

Bastrop Historic Landmark Commission Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



March 20, 2024

Agenda - Historic Landmark Commission at 6:00 PM

Bastrop Historic Landmark Commission meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

1. CALL TO ORDER

2. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Board/Commission to allow a member of the public to slur the performance, honesty and/or integrity of the Board/Commission, as a body, or any member or members of the Board/Commission individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Board/Commission and/or any person in the Board/Commission's presence will not be tolerated.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

3A. Consider action to approve meeting minutes from the February 21, 2024, Historic Landmark Commission Regular Meeting.

Alondra Macias, Development Services Technician

3B. Consider action on a Certificate of Appropriateness for a blade sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 926 Main Street, being 0.054 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

Submitted by: Kennedy Higgins, Senior Planner, Development Services Department

3C. Consider action on a Certificate of Appropriateness for a band sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 926 Main Street, being 0.054 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

Submitted by: Kennedy Higgins, Senior Planner, Development Services Department

4. UPDATES

5. ITEMS FOR INDIVIDUAL CONSIDERATION

5A. Items or topics requested by Historic Landmark Commission for future agendas.

6. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: Wednesday, March 13, 2024 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/ Kennedy Higgins
Kennedy Higgins, Senior Planner



Historic Landmark Commission STAFF REPORT

MEETING DATE: March 20, 2024

TITLE:

Consider action to approve meeting minutes from the February 21, 2024, Historic Landmark Commission Regular Meeting.

AGENDA ITEM SUBMITTED BY:

Alondra Macias, Development Services Technician

ATTACHMENTS:

- February 21, 2024, Meeting Minutes

HISTORIC LANDMARK COMMISSION MEETING

MEETING MINUTES

February 21, 2024

1. CALL TO ORDER

Chair, Blake Kaiser, called the meeting to order at 6:05 pm.

Commissioners:

Blake Kaiser, Chair	Present
Sharah Johnson, Vice-Chair	Absent
Susan Long	Present – Arrived at 6:08 pm
Janean Whitten	Present
Cheryl Long	Present
Lisa Laky	Present
Gary Moss	Present

City Council Liaison:

John Kirkland Present

Staff:

Kennedy Higgins	Present
Melissa Gustafson	Present
Sylvia Carrillo	Present

2. CITIZEN COMMENTS

Lindy Larson
1320 Farm St
Bastrop TX 78602

Mrs. Larson expressed her appreciation to City Staff, specifically Sylvia Carrillo and Kennedy Higgins, for their assistance in helping her complete her Historic Designation Request.

3. INTRODUCTION OF NEW BOARD MEMBER

3A. Welcome Gary Moss

4. ITEMS FOR INDIVIDUAL CONSIDERATION

4A. Consider action to approve meeting minutes from the December 20, 2023, Historic Landmark Commission Regular Meeting.

HISTORIC LANDMARK COMMISSION MEETING

MEETING MINUTES

February 21, 2024

Commissioner Gary Moss made a motion to approve the meeting minutes from December 20, 2023. Lisa Laky seconded the motion. The motion passed unanimously.

- 4B. Public hearing and consider action to make a recommendation on a Historic Landmark Designation for the property located on 0.4670 acres of Farm Lot 1 West of Main Street within the City Limits of the City of Bastrop, Texas, also known as 1301 Church Street, and forward to the March 12, 2024, City Council meeting.

Public Hearing Open: 6:08 pm
Public Hearing Closed: 6:11 pm

Kennedy Higgins presented the recommendation on a Historic Landmark Designation for the property located on 0.4670 acres of Farm Lot 1 West of Main Street within the City Limits of the City of Bastrop, Texas, also known as 1301 Church Street, and forward to the March 12, 2024, City Council meeting.

Commissioner Gary Moss made a motion to approve the recommendation. Commissioner Janean Whitten seconded the motion. The motion passed unanimously and will be forwarded to the City Council for final approval.

- 4C. Public hearing and consider action to make a recommendation on a Historic Landmark Designation for the property located on 0.5310 acres of Farm Lot, Block 36 East of Main Street, also known as 1320 Farm Street, and forward to the March 12, 2024, City Council meeting.

Public Hearing Opened: 6:11 pm
Public Hearing Closed: 6:14 pm

Kennedy Higgins presented the recommendation on a Historic Landmark Designation for the property located on 0.5310 acres of Farm Lot, Block 36 East of Main Street, also known as 1320 Farm Street, and forward to the March 12, 2024, City Council meeting.

Discussion ensued between Commissioners and staff.

