



**NOTICE OF REGULAR MEETING AGENDA  
HISTORIC LANDMARK PRESERVATION COMMITTEE  
MUNICIPAL CENTER CITY COUNCIL CHAMBERS  
211 N. HENRY STREET, LANCASTER, TEXAS**

**Tuesday, July 27, 2021 - 7:00 p.m.**



While the Chair and other Commission members may be physically present at the Municipal Center City Council Chambers, there may be Commission members and staff that will attend and participate via video or audio link due to the COVID-19 emergency situation.

**IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders, the public will not be admitted to the physical meeting location.**

**Please click the link below for forms:**

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/join/register/tZUpdOmrqDsiEtHqgyyQh053cor5dfaivull>

**The meeting will be broadcast live via video at the following address:**

<http://www.lancaster-tx.com/324/Watch-Meetings>

**PUBLIC TESTIMONY:**

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

**CONSENT AGENDA:**

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Commission Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Historic Landmark Preservation Committee Regular Meeting held on June 22, 2021.

**ACTION:**

2. HLPC21-13 Discuss and consider a Certificate of Appropriateness (COA) for the construction of a 2,707 square foot home on the property addressed as 605 North Jefferson Street, Lancaster, Dallas County, Texas.
3. HLPC21-14 Discuss and consider a Certificate of Appropriateness (COA) for a porch addition at the property addressed as 521 Wilson Street, City of Lancaster, Dallas County, Texas.

**ADJOURNMENT**

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ACCESSIBILITY STATEMENT: Meetings of the Lancaster Boards and Commissions are held in municipal facilities that are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

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PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

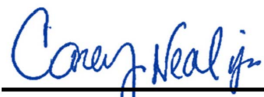
PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

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### **Certificate**

**I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on July 23, 2021 @ 12:30 p.m. and copies thereof were provided to the Historic Landmark Preservation Committee members.**



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Carey D. Neal, Jr.

Assistant City Manager

## CITY OF LANCASTER BOARDS AND COMMISSIONS

### Historic Landmark Preservation Committee

Item 1.

**Meeting Date:** 07/27/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Healthy, Safe & Engaged Community  
Quality Development

**Submitted by:** Bester Munyaradzi, Senior Planner

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**Agenda Caption:**

Consider approval of minutes from the Historic Landmark Preservation Committee Regular Meeting held on June 22, 2021.

**Background:**

Attached for your review and consideration are minutes from the Historic Landmark Preservation Committee regular meeting held on June 22, 2021.

**Attachments**

Draft Minutes 06.22.2021

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## CITY OF LANCASTER BOARDS AND COMMISSIONS

### Historic Landmark Preservation Committee

Item 2.

**Meeting Date:** 07/27/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Healthy, Safe & Engaged Community  
Quality Development

**Submitted by:** Bester Munyaradzi, Senior Planner

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### **Agenda Caption:**

HLPC21-13 Discuss and consider a Certificate of Appropriateness (COA) for the construction of a 2,707 square feet home on the property addressed as 605 North Jefferson Street, Lancaster, Dallas County, Texas.

### **Background:**

1. **Location and Size:** The subject property is addressed as 605 North Jefferson Street and the lot is approximately .21 acre in size.
2. **Current Zoning:** The subject property is currently zoned Historic Overlay District, Single-Family residential (SF-6).
3. **Adjacent Properties:**  
North: Historic Overlay District, Single Family Residential SF-6 (Residence)  
South: Historic Overlay District, Single Family Residential SF-6 (Residence)  
East: Light Industrial, LI (Vacant)  
West: Historic Overlay District, Single Family Residential SF-6 (Residence)
4. **Comprehensive Plan Compatibility:**  
The Future Land Use Plan (FLUP) identifies this site as suitable for residential uses and the proposed single-family use is consistent with the Future Land Use Plan of the Comprehensive Plan.
5. **Case History:**

Date	Body	Action
06/22/21	HLPC	HLPC21-13 Tabled the item to the next HLPC meeting

### **Operational Considerations:**

The applicant is proposing to construct a new single-story 2,707 square feet Craftsman-style home on the subject property. When considering the construction of a new home in the Historic Overlay District, there are general criteria that should be assessed. Below are standards from the Lancaster Historic Residential Design Regulations (LHRDR) for Craftsman-style homes and also what the applicant is proposing.

