



# CITY OF MANSFIELD

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

## Meeting Agenda - Final

### Historic Landmark Commission

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Thursday, September 9, 2021

5:30 PM

City Hall Council Chambers

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1. **CALL TO ORDER**

2. **APPROVAL OF MINUTES**

[21-4250](#) Minutes - Approval of the August 12, 2021 Historic Landmark Commission Meeting Minutes

**Attachments:** [Meeting Minutes for Aug-2021.pdf](#)

3. **CITIZENS COMMENTS**

*Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.*

4. **OTHER AGENDA ITEMS**

[21-4253](#) HLC#21-009: Consideration of the 2020 - 2021 Annual Report of the Mansfield Historic Landmark Commission

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

6. **COMMISSION ANNOUNCEMENTS**

7. **STAFF ANNOUNCEMENTS**

8. **ADJOURNMENT OF MEETING**

I certify that the above agenda was posted on the bulletin board next to the main entrance of City Hall on September 2, 2021 in accordance with Chapter 551 of the Texas Government Code.

\_\_\_\_\_  
Jennifer Johnston, Development Coordinator

\* This building is wheelchair accessible. Disabled parking spaces are available. Request for sign interpreter services must be made 48 hours ahead of meeting to make arrangements. Call 817 473-0211 or TDD 1-800-RELAY TX, 1-800-735-2989.



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## STAFF REPORT

File Number: 21-4250

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**Agenda Date:** 9/9/2021

**Version:** 1

**Status:** Approval of Minutes

**In Control:** Historic Landmark Commission

**File Type:** Meeting Minutes

**Agenda Number:**

**Title**

Minutes - Approval of the August 12, 2021 Historic Landmark Commission Meeting Minutes

**Description/History**

The minutes of the August 12, 2021 Historic Landmark Commission meeting are in DRAFT form and will not become effective until approved by the Commission at this meeting.



# CITY OF MANSFIELD

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## Meeting Minutes - Draft

### Historic Landmark Commission

Thursday, August 12, 2021

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.*

*Commissioners:*

*Staff:*

*Art Wright, Planner/HPO*

*Jennifer Johnston, Development Coordinator*

**Absent** 2 - Amanda Kowalski and Lynda Pressley

**Present** 5 - Mark Walker; David Littlefield; Robert Smith; Bob Klenzendorf and Thomas Leach

#### 2. APPROVAL OF MINUTES

[21-4211](#)

Minutes - Approval of the July 13, 2021 Historic Landmark Commission Meeting Minutes

**Chairman Smith called for approval of the minutes of the July 13, 2021 meeting. Commissioner Walker made a motion to approve the minutes as presented. Commissioner Klenzendorf seconded the motion which carried by the following vote:**

**Aye:** 5 - Mark Walker; David Littlefield; Robert Smith; Bob Klenzendorf and Thomas Leach

**Nay:** 0

**Absent:** 2 - Amanda Kowalski and Lynda Pressley

**Abstain:** 0

#### 3. CITIZENS COMMENTS

*Done*

*None*

**4. PUBLIC HEARINGS**

[21-4212](#)

HLC#21-010: Public hearing to consider a request for new signage on the J.H. Alexander House at 103 Van Worth Street; Kim and Shawn Pratt, owners

*Kim and Shawn Pratt, applicants/owners, presented the case and were available for questions.*

*Chairman Smith opened the public hearing at 5:36 pm and called for anyone wishing to speak to come forward.*

*Seeing no one come forward to speak, Chairman Smith closed the public hearing at 5:36 pm.*

**After discussion, Vice-Chairman Littlefield made a motion to allow the new signs with the following conditions: 1)The two hanging shingle signs are approved as presented 2) A free standing sign mounted between two posts, no larger than 4 feet tall by 6 feet wide, located on the side of the structure between the two existing windows. Commissioner Leach seconded the motion which carried by the following vote:**

**Aye:** 5 - Mark Walker; David Littlefield; Robert Smith; Bob Klenzendorf and Thomas Leach

**Nay:** 0

**Absent:** 2 - Amanda Kowalski and Lynda Pressley

**Abstain:** 0

**5. OTHER AGENDA ITEMS**

[21-4213](#)

HLC#21-009: Discussion and Possible Action on the 2020 - 2021 Annual Report of the Mansfield Historic Landmark Commission

*Mr. Wright provided a draft of the report and instructed the commission any updates to the report will need to be turned in prior to the next meeting. Chairman Smith advised he will have his Message from the Chair turned in prior to the next meeting so it may be added to the annual report.*

[21-4215](#)

Historic Preservation Officer's Report for August 2021

*The NACP CAMP training event confrenece will be on August 26th and 27th and will be held virtually. Are commissioners where encouraged to sign up. The Commissioners were informed that Staff would register them for the training.*

**6. COMMISSION ANNOUNCEMENTS**

*None*

**7. STAFF ANNOUNCEMENTS**

- Founders Day is on August 28, 2021. A special event will take place at the Man House Museum from 10am to 4 pm.*
- There will be presentation on the proposed Downtown District zoning change at the Farr Best Theater on August 19, 2021 at 9:00am and 6:30pm and again on August 26, 2021 at 6:30pm*

**8. ADJOURNMENT OF MEETING**

*With no further business, Chairman Smith adjourned the meeting at 6:31 p.m.*

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Dr. Robert A. Smith, Chairman

ATTEST:

\_\_\_\_\_  
Jennifer Johnston, Development Coordinator



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## STAFF REPORT

File Number: 21-4253

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**Agenda Date:** 9/9/2021

**Version:** 1

**Status:** Consideration

**In Control:** Historic Landmark Commission

**File Type:** Consideration Item

**Agenda Number:**

**Title**

HLC#21-009: Consideration of the 2020 - 2021 Annual Report of the Mansfield Historic Landmark Commission

**Description/History**

Staff has completed the final draft of the Annual Report for 2021 and is presenting the document for the Commission's approval. If the Commission approves, the report will be distributed to the City Council on October 11, 2021 and released to the public that week.

Publication of report was not completed in time for the packet. Staff will present the report at the meeting.