

**AGENDA**  
**CITY OF TAYLOR, TEXAS**  
**HISTORIC PRESERVATION COMMISSION MEETING**  
**TAYLOR CITY HALL COUNCIL CHAMBERS, 400 PORTER STREET**  
**JANUARY 7, 2026, 6:00 PM**

- I. CALL TO ORDER AND DECLARE A QUORUM
- II. CITIZEN COMMUNICATION
- III. CONSENT AGENDA
  - 1. Review and consider action on the Minutes from the September 3, 2025, meeting. *Niecy Baum*
- IV. REGULAR AGENDA - NEW BUSINESS
  - 2. **POSTPONED** Hold a public hearing, discuss and consider action on a proposed Historic Overlay District to be applied over the historic downtown of the City of Taylor. *Carly Kehoe Pearson*
  - 3. Introduction of the new City of Taylor Downtown Director - Niecy Baum
- V. REGULAR AGENDA - CONTINUING BUSINESS
- VI. ADJOURN

**ADJOURN**

I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 5:00 p.m. on December 31, 2025, and remained posted for at least three business days before the scheduled date of said meeting.

In compliance with the ADA, City Hall is wheelchair accessible. Reasonable accommodations will be provided for persons attending board/commission meetings in need of special assistance. Please contact the City Clerk at least 24 hours prior to the meeting for special assistance.

Posted by:     *Niecy Baum*     Date:     December 31, 2025

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## MINUTES

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**CITY OF TAYLOR, TEXAS  
HISTORIC PRESERVATION COMMISSION MEETING  
TAYLOR CITY HALL CONFERENCE ROOM, 400 PORTER STREET SEPTEMBER 3,  
2025, 6:00 PM**

**MEMBERS PRESENT**

Erwin Stauffer, Chairman  
Francis Sarrow  
Kay Peebles  
Lea Bowman

**MEMBERS ABSENT**

**OTHERS PRESENT**

Ruby Fisher, City Liaison  
Sean Johnson, Downtown  
and Tourism Development  
Director

A quorum was declared and the meeting was called to order at 6:03 pm.

I. CALL TO ORDER AND DECLARE A QUORUM

II. CITIZEN COMMUNICATION

III. CONSENT AGENDA

1. Review and approve the minutes of the January 8, 2025, regular meeting (minutes unavailable).

IV. REGULAR AGENDA - NEW BUSINESS

1. Introduction of the Director of Downtown and Tourism Development - Sean Johnson.

V. REGULAR AGENDA - CONTINUING BUSINESS

VI. ADJOURN

A motion was made to adjourn by Erwin Stauffer, seconded by Francis Sorrow – the meeting was adjourned at 7:35 pm.

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Ruby Fisher  
Main Street, Special Events Coordinator

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Erwin Stauffer  
Chair, Historic Preservation Commission

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## Historic Preservation Commission Meeting **January 7, 2026** Transmittal Letter

**Agenda Item Number:** 2.

**Agenda Title:** **POSTPONED Hold a public hearing, discuss and consider action on a proposed Historic Overlay District to be applied over the historic downtown of the City of Taylor.**

**Board Action to be Taken:** Hold a public hearing and consider action on establishing a Historic Overlay District to be applied over the historic downtown of the City of Taylor.

**Department Submitted:** Downtown Department

**Staff Contact:** Carly Kehoe Pearson, Assistant City Manager

### **1. PURPOSE / DESCRIPTION**

To bring the City of Taylor's Historic Preservation Ordinance (Chapter 6, Land Development Code) into compliance with state law (TLGC Ch. 211.0165) by correctly codifying the existing downtown districts as a Historic District. No changes are proposed to the content of the existing Ordinance, no changes are proposed to the boundaries of the existing downtown districts; this is an administrative correction to ensure the Historic Preservation Commission can legally convene and act in accordance with the Ordinance adopted in 2023 and with state law requirements of the Texas Local Government Code. Notices and Public Hearings are required by the Texas Local Government Code.

The designation of a property or district as historic is intended to:

- (1) Protect and enhance the landmarks and districts which represent distinctive elements of Taylor's historic, architectural, and cultural heritage;
- (2) Foster civic pride in the accomplishments of the past;
- (3) Protect and enhance Taylor's attractiveness to visitors and the support and stimulus to the economy, thereby provided;
- (4) Ensure the harmonious, orderly, and efficient growth and development of the City that is sensitive to its historic resources;
- (5) Promote economic prosperity and welfare of the community by encouraging the most appropriate use of historic properties within the City;
- (6) Encourage stabilization, restoration, and improvements of such properties and their values by offering incentives for rehabilitation.

### **2. STAFF ANALYSIS / BACKGROUND**

On November 9, 2023, the City adopted the Land Development Code (LDC), which included Zoning, Subdivision, Sign, and Historic Preservation regulations. The adoption established Chapter 6, the Historic Preservation Ordinance, but it did not correctly codify the existing downtown districts (MS, TIRZ, CBD, NH) into a legally recognized Historic District under state law (TLGC Ch. 211). This administrative oversight must be corrected to ensure the legal application of Chapter 6 and to allow the Historic Preservation Commission to convene and act in accordance with state law. The correction will follow the existing downtown boundaries, maintaining the integrity and life safety of the historic, integrated downtown area, without changing the content of the Ordinance.

On October 23, 2025 City Council Meeting, City Council provided direction to staff to proceed with statutorily required notices and public hearings to establish and codify the Historic District to comply with state law and administration of Chapter 6.

**3. RECOMMENDATION**

Recommend approval establishing a Historic Overlay District to be applied over the historic downtown of the City of Taylor.

**4. TIMELINE**

- Historic Preservation Commission, January 7, 2026
- Planning and Zoning Commission, January 13, 2026
- City Council, January 22, 2026

**5. OTHER OPTIONS**

Do not proceed, which would leave the Historic Preservation Ordinance and Commission operations noncompliant with state law.

**6. ATTACHMENTS**

1. City Council 01222025 PPT\_Proposed Historic District Establishment
2. Recommended Vacancy and Historic Ordinance District Boundary
3. Statutory Required Impact Statement
4. Historic District Ordinance with Exhibit A\_drftpdf

# **Historic Downtown District:** *Land Development Code Ch. 6*

**City Council January 22, 2026**

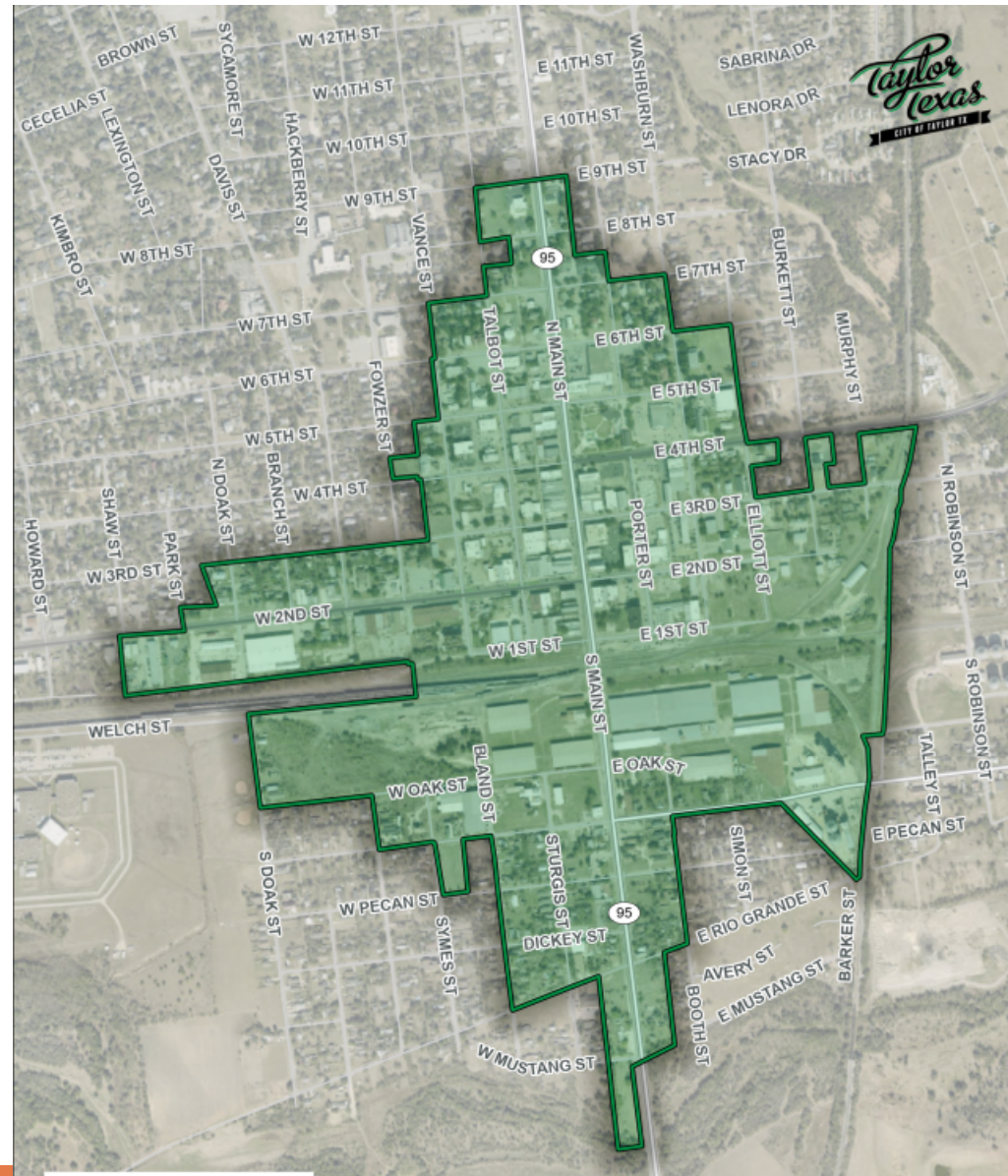
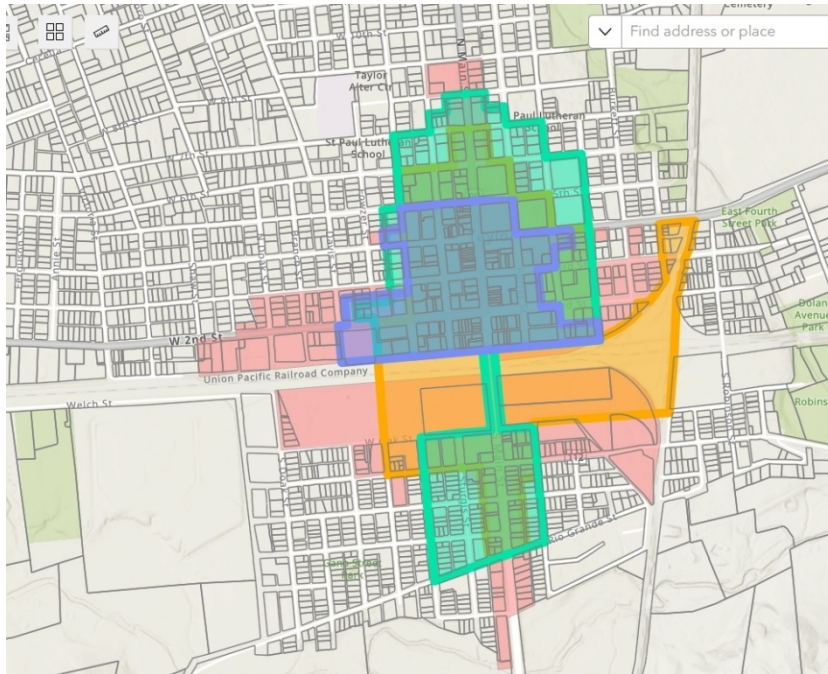
# History and Reason

