



# CITY OF MANSFIELD

1200 E. Broad St.  
Mansfield, TX 76063  
mansfieldtexas.gov

## Meeting Minutes - Final

### Historic Landmark Commission

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Thursday, November 14, 2024

5:30 PM

City Hall Council Chambers

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#### 1. CALL TO ORDER

*Chairman Smith called the meeting to order at 5:30 p.m. in the Council Chamber at City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.*

*Staff Present:*

*Art Wright, Planning Manager/HPO*

*Commissioners:*

**Absent** 1 - Jennifer Johnston

**Present** 6 - Mark Walker;David Littlefield;Robert Smith;Bob Klenzendorf;Thomas Leach and Anne Weydeck

#### 2. APPROVAL OF MINUTES

*Chairman Smith called for a motion on the minutes of the October 10, 2024, meeting.*

24-6273 Minutes - Approval of the October 10, 2024, Historic Landmark Commission Meeting Minutes

*Commissioner Leach made a motion to approve the minutes as presented.*

*Commissioner Weydeck seconded the motion, which carried by the following:*

**A motion was made by Leach. Seconded by Weydeck.. The motion CARRIED by the following vote:**

**Aye:** 6 - Mark Walker; David Littlefield; Robert Smith; Bob Klenzendorf; Thomas Leach and Anne Weydeck

**Nay:** 0

**Absent:** 1 - Jennifer Johnston

**Abstain:** 0

#### 3. CITIZENS COMMENTS

*None.*

#### 4. DISCUSSION ITEMS

24-6274**HLC#24-008: Discussion and Possible Action Regarding an Outreach Program to Encourage Property Owners to Seek Historic Landmark Designation**

*Mr. Wright gave a presentation on the Historic Landmark Program and strategies to encourage the owners of historic properties to landmark their buildings. The Commission discussed methods to create an outreach program to provide information to property owners regarding the landmark program. The Commission also discussed the possibility of requesting a joint work session with the City Council to exchange views on the preservation program in Historic Downtown Mansfield.*

**After discussion, Vice-Chair Littlefield made a motion to request a joint work session with the City Council and to task the Preservation Education Sub-Committee with the development of a outreach program related to historic landmarks. Commissioner Leach seconded the motion, which carried by the following vote:**

**Aye:** 6 - Mark Walker; David Littlefield; Robert Smith; Bob Klenzendorf; Thomas Leach and Anne Weydeck

**Nay:** 0

**Absent:** 1 - Jennifer Johnston

**Abstain:** 0

24-6275**HLC#24-009: Discussion and Possible Action Regarding the Regulations Allowing the Suspension of Demolition Permits for Historic Properties**

*Mr. Wright gave a presentation on the regulations in Section 155.069 of the Code of Ordinances, "Historic Overlay District Regulations", related to the Commission's ability to suspend demolition permit applications for historic properties for a limited period. Mr. Wright explained the difference in the regulations regarding properties designated as historic landmarks and properties eligible to be historic landmarks.*

*The Commission discussed the types of historic properties to which these regulations might apply and noted that a suspension must be done with care. Mr. Wright explained that the Commission must have a plan of action ready if a suspension is issued. The Commission determined that properties designated as Officially Recognized historic resources should be considered for preservation if a demolition permit application was received by the City.*

*The Commission discussed how properties threatened with demolition could be brought to the Commission for review.*

**After discussion, Commissioner Walker made a motion to direct the Historic Preservation Officer to notify the Commission when a demolition permit application is received for a Officially Recognized historic resource and to schedule a meeting of the Commission to determine if a suspension of the permit application is warranted. Vice-Chair Littlefield seconded the motion, which carried by the following vote:**

**Aye:** 6 - Mark Walker; David Littlefield; Robert Smith; Bob Klenzendorf; Thomas Leach and Anne Weydeck

**Nay:** 0

**Absent:** 1 - Jennifer Johnston

**Abstain:** 0

## **5. PRESERVATION EDUCATION SUB-COMMITTEE**

*Commissioner Leach, chair of the Sub-Committee, noted that the Sub-Committee did not meet in October and had no report at this time.*

## **6. PRESERVATION PLAN ADVISORY COMMITTEE**

*Commissioner Johnston, chair of the Committee, was absent from this meeting. Commissioner Leach, acting Committee chair, gave a brief report on the Committee's activities at the October meeting.*

24-6272 Minutes - Approval of the October 9, 2024, Preservation Plan Advisory Committee Meeting Minutes

*Commissioner Leach called for a motion on the minutes of the October 9, 2024, Committee meeting.*

**Commissioner Leach made a motion to the approved the minutes.**

**Commissioner Weydeck seconded the motion, which carried by the following vote:**

**Aye:** 2 - Thomas Leach and Anne Weydeck

**Nay:** 0

**Absent:** 1 - Jennifer Johnston

**Abstain:** 0

**Non-Voting:** 4 - Mark Walker; David Littlefield; Robert Smith and Bob Klenzendorf

## **7. HISTORIC PRESERVATION OFFICER'S REPORT**

*Mr. Wright reported that the Commission's booth at the Haunt the Block event on October 16, 2024, was successful, and that there were 2,000 visitors reported to attend. Mr. Wright also stated that the Commission was invited to set up a booth at the Hometown Holidays event on December 6, 2024.*

## **8. COMMISSION ANNOUNCEMENTS**

*Commissioner Klenzendorf announced that he would be absent from the December 12, 2024, meeting.*

## **9. ADJOURNMENT OF MEETING**

With no further business, Chairman Smith adjourned the meeting at 7:18 p.m.

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Dr. Robert A. Smith, Chair

ATTEST:

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Art Wright, Historic Preservation Officer