

Julie Abston, Chair  
Mickie Lamberth, Commissioner  
Mark McEachran, Commissioner  
Craig Allen, Commissioner  
Drew Wommack, Commissioner  
Linda Williams, Commissioner  
Chris Gouras, Commissioner

Greg Laudadio, Planner/HPO



**NOTICE OF MEETING  
HISTORIC LANDMARKS COMMISSION  
November 19, 2020  
3:00 p.m.  
Council Chambers  
504 N. Queen Street  
Palestine, Texas**

Notice is hereby given in accordance with Order of the Governor issued March 16, 2020, the Historic Landmarks Commission will conduct its meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the COVID-19. There will be public access to the location described above. All attendees are required to wear a mask or face covering.

Zoom Link Regular Meeting:

<https://us02web.zoom.us/j/85310206674?pwd=QnJuNmM2aUhSaXhPMVRqUUZjTm1HUT09>

Meeting ID: 853 1020 6674

Passcode: 444396

One tap mobile

+13462487799,,85310206674#,,,,,0#,,444396# US

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands \*6 for toggling mute/unmute and \*9 to "raise your hand." [Learn more here.](#)

Follow us live at: [facebook.com/palestinetx/](https://www.facebook.com/palestinetx/)

The public will be permitted to submit public comments electronically as provided by the agenda and as permitted by the presiding officer during the meeting.

**A. CALL TO ORDER**

**B. PROPOSED CHANGES OF AGENDA ITEMS**

**C. PUBLIC COMMENTS**

Members of the public may submit their comments by completing the required Request to Speak form by using the weblink below. All comments submitted by 2:30 p.m., the day of the meeting will be read during the meeting. All comments must be no more than five minutes in length.

<http://cityofpalestinetx.com/government/city-secretary/policies-forms/request-to-speak/>

**D. CONFLICT OF INTEREST DISCLOSURES**

E. **APPROVAL OF MINUTES**

1. Consider approval of the minutes from the October 20, 2020, meeting.

F. **DISCUSSION AND ACTION ITEMS**

1. Consider request for alterations to 611 S. Sycamore Street.
2. Consider requested alterations at 502 W. Oak Street.
3. Consider Preservation and Beautification Award Nominations.

G. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Monday, November 16, 2020, at 2:00 p.m.**



Greg Laudadio, HPO

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT [therrera@palestine-tx.org](mailto:therrera@palestine-tx.org) or 903-731-8414.



Agenda Date: 11/19/2020  
To: Historic Landmarks Commission  
From: Mark Mears, Development Services Director  
Agenda Item: October 20, 2020 Meeting Minutes  
Date Submitted: 11/13/2020

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**SUMMARY:**

October 20, 2020 Meeting Minutes for approval.

**RECOMMENDED ACTION:**

Approval of minutes.

**CITY MANAGER APPROVAL:**

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**Attachments**

10202020 Minutes

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**MEETING MINUTES  
HISTORIC LANDMARKS COMMISSION  
October 20, 2020**

The Historic Landmarks Commission of the City of Palestine, Texas convened in a Regular Meeting on October 20<sup>th</sup>, at Palestine City Hall, 504 N. Queen Street, Palestine, Texas, with the following people:

**A. ATTENDANCE**

Those in Attendance:

Julie Abston  
Craig Allen  
Mickie Lamberth  
Linda Williams  
Drew Wommack  
Chris Gouras

**B. CALL TO ORDER**

Meeting called to order at 3:05 PM.

**C. CITIZEN COMMENTS**

None

**D. CONFLICT OF INTEREST DISCLOSURES**

None

**E. APPROVAL OF PREVIOUS MINUTES**

The September 15, 2020 minutes were approved as presented. Motion made by Mickie Lamberth, and seconded by Linda Williams. Motion passed unanimously.

