



## City of Abilene

### Landmarks Commission Agenda

Notice is hereby given of a meeting of the City of Abilene Landmarks Commission to be held on Tuesday, June 24, 2025 at 4 PM at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.

#### CALL TO ORDER

#### MINUTES

1. **Minutes:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on Minutes from the Regular Meeting Held on April 22, 2025.

#### AGENDA ITEMS

2. **CA-2025-02:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request at 901 North 1st Street for Certificate Of Appropriateness (CA) To Add Concrete Patio To The West End Of The Building To Match The South And East Ends, Repair The Existing Awning And Have A New Awning Over The Top Of The Existing One, And Have It Match The One On The West, And Replace Two Wood Windows With Glass To Match The Ones That Have Already Been Replaced. ***(Kera Valois)***
3. **CA-2025-03:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request at 760 Amarillo Street for Certificate Of Appropriateness (CA) To Replace Damaged Shingles, Repair The Foundation, And Install Gutters. ***(Kera Valois)***

#### ADJOURNMENT

#### *Notice*

*In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.*

#### **CERTIFICATION**

*I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 18th day of June, 2025, at 4:10 p.m.*

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*Kaitlin Richardson, Deputy City  
Secretary, TRMC*

**CITY OF ABILENE, TEXAS THE LANDMARKS COMMISSION  
COUNCIL CHAMBERS, CITY HALL  
April 22, 2025, at 4 p.m.**

The Landmarks Commission of the City of Abilene, Texas met in a Regular Meeting on April 22, 2025, at 4 p.m. at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas. **Chair Lee** was present and presiding, along with **Commissioners** Steve Butman, Vice-Chair Tammy Kister, Chaile Allen, Alternate Johnna Partain, and Alternate Derek Hood.

Also present were Mr. Tim Littlejohn, Director of Planning and Development Services, Ms. Kelley Messer, First Assistant City Attorney, Ms. Mason Teegardin, Planning Services Division Manager, and Ms. Kera Valois.

**CALL TO ORDER**

Chair Lee called the meeting to order at 4:01 p.m.

**APPROVAL OF MINUTES FOR THE PREVIOUS MEETING**

Chair Lee opened the public hearing. With no speakers coming forward, the public hearing was closed.

The Commission approved the meeting minutes from January 28, 2025. The motion carried by the following vote:

**AYES: Hood, Kister, Butman, Allen, Partain, Lee**

**NAYS: None**

**AGENDA ITEMS**

**PP-2025-01:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for a Project Proposal for Interior and Exterior Improvements Located at 689 EN 18<sup>th</sup> Street.

Ms. Kera Valois presented this request. The applicant is presenting a project proposal to repair the existing foundation issues, replace the original plumbing due to leaks and deterioration, and repair and paint the exterior stucco in Sherwin Williams ‘Light Buff’ which is a whiteish color that similarly matches the current paint. The stucco repairs will also consist of trim replacements

The applicant is presenting a project proposal to the Commission with hopes of applying for

and receiving approval for a Historic Project Tax Reduction once the project is completed.

Chair Lee opened the public hearing, The applicant, Mrs. Martha Groves, stepped forward to speak. Seeing no one else present and desiring to be heard, the public hearing was closed.

Staff Recommendation: Approval

Commissioner Kister moved to approve the request as presented. Commissioner Butman seconded the motion. The motion carried by the following vote:

**AYES: Hood, Kister, Butman, Allen, Partain, Lee**

**NAYS: None**

**DRAFT**

**ADJOURNMENT**

There being no further discussion, Chair Lee adjourned the meeting at 4:16 p.m.

**APPROVED**

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Pebbles Lee, Chair

# CA-2025-02 STAFF REPORT



## Scheduled Hearing(s)

Landmarks Commission: June 24, 2025

## Applicant

Owner: Charles Wolfe

## Case Manager

Kera Valois, Planner

## Request

Certificate of Appropriateness (CA) to add concrete patio to the west end of the building to match the south and east ends, repair the existing awning and have a new awning over the top of the existing one, and have it match the one on the west, and replace two wood windows with glass to match the ones that have already been replaced.

## Location

The subject property is located at 901 North 1st Street.

## Property Zoning

The current zoning for this property is Central Business (CB) with Historic Overlay (H).

## Background and Building Characteristics

The T&P Freight Building, built in 1916, is a single-story brick station featuring a tiled roof, with stone quoins, a stringcourse, and a surface beneath the window lintels. It has a broad roof overhang, and the brickwork is designed to resemble a molded cornice. The gable above the North First Street entrance aligns with the octagonal two-story tower on the track side.

The building was almost lost in 1989 due to a 3-alarm fire. This property was granted Historic Overlay Zoning in 1996, and several Certificates of Appropriateness have been issued throughout the years.

## Proposal and Requested Action

The applicant is requesting a Certificate of Appropriateness (CA) for the following:

- A new concrete patio will be constructed on the west end of the building. The design and materials will be similar to the existing concrete slab located on the east side of the property to ensure consistency in appearance. A handicap-accessible ramp will be incorporated into the new patio design to provide ADA-compliant access to the west side of the building, which is currently not accessible.
- The existing awning on the west end of the building will be repaired. Additionally, a new awning will be installed over the existing one to prevent further deterioration. The new awning will be painted black to match the existing awning on the east side and extend to cover the new patio.
- Two existing wood windows will be replaced with glass to match those that have already been replaced on the building.
- The flamingo will remain on the property, and a pad will be poured for the flamingo to be anchored to.

## Criteria Assessment

According to Section 2.3.4.4(f) Procedure for Certificate of Appropriateness: No person or entity shall construct, reconstruct, alter, change, restore, remove, or demolish any exterior architectural feature of a site, structure, building, sign, or object included within a Historic Overlay District unless an application for Certificate of Appropriateness is approved in accordance with requirements included in this subsection or as outlined in the District Standards for the district. Furthermore, a Certificate of

Appropriateness shall not be issued until a decision regarding the application is final as stated in Section 2.3.4.4. The work described in each application shall have a deadline of six (6) months for commencement. If the work has not been started, a new application must be submitted.

In considering an application for a Certificate of Appropriateness, the Landmarks Commission shall be guided by the Secretary of the Interior's "Standards for the Rehabilitation of Historic Buildings," as well as District Standards, and any adopted design guidelines. The Secretary of the Interior's "Standards for the Rehabilitation of Historic Buildings" is outlined below:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

### **Staff Recommendation**

Staff recommends **approval** of this request.

If this item is approved, LDC Section 2.3.4.4 requires that:

1. The work approved in this Certificate of Appropriateness shall commence within six (6) months of the approval of the Landmarks Commission.
2. If work does not commence within six months, the approval of this Certificate of Appropriateness shall expire.
3. The applicant may request an extension to this expiration deadline provided a complete application for a request for extension is submitted at least thirty (30) days before the approved Certificate of Appropriateness expires.

### **Attachments**

- Application
- PowerPoint Presentation

# AERIAL LOCATION MAP



## Legend

- CA-2025-02
- Courier Parcels
- Collector
- Local
- Major Arterial

0.01 Miles

# LOCATION MAP

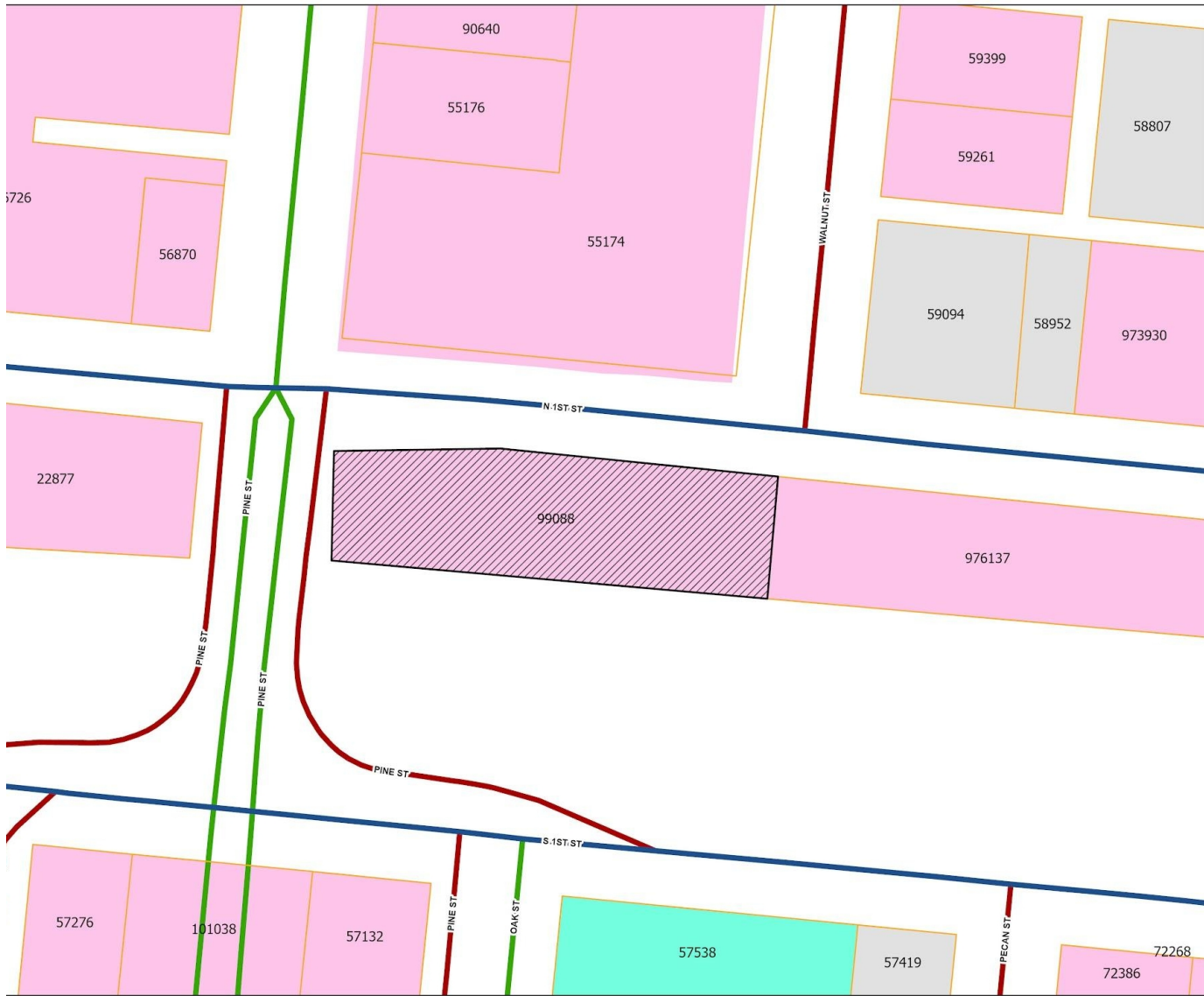


## Legend

- CA-2025-02
- Courier Parcels
- Collector
- Local
- Major Arterial

0.01 Miles

# ZONING MAP



## Legend

-  CA-2025-02
-  Courier Parcels
-  CB (Central Bu)
-  LI (Light Indus)
-  PD (Planned Development)
-  Collector
-  Local
-  Major Arterial

0.01  
Miles



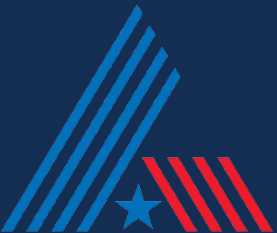
# CERTIFICATE OF APPROPRIATENESS REQUEST

**Case:** CA-2025-02

**Owner:** Charles Wolfe

**Request:** Certificate of Appropriateness (CA) to add a concrete patio to the west end of the building to match the south and east ends. Repair the existing awning and install a new one above it to match the awning on the west side. Replace two wood windows with glass to match previously replaced windows.

**Location:** 901 N 1st St.



## BACKGROUND AND CHARACTERISTICS

The T&P Freight Building, built in 1916, is a single-story brick station featuring a tiled roof, with stone quoins, a stringcourse, and a surface beneath the window lintels. It has a broad roof overhang, and the brickwork is designed to resemble a molded cornice. The gable above the North First Street entrance aligns with the octagonal two-story tower on the track side.

The building was almost lost in 1989 due to a 3-alarm fire. This property was granted Historic Overlay Zoning in 1993, and several Certificate of Appropriateness have been issued throughout the years.