**Form/Shape:** The LHRDR Chapter 3, Section 3.13.1 *Materials of New Construction* states that "The form of new residential construction and its integration with the neighborhood is a significant issue to be considered. Form includes the size, shape, massing, details, and materials of a new residence. The relationship of a structure's form to the neighborhood in which it is located or to adjacent historic

structures is critical to maintaining the unique character of the neighborhood."

The homes to the north, south, and west are respectively 1,760 square feet, 1,818 square feet, and 944 square feet in size. The proposed home will be a total of 2,707 square feet in size and will be larger than the average size of the adjacent structures, the dwelling size will be 2,107 square feet and this is similar in size to the adjacent homes. The homes to the north and west are constructed of a wood-like siding, and the home to the south is constructed of brick. All surrounding homes are one (1) story and the proposed home will be one (1) story in height and will be constructed of horizontal wood siding. The overall form and shape of the proposed home is similar to the surrounding houses.

**Design:** Section 3.13.1 of the LHRDR states that, "The design of new structures may incorporate key elements nearby historic structures or that are typical of the neighborhood, including massing, scale, fenestration, and materials. New residential construction should not be absolute reproductions, and should appear as clearly modern."

The homes to the north and south are modern style homes, and the home to the south is Minimal Traditional in style. The proposed home would bring in a modern yet 20th Century Craftsman-style unit with increased design features compared to the surrounding homes.

Section 2.2.5 of the LHRDR states that, "Characteristics of Craftsman-style units can include large porches integral to the house, columns or pedestals on brick pilasters, simple window forms, horizontal wood siding, natural wood trim, originally painted in rich "earth colors", large eaves or overhangs at roofs, low-pitched roofs, exposed roof rafters, and a variety of roof forms." The proposed home will have a relatively large porch that will be approximately 113 square feet, two (2) columns, windows with simple forms on every facade, and horizontal wood siding located throughout the home. It will be painted White Almanac and the trim will be Forrester Green. The proposed home will also have a hipped roof form and the door will be made of wood. The driveway will be made of concrete and the windows will be made of wood and grouped in pairs at the front of the home. The home will have large eaves and overhang roofs at the front facade of the home. The proposed characteristics will therefore match the general criteria for a Craftsman-style home.

**Site Setbacks:** The LHRDR states that, "New construction or additions at front or corner side yards shall align with the typical existing setbacks of other historic structures along the block face." The lot is platted with established setbacks. The site plan is in compliance with the required setback of 30 feet from North Jefferson Street and 20 feet from East Fifth Street.

**Materials and Material Color:** Section 3.13.1 of the LHRDR states that, "If the new construction is clad with wood, the preferred exterior material is wood or a material which is similar to original materials in the area like shingle, stucco, etc. The use of cementitious products or similar materials are allowed if it meets size recommendations and proper construction detailing of traditional siding materials. If wood siding is used, its exposure shall reflect the exposure of traditional wood siding such as novelty, or lapped siding."

The proposed home will use wood siding and its exposure reflects traditional lapped wood siding. Two (2) of the other surrounding homes are composed of wood or material similar to wood. A color palette demonstrating earth colors that will be used on the new home is displayed on the elevations. The colors are in compliance with the LHRDR.

**Fence:** Section 3.16.2 of the LHRDR states that, "The side of the fence facing a street or alley should be "finished."....Fences shall be constructed of wood, twisted wire, and metal or other appropriate materials;...New wood fences that are painted shall be painted in colors and finishes appropriate to the style and period of the historic house, or stained gray or brown....Fences at side yards or front-facing portion of front yards (and behind the front facade of the historic house) should not exceed 6' in height...For properties located on a corner, corner side yard fences may be located

in the rear 50% of the side yard and may not obscure projecting features of the historic house." The proposed fence will be made of wood and four (4) to six (6) feet high. As this is a corner lot, the fence will be located in the rear 50% of the side yard. The fence is in compliance with the LHRDR.

**Analysis:** The proposed home complements dwellings found in proximity to this new development. It is compatible with adjacent dwellings in the general area. The proposed columns, roof, door, siding material and design respect the older homes in this area while still being true to the current era.

**Changes Since The HLPC Meeting:**

At the June 22, 2021 meeting the HLPC requested the applicant to present appropriate body, trim and accent colors for the house. The applicant submitted new house renderings showing the westhighland white as the color of the house body, forrester green as the trim color and the accent color being tan. The fence will be stained with a chestnut brown color. The westhighland white, forrester green and tan are all earth tone colors and appropriate for a new craftsman-style home. Therefore, staff recommends approval of the requested craftsman-style home as presented.

**Public Information Considerations:**

This item is being considered at a regular meeting of the Historic Landmark Preservation Committee noticed in accordance with the Texas Open Meetings Act.

**Options/Alternatives:**

1. The Historic Landmark Preservation Committee may recommend approval of the request, as presented.
2. The Historic Landmark Preservation Committee may recommend approval of the request with conditions, and state those conditions.
3. The Historic Landmark Preservation Committee recommend denial of the request.

**Recommendation:**

Staff recommends approval of the request to construct the new home.

**Attachments**

Location Map

DCAD Report

Site Plan

Elevation Plan Exhibit

New Home Renderings

Staff Pictures

Letter of Intent

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## CITY OF LANCASTER BOARDS AND COMMISSIONS

### Historic Landmark Preservation Committee

Item 3.

**Meeting Date:** 07/27/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Healthy, Safe & Engaged Community  
Quality Development

**Submitted by:** Bester Munyaradzi, Senior Planner

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### **Agenda Caption:**

HLPC21-14 Discuss and consider a Certificate of Appropriateness (COA) for a porch addition at the property addressed as 521 Wilson Street, City of Lancaster, Dallas County, Texas.

### **Background:**

1. **Location and Size:** The subject property is addressed as 521 Wilson Street and is approximately .21 acre in size.
2. **Current Zoning:** The subject property is currently zoned Historic Overlay District (HP), Single Family Residential (Single-Family Residential (SF-6)).
3. **Adjacent Properties:**  
North: SF-6-HP - Single-Family Residential - Historic Overlay District (Occupied Residence)  
South: SF-6-HP - Single-Family Residential - Historic Overlay District (Occupied Residence)  
East: SF-6-HP - Single-Family Residential - Historic Overlay District (Occupied Residence)  
West: SF-6-HP - Single-Family Residential - Historic Overlay District (Occupied Residence)
4. **Comprehensive Plan Compatibility:**  
The Future Land Use Plan of the Comprehensive Plan identifies this site as suitable for single-family homes. The existing home on the property is consistent with the Future Land Use Plan of the Comprehensive Plan.
5. **Case History/Background:**  
The home was constructed in 1965 and is listed on the Dallas Central Appraisal District (DCAD) website as a pier and beam foundation and wood frame building.

### **Operational Considerations:**

The applicant is proposing to remove the existing concrete steps, handrails, and shrubs then install an 8' x 18' porch at the front of the home. The posts and railings of the porch will be made of wood and the siding of the gable will be made of hardy plank. The porch will be painted to match the color of the existing home. The shingles on the porch extension will match the shingles on the existing home. The applicant plans to have shorter steps and increase the landing area for each step. The applicant has indicated that the purpose of these changes is for the safety of the occupants.

The Lancaster Historic Residential Design Regulations (LHRDR) Chapter 3.1.3: *New or Replacement Front Porches* states that, "New front porches on historic residences that did not originally have a front porch is not to be permitted, as the addition of a new porch would change the historic appearance of a house....Adding a new porch to a front elevation where none historically existed is inappropriate and is not to be allowed... the retention and repair of the original materials

(such as porch columns, railings) is required." The applicant is proposing to add a new porch and replace the metal railings with wood railings. The proposed porch and replacement of the railings is not in compliance with the LHRDR as new porches are not permitted and railings are to be preserved. Therefore, staff recommends denial of the request to add the porch to the front of the home.

**Public Information Considerations:**

This item is being considered at a meeting of the Historic Landmark Preservation Committee noticed in accordance with the Texas Open Meetings Act.

**Options/Alternatives:**

1. The Historic Landmark Preservation Committee may recommend approval of the request, as presented.
2. The Historic Landmark Preservation Committee may recommend approval of the request with conditions, and state those conditions.
3. The Historic Landmark Preservation Committee may recommend denial of the request.

**Recommendation:**

Staff recommends denial of the request to add the porch to the front of the home.

**Attachments**

Location Map  
DCAD Report  
Elevations and Plans  
Applicant Photos  
Survey  
Staff Photos  
Letter of Intent

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