

**MINUTES**  
**LANDMARK COMMISSION**

**May 28, 2019**

---

**MEMBERS PRESENT:**

Michele Derr  
John Dickinson  
Christy Graham  
Stacie Flood  
Jim Johnson  
Andy Lee  
Rodney Martin  
Cindy Ramirez  
Marcela Trice  
Tim Brewer

■ Vice-Chairperson  
■ Member  
■ Chairperson  
■ Member  
■ Member  
■ Member  
■ P&Z Liaison  
■ Member  
■ Member  
■ Council Liaison

Amy Gardner, Legal  
Karen Gagné, Planning Administrator  
Rita Miller, Code Enforcement & Housing Administrator

■ City Staff  
■ City Staff  
■ City Staff

**ABSENT:**

N/A

---

**I. Call to Order, and Introductions**

Vice-Chairperson Michele Derr called the meeting to order at 12:03 p.m. Ms. Derr had Commission members introduce themselves and introduced guests; Christine Heidebrecht, West Floral Heights Association President, Claire Kowalick, Times Record News and Syd Litteken, Syd Litteken Design Concepts Architects.

**II. Review & Approval of Minutes from April 23, 2019**

Vice-Chairperson Derr called for review and approval of the April 23, 2019 Landmark Commission meeting minutes. Mr. Rodney Martin made a motion to approve minutes, Mr. Andy Lee seconded the motion. Minutes were unanimously approved.

**III. Other Business:**

**a) Monthly Report – Depot Square, West Floral Heights Historic District & Morningside Historic District**

Ms. Derr highlighted upcoming activities in the Depot District/Downtown:

**Depot Square:**

- June 6<sup>th</sup> – After Hours Art Walk
- June 6<sup>th</sup> – Bike Rack Unveiling
- June 7<sup>th</sup> -22<sup>nd</sup> Wichita Theater – Frozen
- Now – June 8<sup>th</sup> – Backdoor Theater – Mama Mia
- June 14<sup>th</sup> – June 29<sup>th</sup> – Backdoor Theater – Kalamazoo

**West Floral Heights:**

- Flags out for Memorial Day
- Four dumpsters for clean up in the neighborhood, well-coordinated and appreciate pride in keeping area cleaned up.

**Morningside:**

- Home on corner of Grant and 9<sup>th</sup> Street being restored; excited to see the craftsmanship and thorough work going into the home.

- b) **Update - Morningside National Register of Historic Places (NRHP) Meeting with Ad Hoc Committee** (*Christy Graham entered meeting and presides*). Ms. Gagné stated she was very appreciative to have had Christy Graham, Chairperson, Jim Johnson, Residential District Representative and Amy Gardner, legal representative at the meeting. Ms. Gagné gave a general synopsis stating initially staff was contacted the day of the meeting, May 13<sup>th</sup> for a 6pm meeting. Mr. Johnson was able to attend. A follow up meeting was requested to discuss non-binding advisory review and what the City's involvement would be and what "monitoring" included. At this time Morningside is requesting a letter from the Texas Historical Commission (THC) defining what "monitoring" means to them and what extent the involvement of the city, state and Morningside National District would be. Ms. Gagné stated she believed consensus among Morningside to be between 80% - 90% in favor of this arrangement.

Mr. Andy Lee spoke of the work that went into the Morningside designation and how hard it was to obtain. Mr. Lee added THC administers and coordinates with the National level (Department of Interior) and CLG coordinators. He commented it's hard to have a National Register district without any sort of oversight. Mr. Lee thanked the Commission members for their work and willingness to listen to Morningside issues.

- c) **Updates – 2106 Hiawatha Boulevard & 617 7<sup>th</sup> Street**  
**2106 Hiawatha Boulevard**

Ms. Christy Graham stated she contacted Ms. Gagné regarding this property as she noticed work being done to the home. Ms. Gagné stated the new owner and contractor completed a walk through with building inspections to see what permits would be needed and what would require a landmark review. The subject property used to be the Blackwood Home, also known as the Frasier Home. The new owners are doing updates before relocating to the property. Two rear windows, not visible from the public right-of-way have already been permitted and replaced with vinyl windows. The property owner is aware what will trigger a landmark review going forward.

**617 7<sup>th</sup> Street**

Ms. Gagné stated staff had met with Matt Bitsche, with Wichita Brewery who is looking to do some expansion on the vacant lot behind his property. He would like to lease the property and build an outdoor patio area. Staff along with property management and building inspections visited the property and discussed with Mr. Bitsche what might trigger a landmark commission review. Tables and chairs are not permanent however any awning or covered space would be a permanent change and highly visible from 7<sup>th</sup> Street due to subject property being a vacant lot.

**d) Legislative Update: Status HB 2439/SB1266 and HB2496/SB1488**

Ms. Gagné strongly advised the Commission to review these bills as they are particularly impactful to cities that have their own design standards for brick facades and things of that nature. For historically designated properties they will be more protected than those that don't as a result of a text amendment to original bill language. Discussion among members about details of what building materials would be allowed uses. Staff noted more information is pending depending on whether the governor signs the bills by the June 16<sup>th</sup> deadline.

