

STATE OF TEXAS  
COUNTY OF TARRANT  
CITY OF GRAPEVINE

The Historic Preservation Commission for the City of Grapevine, Texas, met in Public Hearing on Wednesday, December 19, 2012 at 6:00 p.m. in the Grapevine Convention & Visitors Bureau 2<sup>nd</sup> Floor Boardroom, 636 South Main Street, Grapevine, Texas, with the following members present to wit:

Burl Gilliam	Chairman
R. Lee Derr	Vice-Chairman
Ashley Anderson	Commissioner
Vick Cox	Commissioner
Sean Shope	Commissioner
Margaret Telford	Commissioner
Ted Ware	Commissioner
Shane Wilbanks	City Council Liaison
Monica Hotelling	Planning & Zoning Liaison
Chuck Voelker	Alternate

Constituting a quorum with no commissioner(s) absent.

The following city staff present:

Scott Williams	Director, City of Grapevine Development Services
David Klempin	Historic Preservation Officer
Mary Bush	Historic Preservation Secretary

**CALL TO ORDER AND WELCOME**

Chairman Burl Gilliam called the Public Hearing to order at 6:00 p.m.

**CITIZEN COMMENTS**

No comments from citizens were submitted.

**WORK SESSION**

David Klempin passed around the most recent staff approved Certificates of Appropriateness for the Commission to Review.

- A. Approved Certificate of Appropriateness as follows:  
#CA12-74 for property located at 520 South Main Street, Suite #206;  
#CA12-77 for property located at 104 Jenkins Street;  
#CA12-78 for property located at 312 South Main Street;  
#CA12-79 for property located at 626 Ball Street;  
#CA12-80 for property located at 309 West College Street;  
#CA12-81 for property located at 618 East Wall Street;  
#CA12-82 for property located at 603 South Main Street, Suite #304;  
#CA12-83 for property located at 601 South Main Street, Suite #103.

## **PUBLIC HEARING**

Chairman Burl Gilliam opened the **Public Hearing** for #CA12-84 for property located at 520 South Main Street, Block 4, Lot 2 & 3B, City of Grapevine and take any necessary action. Chairman Gilliam called on David Klempin to present the case.

### RECOMMENDATION:

Staff recommends the Historic Preservation Commission **approve with conditions** Certificate of Appropriateness #CA12-84 for the property located at 520 South Main Street legally described as Block 4, Lots 2 & 3B, to the Grapevine Historic Preservation Ordinance 91-73 (Appendix G - Grapevine Code of Ordinances), as amended for the following items:

1. Renovate the existing West College Street elevation of the 520 building to create two (2) period-style storefronts, each containing three bays for proposed retail tenant spaces. Work to include installation of veneer brick over the existing concrete façade, wood storefront doors and windows, awnings, and lighting as per attached drawings;

with the condition that brick colors, awnings, lighting fixtures and final door locations for tenant spaces be staff approved under a separate Certificate of Appropriateness and a building permit be obtained from the Building Department.

### BACKGROUND:

Certificate of Appropriateness application #CA12-84 was submitted on December 5, 2012 by the Applicant/Owner Tony Bologna for a renovation of the existing West College Street elevation of the 520 Building. This portion of the building was originally a warehouse for Parker Furniture and was built using concrete tilt-wall construction.

The proposed period-style façade was designed to compliment the Main Street façade previously approved by the Commission. The storefront openings would be cut into the existing concrete wall panels and new supporting lintels would be

installed for structural stabilization of the wall. The exterior of the building would be clad with veneer brick with projecting brick pilasters. A sign band above the awnings provides a location for tenant signage. The facades of the two period-style storefronts would allow for the owner to lease the retail space for up to four individual tenants.

Staff recommends approval of #CA12-84 for renovation of the existing West College Street elevation to create two (2) period-style storefronts for proposed retail spaces with the condition the brick colors, awnings, lighting fixtures and final door selection be staff approved under a separate Certificate of Appropriateness and a building permit be obtained from the Building Department.

Chairman Gilliam asked the owner, Tony Bologna, if he would like to speak. Mr. Bologna explained the proposed façade would look like two separate shops but actually be one 6,000 square foot retail space. Mr. Bologna explained there were three different designs presented to show the possibility of the space being divided as two, three or four suites, not identical but all with a similar look. Chairman Gilliam asked for questions to Mr. Bologna. Commissioner Vick Cox asked about the white space along the top above the doors; Mr. Bologna said this would probably be detailed with a brick design inset, adding he was flexible and appreciated any feedback he receives from the City. City Council Liaison Shane Wilbanks questioned the parking provided; Mr. Bologna answered it would have seven parking places. Council Liaison Wilbanks said the parking will be an issue as before.

