

# MINUTES



HISTORIC PRESERVATION ADVISORY BOARD MEETING  
CITY HALL, 385 SOUTH GOLIAD, ROCKWALL, TEXAS  
SEPTEMBER 18, 2025 IN THE CITY COUNCIL CHAMBERS AT 6:00 PM

## I. CALL TO ORDER

Chairman Tiffany Miller brought the meeting to order at 6:00PM. Board members present Sarah Freed, Haydon Frasier, Ben Lewis and Steve Gaskin. Board members absent were Fran Webb and Alison 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 August 21, 2025 Historic Preservation Advisory (HPAB) meeting.

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

## 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 (HENRY LEE)

Hold a public hearing to discuss and consider a request by Gary and Carol Byrd for the approval of a Certificate of Appropriateness (COA) for a fence on a Non-Contributing Property being a 0.2850-acre parcel of land identified as Lot 5B, Block 5, Griffith 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 403 E. Kaufman Street, and take any action necessary.

Senior Planner Henry Lee provided a brief summary in regard to the applicants request. The applicant is requesting a Certificate of Appropriateness (COA) for two (2) different fences on the subject property. The first fence they're proposing is for an 8ft wood fence that backs up to Lofland park and the second is a 42inch vinyl picket fence. That will go from the new accessory building back down to the left corner of the home and it will pick back up again at the front left and continue down into the front yard across to the right, and then all the way back up the east property line. The board has to consider whether these fences will affect the historical integrity of the subject property or the adjacent properties. In this case, the home is new and was built in the Bungalow Craftsman style, therefore the vinyl picket fence really does probably match more of that style but the wood fence doesn't just because it wouldn't be that common with the house built during that time period. In addition, the wood fence does back up to Lofland park and this would be on the southside of the park the only wood fence along there, the rest either don't have a fence or have some sort of transparency fence. If approved this would be sending a recommendation of approval to the Planning and Zoning Commission as they would need to review all front yard fences. Staff mailed out 18 notices on August 28<sup>th</sup> and at this time staff had not received any notices in regards to the applicants request.

Gary Byrd  
707 E. Cullins Road  
Rockwall, TX 75032

Mr. Byrd came forward and asked if he would be able to use vinyl and asked how tall his fence could be.

Senior Planner Henry Lee explained wood fence is permitted but given that this subject property is in the Historic district the board has discretion whether they find it impacts the historical significance of the property or the surrounding properties with the vinyl picket fence the height is in accordance 42 inches is the height for a front yard fence, therefore it does meet the height requirements. However, it's the material that they have discretion over vinyl.

Director of Planning and Zoning Ryan Miller explained that the code typically requires non-transparent fencing when a property is adjacent to a park or open space. When Henry said that a wood fence is permitted, he was referring to the wood fence material being a permitted material.

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 Gaskin asked if they could do wood instead of vinyl.

Vice-Chairman Frasier made a motion to approve the request with the picket fence being wood material and the back fence being as presented. Board Member Freed seconded the motion which passed by a vote of 4-1 with Chairman Tiffany 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.*

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

#### VI. ADJOURNMENT

Chairman Tiffany Miller adjourned the meeting at 6:15PM

PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE 20 DAY OF November 2025.

  
TIFFANY MILLER, CHAIRMAN

  
ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR