



Historic Preservation Commission

Regular Meeting Minutes

January 2, 2020 at 4:00 p.m.

A Regular Meeting of the Historic Preservation Commission was held Thursday, January 2, 2020 beginning at 4:00 p.m. in the City Hall Council Chambers located at 511 Mercer Street, Dripping Springs, Texas.

I. CALL TO ORDER AND ROLL CALL

Commission Members present were:

Bruce Lewis, Chair

Ashley Bobel

Minnie Glosson-Needham

Jean Reimers

Commission Members absent were:

Emilie Kopp, Vice Chair

Dean Erickson

Melissa Starr

City Staff/Appointed Officials present were:

Michelle Fischer, City Administrator

Brandon Elliott, Planning Assistant

Keenan Smith, Historic Preservation Consultant

Ben Steckbeck, Mixtape Agency

With a quorum of the Commission present, Chair Lewis called the meeting to order at 4:05 p.m.

A motion was made by Commissioner Bobel to excuse the absence of Commissioner Starr. Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0.

II. PRESENTATION OF CITIZENS

Each member of the public who desires to address the Historic Preservation Commission regarding any item for an open meeting may do so immediately before or during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during Presentation of Citizens. The Commission may limit the total amount of time the public may speak on a given item. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. The Commission may not prohibit public criticism of the governmental body, including criticism of any act, omission, policy, procedure, program, or service. This does not apply to public criticism that is otherwise prohibited by law. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. (Section 1. Subchapter A, Chapter 551, Government Code, Section 551.007)

No one spoke during Presentation of Citizens.

III. MINUTES

- A. **Discuss and consider approval of the December 5, 2019 Historic Preservation Commission Regular Meeting Minutes.**

A motion was made by Commissioner Reimers to approve the December 5, 2019 Historic Preservation Commission Regular Meeting Minutes. Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0.

IV. BUSINESS

- A. **Discuss and consider recommendations regarding the Historic District Brochure.**
Ben Steckbeck, Mixtape Agency

Via unanimous consent, the Commission heard this item at the end of the agenda.

- B. **Discuss and consider approval of COA2019-0008: an Application for Certificate of Appropriateness regarding residential development for property located at 102 South Bluff Street, Dripping Springs, TX 78620**
Applicant: Jon Thompson

1. Presentation

Jon Thompson presented the item.

2. Staff Report

Keenan Smith presented the staff report which is on file. Staff recommends approval with the following conditions:

- 1) **Demolition or removal of existing barn/shop and tool shed:**
 - a) Findings for Demolition or removal are based solely on proposals for this COA.
 - b) All required Permits shall be obtained.
 - c) Demolition or Removal shall not commence prior to approval of a Site Development Permit.
- 2) **Existing Trees: (Hardwoods over 8")- "Detailed Tree Preservation Program" shall be reviewed @ Site Development Permit stage: e.g. "Trees to Remain, Trees to be Removed, Trees to be Replaced":**
 - a) 2.1. Hays Street Frontage Trees- Trees #599, #600 shall be preserved. Trees #2495, 2496 shall be preserved if at all possible. All contribute significantly to the Hays Street Frontage & District.
 - b) 2.2. Hays Street ROW Trees- (outside the site) all shall be preserved & protected in place. 2.3. US 290W Oak Groves @ highway frontage- Trees #2497, 2435, 594, 596 shall be preserved.
 - c) 2.4. Specific Tree Removals Allowed- Trees #512, #249 (hardwood species-replacement required), Tree #2497 (softwood species) may be removed without replacement, if necessary.

- 3) **Architectural Design Development Review: Supplemental architectural design development information shall be submitted, reviewed & approved by City Staff prior to issuance of Building Permits:**
 - a) 3.1. Architectural Site Plan: (w/Setbacks, Building Locations & Existing Trees to Remain) 3.2. Composite Street Elevations: a) @ US 290 / b) @ Hays Street
 - b) 3.3. Colors and Materials: (Colored “Street” Elevations w/dimensioned building heights, materials call-outs on all Elevations)
- 4) **Zoning Change / Permits: COA Approval is conditional on securing necessary Zoning Entitlements & all required Permits (Site Development, Building, etc.). Site Planning & Architectural Design changes, development and refinements shall be reviewed by Staff for consistency with this COA prior to issuance of Permits. Significant changes may require modification or additional COA approvals.**

3. Public Hearing

No one spoke during the Public Hearing.

4. Certificate of Appropriateness

A motion was made by Commissioner Bobel to approve COA2019-0008: an Application for Certificate of Appropriateness regarding residential development for property located at 102 South Bluff Street, Dripping Springs, TX 78620 with the following conditions:

- 1) Demolition or removal of existing barn/shop and tool shed:
 - d) Findings for Demolition or removal are based solely on proposals for this COA.
 - e) All required Permits shall be obtained.
 - f) Demolition or Removal shall not commence prior to approval of a Site Development Permit.
- 2) Existing Trees: (Hardwoods over 8’)- “Detailed Tree Preservation Program” shall be reviewed @ Site Development Permit stage: e.g. “Trees to Remain, Trees to be Removed, Trees to be Replaced”:
 - d) 2.1. Hays Street Frontage Trees- Trees #599, #600 shall be preserved. Trees #2495, 2496 shall be preserved if at all possible. All contribute significantly to the Hays Street Frontage & District.
 - e) 2.2. Hays Street ROW Trees- (outside the site) all shall be preserved & protected in place. 2.3. US 290W Oak Groves @ highway frontage- Trees #2497, 2435, 594, 596 shall be preserved.
 - f) 2.4. Specific Tree Removals Allowed- Trees #512, #249 (hardwood species- replacement required), Tree #2497 (softwood species) may be removed without replacement, if necessary.
- 3) Architectural Design Development Review: Supplemental architectural design development information shall be submitted, reviewed & approved by City Staff prior to issuance of Building Permits:
 - c) 3.1. Architectural Site Plan: (w/Setbacks, Building Locations & Existing Trees to Remain) 3.2. Composite Street Elevations: a) @ US 290 / b) @ Hays Street
 - d) 3.3. Colors and Materials: (Colored “Street” Elevations w/dimensioned building heights, materials call-outs on all Elevations)

- 4) Zoning Change / Permits: COA Approval is conditional on securing necessary Zoning Entitlements & all required Permits (Site Development, Building, etc.). Site Planning & Architectural Design changes, development and refinements shall be reviewed by Staff for consistency with this COA prior to issuance of Permits. Significant changes may require modification or additional COA approvals.

Commissioner Reimers seconded the motion which carried unanimously 4 to 0.

C. Discuss and consider approval of COA2019-0009: an Application for Certificate of Appropriateness regarding Exterior Improvements for property located at 300 B Mercer Street, Dripping Springs, TX 78620

Applicant: Tim Brown

1. Presentation

Applicant Tim Brown was available for questions from the Commission.

2. Staff Report

Keenan Smith presented the staff report which is on file. Staff recommends approval with the following conditions:

- 1) Permits: Obtain any necessary Permits from the City of Dripping Springs.
- 2) Approval in Concept: Approved in Concept for COA only. Construction Documents to be reviewed by City Staff for consistency with this COA, prior to issuance of Building Permits.

3. Public hearing

No one spoke during the Public Hearing.

4. Certificate of Appropriateness

A motion was made by Commissioner Bobel to approve COA2019-0009: an Application for Certificate of Appropriateness regarding Exterior Improvements for property located at 300 B Mercer Street, Dripping Springs, TX 78620 with the following conditions:

- 1) Permits: Obtain any necessary Permits from the City of Dripping Springs.
- 2) Approval in Concept: Approved in Concept for COA only. Construction Documents to be reviewed by City Staff for consistency with this COA, prior to issuance of Building Permits.

Commissioner Reimers seconded the motion which carried unanimously 4 to 0.

D. Update on the Stephenson Building located at 101 Old Fitzhugh Road, Dripping Springs, Texas.

Keenan Smith presented the item. Architexas is engaged and in Phase 1 assessing existing conditions. Timeline is aggressive, and within the next 30-60 days the existing assessment and measured drawings should be completed. Representatives will be providing a report to staff in February with their recommendations and will present to the Commission in March.

Business Agenda Item A:

A. Discuss and consider recommendations regarding the Historic District Brochure.

Ben Steckbeck, Mixtape Agency

Ben Steckbeck presented the item and reviewed layout and content of the brochure.

V. COMMITTEE REPORTS

A. Parking Lot Improvements Committee

Commissioners Dean Erickson and Minnie Glosson-Needham

No update.

B. Landscape Improvements Committee

Commissioners Minnie Glosson-Needham and Jean Reimers

- Holiday lights are in the process of being removed.
- Discussed installation of lanterns.

C. Brochure / Printing and Website Committee

Vice Chair Emilie Kopp

- Update provided by Mixtape Agency earlier in the agenda.
- Staff will provide the Commission with large copies of the brochure for review and will also review with Charlie Haydon.

D. Historic District Signage & Banner Committee

Commissioners Melissa Starr and Ashley Bobel

- Mixtape will scan and email contract regarding banners.
- Nothing has not been started yet, but once contract is complete staff will work on getting a timeline to the Commission.

VI. EXECUTIVE SESSION

The Historic Preservation Commission for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Historic Preservation Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.

The Commission did not meet in Executive Session.

VII. UPCOMING MEETINGS

A. Historic Preservation Commission Meetings

February 6, 2020 at 4:00 p.m.

March 5, 2020 at 4:00 p.m.

April 2, 2020 at 4:00 p.m.

B. City Council & Board of Adjustment Meetings

January 14, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

January 21, 2020 at 6:00 p.m.

February 11, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

February 18, 2020 at 6:00 p.m.

VIII. ADJOURN

A motion was made Commissioner Reimers to adjourn the meeting. Commissioner Needham-Glosson seconded the motion which carried unanimously 4 to 0.

This regular meeting adjourned at 5:15 p.m.