

AGENDA

**HISTORIC LANDMARK COMMISSION
CITY OF MANSFIELD, TEXAS
MANSFIELD HISTORICAL MUSEUM AND HERITAGE CENTER
SATURDAY, NOVEMBER 9, 2019, 4:30 PM**

- 1. CALL TO ORDER**
- 2. APPROVAL OF LAST MEETING MINUTES**
- 3. OTHER AGENDA ITEMS:**
 - A. Consideration of a Historic Mansfield Preservation Grant for the Gaulden-Baskin House located at 301 W. Broad Street
 - B. Preservation Month Sub-Committee Update
 - C. Historic Preservation Officer Report
- 4. COMMISSION ANNOUNCEMENTS**
- 5. STAFF ANNOUNCEMENTS**
- 6. ADJOURNMENT OF MEETING**

I certify that the above agenda was posted on the bulletin board next to the main entrance of City Hall on November 5, 2019, in accordance with Chapter 551 of the Texas Government Code.

Delia Jones, Secretary

- This building is wheelchair accessible. Disabled parking spaces are available. Request for sign interpreter services must be made 48 hours ahead of meeting to make arrangements. Call 817 473-0211 or TDD 1-800-RELAY TX, 1-800-735-2989.

**HISTORIC LANDMARK COMMISSION
CITY OF MANSFIELD**

October 10, 2019

Chairman Smith called the meeting to order at 5:31p.m. in the Council Chambers 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.

Present:

| | |
|-------------------|---------------|
| Robert Smith | Chairman |
| David Littlefield | Vice-Chairman |
| Lynda Pressley | Commissioner |
| Mark Walker | Commissioner |
| Rick Weintraub | Commissioner |
| Houston Mitchell | Commissioner |
| Bob Klenzendorf | Commissioner |
| Amanda Kowalski | Commissioner |

Absent:

| | |
|----------------|--------------|
| Justin Gilmore | Commissioner |
|----------------|--------------|

Staff:

| | |
|-------------|-----------|
| Art Wright | Planner |
| Delia Jones | Secretary |

Approval of Last Meeting Minutes

Chairman Smith called for approval of the minutes of the September 12, 2019 meeting. Commissioner Mitchell made a motion to approve the minutes. Commissioner Weintraub seconded the motion which carried by a vote of 8 to 0.

Public Hearing

HLC#19-007: Public Hearing to consider a request for a new sign and to paint the exterior and awning of the Southland Ice Company Building at 131 N. Main Street

At this time, Chairman Smith turned the meeting over to Vice-Chairman Littlefield.

Eddie Phillips, representing the applicant, gave an overview of the request and was available for questions.

Vice-Chairman Littlefield opened the public hearing and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chairman Smith closed the public hearing.

Commissioner Walker made a motion to approve the request as presented. Commissioner Weintraub seconded the motion which carried by a vote of 8 to 0.

HLC#19-008: Public Hearing to and consideration of an inventory of Historic Properties deemed deserving of official recognition although not designated at historic landmarks

Mr. Wright listed the following properties for consideration:

| | |
|-----------------------|---------------------|
| 302 W. Oak Street | 301 E. Elm Street |
| 304 W. Oak | 305 E. Elm Street |
| 206 W. Oak Street | 309 E. Elm Street |
| 302 W. Broad Street | 302 E. Broad Street |
| 201 W. Kimball Street | 310 E. Broad Street |
| 315 S. Main Street | 405 E. Broad Street |

Commissioner Mitchell stated that 204 W. Oak Street had incompatible alterations, including a 2-story addition, that decreased its historic value. Chairman Smith stated that the property ought to be recognized as the current or a future owner would be eligible for preservation incentives to reverse the alterations.

Commissioner Kowalski asked if any of the property owners had responded to the City's notice that these properties were being recognized. Mr. Wright stated that he had been contacted by several property owners, but not all of them.

Mr. Wright stated that the Commission has recommended that a recognition ceremony be held on Saturday, November 9, 2019 at the Mansfield Historical Museum and Heritage Center.

Chairman Smith opened the public hearing and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chairman Smith closed the public hearing.

Vice-Chairman Littlefield made a motion to approve the request. Commissioner Mitchell seconded the motion which carried by a vote of 8 to 0.

