

Jon Gardner, Chair
Tabitha Enge, Commissioner
Hanna Glenn, Commissioner
Tammy Riley, Commissioner
Rhonda Herrington, Commissioner
Steven Bockel, Commissioner



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

**NOTICE OF MEETING
HISTORICAL LANDMARKS
COMMISSION
July 15, 2025
3:00 P.M.
City Council Chambers
504 N. Queen Street
Palestine, Texas**

Zoom Link:

<https://us02web.zoom.us/j/83879628360?pwd=fCzdYtTWxE5wBciz72FKGsoxub1YP7.1>

Meeting ID: 838 7962 8360

Passcode: 367994

One tap mobile

+13462487799,,83879628360#,,,,*367994# 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/palestinex/](https://www.facebook.com/palestinex/)

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. APPROVAL OF MINUTES

1. Consider approval of minutes from the May 23, 2025, meeting.

F. DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding a Certificate of Appropriateness for the demolition of the substandard structure located at 205 West Pine Street.

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 **Friday, July 11, 2025, at 2:00 p.m.**

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

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: 07/15/2025
To: Historic Landmarks Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Minutes from May 23, 2025
Date Submitted: 07/11/2025

SUMMARY:

Consider approval of minutes for the May 23, 2025, meeting of the Historic Landmark Commission.

RECOMMENDED ACTION:

Staff recommends approval of the minutes for the May 23, 2025, meeting of the Historic Landmark Commission.

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, May 23, 2025, at 3:00 p.m., in the Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas, with the following present: Chair Jon Gardner; Commissioners Rhonda Herrington, Hanna Glenn, Tammy Riley, Steven Bockel and Tabitha Enge(attended Via Zoom, did not participate in voting.)

Commissioner Chris Gouras was absent.

Staff present: Historic Preservation Officer Chasity Esparza, Planning Tech Susan Davis, and City Admin Casey DeBord

CALL TO ORDER

With a quorum present, Chair Jon Gardner 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 Herrington made a motion, seconded by Commissioner Glenn to approve minutes from the March 18, 2024, meeting. Upon vote, the motion was carried unanimously 5-0. Commissioner Enge was not present during the vote.

DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding a Certificate of Appropriateness concerning a fence at 310 East Kolstad Street.

Commissioner Herrington made a motion, seconded by Commissioner Glenn, to approve the Certificate of Appropriateness submitted by property owner Terry Peters. Mr. Peters explained that the existing fence was deteriorating and needed to be replaced. He expressed his desire to install a new eight-foot wooden fence to enhance privacy. Following discussion regarding the proposed height of the fence, Commissioner Bockel made an amended motion, seconded by Commissioner Herrington, to approve the installation of an eight-foot wooden fence along the side yard and a six-foot wooden fence in the front yard. Upon vote, the amended motion carried unanimously, 5-0.

2. Discussion and possible action regarding a Certificate of Appropriateness concerning fence at 1011 North John Street.

Commissioner Bockel made a motion, seconded by Commissioner Glenn, to approve the Certificate of Appropriateness (COA) submitted by the applicant, Karen Mononco. Ms. Mononco addressed the Commission and explained that the installation of the wooden fence was her only viable solution at the time to protect her dog, without removing the existing historic iron fence. Commissioner Glenn suggested that, for cost-effectiveness, the applicant could consider painting the wooden fence or

relocating it to the outside of the iron fence. Members of the Commission expressed concern that allowing the current configuration to remain could set an undesirable precedent for future cases. Commissioner Gardener recommended that the applicant obtain two quotes: one for moving the wooden fence to the outside of the iron fence, and another for modifying the iron fence by cutting a section out. Commissioner Bockel then amended his original motion and moved to table the COA for 90 days, allowing time for the applicant to obtain and present the quotes. The amended motion was seconded by Commissioner Glenn and carried unanimously.

ADJOURNMENT

Commissioner Herrington made a motion, seconded by Commissioner Glenn, to adjourn at 3:48 pm. Upon vote, motion carried unanimously 5-0.

PASSED AND APPROVED THIS 15th DAY OF JULY 2025.

ATTEST:

Jon Gardner, Chair, or Alternate.

Chasity Esparza, HPO/Administrative Assistant



Agenda Date: 07/15/2025
To: Historic Landmarks Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Demolition of 205 West Pine Street
Date Submitted: 07/07/2025

SUMMARY:

Discussion and consideration of a Certificate of Appropriateness for the demolition of the substandard structure located at 205 West Pine Street (GREEN BLOCK 2 LOT 4A, 5A & 6A). The Building and Standards Commission met with the owners in 2024 and requested a rehabilitation plan, which was never submitted. The structure continues to deteriorate, and attempts to contact the owners have been unsuccessful. On June 26, 2025, the Building and Standards Commission made a motion to have the property bid out for demolition. The matter is now presented for discussion and consideration of a Certificate of Appropriateness for demolition, in accordance with local Historic Preservation procedures.

RECOMMENDED ACTION:

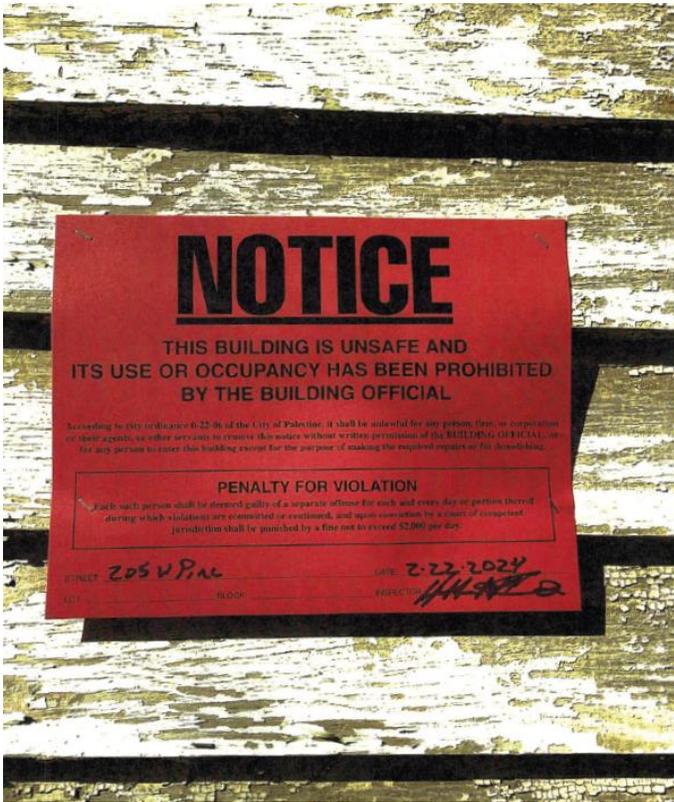
For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

Photos
Notices and Green Cards
report/notice
HLC Notice





NOTICE

THIS BUILDING IS UNSAFE AND
ITS USE OR OCCUPANCY HAS BEEN PROHIBITED
BY THE BUILDING OFFICIAL

According to city ordinance 6-22-06 of the City of Palestine, it shall be unlawful for any person, firm, or corporation or their agents or other servants to remove this notice without written permission of the BUILDING OFFICIAL, or for any person to enter this building except for the purpose of making the required repairs or for demolishing.

PENALTY FOR VIOLATION

Each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which violations are committed or continued, and upon conviction by a court of competent jurisdiction shall be punished by a fine not to exceed \$2,000 per day.

STREET: 205 W Pal DATE: 2-22-2024
BLOCK: INSPECTOR: [Signature]



Chasity Esparza
HPO/Administrative Asst.
City of Palestine
Phone: (903) 731-8402

504 N. Queen St.
Palestine, TX 75801
hpoadmin@palestine-tx.org



May 27, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 2957 9907 69

Barry & Susie Davidson
16415 Creeksouth Road
Houston, Texas 77068

Re: Incident # 32662; Property Located at 205 West Pine Street, Palestine Texas
Green Block 2 Lot 4A, 5A & 6A

Dear Property Owner,

This letter serves as official notice that during its monthly meeting on May 22, 2025, the Building and Standards Commission voted **to grant a thirty (30) day extension** for you to take the following actions:

- 1. Contact the Development Services Department to discuss rehabilitation or demolition.**
- 2. Submit a Rehabilitation Plan of Action for the property in question.**

Please ensure both steps are completed within the 30-day extension period to remain in compliance with the Commission's directive.

Chasity Esparza

Development Services

Chasity Esparza
HPO/Administrative Asst.
City of Palestine
Phone: (903) 731-8402

504 N. Queen St.
Palestine, TX 75801
hpoadmin@palestine-tx.org



June 6, 2024

VIA FIRST CLASS MAIL
Barry and Susie Davidson
16415 Creeksouth Road
Houston, Texas 77068

Dear Mrs. & Mr. Davidson,

This letter is to inform you that a certified mail delivery addressed to you was recently attempted but was returned as undeliverable. Development Services is currently trying to contact you regarding the property located at **205 W. Pine St.**

We ask that you please contact our office at your earliest convenience to discuss this matter further. For your reference, a copy of the original certified letter is enclosed with this correspondence.

Thank you for your prompt attention.

Sincerely,

Chasity Esparza
Development Services

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®

OFFICIAL USE

Certified Mail Fee
\$ _____

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy)

Return Receipt (electronic)

Certified Mail Restricted Delivery

Adult Signature Required

Adult Signature Restricted Delivery

Postmark Here



Postage
\$ _____

Total Postage and Fees
\$ _____

Sent To
Street and Apt. No., or PO Box No. 205 W. Pine

City, State, ZIP+4® _____

4587 UR 2U 2757 9407



INSPECTION REPORT OF SUBSTANDARD BUILDING
(Palestine City Codes §22-302; §22-303)

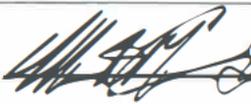
Case #: 32662

Bldg. Location: <u>205 W Pine</u>	LOCID/BLK/LOT: <u>Green Block 2 Lot 4A, 5A, & 6A</u>	
Owner/Lienholder: <u>Davidson Barry & Susie</u>	Type Build: <u>Residential</u>	Year Built: <u>Unknown</u>
Address: <u>16415 Creeksouth Rd</u>	Elec Meter #:	# of bedrooms:
City: <u>Houston</u>	Appraised Value: <u>\$15,398</u>	<u>Unknown</u>
State/Zip Code: <u>TX, 77068</u>	Length Vacant: <u>Unknown</u>	
	Checked ACAD:	
	Parcel ID #: <u>30093</u>	

DESCRIPTION	MEETS CODE		REMARKS
	YES	NO	
Plumbing: (a) Kitchen		<input checked="" type="checkbox"/>	Inspect and or replace all plumbing parts
(b) Bathroom		<input checked="" type="checkbox"/>	Inspect and or replace all plumbing parts
(c) Water Heater		<input checked="" type="checkbox"/>	Inspect and or replace by certified plumber
Electrical: (a) Service		<input checked="" type="checkbox"/>	Bring electrical supply up to minimum of _____ amps
Installation & Maintenance		<input checked="" type="checkbox"/>	Install heating system to bring habitable rooms to 68 degrees
Condition of Foundation		<input checked="" type="checkbox"/>	Repair or replace piers and beams
Condition of Exterior Walls		<input checked="" type="checkbox"/>	Repair or replace missing or rotted siding
Condition of Roof		<input checked="" type="checkbox"/>	Replace/repair roof. Replace/repair fascia/soffit
Condition of Floors		<input checked="" type="checkbox"/>	Replace/repair/level flooring on interior of structure
Condition of Interior Walls/Ceiling		<input checked="" type="checkbox"/>	Replace/repair sheetrock, studs, plates and other wood supporting parts
Condition of Exterior Doors/Windows		<input checked="" type="checkbox"/>	Replace/repair broken and missing windows.
Condition of Porches (Front & Back)		<input checked="" type="checkbox"/>	Replace/repair rotted or missing wood
Condition of Steps (Front & Back)		<input checked="" type="checkbox"/>	Replace/repair rotted or missing wood

STRUCTURE OPEN TO PUBLIC: _____ YES NO

COMMENTS: Structure has a lot of rot and is not livable

Date of Inspection/tag 2-6-2024 Inspector:  Inspector's phone: (903) 731-8417

This inspection is intended for a general guide as to deficiencies resulting in the tagging of the structure as substandard. It is the owner's responsibility to contact the City of Palestine Development Services Department at (903) 731-8419 to get more detailed information concerning specific code violations and what repairs are necessary to bring the dwelling up to minimum standards.

Chasity Esparza
HPO/Administrative Asst.
City of Palestine
Phone: (903) 731-8402

504 N. Queen St.
Palestine, TX 75801
hpoadmin@palestine-tx.org



April 7, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 1843 7991 27

Barry & Susie Davidson
16415 Creeksouth Road
Houston, Texas 77068

Re: Incident # 32662; Property Located at 205 West Pine Street, Palestine Texas
Green Block 2 Lot 4A, 5A & 6A

Dear Property Owner,

This letter serves as formal notice that, at their monthly meeting held on **May 23, 2024**, the Building and Standards Commission unanimously decided to grant a ninety-day extension for the submission of a Rehabilitation Plan of Action. To date, no Rehabilitation Plan has been submitted, nor has any work been carried out on the property. The condition of the property continues to deteriorate, and as it is located in a Historic District, you are required to maintain basic property upkeep, which has not been addressed.

A public hearing will be held by the City of Palestine Building and Standards Commission to gather relevant information regarding this property. You are strongly urged to attend this meeting, as it will provide an opportunity for you to present evidence, either in the form of oral testimony or documentation, regarding your plan for the rehabilitation of this structure.

BUILDING AND STANDARDS COMMISSION
504 N. Queen St.
Palestine, TX 75801

Date: May 22, 2025
Time: 4:00 P.M.

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

Chasity Esparza
Historic Preservation Officer/
Development Services

Chasity Esparza
HPO/Administrative Asst.
City of Palestine
Phone: (903) 731-8402

504 N. Queen St.
Palestine, TX 75801
hpoadmin@palestine-tx.org



May 9, 2025

2nd Notice

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 2957 9907 14

Barry & Susie Davidson
16415 Creeksouth Road
Houston, Texas 77068

Re: Incident # 32662; Property Located at 205 West Pine Street, Palestine Texas
Green Block 2 Lot 4A, 5A & 6A

Dear Property Owner,

This letter serves as formal notice that, at their monthly meeting held on **May 23, 2024**, the Building and Standards Commission unanimously decided to grant a ninety-day extension for the submission of a Rehabilitation Plan of Action. To date, no Rehabilitation Plan has been submitted, nor has any work been carried out on the property. The condition of the property continues to deteriorate, and as it is located in a Historic District, you are required to maintain basic property upkeep, which has not been addressed.

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BUILDING AND STANDARDS COMMISSION
504 N. Queen St.
Palestine, TX 75801

Date: May 22, 2025
Time: 4:00 P.M.

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Respectfully,

Chasity Esparza
Historic Preservation Officer/
Development Services

Chasity Esparza
HPO/Administrative Asst.
City of Palestine
Phone: (903) 731-8402

504 N. Queen St.
Palestine, TX 75801
hpoadmin@palestine-tx.org



July 8, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 2957 9912 47

Barry & Susie Davidson
16415 Creeksouth Road
Houston, Texas 77068

Re: Incident # 32662; Property Located at 205 West Pine Street, Palestine Texas
Green Block 2 Lot 4A, 5A & 6A

Dear Mr. & Mrs. Davidson,

The City of Palestine has been attempting to reach you regarding the property located at **205 W. Pine Street**. This matter is **urgent** and requires your immediate attention.

Following the recent decision by the Building and Standards Commission to bid the structure out for demolition, the property will now be brought before the Historic Landmark Commission for consideration.

We strongly urge you to be present for the upcoming **Historic Landmark Commission meeting** scheduled for:

Date: Tuesday, July 15, 2025

Time: 3:00 p.m.

Location: City Hall or via Zoom (link available upon request)

Your attendance, either in person or via Zoom, is crucial to ensure your input is considered before further action is taken on this historic property.

If you have any questions or would like the Zoom access details, please contact our office at 903-731-8402.

Sincerely,

Chasity Esparza
Development Services