

# AGENDA



HISTORIC PRESERVATION ADVISORY BOARD MEETING  
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS  
DECEMBER 18, 2025 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 Historic Preservation Advisory Board (HPAB) 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 Historic Preservation Advisory Board (HPAB) 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 October 20, 2025 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) **H2025-022 (HENRY LEE)**

Hold a public hearing to discuss and consider a request by Matthew Moses for the approval of a Certificate of Appropriateness (COA) to allow the construction of a new fence on a Medium Contributing Property being an ~0.28-acre tract of land identified as a portion of Lots 4, 5, & 6, Block A, Eppstein 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 408 Munson 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.*

(3) 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, Melanie Zavala, 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 December 12, 2025 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  
NOVEMBER 20, 2025 IN THE CITY COUNCIL CHAMBERS AT 6:00PM

## I. CALL TO ORDER

Chairman Tiffany Miller brought the meeting to order at 6:00PM. Board members present were Sarah Freed, Haydon Frasier, Fran Webb and Steve Gaskin. Board members absent were Ben Lewis and Allison McNealy. Staff members present Senior Planner Henry Lee and Director of Planning and Zoning Ryan Miller. Staff members absent from the meeting were Senior Planner Bethany Ross, Planning Technician Angelica Guevara, and Planning and Zoning Coordinator Melanie Zavala.

## II. OPEN FORUM

*This is a time for anyone to address the Historic Preservation Advisory Board (HPAB) 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 Historic Preservation Advisory Board (HPAB) is not permitted to respond to your comments during the meeting per the Texas Open Meetings Act.*

Chairman Tiffany Miller explained how the open forum is conducted and asked if anyone who wished to speak to come forward at this time, there being no one indicating such Chairman Tiffany Miller closed the open forum.

## 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 September 18, 2025 Historic Preservation Advisory (HPAB) meeting.

Board Member Freed made a motion to approve the Consent Agenda. Board Member Webb seconded the motion which passed by a vote of 5-0.

## 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. **H2025-016 (BETHANY ROSS) [WITHDRAWN DUE TO LIKE-IN-KIND IMPROVEMENT]**

Hold a public hearing to discuss and consider a request by Connie Ryan for the approval of a Certificate of Appropriateness (COA) for a fence on a *Non-Contributing Property* being a 0.45-acre tract of land identified as a portion of Block 11 of the F & M 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 502 Williams Street, and take any action necessary.

### 3. **H2025-017 (BETHANY ROSS) [WITHDRAWN DUE TO LIKE-IN-KIND IMPROVEMENT]**

Hold a public hearing to discuss and consider a request by Connie Ryan for the approval of a Small Matching Grant for a fence on a *Non-Contributing Property* being a 0.45-acre tract of land identified as a portion of Block 11 of the F & M 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 502 Williams Street, and take any action necessary.

### 4. **H2025-018 (BETHANY ROSS) [WITHDRAWN DUE TO LIKE-IN-KIND IMPROVEMENT]**

Hold a public hearing to discuss and consider a request by Connie Ryan for the approval of a Building Permit Fee Waiver for a fence on a *Non-Contributing Property* being a 0.45-acre tract of land identified as a portion of Block 11 of the F & M 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 502 Williams Street, and take any action necessary.

### 5. **H2025-019 (HENRY LEE)**

Hold a public hearing to discuss and consider a request by Jonathan Brown, AIA of JHP Architecture and Urban Design on behalf of Darlene Singleton of the Rockwall Community Playhouse for the approval of a Certificate of Appropriateness (COA) for [1] the demolition of two (2) *Medium Contributing Structures*, [2] the construction of a new performance center and practice hall, and [3] a zoning change from a Single-Family 7 (SF-7) District to a Planned Development District for two (2) *Medium-Contributing Properties*, one (1) *Low Contributing Property*, and two (2) *Non-Contributing Properties* being a 0.805-acre tract of land identified as a portion of Lot 120D and all of Lots 120C & 120G of the B. F. Boydston 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 609 E. Rusk Street and 606, 610, & 612 Kaufman Street, and take any action necessary.

Senior Planner Henry Lee presented a summary of the applicant's request. He explained that the applicant submitted a similar proposal on May 30 of this year but withdrew it after the Historic Preservation Advisory Board and members of the public raised concerns related to the height and overall architectural style of the proposed building. The applicant has now returned with a revised application that includes the same three primary elements as before: demolition of the existing Community Playhouse and the single-family residence immediately to the north, construction of a new

