



# PLANNING AND ZONING CASE CHECKLIST

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

P&Z CASE # H2022-003 P&Z DATE \_\_\_\_\_ CC DATE \_\_\_\_\_ APPROVED/DENIED \_\_\_\_\_  
ARCHITECTURAL REVIEW BOARD DATE \_\_\_\_\_ HPAB DATE 4/21/22 PARK BOARD DATE \_\_\_\_\_

| ZONING APPLICATION                           |
|----------------------------------------------|
| <input type="checkbox"/> SPECIFIC USE PERMIT |
| <input type="checkbox"/> ZONING CHANGE       |
| <input type="checkbox"/> PD CONCEPT PLAN     |
| <input type="checkbox"/> PD DEVELOPMENT PLAN |

| SITE PLAN APPLICATION                        |
|----------------------------------------------|
| <input type="checkbox"/> SITE PLAN           |
| <input type="checkbox"/> LANDSCAPE PLAN      |
| <input type="checkbox"/> TREESCAPE PLAN      |
| <input type="checkbox"/> PHOTOMETRIC PLAN    |
| <input type="checkbox"/> BUILDING ELEVATIONS |
| <input type="checkbox"/> MATERIAL SAMPLES    |
| <input type="checkbox"/> COLOR RENDERING     |

| PLATTING APPLICATION                               |
|----------------------------------------------------|
| <input type="checkbox"/> MASTER PLAT               |
| <input type="checkbox"/> PRELIMINARY PLAT          |
| <input type="checkbox"/> FINAL PLAT                |
| <input type="checkbox"/> REPLAT                    |
| <input type="checkbox"/> ADMINISTRATIVE/MINOR PLAT |
| <input type="checkbox"/> VACATION PLAT             |
| <input type="checkbox"/> LANDSCAPE PLAN            |
| <input type="checkbox"/> TREESCAPE PLAN            |

|                                                          |
|----------------------------------------------------------|
| <input type="checkbox"/> COPY OF ORDINANCE (ORD.# _____) |
| <input checked="" type="checkbox"/> APPLICATIONS         |
| <input type="checkbox"/> RECEIPT                         |
| <input checked="" type="checkbox"/> LOCATION MAP         |
| <input type="checkbox"/> HOA MAP                         |
| <input type="checkbox"/> PON MAP                         |
| <input type="checkbox"/> FLU MAP                         |
| <input type="checkbox"/> NEWSPAPER PUBLIC NOTICE         |
| <input type="checkbox"/> 500-FT. BUFFER PUBLIC NOTICE    |
| <input type="checkbox"/> PROJECT REVIEW                  |
| <input type="checkbox"/> STAFF REPORT                    |
| <input type="checkbox"/> CORRESPONDENCE                  |
| <input type="checkbox"/> COPY-ALL PLANS REQUIRED         |
| <input type="checkbox"/> COPY-MARK-UPS                   |
| <input type="checkbox"/> CITY COUNCIL MINUTES-LASERFICHE |
| <input type="checkbox"/> MINUTES-LASERFICHE              |
| <input type="checkbox"/> PLAT FILED DATE _____           |
| <input type="checkbox"/> CABINET # _____                 |
| <input type="checkbox"/> SLIDE # _____                   |
| <b>NOTES:</b> _____                                      |
| _____                                                    |
| _____                                                    |
| _____                                                    |
| _____                                                    |
| <b>ZONING MAP UPDATED</b> _____                          |



# 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 601 Williams St

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

Leonard & Vicky Duncan

APPLICANT(S) NAME

ADDRESS

601 Williams St.  
Rockwall, Tx 75087

ADDRESS

PHONE

214/476-8145

PHONE

E-MAIL

Ldrock@live.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:

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

\$ 30,000

**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.

See attached letter dated 3/30/2022.

Detailed photos of the property are available on-line.

### 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

[Signature]

APPLICANT'S SIGNATURE

[Signature]

March 30, 2022

City of Rockwall -

Historic Preservation Advisory Board &

Planning and Zoning

**Re: 601 Williams St. – Planned Maintenance and Proposed Upgrades**

Ladies & Gentlemen:

My name is Leonard Duncan. My wife, Vicky Williams Duncan and I, recently purchased the historic home located on the corner of Williams and Park at 601 Williams St. (February 2021). We need to do some necessary maintenance and humbly would like make various upgrades to the property.