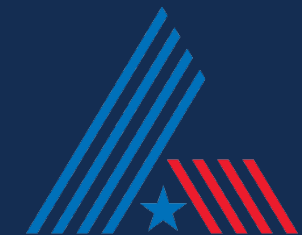
# LOCATION MAP



## Legend

- CA-2025-02
- Courier Parcels
- Collector
- Local
- Major Arterial

0.01  
Miles



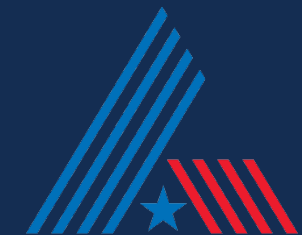
# AERIAL MAP



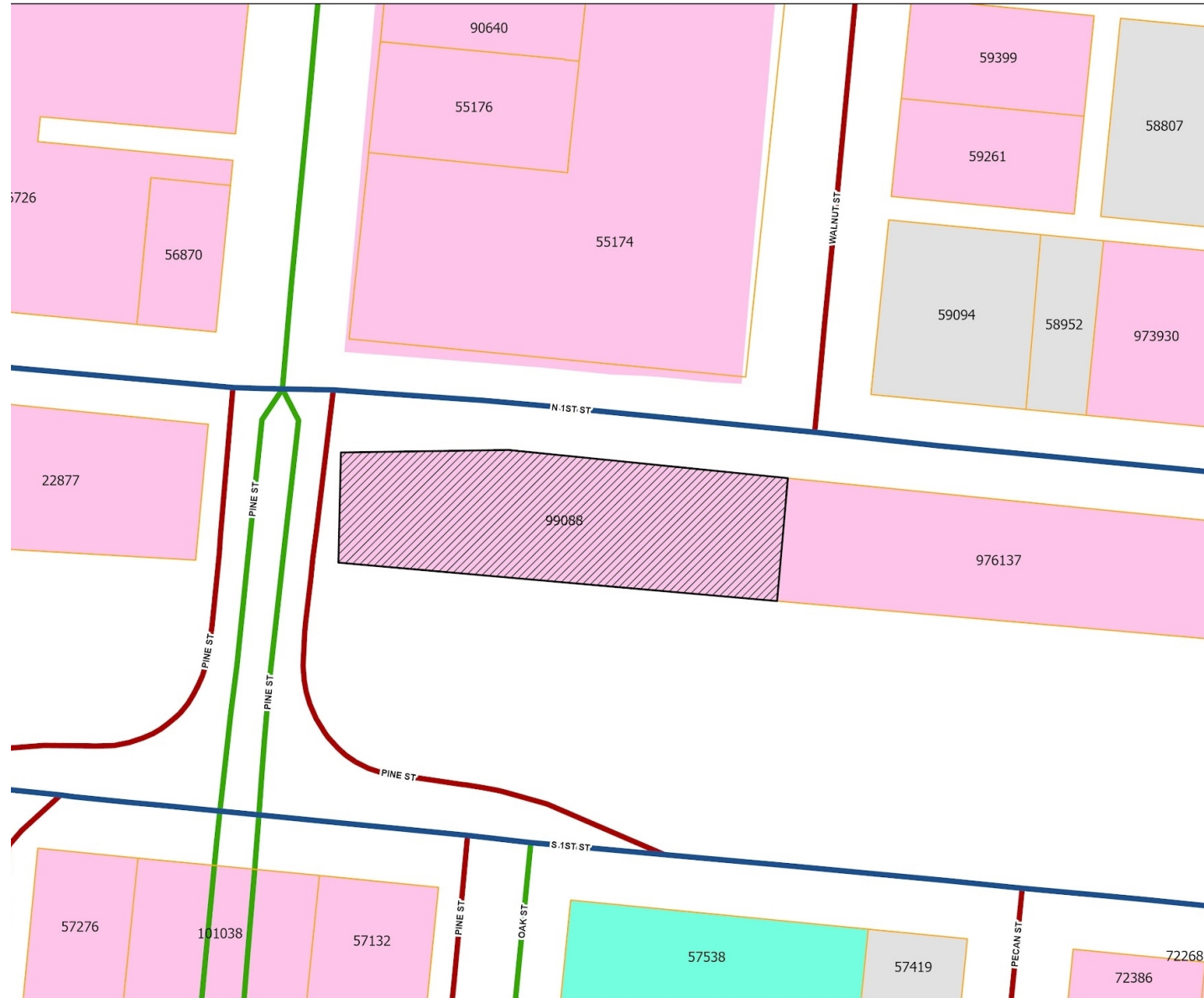
## Legend

- CA-2025-02
- Courier Parcels
- Collector
- Local
- Major Arterial

0.01  
Miles



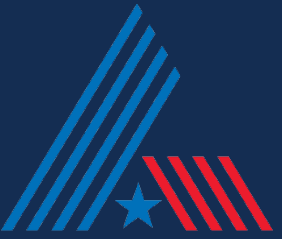
# ZONING MAP



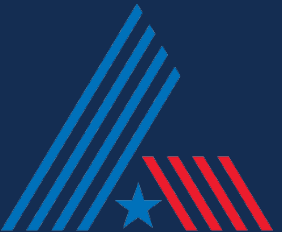
## Legend

- CA-2025-02
- Courier Parcels
- CB (Central Bu)
- LI (Light Indus)
- PD (Planned Development)
- Collector
- Local
- Major Arterial

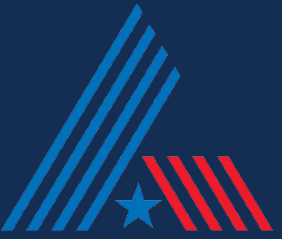
0.01 Miles



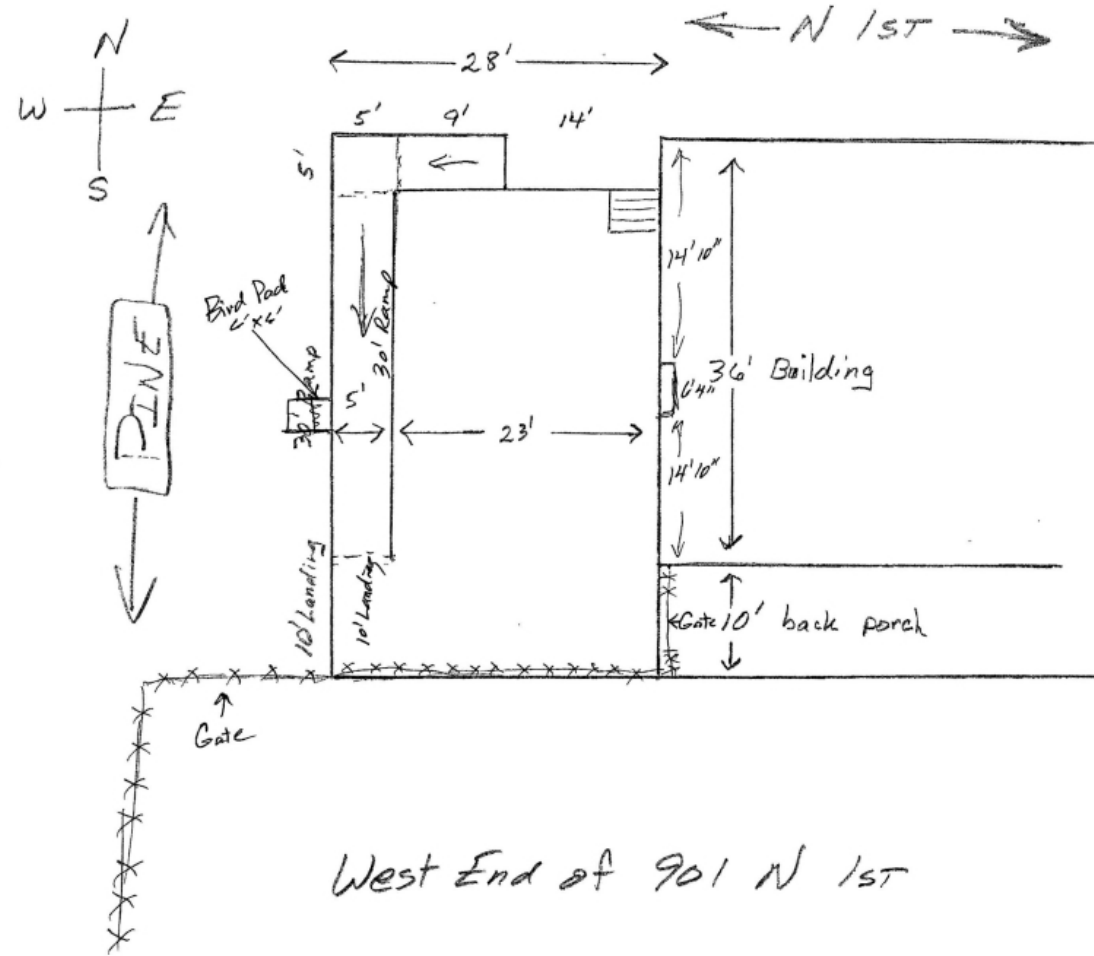
# PHOTOS OF SUBJECT PROPERTY



# PHOTOS OF SUBJECT PROPERTY



# Proposed Sketch



# FINDINGS AND RECOMMENDATIONS

## Reviewed Pursuant to the Secretary of the Interior's Standard for the Rehabilitation of Historic Buildings

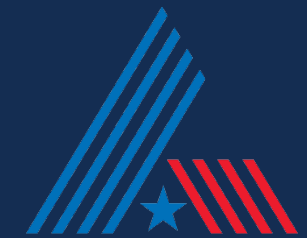
Staff recommends **approval** of this request.

If the items are approved by the Commission, LDC Section 2.3.4.4 requires that:

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# Questions?



# CA-2025-03 STAFF REPORT



## Scheduled Hearing(s)

Landmarks Commission: June 24, 2025

## Applicant

Owner: Valerie and Adam Awtrey

## Case Manager

Kera Valois, Planner

## Request

Certificate of Appropriateness (CA) to replace damaged shingles, repair the foundation, and install gutters.

## Location

The subject property is located at 760 Amarillo Street.

## Property Zoning

The current zoning for this property is Residential Single Family (RS-6) with Historic Overlay (H).

## Background and Building Characteristics

The Chauncy/Marshall House is a Craftsman style home that was built in 1928. The exterior of the home features a hipped roof. The wood sash windows and single-door entry that is surrounded by transom and sidelights which allows natural lighting into the interior of the home.

This property was granted Historic Overlay Zoning in 1996, and several Certificates of Appropriateness have been issued throughout the years.

## Proposal and Requested Action

The applicant is requesting a Certificate of Appropriateness (CA) to replace damaged shingles with 3 tab composition shingles nearly identical to the current shingles on the roof. Repair the foundation of the home with concrete pad/block as needed, reset/re-shim the structure and install 4x6 pressure treated beams as needed with steel plate/solid concrete block. Aluminum gutters will also be installed around the house and guest house and painted white to match the house trim.

## Criteria Assessment

According to Section 2.3.4.4(f) Procedure for Certificate of Appropriateness: No person or entity shall construct, reconstruct, alter, change, restore, remove, or demolish any exterior architectural feature of a site, structure, building, sign, or object included within a Historic Overlay District unless an application for Certificate of Appropriateness is approved in accordance with requirements included in this subsection or as outlined in the District Standards for the district. Furthermore, a Certificate of Appropriateness shall not be issued until a decision regarding the application is final as stated in Section 2.3.4.4. The work described in each application shall have a deadline of six (6) months for commencement. If the work has not been started, a new application must be submitted.

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### **Staff Recommendation**

Staff recommends **approval** of this request.

