



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, November 25, 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 Approving the Minutes from the Regular Meeting Held on October 28, 2025.

AGENDA ITEMS

2. **HPTR-2025-02:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Historic Project Tax Reduction in City of Abilene Property Taxes for an Improvement Project in the Amount of \$9,478.29. The subject property is located at 760 Amarillo Street. ***(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 19th day of November, 2025, at 11:05 a.m.

*Kaitlin Richardson, Deputy City
Secretary, TRMC*

**CITY OF ABILENE, TEXAS THE LANDMARKS COMMISSION
COUNCIL CHAMBERS, CITY HALL
October 28, 2025, at 4 p.m.**

The Landmarks Commission of the City of Abilene, Texas met in a Regular Meeting on October 28, 2025, at 4 p.m. at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas. **Chair** Lee was present and presiding, along with **Commissioners** Brandon Young, Vice-Chair Kister, Franz Hallgren, and Alternate Johnna Partain.

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, Ms. Kera Valois, and Ms. Melissa Farr.

CALL TO ORDER

Chair Lee called the meeting to order at 4:02 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.

Vice Chair Kister moved to approve the minutes. Commissioner Hallgren seconded the motion. The motion carried by the following vote:

AYES: Young, Kister, Hallgren, Partain, Lee

NAYS: None

AGENDA ITEMS

CA-2025-04: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Certificate of Appropriateness (CA) to replace three wooden garage doors with new steel garage doors. The subject property is located at 1726 Swenson Street.

Ms. Kera Valois presented this request. The applicant is requesting a Certificate of Appropriateness (CA) to replace the current wooden garage doors with new steel garage doors. The glass windows will not be replaced with the new garage doors; however, they will be in similar color.

Chair Lee opened the public hearing. Ms. Tami Conaway stepped forward. Seeing no one else present and desiring to be heard, the public hearing was closed.

STAFF RECOMMENDATION: Approval

Commissioner Young moved to approve this request. Commissioner Partain seconded the motion. The motion to approve prevailed by the following vote:

AYES: Young, Kister, Hallgren, Partain

NAYS: None

ABSTAIN: Lee

HOZ-2025-01: Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Historic Overlay Located at 774 Butternut Street.

Ms. Kera Valois presented this request. The home was built in 1926 and is known as the Burkett-Webb House. Staff were unable to locate local historic information about this property or its significance.

Chair Lee opened the public hearing. Ms. Shawna Atkinson stepped forward. Seeing no one else present and desiring to be heard, the public hearing was closed.

STAFF RECOMMENDATION: Approval

Commissioner Kister moved to approve this request. Commissioner Hallgren seconded the motion. The motion to approve prevailed by the following vote:

AYES: Young, Kister, Hallgren, Partain, Lee

NAYS: None

ADJOURNMENT

There being no further discussion, Chair Lee adjourned the meeting at 4:17 p.m.

APPROVED

Pebbles Lee, Chair

HPTR-2025-02

STAFF REPORT



Scheduled Hearing(s)

The Landmarks Commission: November 25, 2025

Applicant(s)

Owner: Valerie and Adam Awtrey

Case Manager

Kera Valois - Planner

Request

Historic Project Tax Reduction requesting a reduction in City of Abilene property taxes for an improvement project in the amount of **\$9,478.29**.

Location

The subject property is located at 760 Amarillo Street.

Property Zoning

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

Proposal and Requested Action

Historic Project Tax Reduction requesting a reduction in City of Abilene property taxes for improvement projects in the amount of \$9,478.29.

The applicant requests a historic project tax reduction for the following improvement projects:

- Replacement of damaged shingles
- Foundation repair
- Installation of rain gutters on the main home and guest home.

