate the loss of the landmark structure?

## Sign

Type of Sign:

☒

Attached Sign

☐

Pole Sign

☐

Temporary Sign

☐

Banner

☐

Monument Sign

☐

Other \_\_\_\_\_

Sign Dimensions: TBD

Total Square Footage 2100

Will the sign be connected to electricity or lit in any way?

☐

Yes

☒

No

If Yes, what is the method of lighting? \_\_\_\_\_

Will this sign project over a public sidewalk?

☒

Yes

☐

No

If Yes, what is the distance from the sidewalk to the bottom of the sign? 14 feet

Have you submitted an application for a Sign Permit to Building Inspections?

☐

Yes

☒

No

## Fence

What is the proposed material and style of fence you intend to install?

What is the proposed height of the fence? \_\_\_\_\_

Are you replacing an existing fence?

☐

Yes

☐

No

If Yes, what is the current fence material? \_\_\_\_\_

Have you submitted an application for a Fence Permit to Building Inspections? ☐ Yes ☐ No

Provide a detailed description of the nature of the proposed project (attach additional sheets if necessary):

Remove garage door, replace with exterior windows.  
Consideration needs to be given to the current windows.  
Keep them or replace? HRC to weigh in on this decision.

**REQUIRED ATTACHMENTS:**

- Current photographs of the property
- If available, historic photographs of the property
- Site Plan indicating the following:
  - Dimensions of the lot on which the building will be located, including setbacks (check official plat records and Zoning Ordinance)
  - Location and width of all easements (check official plat records)
  - Location and dimensions of all existing and proposed buildings, parking areas, and existing signs (if any)
  - Architect's rendering or elevations of proposed construction
- Sample board of materials and colors to be used
- Site Plan Fee \$350.00 - Check/Card/Cash (Check made payable to City of Wylie)

Intended start and finish dates:

Start: 5/1/2024

Finish: 9/1/2024

**I have carefully read the complete application and know the same is true and correct. I understand the ordinances governing the activity described in this application, and I agree to comply with all provisions of the City ordinances, State laws, and all property restrictions, whether herein specified or not.**

X

  
(Owner or Authorized Agent Signature)

**RETURN TO:**

City of Wylie  
Planning Department  
300 Country Club Road, Building 100  
Wylie, Texas 75098  
(972) 516-6320