

Julie Abston, Chair
Linda Williams, Vice-Chair
Tabitha Enge, Commissioner
Mark McEachran, Commissioner
Drew Wommack, Commissioner
Chris Gouras, Commissioner
Jon Gardner, Commissioner



Kevin Olson,
Interim Dev. Services Director
Susan Davis,
Planning Tech/HPO

**NOTICE OF MEETING
HISTORIC LANDMARKS COMMISSION
November 21, 2023
3:00 P.M.
City Council Chambers
504 N. Queen Street
Palestine, Texas**

Zoom Link:
<https://us02web.zoom.us/j/89096774290?pwd=MExMd1JOZ0x6K2phTUI4YXdNOWJiZz09>

Meeting ID: 890 9677 4290
Passcode: 485395

One tap mobile
+13462487799,,89096774290#,,,485395# 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/palestinety/

A. CALL TO ORDER

B. PROPOSED CHANGES OF AGENDA ITEMS

C. PUBLIC COMMENTS

Any citizen wishing to speak during public comments regarding an item on or off the agenda may do so during this section of the agenda. All comments must be no more than five minutes in length. Any comments regarding items, not on the posted agenda may not be discussed or responded to by the Commissioners. Members of the public may join via Zoom or in person.

D. CONFLICT OF INTEREST DISCLOSURES

E. DIRECTOR'S REPORT

F. APPROVAL OF MINUTES

1. Consider approval of minutes from the September 28, 2023, meeting.

G. **DISCUSSION AND ACTION ITEMS**

1. Discussion and possible action regarding a Certificate of Appropriateness for 1115 N. Link.

H. **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 **Friday, November 17, 2023, at 3:30 p.m.**



April Jackson, City Secretary

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 citysecretary@palestine-tx.org or 903-731-8414.



Agenda Date: 11/21/2023
To: Historic Landmarks Commission
From: Susan Davis, Planning Technician
Agenda Item: Consider approval of minutes from the September 28, 2023 meeting
Date Submitted: 11/15/2023

SUMMARY:

Consider the Historic Landmark Commission Meeting Minutes for September 28, 2023.

RECOMMENDED ACTION:

Staff recommends approval of minutes.

CITY MANAGER APPROVAL:

Consider approval of minutes from the September 28, 2023, meeting.

Attachments

Minutes

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The Historic Landmarks Commission of the City of Palestine convened in a Regular Meeting on Tuesday, September 28, 2023, at 3:00 p.m., in the Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas, with the following present: Chair Julie Abston; Commissioners Linda Williams, Mickie Lamberth, Drew Wommack, Chris Gouras, and Jon Gardner.

Commissioner Mark McEachran was absent.

Staff present: Interim Development Services Director Kevin Olson, Historic Preservation Officer Susan Davis, and City Manager's Administrative Assistant Wendy Colotta.

CALL TO ORDER

With a quorum present, Chair Julie Abston called the meeting to order at 3:03 p.m.

PROPOSED CHANGES OF AGENDA ITEMS

There were no proposed changes.

PUBLIC COMMENTS

Tabitha Enge thanked the Commissioners and Historic Preservation Officer for attending the Preservation Texas Summit.

CONFLICT OF INTEREST DISCLOSURES

None.

DIRECTOR'S REPORT

Historic Preservation Officer Susan Davis reported that the Preservation Texas Summit was held on September 7, 2023.

APPROVAL OF MINUTES

Commissioner Williams made a motion, seconded by Commissioner Gardner, to approve minutes with the corrected approval date from the August 15, 2023, meeting. Upon vote, motion carried unanimously 6-0.

DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding a Certificate of Appropriateness for 503 South Royall Street.

Commissioner Wommack made a motion, seconded by Commissioner Gouras to approve the COA. Dawn McAughon confirmed that she is rebuilding the deck but wants to add a standing seam metal roof instead of the pergola to protect the exterior and new doors and that colors will match the house. Chairman Abston noted that the porch recedes into the house and that metal was used on porches. Commissioner Wommack noted that composition shingles would not be rated at this slope and that the standing seam metal would be more appropriate. Upon vote, motion carried unanimously 6-0.

ADJOURNMENT

Commissioner Williams made a motion, seconded by Commissioner Lamberth, to adjourn at 3:19 pm. Upon vote, motion carried unanimously 6-0.

PASSED AND APPROVED THIS 21st DAY OF NOVEMBER 2023.

ATTEST:

Julie Abston, Chair, or Alternate.

Susan Davis, Planning Tech/HPO

DRAFT



Agenda Date: 11/21/2023
To: Historic Landmarks Commission
From: Susan Davis, Planning Technician
Agenda Item: COA for 1115 N. Link
Date Submitted: 11/15/2023

SUMMARY:

Consider a Certificate of Appropriateness for the addition of a 24' x 30' cottage style garage with a 20' x 20' parking pad. The plans submitted by the applicants, Eric and Laura Harston, include a 12/12 roof pitch, narrow cypress siding, fish scale trim, and an arched vent in the gable to match the house.

RECOMMENDED ACTION:

Discussion and consideration of the requested garage.

CITY MANAGER APPROVAL:

Discussion and possible action regarding a Certificate of Appropriateness for 1115 N. Link.