**F. DISCUSSION AND ACTION ITEMS**

1. Consider approval of the COA application for **502 W. Oak St.** The Applicant, Mr. Ed McCoy is requesting to Rehabilitate and make alterations to utilize this building and accommodate his Funeral Home business at 501 W. Oak St.

Commissioners Drew Wommack and Craig Allen made suggestions to keep the Historic look of the building. Suggestion was also made to restore the brick on the front of the building, to infill the two bay doors with storefront glass, and restore the existing glass with tint. Drew Wommack made a motion to Table the Case until further review and that site visits from the Commission may be necessary.

Commissioner Linda Williams seconded and a vote was made: Motion Passed unanimously.

2. Consider approval of the COA application for **725 S. Magnolia Dr.** The Applicant, Roddy Millichamp, is requesting to Rehabilitate the home through a Rehabilitation Plan of Action.

Commissioner Drew Wommack opened the discussion, with a description of the scope of work. Commissioner Linda Williams made a motion to approve the COA with monthly updates from the owner.

Commissioner Drew Wommack seconded and a vote was made: Motion Passed unanimously.



**MEETING MINUTES  
HISTORIC LANDMARKS COMMISSION  
October 20, 2020**

**G. ADJOURN**

The meeting adjourned at 4:15 pm

ATTEST:

\_\_\_\_\_(Julie Abston), Chairman

\_\_\_\_\_(Greg Laudadio)



Agenda Date: 11/19/2020  
To: Historic Landmarks Commission  
From: Greg Laudadio, Planner/HPO  
Agenda Item: Certificate of Appropriateness for 611 S. Sycamore  
Date Submitted: 11/16/2020

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**SUMMARY:**

Request has been made for renovation and addition to original house as well as the addition of a detached garage at 611 S. Sycamore. See attached COA and building plans.

**RECOMMENDED ACTION:**

Consider request for alterations to 611 S. Sycamore.

**CITY MANAGER APPROVAL:**

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**Attachments**

COA1 611 S. Sycamore  
COA2 611 S Sycamore  
Plan View  
Proposed Additions  
Street View Existing Home

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Application for Certificate of Appropriateness (COA)  
City of Palestine, Historic Landmarks Commission



Property Address: 611 S. Sycamore St.

Historic District: South Side

COA \_\_\_\_\_

OFFICE USE ONLY Ver 2025

**Applicant and or Property Owner Information:**

Name: Jon & Donna Gardner

Address: 611 S. Sycamore St.

Phone: 704-839-9153

Email: jgard81578@aol.com

**Required Signatures:**

*Jon Gardner, Donna Gardner*

Applicant

Property Owner (if different from applicant)

**Description of Work to be done:**

- 1) Remove existing kitchen and enclosed porch additions at rear of home exposing original structure. Relevel foundation as possible; Repair and replace columns located at 2<sup>nd</sup> level balcony. Care will be taken to salvage materials to be reused or repurposed.
- 2) Construct new addition to rear of home. Exterior finishes and style to be duplicated as much as possible.
- 3) Construct new detached garage. Exterior finishes and style to be duplicated as much as possible.

**General Information:**

The applicant adversely affected by any denial of the HLC regarding a Certificate of Appropriateness may appeal the decision to the City Council for final determination. All requests shall be filed in writing to the HPO within 10 days of the HLC's decision.

If the COA is approved, a building permit must be obtained within 1 (one) year from the date of approval, otherwise, the COA is null and void and must be reconsidered.

**SUBMISSION/APPROVAL OF CERTIFICATE OF APPROPRIATENESS DOES NOT CONSTITUTE APPROVAL OF A BUILDING PERMIT. BUILDING PERMITS SHALL BE SUBMITTED SEPERATELY. THIS FORM MUST BE PRESENTED AT THE TIME OF A REQUEST FOR A BUILDING PERMIT.**



**Application for Certificate of Appropriateness (COA)**  
**City of Palestine, Historic Landmarks Commission**



**Application Submittal Requirements:**

The following documents are required to be submitted based on the type of work to be done:

- A site plan of the property of the individual property or map indicating the area of proposed work showing all affected building and/or structures on the site.
- Elevations and Architectural drawings of proposed structures or alteration to existing structures.
- Photographs of the existing conditions as well as any historical photographs, if available.
- Samples of the materials to be used.
- Any other information that may be helpful.