**Maintenance** – Replace the backyard fence exactly as in place. The existing fence is a cedar fence with 55” high pickets and 17” alternating pickets painted red. The fence has wood rot in many places and is suspect in its ability to secure our pets and grandchildren.

**Upgrade** – Add a fence around the front yard that mimics the back yard fence based upon our desire to provide additional property for our grandchildren to play and dogs to run. We propose to set this fence 5’ off of the property line along Park, 6’ off the property line along Williams and 5’ off the property line along Clark. We understand the normal 4’ fence height restrictions but given the existence of a matching fence structure along both side streets, we humbly request consideration and approval.

**Upgrade** – Enclose a small area of the front porch and add a window at the front door on the right-hand side to enlarge the seating area in the main living room. (approx. 4’8” x 8’0”).

**Upgrade** – Enclose two windows along the east living room wall to allow for a ventless fireplace. It will require a simple exterior wall extension with an exterior shed roof and provide additional heat and design charm. (approx. 2'0" x 5'0").

**Upgrade** – Enclose the back porch on the east side of the house, relocate the exterior door to the living room wall and add an exterior landing area to allow for possible ADA access. (approx. 5'0" x 5'0").

**TO BE PRESENTED AND DISCUSSED AT A LATER DATE**

Upgrade – Replace the eastside out building with a Porte-Cochere and covered breeze way connected to the east side entrance so as to provide for covered parking.

Respectfully,



Leonard Duncan

Property Owner

601 Williams St.

214/476-8145



# DUNCAN ADDITION



PERSPECTIVE VIEW  
NTS

| Layout Page Table |                        |             |          |
|-------------------|------------------------|-------------|----------|
| Label             | Title                  | Description | Comments |
| A-1               | COVER SHEET            |             |          |
| A-2               | ELEVATIONS & SITE PLAN |             |          |
| A-3               | DIMENSION PLAN         |             |          |

PLANS FOR:  
DUNCAN REMODEL  
VICCY AND LEONARD DUNCAN  
601 WILLIAMS  
ROCKWALL, TEXAS 75087

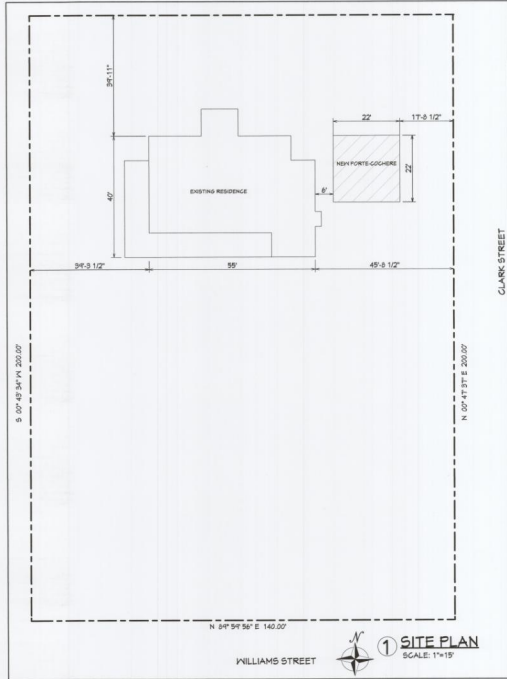
TITLE: COVER SHEET

SHANNON NEPSON MARK NEPSON  
**CADAZIGN**  
ROYSE CITY, TEXAS 75189  
469-333-8663  
DRAWN BY:

