

# AGENDA



HISTORIC PRESERVATION ADVISORY BOARD MEETING  
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS  
FEBRUARY 17, 2022 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

(I) CALL TO ORDER

(II) OPEN FORUM

*This is a time for anyone to address the Planning and Zoning Commission on any topic that is not already listed on the agenda for a public hearing. Per the policies of the City of Rockwall, public comments are limited to three (3) minutes out of respect for the time of other citizens. On topics raised during the OPEN FORUM, please know that the Planning and Zoning Commission is not permitted to respond to your comments during the meeting per the Texas Open Meetings Act.*

(III) CONSENT AGENDA

*These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code (UDC) and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*

(1) Approval of Minutes for the December 16, 2021 Historic Preservation Advisory (HPAB) meeting.

(IV) PUBLIC HEARING ITEMS

*This is a time for anyone to speak concerning their issues with a public hearing case. If you would like to speak regarding an item listed in this section, please submit a Request to Address the Historic Preservation Advisory Board (HPAB) (i.e. the yellow forms available at the podium or from staff). The Historic Preservation Advisory Board Chairman will call upon you to come forward at the proper time or will ask if anyone in the audience would like to speak. Please limit all comments to three (3) minutes out of respect for the time of other citizens.*

(2) **H2022-001 (HENRY LEE)**

Hold a public hearing to discuss and consider a request by Charles Rickerson for the approval of a Certificate of Appropriateness (COA) for a Non-Contributing Property being a 0.207-acre parcel of land identified as a Lot 11 of the Dawson Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 511 Munson Street, and take any action necessary.

(3) **H2021-005 (HENRY LEE)**

Hold a public hearing to discuss and consider a request by Annette Lall on behalf of HIS Covenant Children, Inc. for the approval of a Certificate of Appropriateness (COA) for a Landmark Property being a 0.689-acre tract of land identified as a portion of Lots A & B, Block 2, Griffith Addition, City of Rockwall, Rockwall County, Texas, zoned Downtown (DT) District, addressed as 303 E. Rusk Street, and take any action necessary.

(4) **H2021-007 (HENRY LEE)**

Hold a public hearing to discuss and consider a request by Annette Lall on behalf of HIS Covenant Children, Inc. for the approval of a Building Permit Fee Waiver for a Landmark Property being a 0.689-acre tract of land identified as a portion of Lots A & B, Block 2, Griffith Addition, City of Rockwall, Rockwall County, Texas, zoned Downtown (DT) District, addressed as 303 E. Rusk Street, and take any action necessary.

(V) DISCUSSION ITEMS

*These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take place when these items are considered for action by the Historic Preservation Advisory Board.*

(5) Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

(VI) ADJOURNMENT

The City of Historic Preservation Advisory Board (HPAB) reserves the right to adjourn into executive session at any time to discuss any matters listed on the agenda above, as authorized by Texas Local Government Code §55.071 (Consultation with City Attorney) or any other exception allowed under Chapter 551 of the Texas Local Government Code.

This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (972) 772-6406 for further information.

I, Angelica Gamez, Planning and Zoning Coordinator for the City of Rockwall, Texas, do hereby certify that this Agenda was posted at City Hall, in a place readily accessible to the general public at all times, on February 11, 2022 at 5:00 PM, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

# MINUTES

HISTORIC PRESERVATION ADVISORY BOARD MEETING  
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS  
DECEMBER 16, 2021 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

2 I. CALL TO ORDER  
3

4 Chairman Jay Odom called the meeting to order at 6:00 PM. Board members present were Sarah Freed, Marci Hall, Brad Adams, Sarah Freed  
5 and Tiffany Miller. Absent from the meeting were Board members Beverly Bowlin and Alma McClintock. Staff members present were Planning  
6 and Zoning Director Ryan Miller, Planners Henry Lee and Andrew Reyna, and Planning and Zoning Coordinator Angelica Gamez.  
7

8 II. OPEN FORUM  
9

10 *This is a time for anyone to address the Planning and Zoning Commission on any topic that is not already listed on the agenda for a public hearing. Per*  
11 *the policies of the City of Rockwall, public comments are limited to three (3) minutes out of respect for the time of other citizens. On topics raised during*  
12 *the OPEN FORUM, please know that the Planning and Zoning Commission is not permitted to respond to your comments during the meeting per the*  
13 *Texas Open Meetings Act.*  
14

15 Chairman Odom explained how Open Forum is conducted and asked if anyone wished to speak to come forward at this time. There being no  
16 one coming forward to speak Chairman Odom closed the open forum.  
17

18 III. CONSENT AGENDA  
19

20 *These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code*  
21 *(UDC) and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*  
22

- 23 1. Approval of Minutes for the November 18, 2021 Historic Preservation Advisory (HPAB) meeting.  
24

25 Board member Adams made a motion to approve the consent agenda. Board member Miller seconded the motion which passed by a vote of  
26 5-0 with Board members McClintock and Bowlin absent.  
27

28 IV. PUBLIC HEARING ITEMS  
29

30 *This is a time for anyone to speak concerning their issues with a public hearing case. If you would like to speak regarding an item listed in this section,*  
31 *please submit a Request to Address the Historic Preservation Advisory Board (HPAB) (i.e. the yellow forms available at the podium or from staff). The*  
32 *Historic Preservation Advisory Board Chairman will call upon you to come forward at the proper time or will ask if anyone in the audience would like to*  
33 *speak. Please limit all comments to three (3) minutes out of respect for the time of other citizens.*  
34

- 35 2. H2021-008 (ANDREW REYNA)

36 Hold a public hearing to discuss and consider a request by Karen Roggenkamp for the approval of a *Certificate of Appropriateness (COA)* for a *Medium*  
37 *Contributing Property* being a 1.189-acre tract of land identified as a portion of Lots 3, 4, 5, 6, & 11 and all of Lots 12, 13, 14, 15, & 16, Block B, Eppstein  
38 Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District,  
39 addressed as 309 Star Street, and take any action necessary.  
40

41 Planner Andrew Reyna provided a brief summary in regards to the request. The applicant is requesting an exception for the construction of a  
42 6-foot front yard fence. The subject property is a mid-century style home and it is classified as a medium contributing property. The applicant  
43 had begun construction on a fence prior to knowing they had to come before the HPAB approval. At that point, the applicant did stop  
44 construction on the fence and submitted the application for COA approval. They are proposing to build a horizontal wood fence. The property  
45 has a unique layout making the placement of the fence different from others. If the request is approved, the request will be going before the  
46 Planning and Zoning Commission with a recommendation of approval from HPAB.  
47

48 Board member Miller wanted further clarification as to the placement of the fence.  
49

50 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one doing  
51 such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.  
52

53 Karen Roggenkamp  
54 309 Star Street  
55 Rockwall, TX 75087  
56

57 Mrs. Roggenkamp came forward and provided additional details in regards to the request.  
58

59 Board member Miller asked about the different looks of the proposed fence.

60 Board member Adams asked what the difference was between what was in place now and what is being proposed.  
61

62 Board member Adams made a motion to approve item H2021-008. Board member Hall seconded the motion which passed by a vote of 5-0.  
63

- 64 3. H2021-009 (ANDREW REYNA)

65 Hold a public hearing to discuss and consider a request by Bryan & Lauren Graves for the approval of a Building Permit Fee Waiver for a *Non-*  
66 *Contributing Property* being a 0.198-acre tract of land identified as a portion of Lots 4, 5, & 6, Block A, Eppstein Addition, City of Rockwall, Rockwall  
67 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 406 Munson Street,  
68 and take any action necessary.  
69

70 Planner Andrew Reyna provided a brief summary in regards to the request. The applicant is requesting approval of a building permit fee  
71 waiver for a non-contributing property. The applicants will be adding an addition in the rear of the home, covering a patio, and repaving the  
72 existing driveway. Under the building permit fee waiver program, they are eligible for a 50% reduction in the fees.  
73

74 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time.  
75

76 Karen Roggenkamp  
77 309 Star Street  
78 Rockwall, TX 75087  
79

80 Mrs. Roggenkamp came forward and expressed her being in favor of the request.  
81

82 Chairman Odom asked if anyone else wished to speak to come forward at this time; there being no one doing such, Chairman Odom closed  
83 the public hearing and brought the item back to the Commission for discussion or action.  
84

85 Board member Freed made a motion to approve item H2021-009. Board member Hall seconded the motion which passed by a vote of 5-0.  
86

87 4. H2021-010 (HENRY LEE)

88 Hold a public hearing to discuss and consider a request by Patricia Edwards for the approval of a Certificate of Appropriateness (COA) for a *High*  
89 *Contributing Property* being a 0.907-acre tract of land identified as a portion of Block 121 of the B. F. Boydston Addition, City of Rockwall, Rockwall  
90 County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 602 Williams Street,  
91 and take any action necessary.  
92

93 Planner Henry Lee provided a summary in regards to the request. On December 2, 2021, Neighborhood Improvement Services initiated a  
94 proactive internal compliance case concerning unpermitted construction of an 8-foot cedar fence. Since this work was completed without a  
95 building permit, the applicant had not sought approval for a COA from HPAB. Within this request was the unpermitted cedar fence to remain  
96 and to allow them to continue that wall to the 10-foot height along the western property line. The new structure exceeds the maximum height  
97 for a fence by 2-feet. If approved, the applicant will have to go before the Planning and Zoning Commission to request an exception with the  
98 recommendation for approval from the HPAB. That being said, approval of this COA is a discretionary decision for the Planning and Zoning  
99 department pending a recommendation from the HPAB. Mr. Lee then advised that the applicant and staff were present and available to answer  
100 questions.  
101

102 Chairman Odom wanted to clarify that they were making a decision on work that has already been done but also on future work.  
103

104 Board member Adams wanted further clarification of the future work to be done.  
105

106 Board member Miller asked what would happen to the existing work if it was denied.  
107

108 Chairman Odom opened the public hearing and asked anyone who wished to speak to come forward at this time; there being no one doing  
109 such, Chairman Odom closed the public hearing and brought the item back to the Commission for discussion or action.  
110

111 Patricia Edwards  
112 602 Williams Street  
113 Rockwall, TX 75087  
114

115 Ms. Edwards came forward and provided additional details in regards to the request.  
116

117 Board member Miller asked if there were any plans for extending the already constructed fence.  
118

119 Board member Adams expressed his being in favor of the request.  
120

121 Board member Miller expressed her opposition to the request due to the different fence heights.  
122

123 Chairman Odom asked what the procedure was for building a taller fence in the City of Rockwall.  
124

125 Board member Freed added that she was concerned about what kind of precedence this would set.  
126

127 Board member Miller added that her concern was the additional height of the fence.  
128

129 Chairman Odom added his being in favor of the request.  
130

131 Board member Adams made a motion to approve item H2021-010. Board member Freed seconded the motion which passed by a vote of 4-1  
132 with Board member Miller dissenting.

V. DISCUSSION ITEMS

*These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that will come forward for action or public hearing at a future Historic Preservation Advisory Board meeting. Public comment on these cases can take place when these items are considered for action by the Historic Preservation Advisory Board.*

133 5. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)

134

135 **Planning and Zoning Director Ryan Miller indicated that there are currently no ongoing historic projects.**

136

137 VI. ADJOURNMENT

138

139 **Chairman Odom adjourned the meeting at 7:11 PM.**

140

141 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE  
142 \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022.