65 performance center and practice hall, and a zoning change from the Single-Family 7 district to a Planned Development district that would retain the  
66 underlying SF-7 standards while adding community theater as a permitted use by right. The concept plan proposes a performance center of  
67 approximately 9,700 square feet along N. Clark Street and a 3,000-square-foot practice hall at the rear of the property, both clad in 100 percent lap  
68 siding instead of the previous design that incorporated brick and a different architectural theme. Mr. Lee reviewed several zoning and dimensional  
69 issues associated with the request. The property is currently zoned SF-7, and the applicant seeks a Planned Development designation limited to  
70 adding the community theater use. As discussed in the prior submission, staff refined the definition of "theater" to specifically apply to community  
71 theater. The revised design includes a reduction in the front yard setback along N. Clark from the required 20 feet to 15 feet, and a reduction in the  
72 required 20-foot residential side yard setback to 10 feet. The applicant also proposes a maximum building height of 35 feet. Although this exceeds  
73 the SF-7 limit of 32 feet, it represents a 10-foot reduction from the previous 45-foot request. Mr. Lee noted that most other single-family districts in  
74 the city allow a height of 36 feet, while SF-7 has a lower standard due to smaller lots and older existing homes. Parking requirements for the  
75 performance center call for 54 spaces, based on one space per three seats, and the applicant proposes 51 spaces, which is unchanged from the  
76 prior application. Regarding demolition, Mr. Lee explained that removal of structures within the historic district may be considered if the buildings  
77 have lost architectural or historical integrity, if demolition will not negatively affect the district, if the structures do not contribute to the district's  
78 historic character, or if they pose a threat to health, safety, or welfare. Staff indicated that the existing structures do not appear to meet those criteria;  
79 however, the decision remains discretionary to the Historic Preservation Advisory Board. He then reviewed the proposed new construction, noting  
80 that the applicant now intends to use lap siding with board-and-batten elements rather than brick, and that the design incorporates hip and gable  
81 roof forms consistent with the existing theater and adjacent residence. The standing-seam metal roof is also consistent with several recently  
82 constructed homes in the historic district. For fencing, Mr. Lee explained that the code normally requires a masonry wall or wrought-iron fence with  
83 three-tiered screening where a property abuts residential uses, but the applicant requests a six-foot cedar fence with landscaping, stating that it is  
84 more compatible with the residential context than a more commercial-looking alternative. The proposal also includes a three-space parking  
85 reduction, as previously discussed. Lee concluded by stating that the request requires a Certificate of Appropriateness and that all components fall  
86 within the Board's discretion. If the Board approves the zoning portion of the request, it will forward a recommendation of approval to the Planning  
87 and Zoning Commission and the City Council. He also noted that in November, 34 notices were mailed to property owners and applicants within 200  
88 feet of the subject property.

89  
90 Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating  
91 such, Chairman Miller closed the public hearing and brought the item back for discussion or action.

92  
93 Jonathan Brown  
94 601 Kernodle Street  
95 Rockwall, TX, 75087  
96

97 Mr. Brown came forward and expressed he has presented this case a couple of times, and they met with residents around the area and they held two  
98 meetings with residents to receive feedback regarding design.  
99

100 Vice-Chairman Frasier made a motion to approve H2025-019 as presented. Board member Freed seconded the motion which passed by a vote of 5-  
101 0.  
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#### 103 6. H2025-020 (HENRY LEE)

104 Hold a public hearing to discuss and consider a request by Bevin Locke on behalf of Katie Hudson Thompson for the approval of a Certificate of  
105 Appropriateness (COA) for various improvements on a Medium Contributing Property being a 0.3134-acre parcel of land identified as Lot 1 of the Monnie  
106 Rodgers Subdivision, City of Rockwall, Rockwall County, Texas, zoned Single Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic  
107 District, addressed as 501 Munson Street, and take any action necessary.  
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109 Senior Planner Henry Lee provided a summary regarding the applicant's request. Architecturally, the home was built in 1901 in the National Folk  
110 style. According to the 2017 historic survey, several alterations had already occurred prior to this request, including replacement of some windows  
111 and doors and modifications to the front porch. These changes are the basis for the home's medium-contributing status. The applicant is now  
112 requesting a Certificate of Appropriateness for three renovation items. First, the applicant proposes to replace deteriorated exterior siding. The  
113 existing siding has significant rot, and the applicant seeks to replace it with six-inch Smart Lap siding painted white, with black trim around the  
114 windows. Second, the applicant proposes to replace all existing windows. Currently, the home contains mostly aluminum windows and one wood  
115 window that appears to be original. Because the aluminum windows already represent a previous alteration, the applicant is requesting to replace  
116 all windows with vinyl units featuring black trim. The applicant has not yet determined whether the new windows will be plain glass or include grids  
117 and has deferred that decision to the Board's discretion. Third, the applicant seeks permission to remove and replace the deteriorated decking on  
118 the front porch. The porch has previously been altered, as documented in the 2017 survey, and the proposed replacement does not appear to further  
119 diminish the property's architectural integrity. Mr. Lee explained that the historic guidelines state that original exterior materials should be used  
120 when available; however, complementary exterior materials may be considered when originals are no longer feasible. Because the existing siding is  
121 four-inch material and the applicant is requesting six-inch Smart Lap, this would constitute a material change and is therefore at the Board's  
122 discretion. He also noted that while the porch decking would be replaced, the porch itself had already undergone modifications in the past, and the  
123 change does not appear to significantly affect its historic character. Regarding the windows, Mr. Lee emphasized that aluminum windows were  
124 already a non-historic alteration and replacing them with vinyl although another change would not appear to further compromise the integrity of the  
125 home. He requested clarification from the applicant regarding the front porch railing, as the elevation drawings suggest it may be removed, which  
126 would constitute an additional alteration requiring clear explanation. As part of the Certificate of Appropriateness process, staff mailed 27 notices  
127 on November 4 to all property owners within 200 feet of the site. No responses have been received to date.  
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129 Bevin Locke  
130 9021 James Drive  
131 Lantana, TX 76226  
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133 Board Member Webb asked if they're replacing the aluminum windows.

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Vice-Chairman Frasier asked if they're changing siding.

Board Member Freed wanted clarification regarding the decking.

Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating such, Chairman Miller closed the public hearing and brought the item back for discussion or action.

Board Member Freed made a motion to approve H2025-020 if the railing goes back up and the gridding pattern matches along the side windows. Vice-Chairman Frasier seconded the motion which passed by a vote of 5-0.