Development Standards

The following sections of the City of Abilene Code of Ordinances apply to the Historic Project Tax Reduction request:

Section 30-41: Historic Project Tax Reduction

Criteria Assessment

In considering an application for a Historic Project Tax Reduction, the Landmarks Commission must determine the following in order to approve a reduction for property taxes in accordance with Section 30-41 of the City Code:

- 1. The property is located in a Historic Overlay zone.**
The subject property has Historic Overlay zoning, which was approved by City Council on December 5, 1996.
- 2. The costs for eligible expenses amount to \$750 or more.**
The total cost of this project is \$9,478.29.
- 3. The project improvements have been completed and substantially comply with a project proposal or Certificate of Appropriateness.**
A Certificate of Appropriateness (CA-2025-03) was approved on June 24, 2025. It was determined that the repairs would be compatible with the architectural features of the subject property and protect the historic integrity of the home and environment.
- 4. The project improvements for which the applicant is requesting a property tax reduction are eligible projects and expenses.**

All improvements for this project were made to the exterior and meet the required eligible project and expense items.

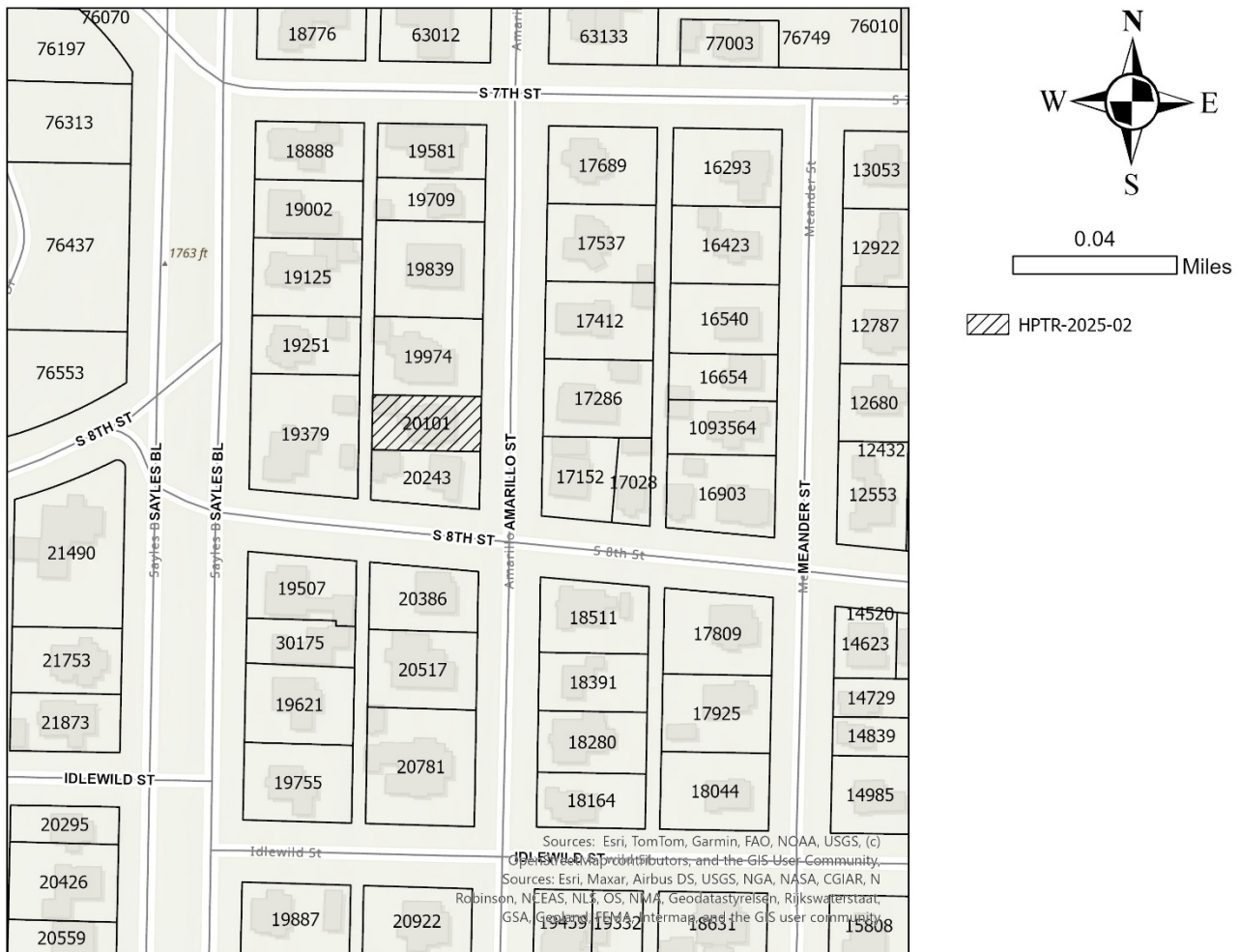
Staff Recommendation

Staff recommends **approval** of the attached resolution, as requested by the applicant, in accordance with Section 30-41 of the City Code.