1. On November 9, 2023, the City of Taylor adopted the Land Development Code (LDC) including Zoning, Subdivision, Sign and Historic Preservation regulations.
2. The rezoning established the Historic Preservation Ordinance (Ch. 6 LDC) for the City of Taylor
3. It failed to correctly codify the existing Downtown districts into the Historic District under state law (TLGC Ch. 211)
4. This must be done in order to legally apply the LDC Chapter 6 and to have the Historic Preservation Commission be able to legally convene and act in accordance with state law and the LDC.
5. This will follow the existing boundaries of the downtown districts.
6. On October 23, 2025 Council directed staff to proceed with establishing this district.



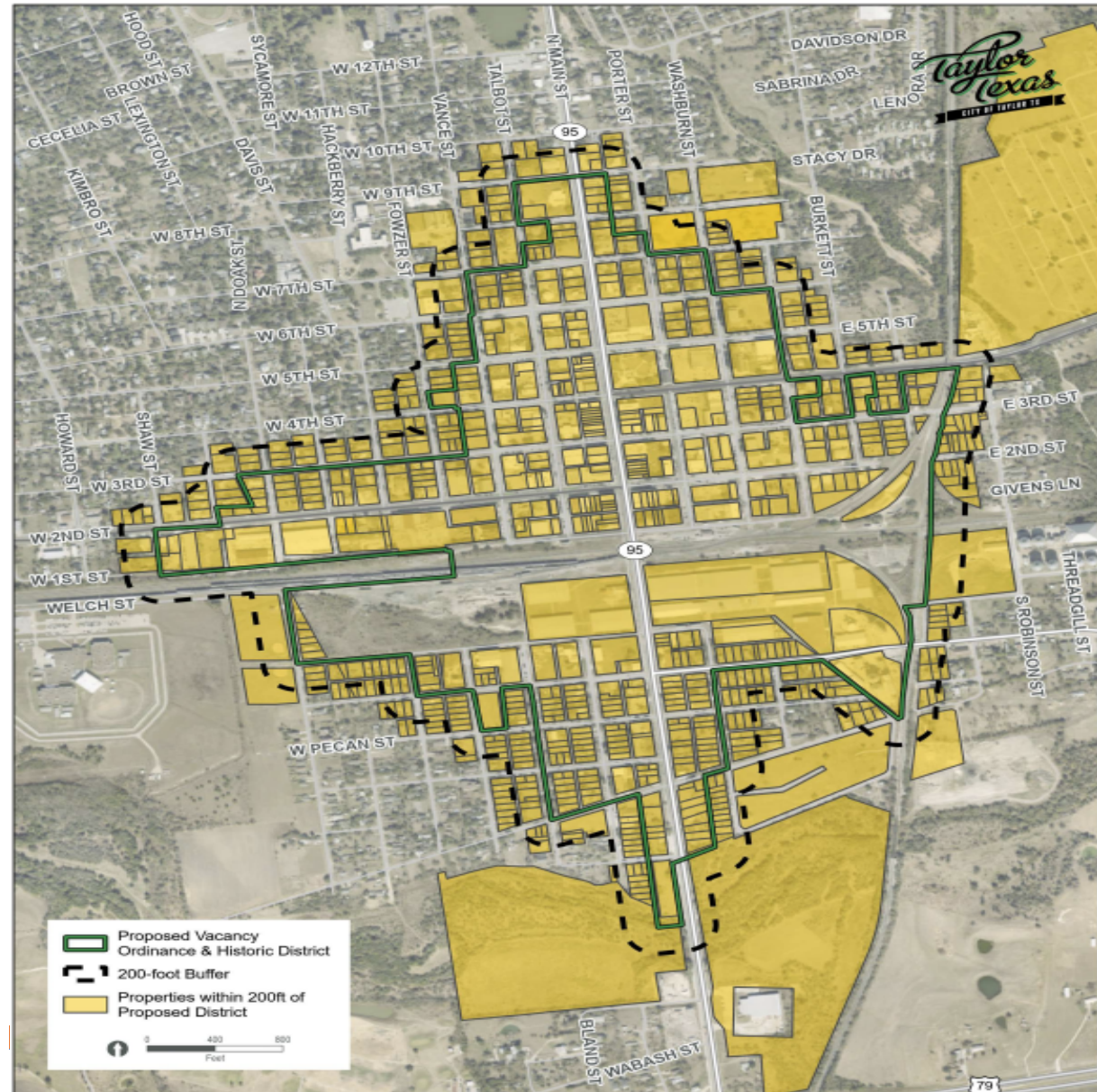
# Existing Boundaries

1. The establishment of the Fire Chief's Vacancy Ordinance will use the same existing districts boundaries, in order to protect the integrity and life safety of the historic, integrated downtown area.
2. No changes are being proposed to the actual content of the existing Ordinance (LDC Ch. 6). This is an administrative oversight that did not create this Chapter and District in accordance with state law previously and so we are doing so now to bring it into compliance with TLGC Ch. 212.



# Notice Map

1. Statutory Notices were sent out on 12/17/2025.
2. \_\_\_ In Support received
3. \_\_\_ In Opposition received
4. \_\_\_ Properties withdrew consent. These properties will require a  $\frac{3}{4}$  vote to be included in the district. These properties are:
  1. 300/306 W 4<sup>th</sup> St. (Parcel ID R015036)
  2. 316 W 4<sup>th</sup> St. (Parcel ID R015043)
  3. 719 W 2<sup>nd</sup> St. (Parcel ID R016528)



