



MEETING MINUTES

LANDMARK PRESERVATION
COMMISSION

Council Briefing Room, 3rd Floor
101 W. Abram Street, Arlington

December 7, 2023
6:00 p.m.

Commissioners Present

Kristina Rumans, Chair
O.K. Carter
Julie Hunt
Rodrick Penson
Jennifer Hurley
Cheryl Donaldson

Absent

Zane Gober
Geraldine Mills

Staff

Jacob Browning
Doug Stewart
Patricia Sinel
Cecilia Nelson

- I. **Call to Order** – Chair Rumans called the meeting to order at 6:03 p.m.
- II. **Pledge of Allegiance**
- III. **Announcements**

Mr. Browning announced the grand opening/ribbon cutting ceremony for Fire Station No. 1 would occur on Friday, December 8, at 2:00 p.m. Staffing changes were also announced; Anthony Cisneros will no longer work for the City of Arlington, effective December 15.

- IV. **Approval of Minutes** – November 2, 2023

Commissioner Hunt provided a motion to approve the minutes. Commissioner Penson seconded the motion, which was approved unanimously.

- V. **Demolition Permits**

1. **1401 New Haven Street**

Mr. Browning provided a presentation on the demolition permit for 1401 New Haven Street.

Commissioner Hurley moved to release the historic stay on 1401 New Haven Street. Commissioner Penson seconded the motion, which was approved unanimously.

2. **4505 Kelly Elliott Road**

Mr. Browning provided a presentation on the demolition permit for 4505 Kelly Elliott Road.

Commissioner Donaldson moved to release the historic stay on 4505 Kelly Elliott Road. Commissioner Hunt seconded the motion, which was approved unanimously.

3. 1700 Rocky Canyon Road

Mr. Browning provided a presentation on the demolition permit for 1700 Rocky Canyon Road.

Commissioner Carter moved to release the historic stay on 1700 Rocky Canyon Road. Commissioner Donaldson seconded the motion, which was approved unanimously.

VI. Dangerous and Substandard Structures

1. 1329 Biggs Terrace

Mr. Stewart provided a presentation on a Dangerous and Substandard Structure located at 1329 Biggs Terrace.

Commissioner Penson moved to release the property located at 1329 Biggs Terrace back to the City for demolition. Commissioner Hunt seconded the motion, which was approved unanimously.

VII. Local Marker Applications

1. 402 N. Pecan Street – Hollabaugh House

Mr. Browning provided a presentation for the Local Marker Application for 402 N. Pecan Street.

Commissioner Carter moved to deny recommendation of the property as a Local Landmark; the motion failed due to a lack of a second.

Commissioner Hurley moved to recommend the property located at 402 N. Pecan Street as a Local Landmark. Commissioner Penson seconded the motion, which was approved 5-1.

2. 611 N. Center Street – Steen House

Mr. Browning provided a presentation for the Local Landmark Application for 611 N. Center Street.

Commissioner Hunt moved to recommend the property located at 611 N. Center Street as a Local Landmark. Commissioner Hurley seconded the motion, which was approved unanimously.

3. 424 N. Pecan Street – Hartley House

Mr. Browning provided a presentation for the Local Marker Application for 424 N. Pecan Street.

Commissioner Hurley moved to recommend the property located at 424 N. Pecan Street as a Local Landmark. Commissioner Hunt seconded the motion, which was approved 5-1.

4. 426 N. Pecan Street – Latham-Hart House

Mr. Browning provided a presentation for the Local Marker Application for 426 N. Pecan Street.

Commissioner Penson moved to recommend the property located at 426 N. Pecan Street as a Local Landmark. Commissioner Hurley seconded the motion, which was approved 5-1.

VIII. Adoption of the 2024 LPC Public Hearing Schedule

Mr. Browning provided the Commissioners a list of proposed public hearing dates for the 2024 calendar year.

Commissioner Penson moved to adopt the 2024 LPC Public Hearing Schedule as presented. Commissioner Donaldson seconded the motion, which was approved unanimously.

IX. Adoption of the 2024 LPC Work Plan

Mr. Browning provided a presentation on the final draft of the 2024 LPC Work Plan, which contained edits and additions from the November 2 LPC meeting.

Commissioner Hunt moved to adopt the 2024 LPC Work Plan as presented. Commissioner Hurley seconded the motion, which was approved unanimously.

X. Historic Preservation Officer Report

Mr. Browning noted that the Landmark Preservation Overly presentation that was postponed from the November 2 meeting will be presented to the Commission in January.

Meeting packets will no longer be printed for future LPC meetings. Commissioners can use personal laptops, tablets, or other devices to access the presentation materials during all upcoming meetings. Agendas will continue to be printed and provided to all Commissioners at meetings.

XI. Work Plan Items Discussion

Commissioners discussed the possibility of hosting an event at which Local Landmark medallions can be distributed to recent designees, including the Vandergriff-Davis House, Upstairs Gallery, and those presented at this and upcoming meetings. The event should coincide with National Historic Preservation Month, in May 2024. The Upstairs Gallery may want to host a separate ceremony, at which their medallion will be “unveiled.”

Mr. Browning will contact the Mayor's office to inquire about getting a proclamation for National Historic Preservation Month in May 2024.

XII. Citizen Participation

There was no citizen participation.

XIII. Future Agenda Items – January 11, 2024

Future agenda items include the Landmark Preservation Overlay discussion and proposing a new meeting date for March 2024.

XIV. Adjourn

Commissioner Hurley moved to adjourn the meeting. Commissioner Donaldson seconded the motion, which was approved unanimously. Chair Rumans adjourned the meeting at 7:03 p.m.



~~Kristina Rumans, Chair~~

RODRICK PENSON,
VICE CHAIR

ATTEST:



Secretary to the Commission
APPROVED this 11th day of January 2024