

**CITY OF ABILENE, TEXAS THE LANDMARKS COMMISSION  
COUNCIL CHAMBERS, CITY HALL  
March 24, 2026, at 4 p.m.**

The Landmarks Commission of the City of Abilene, Texas met in a Regular Meeting on March 24, 2026, 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, Derek Hood, Chaile Allen and Johnna Partain.

Also present were 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 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.

Commissioner Hood moved to **approve** the minutes. Commissioner Hallgren seconded the motion. The motion carried by the following vote:

**AYES: Young, Hallgren, Kister, Hood, Allen, Partain, Lee**

**NAYS: None**

**AGENDA ITEMS**

**CA-2025-05:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Certificate of Appropriateness (CA) Located at 555 Palm Street to Demolish the Existing Carriage House and Rebuild it in the Same Location.

Kera Valois presented this request. The applicant is requesting a Certificate of Appropriateness (CA) to demolish and rebuild the carriage house located in the rear of the property. The carriage house will be rebuilt in the same location and include historically appropriate exterior materials, windows and doors, and appropriate paint colors to match the original building. An emergency demolition was approved by the Building Official on March 9, 2026 due to extreme deterioration.

Chair Lee opened the public hearing. Seeing no one present and desiring to be heard, the public hearing was closed.

**STAFF RECOMMENDATION:** Approval

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

**AYES: Young, Hallgren, Kister, Hood, Allen, Partain, Lee**

**NAYS: None**

**CA-2026-01:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on a Request for Certificate of Appropriateness (CA) to Add a Drive-Thru Window for the Library Located at 1699 S. 1<sup>st</sup> Street.

Kera Valois presented this request. The applicant is requesting a Certificate of Appropriateness (CA) to add a drive thru window to the East side of the building to be used as a drop off for Library books.

Chair Lee opened the public hearing. Mr. Bill Minter stepped forward to speak. Seeing no one else present and desiring to be heard, the public hearing was closed.

**STAFF RECOMMENDATION:** Approval

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

**AYES: Young, Hallgren, Kister, Hood, Allen, Lee**

**NAYS: Partain**

**CA-2026-02:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on A Request for Certificate of Appropriateness to Add a Sign for the Beauty Bus Located at 642 Sayles Boulevard

Kera Valois presented this request. The applicant is requesting a Certificate of Appropriateness (CA) to add a sign to the front of the property for the Beauty Bus.

Chair Lee opened the public hearing. Ms. Sara Trammell 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** the request. Commissioner Hood seconded the motion. The motion to approve prevailed by the following vote:

**AYES: Young, Hallgren, Kister, Hood, Allen, Partain, Lee**

**NAYS: None**

**CA-2026-03:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on A Request for Certificate of Appropriateness to Demolish the Carriage House Located at 340A Palm Street

Kera Valois presented this request. The applicant is requesting a Certificate of Appropriateness (CA) to demolish the Carriage house located at 340 A Palm St due to foundation failure and severe wood rot.

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

**STAFF RECOMMENDATION:** Approval

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

**AYES: Young, Hallgren, Kister, Hood, Allen, Partain, Lee**

**NAYS: None**

**Resolution:** Receive a Report, Hold a Discussion and Public Hearing, and Take Action on Approving a Resolution to Adopt the Council Rules of Procedure as the Rules of Procedure for the Landmarks Commission, preserving the Standing Committees, the Guiding Principles, and the Eligible Expense Guidance for Historic Project Tax Credits.

Ms. Kelley Messer explained this agenda item. She clarified that City Council adopted Rules of Procedure in 2023 with the intent that all boards and commissions would follow them. The approval of this resolution would replace and formalize the old Rules of Procedure and By-Laws. Commissioner Kister moved to **table** this item. Commissioner Allen seconded the motion. The motion to table this item prevailed by the following vote:

**AYES: Young, Hallgren, Kister, Hood, Allen, Partain, Lee**

**NAYS: None**

**ADJOURNMENT**

There being no further discussion, Chair Lee adjourned the meeting at 5:31 p.m.

**APPROVED**

A handwritten signature in blue ink, appearing to read "Pebbles Lee". The signature is stylized with a large initial "P" and a long horizontal stroke at the end.

Pebbles Lee, Chair