143

144

145

146 \_\_\_\_\_  
JAY ODOM, CHAIRMAN

147

148

149 \_\_\_\_\_

150 ATTEST: ANGELICA GAMEZ, PLANNING COORDINATOR

151



# CITY OF ROCKWALL

## HISTORIC PRESERVATION ADVISORY BOARD CASE MEMO

### PLANNING AND ZONING DEPARTMENT

385 S. GOLIAD STREET • ROCKWALL, TX 75087

PHONE: (972) 771-7745 • EMAIL: PLANNING@ROCKWALL.COM

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**TO:** Historic Preservation Advisory Board  
**DATE:** February 17, 2022  
**APPLICANT:** Charles Rickerson  
**CASE NUMBER:** H2022-001; *Certificate of Appropriateness (COA) for 511 Munson Street*

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### SUMMARY

Hold a public hearing to discuss and consider a request by Charles Rickerson for the approval of a Certificate of Appropriateness (COA) for a *Non-Contributing Property* being a 0.207-acre parcel of land identified as a Lot 11 of the Dawson Addition, City of Rockwall, Rockwall County, Texas, zoned Single-Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 511 Munson Street, and take any action necessary.

### BACKGROUND

The subject property was annexed into the city prior to 1934 based on the April 1934 Sanborn Maps. According to the Rockwall Central Appraisal District (RCAD), existing on the subject property is a ~726 SF single-family home that was constructed in 1967. According to the *2017 Historic Resource Survey*, the subject property is classified as a *Non-Contributing Property*. The home situated on the subject property is one (1) story and was constructed in a *Minimal Traditional* style. According to the City's historic zoning maps, the subject property was zoned Single-Family 3 (SF-3) District as of January 3, 1972. This designation changed between January 4, 1972 and May 15, 1983 to a Single-Family 7 (SF-7) District based on the May 16, 1983 zoning map.

### PURPOSE

The applicant is requesting approval of a Certificate of Appropriateness (COA) for the purpose of permitting a new residential fence on the subject property.

### ADJACENT LAND USES AND ACCESS

The subject property is addressed as 511 Munson Street. The land uses adjacent to the subject property are as follows:

- North: Directly north of the subject property is a 1.712-acre parcel of land that serves as the Clark Street Park. Beyond this are several parcels of land developed with single-family homes that are zoned Single-Family 7 (SF-7) District.
- South: Directly south of the subject is Munson Street, which is identified as a R2U (*i.e. residential, two [2] lane, undivided roadway*) on the Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Beyond this are several parcels of land developed with single-family homes that are zoned Single-Family 7 (SF-7) District.
- East: Directly east of the subject property is a 0.207-acre parcel of land (*i.e. 513 Munson Street*) developed with a ~740 SF single-family home constructed in 1982. According to the *2017 Historic Resource Survey*, this property is designated as a *Non-Contributing Property*. Beyond this is S. Clark Street, which is identified as a *Minor Collector* on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Beyond this is 1.181-acre parcel of land (*i.e. 307 S. Clark Street*) developed with a ~1,636 SF single-family home constructed in 1890. According to the *2017 Historic Resource Survey*, this property is designated as a *High Contributing Property*. All of these properties are zoned Single-Family 7 (SF-7) District and are located within the Old Town Rockwall (OTR) Historic District.

West: Directly west of the subject property are five (5) parcels of land (*i.e.* 501, 503, 505, 507, and 509 Munson Street) each developed with a single-family home. According to the 2017 *Historic Resource Survey*, all of these homes are designated as a *Non-Contributing Properties* with the exception 501 Munson Street, which is designated as a *Medium Contributing Property*. All of these properties are zoned Single-Family 7 (SF-7) District and are located within the Old Town Rockwall (OTR) Historic District. Beyond this is Tyler Street, which is identified as a R2U (*i.e.* residential, two [2] lane, undivided roadway) on the Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan.

### **CHARACTERISTICS OF THE PROJECT**

The applicant is proposing to construct a wrought iron fence with gate that will stand four (4) feet in height. According to the site plan provided by the applicant the wrought iron gate will be located to the left or west of the home and will connect the home to the fence along the west property line. The wrought iron fence on the right or east side of the home will connect the home to the fence on the east property line. Currently, there is no existing fence where the proposed wrought iron fence with gate are to be located on the property. If approved the wrought iron fence with gate will have direct visibility from Munson Street.

### **CONFORMANCE TO THE HISTORIC DISTRICT GUIDELINES & CITY'S CODES**

According to Section 07, *Building Standards*, of Appendix D, *Historic Preservation Guidelines*, of the Unified Development Code (UDC), "(a) fence in the front, side, or rear yards should meet all applicable city codes ... Any fence that requires review must be architecturally compatible in height, materials, color, texture and design with the style and period of the main structure on the lot." In this case, the proposed wrought iron fence with gate would be the only wrought iron fence on Munson Street within the Old Town Rockwall (OTR) Historic District. The majority of the other fences along Munson Street utilize six (6) foot cedar fences, with the exception of the properties directly adjacent to the subject property, which utilize a four (4) foot chain link fence. With this being said, the subject property and the surrounding properties on Munson Street are all *Non-Contributing Properties* within the Old Town Rockwall (OTR) Historic District. According to Subsection 06.03(G)(5), *Standards of Approval*, of Article 05, *District Development Standards*, of the Unified Development Code (UDC), "... the Historic Preservation Advisory Board (HPAB) must approve the application for a Certificate of Appropriateness if it determines that ... the application will not adversely affect the character of the site; and the proposed work is consistent with the regulations contained in this section and proposed preservation criteria ..." The applicant's proposed scope of work does not appear to impair the historical integrity of the subject property or the adjacent properties; however, approval of a Certificate of Appropriateness (COA) is a discretionary decision for the Historic Preservation Advisory Board (HPAB)

### **CONDITIONS OF APPROVAL**

If the Historic Preservation Advisory Board (HPAB) chooses to approve the request for a Certificate of Appropriateness (COA), staff would propose the following conditions of approval:

- (1) Any construction resulting from the approval of this request shall conform to the requirements set forth by the Unified Development Code (UDC), the International Building Code (IBC), the Rockwall Municipal Code of Ordinances, city adopted engineering and fire codes and with all other applicable regulatory requirements administered and/or enforced by the local, state and federal government.



# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

### STAFF USE ONLY

CASE NUMBER:

**NOTE:** THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR HAS SIGNED BELOW.

DIRECTOR OF PLANNING:

DATE RECEIVED:

RECEIVED BY:

#### APPLICATION:

- CERTIFICATE OF APPROPRIATENESS (COA)
- LOCAL LANDMARK EVALUATION & DESIGNATION
- BUILDING PERMIT WAIVER & REDUCTION PROGRAM
- SMALL MATCHING GRANT APPLICATION

#### SPECIAL DISTRICTS [SELECT APPLICABLE]:

- OLD TOWN ROCKWALL HISTORIC (OTR) DISTRICT
- PLANNED DEVELOPMENT DISTRICT 50 (PD-50)
- SOUTHSIDE RESIDENTIAL NEIGHBORHOOD OVERLAY (SRO) DISTRICT
- DOWNTOWN (DT) DISTRICT

#### CONTRIBUTING STATUS [SELECT APPLICABLE]:

- LANDMARKED PROPERTY
- HIGH CONTRIBUTING PROPERTY
- MEDIUM CONTRIBUTING PROPERTY
- LOW CONTRIBUTING PROPERTY
- NON-CONTRIBUTING PROPERTY

#### CURRENT LAND USE OF THE SUBJECT PROPERTY:

- RESIDENTIAL
- COMMERCIAL

### PROPERTY INFORMATION [PLEASE PRINT]

ADDRESS *511 Munson St, Rockwall, TX 75087*

SUBDIVISION

LOT

BLOCK

### OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

IS THE OWNER OF THE PROPERTY THE PRIMARY CONTACT?  YES  NO

APPLICANT(S) IS/ARE:  OWNER  TENANT  NON-PROFIT  RESIDENT

CHECK THIS BOX IF OWNER AND APPLICANT ARE THE SAME.

OTHER, SPECIFY:

OWNER(S) NAME *Charles Rickerson*

APPLICANT(S) NAME

ADDRESS *511 Munson St  
Rockwall, TX 75087*

ADDRESS

PHONE *214-862-4283*

PHONE

E-MAIL *rickerse@gmail.com*

E-MAIL

### SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

CONSTRUCTION TYPE [CHECK ONE]:

EXTERIOR ALTERATION

NEW CONSTRUCTION

ADDITION

DEMOLITION

RELOCATIONS

OTHER, SPECIFY:

*Fence Install/Rod Iron*

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE): \$ *2,000*

PROJECT DESCRIPTION. IN THE SPACE PROVIDED BELOW OR ON A SEPARATE SHEET OF PAPER, DESCRIBE IN DETAIL THE WORK THAT WILL BE PERFORMED ON SITE. FOR LOCAL LANDMARK EVALUATION & DESIGNATION REQUESTS INDICATE ANY ADDITIONAL INFORMATION YOU MAY HAVE CONCERNING THE PROPERTY, HISTORY, SIGNIFICANCE, PRESENT CONDITIONS, STATUS, CURRENT OR PAST USE(S), ETC. STAFF RECOMMENDS THAT PHOTOGRAPHS OF THE INTERIOR AND EXTERIOR OF THE PROPERTY ARE SUBMITTED WITH THIS APPLICATION.

*Wrought*  
*- Rod Iron fence installed with gate on <sup>Left</sup> ~~either~~ side.  
Picture will be attached showing example of finished fence. Poles Will be round.*


### OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]

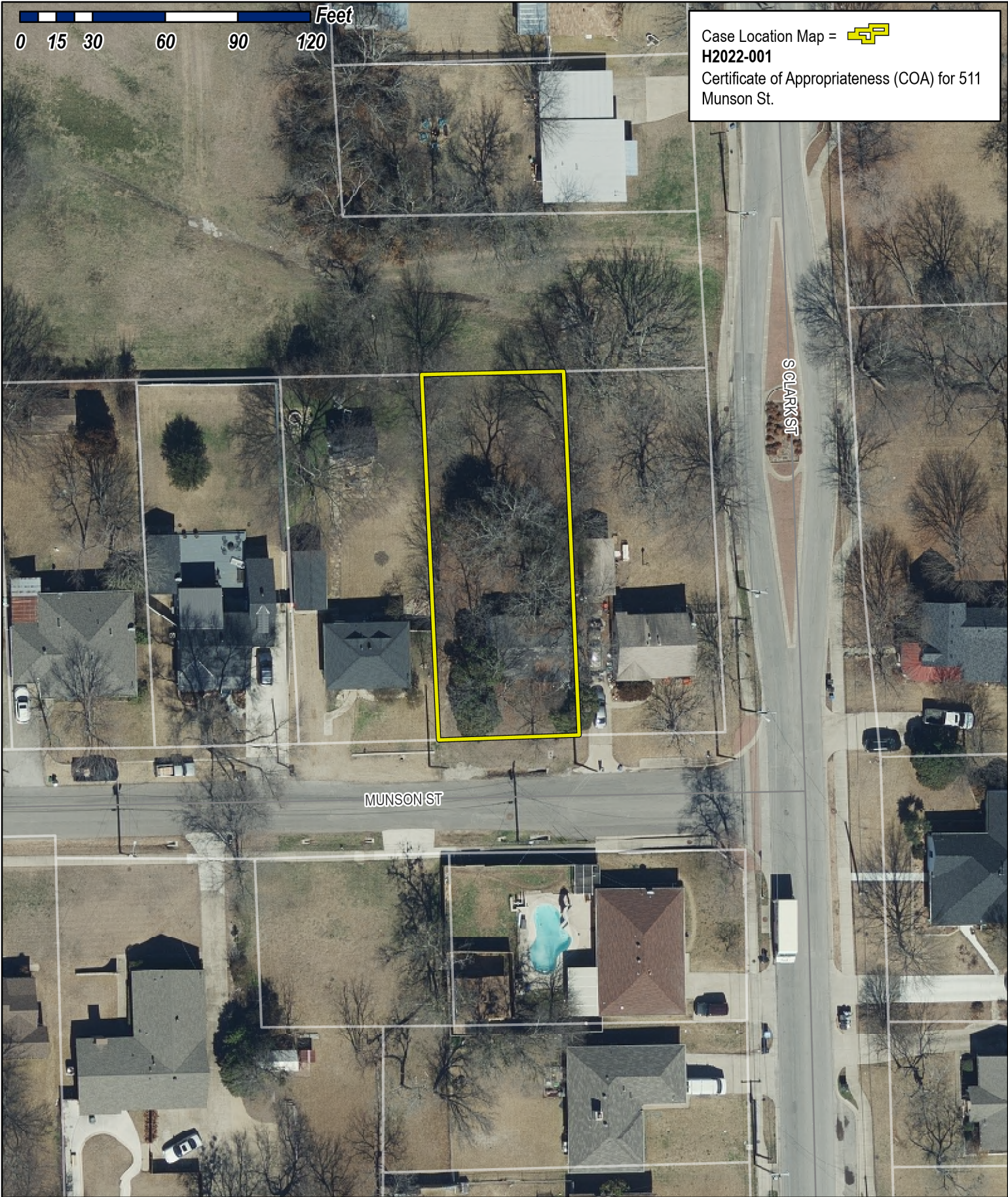
I ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, I UNDERSTAND THAT IT IS NECESSARY FOR ME OR A REPRESENTATIVE TO BE PRESENT AT A PUBLIC HEARING FOR THIS CASE TO BE APPROVED.