# State law:

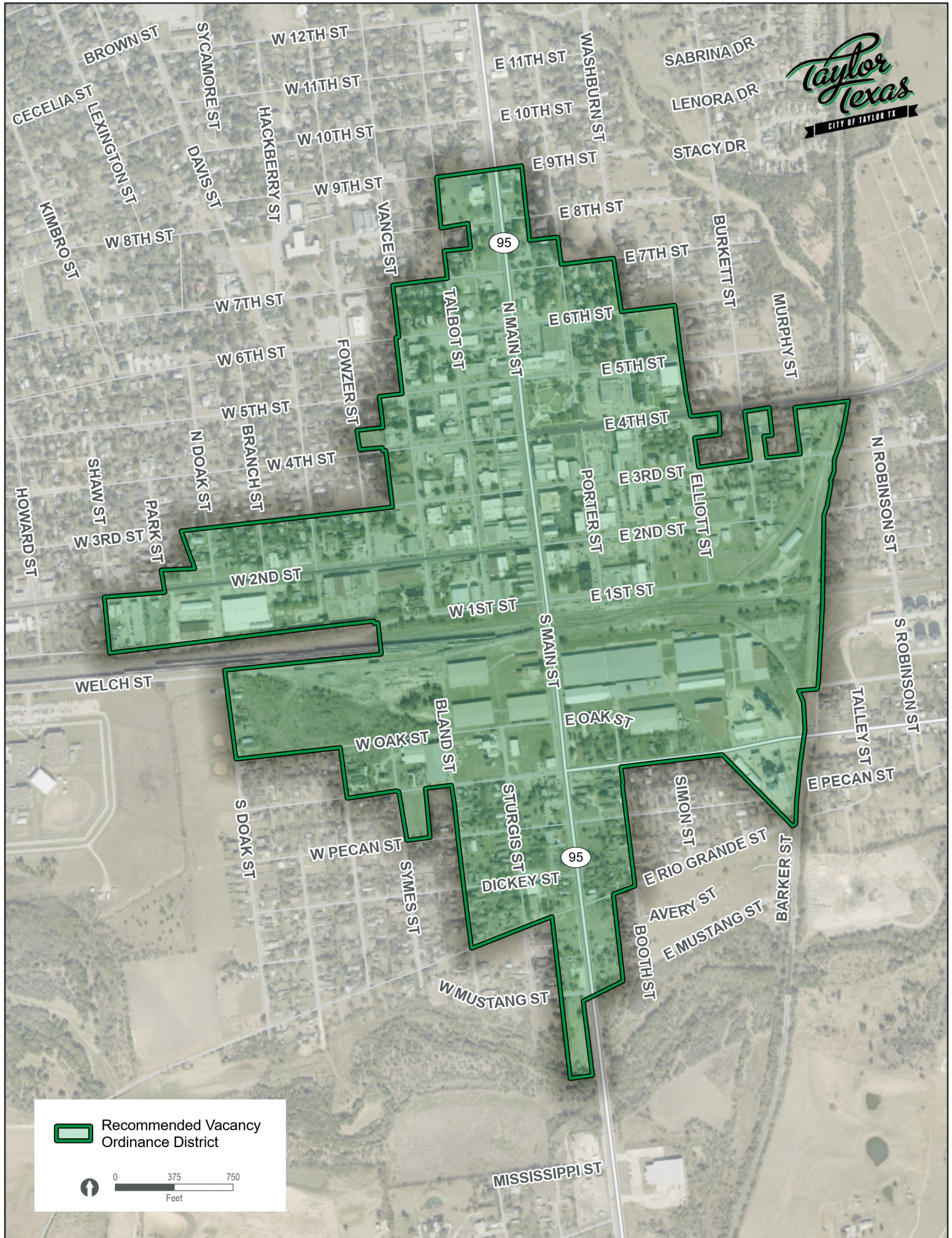
- Sec. 211.0165. DESIGNATION OF HISTORIC LANDMARK OR DISTRICT. (a) Except as provided by Subsection (b), a municipality that has established a process for designating places or areas of historical, cultural, or architectural importance and significance through the adoption of zoning regulations or zoning district boundaries may not designate a property as a local historic landmark or include a property within the boundaries of a local historic district unless:
  - (1) the owner of the property consents to the designation or inclusion; or
  - (2) if the owner does not consent, the designation or inclusion of the owner's property is approved by a three-fourths vote of:
    - (A) the governing body of the municipality; and
    - (B) the zoning, planning, or historical commission of the municipality, if any.
  - (a-1) If a municipality has more than one commission described by Subsection (a)(2)(B), the municipality shall designate one of those commissions as the entity with exclusive authority to approve the designations of properties as local historic landmarks and the inclusion of properties in a local historic district under that paragraph.
  - (b) If the property is owned by an organization that qualifies as a religious organization under Section [11.20](#), Tax Code, the municipality may designate the property as a local historic landmark or include the property in a local historic district only if the organization consents to the designation or inclusion.
  - (c) The municipality must provide the property owner a statement that describes the impact that a historic designation or inclusion in a local historic district of the owner's property may have on the owner and the owner's property. The municipality must provide the statement to the owner not later than the 15th day before the date of the initial hearing on the historic designation or inclusion in a local historic district of the property of:
    - (1) the zoning, planning, or historical commission, if any; or
    - (2) the governing body of the municipality.
  - (d) The historic designation impact statement must include lists of the:
    - (1) regulations that may be applied to any structure on the property after the designation;
    - (2) procedures for the designation;
    - (3) tax benefits that may be applied to the property after the designation; and
    - (4) rehabilitation or repair programs that the municipality offers for a property designated as historic.
  - (e) The municipality must allow an owner to withdraw consent at any time during the designation process.


