

**HISTORIC LANDMARK COMMISSION  
CITY OF MANSFIELD**

**July 24, 2018**

Chairman Smith called the meeting to order at 5:35 p.m. in the City Council Conference Room of 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
Cynthia Gardner	Commissioner
Brent Parker	Commissioner
Lynda Pressley	Commissioner
Arnaldo Rivera	Commissioner
Mark Walker	Commissioner

**Absent:**

Justin Gilmore	Commissioner
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**Staff:**

Lisa Sudbury	Interim Director of Planning
Art Wright	Planner

**Approval of Last Meeting Minutes**

Chairman Smith called for approval of the minutes of the June 19, 2018, meeting. Commissioner Parker made a motion to approve the minutes as presented. Commissioner Pressley seconded the motion which carried unanimously.

**Approval of the Vision and Annual Preservation Goals for 2018 - 2019**

Chairman Smith called for a motion on the proposed Vision and Annual Preservation Goals for 2018-2019. Vice-Chairman Littlefield made a motion to approve the Vision and Annual Preservation Goals as presented. The motion was seconded by Commissioner Rivera, which carried by the following vote:

**Ayes: 7 – Smith, Littlefield, Gardner, Parker, Pressley, Rivera, Walker**  
**Nays: 0**  
**Abstain: 0**

**Work Session to Establish a Historic Preservation Incentives Program**

Chairman Smith welcomed Mr. Michael Gibson, owner of 203 S. Main Street, to the meeting.

Ms. Sudbury thanked the Commission on behalf of the City management for their participation in the Ralph S. Man Homestead master plan.

Chairman Smith then opened the discussion on preservation incentives to the Commissioners. Commissioner Walker began with a suggestion for an incentive to freeze taxes at a property's current level. He asked if an applicant had to reapply for the tax incentive each year, or if it could be granted for a multi-year period.

Mr. Wright explained how an annual application and a multi-year application worked.

Commissioner Pressley suggested relief on improvements over and above what a property owner pays for the original project.

Chairman Smith suggested a \$5,000.00 abatement for residential.

Mr. Walker suggested a freeze and asked if the property needed to be owner occupied.

Mr. Wright stated that for residential properties it was preferred to be owner occupied, as owners may have more interest in maintaining the property than renters. Mr. Wright explained that the property receiving an incentive should either be a landmark or be eligible for historic landmark status, not just old, and that permanent funding is needed for the preservation program.

Commissioner Rivera stated that he liked the Fort Worth Urban Store Front program as an example.

The Commission discussed the boundaries of the tax incentive zone, to be the properties within the Original Town of Mansfield plat.

Commissioner Gardner stated that incentives could be used for maintenance. Chairman Smith recommended that incentives be available for commercial and residential buildings.

Commissioner Rivera left the meeting at 6:55 p.m.

After further discussion, the Commission outlined the following program:

- Eligible historic structures that agree to be designated as a historic landmark may receive a 25% exemption of the assessed value of the structure on the date that landmark status begins for a 10-year period as incentive to preserve the structure.
- If the property owner spends at least \$5,000 on maintenance, repairs, restoration or other qualifying work on a historic residence, there could be an exemption of 100% of the improvement value for a 10-year period.
- If the property owner spends at least \$5,000 on maintenance, repairs, restoration or other qualifying work on a commercial building, there could be an exemption of 50% of the improvement value for a 10-year period.
- If a historic house with a residential use is converted to a commercial use during the exemption period, the 100% exemption will be reduced to 50%.
- If a property owner receiving a tax incentive removes the “H” Historic Landmark designation, the money received from the incentive must be repaid. No repayment is required if the property was destroyed by fire, storm, or other natural act not due to the property owner’s action.

At this point Chairman Smith reviewed the adopted Annual Preservation Goals of the Commission. The discussion moved on to the topic of preservation grants.

Mr. Wright made a presentation on the Historic Mansfield Preservation Grant Program. He stated that the Commission could submit a request for \$10,000.00 from the hotel/motel tax to provide grants to preserve historic homes along the Walking Tour routes sponsored by the Mansfield Historical Museum. Chairman Smith called for a motion on the hotel/motel tax application. Commissioner Walker made a motion to direct Staff to proceed with the application. Commissioner Pressley seconded the motion, which carried by the following vote:

**Ayes: 6 – Smith, Littlefield, Gardner, Parker, Pressley, Walker**  
**Nays: 0**  
**Abstain: 0**

Chairman Smith directed Staff to schedule another work session in August to finalize a tax exemption program to encourage preservation before scheduling a joint work session with the City Council.

#### **Commission Announcements**

None

#### **Staff Comments**

Ms. Sudbury briefed the Commission on the Ralph S. Man Homestead master plan that had been presented to City Council on July 23, 2018. Ms. Sudbury was directed to send a copy of the master plan proposal to Commissioners Gilmore and Rivera.

**Adjournment**

With no further business, Chairman Smith adjourned the meeting at 7:48 p.m.

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Robert Smith, Chairman

ATTEST:

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Delia Jones, Secretary