OWNER'S SIGNATURE

APPLICANT'S SIGNATURE

0 15 30 60 90 120 Feet

Case Location Map =   
H2022-001  
Certificate of Appropriateness (COA) for 511  
Munson St.



# City of Rockwall

Planning & Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75032  
(P): (972) 771-7745  
(W): [www.rockwall.com](http://www.rockwall.com)

The City of Rockwall GIS maps are continually under development and therefore subject to change without notice. While we endeavor to provide timely and accurate information, we make no guarantees. The City of Rockwall makes no warranty, express or implied, including warranties of merchantability and fitness for a particular purpose. Use of the information is the sole responsibility of the user.



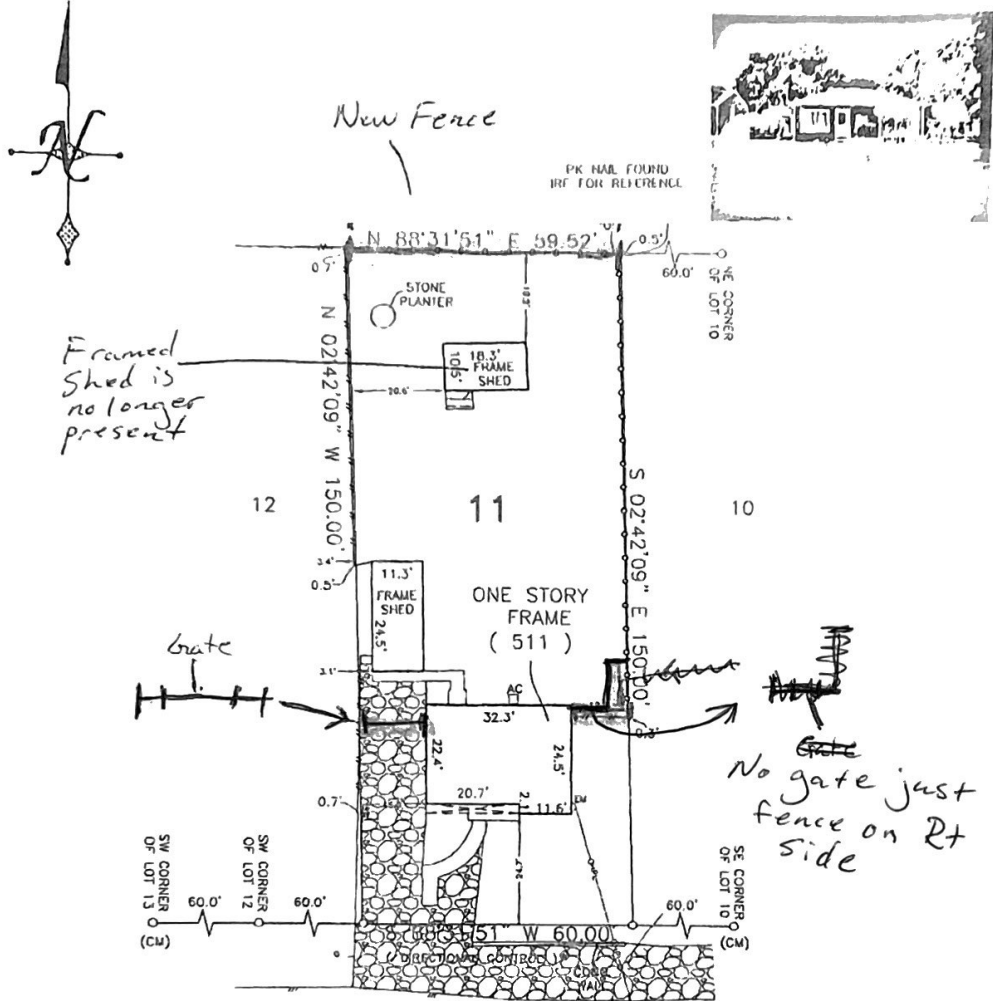


7500 PENNRIDGE CIRCLE  
ROWLETT, TX 75088  
FIRM REGISTRATION NO. 10194366

# SURVEY PLAT



BARRY S. RHODES Registered Professional Land Surveyor (214) 326-1090  
This is to certify that I have, this date, made a careful and accurate survey on the ground of property located at No. 511 Munson Street in the City of Rockwall, Texas. Being Lot 11 of Dawson Addition, an Addition to the City of Rockwall, Rockwall County, Texas, according to the Map or Plat thereof recorded in Volume 46, Page 132, Map Records, Rockwall County, Texas.



Framed Shed is no longer present

New Fence

PK NAIL FOUND REF FOR REFERENCE



No gate just fence on Rt side

MUNSON STREET

BEARINGS ARE BASED ON NAD 83 DATUM, TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE

ACCEPTED BY: \_\_\_\_\_



CHICAGO TITLE

THE PLAT HEREON IS TRUE, CORRECT, AND ACCURATE REPRESENTATION OF THE PROPERTY AS DETERMINED BY SURVEY, THE LINES AND DIMENSIONS OF SAID PROPERTY BEING AS INDICATED BY THE PLAT; THE SIZE, LOCATION AND TYPE OF BUILDING AND IMPROVEMENTS ARE AS SHOWN, ALL IMPROVEMENTS BEING WITHIN THE BOUNDARIES OF THE PROPERTY, SET BACK FROM PROPERTY LINES THE DISTANCE INDICATED, OR VISIBLE AND APPARENT EASEMENTS.

**LEGEND**

WOOD FENCE	--- ---	1/2" - 3/4"
CHAIN LINK	—○—	APPROX 16" x 16"
IRON FENCE	--- ---	REGULAR SIZE
WIRE FENCE	--- ---	EACH SET OF STAPLES
SM -	○	CONCRETE MONUMENT
STP -	○	SEPARATING OF RECORD BOUNDARY
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" GALVANIZED IRON ROD SET
1/2" -	○	1/2" x 1/2"
1/2" -	○	FOUND "X"
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
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1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND
1/2" -	○	1/2" IRON ROD FOUND

( UNLESS OTHERWISE NOTED )



Scale: 1" = 30'  
Date: 06/16/2021  
C.F. No.: 8058662100109  
Job no.: 202106010  
Drawn by: TCA

USE OF THIS SURVEY FOR ANY OTHER PURPOSE OR OTHER PARTIES SHALL BE AT THEIR RISK AND UNDERSIGNED IS NOT RESPONSIBLE TO OTHER FOR ANY LOSS RESULTING THEREFROM.

THIS SURVEY WAS PERFORMED EXCLUSIVELY FOR CHICAGO TITLE













## CITY OF ROCKWALL

### HISTORIC PRESERVATION ADVISORY BOARD CASE MEMO

#### PLANNING AND ZONING DEPARTMENT

385 S. GOLIAD STREET • ROCKWALL, TX 75087

PHONE: (972) 771-7745 • EMAIL: [PLANNING@ROCKWALL.COM](mailto:PLANNING@ROCKWALL.COM)

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**TO:** Historic Preservation Advisory Board  
**DATE:** February 17, 2022  
**APPLICANT:** Annette Lall  
**CASE NUMBER:** H2021-005; *Certificate of Appropriateness (COA) for 303 E. Rusk Street*

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On November 18, 2021 the Historic Preservation Advisory Board (HPAB) reviewed the applicants for a Certificate of Appropriateness (COA) to temporarily replace the stain glass windows at 303 E. Rusk Street. After holding a public hearing and discussing the request with the applicant, the HPAB voted 7-0 to table the case to allow the applicant more time to collect bids and put together a more detailed scope of work. The applicant has since gotten two (2) bids for the repair and replacement of the stain glass windows. The bids returned to the applicant were: [1] \$253,200.00 over two (2) years, and [2] \$844,066.00 over 6½ years. The applicant has indicated to staff that due to the cost estimated with these bids, she will be returning to the board to request that the stain glass windows be replaced without repair.

The applicant is proposing to replace 83 windows and five (5) doors, and to resurface and paint the steps leading into the building. The bids provided by the applicant indicate that the window removal and instillation will be \$60,000.00 and the door removal and replacement will be \$7,800.00, for a total cost of \$67,800.00. The windows that will replace the stain glass windows will be double-pane glass windows. The timelines provided in the quotes indicate the windows will take two (2) weeks to install once the materials are in and the doors will take eight (8) to 12 weeks to be delivered with three (3) days to install them. Also included in the applicant's request was correspondence they had with Caroline Wright, who serves as a Historic Tax Credit Program Coordinator for the Texas Historical Commission. In this correspondence she indicates that the applicant will not receive any tax credits until the completion of the project. Staff should note that the correspondence with Caroline Wright does not specify if the stain glass windows will need to be repaired and replaced in order to receive the tax credits.

As a reminder this case was originally brought to the HPAB as part of a Neighborhood Improvement Services (NIS) case for violations to the property maintenance code specifically relating to the repairs that the applicant is proposing to make. Staff should note that the City has worked with the applicant to allow her time while she has an active application in process and is seeking to remedy the situation. With all of this being said, the approval of a Certificate of Appropriateness (COA) is a discretionary decision for the HPAB. Should the HPAB deny the applicant's request, the applicant will be responsible for finding a way to comply to the property maintenance code. If the Historic Preservation Advisory Board (HPAB) chooses to approve the applicant's request for a Certificate of Occupancy (COA), staff would propose as a condition of approval that before any building permits are issued the proposed scope of work be approved by the Texas Historical Commission (THC). Should the HPAB have any questions staff and the applicant will be available at the February 17, 2022 HPAB meeting.



# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

### STAFF USE ONLY

CASE NUMBER:

**NOTE:** THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR HAS SIGNED BELOW.

DIRECTOR OF PLANNING:

DATE RECEIVED:

RECEIVED BY:

#### APPLICATION:

- CERTIFICATE OF APPROPRIATENESS (COA)
- LOCAL LANDMARK EVALUATION & DESIGNATION
- BUILDING PERMIT WAIVER & REDUCTION PROGRAM *if Applicable*
- SMALL MATCHING GRANT APPLICATION

#### SPECIAL DISTRICTS [SELECT APPLICABLE]:

- OLD TOWN ROCKWALL HISTORIC (OTR) DISTRICT
- PLANNED DEVELOPMENT DISTRICT 50 (PD-50)
- SOUTHSIDE RESIDENTIAL NEIGHBORHOOD OVERLAY (SRO) DISTRICT
- DOWNTOWN (DT) DISTRICT

#### CONTRIBUTING STATUS [SELECT APPLICABLE]:

- LANDMARKED PROPERTY
- HIGH CONTRIBUTING PROPERTY
- MEDIUM CONTRIBUTING PROPERTY
- LOW CONTRIBUTING PROPERTY
- NON-CONTRIBUTING PROPERTY

#### CURRENT LAND USE OF THE SUBJECT PROPERTY:

- RESIDENTIAL
- COMMERCIAL

### PROPERTY INFORMATION [PLEASE PRINT]

*HISTORICAL LANDMARK- OLD METHODIST CHURCH*

ADDRESS *303 E RUSK ST. ROCKWALL, TX 75087*

SUBDIVISION

LOT

BLOCK

### OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

IS THE OWNER OF THE PROPERTY THE PRIMARY CONTACT?  YES  NO

APPLICANT(S) IS/ARE:  OWNER  TENANT  NON-PROFIT  RESIDENT

CHECK THIS BOX IF OWNER AND APPLICANT ARE THE SAME.

OTHER, SPECIFY:

OWNER(S) NAME *HIS COVENANT CHILDREN INC*

APPLICANT(S) NAME *ANNETTE LALL*

ADDRESS *303 E. RUSK STREET  
ROCKWALL, TX 75087*

ADDRESS *102 A FANNIN ST  
ROCKWALL, TX 75087*

PHONE

PHONE *214-543-2807*

E-MAIL

E-MAIL *Legacyville-rock@att.net*

### SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

CONSTRUCTION TYPE [CHECK ONE]:  EXTERIOR ALTERATION  NEW CONSTRUCTION  ADDITION  DEMOLITION  
 RELOCATIONS  OTHER, SPECIFY: *WINDOWS AND DOORS / STEPS*

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE): *\$ 67,900.00*

**PROJECT DESCRIPTION.** IN THE SPACE PROVIDED BELOW OR ON A SEPARATE SHEET OF PAPER, DESCRIBE IN DETAIL THE WORK THAT WILL BE PERFORMED ON SITE. FOR LOCAL LANDMARK EVALUATION & DESIGNATION REQUESTS INDICATE ANY ADDITIONAL INFORMATION YOU MAY HAVE CONCERNING THE PROPERTY, HISTORY, SIGNIFICANCE, PRESENT CONDITIONS, STATUS, CURRENT OR PAST USE(S), ETC. STAFF RECOMMENDS THAT PHOTOGRAPHS OF THE INTERIOR AND EXTERIOR OF THE PROPERTY ARE SUBMITTED WITH THIS APPLICATION.

*REPLACE AND REPAIR WINDOWS, Facing, remove all rotted wood and replace and paint. STAIN GLASS WINDOWS will be removed and replaced with double paned glass temporarily, until stain glass is repaired. New DOORS TO BE INSTALLED, due to supply chain problems, will install when available. See attached letter. STEPS - resurface, pressure washed and paint.*

### OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]


I ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, I UNDERSTAND THAT IT IS NECESSARY FOR ME OR A REPRESENTATIVE TO BE PRESENT AT A PUBLIC HEARING FOR THIS CASE TO BE APPROVED.

OWNER'S SIGNATURE *HIS COVENANT CHILDREN*

APPLICANT'S SIGNATURE *Annette Lall*



0 25 50 100 150 200 Feet

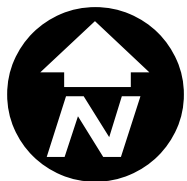
H2021-005- CERTIFICATE OF APPROPRIATENESS  
FOR 303 E. RUSK STREET  
HISTORIC - LOCATION MAP = 



# City of Rockwall

Planning & Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75032  
(P): (972) 771-7745  
(W): [www.rockwall.com](http://www.rockwall.com)

The City of Rockwall GIS maps are continually under development and therefore subject to change without notice. While we endeavor to provide timely and accurate information, we make no guarantees. The City of Rockwall makes no warranty, express or implied, including warranties of merchantability and fitness for a particular purpose. Use of the information is the sole responsibility of the user.



His Covenant Children, Inc.  
303 E Rusk  
Rockwall, Texas 75087  
214-543-2807

Historic Preservation Advisory Board  
City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

November 5, 2021

**Re: Scope of work for Landmark – The Old Methodist Church at 303 E. Rusk Street, Rockwall, Texas 75087.**

Attached are NJB Roofing LLC., 1009 Stoneport Lane, Allen, Tx. 75002 bids for doors, windows and time frame for completion of work.

Windows - Once materials are in, should take approximately 2 weeks barring any unforeseen issues and weather- related delays. Meeting with NJB on November 14, 2021 for scheduled date on repairs.

Doors - The time frame could take 8-12 weeks due to non-availability from local sources and supply chain issues.

Steps - The steps will be resurfaced, pressure washed and painted, barring any unforeseen issues and weather- related delays.

We are ready to proceed based on NJB's scheduling and weather permitting conditions.

The following are emails to Caroline Wright, Historic Preservation, Division of Architecture, Austin, Texas 78711 regarding the installation of double paned glass temporarily, until stain glass is repaired.

**Caroline Wright**

Program Coordinator, Historic Preservation Tax Credit Program  
Division of Architecture  
P.O. Box 12276, Austin, Texas 78711-2276

Phone: +1 512 463 7687  
Fax: + 1 512 463 6095

RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

**Caroline Wright** <[caroline.wright@thc.texas.gov](mailto:caroline.wright@thc.texas.gov)>

To: Annette Lall

On Friday, September 24, 2021, 09:43:40 AM CDT, Caroline Wright <[caroline.wright@thc.texas.gov](mailto:caroline.wright@thc.texas.gov)> wrote:

Hello Annette,

I apologize for not responding to your last email. I did however reply to an earlier email from you on August 12<sup>th</sup> with links to information on the tax credit program. I'd encourage you to go look through that information and let me know what specific questions you have about the program. I'll need more specific information about your plans for the property in order to answer questions about eligibility.

Thank you,

Caroline

**From:** Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Sent:** Friday, September 24, 2021 11:13 AM

**To:** Caroline Wright <[Caroline.Wright@thc.texas.gov](mailto:Caroline.Wright@thc.texas.gov)>; Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Subject:** Re: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

The wood stained glass windows - We want to install wood windows without the stain glass temporarily to stop further deterioration. The stain glass will first take considerable amount of time to finish and is also very costly, but will be installed at a later date.

**From:** Caroline Wright <[Caroline.Wright@thc.texas.gov](mailto:Caroline.Wright@thc.texas.gov)>

**Sent:** Friday, September 24, 2021 11:53 AM

**To:** Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Subject:** RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

You could take this temporary measure as long as you're doing work. However, we would not be able to certify a completed project until the stained glass windows are back in place.

**From:** Annette Lall <legacyvillage-rock@att.net>  
**Sent:** Thursday, October 14, 2021 11:32 AM  
**To:** Caroline Wright <Caroline.Wright@thc.texas.gov>; Annette Lall <legacyvillage-rock@att.net>  
**Subject:** Re: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

Is there a time limit to replace the stained glass.? Please let me know.

Thanks,

Annette Lall

RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

**Caroline Wright** <caroline.wright@thc.texas.gov>

To: Annette Lall

Thu, Oct 14 at 5:18 PM

There is not a specific time limit, no, but you would not be awarded any tax credits until the work is complete.

**Caroline Wright**

**Sincerely,**



**Annette Lall**  
**His Covenant Children, Inc.**



Date: 11/4/2021

**BID ESTIMATES**

**CUSTOMER INFORMATION:**

Annette Lall  
 Cell: 214.543.2807  
 legacyvillage-rock@att.net

**JOB INFORMATION:**

His Covenant Children  
 303 East Rusk Street  
 Rockwall, TX 75087

Boo / Chili	1913 National Landmark Church / Windows	Commercial
	<ul style="list-style-type: none"> <li>Remove all 83 windows, upper and lowers carefully.</li> <li>Stack them to side location to be prepped and shipped by property owner to be refurbished.</li> </ul>	
	<ul style="list-style-type: none"> <li>Install new double pane glass panels on each window, trim out with appropriate 1x2, 2x2 pine trim, Caulked &amp; Painted.</li> </ul>	
	<ul style="list-style-type: none"> <li>Frame in between each pane to make the double panes.</li> </ul>	
	<ul style="list-style-type: none"> <li>Various sizes to be installed. Many of the existing frames are rotted and damaged, we will attempt to salvage everything that we can, knowing some of them will not be salvageable.</li> </ul>	
	<ul style="list-style-type: none"> <li>Includes all labor &amp; needed materials.</li> </ul>	
	<ul style="list-style-type: none"> <li>If any issues arise during demo, then a change order may be needed to continue working, which may or may not require any more funds.</li> </ul>	
	<ul style="list-style-type: none"> <li>The removal and reinstall of the windows should take approximately 2 weeks barring any unforeseen issues are weather related delays</li> </ul>	
	<ul style="list-style-type: none"> <li>To order the 166 glass panels in each specific size, \$28,000.00 down for materials will be required upon agreement. <u>Once materials are paid for, it will take 1 week to get them in, once we get them in, we could begin work within 1 week of that, assuming the weather cooperates.</u></li> </ul>	
	<b>TOTAL BID ESTIMATE:</b>	<b>\$ 60,000.00</b>



Best,  
*Boo Nathaniel J Bradberry*  
 Cell: 469.422.9097  
 Boo@njbroof.com



Date: 11/4/2021

**BID ESTIMATES**

**CUSTOMER INFORMATION:**

Annette Lall  
Cell: 214.543.2807  
legacyvillage-rock@att.net

**JOB INFORMATION:**

His Covenant Children  
303 East Rusk Street  
Rockwall, TX 75087

Boo / Chili	5 EXT Doors. Hung / Painted / Trimmed Out	Commercial
	<ul style="list-style-type: none"> <li>Remove 5 old doors, haul away and install new.</li> </ul>	
	<ul style="list-style-type: none"> <li>4 – 72 x 96 solid core EXT pre-hung.</li> <li>1 - 64x80 solid core EXT pre-hung.</li> </ul>	
	<ul style="list-style-type: none"> <li>Reframe new doors in, replacing rotten wood, trim out</li> </ul>	
	<ul style="list-style-type: none"> <li>Once doors are in, paint doors to match and finish trim out.</li> </ul>	
	<ul style="list-style-type: none"> <li>There is a national shortage on doors and windows at the moment. The 4 commercial door vendors that we have used for years do not have these doors in stock. We have been told that it could be 8-12 weeks (maybe) for these to come in if we order them. Once we get doors in hand, then they can be installed in 3 days. Again: We cannot source these doors locally at the moment and will most likely have to wait 2 months or so for them to come in.</li> </ul>	
	<b>Total Bid Estimate:</b>	<b>\$ 7,800.00</b>



Best,  
*Boo Nathaniel J Bradberry*  
Cell: 469.422.9097  
[Boo@njbroof.com](mailto:Boo@njbroof.com)



## **Artco Leaded Glass**

3517 Key West Drive

Rowlett, TX. 75088

(972) 475-2333

[www.artcoledglass.net](http://www.artcoledglass.net)

### PROPOSAL

January 15, 2022

Annette Lall  
His Covenant Children  
303 E. Rusk St.  
Rockwall, TX 75087  
[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)  
(214) 543-2807

We hereby guarantee to provide all the labor and materials needed to rebuild and/or replicate the sixty-four (64) damaged and/or missing stained glass windows for His Covenant Children. This includes all fabrication and installation required for each stained glass panel. Pricing does not include any hand-painted scenes. It only includes the traditional stained glass design found in the majority of the existing windows. Any scenes would require separate quotes based on what those scenes involve- including design cost, time requirement, and final cost.