Attachments


- Application
- PowerPoint Presentation
- Resolution
- Copy of invoices

LOCATION MAP






ZONING MAP



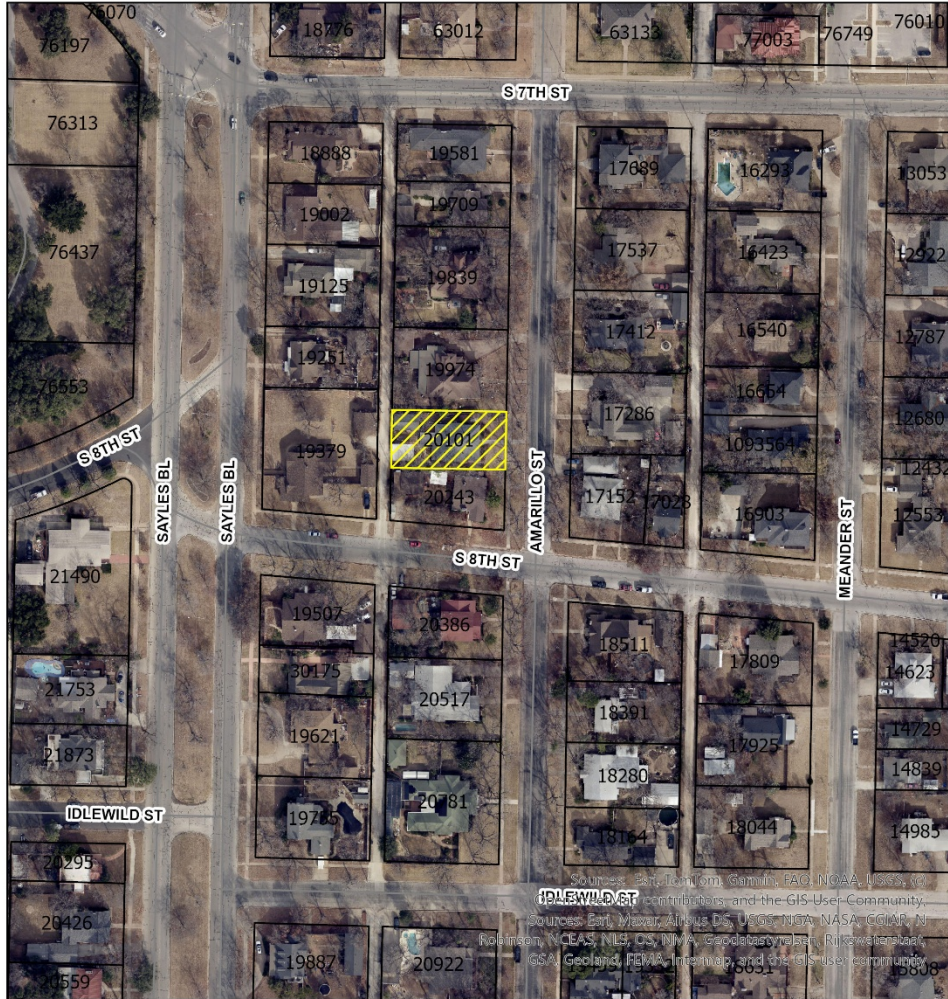
 HPTR-2025-02

Zoning Districts

-  MD
-  RS-12
-  RS-6

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community.
 Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NEEAS, NLS, OS, NMA, Geopost, reisn, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community.