**Staff or Commission may require addition information if it is deemed necessary to complete the application. Commission may require a Site Visit of the property to determine appropriateness.**

**HISTORIC LANDMARK COMMISSION CONTACTS:**

Julie Abston, Chair  
Barbara Jordan  
Drew Wommack III  
Linda Williams  
Mickie Lamberth  
Chris Gouras

juliebabston@icloud.com  
barbinpalestine@hotmail.com  
dswommack@gmail.com  
Inwill@centurylink.net  
mcantiques@aol.com  
chrisgouras@rocketmail.com

OFFICE USE ONLY	Application: COA _____ - _____
HLC Action on this request:	
<input type="checkbox"/> Approved as submitted.	
<input type="checkbox"/> Approved with conditions as listed below.	
<input type="checkbox"/> Denied	
Conditions of approval:	

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date





Plan view from Google Maps



ELEVATION (LOOKING WEST) SCALE: 1/8"=1'-0"

Proposed additions





Street view of existing home from Google Maps.



Agenda Date: 11/19/2020  
To: Historic Landmarks Commission  
From: Greg Laudadio, Planner/HPO  
Agenda Item: Certificate of Appropriateness for 502 W. Oak St.  
Date Submitted: 11/16/2020

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**SUMMARY:**

Mr. McCoy who owns McCoy Funeral Home across the street from this location at 502 W. Oak has purchased the building and would like to use it for expansion of his business downtown. Alterations include modifications to doors, exterior surface and portico. See attached COA application and photos.

**RECOMMENDED ACTION:**

Consider requested alterations at 502 W. Oak St.

**CITY MANAGER APPROVAL:**

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**Attachments**

COA 502 W Oak

Pic 1

Pic 2

Pic 3

Pic 4

Pic 5

Pic 6

Pic 7

Pic 8

Pic 9

Pic 10

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**Application for Certificate of Appropriateness (COA)**  
**City of Palestine, Historic Landmarks Commission**



Property Address: 502 W. Oak  
Historic District: Downtown H.D.

COA \_\_\_\_\_ - \_\_\_\_\_

OFFICE USE ONLY Ver 2015

**Applicant and or Property Owner Information:**

Name: Ed McCoy

Address: \_\_\_\_\_

Phone: 903-729-5212

Email: edmc coy1937@embarqmail.com

**Required Signatures:**

\_\_\_\_\_

Ed McCoy <sup>Applicant</sup>

Property Owner (if different from applicant)

**Description of Work to be done:**

Remove garage doors and replace with 4' doors.  
Repair roof with gentle slope not to rise  
above parapet brick wall.  
Stucco exterior to match McCoy's funeral  
home (across street) Upgrade portico posts to match.  
Oct 20<sup>th</sup> HLC meeting.

**General Information:**

The applicant adversely affected by any denial of the HLC regarding a Certificate of Appropriateness may appeal the decision to the City Council for final determination. All requests shall be filed in writing to the HPO within 10 days of the HLC's decision.

If the COA is approved, a building permit must be obtained within 1 (one) year from the date of approval, otherwise, the COA is null and void and must be reconsidered.

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Agenda Date: 11/19/2020  
To: Historic Landmarks Commission  
From: Greg Laudadio, Planner/HPO  
Agenda Item: Consider Preservation and Beautification Award Nominations  
Date Submitted: 11/16/2020

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**SUMMARY:**

Consider Preservation and Beautification Award Nominations

**RECOMMENDED ACTION:**

Consider Preservation and Beautification Award Nominations

**CITY MANAGER APPROVAL:**

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