



# CITY OF MANSFIELD

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

## Meeting Minutes - Final

### Historic Landmark Commission

Thursday, February 9, 2023

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:*

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

#### 2. APPROVAL OF MINUTES

[23-5168](#)

Minutes - Approval of the December 8, 2022 Historic Landmark Commission Meeting Minutes

**Chairman Smith called for approval of the minutes of the December 8, 2022 meeting. Commissioner Leach made a motion to approve the minutes 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 Klenzendorf and Thomas Leach

**Nay:** 0

**Abstain:** 0

#### 3. CITIZENS COMMENTS

*None*

#### 4. DISCUSSION ITEMS

[23-5167](#)

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

*Mr. Wright advised City Council had approved the updated Design Guidelines for Historic Mansfield. All Commission members received a copy.*

[23-5172](#)

HLC#23-001: Discussion on possible Historic Properties deemed deserving of official recognition although not designated as historic landmarks

*Mr. Wright gave presentation on the following historical properties to be considered for official recognition:*

*3571 St. Paul Road  
200 Cotton Drive  
918 Cook Street  
910 Cook Street  
Grimsley Cemetery  
Stephens Family Cemetery*

*The Commission requested more information on the following properties to better evaluate their significance:*

*Britton School – 3898 Britton Road  
United Methodist Church – 4200 Britton Road  
Britton Co-Op Cotton Gin – 4239 Britton Road  
Grocery Store – 4350 Britton Road*

[23-5171](#)

HLC#23-002: Discussion and Possible Action on a Historic Downtown Mansfield Community Activation Grant Application for Historic Preservation Month 2023 Activities

*Mr. Wright gave an overview of the grant and advised as to why application for the grant was needed.*

**After a discussion, Vice Chairman Littlefield made a motion to approve Mr. Wright to apply for the community activation grant on behalf of the Historic Landmark Commission. Commissioner Leach seconded the motion which carried by the following vote:**

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

**Nay:** 0

**Abstain:** 0

**6. Preservation Month Sub-Committee Report and Discussion**

*Vice-Chairman Littlefield reported on the Sub-Committee meeting held on December 8, 2022 and January 18, 2023 and presented an overview of the events under discussion for Preservation Month 2023.*

*It was decided to move the Recognition day from May 11th to May 18th so Dr. Smith maybe in attendee.*

[23-5169](#)

Minutes - Approval of the December 8, 2022 Historic Landmark Commission Sub Committee Meeting Minutes

**Vice-Chairman Littlefield called for approval of the minutes of the December 8, 2022 meeting. Commissioner Leach made a motion to approve the minutes as presented. Commissioner Walker seconded the motion which carried by the following vote:**

**Aye:** 3 - Mark Walker; David Littlefield and Thomas Leach

**Nay:** 0

**Abstain:** 0

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

[23-5170](#)

Minutes - Approval of the January 18, 2023 Historic Landmark Commission Sub Committee Meeting Minutes

**Vice-Chairman Littlefield called for approval of the minutes of the January 18, 2022 meeting. Commissioner Leach made a motion to approve the minutes as presented. Commissioner Walker seconded the motion which carried by the following vote:**

**Aye:** 3 - Mark Walker; David Littlefield and Thomas Leach

**Nay:** 0

**Abstain:** 0

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

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

*Mr. Wright advised the Commission on the status of the updated amendments to Sections 155.069 and 115.116 of the Code of Ordinance.*

**7. COMMISSION ANNOUNCEMENTS**

*Dr. Smith and his wife, Ann, will be the grand marshal of this year's Pickle Parade.*

**8. STAFF ANNOUNCEMENTS**

*Staff requested the HLC Sub-committee meeting be moved to March 9, 2023 to accommodate staff. Sub-committee agreed to move the meeting to March 9, 2023 at 4:15 p.m.*

**9. ADJOURNMENT OF MEETING**

With no further business, Chairman Smith adjourned the meeting at 7:07 p.m.

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Dr. Robert A. Smith, Chairman

ATTEST:

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Jennifer Johnston, Development Coordinator