AERIAL MAP



0.04

Miles

HPTR-2025-02

Sources: Esri, DeLorme, Garmin, FAO, NOAA, USGS, etc.
Contributors and the GIS-User-Community.
Sources: Esri, Maxar, Airbus DS, USGS, NOAA, NASA, CGIAR, N
Robinson, CEAS, NLS, OS, NIMA, Geodatasource, Rikswaterstaat,
CSA, Geoland, FEMA, Intermap, and the GIS-User-Community

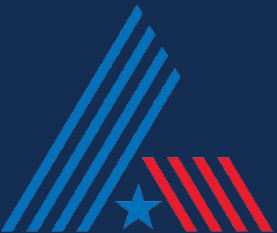
HISTORIC PROJECT TAX REDUCTION REQUEST

Case: HPTR-2025-02

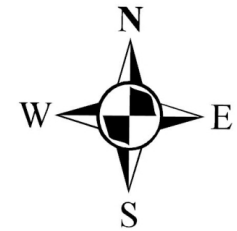
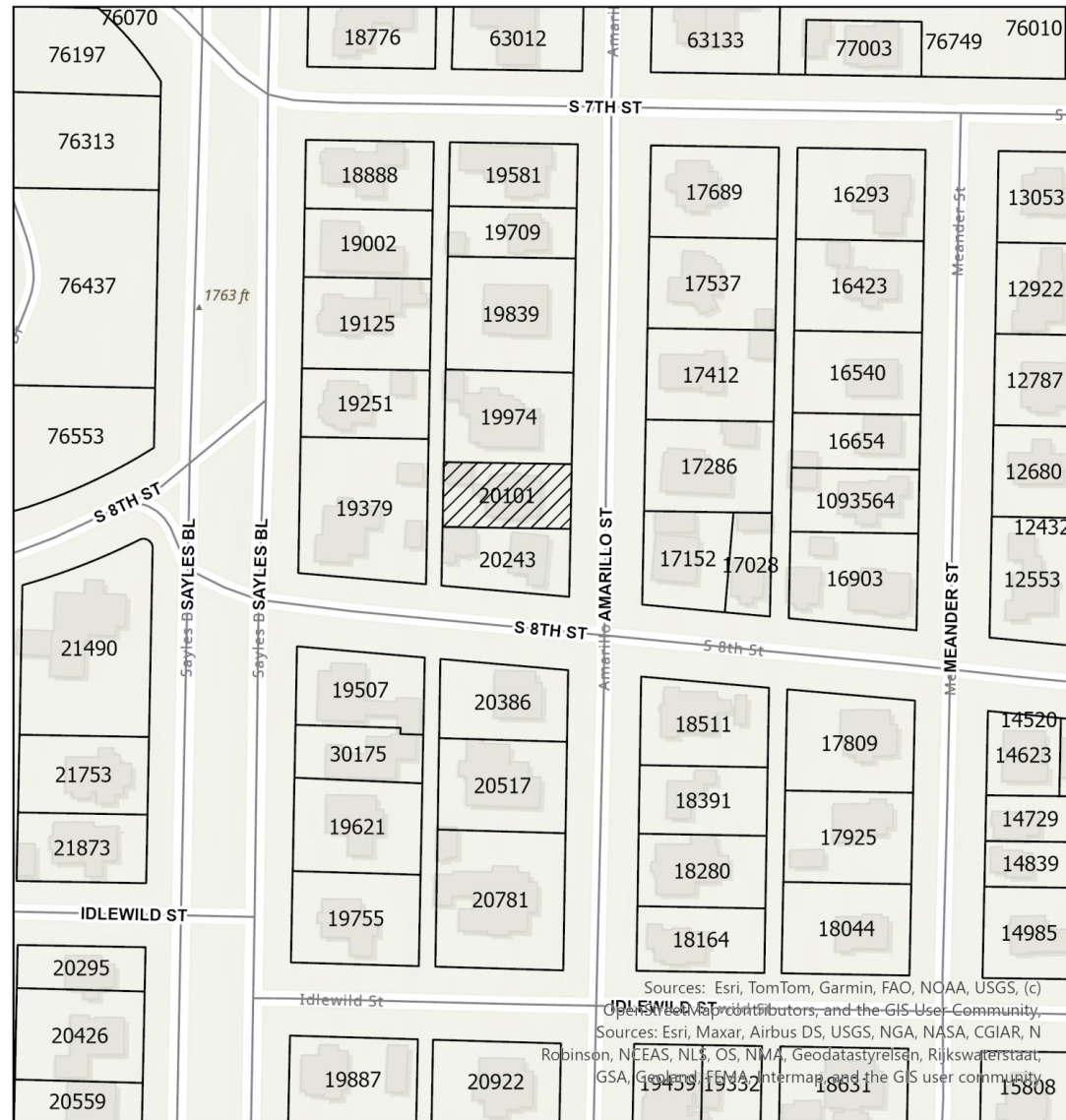
Owner: Valerie and Adam Awtrey

Request: Historic Project Tax Reduction requesting a reduction in City of Abilene property taxes for an improvement project in the amount of \$9,478.29.