**e) Design Review – Staff Authorized – Minor Alteration/Repairs**

- 1615 8<sup>th</sup> St (*Landmark – IHP*) – change out HVAC
- 1401 Garfield (*West Floral Heights*) – roof replacement, composition shingle remains
- 3100 Hamilton (*Landmark*) – change HVAC system
- 2106 Hiawatha Blvd. (*Landmark*) – replace 2 rear windows; vinyl (*not visible from public ROW*)

**f) Articles & Periodicals/THC Items:**

National Trust – Preservation – Spring 2019

**IV. Action Item: Design Review Application: 615 7<sup>th</sup> Street Keller-Durrett Hardware Building – Depot Square Historic District (*National Register & Wichita Falls Designation*)**

Major Structural Rehabilitation and Remodel:

- New Roof
- New West Wall Using Pre-Engineered Structural Framework for Weigh Bearing
- Rebuild North Façade/7<sup>th</sup> Street – New Awning & Door
- Repair Rear Wall – Brick, Windows, Door

Ms. Gagné stated staff worked with Mr. Scott and his architect, Syd Litteken, whom was present. Ms. Gagné advised this had first come before City Council due to code enforcement presenting it for demolition after being identified as a life, health and safety concern when the west wall collapsed in 2017. The subject property dates back to the 1890's in the Depot District which has national and local designation, known as the Keller-Durrett Hardware building which used to have an archway connection to the adjacent, abutting Keller Building. Mr. Litteken has had his group out to the property to comply with requirements to brace up the front as well as submitting architectural drawings to show the intended improvements. In his plans Mr. Litteken originally called for a metal wall with an optional brick base. The floor plan showed the second story loft at the rear of the building for storage.

Ms. Gagné stated this was a major renovation and very critical that Landmark Commission be involved because it includes facades, doors, windows and architectural style elements. Some of the key things involving the store front if it does not exist or has to be replaced is to ensure the same configuration and size finishes are utilized as well as appropriate materials being used.

Ms. Gagné turned the floor over to Mr. Litteken for further details. Mr. Litteken gave a background of the purchase and renovation plans in the past. Mr. Litteken stated he and the owner want very much to keep the original façade of the business and the 7<sup>th</sup> St

façade along with the back wall can be salvaged. Mr. Litteken stated what remains has been stabilized; they would like to attach to steel frame with steel cross bracing. Would also be able to use 2" x 6" wooden beams for bracing and support while keeping with an original roof. Would like to use materials on roof that would not rot, possibly a metal roof but Mr. Litteken stated he would defer to Landmark Commission for the best solution. It has 2 foot slice along west wall when the wall collapsed. Mr. Litteken stated slab is in horrible shape and will need to remove some concrete for foundation work.

Discussion among Commission and Mr. Litteken in detail as to what materials were deemed appropriate for use to update façade as well as using insulated glass. A time line from the City was a question and Mr. Litteken advised that City staff had wanted to see permits/progress by July 28<sup>th</sup> 2019.

Ms. Rita Miller, Code Enforcement & Housing Administrator, wanted to clarify the timeline City Council gave.

- 5 calendar days to stabilize structure, which was done
- Obtain a restoration permit within 90 days
- Substantial completion within 120 days as approved by building official
- Ordinance has to be followed and need to see construction started with substantial work completed to avoid the Dangerous Building order and demolish order

Commission and staff also expressed concern this would get derailed and that they hoped to see project completed to avoid demolition.

Mr. Rodney Martin made motion to break items into step motions as follows;

1. New Roof
2. New West Wall
3. Rebuild North Façade
4. Repair Rear Wall

Ms. Derr seconded motion. Motion unanimously passed.

1) New Roof

A new roof design to match original design slope rear to front of building with materials to meet code.

Mr. Martin made motion to approve, Ms. Flood seconded, motion unanimously passed.

2) New West Wall (currently no wall remains)

Use pre-engineered structural steel as outlined in application/architectural plans provided it has appropriate parapet that conceals the roof slope covered with brick.

Ms. Derr made motion to approve, Mr. Martin seconded, motion unanimously passed.

4) Repair Rear Wall, Windows & Door

Approve repair to rear wall, windows and door as outlined in application.

Mr. Martin made motion to approve, Mr. Lee seconded, motion unanimously passed.

3) Rebuild North Façade (7<sup>th</sup> Street)

Mr. Martin made motion to break down into 4 Items:

1. Lighting/Signage
2. Brick Façade
3. Doors, Windows, Transom Window
4. Canopy

Ms. Derr seconded, motion unanimously passed.

1) Lighting/ Signage

Ms. Derr made motion to table Lighting/Signage, any decisions made would need to come back before Landmark Commission, Mr. Dickinson seconded, motion unanimously passed.

2) Brick Façade

Use original brick if can be cleaned, if not try to match original brick

Mr. Dickinson made motion to approve, Mr. Martin seconded, motion unanimously passed.

3) Doors, Windows & Transom

Windows, low E, wood frame, no aluminum, salvage transom frame as much as possible and match frame and glass as much as possible to replicate original.

Mr. Dickinson made motion to approve, Mr. Martin seconded, motion unanimously passed.

4) Canopy/Awning

Ms. Ramirez stated not enough information. She suggested to table case until further information provided.

Mr. Martin made motion to approve tabling the canopy/awning request, Ms. Derr seconded, motion unanimously passed.

**V. Action Item: Review, Consideration and Appointment of a West Floral Heights Historic District Volunteer District Design Review Committee**

Ms. Gagné stated staff was contacted by Ms. Koch and Ms. Heidebrecht about reactivating their Neighborhood Review Committee. Requirements are having to own property and the second having an interest. A total of five applications were submitted and that was the minimum. Mr. Lee made motion to approve applications submitted, Ms. Flood seconded, motion unanimously passed.

**Next Meeting Date: June 25, 2019**

**VI. Adjourn:**

Meeting adjourned at 1:57 p.m.



Christy Graham, Chairperson



Date