Commissioner Susan Long made a motion to approve the recommendation. Commissioner Janean Whitten seconded the motion. The motion passed unanimously and will be forwarded to the City Council for final approval.

- 4D. Consider action on a Certificate of Appropriateness for exterior remodel and extension of the main structure at 1303 Pecan Street, being 0.636 acres out of Farm Lot 18 E of Main Street, within the City Limits of the City of Bastrop, Texas.

HISTORIC LANDMARK COMMISSION MEETING

MEETING MINUTES

February 21, 2024

Public Hearing Opened: 6:15 pm
Public Hearing Closed: 7:41pm

Kennedy Higgins presented the recommendation for the request for a Certificate of Appropriateness for exterior remodel and extension of the main structure at 1303 Pecan Street. Discussion ensued between the Commissioners, the Designer, staff and citizens. Commissioners asked questions regarding the total square footage after the addition; maintaining the original look of the architectural details; the original red brick of the fireplace and house footings; replacement window sizes that are slightly wider due to egress as well as the style of window (one over one); metal canopies over the windows; the arch window over the main door; the location of and type of material for the steps; the style of the baluster; as well as the shutter style and material type.

Public Comments:

1. Lindy Larson
1320 Farm Street

Mrs. Larson spoke briefly regarding the roles of the HLC Commissioners and provided the following points from Section 9.3.006 Criteria of Approval for a Certificate of Appropriateness – a) Every reasonable effort shall be made to adapt the property in a manner which requires minimal alteration of the building, structure, object or site and its environment. b) the distinguishing, original qualities or characteristics of a building, structure, object or site and its environment shall not be destroyed and removal or alteration of any historic or distinctive architectural feature should be avoided, when possible. c) all buildings, structures, objects, and sites should be recognized as products of their own time. Alterations that have no historic basis and which to see and create an earlier or later appearance shall be discouraged.

Kennedy Higgins, Historic Preservation Officer responded to the above comment to explain that the current renovation request meets the expectations of the code items provided by Mrs. Larson.

2. Sue Ann Fruge
1206 Pecan Street

Ms. Fruge presented photos of the current state of disrepair of the property and addressed concerns regarding the size of the home with the addition and potential additional parking issues.

The Commissioners addressed the comment regarding the size of the home, as HLC does not have the authority to address the length of structure, as it meets the current Code requirements for setbacks and impervious cover.

3. Sid Burbach
1209 Pecan Street

HISTORIC LANDMARK COMMISSION MEETING

MEETING MINUTES

February 21, 2024

Mr. Burback expressed concerns regarding the parking availability for multiple vehicles on the property causing on-street parking, which would cause additional issues for the current traffic from the school.

Sylvia Carrillo, City Manager, stated that the current code does not regulate parking on the street, however, it appears that there are adequate parking spaces within the property.

4. Katherine Albers
1307 Pecan Street

Mrs. Albers commented on the sense of community in their area and the necessary upkeep for a registered Historic Home and requested the Commissioners vote no on the requested Certificate of Appropriateness

5. Cas Chavez (submitted letter via email to be read by Chair Blake Kaiser on her behalf)
1401 Pecan Street

Ms. Chavez requested the Commissioners consider the intent of the request and to vote against the request.

Sylvia Carrillo, City Manager, provided information to the Commissioners and Citizens regarding the City's inability to regulate Air BNB's due to State regulations and explained the Life/Safety areas that the City can regulate and enforce.

6. Will Holford
1308 Pecan Street

Mr. Holford addressed a homeowner having a home-based business housed out of their home and the difference between that type of business vs. a rental or Air BNB.

Chair Blake Kaiser addressed Mr. Holford's comment to reiterate that we do not have the ability to regulate the use of the home, outside of our current Code and Life Safety issues.

Commissioner Gary Moss made a motion to approve the request for the Certificate of Appropriateness with the following criteria to be met as outlined by the Commissioners.

1. Match all porch posts to existing
2. Match all staircases to existing and stairs/centered on the front porch, not moved
3. Match all balustrades/railings/all architectural detail – Everything that is original – should match like for like.
4. Match siding to the original/cypress to the same overlap
5. Shutters – 3 panel per shutter – full height as before - match moveable shutters
6. Roof – pitch and dimensions are the same – standing seam roof
7. Chimney remains red brick

HISTORIC LANDMARK COMMISSION MEETING

MEETING MINUTES

February 21, 2024

8. Skirting – to match current with alternation of lattice and red brick
9. Angle braces – replicate/metal awnings – exact dimensions of what is there
10. Ensure all windows are appropriate – half round (arch) window no larger than 20”x60”, rectangular instead of arched.
11. Replicate the fascia
12. Hardware should match the existing/be similar to the existing
13. Reuse front door and hardware
14. Decking on porches – all wood

Except all windows – can be energy efficient – height will be the same – width modified to current code.

Commissioner Janean Whitten seconded the motion. The motion passed with a majority vote of 4 (four) in favor and 2 (two) opposed (Commissioner Cheryl Long and Commissioner Lisa Laky).

5. UPDATES

5A. Discussion of requirements and process demolition by neglect.

Sylvia Carrillo, City Manager, stated that the City is prepared to bring an Ordinance before the Commission and the City Council for a more aggressive approach regarding this issue. She also requested that staff start with a survey for the current condition of Locally Registered Historic Homes.

5B. Discussion on upcoming joint meetings.

5C. Items or topics requested by Historic Landmark Commission for future agendas.

Commissioner Susan Long requested the topic of Off-Street Parking, specifically around Historic Homes.

6. ADJOURNMENT

Commissioner Gary Moss made a motion to adjourn the meeting at 8:18 pm. Commissioner Janean Whitten seconded the motion. The motion passed unanimously and the meeting adjourned.

Blake Kaiser
Commission Chair

Sharah Johnson
Commission Vice-Chair



STAFF REPORT

MEETING DATE: March 20, 2024

TITLE:

Consider action on a Certificate of Appropriateness for a blade sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 926 Main Street, being 0.054 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

STAFF REPRESENTATIVE:

Kennedy Higgins, Planner, Development Services Department

ITEM DETAILS:

Site Address: 926 Main Street
Property Owner: 926 Bastrop LLC
Agent: Sharath Vaddepalli
Current Use: Commercial
Existing Zoning: P5 Core
Designations: Structure in the Bastrop Commercial National Register Historic District

BACKGROUND/HISTORY:

The business occupying 926 Main Street, Red Apple Smoke shop, is wanting to put a band sign, it will be measuring 15 inches by 36 inches, and will be hung above the awning with a head clearance of 7 feet. The letters will be less than 8 inches. The material for the sign will be aluminum and will be double sided.

The front of the building, as it exists, is shown below:



The proposed changes to the front facade are shown below:



POLICY EXPLANATION:

When a Certificate of Appropriateness is required, no work can begin before the Historic Preservation Officer, or the Commission has first issued a Certificate of Appropriateness. The Certificate of Appropriateness shall be in addition to and not in lieu of any permits required (i.e., building, sign, alcohol, etc.). The Building Official cannot approve any application for a sign or building permit to a structure and/or site that requires but does not have a Certificate of Appropriateness.

Section 9.3.006 Criteria of Approval of a Certificate of Appropriateness (COA)

(1) In considering an application for a Certificate of Appropriateness, the commission shall be guided by any locally adopted design standards, and where applicable, the following from the *Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings*. Any adopted design standards and *Secretary of the Interior's Standards* shall be made to the property owners of historic landmarks.

- (A) **Every reasonable effort shall be made to adapt the property in a manner which requires minimal alteration of the building, structure, object, or site and its environment.**
- (B) **The distinguishing original qualities or character of a building, structure, object, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.**
- (C) All buildings, structures, objects, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier or later appearance shall be discouraged.
- (D) Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, object, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
- (E) Distinctive stylistic features or examples of skilled craftsmanship which characterize, a building, structure, object, or site shall be kept to the greatest extent practical.
- (F) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should reflect the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other building or structures.
- (G) **The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.**
- (H) **Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.**