The work shall be contracted and completed in phases. For example, Northside Phase 1, Westside Phase 2, Southside Phase 3, and Eastside Phase 4. Deposit will be required for the beginning of each phase. Once all fabrication and installation is completed for that phase, the remaining balance will be due. A new deposit will then be required for the next phase, etc. Continuing until all phases are complete.

The scope of the work includes the following sizes, quantities, and prices for each set of stained glass windows to be completed.



1) 59"x23"-	\$1,800.00
8) 37x67-	\$27,600.00
9) 37x87-	\$40,200.00
8) 29x87-	\$28,000.00
4) 33x87-	\$16,000.00
2) 47x87-	\$11,400.00
10) 33x67-	\$30,800.00
2) 41x87-	\$10,000.00
1) 35x23-	\$1,200.00
4) 29x29-	\$4,800.00
10) 37x49-	\$26,000.00
3) 38x119-	\$18,600.00
2) 33x53-	\$4,800.00
2) 33x53-	\$4,800.00
2) 47x60-	\$8,000.00
4) 71x48-	<del>\$19,200.00</del>
Total Costs-	\$253,200.00

Terms and Conditions- One half down per phase contracted, with the balance due upon the date completed installation for that phase. These terms shall continue throughout the entirety of the project.

Estimated Completion- Approximately 24 months from the first deposit, but could vary slightly based on supplies and their availability.

Respectfully submitted by/Date

*Greg Thrash*

*Laura Thrash*

*January 17, 2022*

Greg and Laura Thrash, Owners  
 Artco Leaded Glass  
 3517 Key West Drive  
 Rowlett, TX 75088  
 (214) 533-2426

Accepted by/Date

Annette Lall  
 His Covenant Children  
 303 E. Rusk St.  
 Rockwall, TX 75087  
 (214) 543-2807

Proposal Contract for Window Replacement and Stained Glass Restoration

From: Bernadette Reynal (bernadette.reynal@gmail.com)

To: legacyvillage-rock@att.net

Date: Friday, January 14, 2022, 04:31 PM CST

*Dear Annette,*

*Ergo and I appreciate the opportunity to bid on your project. You will find the proposal for the IG windows listed first, then the stained glass restoration proposal, and the final contract agreement at the bottom for both proposals.*

*Much of the stained glass extraction and IG window installation will be completed simultaneously. The stained glass restoration will be the most extensive and time consuming. Ergo has listed a couple of options on the IG installation.*

*Please let me know if you have any questions or concerns. We look forward to discussing options with you.*

*Best regards,  
Bernadette*

\*\*\*\*\*

\*

**IG Window Proposal:**

**Vicious Limbs**  
520 S. Elm St.  
Denton, Tx, 76201  
Contact:  
Davidson (Ergo) Simmons  
940-230-8155

**January 13, 2022**  
**Proposal Contract # 2145432807-1A**

**Bill To:**

**His Covenant Children**  
303 East Rusk Street

Rockwall, Texas, 75087  
Attn: Annette Lall  
214-543-2807  
Sales Tax Exempt # 75-2180060

\*\*\*\*\*

\*\*\*\*\*

## Description of Services:

### **Building Permit Fees:**

Permit Fees.....\$ 2,500.00

### **Building Preparation:**

Scaffolding / Lift / SPILS (SEMI-PERM INTERIOR LATTICE SYSTEM)...\$40,000.00

### **Window Frame Restoration:**

•TOTAL REPLACEMENT - \$2500 @ 10 FRAMES.....\$ 25,000.00  
•PARTIAL REPLACEMENT - \$500 @ 103 FRAMES.....\$ 51,500.00  
•PAINT AND CAULK - \$700 @ 114 FRAMES.....\$ 79,800.00

TOTAL COST FRAME RESTORATION.....\$156,300.00

### **IG WINDOWS / INSTALLATION**

IG GLASS.....\$ 39,800.00  
MATERIALS.....\$ 4,500.00  
INSTALLATION.....\$ 15,048.00

TOTAL COST IG/INSTALLATON.....\$ 59,348.00

TOTAL PROJECT COST.....\$258,148.00

## **Contract Terms of Payment/Completion for Building Preparation, Frame restoration, and IG glass/Installation:**

**Permit Fees:** Deposit of \$2,500.00 to begin work.

**Building Preparation:** Deposit of \$40,000.00 to begin work.

**Estimated time of completion:** 4-5 days;  
Includes (3) towers, north facing interior wall.

**IG windows/Materials:** Deposit of \$44,300.00 to begin work.

**Estimated time of completion:** \*up to 1 day per 2 windows,  
after receipt of IG windows/supplies.

**Frame Restoration:** Deposit of \$78,150.00 to begin work.

Remaining balance of \$78,150.00 to be paid upon completion.

**Estimated time of completion:** \*up to 1 day per 2-3 windows

**IG Installation;** Deposit of \$7,524.00 to begin work.  
Remaining balance of \$7,524.00 to be paid upon completion/installation.  
**Estimated time of completion:** \*up to 1 day per 2-3 windows

**\*IG window installation option:**

Temporary installation of IG windows is a possible option for a more finished exterior appearance prior to complete frame restoration.  
Cost above and beyond proposed installation cost listed above for this temporary option is \$21,000.00.  
This work will result in extra installations and extractions before final completion.

Note: Please refer to **\*\*\*Contract Terms Agreement** below "Reynal Art Glass Studio" proposal for final 'terms and agreement' with "Vicious Limbs".

\*\*\*\*\*

\*

**Stained Glass Restoration:**

**REYNAL ART GLASS STUDIO**  
226 South Carmack Street  
Mesquite, Texas 75149  
214-499-0049

January 13, 2022  
Proposal Contract # 2145432807-1B

**Bill To:**

**His Covenant Children**  
303 East Rusk Street  
Rockwall, Texas, 75087  
Attn: Annette Lall  
214-543-2807  
Sales Tax Exempt # 75-2180060

\*\*\*\*\*

\*\*\*\*\*

**Description of Services:**

**Extraction/Restoration; (100) stained glass panels;  
Rebuild new with patterns; (14) stained glass panels;  
Restoration of stained glass; Total of (976 sq. ft.)  
Installation; Total of (114) panels**

**COSTS:**

EXTRACTION (100) panels .....	\$ 17,500.00
RESTORATION (100) panels; (818) square feet .....	\$454,808.00
NEW FABRICATION (14) panels; (158) square feet ..	\$ 94,800.00
INSTALLATION (114) panels.....	<u>\$ 18,810.00</u>

TOTAL PROJECT COST.....\$585,918.00

\*\*\*\*\*  
\*\*\*\*\*

## Contract Terms and Payment Agreement:

### Terms of Payment/Completion time for stained glass panel extractions:

Extraction of stained glass panels; Deposit of \$17,500.00 to begin work.  
Extraction Completion time: (4) weeks; (100) stained glass panels.

### Restoration/Fabrication/Installation for (114) stained glass panels:

Deposit \$274,804.00 to begin work.  
Remaining balance of \$293,614.00 to be paid:  
\$2,575.56 per panel times (114) panels, upon completion/installation each panel.

Estimated time of project completion: \*up to 3 weeks per panel fabrication completion.  
3 weeks x (114) panels = 342 weeks

\*Completion time is contingent on raw material/supply availability.

$$\frac{342}{52} = 6.5 \text{ years}$$

\*\*\*\*\*

## \*\*Contract Terms Agreement:

### COST SUMMARY:

"VICIOUS LIMBS" TOTAL PROJECT COST.....\$258,148.00  
"REYNAL ART GLASS STUDIO" TOTAL PROJECT COST.....\$585,918.00

TOTAL PROJECT COSTS EXCLUDING \*IG window installation option...\$844,066.00

All work is guaranteed to be completed as specified between "Reynal Art Glass Studio", "Vicious Limbs", and "His Covenant Children" authorized representative, Annette Lall, following prior review and approval of the contract specifications listed above.

Costs are subject to final agreement of contract specifications submitted above. Please make check payments to "Reynal Art Glass Studio". No credit cards accepted.

*Any additional work, alterations, or deviations requested by any authorized representative of "His Covenant Children" aside from above specifications will be subject to extra costs and may extend the\*project completion date. All additional work will be executed upon a separate invoice.*

It is agreed that "His Covenant Children" is responsible for clearing a six foot open pathway away from interior wall perimeters from storage and/or debris to allow for scaffolding and workspace prior to building preparation and restoration.

It is understood that "Reynal Art Glass Studio" and "Vicious Limbs" are responsible





# CITY OF ROCKWALL

## HISTORIC PRESERVATION ADVISORY BOARD CASE MEMO

### PLANNING AND ZONING DEPARTMENT

385 S. GOLIAD STREET • ROCKWALL, TX 75087

PHONE: (972) 771-7745 • EMAIL: PLANNING@ROCKWALL.COM

---

**TO:** Historic Preservation Advisory Board  
**DATE:** November 18, 2021  
**APPLICANT:** Annette Lall  
**CASE NUMBER:** H2021-005; *Certificate of Appropriateness (COA) for 303 E. Rusk Street*

---

### **SUMMARY**

Hold a public hearing to discuss and consider a request by Annette Lall on behalf of HIS Covenant Children, Inc. for the approval of a Certificate of Appropriateness (COA) for a Landmark Property being a 0.689-acre tract of land identified as a portion of Lots A & B, Block 2, Griffith Addition, City of Rockwall, Rockwall County, Texas, zoned Downtown (DT) District, addressed as 303 E. Rusk Street, and take any action necessary.

### **BACKGROUND**

The subject property was annexed prior to 1900 based on the October 1900 Sanborn Maps. According to the Rockwall Central Appraisal District (RCAD), existing on the subject property are a 3,980 SF office building and a 4,209 SF House of Worship constructed in 1910. According to the January 3, 1972 zoning map the subject property was zoned General Retail (GR) District. On August 21, 2003, the Historic Preservation Advisory Board (HPAB) established the subject property as a *Landmark Property*. The subject property was rezoned Downtown (DT) District on September 4, 2007 by *Ordinance No. 07-34*. According to the *2017 Historic Resource Survey*, the subject property is designated as a *Landmark Property*. In addition, this property is on the *National Register of Historic Places*.

### **PURPOSE**

The applicant is requesting approval of a Certificate of Appropriateness (COA) for the purpose of permitting the replacement of windows and doors on the subject property.

### **ADJACENT LAND USES AND ACCESS**

The subject property is located at 303 E. Rusk Street. The land uses adjacent to the subject property are as follows:

North: Directly north of the subject property is E. Kaufman Street, which is identified as a R2 (*i.e. residential, two [2] lane, undivided roadway*) on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Beyond this are four (4) parcels of land, three (3) developed with commercial land uses (202, 204, & 206 N. Fannin Street) and one (1) developed with a single-family home (305 E. Kaufman Street). All of these properties are zoned Downtown (DT) District. Beyond this is a public trail that provides access to Lofland Park.

South: Directly south of the subject property is E. Rusk Street, which is identified as a TXDOT4D (*i.e. Texas Department of Transportation, four [4] lane, divided roadway*) on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Beyond this are three (3) parcels of land, one (1) developed with a restaurant (101 N. Fannin Street), one (1) developed with a house of worship (306 E. Rusk Street), and one (1) vacant parcel. All of the properties are zoned Downtown (DT) District. Beyond this is E. Washington Street, which is identified as a TXDOT4D (*i.e. Texas Department of Transportation, four [4] lane, divided roadway*) on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan

East: Directly east of the subject property is 305 E. Rusk Street, which is a 0.45-acre parcel of land with a ~2,203 SF child development center. Beyond this is N. San Augustine Street, which is identified as a R2 (*i.e. residential, two [2] lane, undivided roadway*) on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Beyond this is 401 E. Rusk Street, which is a 0.3444-acre parcel of land developed with a single-family home that is zoned Single-Family 7 (SF-7) District. Beyond this is 406 E. Kaufman Street, which is a 0.574-acre parcel of land developed with a 31,212 SF commercial building that is zoned General Retail (GR) District.