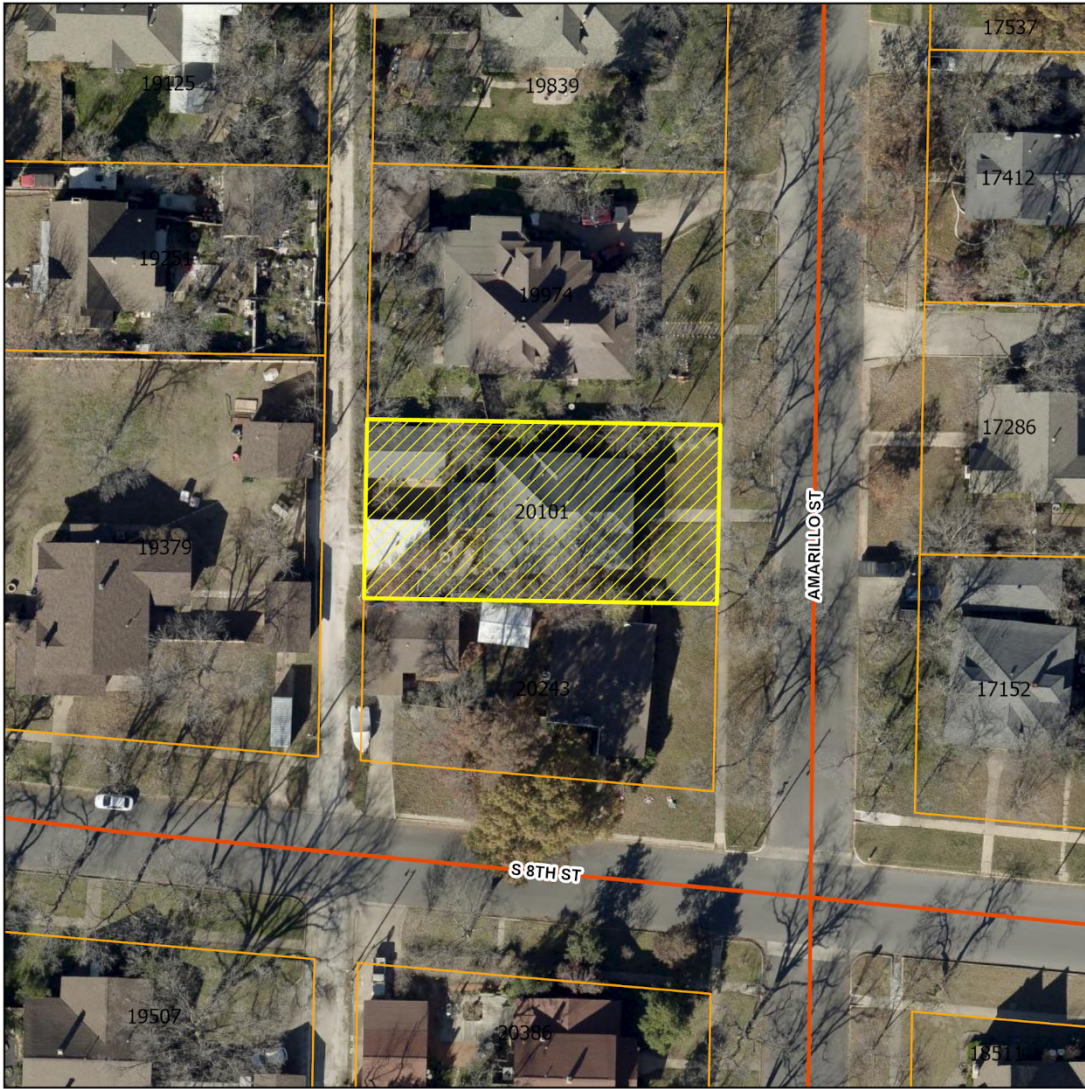
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### **Attachments**

- Application
- PowerPoint Presentation
- Bid for Gutters
- Bid Roof
- Bid for Foundation

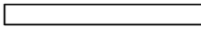
# AERIAL LOCATION MAP



## Legend

-  CA-2025-03
-  Courier Parcels
-  Local





0.01 Miles



# LOCATION MAP

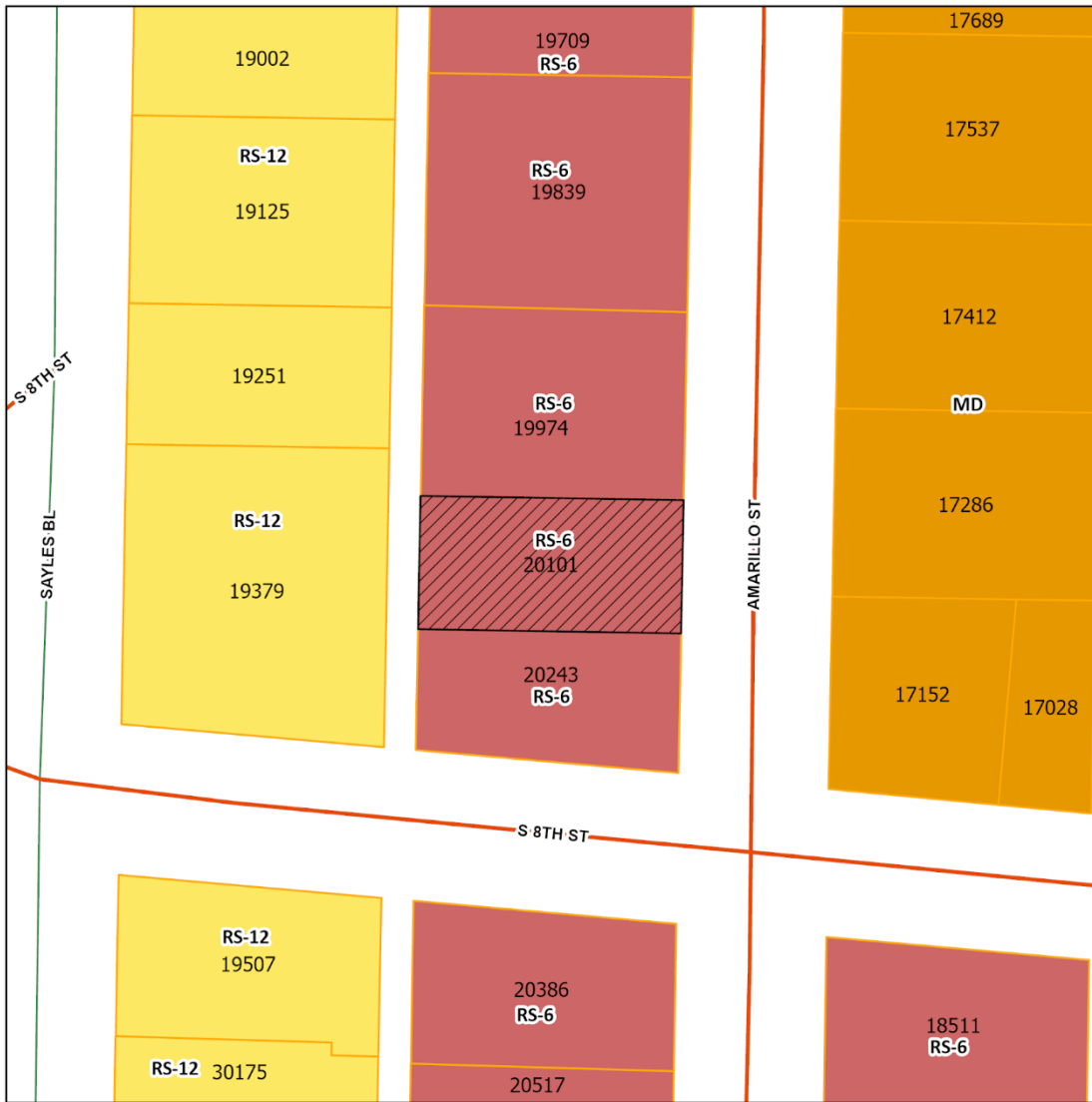


## Legend

-  CA-2025-03
-  Courier Parcels
-  Local
-  Major Arterial

0.03 Miles

# ZONING MAP



## Legend

- CA-2025-03
- Courier Parcels
- MD (Residential - Medium Density)
- RS-12 (Residential - Single Family)
- RS-6 (Residential - Single Family)
- Local
- Major Arterial