Attachments

Application

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



Property Address: 1115 N. Link Street

Historic District: North Historic District

COA _____

OFFICE USE ONLY Ver 2015

Applicant and or Property Owner Information:

Name: Eric and Laura Harston

Address: 1115 N. Link Street

Phone: 281-639-8478

Email: eharston@zitomedia.net

Required Signatures:

Applicant

Property Owner (if different from applicant)

Description of Work to be done:

This is a new garage build. It will be a 24'wx
30'deep structure with a 20'x20' parking pad. The roof
pitch will be 12:12' the same as the house. The garage
will look like a carriage house with doors with an
appropriate hinged look. There will be plywood sheathing,
house wrap and narrow cypress siding to match house.
The front gable of the garage will have fish scale
trim and arched vent in the gable. The house and
garage are to be painted in historically accurate
General Information: colors.

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:

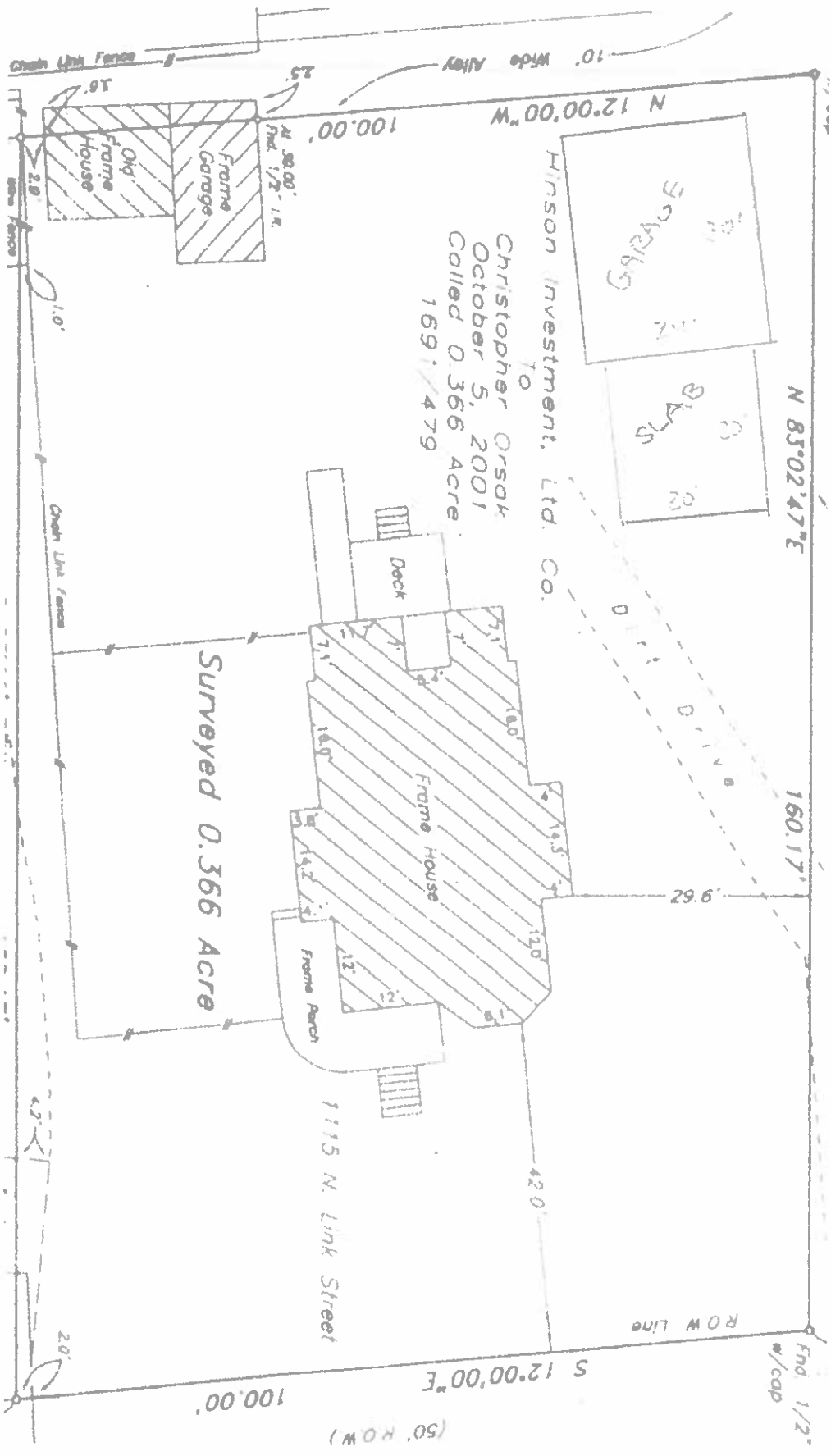
Julie Abston, Chair
Barbara Jordan
Drew Wommack III
Linda Williams
Mickie Lamberth
Chris Gouras

juliebabston@icloud.com
barbinpalestine@hotmail.com
dswommack@gmail.com
lnwill@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



Proposed garage

Two car garage - 24' wide x 30' deep with same 12:12 roof pitch as house with 2 foot space between the garage doors. Same siding and design elements as the gable of the house as shown below right. Carriage style garage doors as shown below.



Example of roof pitch and garage style only. Narrow Cypress siding with fish scale trim and arched vent in the gable to match the roof



Example of garage doors



1115 N. Link