DATE:  
3/8/2022

SCALE:  
AS SHOWN

SHEET:  
**A-1**



**2 FRONT ELEVATION**  
SCALE: 1/4"=1'



**3 REAR ELEVATION**  
SCALE: 1/4"=1'



**4 RIGHT ELEVATION**  
SCALE: 1/4"=1'

4" WALL  
W/ SLATS ABOVE

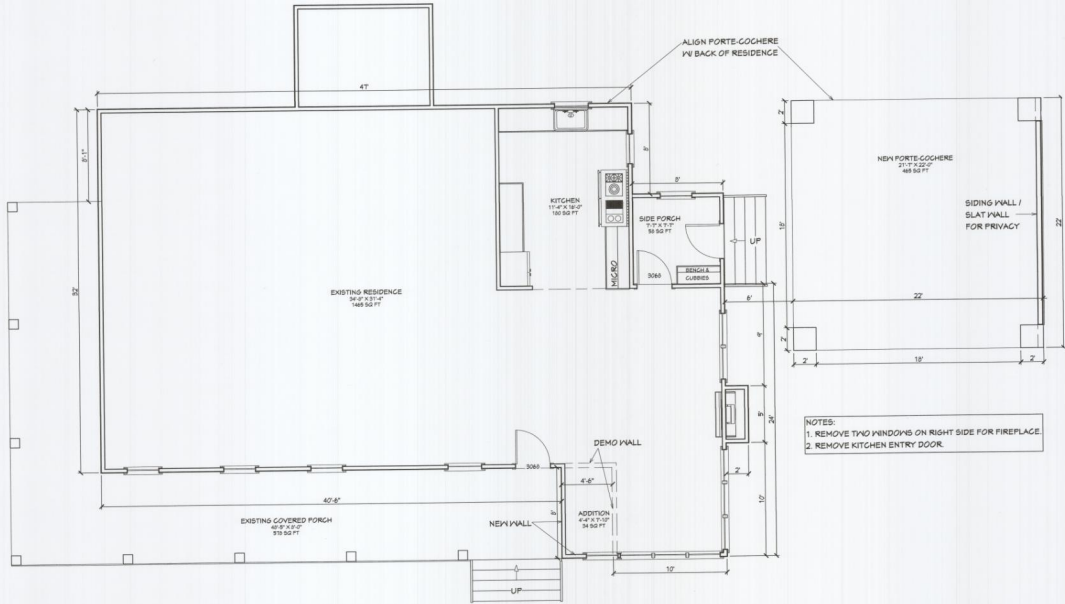
PLANS FOR:  
DUNCAN REMODEL  
VICKY AND LEONARD DUNCAN  
801 WILLIAMS  
ROCKWALL, TEXAS 75087

TITLE: ELEVATIONS / SITE PLAN

SHANNON NERSON MARK NERSON  
**CADAZIN**  
ROYSE CITY, TEXAS 75154  
469-5356-1665  
DRAWN BY:

DATE:  
3/9/2022  
SCALE:  
AS SHOWN  
SHEET:

**A-2**



1 FLOOR PLAN  
SCALE: 1/4"=1'

PLANS FOR:  
DUNCAN REMODEL  
VICKY AND LEONARD DUNCAN  
ROCKWALL, TEXAS 75087

TITLE: FLOOR PLAN W/ DIMENSIONS

SHANIDA NEDGICH MARK NEDGICH  
**CADAZIGN**  
ROYSE CITY, TEXAS 75184  
409-338-8863

DATE:  
3/8/2022

SCALE:  
AS SHOWN

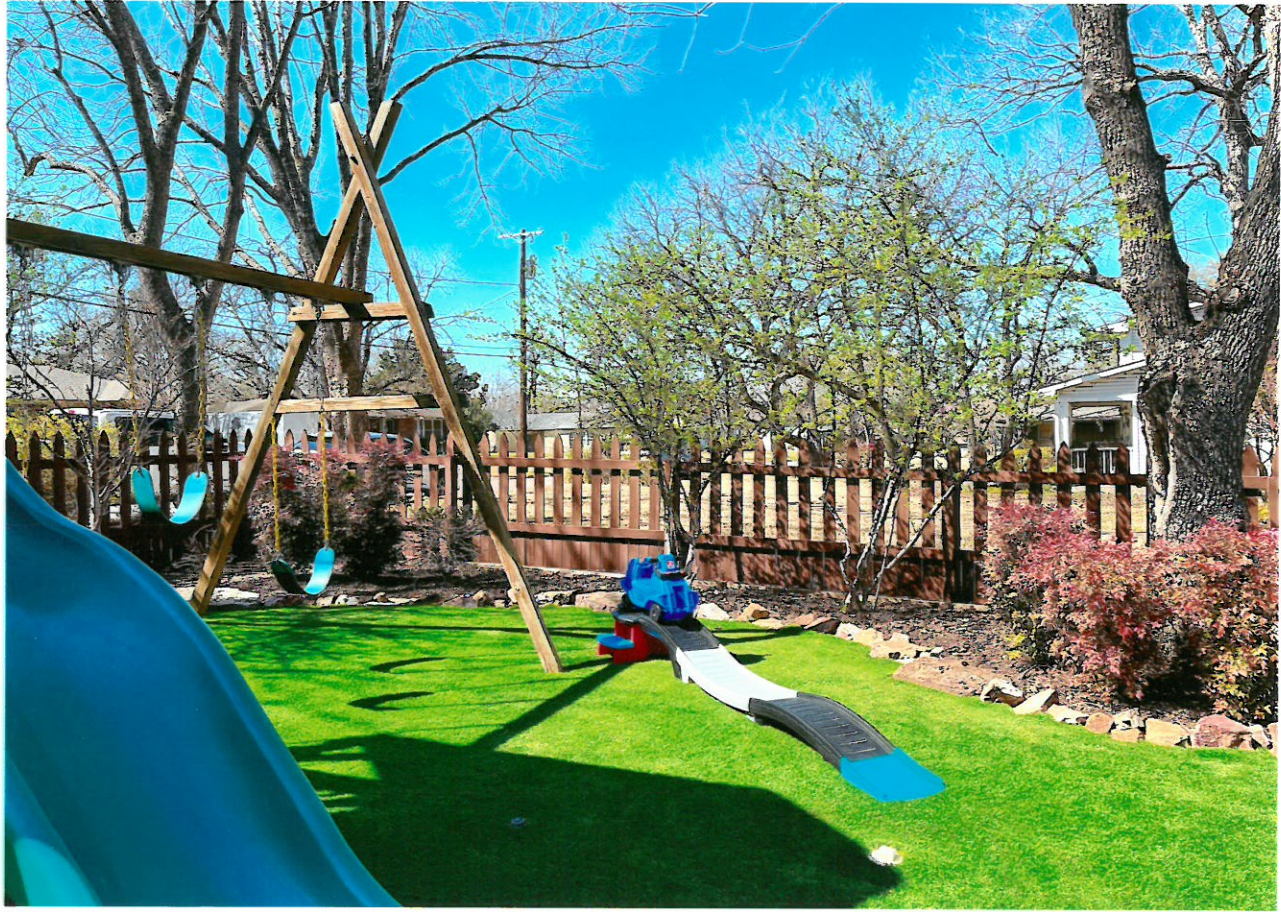
SHEET:

A-3











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214/476-8145

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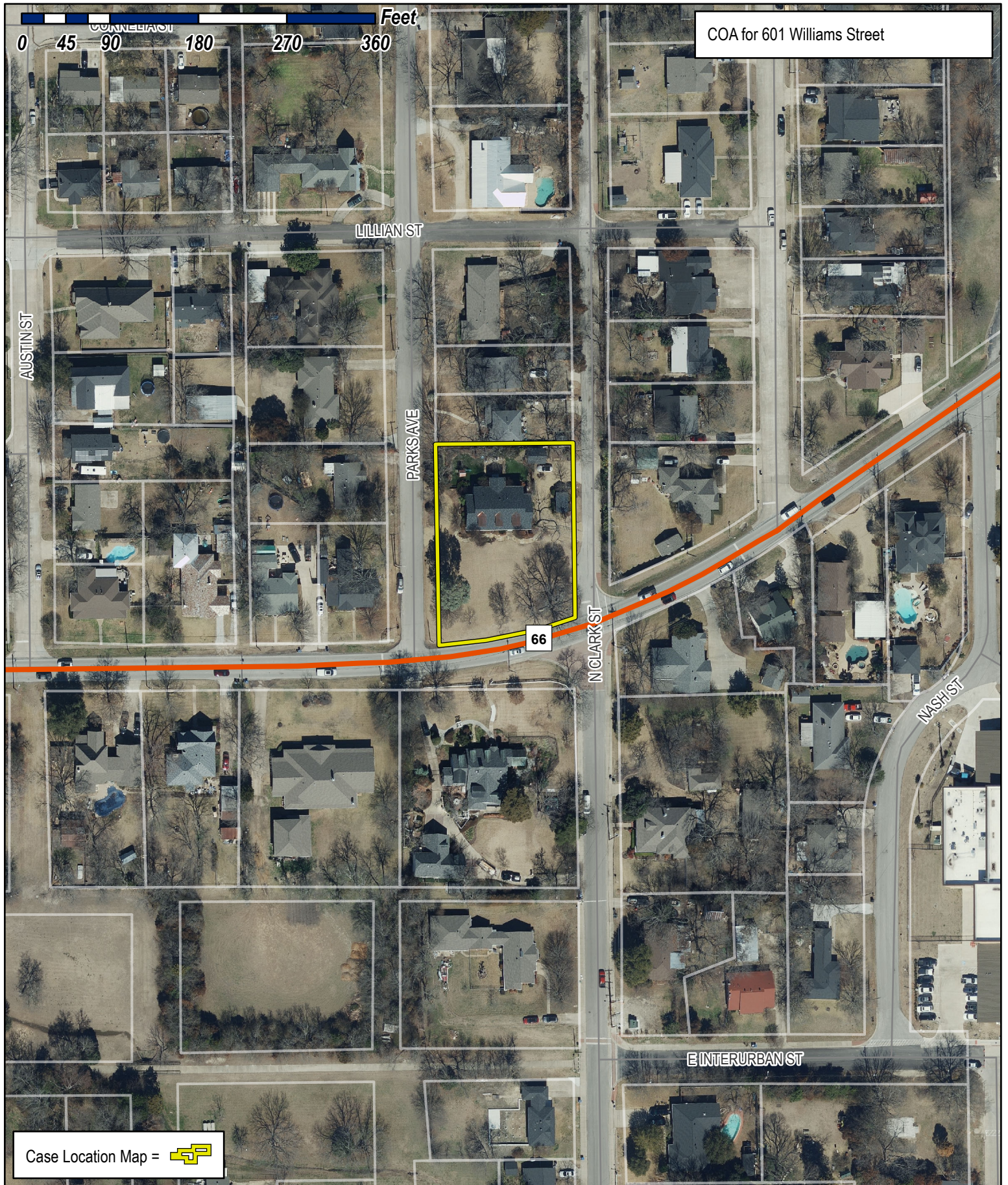
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OWNER'S SIGNATURE


[Signature]

APPLICANT'S SIGNATURE

[Signature]



COA for 601 Williams Street

Case Location Map = 



# City of Rockwall

Planning & Zoning Department  
 385 S. Goliad Street  
 Rockwall, Texas 75032  
 (P): (972) 771-7745  
 (W): 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.



March 30, 2022

City of Rockwall -

Historic Preservation Advisory Board &

Planning and Zoning

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Respectfully,



Leonard Duncan

Property Owner

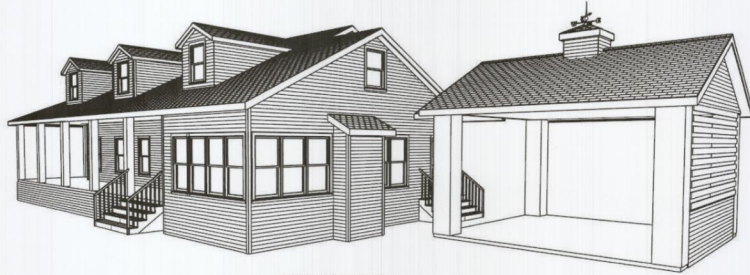
601 Williams St.

214/476-8145





# DUNCAN ADDITION



PERSPECTIVE VIEW  
NTS

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DUNCAN REMODEL  
VICCY AND LEONARD DUNCAN  
601 WILLIAMS  
ROCKWALL, TEXAS 75087

