

Historic Preservation Commission

Regular Meeting Minutes September 4, 2018 at 4:00 p.m.

A Regular Meeting of the Historic Preservation Commission was held Thursday, September 4, 2018 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

Commissioners present were:

Melissa Oehler - Chair
Kelli Tucker - Vice Chair
Emilie Kopp
Bruce Lewis
Dean Erickson
Vacant

Commissioner absent was:

Doyle Fellers

Staff and Appointed Officials present were:

Michelle Fischer, City Administrator
Jason Lutz, Planning Director
Amanda Padilla, Planning Assistant
Rachel Goodnight, Administrative Assistant

With a quorum of the Commission present Chair Oehler called the meeting to order at 4:00 p.m.

II. PRESENTATION BY CITIZENS

Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit on each citizen wishing to speak.

Pam Owens spoke regarding the Christmas Light Fundraiser.

Rachel Goodnight spoke regarding the City Budget for Holiday Lights.

III. MINUTES

A. Discuss and Consider approval of the Historic Preservation Commission Special Meeting Minutes of August 20, 2018

A motion was made by Commissioner Lewis approve the Historic Preservation Commission Special Meeting Minutes of August 20, 2018 with the following correction: Business Item A should reflect that the applicant withdrew the portion regarding mobile food vendors. Commissioner Kopp seconded the motion which carried unanimously 5 to 0.

IV. BUSINESS

Discussion and possible action regarding:

A. Discuss and Consider the approval of an Application for Certificate of Appropriateness for Demolition of Existing Buildings, Phase 1 Site Development Improvements, and Phase 1 Structures at 505 Old Fitzhugh Rd., Applicant Rafael Varela

Commissioner Kopp recused from this item.

1. *Presentation – no presentation was given*
2. *Staff Report*

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

1. Scope: This COA is limited to Phase I Buildings and Site Work as per Application
2. Demolition: Submit Photo Documentation of Existing Structures; Preserve and Reuse existing Historic Materials, if discovered and where possible.
3. Landscape Plan w/ Tree Preservation: Tree Removal & Replacement Plan is to be provided and reviewed at Site Development Permit Submittal.
4. Old Fitzhugh Rd. Plan: Provide Trail Connections to be coordinated with future TIRZ improvements and with PDD.5 Heritage Development
5. Coordinate prospective Public Utility & Drainage Easements at Site Development Permit Submittal
6. Notification to neighbors regarding project

3. *Public Hearing*

No one spoke during the Public Hearing.

4. *Certificate of Appropriateness*

A motion was made by Commissioner Erickson to approve the Application for Certificate of Appropriateness for Demolition of Existing Buildings, Phase 1 Site Development Improvements, and Phase 1 Structures at 505 Old Fitzhugh Rd. with the following conditions:

1. Applicant apply for and receive the necessary variances for the project;
2. Any historical materials that can be reused are incorporated into the new building;
3. Photos are taken of the existing structure; and
4. Applicant provide an updated parking and tree plan.

Vice Chair Tucker seconded the motion. After further discussion, Commissioner Dean and Vice Chair Tucker withdrew their motion and second respectively.

A motion was made by Chair Oehler to table the item to the next regular Historical Preservation Commission meeting. Commissioner Erickson seconded the motion which carried unanimously 4 to 1, with Commissioner Kopp recused.

B. Discuss and Consider approval of the selection and purchase of historic district street signs, stop signs, and poles, *Street Sign Committee (Commissioner Tucker)*

Vice Chair Tucker presented the item. Documents regarding this item are file.

A motion was made by Commissioner Erickson to approve the selection and purchase of historic district street signs, stop signs, and poles. Commissioner Lewis seconded the motion which carried unanimously 5 to 0.

Without objection from the Commission, Chair Oehler heard Business Item D before Business Item C.

D. Discuss and Consider proposals for professional services related to Historic District Marketing

Commissioner Kopp presented the item. Documents regarding this item are on file. Commissioner Kopp recommends the selection of MixTape Agency for Historic District Marketing.

A motion was made by commissioner Lewis to approve the selection of MixTape Agency for professional services related to Historic District Marketing. Vice Chair Tucker seconded the motion which carried unanimously 5 to 0.

C. Discuss and Consider the approval of an expenditure for Proposed Historic District Wayfinding Signs, *Pam Owens, Dripping Springs Visitors Bureau*

Pam Owens presented the item.

Julie Owens spoke regarding the item and expressed concern about the removal of the current signs and would like to make sure that the merchants in the Historical Districts are able to comment on the selection, as they are directly affected.

No action was taken on this item.

E. Discuss and Consider the selection of Commission Chair and Vice Chair for terms expiring June 30, 2019

A motion was made by Commissioner Erickson to select Kelli Tucker as the Chair and Melissa Oehler as Vice Chair of the Historic Preservation for terms expiring June 30, 2019. Commissioner Lewis seconded the motion which carried unanimously 5 to 0.

F. Discuss Commission communications with regards to absences

Vice Chair Oehler discussed the importance of meeting attendance.

G. Discuss and Consider revising the Historic Preservation Commission regular meeting schedule for the months of October, November and December 2018

A motion was made by Vice Chair Oehler to permanently move the regular meetings of the Historic Preservation Commission to the third (3rd) Wednesday of each month at 4:00 p.m. Chair Tucker seconded the motion which carried unanimously 5 to 0.

V. COMMITTEE REPORTS

A. Historic District Brochure Committee (Commissioner Kopp)

B. Banner Committee (Commissioner Fellers)

C. National Register of Historic Places Plaques Committee (Commissioner Oehler, Commissioner Tucker, and Administrative Assistant Rachel Goodnight)

There were no Committee Report for this meeting.

VI. ANNOUNCEMENTS

A. September 11, 2018 - Regular City Council Meeting, 5:30 PM Workshop/6:30 PM Regular Session

B. September 18, 2018 - Regular City Council Meeting, 6:00 PM

C. September 28, 2018 - Regular Planning & Zoning Commission Meeting, 6:30 PM

D. October 2, 2018 - Regular Historic Preservation Commission Meeting, 4:00 PM

VII. ADJOURN

A motion was made by Commissioner Erickson to adjourn the meeting. Commissioner Lewis seconded the motion.

This regular meeting adjourned at 5:45 p.m.