**7. H2025-021 (BETHANY ROSS)**

Hold a public hearing to discuss and consider a request by Shannon Barton for the approval of a Certificate of Appropriateness (COA) to allow the brick to be painted on a *Non-Contributing Property* being a 0.3060-acre tract of land identified as a portion of Block 20 of the F & M 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 501 E. Kaufman Street, and take any action necessary.

Director of Planning and Zoning Ryan Miller provided a summary regarding the applicant's request. The property at 501 E. Kaufman Street is a non-contributing structure built in 1995 as a one-story brick home. In October of this year, the Neighborhood Improvement Services Division initiated a proactive code case after observing that the brick exterior had been painted. Upon notification, the property owner was receptive and promptly applied to the Board for the work already completed. Although the structure itself is not historic, it is located within 200 feet of a high-contributing property, which requires a Certificate of Appropriateness for exterior changes. According to the historic guidelines, brick, stone, or other naturally or historically unpainted materials should not be painted unless they were previously painted. In this case, the brick is not a historic material, but it is a natural material that had not been painted before. The guidelines also state that fluorescent and metallic colors are not recommended, and that exterior paint does not require a building permit or specific review for color selection; however, paint colors should be compatible with the architectural style and with neighboring historic structures. The reason this case is before the Board is the painting of the masonry itself, as masonry painting is discouraged and once completed, is extremely difficult if not impossible to reverse. Mr. Miller noted that this place the Board in a challenging position because the brick has already been painted. As required for a Certificate of Appropriateness, notices were mailed on November 3 to nineteen property owners and occupants within 200 feet of the property, and as of this meeting, one email response has been received in opposition to the applicant's request.

Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time. There being no one indicating such, Chairman Miller closed the public hearing and brought the item back for discussion or action.

Shannon Barton  
501 E. Kaufman Street  
Rockwall, TX, 75087

Mrs. Barton came forward and provided details regarding her request. Explained she was unaware that she was in the Historic district and wanted to apologize for not coming to the board first. Mrs. Barton also explained she has a terminal illness and would like to keep the color she has been using to paint her house.

Director of Planning and Zoning explained that this case is a bit different than previous cases seen because other cases were for contributing properties as this is a non-contributing property.

Vice-Chairman Frasier explained if it was painted it would need to stay white without an accent color.

Board Member Freed made a motion to approve H2025-021 to allow the painted brick as it is right now and it be a solid color and approve the railing. Board Member Webb seconded the motion which passed by a vote of 4-1 with Chairman 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.*

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

VI. ADJOURNMENT

Chairman Tiffany Miller adjourned the meeting at 6:57PM

PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.

\_\_\_\_\_  
TIFFANY MILLER, CHAIRMAN

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ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR



# 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:** December 18, 2025

**APPLICANT:** Matthew Moses

**CASE NUMBER:** H2025-022; *Certificate of Appropriateness (COA) for 408 Munson Street*

### SUMMARY

Hold a public hearing to discuss and consider a request by Matthew Moses for the approval of a Certificate of Appropriateness (COA) to allow the construction of a new fence on a *Medium Contributing Property* being an ~0.28-acre tract of land identified as a portion of Lots 4, 5, & 6, Block A, Eppstein 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 408 Munson Street, and take any action necessary.

### BACKGROUND

The 1,636 SF single-family home -- *situated on 408 Munson Street* -- was constructed circa 1919 in the *Bungalow* style with *Craftsman* stylistic influences. According to the *2017 Historic Resource Survey*, the subject property is classified as a *Medium-Contributing Property*. The *2017 Historic Resource Survey* also states that the windows and doors of the structure have been replaced. In addition to the single-family home, there is a 400 SF *Detached Garage* constructed in 2008. The subject property is a part of Old Town Rockwall (OTR) Historic District, and was annexed prior to 1905 based on the July 1905 Sanborn Maps. According to the January 3, 1972 zoning map the subject property was zoned Single-Family 3 (SF-3) District. At some point between January 3, 1972 and May 16, 1983, the subject property was rezoned from a Single-Family 3 (SF-3) District to Single-Family 7 (SF-7) District. The property has remained zoned Single Family (SF-7) District since this date.



FIGURE 1: SUBJECT PROPERTY AS OF JUNE 2025

### PURPOSE

The applicant -- *Matthew Moses*-- is requesting approval of a Certificate of Appropriateness (COA) for the construction of an eight (8) foot cedar fence on the subject property.

### ADJACENT LAND USES AND ACCESS

The subject property is located at 408 Munson Street. The land uses adjacent to the subject property are as follows:

North: Directly north of the subject property is Munson 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 a 0.185-acre parcel of land (*i.e. 409 Munson Street*) developed with a *Medium Contributing* single-family home. Following this are two (2) parcels of land (*i.e. 304 & 302 Tyler Street*) developed with *Non-Contributing* single-family homes. North of this is the unimproved right-of-way (ROW) for Denison Street.

All of these properties are located within the Old Town Rockwall (OTR) Historic District and zoned Single Family 7 (SF-7) District.

South: Directly south of the subject are two (2) parcels of land (i.e. 406 Tyler Street & 509 Storrs Street) developed with *Non-Contributing* single-family homes, zoned Single Family 7 (SF-7) District, and located within the Old Town Rockwall (OTR) Historic District. Beyond this is the boundary of the Old Town Rockwall (OTR) Historic District. Following this is Storrs 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.