West: Directly west of the subject property is N. Fannin Street, which is identified as a *Minor Collector* on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan. Beyond this are several parcels of land developed with commercial buildings that are zoned Downtown (DT) District. Beyond this is N. San Jacinto Street, which is indicated as a R2 (*i.e. residential, two [2] lane, undivided roadway*) on the City's Master Thoroughfare Plan contained in the OURHometown Vision 2040 Comprehensive Plan.

## **CHARACTERISTICS OF THE PROJECT**

The applicant is proposing to replace 83 windows, repair the original stain glass windows, replace five (5) doors, and resurface and paint the steps leading into the building. The bids provided by the applicant indicate that the window removal and installation will be \$60,000.00 and the door removal and replacement will be \$7,800.00, for a total cost of \$67,800.00. This quote does not include the cost to repair the existing stain glass windows, which are being removed first to stop any further deterioration. The double-pane glass windows are being installed as placeholders, while the stain glass is repaired. The timelines provided in the quotes indicate the windows will take two (2) weeks to install once the materials are in and the doors will take eight (8) to 12 weeks to be delivered with three (3) days to install them. Staff should note that there is no indicated timeline for the repair and replacement of the stain glass. The applicant indicates that this is due to the time and cost. Also included in the applicant's request was correspondence they had with Caroline Wright, who serves as a Historic Tax Credit Program Coordinator for the Texas Historical Commission. In this correspondence she indicates that the applicant will not receive any tax credits until the completion of the project.

## **CONFORMANCE TO THE HISTORIC DISTRICT GUIDELINES & CITY'S CODES**

According to Section 06, *Certificate of Appropriateness (COA)*, of Article 11, *Development Applications and Review Procedures*, of the Unified Development Code (UDC), "(a)ny person carrying out any work that requires a building permit for exterior alteration, restoration, reconstruction, new construction, moving or demolition of a property within a historic district that is visible must first obtain a Certificate of Appropriateness (COA) from the Historic Preservation Advisory Board (HPAB)." Also, according to Subsection 06.03(F), *Certificate of Appropriateness (COA) for Alteration or New Construction*, of Article 05, *District Development Standards*, of the Unified Development Code (UDC), an example of a situation that requires a COA includes "(a)lterations to the façade, including additions and removals that will be visible from a public street." In this case the applicant is replacing and repairing 83 windows, replacing five (5) doors, and resurfacing the steps leading to building. Given this the applicant is required to request a Certificate of Appropriateness (COA) for the proposed scope of work outlined above in the *Characteristics of the Project* section.

## **CONDITIONS OF APPROVAL**

If the Historic Preservation Advisory Board (HPAB) chooses to approve the request for a Certificate of Occupancy (COA), staff would propose the following conditions of approval:

- (1) Any construction resulting from the approval of this request shall conform to the requirements set forth by the Unified Development Code (UDC), the International Building Code (IBC), the Rockwall Municipal Code of Ordinances, city adopted engineering and fire codes and with all other applicable regulatory requirements administered and/or enforced by the state and federal government.





# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

### STAFF USE ONLY

CASE NUMBER:

**NOTE:** THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR HAS SIGNED BELOW.

DIRECTOR OF PLANNING:

DATE RECEIVED:

RECEIVED BY:

#### APPLICATION:

- CERTIFICATE OF APPROPRIATENESS (COA)
- LOCAL LANDMARK EVALUATION & DESIGNATION
- BUILDING PERMIT WAIVER & REDUCTION PROGRAM *if Applicable*
- SMALL MATCHING GRANT APPLICATION

#### SPECIAL DISTRICTS [SELECT APPLICABLE]:

- OLD TOWN ROCKWALL HISTORIC (OTR) DISTRICT
- PLANNED DEVELOPMENT DISTRICT 50 (PD-50)
- SOUTHSIDE RESIDENTIAL NEIGHBORHOOD OVERLAY (SRO) DISTRICT
- DOWNTOWN (DT) DISTRICT

#### CONTRIBUTING STATUS [SELECT APPLICABLE]:

- LANDMARKED PROPERTY
- HIGH CONTRIBUTING PROPERTY
- MEDIUM CONTRIBUTING PROPERTY
- LOW CONTRIBUTING PROPERTY
- NON-CONTRIBUTING PROPERTY

#### CURRENT LAND USE OF THE SUBJECT PROPERTY:

- RESIDENTIAL
- COMMERCIAL

### PROPERTY INFORMATION [PLEASE PRINT]

*HISTORICAL LANDMARK- OLD METHODIST CHURCH*

ADDRESS *303 E RUSK ST. ROCKWALL, TX 75087*

SUBDIVISION

LOT

BLOCK

### OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

IS THE OWNER OF THE PROPERTY THE PRIMARY CONTACT?  YES  NO

APPLICANT(S) IS/ARE:  OWNER  TENANT  NON-PROFIT  RESIDENT

CHECK THIS BOX IF OWNER AND APPLICANT ARE THE SAME.

OTHER, SPECIFY:

OWNER(S) NAME *HIS COVENANT CHILDREN INC*

APPLICANT(S) NAME *ANNETTE LALL*

ADDRESS *303 E. RUSK STREET  
ROCKWALL, TX 75087*

ADDRESS *102 A FANNIN ST  
ROCKWALL, TX 75087*

PHONE

PHONE *214-543-2807*

E-MAIL

E-MAIL *LegacyVillage-rock@att.net*

### SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

CONSTRUCTION TYPE [CHECK ONE]:  EXTERIOR ALTERATION  NEW CONSTRUCTION  ADDITION  DEMOLITION  
 RELOCATIONS  OTHER, SPECIFY: *WINDOWS AND DOORS / STEPS*

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE): *\$ 67,900.00*

**PROJECT DESCRIPTION.** IN THE SPACE PROVIDED BELOW OR ON A SEPARATE SHEET OF PAPER, DESCRIBE IN DETAIL THE WORK THAT WILL BE PERFORMED ON SITE. FOR LOCAL LANDMARK EVALUATION & DESIGNATION REQUESTS INDICATE ANY ADDITIONAL INFORMATION YOU MAY HAVE CONCERNING THE PROPERTY, HISTORY, SIGNIFICANCE, PRESENT CONDITIONS, STATUS, CURRENT OR PAST USE(S), ETC. STAFF RECOMMENDS THAT PHOTOGRAPHS OF THE INTERIOR AND EXTERIOR OF THE PROPERTY ARE SUBMITTED WITH THIS APPLICATION.

*REPLACE AND REPAIR WINDOWS, Facing, remove all rotted wood and replace and paint. STAIN GLASS WINDOWS will be removed and replaced with double paned glass temporarily, until stain glass is repaired. New DOORS TO BE INSTALLED, due to supply chain problems, will install when available. See attached letter. STEPS - resurface, pressure washed and paint.*


### OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]

I ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, I UNDERSTAND THAT IT IS NECESSARY FOR ME OR A REPRESENTATIVE TO BE PRESENT AT A PUBLIC HEARING FOR THIS CASE TO BE APPROVED.

OWNER'S SIGNATURE *HIS COVENANT CHILDREN*

APPLICANT'S SIGNATURE *Annette Lall*

0 25 50 100 150 200 Feet

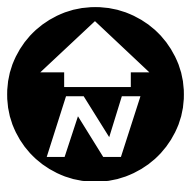
H2021-005- CERTIFICATE OF APPROPRIATENESS  
FOR 303 E. RUSK STREET  
HISTORIC - LOCATION MAP = 



## City of Rockwall

Planning & Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75032  
(P): (972) 771-7745  
(W): [www.rockwall.com](http://www.rockwall.com)

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His Covenant Children, Inc.  
303 E Rusk  
Rockwall, Texas 75087  
214-543-2807

Historic Preservation Advisory Board  
City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

November 5, 2021

**Re: Scope of work for Landmark – The Old Methodist Church at 303 E. Rusk Street, Rockwall, Texas 75087.**

Attached are NJB Roofing LLC., 1009 Stoneport Lane, Allen, Tx. 75002 bids for doors, windows and time frame for completion of work.

Windows - Once materials are in, should take approximately 2 weeks barring any unforeseen issues and weather- related delays. Meeting with NJB on November 14, 2021 for scheduled date on repairs.

Doors - The time frame could take 8-12 weeks due to non-availability from local sources and supply chain issues.

Steps - The steps will be resurfaced, pressure washed and painted, barring any unforeseen issues and weather- related delays.

We are ready to proceed based on NJB's scheduling and weather permitting conditions.

The following are emails to Caroline Wright, Historic Preservation, Division of Architecture, Austin, Texas 78711 regarding the installation of double paned glass temporarily, until stain glass is repaired.

**Caroline Wright**

Program Coordinator, Historic Preservation Tax Credit Program  
Division of Architecture  
P.O. Box 12276, Austin, Texas 78711-2276

Phone: +1 512 463 7687  
Fax: + 1 512 463 6095

RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

**Caroline Wright** <[caroline.wright@thc.texas.gov](mailto:caroline.wright@thc.texas.gov)>

To: Annette Lall

On Friday, September 24, 2021, 09:43:40 AM CDT, Caroline Wright <[caroline.wright@thc.texas.gov](mailto:caroline.wright@thc.texas.gov)> wrote:

Hello Annette,

I apologize for not responding to your last email. I did however reply to an earlier email from you on August 12<sup>th</sup> with links to information on the tax credit program. I'd encourage you to go look through that information and let me know what specific questions you have about the program. I'll need more specific information about your plans for the property in order to answer questions about eligibility.

Thank you,

Caroline

**From:** Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Sent:** Friday, September 24, 2021 11:13 AM

**To:** Caroline Wright <[Caroline.Wright@thc.texas.gov](mailto:Caroline.Wright@thc.texas.gov)>; Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Subject:** Re: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

The wood stained glass windows - We want to install wood windows without the stain glass temporarily to stop further deterioration. The stain glass will first take considerable amount of time to finish and is also very costly, but will be installed at a later date.

**From:** Caroline Wright <[Caroline.Wright@thc.texas.gov](mailto:Caroline.Wright@thc.texas.gov)>

**Sent:** Friday, September 24, 2021 11:53 AM

**To:** Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Subject:** RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

You could take this temporary measure as long as you're doing work. However, we would not be able to certify a completed project until the stained glass windows are back in place.

**From:** Annette Lall <legacyvillage-rock@att.net>  
**Sent:** Thursday, October 14, 2021 11:32 AM  
**To:** Caroline Wright <Caroline.Wright@thc.texas.gov>; Annette Lall <legacyvillage-rock@att.net>  
**Subject:** Re: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

Is there a time limit to replace the stained glass.? Please let me know.

Thanks,

Annette Lall

RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

**Caroline Wright** <caroline.wright@thc.texas.gov>

To: Annette Lall

Thu, Oct 14 at 5:18 PM

There is not a specific time limit, no, but you would not be awarded any tax credits until the work is complete.