Margaret Telford made the motion to close the public hearing. Vick Cox seconded the motion which prevailed in the following vote:

Ayes: All (Gilliam, Derr, Anderson, Cox, Shope, Telford and Ware)  
Nays: None

Margaret Telford made a motion for the approval of #CA12-75 with the conditions as presented and all materials be staff approved. Ashley Anderson seconded the motion which prevailed in a vote of:

Ayes: All (Gilliam, Derr, Anderson, Cox, Shope, Telford and Ware)  
Nays: None

## **WORKSHOP**

Chairman Gilliam opened the workshop for a presentation and discussion of the proposed amendments to Grapevine's Historic Preservation Ordinance regarding design review procedures. City Council Liaison Shane Wilbanks told of the discussion at the previous commissioner's meeting to obtain a consultant to advise on the preservation required to protect the Historic Township. Councilman Wilbanks introduced Scott Williams, the Director of Development Services, whom he had called on to develop an ordinance to protect this historic area from the syndrome called "massing and looming" and thereby protecting

the green space original to this area.

Scott Williams explained the Commission was approving drawings appropriate for the Historic Township, but they were not always in scale to fit with the neighborhood. He had asked David Klempin to assemble the statistics of original square footages and building heights, and the same numbers for the new builds and additions, to put together as bullet points.

Scott proposed Appendix G., Section 7 of the Grapevine Code of Ordinances Certificates of Appropriateness be amended by the addition of a new paragraph (c) and relabeling subsequent paragraphs to read as follows:

**Proposed Amendments to  
Appendix G, Grapevine Code of Ordinances**

*(Amendments are indicated in bold)*

**Section 2. That Appendix G., Section 7 Certificates of Appropriateness is amended by the addition of a new paragraph (c) and relabeling subsequent paragraphs to read as follows:**

**(c) Special provisions for Single Family Residences (New and Additions)**

**(1) Submittal Requirements**

**In addition to any other filing requirements, Certificate of Appropriateness applications for new single family residential structures, and additions to single family structures shall be accompanied by the following documents:**

- **Current photographs of the existing property, showing the full width of the adjacent properties and structures on each side of the subject property. If the subject property is a corner lot, a photograph of the structure directly across the street of the subject property shall be included.**
- **A single drawing showing the elevation of the proposed structure along with building elevations of structures on adjacent properties. If the subject lot is a corner lot,**
- **the drawing shall also include the structure(s) located directly across the street.**

**(2) Design requirements**

In addition to the Secretary of the Interior's Standards, design guidelines, zoning ordinance, building code and any and all other design requirements, the following shall apply:

- No portion of a structure shall exceed by more than 10-feet the measured height of the tallest point of the roof of any single family structure any portion of which is within a 300 foot radius of the subject property.
- Total floor area of all structures on the subject property shall not exceed by more than 10 percent, the total floor area of all structures on any lot on which a single family residential structure is located, any portion of which is located within a 300 foot radius.
- Under no circumstances shall the floor area of all structures on any lot exceed 3400 square feet.
- No more than 65 percent of the total floor area of the structures on a lot may be located above the first floor.
- Sideyard setback plane. No portion of a structure may extend beyond the sideyard setback planes. For the purposes of this section, a sideyard setback plane is a plane that begins 14 feet above the required sideyard setback line, and slopes upward toward the interior of the lot at a 45 degree angle (1:1 slope).

Exceptions:

1. Chimneys
  2. Plumbing and Mechanical vents,
  3. Dormers that:
    - a) are not in excess of eight-feet in width
    - b) are not closer than six-feet to another dormer; and
    - c) do not cause the aggregated width of all dormers on the same elevation to exceed 20-feet in width
- Lots shall not be subdivided such that they are less than 50- feet in width.
  - Lots shall not be replatted such that the resulting lot width of any lot would exceed by more than 20 percent the average lot width of all single family residential lots of which any portion is located within a 300 foot radius of the boundary of the property being replatted.

- **In the event of a conflict between any of these requirements and any other guidelines, rules or ordinances, the most restrictive requirement shall prevail.**

Section 3. Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed Two Thousand Dollars (\$2,000.00) for each offense and a separate offense shall be deemed committed each day during or on which an offense occurs or continues.

Section 4. All ordinances or any parts thereof in conflict with the terms of this ordinance shall be and hereby are deemed repealed and of no force or effect.

Section 5. If any section, subsection, sentence, clause or phase of this ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 6. The fact that the present ordinances and regulations of the City of Grapevine, Texas are inadequate to properly safeguard the health, safety, morals, peace and general welfare of the inhabitants of the City of Grapevine, Texas, creates an emergency for the immediate preservation of the public business, property, health, safety and general welfare of the public which requires that this ordinance shall become effective from and after the date of its passage, and it is accordingly so ordained.