East: Directly east of the subject property is the boundary of the Old Town Rockwall (OTR) Historic District. Beyond this is Tyler 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. Following this are seven (7) parcels of land, one (1) vacant (i.e. 508 Munson Street) and six (6) developed within single-family homes. All of these properties are zoned Single Family 7 (SF-7) District. East of 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.

West: Directly west of the subject property is a 0.1980-acre parcel of land (i.e. 406 Munson Street) developed with a *Medium Contributing* single-family home. Beyond this is an unimproved alleyway. Following this is a 0.3210-acre parcel of land (i.e. 402 Munson Street) developed with a *High Contributing* single-family home. Both of these properties are within the Old Town Rockwall (OTR) Historic District and zoned Single Family 7 (SF-7) District. West of this is Star 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.

MAP 1: LOCATION MAP  
YELLOW: SUBJECT PROPERTY

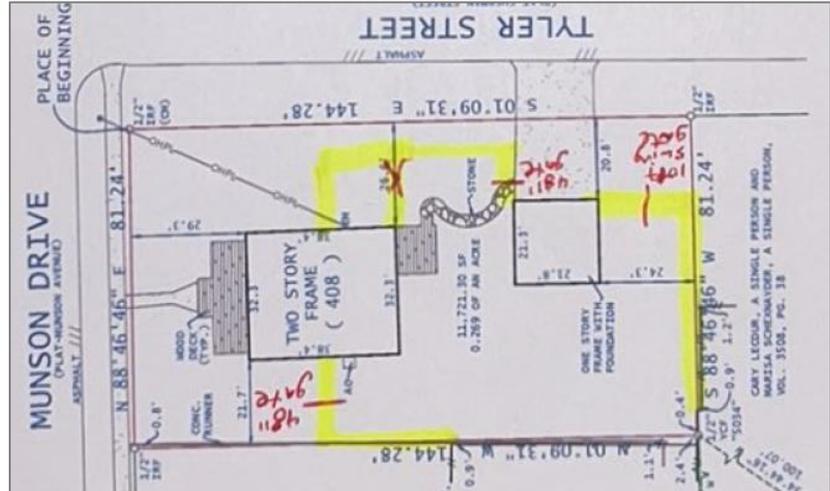


## CHARACTERISTICS OF THE PROJECT

On November 27, 2025, the applicant -- *Matthew Moses* -- submitted a request for a Certificate of Appropriateness (COA) to allow the construction of an eight (8) foot cedar fence. According to the site plan provided by the applicant, the proposed fence will run along a portion of the west property line, along the south property line, and run adjacent to Tyler Street. In addition, the proposed fence will extend into the front building setback adjacent to Tyler Street. According to the applicant's letter, the fence is being requested for privacy and to provide a secure area for the applicant's dog.

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

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), "(t)he provisions of this ordinance [*Historic Overlay (HOV) District*] shall apply only to those properties ... which meet the following criteria: [1] either be a designed historical landmark or be wholly or partially located within a designated historic district, and [2] either be a contributing property as defined by *Subsection B* or be located within 200-feet of a contributing property." In this case, the subject property meets all of the criteria for a property that would require a Certificate of Appropriateness (COA). Specifically, it is situated wholly within the Old



**FIGURE 2:** SITE PLAN OF FENCE LOCATION

Town Rockwall (OTR) Historic District and is designated as a *Medium Contributing* property. In addition, Section 06, *Certificate of Appropriateness (COA)*, of Article 11, *Development Applications and Review Procedures*, of the Unified Development Code (UDC) states that "(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) ..." In this case, the proposed fence will be visible from Munson Street and Tyler Street, and will require a building permit.

According to Section 07(H), *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..." and the fence "...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 applicant is requesting an eight (8) foot cedar fence around the perimeter of the property. In review of the adjacent properties within the Old Town Rockwall (OTR) Historic District, the majority have cedar fences that range from 48-inches to eight (8) feet. Given this, the proposed cedar fence does *not* appear to impact the historic integrity of the subject property or the adjacent properties. In addition, the subject property is identified as a keystone lot; being a corner lot whose rear property line is adjacent to the side property line of the property behind it. Given this, the fence cannot extend past the front building setback. In this case, the front building setback is 20-feet and the proposed fence encroaches approximately 13-feet into this setback. The Historic Preservation Advisory Board (HPAB) must determine if this encroachment impacts the historic integrity of the subject property. Staff should note that if this Certificate of Appropriateness (COA) request is approved, the proposed case will require an exception from the Planning and Zoning Commission and a positive recommendation from the board will result in recommendation of approval to the Planning and Zoning Commission. With all this being said, this request is a discretionary decision for the Historic Preservation Advisory Board (HPAB).

## NOTIFICATIONS

On December 3, 2025, staff mailed 32 property owner notifications to all property owners and occupants within 200-feet of the subject property. At the time this case memo was prepared, staff had not received any notices returned regarding the applicant's request.

**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) The applicant must apply for a *Building Permit* after the approval of the Certificate of Appropriateness (COA) has been granted;
- (2) 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
- 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 408 Munson Street Rockwall, Texas 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 Matthew Moses

APPLICANT(S) NAME \_\_\_\_\_

ADDRESS 408 Munson Street  
Rockwall, TX 75087

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

E-MAIL \_\_\_\_\_

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

CONSTRUCTION TYPE [CHECK ONE]:

EXTERIOR ALTERATION

NEW CONSTRUCTION

ADDITION

DEMOLITION

RELOCATIONS

OTHER, SPECIFY:

new fence

ESTIMATED COST OF CONSTRUCTION/DEMOLITION OF THE PROJECT (IF APPLICABLE):

\$ 10,000 - 17,000

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.

on white paper...