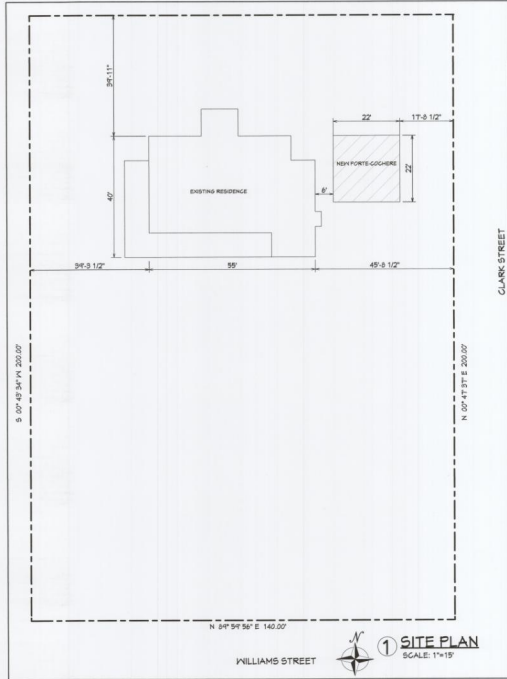
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SHANNON NEPSON MARK NEPSON  
**CADAZIGN**  
ROYSE CITY, TEXAS 75189  
469-333-8663  
DRAWN BY:

DATE:  
3/8/2022

SCALE:  
AS SHOWN

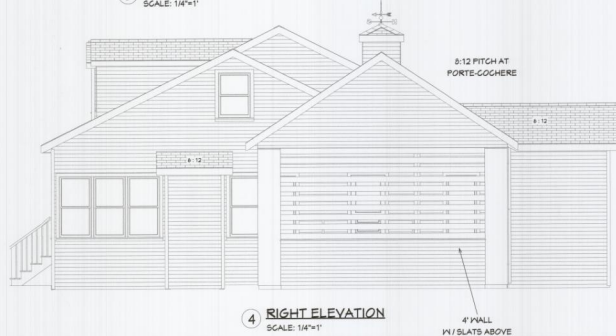
SHEET:  
**A-1**



**2 FRONT ELEVATION**  
SCALE: 1/4"=1'



**3 REAR ELEVATION**  
SCALE: 1/4"=1'



**4 RIGHT ELEVATION**  
SCALE: 1/4"=1'

PLANS FOR:  
DUNCAN REMODEL  
VICKY AND LEONARD DUNCAN  
801 WILLIAMS  
ROCKWALL, TEXAS 75087

TITLE:  
ELEVATIONS / SITE PLAN

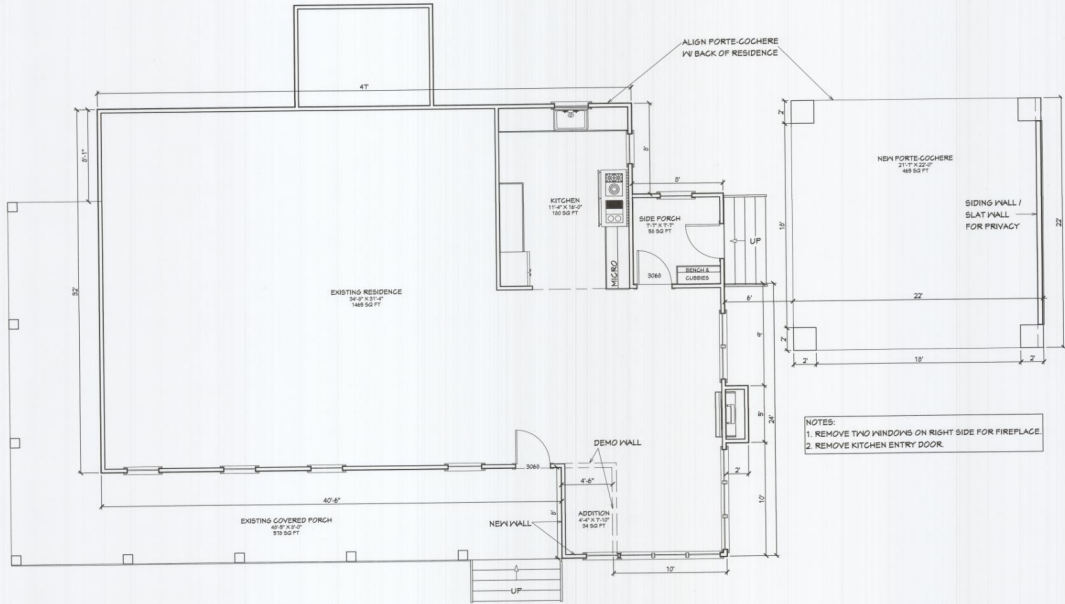
SHANNON NERSON MARK NERSON  
**CADAZIN**  
ROYSE CITY, TEXAS 75154  
469-5356-1665  
DRAWN BY:

DATE:  
3/9/2022

SCALE:  
AS SHOWN

SHEET:

**A-2**



1 FLOOR PLAN  
SCALE: 1/4"=1'

NOTES:  
1. REMOVE TWO WINDOWS ON RIGHT SIDE FOR FIREPLACE.  
2. REMOVE KITCHEN ENTRY DOOR.

PLANS FOR:  
DUNCAN REMODEL  
VICKY AND LEONARD DUNCAN  
ROCKWALL, TEXAS 75087

TITLE: FLOOR PLAN W/ DIMENSIONS

SHANON NEEGON MARK NEEGON  
**CADAZIGN**  
ROYSE CITY, TEXAS 75184  
409-338-8863

DATE:  
3/8/2022

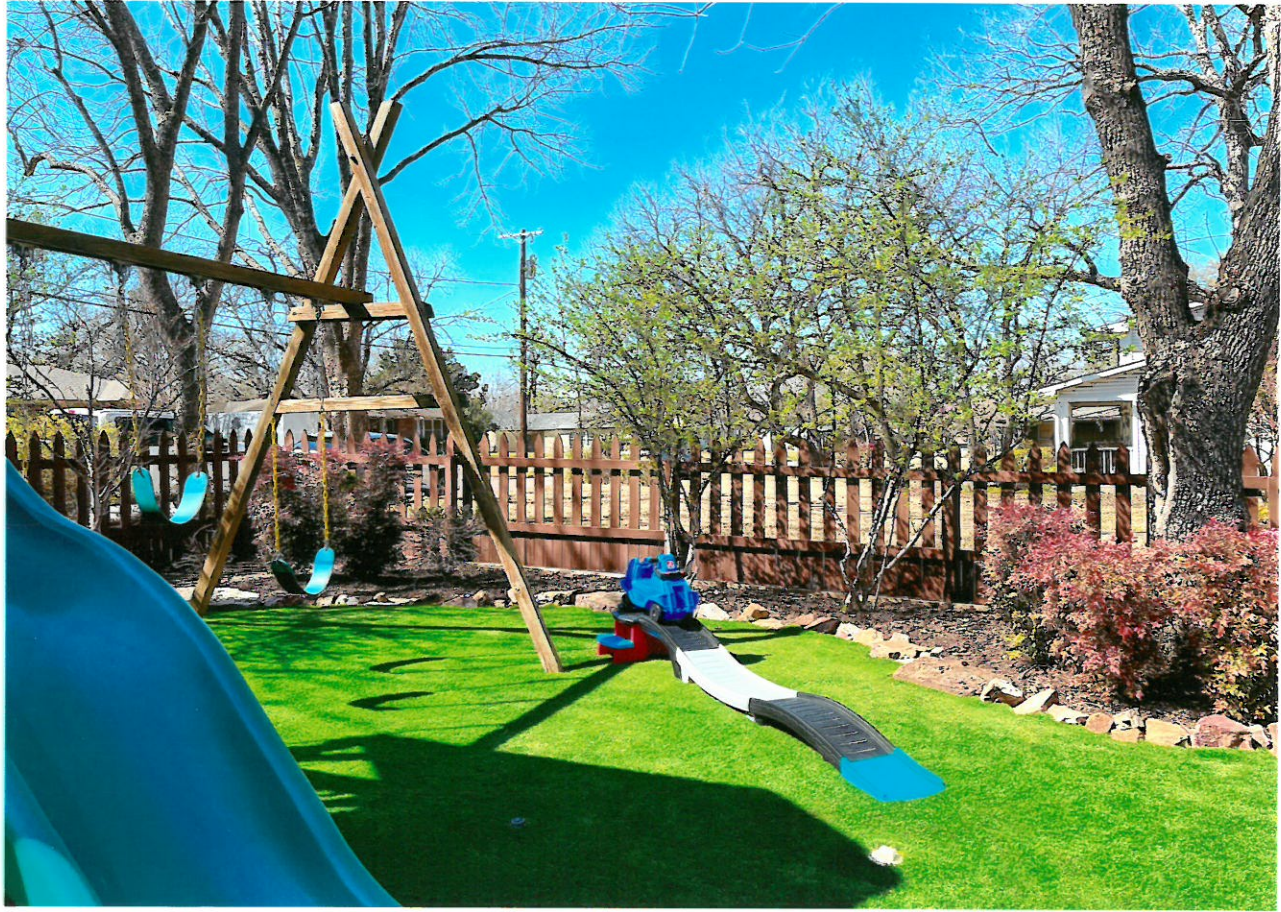
SCALE:  
AS SHOWN

SHEET:

A-3







## Ross, Bethany

---

**From:** Leonard Duncan Jr <lddrock@live.com>  
**Sent:** Wednesday, May 18, 2022 2:59 PM  
**To:** Ross, Bethany  
**Subject:** Re: Family Emergency will cause us to once again miss the Rockwall Historic Review Board Meeting

Bethany as discussed, please pull our plan review from tonight's meeting agenda. We will submit at a later date with a new permit application.

Thanks again for all your help.

Respectfully,

Leonard & Vicky Duncan  
601 Williams St.  
Rockwall, Tx 75087

---

**From:** Ross, Bethany <bross@rockwall.com>  
**Sent:** Monday, April 25, 2022 9:26 AM  
**To:** Leonard Duncan Jr <lddrock@live.com>  
**Subject:** RE: Plans for review

Good Morning Leonard,

We missed you at the Historic Board Thursday night. The board did approve all your alternations to the home and sent a recommendation of approval to Planning and Zoning for approval of the backyard fence. For the alterations to the home you will need to apply for a building permit with our Building department. You can email them for an application at [permits@rockwall.com](mailto:permits@rockwall.com).

However, the Historic Board tabled the discussion of the front yard fence to allow you the opportunity to state your case in person at the next meeting (otherwise they would have recommended to deny the front yard fence to P&Z because of the height). Please join us on May 19, 2022 at 6:00 PM to answer any questions the board has on that case. This could be a great opportunity to take the Porte-Couche addition as well, if you are ready. I've attached an exhibit of the fences, please confirm that this is the intended placement.

