



Historic Landmark Commission - Regular Meeting

June 12, 2025 - 5:30 PM

Council Chambers

1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

2. APPROVAL OF MINUTES

25-760 Minutes - Approval of the May 8, 2025, Historic Landmark Commission Meeting

Minutes

Presenters:

Attachments:

1. 05-08-25 Meeting Minutes

3. CITIZEN COMMENTS

Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

4. PUBLIC HEARINGS

HLC#23-007: Public hearing to consider a request for exterior alterations to the Masonic Lodge Building, 1900, including new signage, paint colors, and floral wall decorations at 101 N. Main Street by Jennifer Heath, applicant

5. NEW BUSINESS

HLC#25-002: Consideration of a Heritage Tree Program Promotion

6. PRESERVATION EDUCATION SUB-COMMITTEE

25-761 Minutes - Approval of the May 21, 2025, Preservation Education Sub-Committee Meeting Minutes

Presenters:

Attachments:

1. 05-21-25 Sub-Committee Minutes

7. HISTORIC PRESERVATION OFFICER'S REPORT

8. COMMISSION ANNOUNCEMENTS

9. ADJOURN

CERTIFICATION

I certify that the above agenda was posted on the bulletin board next to the main entrance of City Hall on June 5, 2025, prior to 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code.

Art Wright, Historic Preservation Officer

This building is wheelchair accessible. Disabled parking spaces are available. Request for sign interpreter services must be made 48 hours ahead of meeting to make arrangements. Call 817 473-0211 or TDD 1-800-RELAY TX, 1-800-735-2989.



**City of Mansfield
Staff Report**

Item ID: 25-760

Agenda Date: June 12, 2025

Title

Minutes - Approval of the May 8, 2025, Historic Landmark Commission Meeting Minutes

Description/History

The minutes of the May 8, 2025, Historic Landmark Commission meeting are in DRAFT form and will not become effective until approved by the Commission at this meeting.

Strategic Initiative

Recommendation

N/A

Funding Source

N/A

Prepared By

Art Wright, Planning Manager - (817) 276-4226



**Historic Landmark Commission - Regular Meeting Minutes
May 8, 2025 - 5:30 PM
Draft**

Council Chambers
1200 E. Broad St., Mansfield, TX 17063

1. CALL MEETING TO ORDER

Chairman Smith called the meeting to order at 5:31 p.m. in the Council Chamber at City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff Present:

Art Wright, Planning Manager/HPO

Commissioners:

Present: Jennifer Johnston, Robert Smith, Mark Walker, Thomas Leach

Absent: Bob Klenzendorf, David Littlefield, Anne Weydeck

2. APPROVAL OF MINUTES

25-590 Minutes - Approval of the April 10, 2025, Historic Landmark Commission Meeting Minutes

Attachments:

1. 04-10-25 Meeting Minutes

Chairman Smith called for a motion on the minutes of the April 10, 2025, meeting.

Commissioner Johnston made a motion to approve the minutes as presented.

Commissioner Leach seconded the motion, which carried by the following vote:

Aye: 3 Jennifer Johnston, Robert Smith, THOMAS LEACH

Nay: 0 None

Abstain: 1 Mark Walker

25-592 Minutes - Approval of the April 14, 2025, Joint Work Session with the City Council Minutes

Attachments:

1. 04-14-24 Joint Work Session Minutes

Chairman Smith called for a motion on the minutes of the April 14, 2025, Joint Work Session with City Council.

**Commissioner Leach made a motion to approve the minutes as presented.
Commissioner Johnston seconded the motion, which carried by the following vote:**

Aye: 3 Jennifer Johnston, Robert Smith, THOMAS LEACH
Nay: 0 None
Abstain: 1 Mark Walker

3. CITIZEN COMMENTS

Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

None.

4. DISCUSSION ITEMS

HLC#24-001: Discussion on the Historic Preservation Plan, entitled, "Historic Mansfield Preservation Plan 2035"

Mr. Wright reported on the progress of the Historic Mansfield Preservation Plan 2035, including some minor changes requested by City Council at the joint work session in April 2025. He also reported that the Planning and Zoning Commission met on May 5, 2025, and recommended approval of the plan by a 7 to 0 vote.

5. PRESERVATION EDUCATION SUB-COMMITTEE

Commissioner Leach, chair of the Sub-Committee, gave the Commission a brief report on the Sub-Committee's activities and the Historic Preservation Month events. He also reported on progress with the history video program for the Mansfield Independent School District.

25-591 Minutes - Approval of the April 16, 2025, Preservation Education Sub-Committee Meeting Minutes

Attachments:

1. 04-16-25 Sub-Committee Minutes

Commissioner Leach called for a motion on the minutes of the April 16, 2025, Sub-Committee meeting.

Commissioner Johnston made a motion to approve the minutes as presented. Commissioner Walker seconded the motion, which carried by the following vote:

Aye: 3 Jennifer Johnston, Mark Walker, Thomas Leach
Nay: 0 None
Non-Voting: 1 Robert Smith

6. HISTORIC PRESERVATION OFFICER'S REPORT

Mr. Wright reported on the Chalk the Walk on Historic Main Street held on April 26, 2025, and the Mansfield History Hunters Scavenger Hunt held on May 3, 2025. He also stated that the Planning Department Landscape Reviewers have asked the Commission to sponsor a tree giveaway at the Founders' Day Festival.

7. COMMISSION ANNOUNCEMENTS

None.

8. ADJOURN

With no further business, Chairman Smith adjourned the meeting at 5:58 p.m.

Dr. Robert A. Smith, Chair

ATTEST:

Art Wright, Historic Preservation Officer



City of Mansfield
Staff Report

Item ID: 25-736

Agenda Date: June 12, 2025

Title

HLC#23-007: Public hearing to consider a request for exterior alterations to the Masonic Lodge Building, 1900, including new signage, paint colors, and floral wall decorations at 101 N. Main Street by Jennifer Heath, applicant

Description/History

The new tenant of the Masonic Lodge Building proposes new signage, paint colors, and floral wall decorations. The building is currently occupied by the Che Jo Boutique.

Historic Background

W. H. Price of Midlothian built the Masonic Lodge building in 1900. In 1910, Jay Grow added to the rear of the building. The structure was divided in half at that time, with the south half being the home for Masonic Lodge 331 and the north being occupied by a hardware store. The proprietors were Charles William McClane and Benjamin Franklin Ramsey.

Several hardware and dry goods stores occupied the building after McClane and Ramsey. They included Stone Brothers Mercantile, 1904 -1906; Back and Bradford Hardware, in 1906; Mendelstamm Ready to Wear, late 1930's to 1940's; and Sprinkle Dairy home delivery from 1936 to 1948.

Jack Medwell purchased the clothing store from Mr. Mendelstamm in the early 1940's. Mr. Back left the hardware business, and it remained in the Bradford family until the 1960's when James Wynn purchased it. In the late 1960's or early 1970's, Bob Ellis ran a furniture repair business from the building. Phillips Real Estate and Insurance was in the building, and it is said that Clark Grocery was also there.

Architectural Review

This building is a two-part commercial block. Facades on this type of building typically consist of plate glass windows topped with bands of fixed pane transom windows. The transom windows of this building are in place. Architectural detailing, such as ornamental brick work, parapet walls and an angled corner facade enhance the building.

In general, Mansfield's commercial buildings use load-bearing brick construction of one to two stories. Typical are rectangular plans with narrow frontage and very deep lengths that reflect 19th and early 20th century commercial design and marketing strategies. Brick and cast stone are the most used building materials. Most roofs are flat or slightly inclined.

The work is described in the sections below with the applicable standards from the *Design Guidelines for Downtown Mansfield*. The Commission must consider the standards when reviewing changes or alterations to landmark buildings.

The following modifications are proposed for the storefront:

- New signage

- Paint colors
- Floral decorations

Signage

The plan proposes new signage as follows:

- A wall sign with the business name will be installed above the transom window on the front angled wall as shown in the sign exhibit.
- A projection sign is proposed on the edge of the building on North Main Street as shown in the sign exhibit.

The plan demonstrates general compliance with the Design Guidelines for signage.

Sign Guidelines:

1. Flush-mounted signs are encouraged.

The proposed wall sign will be flush with the front wall.

2. Relate all signs to the pedestrian. Large signs are designed to catch the attention of passing motorists and are inappropriate in the downtown area. Smaller signs placed in areas seen easily by pedestrians are more appropriate.

The blade sign, 36 inches in diameter, will be mounted above the sidewalk and will provide visibility at a pedestrian scale.

3. Assure sign location does not obscure the design features of the building. The design of the building facade displays a natural and logical location for the placement of signs. Examine the facade to find that location.

The placement of the wall sign is in a traditional location on the upper wall as shown in historical photographs. The blade sign is placed at the edge of the building perpendicular to the façade, reducing any obstruction of view to the features of the building.

4. Position flush-mounted signs within strong vertical features of the storefront. Such signs should occupy no more than 75% of the sign board.

The proposed wall sign will be in the upper wall sign panel.

5. Design signs to communicate a direct, simple message with as few words as possible.

The sign is composed of three words and a graphic image.

6. Choose a letter style that is easy to read and that reflects the image of the business it represents.

The letter styles on the signage use cursive and sans-serif fonts for the business name.

7. Letters should not be too large - 8 to 18 inches in most cases.

The height of the lettering is not shown on the sign exhibit, but the words "Che Jo" appear to be slightly larger than 18 inches. This is mitigated by the narrow stroke of the font.

8. Design signs with a dark background and light-colored lettering, or a light background with dark lettering, to achieve maximum visibility..

The sign is designed with a light background and dark lettering.

9. Sign colors should complement the colors of the building.

The proposed sign colors correspond to some of the colors on the building, such as white.

Paint

The red front doors were repainted in a shade of green called Clary Sage with satin finish. While it is not exactly a matching color on the approved palette, Clary Sage is close to Rookwood Jade, an approved color (see the Paint Color exhibit).

Color Guidelines:

1. Use the building's historic color scheme whenever possible. If the historic scheme is not known, use an interpretation of schemes on similar historic buildings.

Although it is not possible to determine the original colors of the building, historic photographs show lighter and darker shades were used. The proposed color highlights the doors and is within a color family appropriate to the era.

2. Use compatible paints. Do not use high-gloss paint or finishes.

The paint has a satin finish.

3. Matte, low-luster, non-reflective finishes are preferred.

The paint has a satin finish.

Floral Decorations

The applicant proposes floral decoration to the exterior walls of the building to promote the image of the business.

- The applicant proposes to mount flower displays on the wall as shown in the attached exhibit. The flowers would be attached to hardware cloth, a type of mesh, and secured to the building using screws through the mortar.
- Window boxes are proposed for the windows along West Broad Street as shown in the attached exhibit. The boxes would be attached by brackets to the window sill or wall using screws through the mortar.
- If the Commission finds the flower displays to be inappropriate, the applicant has requested window boxes for the second-floor windows as an alternative.

This type of display is not a typical treatment for historic buildings and does not have specific design guidelines. However, guidelines for architectural design, signage, and art can be applied to this situation.

Exterior Material Guidelines:

1. Do not cover original materials with new materials.

Generally, it is not appropriate to cover the historic brick of a building with new materials. The Commission may consider allowing an artistic display that is limited in size, does not cover significant architectural features, and that is not permanently affixed but is removable.

The wall décor would be attached by mesh to the building, and the window boxes by brackets. These would not count as permanently affixed to the building.

2. Avoid damaging or obscuring architectural details or features when installing signs.

The proposed floral displays and window boxes may cover sections of wall and the stone sills of several of the windows. This may be mitigated if limited in size and quantity. With the need to

anchor the displays and brackets through the mortar, it should be noted that the mortar joints of the Masonic Lodge are very narrow, and screws of the correct size should be used to prevent damage to the bricks.

3. Minimize the number of anchor points when feasible.

The installation of the floral displays and window boxes should use the minimum number of fasteners possible, provided that the displays are sufficiently affixed to prevent a danger to public safety.

4. Install at mortar joints.

All fasteners should be installed through the mortar. Fasteners should not be drilled into the historic bricks.

Strategic Initiative

Recommendation

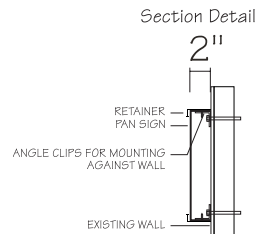
The Historic Preservation Officer recommends approval of the exterior modifications provided that the Historic Landmark Commission and the applicant come to an agreement on the use floral décor and window boxes at the meeting.

Funding Source

N/A

Prepared By

Art Wright, Planning Manager - (817) 276-4226



SPECIFICATIONS

- 3M Vivid Rose
- 3M Gold Nugget
- Face Painted
- SW 7562 Roman Column
- Picture frame border
- Faces: Aluminum
- Returns: 2" Painted
- SW 7562 Roman Column

ART Che Jos Pan v1 - CC.fs



THIS IS A CONCEPT DRAWING. Colors depicted are not exact (see color callouts). Some details may be modified in production. MAY NOT BE TO AN EXACT SCALE.

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EAST ELEVATION

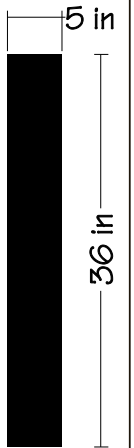
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Double Sided Blade Sign



SPECIFICATIONS

- 3M Vivid Rose
- 3M Gold Nugget
- Face Painted
- Hanger Painted Black
- Returns: 5" Black
- all aluminum
- non-lighted

ART Che Jo's Blade v1 - CC.fs



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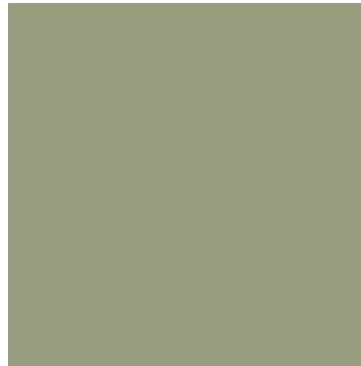


PAINT COLORS:

Clary Sage (SW 6178):



Rookwood Jade (SW 2812):







Add to Cart

requently Bo

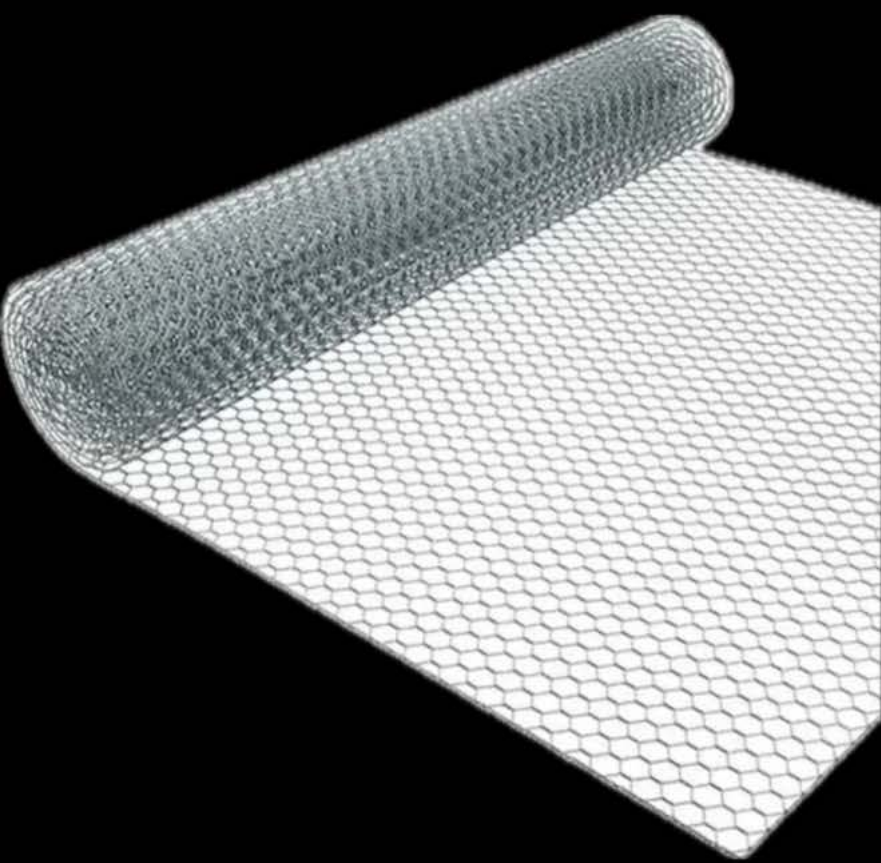


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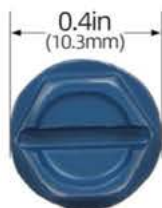
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Masonry, Cement, Block, Brick or Stucco

100+ bought in past month

**100**
PCSColor: **Blue Hex Head**

Blue Hex H...



Blue Flat H...





City of Mansfield Staff Report

Item ID: 25-742

Agenda Date: June 12, 2025

Title

HLC#25-002: Consideration of a Heritage Tree Program Promotion

Description/History

In 2024, staff proposed a Heritage Tree Program to encourage the preservation of trees with historical significance. A heritage tree is a tree with one or more of these attributes:

- Has unusual size, age, species significance or other distinguishing characteristics;
- Contributes to and strengthens significant community ties;
- Is located on an historic site or contributes to the history of the site;
- Enjoys notoriety; or
- Serves as a well-known landmark.

The Historic Preservation Office, in collaboration with the city's Landscape Inspections team, is exploring ways to promote the Heritage Tree Program. As part of these efforts, staff proposes hosting a tree giveaway during the Founders' Day Festival on October 4, 2025. Each tree distributed to festival attendees would be accompanied by promotional materials highlighting the benefits and goals of the Heritage Tree Program.

Staff requests that the Historic Landmark Commission consider sponsoring the tree giveaway by allocating funds from the HLC Special Event Fund. A cost estimate for the trees is attached for your reference. Depending on the species and quantities chosen, approximately 100 smaller trees would cost around \$483.00, while up to 60 larger trees would cost approximately \$705.00.

Preservation Plan Goals

This program supports the following goals of the Historic Mansfield Preservation Plan 2025:

GOAL (General Goals): Maintain a functional, integrated historic preservation program at all levels of city government.

2. *Provide adequate resources to support the preservation program.*

Promote collaboration among city departments, boards, and commissions to support preservation objectives and ensure that administrative resources are adequate for efficient operation of the heritage preservation program.

GOAL (Education and Awareness): Increase public awareness of preservation through educational programs, workshops, and dissemination of information.

3A. *Create new tools to educate and engage the community.*

Use new tools to educate the community, engage new groups, and increase awareness of Mansfield's history and its historic resources.

Strategic Initiative

Recommendation

The Historic Preservation Officer recommends that the Commission sponsor a promotion for the Heritage Tree program at a level to be determined by the Commission.