**Caroline Wright**

**Sincerely,**



**Annette Lall**  
**His Covenant Children, Inc.**



Date: 11/4/2021

**BID ESTIMATES**

**CUSTOMER INFORMATION:**

Annette Lall  
 Cell: 214.543.2807  
 legacyvillage-rock@att.net

**JOB INFORMATION:**

His Covenant Children  
 303 East Rusk Street  
 Rockwall, TX 75087

Boo / Chili	1913 National Landmark Church / Windows	Commercial
	<ul style="list-style-type: none"> <li>Remove all 83 windows, upper and lowers carefully.</li> <li>Stack them to side location to be prepped and shipped by property owner to be refurbished.</li> </ul>	
	<ul style="list-style-type: none"> <li>Install new double pane glass panels on each window, trim out with appropriate 1x2, 2x2 pine trim, Caulked &amp; Painted.</li> </ul>	
	<ul style="list-style-type: none"> <li>Frame in between each pane to make the double panes.</li> </ul>	
	<ul style="list-style-type: none"> <li>Various sizes to be installed. Many of the existing frames are rotted and damaged, we will attempt to salvage everything that we can, knowing some of them will not be salvageable.</li> </ul>	
	<ul style="list-style-type: none"> <li>Includes all labor &amp; needed materials.</li> </ul>	
	<ul style="list-style-type: none"> <li>If any issues arise during demo, then a change order may be needed to continue working, which may or may not require any more funds.</li> </ul>	
	<ul style="list-style-type: none"> <li>The removal and reinstall of the windows should take approximately 2 weeks barring any unforeseen issues are weather related delays</li> </ul>	
	<ul style="list-style-type: none"> <li>To order the 166 glass panels in each specific size, \$28,000.00 down for materials will be required upon agreement. <u>Once materials are paid for, it will take 1 week to get them in, once we get them in, we could begin work within 1 week of that, assuming the weather cooperates.</u></li> </ul>	
	<b>TOTAL BID ESTIMATE:</b>	<b>\$ 60,000.00</b>



Best,  
*Boo Nathaniel J Bradberry*  
 Cell: 469.422.9097  
 Boo@njbroof.com



Date: 11/4/2021

**BID ESTIMATES**

**CUSTOMER INFORMATION:**

Annette Lall  
Cell: 214.543.2807  
legacyvillage-rock@att.net

**JOB INFORMATION:**

His Covenant Children  
303 East Rusk Street  
Rockwall, TX 75087

Boo / Chili	5 EXT Doors. Hung / Painted / Trimmed Out	Commercial
	<ul style="list-style-type: none"> <li>Remove 5 old doors, haul away and install new.</li> </ul>	
	<ul style="list-style-type: none"> <li>4 – 72 x 96 solid core EXT pre-hung.</li> <li>1 - 64x80 solid core EXT pre-hung.</li> </ul>	
	<ul style="list-style-type: none"> <li>Reframe new doors in, replacing rotten wood, trim out</li> </ul>	
	<ul style="list-style-type: none"> <li>Once doors are in, paint doors to match and finish trim out.</li> </ul>	
	<ul style="list-style-type: none"> <li>There is a national shortage on doors and windows at the moment. The 4 commercial door vendors that we have used for years do not have these doors in stock. We have been told that it could be 8-12 weeks (maybe) for these to come in if we order them. Once we get doors in hand, then they can be installed in 3 days. Again: We cannot source these doors locally at the moment and will most likely have to wait 2 months or so for them to come in.</li> </ul>	
	<b>Total Bid Estimate:</b>	<b>\$ 7,800.00</b>



Best,  
*Boo Nathaniel J Bradberry*  
Cell: 469.422.9097  
[Boo@njbroof.com](mailto:Boo@njbroof.com)







# CITY OF ROCKWALL

## HISTORIC PRESERVATION ADVISORY BOARD CASE MEMO

### PLANNING AND ZONING DEPARTMENT

385 S. GOLIAD STREET • ROCKWALL, TX 75087

PHONE: (972) 771-7745 • EMAIL: PLANNING@ROCKWALL.COM

---

**TO:** Historic Preservation Advisory Board  
**DATE:** February 17, 2022  
**APPLICANT:** Annette Lall  
**CASE NUMBER:** H2021-007; *Building Permit Fee Waiver for 303 E. Rusk Street*

---

On November 18, 2021, the Historic Preservation Advisory Board (HPAB) reviewed the applicant's request for a *Building Permit Fee Waiver*, which was reviewed concurrently with a Certificate of Appropriateness (COA) [Case No. H2021-005] proposing to temporarily replace the stain glass windows at 303 E. Rusk Street. Ultimately, the HPAB voted to table the applicant's requests by a vote of 7-0. The purpose of this tabling was to allow the applicant more time to collect bids and provide a more detailed scope of work. Since the board's original review of the case the applicant has received two (2) bids for the repair and replacement of the stain glass windows. The bids returned to the applicant were: [1] \$253,200.00 over two (2) years, and [2] \$844,066.00 over 6½ years. The applicant has informed staff that due to the cost estimated with these bids, she will be returning to the board to request that the stain glass windows be replaced without repair. Based on the original scope of work the valuation of the proposed project is \$67,800.00. The structure's designation as a *Landmark Property* would make it eligible for a full waiver of the building permit fees, which in this case the estimated building permit fee is \$779.85. Should the Historic Preservation Advisory Board (HPAB) approve the request, the applicant's estimated building permit fee of \$779.85 would be waived. If approved and upon completion of the project, the applicant shall be required to provide staff with all receipts for the cost of the project to verify the valuation of the project as submitted on the application for this case. Staff has included the original case memo in your packet from the November 18, 2021 meeting. If the Historic Preservation Advisory Board (HPAB) has any questions staff will be available at the February 17, 2022 meeting.



# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

### STAFF USE ONLY

CASE NUMBER:

**NOTE:** THE APPLICATION IS NOT CONSIDERED ACCEPTED BY THE CITY UNTIL THE PLANNING DIRECTOR HAS SIGNED BELOW.

DIRECTOR OF PLANNING:

DATE RECEIVED:

RECEIVED BY:

#### APPLICATION:

- CERTIFICATE OF APPROPRIATENESS (COA)
- LOCAL LANDMARK EVALUATION & DESIGNATION
- BUILDING PERMIT WAIVER & REDUCTION PROGRAM *if Applicable*
- SMALL MATCHING GRANT APPLICATION

#### SPECIAL DISTRICTS [SELECT APPLICABLE]:

- OLD TOWN ROCKWALL HISTORIC (OTR) DISTRICT
- PLANNED DEVELOPMENT DISTRICT 50 (PD-50)
- SOUTHSIDE RESIDENTIAL NEIGHBORHOOD OVERLAY (SRO) DISTRICT
- DOWNTOWN (DT) DISTRICT

#### CONTRIBUTING STATUS [SELECT APPLICABLE]:

- LANDMARKED PROPERTY
- HIGH CONTRIBUTING PROPERTY
- MEDIUM CONTRIBUTING PROPERTY
- LOW CONTRIBUTING PROPERTY
- NON-CONTRIBUTING PROPERTY

#### CURRENT LAND USE OF THE SUBJECT PROPERTY:

- RESIDENTIAL
- COMMERCIAL

### PROPERTY INFORMATION [PLEASE PRINT]

*HISTORICAL LANDMARK- OLD METHODIST CHURCH*

ADDRESS *303 E RUSK ST. ROCKWALL, TX 75087*

SUBDIVISION

LOT

BLOCK

### OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

IS THE OWNER OF THE PROPERTY THE PRIMARY CONTACT?  YES  NO

APPLICANT(S) IS/ARE:  OWNER  TENANT  NON-PROFIT  RESIDENT

CHECK THIS BOX IF OWNER AND APPLICANT ARE THE SAME.

OTHER, SPECIFY:

OWNER(S) NAME *HIS COVENANT CHILDREN INC*

APPLICANT(S) NAME *ANNETTE LALL*

ADDRESS *303 E. RUSK STREET  
ROCKWALL, TX 75087*

ADDRESS *102 A FANNIN ST  
ROCKWALL, TX 75087*

PHONE

PHONE *214-543-2807*

E-MAIL

E-MAIL *Legacyville-rock@att.net*

### SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

CONSTRUCTION TYPE [CHECK ONE]:  EXTERIOR ALTERATION  NEW CONSTRUCTION  ADDITION  DEMOLITION  
 RELOCATIONS  OTHER, SPECIFY: *WINDOWS AND DOORS / STEPS*

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE): *\$ 67,900.00*

**PROJECT DESCRIPTION.** IN THE SPACE PROVIDED BELOW OR ON A SEPARATE SHEET OF PAPER, DESCRIBE IN DETAIL THE WORK THAT WILL BE PERFORMED ON SITE. FOR LOCAL LANDMARK EVALUATION & DESIGNATION REQUESTS INDICATE ANY ADDITIONAL INFORMATION YOU MAY HAVE CONCERNING THE PROPERTY, HISTORY, SIGNIFICANCE, PRESENT CONDITIONS, STATUS, CURRENT OR PAST USE(S), ETC. STAFF RECOMMENDS THAT PHOTOGRAPHS OF THE INTERIOR AND EXTERIOR OF THE PROPERTY ARE SUBMITTED WITH THIS APPLICATION.

*REPLACE AND REPAIR WINDOWS, Facing, remove all rotted wood and replace and paint. STAIN GLASS WINDOWS will be removed and replaced with double paned glass temporarily, until stain glass is repaired. New DOORS TO BE INSTALLED, due to supply chain problems, will install when available. See attached letter. STEPS - resurface, pressure washed and paint.*


### OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]

I ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, I UNDERSTAND THAT IT IS NECESSARY FOR ME OR A REPRESENTATIVE TO BE PRESENT AT A PUBLIC HEARING FOR THIS CASE TO BE APPROVED.

OWNER'S SIGNATURE *HIS COVENANT CHILDREN*

APPLICANT'S SIGNATURE *Annette Lall*

0 25 50 100 150 200 Feet

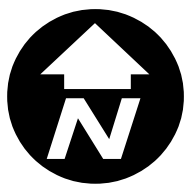
H2021-005- CERTIFICATE OF APPROPRIATENESS  
FOR 303 E. RUSK STREET  
HISTORIC - LOCATION MAP = 



# City of Rockwall

Planning & Zoning Department  
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## CITY OF ROCKWALL

### HISTORIC PRESERVATION ADVISORY BOARD CASE MEMO

#### PLANNING AND ZONING DEPARTMENT

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PHONE: (972) 771-7745 • EMAIL: PLANNING@ROCKWALL.COM

---

**TO:** Historic Preservation Advisory Board  
**DATE:** November 18, 2021  
**APPLICANT:** Annette Lall  
**CASE NUMBER:** H2021-007; *Building Permit Fee Waiver for 303 E. Rusk Street*

---

The applicant is requesting the approval of a *Building Permit Fee Waiver* in conjunction with a Certificate of Appropriateness (COA) [H2021-005] for the purpose of replacing windows and doors on the subject property. The applicant is proposing the replacement of 83 windows, existing stain glass window repair, five (5) new doors, and step refinishing and painting. On March 21, 2016, the City Council approved *Resolution No. 16-08* establishing the *Building Permit Fee Waiver Program* that provides an incentive for the rehabilitation or restoration of historic structures. According to Subsection 07.02, *Eligibility*, of Article 11, *Development Applications and Review Procedures*, of the Unified Development Code (UDC), “(c)ommercial properties located within the Old Town Rockwall (OTR) Historic District, Planned Development District 50 (PD-50), the Southside Residential Neighborhood Overlay (SRO) District, and the Downtown (DT) District are eligible for a 50% reduction in building permit fees for projects that include a substantial rehabilitation involving a minimum investment of \$50,000.00.” Subsection 07.02 clarifies that “(l)andmarked Properties shall be eligible for a full waiver of building permit fees for projects that include a substantial rehabilitation involving a minimum investment of \$25,000.00...” The applicant has provided a scope of work and a valuation of \$67,800.00 for the work described above. Based on the structure’s designation as a Landmark Property, the proposed project would be eligible for a full waiver of the building permit fees, which in this case the estimated building permit fee is \$779.85. Should the Historic Preservation Advisory Board (HPAB) approve the request, the applicant’s estimated building permit fee of \$779.85 would be waived. If approved and upon completion of the project, the applicant shall be required to provide staff with all receipts for the cost of the project to verify the valuation of the project as submitted on the application for this case.