Other Agenda Items

Preservation Month Sub-Committee Report and Discussion

Mr. Wright stated that the Commission's agenda would include a regular Preservation Month Sub-Committee update on each agenda to allow the Commission to discuss items related to Preservation Month if necessary. Vice-Chairman Littlefield reported that the Sub-Committee would be meeting on October 25, 2019.

Discussion and Possible Action regarding potential demolition of Historic Resources:

Mr. Wright stated that one of the Commission's responsibilities under the City's historic preservation program is to identify and catalog buildings, land, areas, and districts of historical, architectural, archaeological or cultural value in the City's Historic Resources Survey. Mr. Wright informed the Commission that he would report on historic resources that have applied for a demolition permit or where City Staff has received inquiries regarding the demolition of a historic resource for the Commission's review. Mr. Wright stated that Staff had received inquiries regarding demolition of the following historic properties:

1. 2880 Matlock Road
2. 201 W. Broad Street
3. 916 Noah Street
4. 928 Noah Street

The Commission discussed the possibility that the owner of the historic structures at the Holland Farmstead at 2880 Matlock Road might donate the historic water tank or other structures to the City prior to demolition so that these could be relocated to the Man House or a City park.

Chairman Smith made a motion to recommend that when the proposed restaurant at 2880 Matlock Road makes a development application, Staff request the developer donate the water tank to the City. Commissioner Pressley seconded the motion which carried by a vote of 8 to 0.

Work Program Items:

1. Discussion regarding an update of the 1999 Historic Preservation Plan

Mr. Wright stated that the City's 1999 Historic Preservation Plan was 20 years old and was in need of an update. Mr. Wright requested that the Commissioners review the plan and list items that needed to be updated, removed, or where they had questions. Chairman Smith noted that this was a long-term project and would need to be discussed over several meetings.

2. Discussion on Special Preservation Projects:

Mr. Wright stated that Mansfield had a number of historic properties or resources that were under-recognized and may be in need of the Commission's assistance. As an example, he reported that the Stephens Cemetery on N. Mitchell Road was still there, but the marker was damaged.

Michael Gibson, 203 S. Main Street, addressed the Commission regarding the historic Gibson Cemetery just outside the City limits. Mr. Gibson stated that he and a few others maintained the cemetery, but as they aged it was becoming harder to do. Mr. Gibson asked if the City or another agency could provide assistance for the cemetery's maintenance. Mr. Wright stated he would look into the matter.

The Commission discussed a marker program for significant historic resources that no longer exist. Chairman Smith used the Dr. Julian T. Feild House as an example. The Commissioners requested that Mr. Wright provide examples of these types of markers.

Public Engagement Program:

1. Consideration of a Preservation Incentives flyer

Mr. Wright presented a draft of the Preservation Incentives informational flyer that will be sent to the owners of eligible historic properties.

2. Consideration of an offer by Hull Millwork to conduct educational workshops on maintaining and preserving historic window

Mr. Wright reported that Hull Millwork, a specialist in architectural millwork, had offered to conduct a workshop on the value of historic wood windows. He stated that this would be a good event for Preservation Month in May 2020.

Vice-Chairman Littlefield made a motion to accept Hull's offer. Commissioner Weintraub seconded the motion which carried by a vote of 8 to 0.

3. Presentation on Wayfinding Signs

Mr. Wright made a brief presentation on the City's new wayfinding sign program.

Commission Announcements

Chairman Smith made a request that the City consider reducing the speed limit through the historic downtown area.

Staff Announcements

Mr. Wright invited the Commissioners on a tour of the Ralph Man House on Saturday, October 19, 2019.

Adjournment

With no further business, Chairman Smith adjourned the meeting at 6:49 p.m.

Robert A. Smith, Chairman

ATTEST:

Delia Jones, Secretary

HISTORIC LANDMARK COMMISSION COMMUNICATION

Agenda Date: November 9, 2019

Case Number: HLC#19-009

Applicant: Manuel and Elva Hernandez

Subject: Consideration of a Historic Mansfield Preservation Grant not to exceed \$4,400.00 for the Gaulden-Baskin House located at 301 W. Broad Street

COMMENTS AND CONSIDERATIONS

The City Council authorized a \$10,000.00 preservation grant to replace the windows at the historic Gaulden-Baskin House at 301 W. Broad Street from the 2018-2019 grant cycle. Leeds Clark, Inc., the contractor, was able to replace five of the six windows for \$9,873.80, much less than the initial estimate.