Funding Source

N/A

Prepared By

Art Wright, Planning Manager - (817) 276-4226

Tru-Liner Nursery

cditruliner@aol.com

903-962-3536

903-571-2339

Order A

VARIETY	SIZE (Gal.)	HEIGHT (ft)	Notes	PRICE	Qty	Total
bur oak	1	1-2'		\$ 3.95	20	\$79.00
bur oak	3	3-4.5'		\$ 13.00		\$0.00
Shumard red oak	1	1.5-2'		\$ 3.50	20	\$70.00
Shumard red oak	3	6-7'		\$ 13.00		\$0.00
roughleaf dogwood	1	1-1.5'		\$ 2.95	20	\$59.00
roughleaf dogwood	3	6-7'		\$ 12.00		\$0.00
possumhaw holly	1	2-3'	male & fem	\$ 3.75	20	\$75.00
Southern magnolia	quart	6-24"		\$ 1.50		\$0.00
Southern magnolia	3	3-5ft		\$ 10.00	20	\$200.00
						\$0.00
					100	\$483.00

VARIETY	SIZE (Gal.)	HEIGHT (ft)	Notes	PRICE	Qty	Total
bur oak	3 gal	3-4.5'		\$ 13.00	10	\$130.00
weeping willow	3 gal	7-8'		\$ 12.00	10	\$120.00
eastern redcedar	45 gal	6-8'		\$ 220.00		\$0.00
roughleaf dogwood	3 gal	6-7'		\$ 12.00		\$0.00
American Beautyberry	3 gal	1-2'		\$ 9.00	10	\$90.00
possumhaw holly	1 gal	2-3'	male & fem	\$ 3.75		\$0.00
southern wax myrtle	3 gal	1.5-2'	multi	\$ 9.50	10	\$95.00
bald cypress	3 gal	4-5'		\$ 12.00		\$0.00
vitex	3 gal	2-3'	multi	\$ 9.00	10	\$90.00
Freeman red maple	3 gal	5-6'		\$ 18.00	10	\$180.00
					60	\$705.00



**City of Mansfield
Staff Report**

Item ID: 25-761

Agenda Date: June 12, 2025

Title

Minutes - Approval of the May 21, 2025, Preservation Education Sub-Committee Meeting
Minutes

Description/History

The minutes of the May 21, 2025, Preservation Education Sub-Committee meeting are in DRAFT form and will not become effective until approved by the Sub-Committee at this meeting.

Strategic Initiative

Recommendation

N/A

Funding Source

N/A

Prepared By

Art Wright, Planning Manager - (817) 276-4226



Historic Landmark Commission - Preservation Education Sub-Committee Minutes
May 21, 2025 - 4:15 PM
Draft

Planning Department Conference Room
1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

Chairman Leach called the meeting to order at 4:20 p.m. in the Planning Department Conference Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Staff Present:

Art Wright, Historic Preservation Officer

Jessica Baber, Museum Manager

Amanda Brown, Museum Education and Engagement Specialist

Preservation Volunteers:

Amanda Kowalski

Commissioners:

Present: Jennifer Johnston, Thomas Leach

Absent: Mark Walker

2. DISCUSSION ITEMS

Discussion regarding preservation activities, educational events, outreach events and other programs for 2025, including Preservation Month, upcoming events, and educational videos for the Mansfield Independent School District.

The Sub-Committee discussed the following items:

- Event planning for Haunt the Block in October 2025 has begun. Mr. Wright suggested that the Mansfield Historical Museum host a Halloween-themed escape room based on historic facts. Ms. Brown recommended that the minimum participant age be 12 years or older.*
- Ms. Brown reported that she had contacted the principal and animation instructor at Ben Barber Innovation Academy, as well as the curriculum coordinator, regarding assistance with the video project for the MISD third-grade social studies classes.*
- The Sub-Committee discussed the poster contest to be held at History Camp, and whether to expand it to children citywide.*
- Mr. Wright provided a recap of the Historic Preservation Month events. The Sub-Committee discussed hosting the Chalk the Walk event with another city event happening on the same day, or with an event at the Wallace-Hall Art House.*

The next meeting is scheduled for June 18, 2025, at 4:15 p.m.

3. ADJOURN

With no further business, Chairman Leach adjourned the meeting at 5:32 p.m.

Thomas Leach, Chair

ATTEST:

Art Wright, Historic Preservation Officer