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Scott said we have a great inventory of homes in the Township; capped at 3,400 square feet was more than generous for a historic home. Commissioner Ashley Anderson asked him if "with the 10% could one go over 3,400 square feet?" Scott said no, 3,400 square would be the maximum size, and that for a small lot a percentage ratio will protect from overbuild for the lot size.

Commissioner Sean Shope asked how many 3,400 square feet homes were in the historic district. David Klempin said there were three to four homes. Council Liaison Shane Wilbanks said a neighborhood of 1,200 square foot homes would be protected from a 3,400 square foot home. Sean said the balance to the success of the district was getting a product size some homeowners would need. P & Z Liaison Monica Hotelling said you learn to live in smaller space if you want to live in that district.

Scott said this ordinance would cover the entire district with the option for an appeal as always. Margaret asked if this would have applied to a smaller house

such as the 310 East College with the “addition”. Scott answered affirmatively saying that if the proposed ordinance had been applied to this home, it would have prevented the over-build. Vick asked if this would also cover the D.E. Box addition, David Klempin answered yes. Vick said the 10% Rule will come into play often. Commissioner Ted Ware said places with very small houses may need some discretion. Ashley Anderson stated she had concerns about encroaching on property owner rights by having a 3,400 square foot limit. Scott explained the Jackson-Walker Law firm and Matthew Boyle, City of Grapevine Attorney, had also reviewed the ordinance as proposed and did not have concerns.

Scott said upstairs square footage could be no more than 65 percent. David agreed stating the homes original to Grapevine’s Historic Township are one-story or one and one-half story structures. Scott said the presented drawing represented the ordinance as proposed, the part marked red is what would have prevented the 310 East College structure from looming. He said the R 7.5 zoning requires a six foot setback for the side yard. David said the West College structure has large dormers, the proposed ordinance would limit dormers to eight feet wide and require six feet in between. Sean Shope complimented Scott’s work on the presented proposal.

Scott said the lot sizes of the Township were developed with most being 50 feet wide. He also said this ordinance allowed asking for a 20 percent increase in lot size above the average lot size within 300 feet when replatting property. He stated this ordinance would provide a guideline and an excellent *tool* for the Commission’s toolbox.

Ted Ware asked about the limitation of 65 percent upstairs, Scott said if the home had an attached garage it would be included, therefore a 1,000 square foot home including the garage in the square footage could have 650 square feet on the second floor. David gave as an example, the 310 East College house has more second floor square footage than the first floor.

David thanked Scott Williams for presenting and answering the Commissioner’s questions. He added the ordinance would also not allow front entry garages as they were not appropriate for the historic district’s period of significance of 1875

to 1940. Garages had been detached structures and there were no front entry garages in Grapevine until the 1950’s.

David said to wrap this up they would need to take any necessary action. If this were approved the ordinance could move forward for a City Council Workshop. These additions to the ordinance would give the Commission a toolbox, a check list, to consider for each case. He recommended bringing forth a motion. Ted made a motion to take the ordinance before City Council for their review. Discussion followed saying the next workshop would be the second Tuesday in February 2013; there was still January to consider the proposed ordinance. Ted withdrew his motion. Vice-Chair Lee Derr said he thought 10 percent was too tight and should be reconsidered. Commissioner Margaret Telford reminded all if

there was no action there could be another “oops” such as 310 East College.

Ted Ware made a motion to keep on the table the proposed amendments as presented for general concept. Margaret Telford seconded the motion, which prevailed by the following vote:

Ayes: 4 (Gilliam, Cox, Telford and Ware)  
Nays: 3 (Anderson, Derr and Shope)

David introduced Suzanne Brady who was present, as the new owner of the vacant lot at 413 East Texas Street in the Millican Place Addition. Suzanne and her husband, David Brady, are planning to build a home there based on the plans of a Southern Living Award Winning cottage. They intend to bring the plans forward for consideration at the January 2013 HPC meeting.

## **MINUTES**

Chairman Gilliam called to consider the minutes as written. Sean Shope made the motion to accept the October 24, 2012 minutes. Vick Cox seconded the motion, which prevailed by the following vote:

Ayes: All (Gilliam, Derr, Anderson, Cox, Shope, Telford and Ware)  
Nays: None

## **ADJOURNMENT**

Margaret Telford made a motion to adjourn the meeting. Ted Ward seconded the motion, which prevailed in the following vote:

Ayes: All (Gilliam, Derr, Anderson, Cox, Shope, Telford and Ware)  
Nays: None

**PASSED AND APPROVED BY THE HISTORIC PRESERVATION COMMISSION  
OF THE CITY OF GRAPEVINE, TEXAS, ON THIS THE  
23<sup>rd</sup> DAY OF JANUARY 23, 2013.**

APPROVED:

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CHAIRMAN

ATTEST:

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SECRETARY