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**MINUTES**  
**LANDMARK COMMISSION**  
February 27, 2018

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**MEMBERS PRESENT:**

Michele Derr, Vice-Chairperson  
Stacie Flood  
Christy Graham, Chairperson  
Jim Johnson  
Jackie Lebow  
Andy Lee  
Rodney Martin

■ Members  
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■ P&Z Liaison

Eric West

■ Council Liaison

Karen Gagné, Planning Administrator  
Amy Krikorian, Assistant City Attorney I / Prosecutor

■ City Staff  
■ Legal Dept.

**ABSENT:**

John Dickinson  
Cindy Ramirez

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

Chairperson Christy Graham called the meeting to order at 12:07 p.m. Mr. Rodney Martin was introduced as a new member and the liaison from the Planning and Zoning Commission.

**II. Review & Approval of Minutes from January 30, 2018.**

Chairperson Graham called for the review and approval of the January 30, 2018 Landmark Commission meeting minutes. Ms. Michele Derr made a motion to approve the minutes; Ms. Stacie Flood seconded the motion. The minutes were approved.

**III. Update & Overview – CLG Annual Report – Deadline February 23, 2018.**

Mrs. Karen Gagné explained this reporting process is an annual requirement of maintaining the City's Certified Local Government (CLG) status with the Texas Historical Commission (THC). This reporting outlines all the activities of the preservation board (Landmark Commission) and staff during the past fiscal year, specifically progress, any current preservation surveys or additions, statistics regarding number of properties designated, properties reviewed for design review, any properties removed from the historic inventory, listing of commission member's qualifications and/or expertise from various professional fields, such as number of registered and/or architects in training that are officially appointed to the commission. Usually, the Texas Historical Commission audits CLG communities about every five years.

The following items were discussed, updated or reported on by the members as a requirement of CLG reporting.

- It was confirmed for Andy Lee that in 2016 the 711 Indiana building became a local landmark.
- There are recurring issues such as window replacement, choosing appropriate alternative materials. However the largest project will be expansion of the district – westward.
- Greg Smith, National Register Coordinator, THC, suggested that we do not expand the existing Depot District. The Depot District is a “point in time” and if it’s included in the expansion everything within the Depot District would need to be reassessed and re-qualified. He recommended keeping the Depot District intact and not reassess. As the Commission considers adjacent areas for historic district expansion to allow eligibility for historic tax credits during rehabilitation/renovation, a new distinct district should be considered with a new name.
- Someone stated another issue that will arise occurs with National Register and tax credit review/approval via Caroline Wright. Currently, Andy Lee has four applications with THC pending approval. The State does the architectural plan examination for tax credits. If alterations occur within the Depot District, the thirty four (34) buildings which are all contributing to the National Register Historic District – the four applications, especially Part B, will be difficult to navigate. Mr. Lee agrees with Greg Smith’s interpretation.
- Mr. Greg Smith has considered visiting to consider expansion of the National Register District in Wichita Falls. Discussion ensued about coordinating the visit along with educating the community and Q & A for downtown owners/tenants in the proposed area for district creation. The timing and opportunity is in line with the Council’s focused interest in growing downtown.
- The big project for Landmarks is the work involved to process & expand a historic district via subcommittees and partnerships with WCHS and DWFD, Inc.
- Our recommended National Register nomination is W.A. Freear Furniture Company Building/Maskat Temple at Lamar/Eleventh Streets.

The final item for the CLG report was an update on the Ellen Beasley Historical Preservation Survey. The last time a presentation survey was completed was in 1982. Stacie Flood inquired; will a CLG grant be applied for this year? Ms. Gagné commented, unfortunately no due to a shortage of staff personnel and volunteers coupled with lack of matching city funds for a consultant, we will not be applying for a 2018 CLG grant. Maybe in the near future, 2019, we can apply and most likely get approved since the last update was 30+ years ago. Usually timing for these grant applications is either in fall or spring.