The property owners are seeking a preservation grant not to exceed \$4,400.00 for the replacement of the non-compatible arched window and associated work on the facade facing South 2nd Avenue. This window is situated in a box attached to the side of the house. The box will need to be reconstructed to accommodate the new window. The owners have agreed to replace the existing window with a historically appropriate wood window to match the two large windows on the left side of the house.

As required by the terms of the preservation grant, the owners received a Mansfield historic landmark designation on October 28, 2019.

Staff recommends approval.

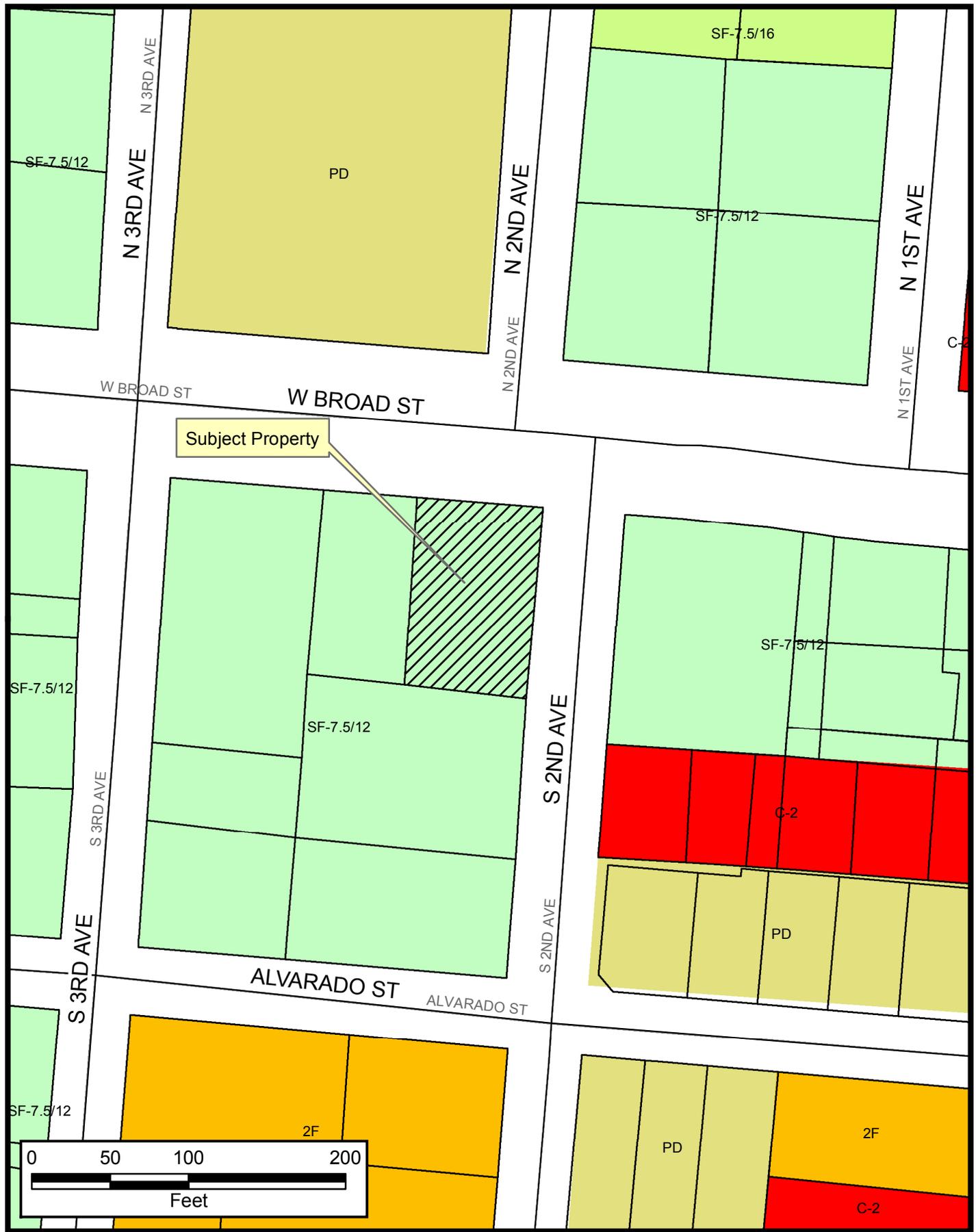
Attachments

Maps and supporting information

Estimate from Contractor

Draft Preservation Agreement





HLC#19-009

This information is for illustrative purposes only. Not for design or development purposes. Site-specific studies may be required to obtain accurate feature locations. Every effort is made to ensure the information displayed here is accurate; however, the City of Mansfield makes no claims to its accuracy or completeness.

7/25/2019

Photographs of Windows

Existing non-compatible window to be replaced with a 1/1 window to match the rest of the house.



Existing Window

Replacement Window



**HISTORIC MANSFIELD PRESERVATION
GRANT PROGRAM
PRESERVATION AGREEMENT**

Whereas, this Preservation Agreement (Agreement) is entered into between the City of Mansfield, a Texas municipal corporation (City) and Manuel and Elva Hernandez (Owner); and

Whereas, the Owner will use funds made available through the Historic Mansfield Preservation Grant Program (Program) for exterior preservation, restoration, rehabilitation and/or reconstruction (Work) of the house, which is owned by the Owner; and

Whereas, the Owner has designated their property a City of Mansfield Historic Landmark; and

Whereas, the purpose of this Agreement is to set forth the responsibilities of the City and the Owner in the payment, construction and reporting of the Work; and

Whereas, the Owner has made application under the Program for financial assistance for Work to be done to the Gauden-Baskin House, located at 301 W. Broad Street, a property designated as a Mansfield Historic Landmark in the City of Mansfield; and

Whereas, such application was recommended for up to \$4,400.00 by the Mansfield Historic Landmark Commission on November 9, 2019;

NOW THEREFORE, be it agreed by the City and the Owner as follows:

Term

The term of this Agreement shall commence on the latest date of execution shown hereon and shall terminate one (1) year following the date of completion of the Work.

Amount and Scope

The City shall engage and pay directly to the Contractor up to \$4,400.00 for the Work which shall consist of:

1. Replacement of the non-compatible window and associated work on the facade facing South 2nd Avenue on the historic house at 301 W. Broad Street.

The Owner consents to the City's selection of a qualified Contractor to install new windows meeting standard in Chapter 3.3 of the *Design Guidelines for Historic Residential Properties* and shall allow the Contractor access to the property, and Owner will execute any and all agreement with the Contractor as necessary to complete the Work.

Historic Designation

The Owner received a designation of their property as a City of Mansfield Historic Landmark on October 28, 2019, in accordance with Section 5400 of the City of Mansfield Zoning Ordinance.

Default and Repayment

The City may withhold future grant payments or the Owner shall promptly repay any and all amounts paid by the City, in the event that during the term of this agreement any of the following occur:

1. The residence is not maintained to City of Mansfield building codes;
2. Historic Landmark designation is removed;
3. Property changes from residential use to another use;
4. Owner performs or arranges for other work (not under this Agreement) materially detracting from the historic character or fabric of the exterior of the house; or
5. Owner breach any other term of this Agreement.

Grant recipients who receive grant funding based on owner-occupied residential use of the property must repay twenty five percent (25%) of the grant amount if the owner-occupied status of the property changes to rental.

Liability and Indemnification

The Owner acknowledges that he/she has read the guidelines for the grant program included with the application and agree to all of the terms and conditions contained in the guidelines. If required, any Contractor hired for this project will hold contractors licenses for the City of Mansfield.

The Owner agrees to indemnify and hold harmless the Mansfield Historic Landmark Commission and the City of Mansfield, its agents, servants, employees, and officers against losses, costs, damages, expenses and liabilities of any nature directly or indirectly resulting from or arising out of or relating to the City's acceptance, consideration, approval or disapproval of this agreement and the issuance or non-issuance of a grant, or any work performed in connection with this Agreement.

Notice

The Owner shall provide the City with at least two (2) weeks' notice of any intended transfer of title, any encumbrance on title or pending legal action which may result in foreclosure of property. Notice or correspondence shall be sent to:

City of Mansfield
Planning Department
1200 E. Broad Street
Mansfield, Texas 76063

Acknowledgement

The Owner shall, at City’s expense, allow for installation of a durable sign visible to the passing public that identifies the house and acknowledges that assistance has been provided through the City of Mansfield.