## 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

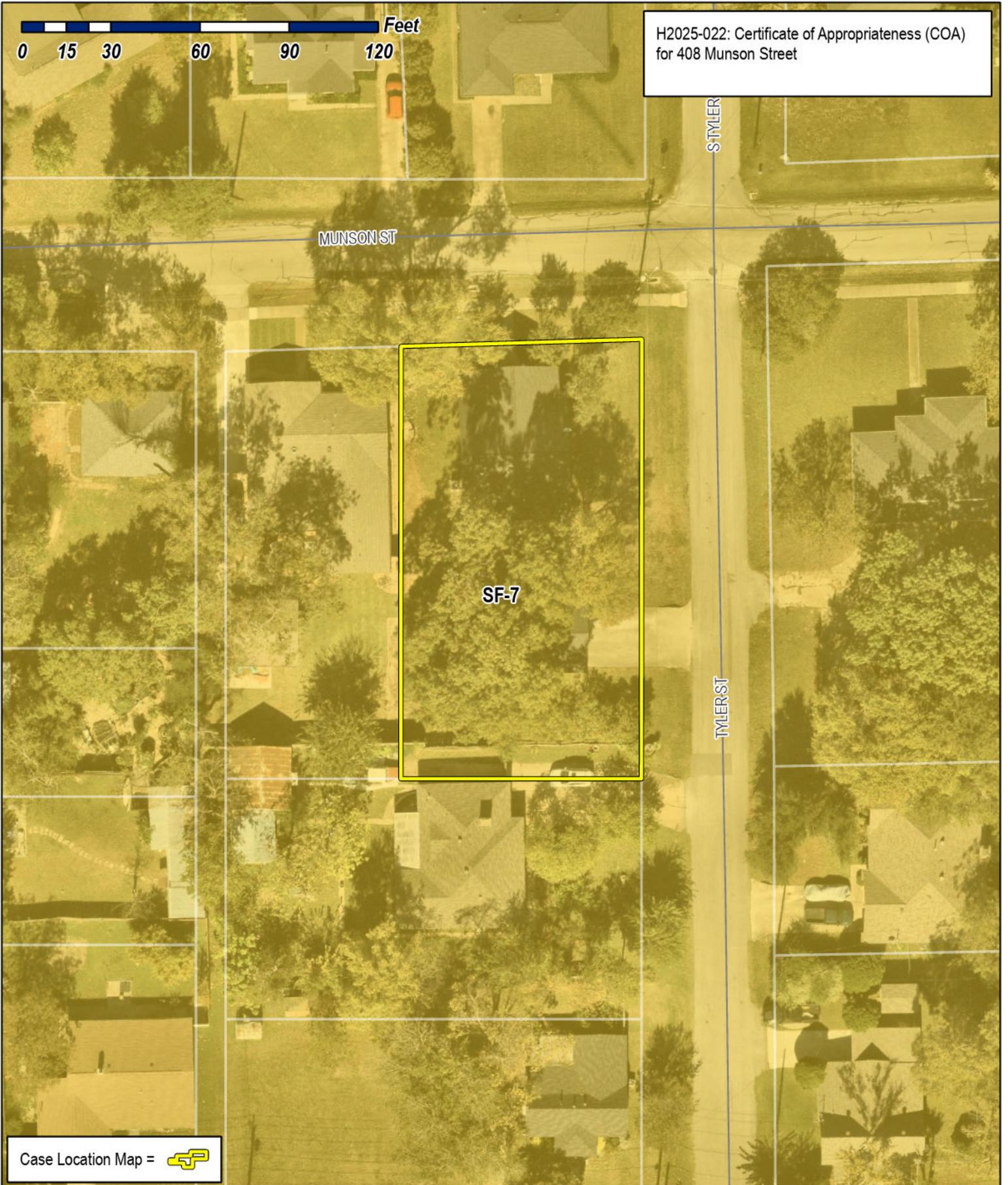
Matthew Moses

APPLICANT'S SIGNATURE

\_\_\_\_\_



H2025-022: Certificate of Appropriateness (COA)  
for 408 Munson Street



Case Location Map = 



# City of Rockwall

Planning & Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087  
(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.