0.03

Miles



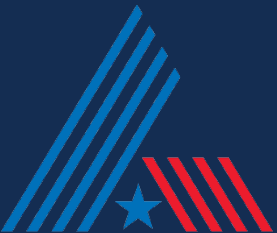
# CERTIFICATE OF APPROPRIATENESS REQUEST

**Case:** CA-2025-03

**Owner:** Valerie and Adam Awtrey

**Request:** Certificate of Appropriateness (CA) to replace damaged shingles with 3 tab composition shingles nearly identical to the current shingles on the roof. Repair the foundation of the home with concrete pad/block as needed, reset/re-shim the structure and install 4x6 pressure treated beams as needed with steel plate/solid concrete block. Aluminum gutters will also be installed around the house and guest house and painted white to match the trim of the house.

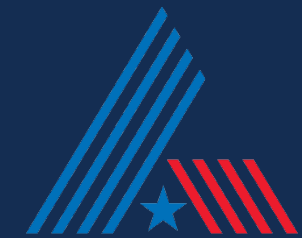
**Location:** 760 Amarillo Street



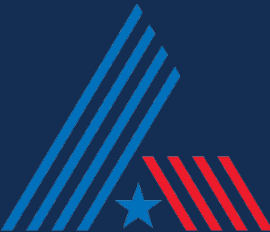
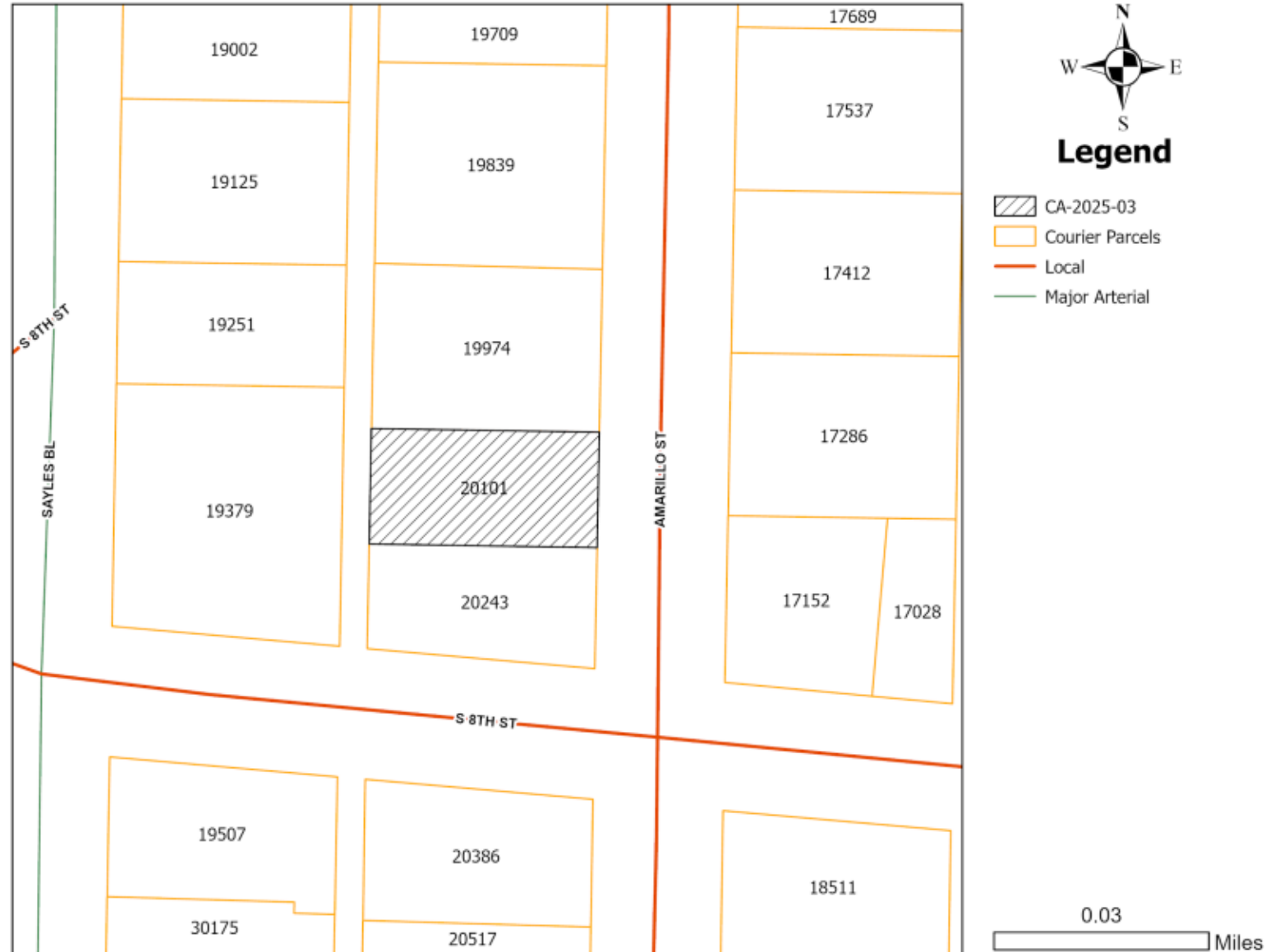
## BACKGROUND AND CHARACTERISTICS

The Chauncy/Marshall House is a Craftsman style home that was built in 1928. The exterior of the home features a hipped roof. The wood sash windows and single-door entry, which is surrounded by transom and sidelights, allows natural light into the interior of the home.

The property was granted Historic Overlay Zoning in 1996, and several Certificates of Appropriateness have been issued throughout the years.



# LOCATION MAP



# AERIAL MAP

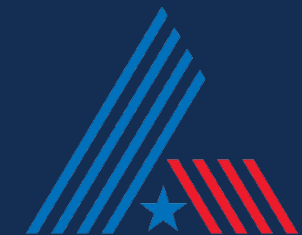


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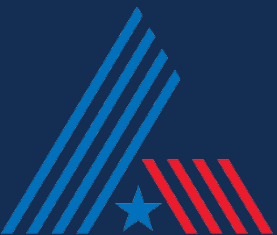
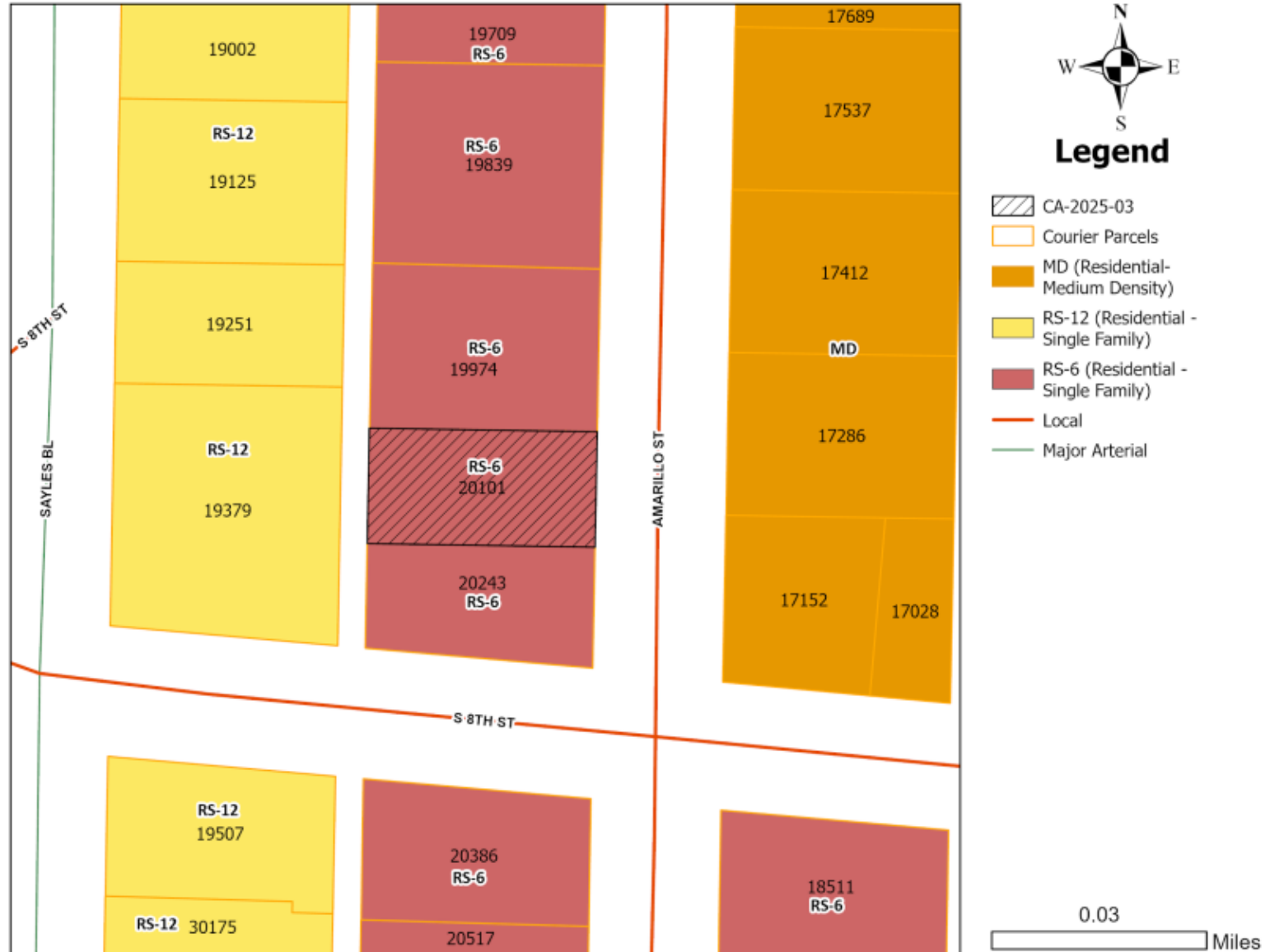
-  CA-2025-03
-  Courier Parcels
-  Local

0.01

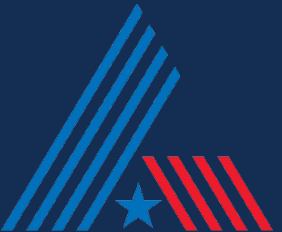
Miles



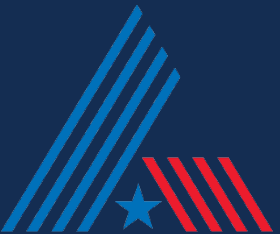
# ZONING MAP



# PHOTOS OF SUBJECT PROPERTY



# PHOTOS OF SUBJECT PROPERTY



# Foundation Bid



## Hat Creek Foundation

Repair and Drainage

1520 Northlake Drive  
Weatherford, Texas 76085

Josh Elrod: 817-694-1501  
Byron Karnes: 817-889-2815  
Email: [hcfriosh@gmail.com](mailto:hcfriosh@gmail.com)  
[hcfbyron@gmail.com](mailto:hcfbyron@gmail.com)

Date: 4/9/25

Prepared For: [SCILDRESS@STOALLREALTORS.COM](mailto:SCILDRESS@STOALLREALTORS.COM)

Contact Phone: 325-370-4956

Email: [SCILDRESS@STOALLREALTORS.COM](mailto:SCILDRESS@STOALLREALTORS.COM)

Project Address: 760 AMARILLO STREET, ABILENE, TEXAS 79602

### Specifications:

Total Pier Count: 0  
Exterior Breakouts: 0  
Interior Breakouts: 0  
Steel Piers: 0

### House Specs:

Type: P/B  
Stories: 1  
Siding: COMBO

- INSTALL SOLID CONCRETE PAD/BLOCK SUPPORTS AS NEEDED
- RESET/RE-SHIM UNDER STRUCTURE
- INSTALL 4X6 PRESSURE TREATED BEAM AS NEEDED
- WITH STEEL PLATE / SOLID CONCRETE BLOCK
- GUTTERS WITH DOWN SPOUT EXTENSIONS ARE NECESSARY TO PROMOTE POSITIVE DRAINAGE
- 1 YEAR TRANSFERABLE WARRANTY ON RESET/RE-SHIM

This price does not include any cosmetic repairs, painting, caulking, mortar repair, door adjustments, or framing adjustments unless specified in additional provisions. All material is guaranteed to be as specified and the above work to be performed in accord with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Down Payment: \$2,250.00

Due Upon Completion: \$2,250.00

Proposal Written By: BYRON KARNES

Grand Total: \$4,500.00

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over & above the contract. NOTE: This contract may be withdrawn by Hat Creek Foundation if not accepted within 14 days. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

