

**Agenda**  
**Grapevine Historic Preservation Commission**  
**City Hall 2<sup>nd</sup> Floor Council Chambers**  
**200 South Main Street**  
**Grapevine, Texas 76051**  
**Wednesday, January 25, 2023**  
**6:00 pm**

Welcome

1. Call to Order
2. Citizen Comments

Any person who is not scheduled on the agenda may address the Historic Preservation Commission under Citizen Comments or on any other agenda item by completing a Citizen Appearance Request form with staff. A member of the public may address the Historic Preservation Commission regarding an item on the agenda either before or during the Commission's consideration of the item, upon being recognized by the Chairman or upon the consent of the Commission. In accordance with the Texas Open Meetings Act, the Commission is restricted in discussing or taking action during Citizen Comments.

3. Election of Vice-Chairman
4. Work Session

- A. Approved Certificates of Appropriateness as follows:
  - #CA22-69 for property located at 504 West College Street;
  - #CA22-70 for property located at 129 South Main Street, Suite #155;
  - #CA22-71 for property located at 840 East Texas Street;
  - #CA22-72 for property located at 318 Turner Road;
  - #CA22-73 for property located at 917 East Worth Street;
  - #CA22-74 for property located at 103 West Worth Street;
  - #CA22-75 for property located at 520 South Main Street, Suite #313;
  - #CA22-76 for property located at 620 West College Street;
  - #CA23-02 for property located at 520 South Main Street, Suite #313.

5. Public Hearing

- A. Commission to conduct a public hearing relative to an application for a Certificate of Appropriateness #CA22-68 for the property located at 301 East Texas Street, legally described as Block 1, Lot 1, First Baptist Church Addition, City of Grapevine and take any necessary action.

6. Minutes

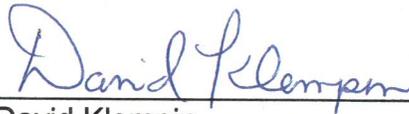
- A. Commission to consider the minutes of the December 14, 2022 Regular Meeting.

7. Adjournment

If you plan to attend this public meeting and have a disability requiring special arrangements at the meeting, please contact the Department of Historic Preservation at 817-410-3185 at least 24 hours in advance. Reasonable accommodations will be made to assist your needs.

The next meeting of the Grapevine Historic Preservation Commission will be held at 6:00 pm on February 22, 2023 in the 2<sup>nd</sup> Floor Council Chambers, Grapevine City Hall, 200 South Main Street, Grapevine, Texas 76051.

In accordance with Texas Government Code, Chapter 551.001 et seq acts of the 1993 Texas Legislature, the Grapevine Historic Preservation Commission agenda was prepared and posted on the 18th day of January 2023 at 5:00 p.m.



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David Klempin  
Historic Preservation Officer



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Erica Marohnic  
Director of Planning Services

MEMO TO: HISTORIC PRESERVATION COMMISSION

FROM: DAVID KLEMPIN, HISTORIC PRESERVATION OFFICER  
ERICA MAROHNIC, DIRECTOR PLANNING SERVICES *WDR*  
LARRY GRAY, BUILDING OFFICIAL *gm*

MEETING DATE: WEDNESDAY, JANUARY 25, 2023

SUBJECT: CERTIFICATE OF APPROPRIATENESS #CA22-68  
HISTORIC 1954 GRAPEVINE POST OFFICE  
301 EAST TEXAS STREET  
GRAPEVINE, TX 76051  
FIRST BAPTIST CHURCH OF GRAPEVINE, OWNER  
J. AUSTIN FLEMING, EXURB STUDIO DESIGNERS, APPLICANT

RECOMMENDATION:

Staff recommends the Historic Preservation Commission **approve with conditions** Certificate of Appropriateness #CA22-68 for the property located at 301 East Texas Street, legally described as Block 1, Lot 1, First Baptist Church Addition, Grapevine, City of Grapevine, to the Grapevine Historic Preservation Ordinance 91-73 (Appendix G – Grapevine Code of Ordinances), as amended for the following items:

Renovate the Post Office building to serve as a Church outreach facility;

1. Construct a new concrete ADA ramp on the east side of the building;
2. Construct a new wood deck on the rear side of the building adjoining the mail loading dock;
3. Install a new brick bar-b-que grill with serving counter on the loading dock;

as per attached plans with the condition that all exterior building materials, window and storefront repairs, signage and paint colors be approved by staff under a separate Certificate of Appropriateness.

BACKGROUND:

Certificate of Appropriateness application #CA22-68 was submitted on November 29, 2022 by the applicant Austin Fleming of Exurb Studio Designers for plans to renovate the historic 1954 Grapevine Post Office Building. The First Baptist Church of Grapevine proposes to renovate the existing building to serve as an activity center for the Church's Community Outreach Program. Plans for the exterior of the building include the construction of a new ADA ramp on the east side of the building. A new wood deck would be constructed adjoining the existing covered mail loading dock on the rear of the building. An outdoor bar-b-que grill with serving counter would be installed on the loading dock. These two areas combined would create an outdoor activity space for the building.

Staff recommends approval of Certificate of Appropriateness #CA22-68 to renovate the Post Office building to serve as a Church outreach facility; construct a new concrete ADA ramp on the east side of the building; construct a new wood deck on the rear side of the building adjoining the mail loading dock; install a new brick bar-b-que grill with serving counter on the loading dock; as per attached plans with the condition that all exterior building materials, window and storefront repairs, signage and paint colors be approved by staff under a separate Certificate of Appropriateness.

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

Date 11/28/22

Number #CA22-68

Property Owner Name, Address & Phone Number  
FIRST BAPTIST CHURCH, 301 E TEXAS ST  
301

Applicant Name, Address & Phone Number  
J AUSTIN FLEMING

Phone: 817-488-8573

Phone:

Mobile:

Mobile 817-946-0237

Email: INFO@FBCGRAPEVINE.COM

Email: FLEMING@EXURBSTUDIO.COM

Property Address (include any suite number)

Legal Description

301 E TEXAS ST

Block 1 Lot A1

Subdivision First Bapt.Church Addition

Tenant Name/Occupancy/Use FIRST BAPTIST CHURCH, B & F-1, COMMUNITY OUTREACH

Request/Description of Work to Be Done  
RENOVATION TO EXISTING ACTIVITY CENTER FOR FIRST BAPTIST CHURCH COMMUNITY OUTREACH PROGRAM.

Drawings/Sketches Attached  
 Yes  No

Photographs Attached  
 Current  Historic

Material Sample(s) Attached (please list)

I hereby certify that this information is correct to the best of my knowledge and that the said work will be done in conformance with all submissions herein set forth, and in compliance with the City of Grapevine's Historic Overlay District Ordinances and Building Codes. APPROVAL OF A CERTIFICATE OF APPROPRIATENESS DOES NOT CONSTITUTE APPROVAL OF OTHER REQUIRED BUILDING PERMITS.

Signed  [Signature]  
Owner or Contractor

Print Name J AUSTIN FLEMING

Approved-Staff HPC  Approved with Conditions:  
 Denied

Office Use

x \_\_\_\_\_  
Chair - Historic Preservation Commission

x \_\_\_\_\_  
Historic Preservation Officer

x \_\_\_\_\_  
Building Official

Date

**THIS IS NOT A BUILDING PERMIT.  
A SEPARATE BUILDING PERMIT MUST BE FILED AND APPROVED BY  
THE BUILDING DEPARTMENT BEFORE STARTING WORK.**