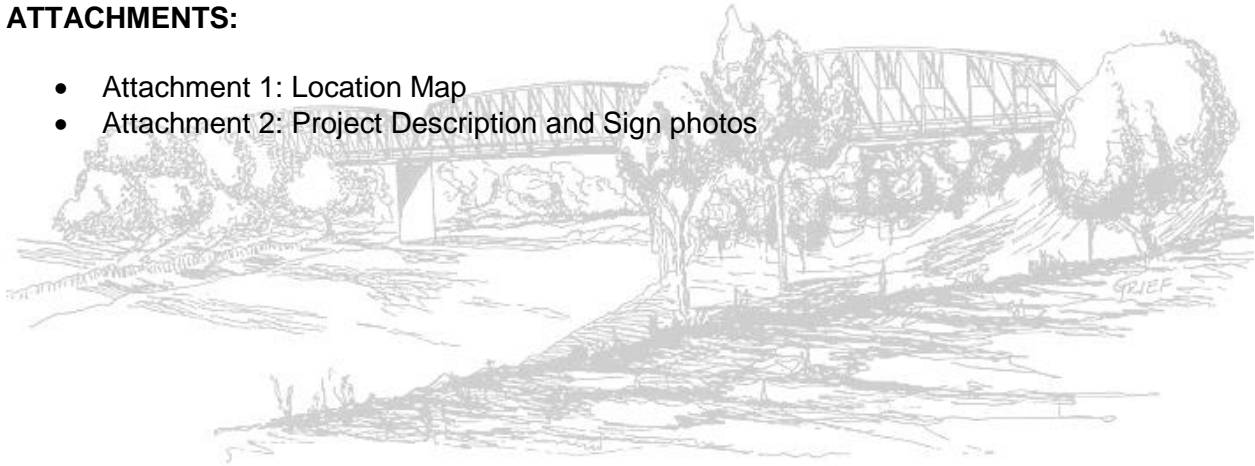
- (I) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, color, material, and character of the property, neighborhood, or environment.
- (J) Wherever possible, new additions or alterations to buildings, structures, objects, or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired.

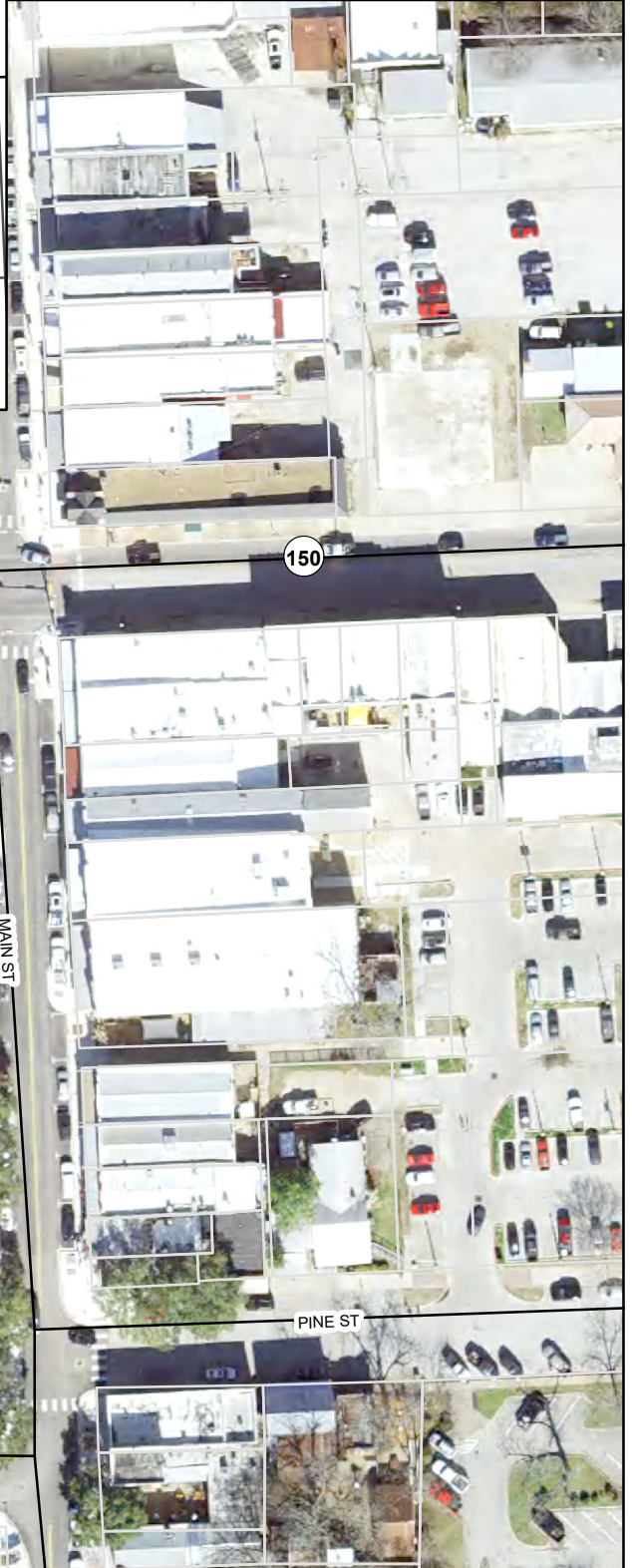
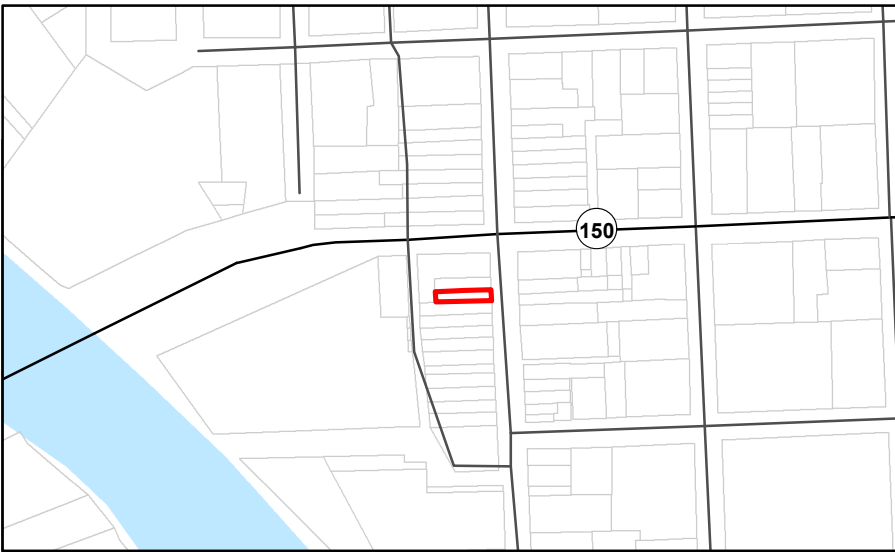
RECOMMENDATION:

Recommend approval on a Certificate of Appropriateness for a blade sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 926 Main Street, being 0.054 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

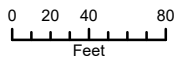
ATTACHMENTS:

- Attachment 1: Location Map
- Attachment 2: Project Description and Sign photos





Certificate of Appropriateness 926 Main Street



1 inch = 100 feet

Date: 3/13/2024

The accuracy and precision of this cartographic data is limited and should be used for information /planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of information, nor does it represent that its use will not infringe upon privately owned rights.



926 Main St, Bastrop, TX,78665

Permanent Blade Sign:

- Height of the sign board: 15”in
- Width of the sign board: 36” in
- Area : 3.9 sqft
- Double Sided
- Material : Alumunium 6mm
- Total Height from ground to Awning is 8ft 6in
- Total Clearance from bottom of the sign to ground is 7ft.



After Picture:



Before Picture:





STAFF REPORT

MEETING DATE: March 20, 2024

TITLE:

Consider action on a Certificate of Appropriateness for a band sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 926 Main Street, being 0.054 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

STAFF REPRESENTATIVE:

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 Agent: Sharath Vaddepalli
 Current Use: Commercial
 Existing Zoning: P5 Core
 Designations: Structure in the Bastrop Commercial National Register Historic District

BACKGROUND/HISTORY:

The business occupying 926 Main Street, Red Apple Smoke shop, is wanting to put a band sign, it will be measuring 24 inches by 96 inches and will be placed above the awning with a head clearance of more than 10 feet. The letters will be 13 inches. The proposed sign will be made of aluminum composite. This all meets the B3 code requirements for a band sign.

The front of the building, as it exists, is shown below:



The proposed changes to the front facade are shown below:



POLICY EXPLANATION:

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design is compatible with the size, color, material, and character of the property, neighborhood, or environment.