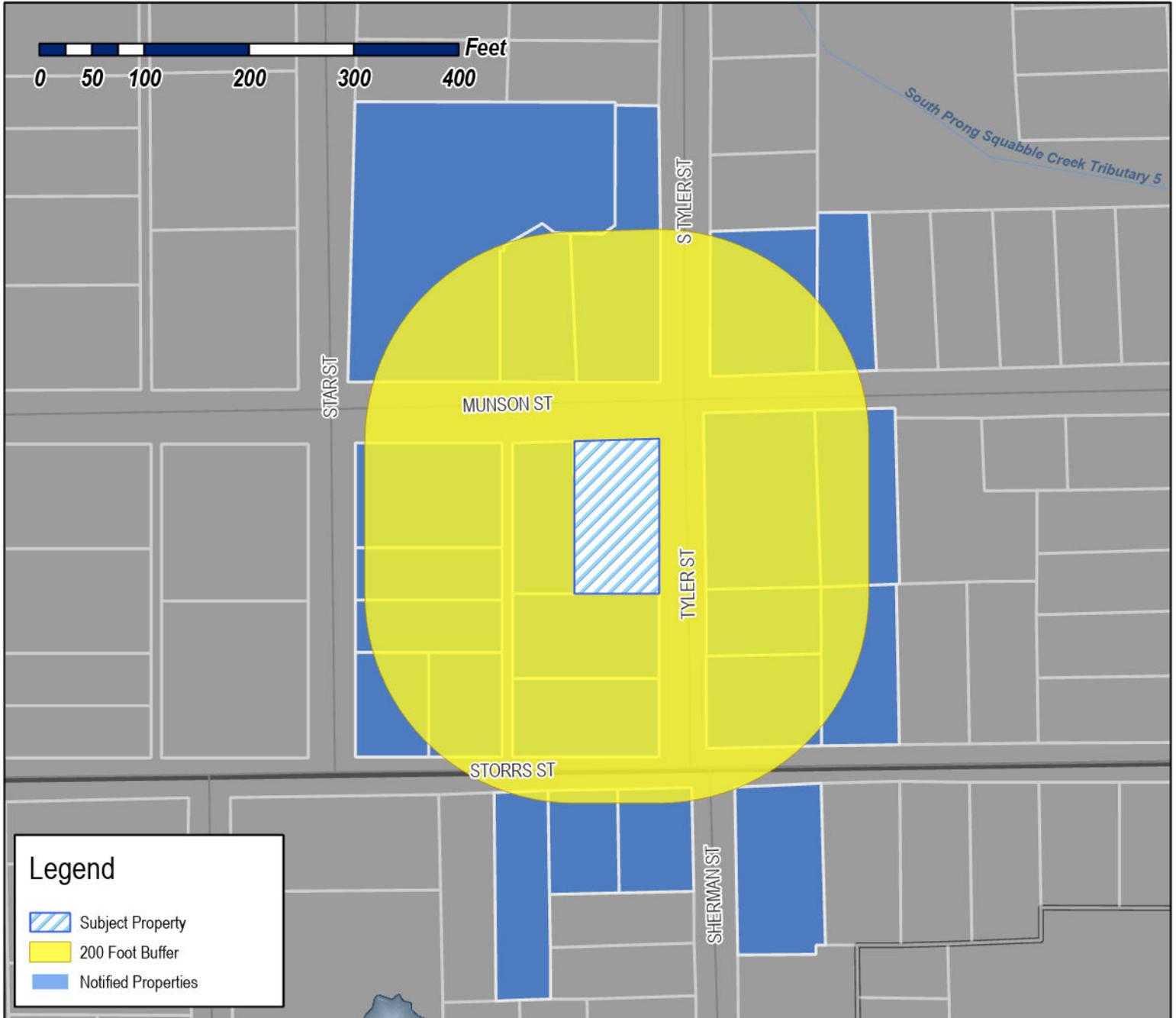




# City of Rockwall

Planning & Zoning Department  
385 S. Goliad Street  
Rockwall, Texas 75087  
(P): (972) 771-7745  
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**Case Number:** H2025-022  
**Case Name:** Certificate of Appropriateness (COA) for a Medium Contributing Property  
**Case Type:** Historic  
**Zoning:** Single-Family 7 (SF-7) District  
**Case Address:** 408 Munson Street