Location: 760 Amarillo Street



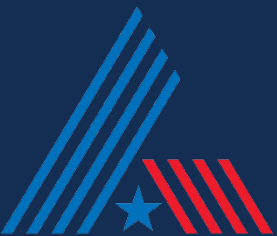
LOCATION MAP



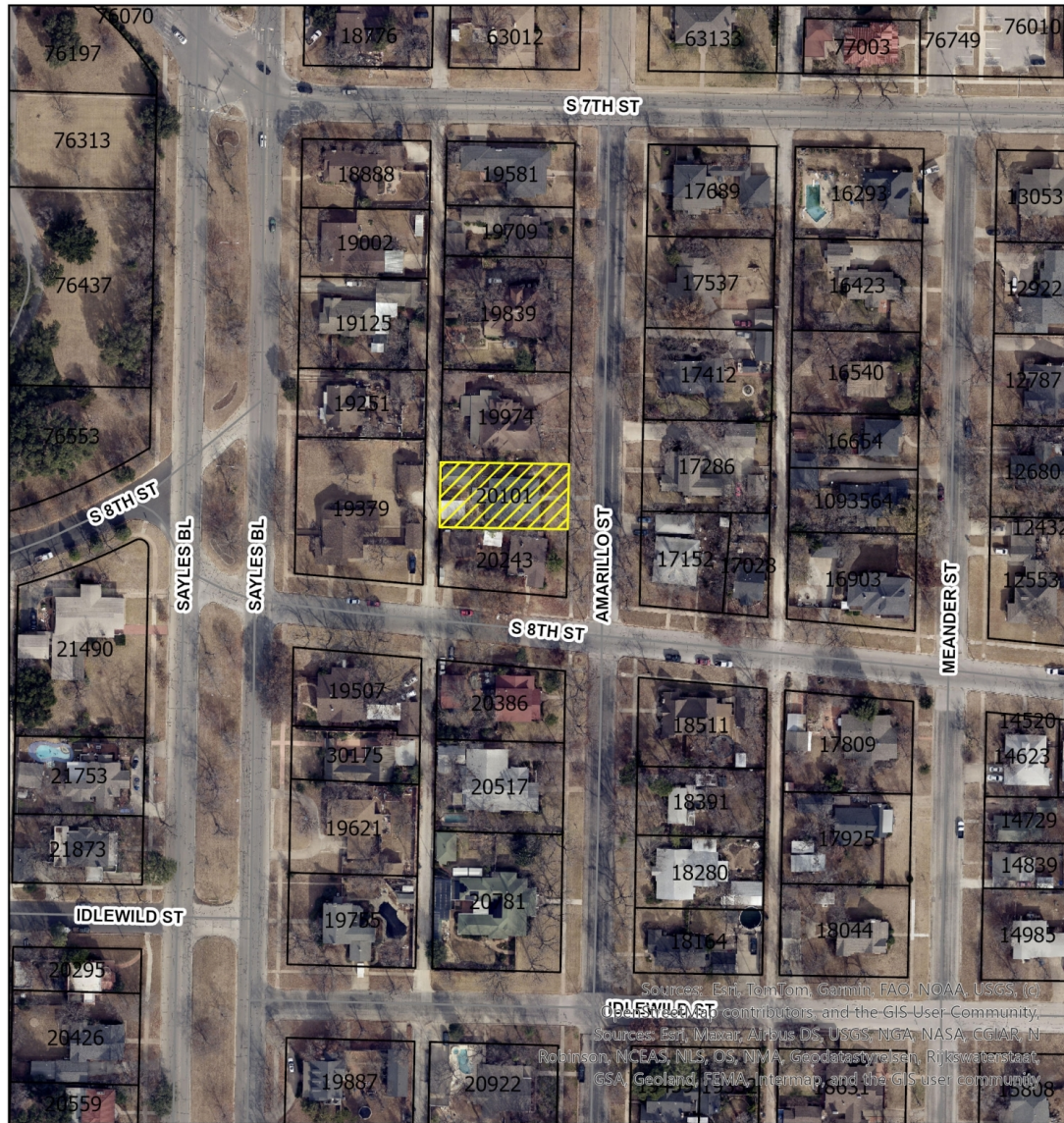
0.04 Miles

HPTR-2025-02

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoplant, FEMA, Intermap, and the GIS user community



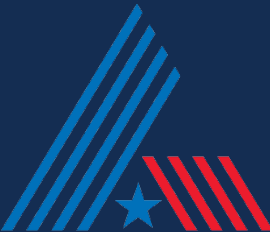
AERIAL MAP



0.04 Miles

 HPTR-2025-02

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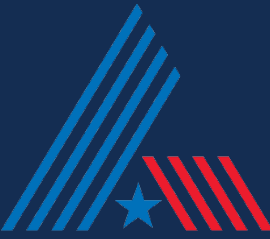
ZONING MAP



0.04 Miles

- HPTR-2025-02
Zoning Districts
 MD
 RS-12
 RS-6

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INVOICE ATTACHMENTS

Hat Creek Foundation Repair and Drainage
 1520 Northlake Dr. Weatherford, TX 76085
 hcfjrjosh@gmail.com
 817-694-1501



Hat Creek Foundation
 Repair and Drainage

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



INVOICE	DATE
VALERIE AWTREY 760 AMARILLO STREET ABILENE, TX 79602	7/1/25

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	FOUNDATION REPAIR COMPLETED 6/27/25		\$4,500.00
	PAID IN FULL		-\$4,500.00
	TITLE COMPANY *PLEASE HOLD PAYMENT* WILL PICK UP THANK YOU!		
	TOTAL DUE		\$00.00