# Timeline

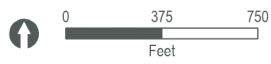
- **Step 1: Statutory notices were sent out (12/17/2025)**
- **Step 2: The Historic Preservation Commission Public Hearing and Recommendation: January 7, 2026**
- **Step 3: Planning and Zoning Commission Public Hearing and Recommendation: January 13, 2026**
- **Step 4: City Council Public Hearing and First Reading: January 22, 2026**

# Questions?





 Recommended Vacancy Ordinance District



## **Texas Local Government Code Required Impact Statement**

The City Council of Taylor, Texas, has declared that as a matter of public policy the protection, enhancement, and perpetuation of landmarks and districts of historical and cultural importance and significance is necessary to promote the economic, cultural, educational, and general welfare of the public.

The designation of a property or district as historic is intended to

- (1) Protect and enhance the landmarks and districts which represent distinctive elements of Taylor's historic, architectural, and cultural heritage;
- (2) Foster civic pride in the accomplishments of the past;
- (3) Protect and enhance Taylor's attractiveness to visitors and the support and stimulus to the economy thereby provided;
- (4) Ensure the harmonious, orderly, and efficient growth and development of the City that is sensitive to its historic resources;
- (5) Promote economic prosperity and welfare of the community by encouraging the most appropriate use of historic properties within the City;
- (6) Encourage stabilization, restoration, and improvements of such properties and their values by offering incentives for rehabilitation.

### **Regulations That May be Applied to a Structure on the Property**

The City of Taylor's Land Development Code (the "LDC") provides regulations that apply to properties located in historical districts. These regulations are designed to preserve the historic character of the property. Nothing in the LDC will prevent the ordinary maintenance and repair of any exterior architectural feature of an historic landmark or a property within an historic district which does not involve a change in design, material, or outward appearance that require the issuance of a building permit. The LDC contains the following provisions which may be applied to a structure on a property in a historical district:

Section 6.1.6 of the LDC establishes Minimum Maintenance Standards for property in a designated historic district.

Section 6.1.7 of the LDC provides a procedure to mitigate "demolition by neglect," which is the gradual deterioration of a property when routine or minimum maintenance is not performed.

Section 6.1.8 of the LDC requires a Certificate of Appropriateness before any construction, reconstruction, alteration, restoration, rehabilitation, or relocation of any Landmark or any property within a District, or any material change in the light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements visible from a public right-of-way which affect the

appearance and cohesiveness of any Landmark or any property within a District. The procedures and standards for approving a Certificate of Appropriateness are set out in Sections 6.1.9 and 6.1.10.

Sections 6.1.12 and 6.1.13 of the LDC provide for enforcement and penalties for violations of the LDC.

### **Procedures for the Designation**

Section 6.1.4 of the LDC provides the process for designating local historic landmarks and districts. The LDC provides that:

**6.1.4.1** These provisions pertaining to the designation of historic properties constitute a part of the comprehensive zoning plan of the City. Owners of proposed historic properties shall be notified prior to the HPC hearing on the recommended designation. At the HPC's public hearing, owners, interested parties, and technical experts may present testimony or documentary evidence, which will become part of a record regarding the historic, architectural, or cultural importance of the proposed historic property. The City may designate a historic landmark without the property owner's approval.

**6.1.4.2** The procedure for designating a historic landmark or to establish or amend a historic district may be initiated by the City, or by the individual property owner(s), or by at least twenty percent (20%) of the residents of the potential district. An application for designation shall be made on forms as prescribed by the City and shall be filed with the HPO along with any fees in accordance with the municipal fee schedule. Buildings, structures, sites or areas located within the City which substantially comply with the criteria found in this LDC may be recommended by the HPC to the City Council as historic landmarks or historic districts.

The application shall contain:

- (1) For a proposed historic landmark, the name, address, telephone number of applicant, and physical address of the property.
- (2) For a proposed historic district, the name, address, telephone number of applicant, and no more than ten percent (10%) negative responses from owners of properties in the proposed district; where a poll has been taken, each property is counted separately, and no response is considered an affirmative response.
- (3) Site plan of the proposed landmark property, or map indicating the geographic boundaries of the proposed

district, showing all affected buildings and/or structures.

- (4) Detailed historic description and background on the proposed landmark or proposed district.
- (5) Current photographs of the overall property or area, along with any historical photographs, if available.
- (6) Any other information which the HPO or Commission may deem necessary.

**6.1.4.3** Upon receipt of a completed designation application, the HPO shall schedule a hearing at the next available regularly scheduled Commission meeting. Notice of the application shall be mailed to the property owner(s) and advertised in the official newspaper and/or posted on the property as provided for a Place Type zoning change.

**6.1.4.4** A proposed historic landmark or district for which an application for designation has been received shall be protected by and subject to all the provisions of this LDC governing demolition, minimum maintenance standards, and penalties until a final decision by the City Council becomes effective, but not to exceed one hundred and eighty (180) days.