Assignment

The terms of this agreement shall be binding on the Owner’s successors and assigns and shall run with the property for the term of the agreement.

Executed this _____ day of _____, 20_____.

Joe Smolinski, Deputy City Manager
City of Mansfield

Manuel Hernandez, Property Owner
301 W. Broad Street

Elva Hernandez, Property Owner
301 W. Broad Street

HISTORIC LANDMARK COMMISSION COMMUNICATION

Date: November 9, 2019

Subject: Preservation Month Sub-Committee Update

COMMENTS AND CONSIDERATIONS

The Preservation Month Sub-Committee met on October 25, 2019. The meeting notes are attached. The Sub-Committee is seeking feedback from the Commissioners and the members of the Historic Preservation Advisory Board on the proposed Preservation Month events and program.

Attachment

Preservation Month Sub-Committee Meeting Notes

Preservation Month 2020 - Meeting Notes

October 25, 2019 / 5:00 PM / Library Meeting Room

Attendees

David Littlefield, Mark Walker - Historic Landmark Commission, Chris Ohan, Cindy Gardner - Historic Preservation Advisory Board

Absent were: Elizabeth Carmody - MISD, Jessica Baber - Mansfield Historical Museum

Notes

- The purpose of Preservation Month is to foster community engagement, promote historical places and heritage tourism, and to demonstrate social and economic benefits of historic preservation (National Trust for Historic Preservation, savingplaces.org).
- David Littlefield selected as Committee Chairperson, and Cindy Gardner as Secretary.
- Future Sub-Committee Meetings will be held on the 3rd Friday of each month, at 5:00pm in the Library Meeting Room.
- Program Ideas to Pursue:
 - Youth Program at the Library - coordinate with Julie Crisafulli
 - Small preservation “how to” exhibit - coordinate with Jessica Baber
 - Photography Contest - coordinate with Arts Commission
 - Involve Downtown Mansfield Inc., Chamber of Commerce, CVB
 - Essay / Poster Contest within MISD - coordinate with Elizabeth Carmody
- Event ideas discussed:
 - Man House Grand Opening
 - Small budget (approx. \$1,000) available
 - Historic Bike Ride - Coordinate with Hilltop Bicycle Center
 - Speaker at the Museum - Coordinate with Jessica Baber
 - Shop Main Street Day/Weekend - Coordinate with Historic Mansfield Business Association
 - Historic Building Tours, or History Walk
 - Ticket sales, proceeds to go toward specific goal (undetermined)
 - Historic Homes willing to participate?
 - Mark Walker
 - Leasor Crass?
 - Living History Event or Demonstration - Coordinate with Tom Leach?

- Preservation Demonstrations
 - Scrapbooking for Family History
 - Safe Storage of Family Treasures
 - How to Build a Proper Wooden Window - Coordinate with Art Wright
- Promotion Ideas discussed:
 - Social Media
 - Instagram - Start weekly posts: “throwback” photos, preservation tips, events as added, etc.
 - Banners, flyers
 - City / Museum websites
 - Mansfield NOW and Chamber calendars

Action Items

1. Cindy- Prepare a Calendar of Events for May 2020 for next meeting. Find out what events are planned in the area (City, MISD, The LOT, etc). Calendar will serve as a handout to be available at the Museum, Library, MISD, etc.
2. Any/All - Start gathering donations for funding and giveaways
3. Prepare Information sheet for prospective sponsors of events, etc.
4. Cindy - Research Frontier Parade (1960's)
5. Cindy - Attend next HMBA Meeting
6. David - Bethlehem Baptist Church, 150th Anniversary Date/Program?

Next Meeting – Friday, November 15, 2019 – 5pm – Library Meeting Room

HISTORIC LANDMARK COMMISSION COMMUNICATION

Date: November 9, 2019

Subject: Historic Preservation Officer Report for November

The purpose of this report is to provide the Commission with information on preservation topics that were discussed at or have arisen since the Commission's last meeting. These items are informational and do not require immediate action by the Commission.

