



Meeting of the Historic District Commission

February 12, 2026, 5:30 PM

City Hall Rock Street Annex Meeting Room & Zoom

NOTE: The February 12, 2026 Historic District Commission meeting was held in person and online. Staff were present in person.

Members: Chair Christine Myres, Meredith Mahan, Mark Harper, Cheri Coley, Jennifer Didway, Tommie Flowers Davis, and Karen Rorex

City Staff: Kylee Cole – Long Range & Preservation Planner; Britin Bostick - Long Range Planning & Special Projects Manager

Call to Order: 5:30 PM

In Attendance: Vice Chair Cheri Coley, Meredith Mahan, Jennifer Didway, Mark Harper, Tommie Flowers Davis, Karen Rorex, Kylee Cole, Britin Bostick, and Kaci Black.

Approval of Minutes from the January 8, 2026 Meeting: Motion to accept by Commissioner Mahan, second by Commissioner Harper. Motion passed unanimously by voice vote.

Unfinished Business:

- 1. Downtown Design Overlay District Review:** Cole recapped the sections for commercial buildings and last meeting's discussion of columns, arches, pedestals, etc. She also presented a section for windows, skylights, and doors with a focus on non-historic age commercial buildings. Cole questioned the application of the standards, which are typical of the treatment for historic buildings rather than new commercial buildings. Requirements for sills, operable windows, and door finishes may not be consistent with commercial buildings generally, and as all window configurations are permitted, keeping that statement seems potentially unnecessary. Cole does want to cover opacity and facades in the next meeting as those standards do come up and not infrequently are the subject of variance requests. That particular topic may require a deep dive with the Commission.
- 2. Citywide Survey Ph. 1 Update:** Cole announced Post Oak Preservation Solutions is working ahead of schedule and Post Oak is working to finalize the documents. They are including additional photos and the final document is expected around the first of March. Cole expects to have that document for the Commission at the March meeting.

New Business:

- 1. Oak Grove Design Guidelines:** Cole introduced the document presented to the Commission with a congratulations to the Commission for their support and the neighbors for their efforts. Now that the district is established it is time to continue the process by looking at design guidelines. Cole worked with Oak Grove property owners beginning with a template based on their desired outcomes and 4-5 owners met and edited the document to capture their top priorities, which were new

construction, demolitions, and a few very specific site features such as retaining walls and roof forms. The end result was two documents to act as one, and the owners are asking for a combination of mandatory guidelines for new construction, changes to roofs, relocation of historic buildings, and retaining walls, which are common to the neighborhood, as well as demolition of historic properties. Stone retaining walls are a priority as part of the historic landscape and site design.

Owners are additionally proposing advisory guidelines, which would not require the public hearing process but that set important best practices considered valuable as a guide for changes to historic properties. These are tailored to the dominant Craftsman and early 20th century architectural styles in the district. The advisory guidelines include landscaping and other prominent site features.

Vice Chair Coley asked if future owners will be handed the set of rules upon purchase of property. Cole responded that while the City is not typically included or consulted on the sale of property, the information will be available online and should be caught in the due diligence process. Commissioner Mahan recommended special street signs for the district and other Commissioners agreed. Cole asked for Commissioners to review the guidelines document before the next meeting and that ultimately the Commission would need to formally adopt the document when finalized. Commissioner Rorex asked about enforcement if a building were demolished without approval? Bostick replied that it would be treated similarly to other development work without approval, which is handled by the City Prosecutor's office. Cole noted that penalties can be \$500 per day in instances of violation and that a Stop Work Order is typically issued.

Announcements:

1. Cole announced that the Certified Local Government award of approximately \$47,000. She discussed with Commissioners that this is less than requested, and the phase 2 survey project scope was estimated to cost approximately \$85,000, and staff are working to see if additional budget can be available.
2. Cole announced that the annual Historic Preservation Awards are open and awards will be presented in May.

Adjourned: 6:01 PM