We will take you to the Planning and Zoning Commission after you are given a recommendation for approval from the Historic Board for **both** fences.

Thank you,  
Bethany Ross  
Planner  
City of Rockwall  
972.772.6488 Office  
[bross@rockwall.com](mailto:bross@rockwall.com)  
<http://www.rockwall.com/planning/>

---

**From:** Leonard Duncan Jr [mailto:[lddrock@live.com](mailto:lddrock@live.com)]  
**Sent:** Friday, April 22, 2022 8:08 AM  
**To:** Ross, Bethany <[bross@rockwall.com](mailto:bross@rockwall.com)>  
**Subject:** Fw: Plans for review

Bethany,

As requested...please time and place for P&Z meeting.

Respectfully,

Leonard  
214 476 8145

---

**From:** Vicky Duncan <[vickydee.duncan@gmail.com](mailto:vickydee.duncan@gmail.com)>  
**Sent:** Thursday, April 21, 2022 9:44 PM  
**To:** [lddrock@live.com](mailto:lddrock@live.com) <[lddrock@live.com](mailto:lddrock@live.com)>  
**Subject:** Fwd: Plans for review

Sent from my iPhone

Begin forwarded message:

**From:** Vicky Duncan <[vickydee.duncan@gmail.com](mailto:vickydee.duncan@gmail.com)>  
**Date:** February 23, 2022 at 2:09:43 PM CST  
**To:** [lddrock@live.com](mailto:lddrock@live.com)  
**Subject:** Fwd: Plans for review

Sent from my iPhone

Begin forwarded message:

**From:** Shannon Newsom <[cadazign@gmail.com](mailto:cadazign@gmail.com)>  
**Date:** February 22, 2022 at 12:54:01 PM CST  
**To:** Vicky Duncan <[vickydee.duncan@gmail.com](mailto:vickydee.duncan@gmail.com)>  
**Subject:** Plans for review

Hi Vicky,

Please review and let me know of any changes needed.

Thanks  
Shannon Newsom  
CADAZIGN  
469-338-9863



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