#### **IV. Other Business**

##### **Monthly Reports:**

##### **Depot District:**

- Michele Derr reported that St. Patrick Day event would actually be on March 17<sup>th</sup>. She was appreciative of the new four-way stop signs throughout downtown.

##### **Morningside District:**

- Jim Johnson expressed thanks to Councilor Eric West for being instrumental in getting the gas line construction hole across Grant Street filled so quickly.

- Mr. Johnson noted an ongoing concern at 812 Grant & 9<sup>th</sup> Street regarding garage sales. This ongoing concern is under the watchful eye of City building inspection, and code enforcement but whatever can be done to help the neighborhood will be beneficial. Amy Krikorian stated that garage sales are permitted four times a year and not to be held longer than 72-hours. Items left outdoors after the sale period (72-hrs) are considered as outdoor storage. There is not a permit process. This is a ticketable offense if violated.
- Inquiry and answer regarding how to obtain a plaque for the Morningside District entry gates – contact Department of the Interior - National Register Section to find out cost and process – if neighborhood desired, would have to purchase the plaque.

#### **West Floral Heights District:**

- Andy Lee shared that West Floral Heights is to have a garage sale soon.
- Carlton Hughes could be coming back regarding a change to his windows design or materials. He was advised to resubmit a new design application if it changes.
- Encouraged to see a young homeowner (Josh) eager and knowledgeable to restore a Tudor home on Buchanan.

#### **V. DDSC: Historic Preservation Subcommittee Updates**

- Instead of expanding the Depot District, THC has recommended that a new district be created downtown. A new name is needed if that is done; area for consideration extends beyond the DDSC's Phase I core (7<sup>th</sup>-10<sup>th</sup>, LaSalle-Scott St)
- Subcommittee is researching potential for a Main Street program designation, necessary requirements, personnel, on-going costs, etc. to provide the DDSC to assess moving forward.
- Ms. Flood informed members the WCHS Exec. Dir. had meetings February 26 with THC Tax Credit Division (Caroline Wright) and National Register programs (Greg Smith)

#### **Other Business-Staff Administrative Updates:**

#### **VI. Design Review Update: 1504 Tilden- (West Floral Heights) – Conversion of side patio door to a single door.**

Mr. Matt Prouty stumbled on this activity while in the neighborhood doing site inspections. The owner had already hired the contractor who was in the process of changing the door. Since the home was in West Floral Heights area it needed a permit prior to work beginning which is approved for repairs from the commission. The owner was upset when building inspection issued a stop work order and stated not being aware of the requirements of living in the district. However, due to an opening into the home, building inspection, the contractor and planning worked together with the owner to resolve the issue to become a functional single door replacement on the side of the house.

#### **Morningside District: 812 Grant – Truthful Art Gallery – Home Occupation Issue**

Ms. Gagné shared this was an ongoing issue with code enforcement and building inspection. The owner has a tenant who is operating as home occupation. A home occupation cannot list their dwelling nor place signage for this location as a business; or advertise it on Facebook and/or websites. The tenant is bringing business and events to this site as an advertised art gallery resulting in potential parking problems and violation of the home occupation requirements.

The property has changed ownership recently and city staff is still trying to obtain a response from the owner and tenant. Amy Krikorian interjected Truthful Art Gallery was prosecuted in the past for a failure to maintain a home occupation. This property is on the radar of City's departments.

**THC Tax Credit Response: 800 Ohio – Zales Building – Ganache Company**  
Chairperson Graham inquired about which process was occurring with the Zales Building and Ganache – working with the sign concerns or continuing with the tax credit application at THC. Commission member discussion ensued and Andy Lee commented on the THC situation with Ms. Caroline Wright who is the Historic Tax Credit specialist. Mr. Lee indicated she is very strict on reviews and maintaining THC standards is important. Both Part A and Part B (Description of Rehabilitation) for the Texas Historic Preservation Tax Credit Application were submitted to THC fall 2017; on November 20, 2017 received approval on Part 1 – Evaluation of Significance for Zales from National Park Service (NPS) (Project #37483). THC responded February 6, 2018 indicating concerns with the Part B - Zales rehabilitation plan as currently submitted, in THC's opinion, the work plan did not meet the Secretary of the Interior Standards for Rehabilitation and if the NPS agreed with THC's assessment the tax credits may be denied to the project. In Ms. Wright's review, she highlighted three areas of concern:

- 1) removal of hex tile flooring, mezzanine rail and columns in Space A and tin ceiling in Space B which were features determined to be directly related to the time period in which the building was constructed and had significance;
- 2) many of trim pieces used in Space A, new paneling along mezzanine, new ceiling trim and coffered ceiling in Space B create a false sense of historic development – new features must be differentiated from historic; and
- 3) paneling and coffered ceiling do not relate to the buildings as they were constructed and used and create a distinctly different feel; the change in shape and enclosure of the mezzanine and new tile floor also contribute to altered historic character; Ms. Wright noted visiting the building earlier in 2017 recalling no mention of this proposal.

Mr. Lee noted they (architect, owner, general contractor) are going to amend Part B – specifically the General Contractor was in error, two columns were not replaced and heating and a/c was placed in the mezzanine area. The original floor is under the tile. Building B was not completely restored due to sprinkler system being left; Ms. Wright was receptive to a proposed amendment and there is a 60-day window to correct any errors. The State of Texas (THC) does all the write up and approval and then the tax credit proposal is submitted to NPS for final approval. Mr. Lee noted they are in process of ensuring all necessary paperwork is filed with THC.

## **VII. Articles & Periodicals**

The Medallion, free historical publication from THC, was circulated for all to review. Karen Gagné will add Mr. Martin to the mailing list.

## **VIII. New Business**

Ms. Krikorian gave guidance stating that this item was new business. Mrs. Gagné stated this is a clarification on the Toodles Building at 616 7<sup>th</sup> Street which is now being utilized for the Hook and Ladder business. A commission member brought to staff's attention some changes on the exterior and sent a picture inquiring if this was a sign or a mural? Staff highlighted the issue of murals and painted signs had been a major item of concern when the consultants were hired (grant from THC) to overhaul and update the Design Guidelines

in 2011. At that time, the Commission had dealt with some mural issues and unwanted 'graffiti' type murals added without owner permission to a building in the Depot District. As a result, murals and painted signs were specifically referenced in the updated Guidelines. Staff noted the previous design review application filed fall 2017 with the Commission had no reference of a future painted sign/mural on the brick façade.

Amy Krikorian cautioned members discussing the items however if a lot of details were going to be shared then she advised commissioners the topic should be tabled and placed as an upcoming agenda item. It is hard to regulate anything that is free speech. Chairperson Graham made a motion for this item (616 7<sup>th</sup> Street – painted sign/mural) to be placed on next month's agenda – discussion of signs and/or a design review application. Ms. Derr seconded motion. Members unanimously passed motion for discussion March 27<sup>th</sup>.


Andy Lee provided some project updates, noting the two oldest brick buildings in Wichita Falls were located at 614 and 616 7<sup>th</sup> Street. He updated commission members that an application for historic tax credits was submitted to Carolyn Wright at the THC for 616 7<sup>th</sup> Street, and he's also working with Overland Property Group (OPG) on the W.A. Freear/Maskat Temple Building (1100 Lamar) for National Register nomination and historic tax credits. He indicated the windows were also approved by THC; the building is closed and the plans are with the city for review/approval. Construction should begin soon.

Consensus of board members voted to move next meeting to Monday, March 26, 2018 due scheduling conflicts.

#### IX. Adjourn:

Meeting adjourned at 1:01 pm.

  
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Christy Graham, Chairperson

  
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Date