



# CITY OF MANSFIELD

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

## Meeting Minutes - Draft

### Historic Landmark Commission

Thursday, December 8, 2022

5:30 PM

City Hall Council Chambers

#### 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:*

*Art Wright, Senior Planner/HPO*

*Jennifer Johnston, Development Coordinator*

*Commissioners:*

**Absent** 1 - Allan Hudson

**Present** 6 - Amanda Kowalski; Mark Walker; David Littlefield; Robert Smith; Thomas Leach and Bob Kowalski

#### 2. APPROVAL OF MINUTES

[22-5083](#)

Minutes - Approval of the November 10, 2022 Historic Landmark Commission Meeting Minutes

*Chairman Smith called for approval of the minutes of the November 10, 2022 meeting.*

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

**Commissioner Littlefield seconded the motion which carried by the following vote:**

**Aye:** 4 - David Littlefield; Robert Smith; Thomas Leach and Bob Kowalski

**Nay:** 0

**Absent:** 1 - Allan Hudson

**Abstain:** 2 - Amanda Kowalski and Mark Walker

Commissioner Hudson arrived at 5:32 p.m.

**Present** 7 - Amanda Kowalski; Mark Walker; David Littlefield; Robert Smith; Allan Hudson; Bob Kowalski and Thomas Leach

#### 3. CITIZENS COMMENTS

*None*

**4. PUBLIC HEARINGS**

[22-5085](#)

HLC#21-013: Public hearing on the Design Guidelines for Historic Mansfield

*Mr. Wright provided a draft of the updated Design Guidelines for Historic Mansfield.*

*Chairman Smith opened the public hearing at 5:33 p.m. and called for anyone wishing to speak to come forward.*

*Seeing no one come forward to speak, Chairman Smith closed the public hearing at 5:33 p.m.*

**After a discussion, Commissioner Walker made a motion to approve the guidelines as presented. Commissioner Kowalski seconded the motion which carried by the following vote:**

**Aye:** 7 - Amanda Kowalski; Mark Walker; David Littlefield; Robert Smith; Allan Hudson; Bob Kowalski and Thomas Leach

**Nay:** 0

**Abstain:** 0

**5. OTHER AGENDA ITEMS**

[22-5095](#)

HLC#22-009: Update on amendments to Sections 155.069 and 155.116 of the Mansfield Code of Ordinances related to the regulations governing the Historic Landmark Overlay District and the Historic Landmark Commission

*Mr. Wright provided an update on amendments to Section 155.069 and 155.116 of the Mansfield Code of Ordinance.*

**6. PRESERVATION MONTH SUB-COMMITTEE**

[22-5084](#)

Minutes - Approval of the November 16, 2022 Historic Landmark Commission Meeting Minutes

*Vice-Chairman Littlefield called for approval of the minutes of the November 16, 2022 meeting.*

**Commissioner Leach made a motion to approve the minutes as presented. Vice-Chairman Littlefield seconded the motion which carried by the following vote:**

**Aye:** 2 - David Littlefield and Thomas Leach

**Nay:** 0

**Abstain:** 1 - Mark Walker

**Non-Voting:** 4 - Amanda Kowalski; Robert Smith; Allan Hudson and Bob Kowalski

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

*Mr. Wright advised the Commission that a request had been made to add a pet cemetery as a Historical Landmark and why it does not meet the criteria for a landmark designation.*

8. **COMMISSION ANNOUNCEMENTS**

*None*

9. **STAFF ANNOUNCEMENTS**

*None*

10. **ADJOURNMENT OF MEETING**

With no further business, Chairman Smith adjourned the meeting at 5:53 p.m.

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Dr. Robert A. Smith, Chairman

ATTEST:

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Jennifer Johnston, Development Coordinator