



# CITY OF MANSFIELD

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

## Meeting Minutes - Final

### Historic Landmark Commission

Thursday, August 11, 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 Present:*

*Art Wright, Senior Planner/HPO*

*Shirley Emerson, Planner*

*Commissioners:*

**Absent** 1 - Bob Klenzendorf

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

#### 2. APPROVAL OF MINUTES

[22-4829](#)

Minutes - Approval of the July 14, 2022 Historic Landmark Commission Meeting Minutes

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

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

**Nay:** 0

**Absent:** 1 - Bob Klenzendorf

**Abstain:** 0

#### 3. CITIZENS COMMENTS

*None.*

#### 4. PUBLIC HEARINGS

[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 updated the Commission on the progress of the case and reported that the Mansfield Community Cemetery Association responded positively to the invitation to join in a Historic Cemetery Landmark Overlay District.*

*Mr. Wright stated that staff recommended tabling this case until the Commission's September 8, 2022, meeting to allow time for the Mansfield Community Cemetery to submit an application for the designation.*

**After discussion, Commissioner Leach made a motion to table this request until the September 8, 2022, meeting. Commissioner Kowalski seconded the motion, which carried by the following vote:**

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

**Nay:** 0

**Absent:** 1 - Bob Klenzendorf

**Abstain:** 0

## 5. DISCUSSION ITEMS

[22-4828](#)

HLC#22-009: Discussion 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 gave an overview of the proposed amendments and was available for questions.*

*The Commissioners directed staff to make some corrections and clarifications to the draft amendments.*

*After further discussion, Chairman Smith asked the Commissioners to review the amendments again and bring their questions and comments to the next meeting.*

[21-4430](#)

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

*Mr. Wright provided a draft of pages 49 through 53 in Chapter 4 of the updated Design Guidelines for Historic Mansfield.*

*After discussion, the Commission directed Mr. Wright to make some change and proceed with the next sections of Chapter 4.*

**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 vision and annual goals and reviewed staff's recommendations from the last meeting.*

*After discussion, Chairman Smith asked that the Commissioners review the goals and bring their recommendations for changes to the next meeting. Chairman Smith stated that the vision and annual goals should be adopted at the September meeting.*

**7. PRESERVATION MONTH SUB-COMMITTEE**

*Mr. Littlefield, Chairman of the Sub-Committee gave a brief update on the proposed Preservation Month activities under consideration by the Sub-Committee.*

[22-4771](#)

Minutes - Approval of the July 6, 2022 Historic Landmark Commission - Preservation Month Sub-Committee Meeting Minutes

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

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

**Nay:** 0

**Absent:** 1 - Bob Klenzendorf

**Abstain:** 0

**Non-Voting:** 3 - Amanda Kowalski; Robert Smith and Allan Hudson

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

*Mr. Wright reported on the following items:*

- *A demolition permit was received for the Holland House at 2880 N. Matlock Road.*
- *City Council is considering a façade grant or easement program for Historic Downtown Mansfield.*
- *The contractor for the storefront restoration of the Mahoney Building at 115 N. Main Street advised staff that the bricks on the upper wall were too damaged to expose and that they would proceed with Option 2, replacing the existing stucco.*

**9. COMMISSION ANNOUNCEMENTS**

*None.*

**10. STAFF ANNOUNCEMENTS**

*Mr. Wright addressed the Commission's questions regarding member terms and appointments.*

**11. ADJOURNMENT OF MEETING**

With no further business, Chairman Smith adjourned the meeting at 7:08 p.m.

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Dr. Robert A. Smith, Chairman

ATTEST:

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Jennifer Johnston, Development Coordinator