

MINUTES



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

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3 I. CALL TO ORDER

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

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10 II. OPEN FORUM

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12 *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.*
13 *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*
14 *OPEN FORUM, please know that the Historic Preservation Advisory Board (HPAB) is not permitted to respond to your comments during the meeting per the*
15 *Texas Open Meetings Act.*

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17 **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**
18 **being no one indicating such Chairman Tiffany Miller closed the open forum.**

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20 III. CONSENT AGENDA

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22 *These agenda items are administrative in nature or include cases that meet all of the technical requirements stipulated by the Unified Development Code (UDC)*
23 *and Chapter 38, Subdivisions, of the Municipal Code of Ordinances, and do not involve discretionary approvals.*

- 24
25 1. Approval of Minutes for the October 20, 2025 Historic Preservation Advisory (HPAB) meeting.

26
27 **Vice-Chairman Frasier made a motion to approve the Consent Agenda. Board Member Gaskin seconded the motion which passed by a vote of 5-0.**

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29 IV. PUBLIC HEARING ITEMS

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31 *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*
32 *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*
33 *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*
34 *limit all comments to three (3) minutes out of respect for the time of other citizens.*

35
36 2. **H2025-022 (HENRY LEE)**

37 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
38 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
39 Rockwall, Rockwall County, Texas, zoned Single Family 7 (SF-7) District, situated within the Old Town Rockwall (OTR) Historic District, addressed as 408
40 Munson Street, and take any action necessary.

41
42 **Senior Planner Henry Lee provided a brief summary regarding the applicant's request. The applicant is requesting a Certificate of Appropriateness**
43 **(COA) to allow the installation of an eight (8) foot cedar fence. According to the applicant, the fence is requested to provide privacy as well as to**
44 **create a secure area for the applicant's pet. Because the property is located within the Historic District and is classified as a medium contributing**
45 **property, a Certificate of Appropriateness is required. The applicant's request does not appear to negatively impact the integrity of the surrounding**
46 **properties. The rear yard of the subject property abuts the side yard of the adjacent property to the south, which classifies the lot as a keystone lot.**
47 **Under the City Code, the fence may not extend beyond the established line, as doing so would cause it to be considered a front yard fence. If**
48 **approved, the Historic Preservation Advisory Board will forward a recommendation to the Planning and Zoning Commission. Staff mailed thirty-two**
49 **(32) notices to property owners and applicants within 200 feet of the subject property. At this time, staff has not received any responses.**

50
51 **Matt Moses**
52 **408 Munson Street**
53 **Rockwall, TX 75087**

54
55 **Mr. Moses explained they recently bought the house and needed to install a fence.**

56
57 **Vice-Chairman Frasier asked if there was a fence already from the neighbor behind their yard.**

58
59 **Director of Planning and Zoning Ryan Miller explained the visibility issues was not a problem in this aspect.**

60
61 **Chairman Tiffany Miller asked if the fence was to cover the two windows.**

62
63 **Chairman Miller opened the Public Hearing and asked if anyone who wished to speak to come forward at this time.**
64

65 Marisa Lecour
66 406 S. Tyler Street
67 Rockwall, TX 75087
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69 Mrs. Lecour came forward and explained it would be a benefit and would allow privacy for them as well as the applicant.
70

71 Chairman Miller opened asked if anyone who wished to speak to come forward at this time; there being no one indicating such, Chairman Miller
72 closed the Open forum and brought the item back for discussion or action.
73

74 Board Member Lewis made a motion to approve H2025-022. Board Member Gaskin seconded the motion which passed by a vote of 5-0
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76 V.DISCUSSION ITEMS
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78 *These items are for discussion between staff and the Historic Preservation Advisory Board (HPAB) and relate to administrative information and/or cases that*
79 *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*
80 *these items are considered for action by the Historic Preservation Advisory Board.*
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- 82 3. Update from Historic Preservation Officer (HPO) regarding historic projects. (RYAN MILLER)
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84 VI.ADJOURNMENT
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86 Chairman Tiffany Miller adjourned the meeting at 6:16PM
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88 PASSED AND APPROVED BY THE HISTORICAL PRESERVATION ADVISORY BOARD OF THE CITY OF ROCKWALL, TEXAS, THIS THE 15th DAY
89 OF January 2026.
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93 TIFFANY MILLER, CHAIRMAN
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97 ATTEST: MELANIE ZAVALA, PLANNING COORDINATOR