



**MINUTES**

A meeting of the **Heritage Preservation Commission** of the City of Waxahachie, Texas was held in the City Council Chambers, 401 S. Rogers, Waxahachie, TX on **Thursday, August 12, 2021** at **5:30 p.m.**

Heritage Preservation Commission Members present: Becky Kauffman  
 Glinda Felty  
 Shannon Simpson  
 Peggy Crabtree  
 Curtiss Thompson  
 Jeff Smith

Planning & Zoning Commission Liaison: Bonney Ramsey

Heritage Preservation Officer: Anita Simpson

Guests: Andrew Branca, Cyle Corse, Gus Guerrero,  
 Michelle & Scott Parker, Carlos Vargas

**1. Call to Order**

Becky Kauffman called the meeting to order at 5:31 p.m.

**2. Public Comments**

Cyle Corse with Inkmasters Tattoo told the Commission he believed the sign company who installed his sign had obtained the proper permitting. He put up a sign that was cloud lit and well built and was not trying to cut corners. The Commission did not know what he was talking about so Anita Simpson explained that she had been contacted by the code enforcement department about the sign because they had not issued a permit for it. When they learned that it had not been reviewed by the Commission they sent a notice of violation to Mr. Corse who proceeded to apply for a sign permit. It came in after the meeting was posted so will be on the next agenda as an action item for the Commission to consider.

**3. Approve minutes of meeting held July 15, 2021**

Shannon Simpson made a motion to approve the minutes of the meeting held July 15, 2021. The motion was seconded by Jeff Smith. **All ayes.**

**4. Consider Certificate of Appropriateness for 100 N. College Street**

Michelle Parker explained her plans to put a pizza by the slice establishment in the front section of the lobby of the Rogers Hotel. She is requesting a pass-through window for orders. Becky Kauffman asked if the window could be moved to the east elevation which faces the parking lot from the south elevation which faces Main Street. There was some discussion about possible impediments and advantages and it was decided that moving the divided order window panes to the east elevation (which currently has a double hung window instead of a full pane of glass) would be more appropriate. Michelle agreed and said she would have to clear change with building owner but did not think that would be difficult. Jeff Smith made a motion to approve the COA for 100 N. College Street with the change of the pass-through window being relocated to the east elevation; the vent window proposed on east elevation is approved. Peggy Crabtree seconded the motion. **All ayes.**

**5. Consider plans for Franklin Street side of Ellis County Museum**

Shannon noted that the museum building committee reviewed the options developed through collaboration with the HPC members and decided on option B with 2 doors instead of one. There will be an arch above the gates; doors will each be 2 ½-3 feet wide for a total of 5-6 feet. This will be better than one large gate that would swing out over the sidewalk area. Becky stated that scale is important in the fabrication of the gates; Shannon said he will make sure they know the proper size of rods. Peggy Crabtree made a motion to approve the Option B with double gates for the Franklin Street side of the museum. Curtiss Thompson seconded the motion. Glinda Felty and Shannon Simpson recused themselves from the vote. **All ayes.**

**6. Review draft of new West End description for residential guidelines**

Commission reviewed draft, made changes and selected alternate photos for page. Anita will send to Winter & Company.

**7. Comments by Commission members and Heritage Preservation Officer**

Becky Kauffman went through some of the guidelines for signage in the downtown area. There was some discussion about the Inkmasters sign and Anita was instructed to put it on the agenda for the September meeting as an action item.

**8. Adjourn**

A motion to adjourn was made by Glinda Felty and seconded by Shannon Simpson. **All ayes.**  
Meeting adjourned at 6:43 pm.

*Respectfully submitted by Anita Simpson*