DELIVER TO: HISTORIC PRESERVATION DEPARTMENT  
636 SOUTH MAIN STREET, GRAPEVINE, TEXAS

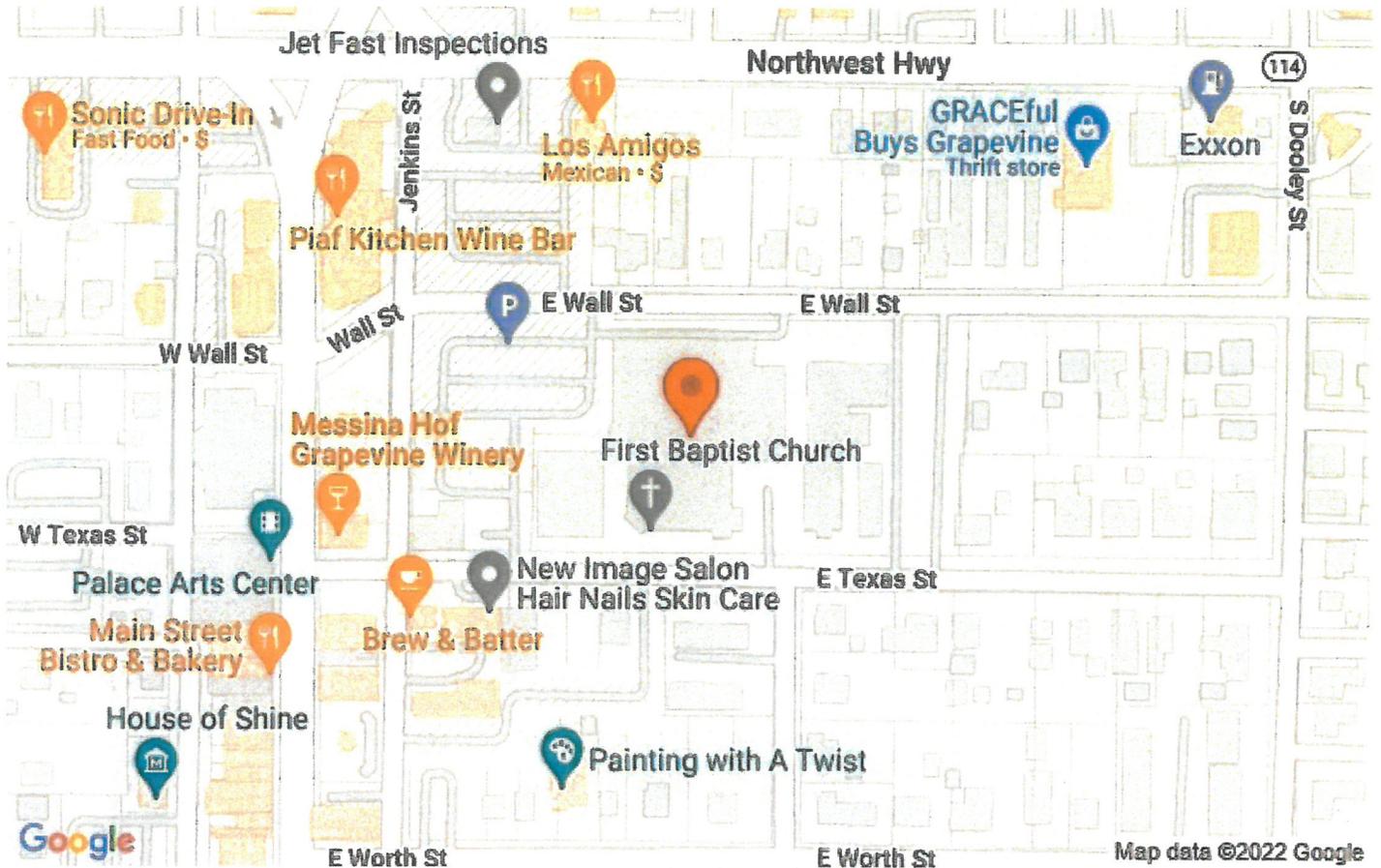
RECEIVED OFFICE 817-410-3556

NOV 29 2022



Account: 42544511  
Address: 301 E TEXAS ST

### Location



This map, content, and location of property is provided by Google Services.