**Date Saved:** 12/3/2025

For Questions on this Case Call: (972) 771-7745



HALL BLAKELEY AND CATHERINE  
1006 TIMBERLINE DRIVE  
ROCKWALL, TX 75032

MORGENSTERN CHRISTIAN  
1957 E. FM 550  
ROCKWALL, TX 75032

HALL BLAKELEY AND CATHERINE  
207 EAST RUSK STREET  
ROCKWALL, TX 75087

ROGGENKAMP KAREN  
309 STAR ST  
ROCKWALL, TX 75087

RESIDENT  
402 MUNSON ST  
ROCKWALL, TX 75087

COOK RENE COMPTON  
403 STAR ST  
ROCKWALL, TX 75087

COOK KASHONDRA RENE  
405 Star St  
Rockwall, TX 75087

TOVAR LUIS & MARICELA  
405 TYLER ST  
ROCKWALL, TX 75087

TOVAR LUIS & MARICELA  
405 TYLER ST  
ROCKWALL, TX 75087

ROBERTSON BETHANY & JAKE  
406 MUNSON ST  
ROCKWALL, TX 75087

LECOUR CARY &  
MARISA SCHEXNAYDER  
406 TYLER ST  
ROCKWALL, TX 75087

RESIDENT  
407 MUNSON ST  
ROCKWALL, TX 75087

NORBURY ROBERT G & RITA M  
408 MUNSON ST  
ROCKWALL, TX 75087

RESIDENT  
409 MUNSON ST  
ROCKWALL, TX 75087

HUDSON KATIE  
501 MUNSON ST  
ROCKWALL, TX 75087

VANILLA BEAN PROPERTIES SERIES LLC  
501 STORRS STREET  
ROCKWALL, TX 75087

HOLLAND TRENTON A AND  
ROD HOLLAND  
502 MUNSON STREET  
ROCKWALL, TX 75087

RICHARDSON JEANETTE  
503 MUNSON ST  
ROCKWALL, TX 75087

RESIDENT  
504 MUNSON ST  
ROCKWALL, TX 75087

MECA PHILIPPE  
505 STORRS ST  
ROCKWALL, TX 75087

EARNHEART JOHN L  
506 MUNSON ST  
ROCKWALL, TX 75087

RESIDENT  
509 STORRS ST  
ROCKWALL, TX 75087

RESIDENT  
510-512 STORRS ST  
ROCKWALL, TX 75087

RESIDENT  
514-516 STORRS ST  
ROCKWALL, TX 75087

RESIDENT  
518-520 STORRS ST  
ROCKWALL, TX 75087

RESIDENT  
601 STORRS ST  
ROCKWALL, TX 75087

LEE STEPHANIE  
602 Storrs St  
Rockwall, TX 75087

DAVIS JIMMY JACK  
605 STORRS ST  
ROCKWALL, TX 75087

514-516 STORRS A SERIES OF STARK FAMILY  
PROPERTIES, LLC  
C/O ROBERT STARK 710 AGAPE CIR  
ROCKWALL, TX 75087

518-520 STORRS, A SERIES OF STARK FAMILY  
PROPERTIES, LLC  
C/O ROBERT STARK 710 AGAPE CIR  
ROCKWALL, TX 75087

510-512 STORRS, A SERIES OF STARK FAMILY  
PROPERTIES, LLC  
C/O ROBERT STARK 710 AGAPE CIRCLE  
ROCKWALL, TX 75087

POPE JOSHUA  
P.O. BOX 2107  
FORNEY, TX 75126

# PUBLIC NOTICE



CITY OF ROCKWALL  
PLANNING AND ZONING DEPARTMENT  
PHONE: (972) 771-7745  
EMAIL: [PLANNING@ROCKWALL.COM](mailto:PLANNING@ROCKWALL.COM)

Property Owner and/or Resident of the City of Rockwall:

You are hereby notified that the Historic Preservation Advisory Board will consider the following application:

**Case No. H2025-022: Certificate of Appropriateness (COA) for 408 Munson Street**

*Hold a public hearing to discuss and consider a request by Matthew Moses for the approval of a Certificate of Appropriateness (COA) to allow the construction of a new fence on a Medium Contributing Property being an ~0.28-acre tract of land identified as a portion of Lots 4, 5, & 6, Block A, Eppstein 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 408 Munson Street, and take any action necessary.*

For the purpose of considering the effects of such a request, the Historic Preservation Advisory Board will hold a public hearing on Thursday, December 18, 2025 at 6:00 PM. This hearing will be held in the City Council Chambers at City Hall, 385 S. Goliad Street.

As an interested property owner, you are invited to attend these meetings. If you prefer to express your thoughts in writing please return the form to:

**Henry Lee**  
Rockwall Planning and Zoning Dept.  
385 S. Goliad Street  
Rockwall, TX 75087

You may also email your comments to the Planning Department at [planning@rockwall.com](mailto:planning@rockwall.com). If you choose to email the Planning Department please include your name and address for identification purposes.

Your comments must be received by Thursday, December 18, 2025 at 4:00 PM to ensure they are included in the information provided to the Historic Preservation Advisory Board.

Sincerely,

**Ryan Miller, AICP**  
Director of Planning & Zoning

----- PLEASE RETURN THE BELOW FORM -----

**Case No. H2025-022: Certificate of Appropriateness (COA) for 408 Munson Street**

**Please place a check mark on the appropriate line below:**

I am in favor of the request for the reasons listed below.

I am opposed to the request for the reasons listed below.

Four horizontal grey bars for providing reasons for support or opposition.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_

PLEASE SEE LOCATION MAP OF SUBJECT PROPERTY ON THE BACK OF THIS NOTICE

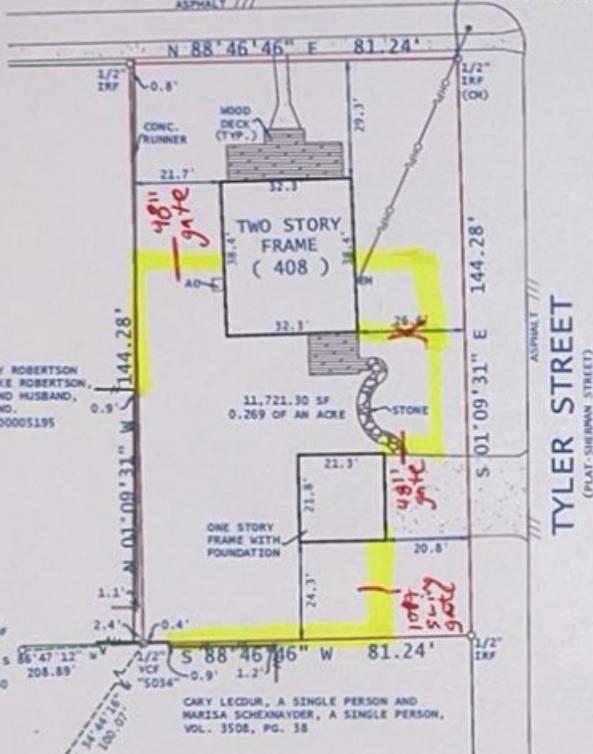
## Project Description:

my wife and I just moved into the 408 house. We just got married in may of 2025. This is our first house. The house currently does not have a fence. The neighbors do have 6', 7' and 8' fences the run along the backyard. We would like to install an 8' fence to match the neighbors so we can have privacy in the backyard. In addition, we have a dog that loves to be outside. We are having to take her on a leash to go pee, etc. so we would like to get the fence built asap. The fence will be a 213' Cedar Bob 8' tall fence. The fence in the front will cover our kitchen and shower windows for privacy. I have sent photos in the portal to show our house and where the fence will be.



