



# CITY OF MANSFIELD

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

## Meeting Minutes - Draft

### Historic Landmark Commission

Thursday, July 14, 2022

6:00 PM

City Hall Council Chambers

#### 1. CALL TO ORDER

**Absent** 1 - Mark Walker

**Present** 6 - Amanda Kowalski; David Littlefield; Robert Smith; Bob Klenzendorf; Thomas Leach and Allan Hudson

#### 2. APPROVAL OF MINUTES

[22-4732](#)

Minutes - Approval of the June 9, 2022 Historic Landmark Commission Meeting Minutes

**Commissioner Klenzendorf made a motion to approve the minutes as presented. Commissioner Kowalski seconded the motion, which carried by the following vote:**

**Aye:** 5 - Amanda Kowalski; David Littlefield; Robert Smith; Bob Klenzendorf and Allan Hudson

**Nay:** 0

**Absent:** 1 - Mark Walker

**Abstain:** 1 - Thomas Leach

#### 3. CITIZENS COMMENTS

*None.*

#### 4. PUBLIC HEARING

[22-4754](#)

HLC#22-007: Public hearing continuation to consider a request for a Historic Landmark Overlay District designation for the Mansfield Cemetery, c. 1868, located at 750 W. Kimball Street; Paula McKay on behalf of the Mansfield Cemetery Association, owner

*Mr. Wright gave a presentation and was available for questions.*

*Chairman Smith opened the public hearing at 6:09 p.m. Seeing no one come forward to speak, Chairman Smith closed the public hearing at 6:10 p.m.*

*After discussion, Vice-Chairman Littlefield made a motion to recommend approval of*

*the landmark designation. Commissioner Leach seconded the motion.*

*After further discussion, Commissioner Kowalski made a motion to table the request to allow staff time to contact the Mansfield Community Cemetery Association to see if they wanted to join the landmark designation with the Mansfield Cemetery.*

**Commissioner Kowalski made a motion to table the request until the August 11, 2022, meeting. Vice-Chairman Littlefield seconded the motion, which carried by the following vote:**

**Aye:** 6 - Amanda Kowalski; David Littlefield; Robert Smith; Bob Klenzendorf; Thomas Leach and Allan Hudson

**Nay:** 0

**Absent:** 1 - Mark Walker

**Abstain:** 0

## 5. DISCUSSION ITEMS

[21-4430](#)

HLC#21-013: Discussion regarding revisions to the Design Guidelines for Historic Mansfield

*Mr. Wright provided a draft of pages 41 through 48 of Chapter Three of the updated Design Guidelines for Historic Mansfield.*

*After a discussion, the Commission directed Mr. Wright to make some changes and proceed with updating the next chapter.*

## 6. OTHER AGENDA ITEMS

[22-4759](#)

HLC#22-008: Discussion and Possible Action on the Vision and Annual Preservation Goals for 2022-2023

*Mr. Wright gave a presentation on the Commission's current vision and annual goals and made recommendations for additional goals for next year. The Commission was asked to review the goals and to be prepared to discuss them at the next meeting.*

*After reviewing the recommended goals, Chairman Smith directed staff to prepare a draft preservation ordinance update for the Commission's consideration at the August 11, 2022 meeting.*

## 7. PRESERVATION MONTH SUB-COMMITTEE REPORT

*Vice-Chairman Littlefield gave a report on the first meeting of the 2023 Preservation Month Sub-Committee. Mr. Littlefield described the proposed events under review by the Sub-Committee for Preservation Month 2023.*

## 8. HISTORIC PRESERVATION OFFICER'S REPORT

*Mr. Wright reported that the landmark designation for the 1925 Front Gable Bungalow at 205 North Street was approved by the City Council.*

9. **COMMISSION ANNOUNCEMENTS**

*None.*

10. **STAFF ANNOUNCEMENTS**

*None.*

11. **ADJOURNMENT OF MEETING**

With no further business, Chairman Smith adjourned the meeting at 6:59 p.m.

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Dr. Robert A. Smith, Chairman

ATTEST:

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Art Wright, Planner/HPO