A. Historic Mansfield Recognition Ceremony

The Historic Mansfield Recognition Ceremony will be held at the Mansfield Historical Museum on Saturday, November 9, 2019 at 2:00pm. The ceremony will honor the owners of the 12 properties officially recognized by the Commission, and the newest historic landmark at 301 W. Broad Street.

B. November Meetings

There will be a special meeting of the Commission at 4:30pm on November 9, 2019, after the Historic Mansfield Recognition Ceremony, to make a recommendation on a Historic Mansfield Preservation Grant application to complete the window replacements at the Gauden Baskin House at 301 W. Broad Street. The contractor, Leeds Clark, Inc., would like to replace the last window before Thanksgiving.

The regular November 14, 2019 meeting has been cancelled. The Commission's next meeting will be Thursday, December 12, 2019.

C. Update on the acquisition of the farm structures at 2880 Matlock Road

Staff has contacted Ms. Moretta Weatherford, the owner of 2880 Matlock Road. She stated that the water tank, chicken coops and barns have already been demolished as sub-standard structures. She stated that the City was welcome to the windmill frame, but the fan and gear box are missing.

D. Update on HLC's inquiry regarding lowering the speed limit on Main Street through the historic downtown

At their October 28, 2019 meeting, the City Council directed Staff to prepare an ordinance to lower the speed limit through downtown Mansfield. The proposed speed limit from the north end of the Main Street bridge to Hunt Street will be 30 miles per hour. There will be a transitional speed as traffic travels north or south from the historic downtown. The ordinance is scheduled for first reading at the November 11, 2019 Council meeting.

E. Demolition of a Historic Resource at 306 S. 2nd Avenue

An application has been filed to subdivide the property at 306 S. 2nd Avenue to accommodate a new duplex. The existing house is a 1950 structure with synthetic siding and is listed as a Low Priority resource on the Historic Resources Survey.

Low priority resources have less significance than those in the other categories. They may be properties that have lost most of their original character defining architectural elements through modifications, or they may represent types still highly common and widely found. They do not generally meet National Register or RTHL criteria.

This house does not exhibit a particular architectural style and appears to have been altered over time. Due to the limited architectural or historic value of this structure, Staff recommends that no action be taken to stay demolition.



Historic Resources Survey Update listing:

| | | | | | | | | | | |
|-----|-------------|---|---|--------|------|----------|-----------------------|------------------|----------|-----|
| 304 | S. 2nd Ave. | | X | | 1940 | Domestic | Side Gabled Bungalow | Synthetic Siding | 135 | |
| 305 | S. 2nd Ave. | | X | | 1925 | Domestic | Front Gabled Bungalow | Red Brick/Wood | 137 | |
| 306 | S. 2nd Ave. | | X | | 1950 | Domestic | | Synthetic Siding | 134 | |
| 480 | S. 2nd Ave. | X | | RI: 06 | 3 | 1885 | Domestic | Center Passage | Alberlos | 133 |
| 406 | S. 2nd Ave. | | X | | 1950 | Domestic | Side Gabled Bungalow | Vinyl Siding | 132 | |

F. Educational workshops on maintaining and preserving historic windows by Hull Millwork

Staff contacted Alice Conlin at Hull Millwork regarding the wood window workshop. The workshop is tentatively scheduled for Wednesday, May 6, 2020 from 6:00 to 8:30pm. The program will cover how to repair a window (or what to look for if a contractor is repairing the window), weather-stripping and energy efficiency, and other related topics. If time allows, Hull plans to have participants try some repairs themselves on a demonstration window frame.

Because this event requires space for participants to take notes and move around the demonstration exhibits, the workshop will be held in one of the training rooms at City Hall or the Mansfield Service Center on S. Wisteria Street. The workshop is open to the public and will be posted on the City's social media and notices to downtown property owners. The Commissioners are encouraged to attend the workshop as it counts toward the City's required CLG training.

G. Special Preservation Projects:

At the October 10, 2019, meeting, the Commissioners discussed a marker program for significant historic resources that no longer exist. The Commissioners requested examples of these types of markers. Attached for the Commission's reference are examples from Milford, Michigan. There is also a photograph of the subject marker for the Man and Feild Mill located at E. Broad Street and Main Street.

Attachments

Photographs of subject markers

Examples of Subject Markers for Resources that No Longer Exist