# HISTORIC PRESERVATION ADVISORY BOARD APPLICATION

City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

### STAFF USE ONLY

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- COMMERCIAL

### PROPERTY INFORMATION [PLEASE PRINT]

*HISTORICAL LANDMARK - OLD METHODIST CHURCH*

ADDRESS *303 E RUSK ST. ROCKWALL, TX 75087*

SUBDIVISION

LOT

BLOCK

### OWNER/APPLICANT/AGENT INFORMATION [PLEASE PRINT/CHECK THE PRIMARY CONTACT/ORIGINAL SIGNATURES ARE REQUIRED]

IS THE OWNER OF THE PROPERTY THE PRIMARY CONTACT?  YES  NO

APPLICANT(S) IS/ARE:  OWNER  TENANT  NON-PROFIT  RESIDENT

CHECK THIS BOX IF OWNER AND APPLICANT ARE THE SAME.

OTHER, SPECIFY:

OWNER(S) NAME *HIS COVENANT CHILDREN INC*

APPLICANT(S) NAME *ANNETTE LALL*

ADDRESS *303 E. RUSK STREET  
ROCKWALL, TX 75087*

ADDRESS *102 A FANNIN ST  
ROCKWALL, TX 75087*

PHONE

PHONE *214-543-2807*

E-MAIL

E-MAIL *Legacyville-rock@att.net*

### SCOPE OF WORK/REASON FOR EVALUATION REQUEST [PLEASE PRINT]

CONSTRUCTION TYPE [CHECK ONE]:

- EXTERIOR ALTERATION
- NEW CONSTRUCTION
- ADDITION
- DEMOLITION
- RELOCATIONS
- OTHER, SPECIFY: *WINDOWS AND DOORS / STEPS*

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE): *\$ 67,900.00*

**PROJECT DESCRIPTION.** IN THE SPACE PROVIDED BELOW OR ON A SEPARATE SHEET OF PAPER, DESCRIBE IN DETAIL THE WORK THAT WILL BE PERFORMED ON SITE. FOR LOCAL LANDMARK EVALUATION & DESIGNATION REQUESTS INDICATE ANY ADDITIONAL INFORMATION YOU MAY HAVE CONCERNING THE PROPERTY, HISTORY, SIGNIFICANCE, PRESENT CONDITIONS, STATUS, CURRENT OR PAST USE(S), ETC. STAFF RECOMMENDS THAT PHOTOGRAPHS OF THE INTERIOR AND EXTERIOR OF THE PROPERTY ARE SUBMITTED WITH THIS APPLICATION.

*REPLACE AND REPAIR WINDOWS, Facing, remove all rotted wood and replace and paint. STAIN GLASS WINDOWS will be removed and replaced with double paned glass temporarily, until stain glass is repaired. New DOORS TO BE INSTALLED, due to supply chain problems, will install when available. See attached letter. STEPS - resurface, pressure washed and paint.*


### OWNER & APPLICANT STATEMENT [ORIGINAL SIGNATURES REQUIRED]

I ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. FURTHERMORE, I UNDERSTAND THAT IT IS NECESSARY FOR ME OR A REPRESENTATIVE TO BE PRESENT AT A PUBLIC HEARING FOR THIS CASE TO BE APPROVED.

OWNER'S SIGNATURE *HIS COVENANT CHILDREN*

APPLICANT'S SIGNATURE *Annette Lall*

0 25 50 100 150 200 Feet

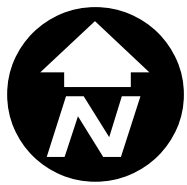
H2021-005- CERTIFICATE OF APPROPRIATENESS FOR 303 E. RUSK STREET HISTORIC - LOCATION MAP = 



# City of Rockwall

Planning & Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75032  
(P): (972) 771-7745  
(W): [www.rockwall.com](http://www.rockwall.com)

The City of Rockwall GIS maps are continually under development and therefore subject to change without notice. While we endeavor to provide timely and accurate information, we make no guarantees. The City of Rockwall makes no warranty, express or implied, including warranties of merchantability and fitness for a particular purpose. Use of the information is the sole responsibility of the user.



His Covenant Children, Inc.  
303 E Rusk  
Rockwall, Texas 75087  
214-543-2807

Historic Preservation Advisory Board  
City of Rockwall  
Planning and Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087

November 5, 2021

**Re: Scope of work for Landmark – The Old Methodist Church at 303 E. Rusk Street, Rockwall, Texas 75087.**

Attached are NJB Roofing LLC., 1009 Stoneport Lane, Allen, Tx. 75002 bids for doors, windows and time frame for completion of work.

Windows - Once materials are in, should take approximately 2 weeks barring any unforeseen issues and weather- related delays. Meeting with NJB on November 14, 2021 for scheduled date on repairs.

Doors - The time frame could take 8-12 weeks due to non-availability from local sources and supply chain issues.

Steps - The steps will be resurfaced, pressure washed and painted, barring any unforeseen issues and weather- related delays.

We are ready to proceed based on NJB's scheduling and weather permitting conditions.

The following are emails to Caroline Wright, Historic Preservation, Division of Architecture, Austin, Texas 78711 regarding the installation of double paned glass temporarily, until stain glass is repaired.

**Caroline Wright**

Program Coordinator, Historic Preservation Tax Credit Program  
Division of Architecture  
P.O. Box 12276, Austin, Texas 78711-2276

Phone: +1 512 463 7687  
Fax: + 1 512 463 6095

RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

**Caroline Wright** <[caroline.wright@thc.texas.gov](mailto:caroline.wright@thc.texas.gov)>

To: Annette Lall

On Friday, September 24, 2021, 09:43:40 AM CDT, Caroline Wright <[caroline.wright@thc.texas.gov](mailto:caroline.wright@thc.texas.gov)> wrote:

Hello Annette,

I apologize for not responding to your last email. I did however reply to an earlier email from you on August 12<sup>th</sup> with links to information on the tax credit program. I'd encourage you to go look through that information and let me know what specific questions you have about the program. I'll need more specific information about your plans for the property in order to answer questions about eligibility.

Thank you,

Caroline

**From:** Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Sent:** Friday, September 24, 2021 11:13 AM

**To:** Caroline Wright <[Caroline.Wright@thc.texas.gov](mailto:Caroline.Wright@thc.texas.gov)>; Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Subject:** Re: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

The wood stained glass windows - We want to install wood windows without the stain glass temporarily to stop further deterioration. The stain glass will first take considerable amount of time to finish and is also very costly, but will be installed at a later date.

**From:** Caroline Wright <[Caroline.Wright@thc.texas.gov](mailto:Caroline.Wright@thc.texas.gov)>

**Sent:** Friday, September 24, 2021 11:53 AM

**To:** Annette Lall <[legacyvillage-rock@att.net](mailto:legacyvillage-rock@att.net)>

**Subject:** RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas



You could take this temporary measure as long as you're doing work. However, we would not be able to certify a completed project until the stained glass windows are back in place.

**From:** Annette Lall <legacyvillage-rock@att.net>  
**Sent:** Thursday, October 14, 2021 11:32 AM  
**To:** Caroline Wright <Caroline.Wright@thc.texas.gov>; Annette Lall <legacyvillage-rock@att.net>  
**Subject:** Re: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

Is there a time limit to replace the stained glass.? Please let me know.

Thanks,

Annette Lall

RE: Historical Landmark - Old Methodist Church, 303 E. Rusk Street, Rockwall, Texas

**Caroline Wright** <caroline.wright@thc.texas.gov>

To: Annette Lall

Thu, Oct 14 at 5:18 PM

There is not a specific time limit, no, but you would not be awarded any tax credits until the work is complete.

**Caroline Wright**

**Sincerely,**



**Annette Lall**  
**His Covenant Children, Inc.**



Date: 11/4/2021

**BID ESTIMATES**

**CUSTOMER INFORMATION:**

Annette Lall  
 Cell: 214.543.2807  
 legacyvillage-rock@att.net

**JOB INFORMATION:**

His Covenant Children  
 303 East Rusk Street  
 Rockwall, TX 75087

Boo / Chili	1913 National Landmark Church / Windows	Commercial
	<ul style="list-style-type: none"> <li>Remove all 83 windows, upper and lowers carefully.</li> <li>Stack them to side location to be prepped and shipped by property owner to be refurbished.</li> </ul>	
	<ul style="list-style-type: none"> <li>Install new double pane glass panels on each window, trim out with appropriate 1x2, 2x2 pine trim, Caulked &amp; Painted.</li> </ul>	
	<ul style="list-style-type: none"> <li>Frame in between each pane to make the double panes.</li> </ul>	
	<ul style="list-style-type: none"> <li>Various sizes to be installed. Many of the existing frames are rotted and damaged, we will attempt to salvage everything that we can, knowing some of them will not be salvageable.</li> </ul>	
	<ul style="list-style-type: none"> <li>Includes all labor &amp; needed materials.</li> </ul>	
	<ul style="list-style-type: none"> <li>If any issues arise during demo, then a change order may be needed to continue working, which may or may not require any more funds.</li> </ul>	
	<ul style="list-style-type: none"> <li>The removal and reinstall of the windows should take approximately 2 weeks barring any unforeseen issues are weather related delays</li> </ul>	
	<ul style="list-style-type: none"> <li>To order the 166 glass panels in each specific size, \$28,000.00 down for materials will be required upon agreement. <u>Once materials are paid for, it will take 1 week to get them in, once we get them in, we could begin work within 1 week of that, assuming the weather cooperates.</u></li> </ul>	
	<b>TOTAL BID ESTIMATE:</b>	<b>\$ 60,000.00</b>



Best,  
*Boo Nathaniel J Bradberry*  
 Cell: 469.422.9097  
 Boo@njbroof.com



Date: 11/4/2021

**BID ESTIMATES**

**CUSTOMER INFORMATION:**

Annette Lall  
Cell: 214.543.2807  
legacyvillage-rock@att.net

**JOB INFORMATION:**

His Covenant Children  
303 East Rusk Street  
Rockwall, TX 75087

Boo / Chili	5 EXT Doors. Hung / Painted / Trimmed Out	Commercial
	<ul style="list-style-type: none"> <li>Remove 5 old doors, haul away and install new.</li> </ul>	
	<ul style="list-style-type: none"> <li>4 – 72 x 96 solid core EXT pre-hung.</li> <li>1 - 64x80 solid core EXT pre-hung.</li> </ul>	
	<ul style="list-style-type: none"> <li>Reframe new doors in, replacing rotten wood, trim out</li> </ul>	
	<ul style="list-style-type: none"> <li>Once doors are in, paint doors to match and finish trim out.</li> </ul>	
	<ul style="list-style-type: none"> <li>There is a national shortage on doors and windows at the moment. The 4 commercial door vendors that we have used for years do not have these doors in stock. We have been told that it could be 8-12 weeks (maybe) for these to come in if we order them. Once we get doors in hand, then they can be installed in 3 days. Again: We cannot source these doors locally at the moment and will most likely have to wait 2 months or so for them to come in.</li> </ul>	
	<b>Total Bid Estimate:</b>	<b>\$ 7,800.00</b>



Best,  
*Boo Nathaniel J Bradberry*  
Cell: 469.422.9097  
[Boo@njbroof.com](mailto:Boo@njbroof.com)

