

Chris Gouras, Chair
Tabitha Enge, Commissioner
Hanna Glenn, Commissioner
Jon Gardner, Commissioner
Tammy Riley, Commissioner
Rhonda Herrington, Commissioner
Jaye Curtis, Commissioner

Chasity Esparza,
Admin. Assistant/HPO
Susan Davis, Planning Tech.



**NOTICE OF MEETING
HISTORIC LANDMARKS COMMISSION
November 19, 2024
3:00 P.M.
City Council Chambers
504 N. Queen Street
Palestine, Texas**

Zoom Link:

<https://us02web.zoom.us/j/86098652709?pwd=Fk7DGabhKDt3F0GTuq89qInaX1Yvgb.1>

Meeting ID: 860 9865 2709
Passcode: 148861

One tap mobile
+13462487799,,86098652709#,,, *148861# 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/palestinetc/

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 17, 2024, meeting.

G. DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding a Certificate of Appropriateness for 307 W. Oak Street.
2. Discussion and possible action regarding the appointment of the Chair and Vice-Chair for the Historic Landmarks Commission.

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 15, 2024, at 5:00 p.m.**

A handwritten signature in blue ink that reads "April Jackson". The signature is fluid and cursive, with the first name "April" and last name "Jackson" clearly distinguishable.

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: 11/19/2024
To: Historic Landmarks Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Approval of Minutes from the September 17, 2024 Meeting
Date Submitted: 11/15/2024

SUMMARY:

Consider the Historic Landmark Commission Meeting Minutes for September 17, 2024.

RECOMMENDED ACTION:

Staff recommends approval of minutes.

CITY MANAGER APPROVAL:

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 17, 2024, at 3:00 p.m., in the Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas, with the following present: Chair Chris Gouras; Commissioners Jon Gardner, Tabitha Enge, Rhonda Herrington, and Linda Williams.

Commissioner, Mark McEachran was absent.

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

CALL TO ORDER

With a quorum present, Chair Chris Gouras called the meeting to order at 3:00 p.m.

PROPOSED CHANGES OF AGENDA ITEMS

None.

PUBLIC COMMENTS

None.

CONFLICT OF INTEREST DISCLOSURES

None.

DIRECTOR'S REPORT

None.

APPROVAL OF MINUTES

Commissioner Linda Williams made a motion, seconded by Commissioner Tabitha Enge to approve minutes with changes to reflect the correct voting from the June 18, 2024, meeting. Upon vote, the motion was carried unanimously 5-0.

DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding a Certificate of Appropriateness for 904 South Magnolia.

Commissioner Williams made a motion, seconded by Commissioner Enge to deny the Certificate of Appropriateness. New property owner Natasha Williams discussed how she plans to restore the home to its original appearance as much as possible, restoring the original windows would take up most of her renovation budget and the current condition of the windows are beyond simple repairs and are no longer operable. Commissioner Enge and Williams were both concerned about the awnings being removed, stating although the awnings aren't original, they're historic to the house. During the discussion, Susan Davis explained that the property was on the City of Palestine Building and Standards list. Commissioner Williams amended her motion to approve the Certificate of Appropriateness except for the vinyl windows, seconded by Commissioner Enge. Motion failed. Commissioner Herrington made a motion, seconded by Commissioner Enge, to approve the removal of aluminum awnings, and the replacement of the front security door, motion carried unanimously 5-0. Commissioner Garnder made a motion, to approve the installation of vinyl windows, seconded by Commissioner Herrington. Upon vote, motion carried 3-2.

2. Discussion and possible action regarding a Certificate of Appropriateness for 302 East Crawford.

Commissioner Garnder made a motion, seconded by Commissioner Enge to deny the Certificate of Appropriateness. Ronnie Evans, with ASAP Roofing explained the current roofing system is failing. The current corrugated-style panels allow water and moisture to enter and would like to install an "R" panel to help control water intrusion. During the discussion, Commissioner Gardner noted that all the businesses in the Old Town district have the same barn-type roof that gives a charming character, and changing would make this building different and noted that when the roof was replaced last time new decking and lining were not applied. Commissioner Gardner made a recommendation to apply decking and lining, keeping the corrugated style that is currently in Old Town. Upon Vote, motion carried 3-1.

3. Discussion and possible action regarding moving the regular scheduled meeting on October 15, 2024, to a different date due to the Columbus Day Holiday and City Council.

Commissioner Williams made a motion seconded by Commissioner Gardner to approve the Historic Landmark Commission to meet on Thursday, October 17, 2024.

ADJOURNMENT

Commissioner Williams made a motion, seconded by Commissioner Gouras, to adjourn at 3:55 P.M. Upon vote, motion carried unanimously 4-0.

PASSED AND APPROVED THIS 19th DAY OF NOVEMBER 2024.

ATTEST:

CHRIS GOURAS, Chair, or Alternate.

Chasity Esparza, HPO/Administrative Assistant



Agenda Date: 11/19/2024
To: Historic Landmarks Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: COA for 307 West Oak
Date Submitted: 11/15/2024

SUMMARY:

Discussion and possible action regarding a Certificate of Appropriateness for 307 West Oak Street, for installation of a new awning. Applicant Sandra Vasquez would like to demolish the current awning due to its current condition. Plans for the new design will be a flat awning similar to other awnings in the district. The owner has considered a sweeping top-style awning, depending on what is found once the current awning is removed.

RECOMMENDED ACTION:

For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

COA Application

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



Property Address: 307 West Oak St.

Historic District: _____

COA _____ - _____

OFFICE USE ONLY Ver 2023

Applicant and or Property Owner Information:

Name: Sandra Vasquez

Address: 130 Private Rd 3514

Phone: 903-391-3225

Email: [REDACTED]

Required Signatures:

Sandra Vasquez
Applicant

Property Owner (if different from applicant)

Description of Work to be done:

Demo old Awning.

Replace with new Flat Awning.

Black BRONZ, ~~OLD~~ COLOR

It will ~~go~~ ^{Extend} Five Ft From building.

Depending on what is behind old awning.

Sweeping top.

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.



Proposed Awning



Alternate proposed awning

Historic Photos of 307 West Oak