**6.1.4.5** At the hearing, the applicant shall have an opportunity to present testimony and evidence to demonstrate the historical significance or insignificance of the subject property or district. Other interested parties and technical experts may also present testimony or documentary evidence, which will become part of a record. The burden of proof shall be upon the applicant. The HPC may take action to approve, postpone requesting additional information, or deny the application. The HPO shall forward any final recommendation to the Planning & Zoning Commission within thirty (30) days of the hearing. Denials may be appealed directly to City Council.

**6.1.4.6** The P&Z shall give notice and conduct its hearing upon receipt of the recommendation from the HPC. Notice for such hearing shall be in the same manner and the hearing held according to the same procedures as specifically provided in the general zoning ordinance of the City. The P&Z shall review the application to ensure that the recommended designation will not pose a conflict with the underlying Place Type zoning and shall forward its recommendation to the City Council within thirty (30) days after taking action on the application.

**6.1.4.7** Upon receipt of the joint recommendation on the application from the Historic Preservation Commission and the Planning & Zoning Commission, the City Council shall schedule a hearing

on the application within thirty (30) days. Notice for such hearing shall be in the same manner and the hearing held according to the same procedures as specifically provided in the general zoning ordinance of the City. Significance shall be considered only on the record made before the Historic Preservation Commission and the Planning & Zoning Commission.

**6.1.4.8** Upon designation of a historic landmark or historic district by the City Council, the designation shall be recorded by legal description on the City's official Place Type zoning maps, in the records of real property of Williamson County, and with the tax appraisal office.

**6.1.4.9** The applicant or any persons adversely affected by any determination of the HPC may appeal the decision to City Council. Appeal requests shall be on forms as prescribed by the City and shall be filed with the HPO within seven (7) days of the HPC's decision and scheduled for the next available regularly scheduled City Council meeting. Notice for such hearing shall be in the same manner and the hearing held according to the same procedures as specifically provided in this LDC.

**6.1.4.10** Appeals to the City Council shall be considered only on the record made before the HPC and may only allege that the Historic Preservation Commission's decision was arbitrary, capricious, or illegal.

**ORDINANCE NO. 2026-XX**

**AN ORDINANCE OF THE CITY OF TAYLOR, TEXAS, ADOPTING THE HISTORIC OVERLAY DISTRICT, ORDERING THE UPDATING OF THE ZONING MAP THEREOF TO INCLUDE SUCH DISTRICT, REPEALING ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING A SAVINGS CLAUSE.**

**Whereas,** The City Council of Taylor, through Ordinance No. 2026-XX has declared that as a matter of public policy the protection, enhancement, and perpetuation of landmarks and districts of historical and cultural importance and significance is necessary to promote the economic, cultural, educational, and general welfare of the public; and

**Whereas,** the Historic Preservation Commission of Taylor, after providing notice to owners of property in the proposed district and after a public hearing on the proposed district, has recommended the creation of a historic district for the protection, enhancement, and perpetuation of the cultural history of the town center; and

**Whereas,** the designation of a historic district is appropriate, considering that the town center of Taylor has historical significance, has served as the cultural core of the community and shared an association with both events and structures that have made a significant contribution to the broad patterns of our history and with the lives of persons significant in our past; and

**Whereas,** the City Council of the City of Taylor hereby finds that the general character of the proposed historic district includes structures of an architectural style typical of the area, including relationships of the buildings to the landscapes of the areas, relationships of the buildings to the streets, with setbacks, typology and other physical patterns of buildings in the area; and

**Whereas,** historic preservation and economic development are parents in the success of the downtown area; and

**Whereas,** the City Council of the City of Taylor finds it to be in the best interest of the citizens of Taylor to adopt the attached Historic Overlay District.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, THAT:**

**Section 1.** The findings contained in the recitals of this ordinance are declared to be true and correct and are hereby adopted as part of this ordinance for all intents and purposes.

**Section 2.** The “Historic Overlay District” is hereby established to preserve the aesthetic and visual character of downtown Taylor. All development within the overlay district, except routine maintenance and repair as defined by the Zoning Ordinance, shall be subject to review by the Historic Preservation Commission. This review will assess the location, character, and appearance of the proposed development, purpose of the review is to ensure the proposed development aligns with Section 6.1 of the Taylor Land Development Ordinance.

**Section 3.** The Historic Overlay District encompasses all the land within the boundary shown on Exhibit A. If a lot or parcel of land is partially located within the overlay district, the entire parcel or lot must comply within the historic overlay district.

**Section 4.** The designation of the Historic Overlay District shall be recorded by legal description on the City's official Place Type zoning maps, in the records of real property of Williamson County, and with the tax appraisal office.