Thank you for the opportunity to be of service!

Make checks payable to Hat Creek Foundation Repair.

INVOICE

BILL TO
 Valerie Awtrey
 760 Amarillo St
 Abilene, TX 79602

SHIP TO
 Valerie Awtrey
 760 Amarillo St
 Abilene, TX 79602

INVOICE # 3928
DATE 07/22/2025
DUE DATE 07/22/2025
TERMS Due on receipt

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.	SUBTOTAL	4,819.25
	DISCOUNT 5%	-240.96
	TAX	0.00
	TOTAL	4,578.29
	PAYMENT	4,578.29
	BALANCE DUE	\$0.00

20 year manufacturer warranty on all materials.

5 year warranty on all workmanship.

INVOICE ATTACHMENTS



Fat Matt Roofing
1110 Energy Dr
Abilene TX 79602
United States

Adam Awtrey
760 Amarillo St
Abilene TX 79602
United States

Invoice INV/2025/00460

Invoice Date: 06/27/2025 **Due Date:** 06/27/2025 **Source:** S02509

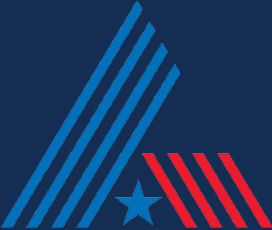
DESCRIPTION	QUANTITY	UNIT	PRICE	TAXES	AMOUNT
Repair to shingles on the south side and west side. West side has a nail pop that's pretty bad. South side has some shingles with some holes in them and some ridge cap with some blisters. 1 bundle of shingles 1 bundle of ridge	1.00	EA	400.00		\$ 400.00

Total \$ 400.00

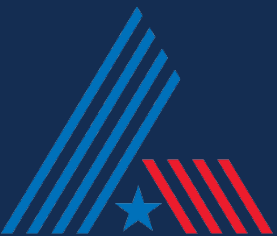
Payment Communication: INV/2025/00460

Terms & Conditions: <https://www.fatmattroofing.com/terms>

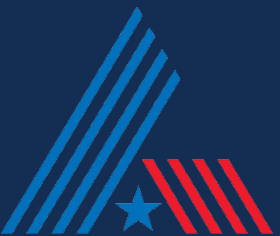
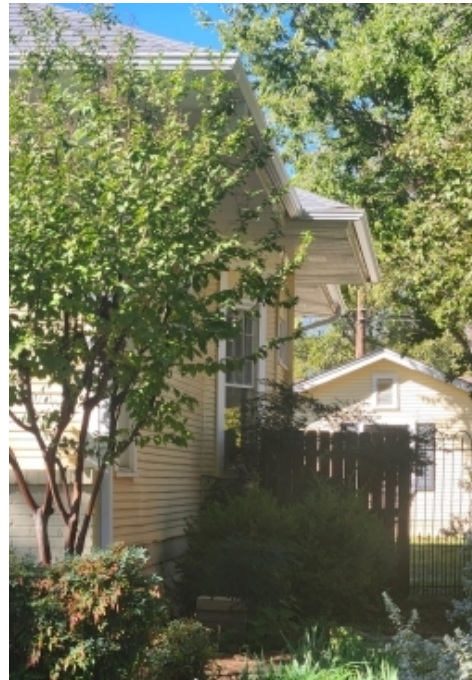
+1 325-704-5139 info@fatmattdoesthat.com <http://fatmattroofing.com>



BEFORE PHOTOS OF SUBJECT PROPERTY



AFTER PHOTOS OF SUBJECT PROPERTY



FINDINGS AND RECOMMENDATIONS

The proposed request is consistent with Sec. 30-41 of the *Code of Ordinances*.

1. The property is located in a Historic Overlay zone.

The subject property has Historic Overlay zoning, which was approved by City Council on December 5, 1996.

2. The costs for eligible expenses amount to \$750 or more.

The total cost of this project is \$9,478.29.

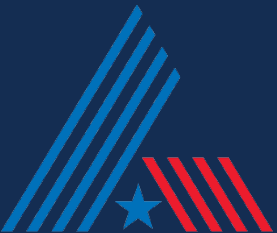
3. The project improvements have been completed and substantially comply with a project proposal or Certificate of Appropriateness.

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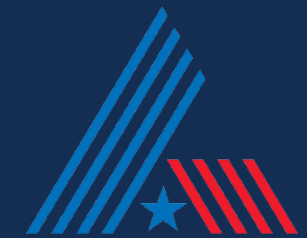
4. The project improvements for which the applicant is requesting a property tax reduction are eligible projects and expenses.

All improvements for this project were made to the exterior and meet the required eligible project and expense items.

Staff Recommendation: Approval



Questions?



LANDMARKS COMMISSION RESOLUTION NO. 2025-02

A RESOLUTION OF THE ABILENE LANDMARKS COMMISSION APPROVING AN APPLICATION FOR A HISTORIC PROJECT TAX REDUCTION AT 760 AMARILLO STREET, ABILENE, TEXAS.

WHEREAS, the City Council established the Landmarks Commission to administer the provisions of the Land Development Code and other City codes appropriate for the protection and preservation of structures and lands deemed by the community to be of unique historical, architectural, and cultural value; and

WHEREAS, the Landmarks Commission is the responsible authority to review and approve or deny applications for historic project tax reductions in accordance with Section 30-41 of the Abilene City Code; and

WHEREAS, Valerie and Adam Awtrey, as owner of the property, submitted a Historic Project Tax Reduction application, HPTR-2025-02, requesting a reduction in property taxes for an improvement project at 760 Amarillo Street; and

WHEREAS, the subject property is located in the Historic Overlay zoning district; and

WHEREAS, the Landmarks Commission approved a Certificate of Appropriateness, CA-2025-03, for the improvement projects and/or the improvement projects are exempt from a Certificate of Appropriateness; and

WHEREAS, the improvement projects have been completed in substantial compliance with the requirements of the Certificate of Appropriateness; and

WHEREAS, Mr. and Mrs. Awtrey presented receipts and invoices for the costs of the improvement projects, and the eligible costs of the improvement projects amount to seven hundred fifty dollars (\$750) or more; and

WHEREAS, Mr. and Mrs. Awtrey, by signing the application, certifies the improvements for the project tax reduction have been completed and the receipts and invoices presented for the cost of the improvement projects are complete, true and correct; and

WHEREAS, the Landmarks Commission held a public hearing, reviewed the application, and determined the costs for eligible expenses amount to \$750 or more; the project improvements have been completed and substantially comply with a project proposal or Certificate of Appropriateness; and the project improvements for which the applicant is requesting a property tax reduction are eligible projects and expenses.

NOW THEREFORE BE IT RESOLVED BY THE LANDMARKS COMMISSION:

PART 1: The following improvements are eligible projects that have been completed and are approved for a project tax reduction:

1. Replace damaged shingles
2. Repair the foundation
3. Add Aluminum gutters to the house and guest house

PART 2: A historic tax exemption to City of Abilene property taxes is granted to the property at 760 Amarillo Street (Taylor CAD Property Identification Number 20101) pursuant to Section 30-41 of the Abilene City Code. This exemption shall be an annual 50% reduction of City of Abilene property taxes for a period of up to ten (10) years, not to exceed a total amount of \$9,478.29.

PART 3: This historic tax exemption shall commence when all other previous improvement projects approved for historic project tax reductions at 760 Amarillo Street have expired.

ADOPTED this 25th day of November, 2025.

Pebbles Lee, Chair

ATTEST:

Director of Planning and Development Services



Historic Project Tax Reduction

Owner Name: Valerie & Adam Awtrey

Project Address: 760 Amarillo St, Abilene, TX 79602

OWNER/AGENT AND AUTHORIZATION

Owner/Agent Name: Valerie & Adam Awtrey

Address: 760 Amarillo St

City/State/Zip: Abilene, TX 79602 Fax: _____

Phone: 210.618.2642 Email: Valerie.awtrey@gmail.com

I hereby certify that I am the owner of the property and further certify that the information provided on this application is true and correct. I hereby designate the aforementioned agent to act on my behalf for submittal, processing, representation, and/or presentation of this application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

Signature of Owner: Valerie Awtrey Date: 10/21/25

DESCRIPTION OF PROJECT AND COSTS FOR TAX REDUCTION:

* Replaced damaged shingles with 3-tab composition shingles.

* Repaired foundation 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.

* Installed aluminum gutters around house and guest house.

TOTAL PROJECT COSTS THAT YOU ARE REQUESTING A TAX REDUCTION: \$ 9,478.29
(Attach all receipts and other documentation for the project costs)

ADDITIONAL INFORMATION

Staff may request additional information be submitted with the application or prior to the Landmarks Commission meeting.



Historic Project Tax Reduction

CERTIFICATION

I have read and completed this application and certify the following:

- All information contained therein is complete, true, and correct
- The subject property is within an historic overlay zoning district
- The application is for a project which has received a Certificate of Appropriateness or The Landmarks Commission has approved a project proposal
- The improvements for the project tax reduction have been completed
- The receipts presented for the cost of the project are complete, true, and correct.

Valerie Ambrey _____ 10/21/25 _____
 Signature of Owner or Authorized Agent Date

For Office Use Only

Certificate of Appropriateness Case Number: CA- _____

Project Inspection: _____
 Historic Preservation Officer Date

Commission Action:

Approved
 Approved with Conditions
 Denied

_____ Date
 Landmarks Commission, Chair

Letter Sent to Taylor Central Appraisal District:

Date: _____ Initials: _____

PAYMENT INFORMATION

Received: _____ Fee: \$ _____ Receipt No.: _____
 Case No.: _____ Reviewed By: _____

Hat Creek Foundation Repair and Drainage

1520 Northlake Dr. Weatherford, TX 76085

hcfjrjosh@gmail.com

817-694-1501



Hat Creek Foundation

Repair and Drainage

INVOICE	DATE
VALERIE AWTREY 760 AMARILLO STREET ABILENE, TX 79602	7/1/25

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
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	PAID IN FULL		-\$4,500.00

TITLE COMPANY
 PLEASE HOLD PAYMENT
 WILL PICK UP

THANK YOU!

TOTAL DUE	\$00.00
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Thank you for the opportunity to be of service!

Make checks payable to Hat Creek Foundation Repair.

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



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BILL TO

Valerie Awtrey
 760 Amarillo St
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S02509

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