**Address:** 301 E TEXAS ST

**City:** GRAPEVINE

**ZIP Code:**

**Georeference:** 13843-1-1A1

**Neighborhood Code:** FIRST BAPT CHURCH ADDN - GRAPEVINE

**Latitude:** 32.9394801475

**Longitude:** -97.076403003

**TAD Map:** 2126-460

RECEIVED

NOV 29 2022

MAPSCO: TAR-028J

## Property Data

**Legal Description:** FIRST BAPT CHURCH ADDN - GRAPEVINE Block 1 Lot 1A1

**Jurisdictions:**

CITY OF GRAPEVINE

TARRANT COUNTY

TARRANT COUNTY HOSPITAL

TARRANT COUNTY COLLEGE

GRAPEVINE-COLLEYVILLE ISD

**State Code:** F1

**Year Built:** 1995

**Personal Property Account:**

**Agent:** None

**Site Number:** 800043237

**Site Name:** FIRST BAPTIST CHURCH OF GRAPEVINE

**Site Class:** ExChurch - Exempt-Church

**Parcels:** 1

**Primary Building Name:** FIRST BAPTIST CHURCH / 42544511

**Primary Building Type:** Commercial

**Gross Building Area<sup>+++</sup>:** 174,440

**Net Leasable Area<sup>+++</sup>:** 174,440

**Land Sqft<sup>\*</sup>:** 305,799

**Land Acres<sup>\*</sup>:** 7.0200

**Pool:** N

**Protest Deadline:** 5/16/2022

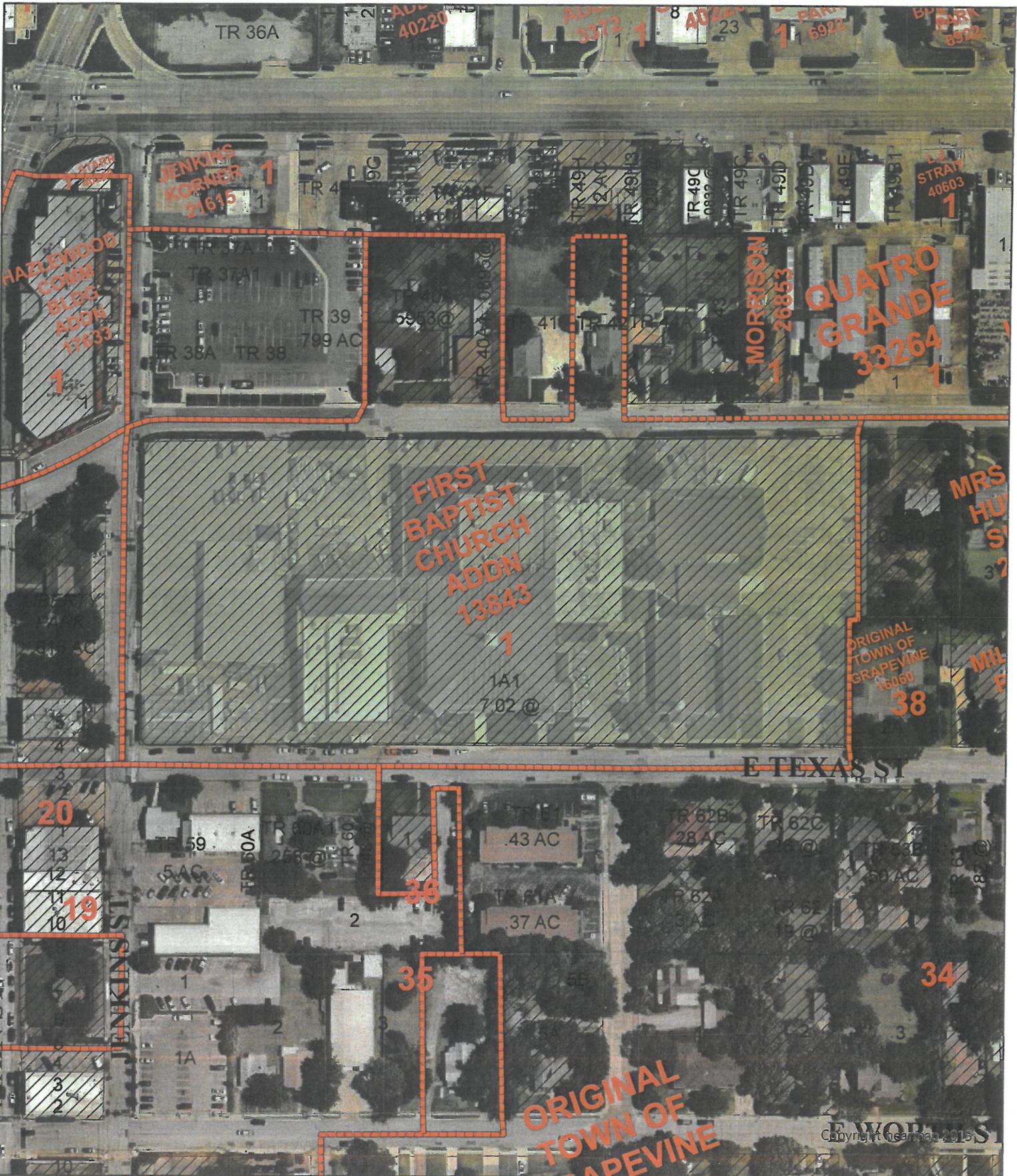
+++ Rounded

\* This represents one of a hierarchy of possible values ranked in the following order:  
Recorded, Computed, System, Calculated