**Section 5.** All ordinances and resolutions, or parts of ordinances and resolutions, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect.

**Section 6.** All rights and remedies of the City of Taylor are expressly saved as to any and all violations of the provisions of any ordinances affecting zoning, platting, signs or the comprehensive plan within the City's jurisdiction which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

**Section 7.** Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional.

**Section 8.** This Ordinance shall be in force and effect from and after its passage on the date shown below.

**Section 9.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Tex. Gov't. Code.

**Passed, Approved, and Adopted on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.**

**City of Taylor, Texas**

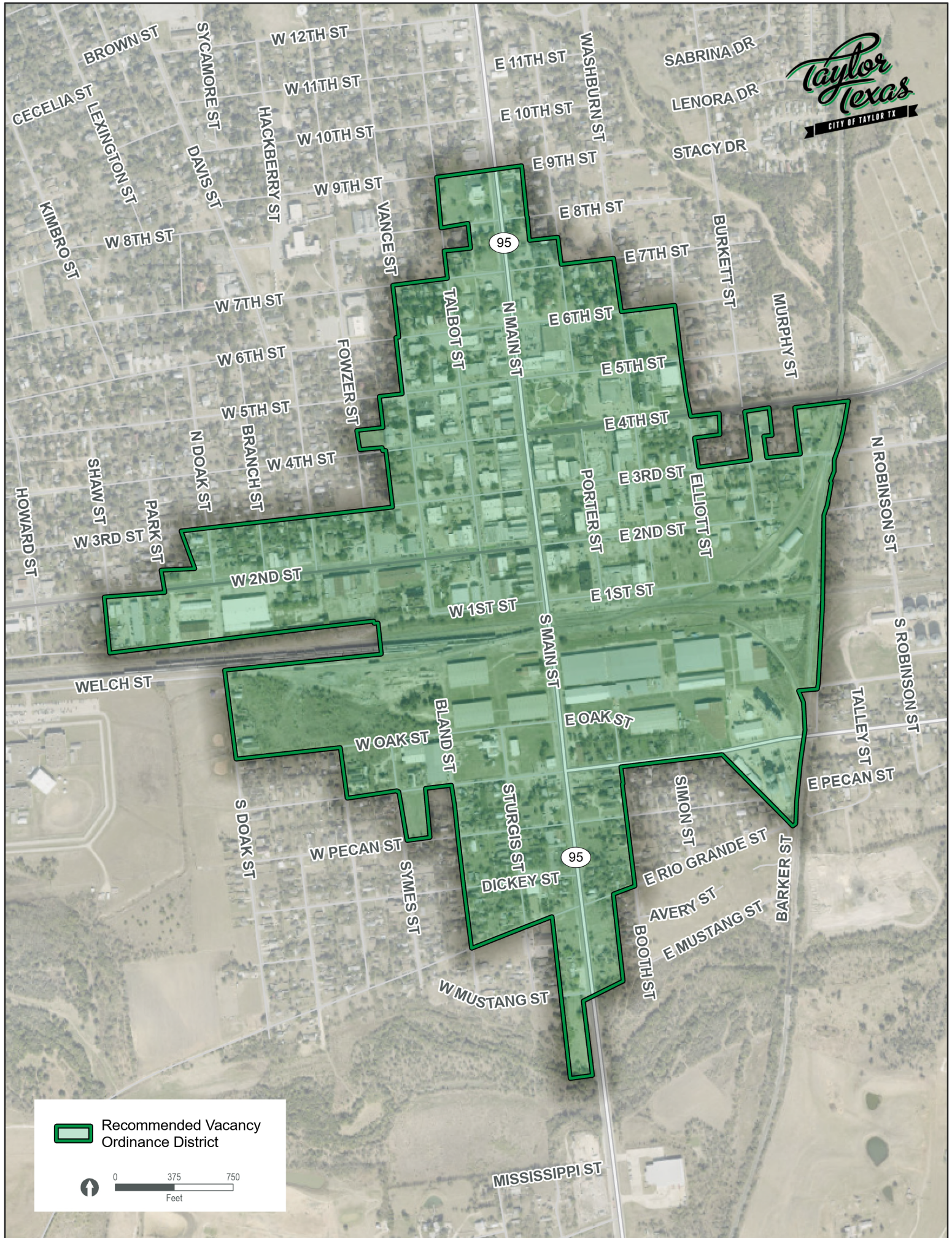
\_\_\_\_\_  
**Dwayne Ariola, Mayor**


**Attest:**

\_\_\_\_\_  
**Lucy Aldrich, City Clerk**

**Approved as to Form:**

\_\_\_\_\_  
**Mark Shroeder, City Attorney**



 Recommended Vacancy Ordinance District