BYRON KARNES

Representative Signature

4/9/25

Date

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date



# Gutter Bid



## Free Flow Gutters

1610 Farm to Market 89 | Abilene, Texas 79606  
325-267-7166 | jason@freeflowtx.com | www.freeflowtx.com

RECIPIENT:

**Valerie Awtry**  
760 Amarillo Street  
Abilene, Texas 79602  
Phone: 2106182642

Quote #593

Sent on May 05, 2025

Total \$4,677.00

Product/Service	Description	Qty.	Unit Price	Total
6" seamless aluminum gutters per linear foot.	Gutters will be installed to the fascia (gutter back behind the drip edge) with heavy duty aluminum hidden hangers space every 24" and 2" rust resistant screws with rubber washers. All end caps and miters will be sealed with gutter specific sealant.	311	\$12.00	\$3,732.00
3" X 4" aluminum downspout.	Downspouts to be mounted to the side of the structure with two mounting straps anchored to the structure. All transitions in the downspout will be secured with screws.	9	\$105.00	\$945.00
<b>Total</b>				<b>\$4,677.00</b>

Color selected: White 30  
This quote is good for gutters on the entire house and the guest house.

Please let me know if you have any questions.

Jason Boyd  
Free Flow Gutters

All aluminum materials have a 20 year warranty from the manufacturer, guaranteeing the paint will not fade and the aluminum will not crack.

We place a 5 year warranty on our work, guaranteeing the system will work properly without leaks.

This quote is valid for the next 30 days, after which values may be subject to change.

Payment is due upon completion of the job.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Hardline Seamless Gutters  
138 Tannehill Dr  
Abilene, TX 79602 US  
+13253709461  
hardlinegutters@gmail.com



## Estimate

ADDRESS  
Valerie Awtry  
760 Amarillo St  
Abilene, TX 79602

SHIP TO  
Valerie Awtry  
760 Amarillo St  
Abilene, TX 79602

ESTIMATE # 91445  
DATE 05/07/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	5" Seamless Gutter Installation	5" seamless Gutter Installation-Premium .032 coil - Armor Tough Satin White - Strap/Wedge Mount	308	10.00	3,080.00
	5" Seamless Gutter Installation	5" seamless Gutter Installation-Premium .032 coil - Armor Tough Satin White - Strap/Wedge Mount 2nd Floor Dormer	37	12.75	471.75
	3" x 4" Downspout	Gutter Downspouts installed w/ small extensions and concrete splash pads as needed	130	9.75	1,267.50

Once this quote is accepted and services are completed, payment is due, in full, the same day as job completion. We accept all forms of payment, however a 4% credit card transaction fee will be applied to all card payments. ** Medical Professional Discount Applied **	SUBTOTAL	4,819.25
	DISCOUNT 5%	-240.96
	TAX	0.00
	<b>TOTAL</b>	<b>\$4,578.29</b>

Recommend Leaf Screens

Accepted By

Accepted Date

20 year manufacturer warranty on all materials.

5 year warranty on all workmanship.

# Roof Bid

## Barr Residential Roofing Services

2250 Oak Street  
Abilene, Texas 79602  
325-701-9529  
info@trustbarr.com | www.trustbarr.com



### RECIPIENT:

#### Shelley Childress

760 Amarillo Street  
Abilene, Texas 79602

### Quote #460

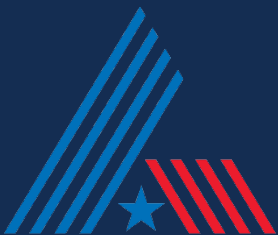
Sent on Apr 08, 2025

Total \$505.15

Product/Service	Description	Qty.	Unit Price	Total
Free Assessment	Our experts will come to assess your needs and discuss solutions	1	\$0.00	\$0.00
R&R Hip / Ridge Cap - cut from 3 tab - composition shingles		25	\$7.91	\$197.75
Laminated-comp. shingle rfg. - w/out felt		1	\$272.57	\$272.57
Rofer Per Hour		0.25	\$139.32	\$34.83
<b>Total</b>				<b>\$505.15</b>

Texas law requires a person insured under a property insurance policy to pay any deductible applicable to a claim made under the policy. It is a violation of this Texas law for a person or business paid wholly or partly from proceeds of a property insurance claim to knowingly allow the insured person to fail to pay. Or assist the insured person's failure to pay, the applicable insurance deductible. See SECTION 2. Business & Commerce Code, is amended to read as follows: Section 27.02. "Goods or Services Paid for by Insurance Proceeds: Payment of Deductible Required"

- 1) Homeowner will be responsible for obtaining and maintaining any public liability or property damage insurance as may be necessary, including rain, fire, tornado, windstorm and hail, to protect it against claims for damages for personal injury, accidental death and to property, arising from the work performed under this contract, Barr Residential Roofing shall have no responsibility for such damages.
- 2) Any alteration or deviation from the specifications on the reverse hereof involving extra costs will be executed only upon written change orders and will become an extra charge over the final contract price determined by mutual agreement between the parties
- 3) This agreement shall expire 30 days from the date submitted unless extended in writing by Barr Residential Roofing.
- 4) Barr Residential Roofing will not be held liable for failure, delays or damages caused by strikes, labor shortages or controversies, changes in work, fires, weather, inability to obtain or delays in obtaining materials from usual sources, or other conditions beyond the control of Barr Residential Roofing.
- 5) Barr Residential Roofing is not responsible for damage to any items in Homeowner's attic where work is performed any valuables should be covered or moved by Homeowner.
- 6) Barr Residential Roofing shall use reasonable efforts to protect existing landscaping, exterior siding, gutters and other building components from damage.
- 7) Barr Residential Roofing is not responsible for imperfections on home/building that exist prior to new application, unless arrangements are made to repair it.
- 8) All material is guaranteed to be as specified and information is obtainable through manufacturer.



# FINDINGS AND RECOMMENDATIONS

## Reviewed Pursuant to the Secretary of the Interior's Standard for the Rehabilitation of Historic Buildings

Staff recommends **approval** of this request.

If the items are approved by the Commission, LDC Section 2.3.4.4 requires that:

1. The work approved in this Certificate of Appropriateness shall commence within six (6) months of the approval of the Landmarks Commission.
2. If work does not commence within six months, the approval of this Certificate of Appropriateness shall expire.
3. The applicant may request an extension to the expiration deadline provided a completed extension request is submitted at least thirty (30) days before the Certificate of Appropriateness expires.



# Questions?