RECEIVED

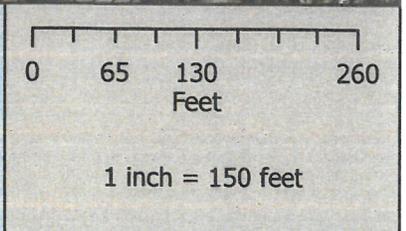
NOV 29 2022

## Owner Information



-  Zoning
-  Parcels
-  Grapevine City Limits
-  Historic Landmark Subdistricts

**#CA22-68**  
**301 East Texas Street**  
 1/18/2023







**Historic 1954 Grapevine Post Office – Front View**  
**301 East Texas Street**



**East Elevation – Location of proposed ADA Ramp**

STATE OF TEXAS  
COUNTY OF TARRANT  
CITY OF GRAPEVINE

The Historic Preservation Commission for the City of Grapevine, Texas met in a Public Hearing on Wednesday, December 14, 2022 at 6:00 p.m. in the Grapevine City Hall, 2nd floor Council Chambers located at 200 South Main Street, Grapevine Texas with the following members present:

Sean Shope	Chairman
Ashley Anderson	Commissioner
Jim Niewald	Commissioner
Jana Garcia	Commissioner
Theresa Myer	Commissioner (Late arrival 6:13 p.m.)
Paul Slechta	City Council Liaison
Monica Hotelling	P&Z Liaison

constituting a quorum, Commissioner Eric Gilliland, Commissioner Margaret Telford and Alternate Taylor Bunn being absent, and with the following City staff present:

Matthew C.G. Boyle	City Attorney
Paul W. McCallum	Convention and Visitors Bureau Director
David Klempin	Historic Preservation Officer
Kayce Vanderpool	Historic Preservation Secretary

Item 1. CALL TO ORDER

Chairman Shope called the meeting to order at 6:02 p.m.

Item 2. CITIZEN COMMENTS

*Any person who is not scheduled on the agenda may address the Historic Preservation Commission under Citizen Comments by completing a Citizen Appearance Request form. In accordance with the Texas Open Meetings Act, the Commission is restricted in discussing or taking action during Citizen Comments.*

There was no one wishing to speak during Citizen Comments.

Item 3. WORK SESSION

Historic Preservation Officer David Klempin presented the approved Certificates of Appropriateness as follows:

#CA22-50 for property located at 607 South Dooley Street;  
#CA22-53 for property located at 415 South Dooley Street;  
#CA22-54 for property located at 603 East Worth Street;

#CA22-57 for property located at 601 South Main Street;  
#CA22-58 for property located at 301 East Texas Street;  
#CA22-59 for property located at 528 South Dooley Street;  
#CA22-60 for property located at 608 South Dooley Street;  
#CA22-61 for property located at 853 East Worth Street;  
#CA22-62 for property located at 834 East Worth Street;  
#CA22-63 for property located at 324 South Main Street;  
#CA22-64 for property located at 306 Austin Street;

#### Item 4. PUBLIC HEARING

Item 4A. Certificate of Appropriateness **#CA22-55** for the property located at 840 East Texas Street

Chairman Shope declared the public hearing open for Certificate of Appropriateness **#CA22-55** for the property located at 840 East Texas Street, legally described as Block 5, Lot 6, D. E. Box Addition

Historic Preservation Officer Klempin presented this item.

#### BACKGROUND:

Certificate of Appropriateness #CA22-55 application was submitted on September 15, 2022 by the applicant BRs Field Ops, LLC – Leah Harouni -Applicant with Historic Preservation Officer David Klempin to install solar panels on the house located in the Grapevine Historic Township District. A plan showing the location of the panels on the rear roof was submitted with the application.

Solar panel use in Texas must conform to Texas Property Code Section 202.010. A property owner cannot be prohibited from installing a solar energy device as defined by Texas Tax Code Section 171.107. However, there are exceptions including:

Solar panels may not extend higher than the roofline, must conform to the slope of the roof, and must be parallel to the roofline. Solar panels that are ground-mounted may not extend above the homeowner's fence. Solar panels may not be installed without prior approval.

With regard to Historic Districts and landmarked properties, residential solar installations must be situated so they are screened from view from public streets.

#### RECOMMENDATION:

Staff recommends the Commission approve with conditions Certificate of Appropriateness **#CA22-55** to install solar panels on the first floor south facing roof of the house; and on the second floor west facing roof, on the rear of the house with the conditions the panels be placed in rectangular shaped configuration with no zig-zag

shapes allowed; panels shall not be visible from the street view; the final placement plan from the installer be staff approved on a separate Certificate of Appropriateness; and a permit be obtained from the Building Department.

There were no citizens asking to speak during the public hearing and there was no correspondence received to report.

Commissioner Anderson made a motion to close the public hearing; Commissioner Niewald seconded the motion prevailing in a vote of:

Ayes: 5 (Shope, Anderson, Niewald, Meyer and Garcia)

Nays: 0

Approved: Passes unanimously

The public hearing was closed.

Commissioner Anderson made a motion to approve Certificate of Appropriateness #CA22-55 as presented; Commissioner Niewald seconded the motion prevailing in a vote of:

Ayes: 5 (Shope, Anderson, Niewald, Meyer and Garcia)

Nays: 0

Approved: Passes unanimously

Item 4B. Certificate of Appropriateness **#CA22-67** for property located at 834 East Wall Street.

Chairman Shope declared the public hearing open for Certificate of Appropriateness CA22-67 for the property located at 834 East Wall Street, legally described as Block 2, Lot 5, D. E. Box Addition.

Historic Preservation Officer Klempin presented this item.

#### BACKGROUND:

Certificate of Appropriateness application #CA22-67 was submitted on October 26, 2022 by the applicant John Huffman to construct a new addition to the house at 834 East Wall Street, the historic 1950 J. N. Kingston House. The house located in the D. E. Box Addition Historic District was built by Grapevine local builder J. H. Champion to serve as the Kingston family home.

The proposed addition was designed by architect Russell Moran following Design Guidelines established for the D.E. Box Addition Historic district and to be consistent with the style of the existing house. The new attached garage is considered living-space per the Historic Preservation Ordinance.

The total living area of the existing 1,269 square foot Kingston house, the 611-foot rear

addition and the 536 square foot garage addition total 2,415 square feet, is within the 3,400 maximum square feet established by the Preservation Ordinance. The new covered front porch addition of 68 square feet is not included in the maximum square feet of the Preservation Ordinance.

The property lot size is 14,375 square feet and the building coverage would be 16.86%, (maximum 40% lot coverage). Total building size of house with attached garage is 2,415 square feet which is within the ordinance maximum

#### RECOMMENDATION:

Staff recommends approval of Certificate of Appropriateness #CA22-67 to construct additions to the existing 1,268 square foot house to include: a new 611 square foot one-story addition to the rear of the house containing a new master bedroom with bath and utility room; and an addition to the west side of the house of 526 square feet containing a 2-car garage; as per attached plans with the conditions that all exterior materials including roofing, siding and trim, doors and door hardware, windows, and light fixtures be staff approved under a separate Certificate of Appropriateness and that a building permit is obtained from the Building Department.

Christian Marcado the property owner said a few things about the creative process during the planning for the house for him and his family. Chairman Sean Shope and some of the commissioners commented that the new layout looks good and is a well-planned addition to the house.

Commissioner Anderson made a motion to close the public hearing; Commissioner Meyer seconded the motion prevailing in a vote of:

Ayes: 5 (Shope, Anderson, Niewald, Meyer and Garcia)

Nays: 0

Approved: Passes unanimously

The public hearing was closed.

Commissioner Anderson made a motion to approve Certificate of Appropriateness CA22-67 as presented; Commissioner Niewald seconded the motion prevailing in a vote of:

Ayes: 5 (Shope, Anderson, Niewald, Meyer and Garcia)

Nays: 0

Approved: Passes unanimously

Item 5. Commission to consider the minutes of the September 28, 2022 Regular Meeting  
It was brought to attention that Ashley Anderson was present, Minutes to be adjusted.

Commissioner Meyer made a motion to approve the minutes of the September 28, 2022 meeting with the addition of Ashley Anderson was in attendance; Commissioner Garcia seconded the motion prevailing in a vote of:

Ayes: 5 (Shope, Anderson, Niewald, Meyer and Garcia)

Nays: 0

Approved: Passes unanimously

Item 6. Adjournment

Commissioner Niewald made a motion to adjourn the meeting at 6:30 p.m.; Commissioner Garcia seconded the motion which prevailed in the following vote:

Ayes: 5 (Shope, Anderson, Niewald, Meyer and Garcia)

Nays: 0

Approved: Passes unanimously

Passed and approved by the historic preservation commission of the City of Grapevine, Texas, this the 25th day of January, 2023.

APPROVED:

\_\_\_\_\_  
CHAIRMAN

ATTEST:

\_\_\_\_\_  
SECRETARY