

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



Chasity Esparza,  
Administrative Asst./HPO  
Susan Davis,  
Planning Tech/HPO

**NOTICE OF MEETING**  
**HISTORIC LANDMARKS COMMISSION**  
**April 16, 2024**  
**3:00 P.M.**  
**City Council Chambers**  
**504 N. Queen Street**  
**Palestine, Texas**

Zoom Link:

<https://us02web.zoom.us/j/85771802163?pwd=NVFHbmdEL1c4aWc5aWFQU2NOdVByUT09>

Meeting ID: 857 7180 2163  
Passcode: 092548

One tap mobile  
+13462487799,,85771802163#,,, \*092548# 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.](#)

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**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 March 19, 2024, meeting.

**G. DISCUSSION AND ACTION ITEMS**

1. Discussion and possible action regarding a Certificate of Appropriateness at 611 S. Sycamore Street.

**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, April 12, 2024, at 4:30 p.m.**

A handwritten signature in blue ink that reads "April Jackson". The signature is written in a cursive style and is positioned above a horizontal line.

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](mailto:citysecretary@palestine-tx.org) or 903-731-8414.



Agenda Date: 04/16/2024  
To: Historic Landmarks Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Approval of Minutes from the March 19, 2024 Meeting  
Date Submitted: 04/09/2024

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**SUMMARY:**

Consider the Historic Landmark Commission Meeting Minutes for March 19, 2024.

**RECOMMENDED ACTION:**

Staff recommends approval of minutes.

**CITY MANAGER APPROVAL:**

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**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, March 19, 2024, 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 Jon Gardner, Chris Gouras, Linda Williams.

Commissioners Drew Wommack, Mark McEachran and Tabitha Enge were absent.

Staff present: Interim Historic Preservation Officer Chasity Esparza, Planning Tech Susan Davis, and City Secretary April Jackson

### **CALL TO ORDER**

With a quorum present, Chair Julie Abston called the meeting to order at 3:01 p.m.

### **PROPOSED CHANGES OF AGENDA ITEMS**

None.

### **PUBLIC COMMENTS**

Elise Dean who lives in South Side Historic District spoke on Certificate of Appropriateness application process, unfavorable renovations by newcomers, permitting and regulations, and work allowed at 611 S. Sycamore and 906 N. Perry.

### **CONFLICT OF INTEREST DISCLOSURES**

None.

### **DIRECTOR'S REPORT**

Historic Preservation Officer Chasity Esparza reminds commission of CAMP training from 1-5pm at City Hall March 20, 2024.

### **APPROVAL OF MINUTES**

Commissioner Jon Gardner made a motion, seconded by Commissioner Linda Williams to approve minutes from the February 20, 2024, meeting. Upon vote, the motion was carried unanimously 4-0.

### **DISCUSSION AND ACTION ITEMS**

1. Discussion and possible action regarding a Certificate of Appropriateness for 320 West Main.

Commissioner Gouras made a motion, seconded by Commissioner Gardner to deny the COA. Kalpesh Patel discussed how Styrofoam was applied in preparation for application of stucco. Work was stopped after learning a Certificate of Appropriateness was required. He explained that if approved he wishes to continue with the application of stucco along with paint and the addition of architectural molding along the top of the building. Commissioner Gouras explained that molding felt period appropriate and explained that original building had been destroyed years ago. Chair Julie Abston agreed and because of the Styrofoam already applied it would be damaging to remove.

Commissioner Gouras made an amended motion to approve the COA, seconded by Commissioner Williams with the condition that any other major changes be submitted to the HPO.

Upon vote, motion carried unanimously 4-0

### **ADJOURNMENT**

Commissioner Williams made a motion, seconded by Commissioner Gouras, to adjourn at 3:23pm. Upon vote, motion carried unanimously 4-0.



PASSED AND APPROVED THIS 16<sup>th</sup> DAY OF April 2024.

ATTEST:

\_\_\_\_\_  
Julie Abston, Chair, or Alternate.

\_\_\_\_\_  
Chasity Esparza, HPO/Administrative Assistant

DRAFT



Agenda Date: 04/16/2024  
To: Historic Landmarks Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: COA for 611 South Sycamore  
Date Submitted: 04/09/2024

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**SUMMARY:**

Discussion and possible action regarding a Certificate of Appropriateness concerning exterior downlighting and handicap accessibility at 611 S. Sycamore. The applicant is Jon Gardner who appeared before the Historic Landmark Commission on November 19, 2020, to discuss additions to the property. This Certificate of Appropriateness is being brought before the commission for clarification due to recent complaints.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

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**Attachments**

COA Application  
Photos

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



Property Address: 611 S Sycamore  
Historic District: Southside

COA _____ - _____
OFFICE USE ONLY Ver 2023

**Applicant and or Property Owner Information:**

Name: Jon Gardner  
Address: 611 S. Sycamore  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Required Signatures:**

\_\_\_\_\_  
Applicant  
\_\_\_\_\_  
Property Owner (if different from applicant)

**Description of Work to be done:**

A certificate of Appropriateness for down-  
lighting and T&S compliant ramp.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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.**





2024.1.20 17:28





















2023.11.12 19:11