

**Minutes**  
**November 6, 2017**  
**Regular Meeting**  
**Historic Preservation Commission**  
**City of Dripping Springs**

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A regular meeting of the Historic Preservation Commission of the City of Dripping Springs was held Monday, November 6, 2017, beginning at 5:30 PM in the City Hall, 511 Mercer Street, Dripping Springs, Texas.

**I. CALL TO ORDER AND ROLL CALL**

Commissioners Present:

Nicholas Dotin  
Doyle Fellers  
Bruce Lewis  
Kelli Tucker

Commissioners Absent:

Melissa Oehler  
Kathryn Chandler  
Emilie Kopp

Staff Present:

Michelle Fischer, City Administrator  
Andrea Cunningham, City Secretary  
Megan Will, City Planner  
Keenan Smith, Exterior Design, Architectural & Land Planning Consultant

With a quorum of the Commission present, Commissioner Tucker called the meeting to order at 5:39 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 with the Dripping Springs Visitors Bureau spoke regarding wayfinding signs for the community and would like to work with the Commission on messaging. The DSVB is working with the Texas Department of Transportation and Jacob Doctor with Executive Signs. (??)

**III. MINUTES**

*Discussion and possible action regarding:*

**A. Approval of Minutes for October 2, 2017 Regular Historic Preservation Commission Meeting**

A motion was made Commissioner Dotin to approve the minutes for the October 2, 2017 Regular Historic Preservation Commission meeting. Commissioner Lewis seconded the motion, which carried unanimously 4 to 0.

#### IV. BUSINESS

*Discussion and possible action regarding:*

Without objection from Commission, Commissioner Tucker approved staff request to hear Business Item C first.

##### **C. Approval of 2018 Meeting Schedule dates and times for the Historic Preservation Commission to hold regular meetings in the Council Chambers located at City Hall, 511 Mercer Street, Dripping Springs, TX**

Andrea Cunningham reviewed the draft calendar for the Historic Preservation Commission for the 2018 calendar year. Staff recommended the HPC move their meeting from the 1<sup>st</sup> Monday of each month to either the 1<sup>st</sup> Tuesday or 1<sup>st</sup> Wednesday to prevent a conflict in meeting times with the TIRZ No. 1 & No. 2 Board and the Parks and Recreation Commission. There are no other meetings scheduled for these days, and the Commission is allowed to select a different time if they would like.

A motion was made by Commissioner Lewis to approve the 2018 Meeting Calendar for the HPC, with the Commission meeting on the 1<sup>st</sup> Tuesday of each month at 4:00 p.m. Commissioner Dotin seconded the motion, which carried unanimously 4 to 0.

The Commission agreed that if the remaining members did not agree with the change, the Commission can revisit the item.

##### **A. Application for a Certificate of Appropriateness for Conversion of Barn Doors to Glass Doors, 101 College Street. (Mercer Street District), Applicant: Gordon Inscore/Short Mama's**

###### *1. Presentation*

Gordon Inscore was available to answer questions regarding the application.

###### *2. Staff Report*

Keenan Smith presented the staff report which is on file. Staff recommended approval of the application.

###### *3. Public Hearing*

No one spoke during the Public Hearing.

4. *Certificate of Appropriateness*

A motion was made by Commissioner Dotin to approve the Application for a Certificate of Appropriateness for 101 College Street. Commissioner Fellers seconded the motion, which carried unanimously 4 to 0.

**B. Discussion and Possible Action Regarding Removal of Diseased Tree located on City Property at 511 Mercer Street**

A motion was made by Commissioner Dotin to seek a second and third opinion regarding the removal of the tree. Commissioner Lewis seconded the motion, which carried unanimously 4 to 0.

**C. Approval of 2018 Meeting Schedule dates and times for the Historic Preservation Commission to hold regular meetings in the Council Chambers located at City Hall, 511 Mercer Street, Dripping Springs, TX**

**D. Street Sign Committee (Commissioner Dotin and Commissioner Tucker)**

*1. Selection of Historic District Street Signs and Poles*

Commissioner Dotin has prepaid to purchase sample sign for Historic District and will email a sample to Michelle Fischer. Staff will ensure Commissioner Dotin receives a list of all the signs needed.

No action was taken.

**E. Banner Committee (Commissioner Fellers and Commissioner Chandler)**

*1. Selection of Mercer Street Pedestrian Light Pole Banners and Brackets*

Commissioner Fellers will meet with Pam Owens (DSVB) and Jacob Doctor with Executive Signs regarding light pole banners and brackets.

No action was taken.

~~**F. Historic District Brochure Committee (Commissioner Kopp)**~~

~~*1. Update of Historic District Brochure*~~

~~**G. Litter Campaign Committee (Commissioner Tucker and Commissioner Oehler)**~~

~~*1. Creation of Historic District Littering Campaign*~~

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

*1. Purchase of Remaining National Register Plaques*

Rachel Goodnight submitted an update of plaques which is on file. The Commission requested an update regarding Wells Fargo.

No action was taken.

**V. ANNOUNCEMENTS**

- A. Regular City Council Meeting, November 14, 2017, 5:30 PM Workshop/6:30 PM Regular Session  
Regular City Council Meeting, November 21, 2017, 6:00 PM
- B. Regular Historic Preservation Commission, December 4, 2017 at 5:30 pm

**VI. ADJOURN**

A motion was made by Commissioner Fellers to adjourn the regular meeting. Commissioner Dotin seconded the motion, which carried unanimously 4 to 0.

Commissioner Tucker adjourned the regular meeting at 6:31 p.m.