**MUNSON DRIVE**  
(PLAT-MUNSON AVENUE)  
ASPHALT ///

PLACE OF BEGINNING



*fence layout*

$\approx 21'$     $\approx 26'$

$\approx 27'$     $\approx 20'$

$\approx 25'$     $10'$  swing gate

$\approx 55'$

2701 SUNSET RIDGE DRIVE, STE 303  
ROCKWALL, TEXAS 75032  
FIRM REGISTRATION NO. 10194366

**BOUNDARY SURVEY**



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 408 MUNSON STREET, in the City of ROCKWALL, ROCKWALL County, Texas.

STATE OF TEXAS:  
COUNTY OF ROCKWALL:

BEING a portion of Lots 4, 5 and 6, Block A of Eppstein Addition, an Addition to the City of Rockwall, Texas, according to the Plat thereof recorded in Volume L, Page 386, Plat Records, Rockwall County, Texas, being the same land described in deed to Robert G. Norbury and wife, Rita M. Norbury, recorded in Volume 4977, Page 190, Deed Records, Rockwall County, Texas (D.R.R.C.T.), being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod found for corner at the intersection of the South line of Munson Drive and the West line of Tyler Street, being at the Northeast corner of the said Norbury tract;

THENCE South 01 degrees 09 minutes 31 seconds East, with the said East line of Tyler Street, a distance of 144.28 feet to a 1/2 inch iron rod found at the Northeast corner of a tract of land described in deed to Cary Lecour, a single person and Marisa Schexnayder, a single person, recorded in Volume 3508, Page 38 (D.R.R.C.T.);

THENCE South 88 degrees 46 minutes 46 seconds West, a distance of 81.24 feet to a 1/2 inch yellow capped iron rod stamped "5034" found for corner in the Northline of the said Lecour/Schexnayder tract, at the Southeast corner of a tract of land described in deed to Bethany Robertson and Jake Robertson, husband and wife, recorded in Instrument No. 2024000005195 (D.R.R.C.T.);

THENCE North 01 degrees 09 minutes 31 seconds West, a distance of 144.28 feet to a 1/2 inch iron rod found for corner in the said South line of Munson Drive, at the Northeast corner of the said Robertson tract;

THENCE North 88 degrees 46 minutes 46 seconds East, with the said South line of Munson Drive, a distance of 81.24 feet to the PLACE OF BEGINNING and containing 11,721.30 square feet or 0.269 of an acre of land.

BETHANY ROBERTSON  
AND JAKE ROBERTSON,  
WIFE AND HUSBAND,  
INST. NO.  
2024000005195

11,721.30 SF  
0.269 OF AN ACRE

ONE STORY FRAME WITH FOUNDATION

CARY LECOUR, A SINGLE PERSON AND  
MARISA SCHEXNAYDER, A SINGLE PERSON,  
VOL. 3508, PG. 38

1/2" IRF (OH)  
S.W. CORNER OF  
CHRISTIAN  
MORGENSTERN,  
INST. NO.  
2020000009840

1/2" IRF (OH)  
S.W. CORNER OF  
CARY LECOUR, A  
SINGLE PERSON  
AND MARISA  
SCHEXNAYDER, A  
SINGLE PERSON,  
VOL. 3508, PG. 38

Bearings shown hereon are referenced to the Texas  
Coordinate System of 1983, North Central Zone (4202),  
and are based upon the North American Datum of 1983  
(NAD 83), 2011 Adjustment, Epoch 2010.



PROPERTY SUBJECT TO  
EASEMENTS AND RESTRICTIONS  
Clerk's File No. 1983-42889,  
Volume 5544, Page 28,  
Volume 5769, Page 319,  
Volume 176, Page 650,  
Volume 198, Page 913

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



LEGEND	
HOOD FENCE	--- IRON FENCE ---
CHAIN LINK	--- WIRE FENCE ---
BOUNDARY LINE	---
ENCROACHMENT	---
CON - CONTROLLING MONUMENT	
MON - MONUMENT OF RECORD DISINITY	
ADJ - ADJACENT TO	
1/2" IRON ROD WITH CAP STAMPED "BURNS SURVEYING"	
1/2" IRON ROD OR SET (GAS METER)	
FLUKE POST FOR CORNER	
REMARK FOUND	EX - ELECTRIC METER
CABLE	○ - ELECTRIC
CLEAN OUT	PE - POWER POLE
GAS METER	○ - POWER METER
FLUO METER	○ - TELEPHONE
LIGHT POLE	○ - WATER METER
MANHOLE	○ - WATER VALVE
( UNLESS OTHERWISE NOTED )	

This parcel depicted hereon is a 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(s) of building(s) are as shown, all improvements being within the boundaries of the property setback from the property lines the distance indicated.

TITLE AND ABSTRACTING WORK FURNISHED BY ALLEGIANCE TITLE  
THERE ARE NO ENCROACHMENTS, CONFLICTS, OR PROTRUSIONS, EXCEPT AS SHOWN.

Scale: 1" = 30'

Date: 09/15/2025

G. F. No. 3016402500548

Job no.: 202507987

Drawn by: SHR

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 ALLEGIANCE TITLE



























2320  
461  
6723



2320  
461  
6723





28 1:13 PM













MAR 29 2005



MAR 29 2005



MAR 29 2005



MAR 22 2005



MAR 22 2005



MAR 22 2005



MAR 22 2005



MAR 22 2005



NOV 12 2004



408

408

AUG 6 2004



AUG 6 2004



AUG 6 2004