



## MEETING MINUTES

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LANDMARK PRESERVATION  
COMMISSION

Council Briefing Room, 3<sup>rd</sup> Floor  
101 W. Abram Street, Arlington

January 11, 2024  
6:00 p.m.

**Commissioners Present**

Rodrick Penson, Vice Chair  
Cheryl Donaldson  
Zane Gober  
Julie Hunt  
Jennifer Hurley  
Geraldine Mills

**Absent**

Kristina Rumans

**Staff**

Jacob Browning  
Patricia Sinel  
Cecilia Nelson

**I. Call to Order** – Vice Chair Penson called the meeting to order at 6:02 p.m.

**II. Pledge of Allegiance**

**III. Announcements**

Mr. Browning introduced Paul Borjas, who will be joining the LPC as its newest Commissioner in February. Mr. Borjas was appointed by Councilmember Hogg on January 9 and will work with Mr. Browning to get onboarded prior to the February meeting.

**IV. Approval of Minutes** – December 7, 2023

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

**V. Demolition Permits**

**1. 1323 W. Sanford Street (aka 707 Ross Trail)**

Mr. Browning provided a presentation on the demolition permit for 1323 W. Sanford Street (aka 707 Ross Trail).

Commissioner Gober moved to release the historic stay on 1323 W. Sanford Street (aka 707 Ross Trail). Commissioner Donaldson seconded the motion, which was approved 4-2.

**VI. Certificates of Appropriateness**

**1. 224 N. Center Street – Arlington Music Hall**

**For other accommodations or sign interpretive services, please call 817-459-6285 not later than 48 hours in advance.**

Mr. Browning provided a presentation on the certificate of appropriateness for 224 N. Center Street (Arlington Music Hall). The proposed change includes installing a digital sign on the theater's marquee.

Commissioner Hurley moved to approve the Certificate of Appropriateness for 224 N. Center Street. Commissioner Mills seconded the motion, which was approved unanimously.

#### **VII. Amendment to the 2024 LPC Public Hearing Schedule**

Mr. Browning provided the Commissioners a proposed date change for the March 2024 public hearing, based on a recommendation from the LPC at the December 2023 meeting. The proposed change would move the March 14 meeting date to March 7.

Commissioner Gober moved to amend the 2024 LPC Public Hearing Schedule to change the March meeting date from March 14 to March 7. Commissioner Donaldson seconded the motion, which was approved unanimously.

#### **VIII. Landmark Preservation Overlay Zoning Presentation and Discussion**

Mr. Browning provided a presentation regarding the landmark preservation overlay (LPO) zoning district and the role LPC has in the LPO zoning process. Mr. Browning reviewed the LPC's roles and responsibilities and provided proactive actions the LPC can take to better preserve historic structures throughout Arlington (all discussed at the October 2023 LPC meeting).

Mr. Browning provided excerpts from the Unified Development Code that pertains to the LPO zoning category, including its intent (UDC Sec. 2.4.6.) and what alterations to specific design standards that will trigger a Certificate of Appropriateness review process (UDC Sec. 5.8.3.).

The presentation also included a list of properties currently zoned LPO (there are 12 in the City) and those properties designated a local landmark (46); only eight of the 46 local landmarks are zoned LPO. The LPC can focus on the 32 remaining properties to see if LPO zoning could be applicable to better ensure preservation standards on those properties.

#### **IX. Historic Preservation Officer Report**

Mr. Browning was contacted by Arcadia Publishing to produce a pictorial history of Arlington's architecture. Commissioners mentioned that a similar book has already been published and stressed no interest in participating in a new publication.

All four local landmarks approved by the LPC in December 2023 will go to City Council on January 23, 2024, for final approval.

#### **X. Work Plan Items Discussion**

Commissioners once again discussed the possibility of hosting an event at which Local Landmark medallions can be distributed to recent designees. The event should coincide with National Historic Preservation Month, in May 2024. Commissioners expressed interest in having City Council present the medallions to designees at a Council meeting to make it more meaningful for all involved in the process. Mr. Browning will investigate the possibility of Council presentations for future Local Landmark designees.

Mr. Browning contacted the Mayor's office to inquire about getting a proclamation for National Historic Preservation Month in May 2024 and received no response. He will reach out again and will provide an update in February.

**XI. Citizen Participation**

There was no citizen participation.

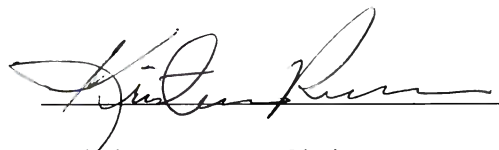
**XII. Future Agenda Items – February 8, 2024**

Future agenda items include a review of the Unified Development Code and its applicability to the LPC and a closer look at the Local Landmark/LPO property list to determine a path forward for additional LPO zoning designations.

A standing agenda item will be added to future agendas regarding any future zoning cases that have a potential impact on historic properties and/or structures.

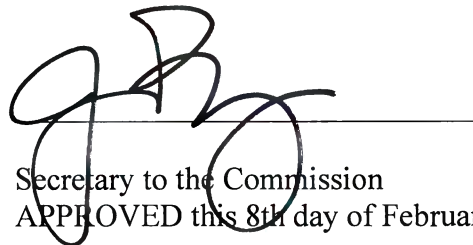
**XIII. Adjourn**

Commissioner Hurley moved to adjourn the meeting. Commissioner Gober seconded the motion, which was approved unanimously. Vice Chair Penson adjourned the meeting at 7:12 p.m.



Kristina Rumans, Chair

ATTEST:



Secretary to the Commission  
APPROVED this 8th day of February 2024