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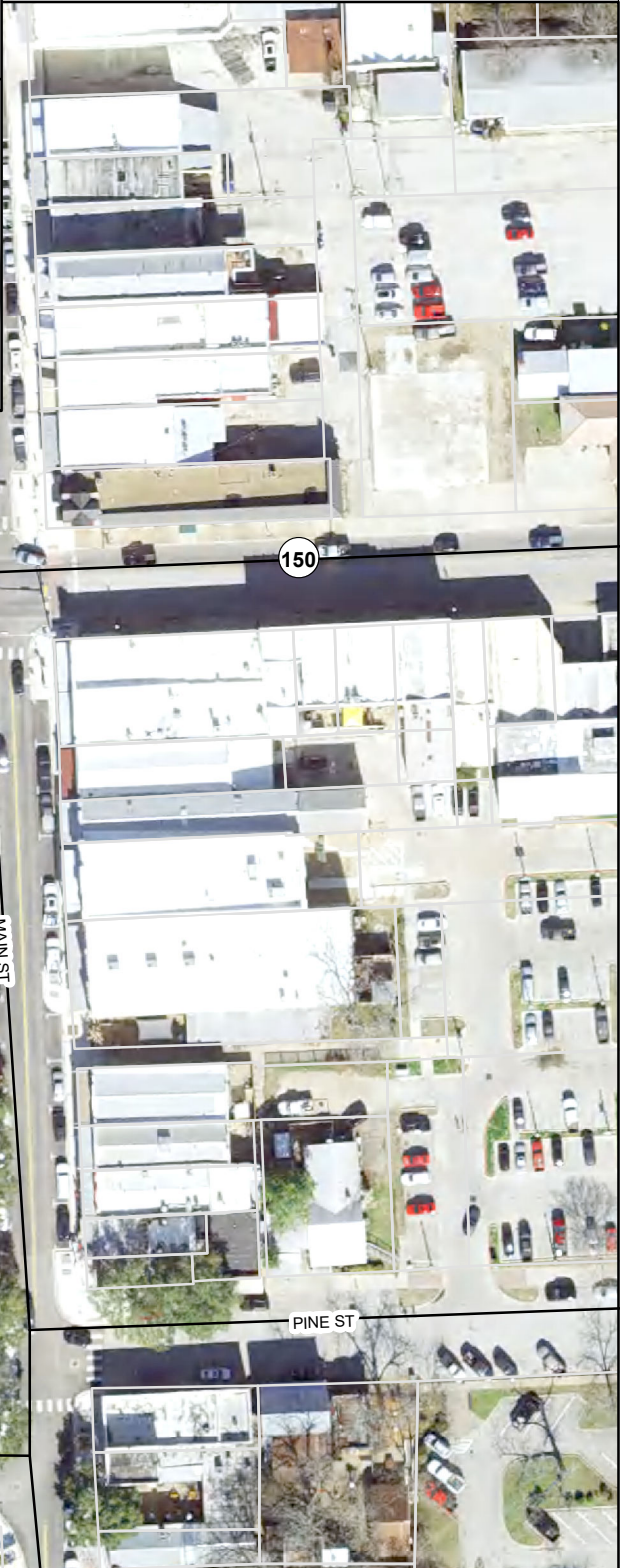
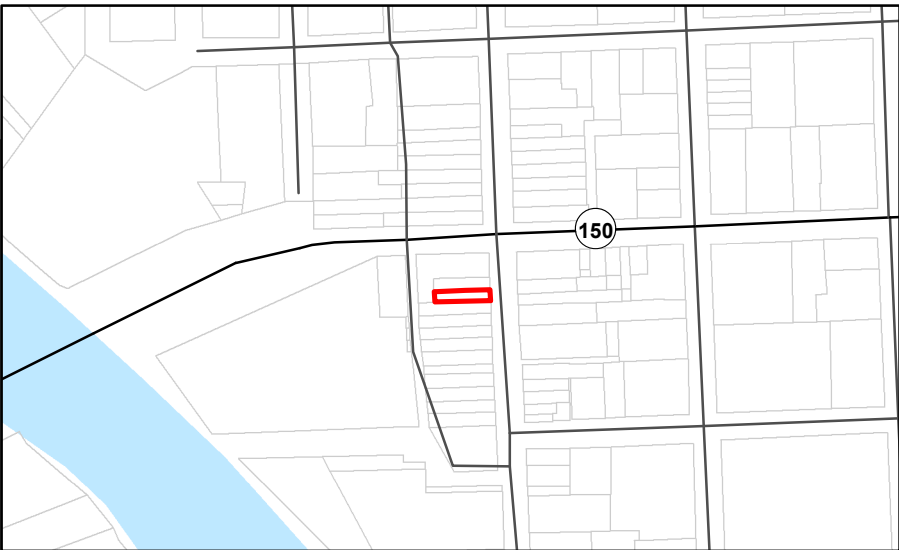
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ATTACHMENTS:

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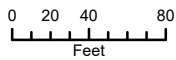




Date: 3/13/2024

Certificate of Appropriateness 926 Main Street

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1 inch = 100 feet



926 Main St, Bastrop, TX,78665

Permanent Band Sign:

- Largest Letters size is 13" inch
- Height of Sign -> 2 ft
- Width of Sign -> 8 ft
- Material 3mm Alumunium Composite
- Clearance is more than 10'-0" ft
- Store Front Width: 20'-0" ft
- Store Front Height: 18'-6" ft

After Picture:



Before Picture:

