



Historic Review Commission

Minutes

Special Called Meeting

February 27, 2020 – 6:00 p.m.

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum.

Vice Chair Sandra Stone presided over the meeting and called the meeting to order at 6:04PM. Commissioners present: Commissioners Sandra Stone, Commissioner Debbie Loraine, Commissioner Joe Chandler, Commissioner Kirstin Dodd. Commissioner John Pugh arrived late. Those absent: Commissioner Kevin Finnell and Commissioner Deborah Hall.

Staff present: Ms. Renae' Ollie, Assistant City Manager and Ms. Mary Bradley, Administrative Assistant.

NOMINATE CHAIR AND VICE CHAIR

1. Nominate and motion on Vice Chair.

A motion was made by Commissioner Stone to nominate Commissioner Chandler as Vice Chair, Commissioner Dodd seconded the motion. A vote was taken and carried 4 - 0.

2. Nominate and motion on Chair.

A motion was made by Vice Chair Chandler to nominate Commissioner Stone as Chair, Commissioner Dodd seconded the motion. A vote was taken and carried 4 - 0.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Commissioners regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Commissioners requests that comments be limited to three (3) minutes. In addition, Commissioners not allowed to converse, deliberate or take action on any matter presented during citizen participation

No one approached the Commissioners.

CONSENT AGENDA

- A. **Consider and act upon approval of the Minutes from the September 26, 2019 Special Called Meeting.**

Commission Action

A motion was made by Commissioner Dodd, seconded by Commissioner Lorraine, to approve the Minutes from the September 26, 2019 meeting. A vote was taken and the motion carried 4-0.

REGULAR AGENDA

- A. **Consider, and act upon, a recommendation to the City Council regarding a request to construct a two-story, 3,686 square foot commercial structure within the Keller's First Addition, Block 2, Lot 7 (102 N. Birmingham).**

Staff Comments

Ms. Ollie stated that the applicant is seeking approval to construct a two-story office/retail building, 3,868 square feet located at 102 N Birmingham. A single story wood frame structure occupies the adjacent lot and is an office use. The applicant desires to combine the two lots into a single lot in order to better utilize the property and have sufficient setbacks.

The proposal will add nine spaces to the rear and three parallel spaces along the southern property line. The property currently has five parking spaces on the adjacent lot.

The building will be placed six feet from the front property line, and a six foot sidewalk will be installed. The primary exterior materials shall be face brick, with contrasting color for accent brick.

Commissioners Discussion

Mr. Gary Taylor, 109 N Jackson, owner/Developer of the property, stated that a ramp will be installed in the back of the house. An elevator will also be installed. The structure will be a business office. Commissioners questioned how many residential structures were on the block. Mr. Taylor stated the majority of the structures on Birmingham are commercial, with one or two residential structures.

Commissioners Action

A motion was made by Vice Chair Chandler, and seconded by Commissioner Dodd, to recommend approval to the City Council regarding a request to construct a two-story, 3,686 square foot commercial structure within the Keller's First Addition, Block 2, Lot 7 (102 N. Birmingham). A vote was taken and carried 4 – 0.

Commissioner Pugh arrived after the vote.

WORK SESSION

1. Work Session to discuss creating local landmarks and its significance for the City.

Ms. Ollie stated that staff is seeking input from the Commissioners to draft resolutions, possible ordinances and maps that would designate such areas as "Places of Importance" not necessarily structures located within the Historic District.

The Commissioners discussed the incentives. Ms. Ollie stated that at this time the city can not offer tax breaks. The purpose of designating is to preserve history. Chair Stone stated that Collin County offers a tax abatement and a plaque for those that submit an application and are located within the Historic District zoning.

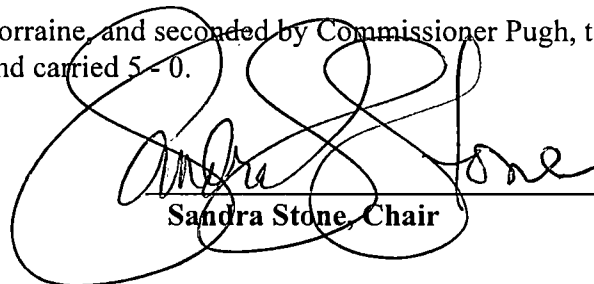
Chair Stone polled the Commissioners and all were in agreement to move forward on resolutions to establish and designate local landmarks.

2. Work Session to discuss Zoning Ordinance Amendments

Ms. Ollie questioned the Commissioners on direction on making amendments to Article 6.2 of the Zoning Ordinance. The Commissioners were in agreement to have a brainstorming discussion in April and possibly have a joint work session with the City Council later in the year.

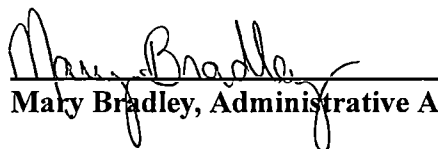
ADJOURNMENT

A motion was made by Commissioner Lorraine, and seconded by Commissioner Pugh, to adjourn the meeting. A vote was taken and carried 5 - 0.



Sandra Stone, Chair

ATTEST:



Mary Bradley, Administrative Assistant