



# CITY OF MANSFIELD

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

## Meeting Minutes - Draft

### Historic Landmark Commission

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Thursday, April 8, 2021

5:30 PM

City Hall Council Chambers

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**This meeting was open to the public and conducted by video conferencing with access to the public.**

#### 1. CALL TO ORDER

*Chairman Smith called the meeting to order at 5:33 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, Planner II / HPO*

*Jennifer Johnston, Development Coordinator.*

*Commissioners:*

**Absent** 1 - Lynda Pressley

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

#### 2. APPROVAL OF MINUTES

[21-4025](#)

Minutes - Approval of the March 11, 2021 Historic Landmark Commission Meeting Minutes

*Chairman Smith called for approval of the minutes of the March 11, 2021 meeting.*

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

**Commissioner Leach seconded the motion which carried by the following vote**

**Aye:** 5 - Amanda Kowalski; Mark Walker; David Littlefield; Robert Smith and Thomas Leach

**Nay:** 0

**Absent:** 1 - Lynda Pressley

**Abstain:** 1 - Bob Klenzendorf

#### 3. CITIZENS COMMENTS

*None*

#### 4. DISCUSSION ITEMS

[21-3950](#)

HLC#21-001: Discussion on a plan for a potential Mansfield Historic Village

*Mr. Wright gave a presentation on the Historic Village Plan and asked for the Commission's guidance on elements of the plan*

*After a short discussion the following recommendations were made:*

- *A structure must have architectural uniqueness and be associated with a prominent person or event from Mansfield to be located in the village.*
- *Once relocated to the Historic Village all structures will be given a historic designation*
- *Permitted uses in the Village should include commercial, public functions, live/work units, and bed and breakfast. Single-family residential should not be permitted.*
- *Leasing or selling the structures in the Village was left undecided.*
- *Layout of the buildings in the Village was left undecided pending the selection of a property.*
- *Modifications or relief from the Design Guidelines should be allowed as necessary*
- *Funding should be sought from different sources, including city funds (HOT funds and General Fund), and private funds, grants, fundraising, and in-kind services.*
- *Incentives to participate in the Village program might include reduced or no fees for development permits, expedited application process, and sales tax rebates.*
- *Other preservation and non-profit entities should be enlisted to help assist with the Village.*
- *If historic structures are unable to be preserved or relocated to the Village, they should be documented and memorialized*

[21-4026](#)

HLC#21-003: Discussion on the Historic Mansfield Preservation Grant Program

*Mr. Wright gave a presentation on the Historic Mansfield Preservation Grant Program.*

*After a short discussion the following recommendations were made:*

- *Focus efforts on the commercial buildings on the historic block to align with other city goals*
- *Request \$100,000.00 from the hotel/motel tax for projects that improve facades of downtown buildings through the grant program.*
- *The City Council may waive any match requirement*

#### 5. OTHER AGENDA ITEMS

##### A. **Preservation Month Sub-Committee Report and Discussion**

*Vice-Chairman Littlefield presented an overview of the events planned for Preservation Month 2021, including the following:*

- *Acknowledged Mr. Wright for all time and hard work he has dedicated to Preservation Month.*
- *Mansfield Historical Museum will have a Special Exhibit from May 1-31.*
- *Guided Walking Tours of Historic Mansfield – Each Saturday in May.*
- *Man House will be open every Friday and Saturday in May.*

- *The winning poster from the Mansfield ISD Historic Poster Contest will be displayed at the Mansfield Public Library May 3-7.*
- *The Historic Recognition Day Ceremony will be held on May 8th.*
- *May 21-23 will be Shop Historic Mansfield Weekend*
- *At their April 26th 2021 meeting, the Mayor and City Council will make a proclamation for Preservation Month.*

6. **COMMISSION ANNOUNCEMENTS**

*None*

7. **STAFF ANNOUNCEMENTS**

*None*

8. **ADJOURNMENT OF MEETING**

*With no further business, Chairman Smith adjourned the meeting at 7:30 p.m.*

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Dr. Robert A. Smith, Chairman

ATTEST:

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Jennifer Johnston, Development Coordinator