

# Bastrop Historic Landmark Commission Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



---

September 20, 2023

## 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

1A. Introduction of new board member.

### 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 August 23, 2023, Historic Landmark Commission Regular Meeting

Alondra Macias, Development Services Technician

3B. Consider action on a Certificate of Appropriateness for a sign, with the condition that the letter size meet the B<sup>3</sup> Code requirements, on a commercial building within the Bastrop Commercial National Register of Historic District, located at 909 Main Street, being .05 acres out of Building Block 4, West of Water Street within the City Limits of Bastrop.

Presented by: Kennedy Higgins, Planner, Development Services Department

3C. Consider action on a Certificate of Appropriateness for the exterior alterations to the rear of a commercial building, with the condition that the fire lane encroachment is settled before work is to begin, within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

Presented by: Kennedy Higgins, Planner, Development Services Department

#### **4. UPDATES**

4A. Items or topics requested by Historic Landmark Commission for future agendas.

4B. Picture of the Board for the Board and Commission Banquet.

4C. Attendance is required for new and existing members. It will be held in the Council Chambers on September 25, at 6:00 PM

#### **5. 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](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Thursday, September 14, 2023 at 2:30 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Kennedy Higgins  
Kennedy Higgins, Planner



# Historic Landmark Commission STAFF REPORT

---

**MEETING DATE:** September 20, 2023

**TITLE:**

Consider action to approve meeting minutes from the August 23, 2023, Historic Landmark Commission Regular Meeting

**AGENDA ITEM SUBMITTED BY:**

Alondra Macias, Development Services Technician

**ATTACHMENTS:**

- August 23, 2023, Meeting Minutes

# HISTORIC LANDMARK COMMISSION MEETING

## August 23, 2023

### Meeting Minutes

The City of Bastrop Historic Landmark Commission met Wednesday, August 23, 2023, at 6:00 p.m. in the Bastrop City Council Chambers, 1311 Chestnut Street, Bastrop, Texas.

#### 1. CALL TO ORDER

The Chair called the meeting to order at 6:03 PM.

Commissioners:

Blake Kaiser, Chair	Present
Sharah Johnson, Vice-Chair	Absent
Susan Long	Present
Janean Whitten	Present
Cheryl Long	Present
Patrice Parsons	Present

City Council Liaison:

Cynthia Meyer	Present
---------------	---------

Staff:

Kennedy Higgins	Present
Alondra Macias	Present
Sylvia Carrillo	Present

#### 2. CITIZEN COMMENTS

There were no citizen comments.

#### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from July 19, 2023, Historic Landmark Commission Regular Meeting.

Patrice Parsons made a motion to approve the meeting minutes from July 19, 2023, Historic Landmark Commission Regular Meeting. Janean Whitten seconded the motion, and the motion carried unanimously.

- 3B. Consider action on a Certificate of Appropriateness for exterior remodel and addition of a rear porch of a residential building, known as the Crocheron House, located at 1506 Wilson Street, being 0.9 acres out of Lot 5, West of Water Street within the City Limits of Bastrop.

# HISTORIC LANDMARK COMMISSION MEETING

August 23, 2023

## Meeting Minutes

Kennedy Higgins, the Planner presented a Certificate of Appropriateness for exterior remodel and addition of a rear porch of a residential building, known as the Crocheron House, located at 1506 Wilson Street, being 0.9 acres out of Lot 5, West of Water Street within the City Limits of Bastrop, Texas to the Commissioners.

1. Janean Whitten asked if the floors were Pine?
  - The Project Manager, Gregory Free, stated that the floors were the only thing that is Pine, and the rest of the house is mainly Cedar, although they are still doing some tests on the ceilings.

Cheryl Long made a motion to approve a Certificate of Appropriateness for exterior remodel and addition of a rear porch of a residential building, known as the Crocheron House, located at 1506 Wilson Street, being 0.9 acres out of Lot 5, West of Water Street within the City Limits of Bastrop. Susan Long seconded the motion. The motion passed unanimously.

- 3C. Consider action on a Certificate of Appropriateness for a sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9. West of Water Street within the City Limits of Bastrop.

Kennedy Higgins, the Planner presented the Certificate of Appropriateness for a sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9. West of Water Street within the City Limits of Bastrop, Texas to the Commissioners.

Patrice Parsons made a motion to approve a Certificate of Appropriateness for a sign on a commercial building within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9. West of Water Street within the City Limits of Bastrop. Susan Long seconded the motion. The motion passed unanimously.

- 3D. Consider action on a Certificate of Appropriateness for the exterior alterations to a commercial building within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9, West of Water Street within the City Limits of Bastrop.

Kennedy Higgins, the Planner presented the Certificate of Appropriateness for the exterior alterations to a commercial building within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9. West of Water Street within the City Limits of Bastrop, Texas to the Commissioners.

# HISTORIC LANDMARK COMMISSION MEETING

August 23, 2023

## Meeting Minutes

1. Blake Kaiser had a question regarding the windows and if they were adding or replacing?
  - The General Contractor, Wayne Arnold stated that the existing windows will be replaced, and they will also be adding windows.

Susan Long made a motion to approve a Certificate of Appropriateness for the alterations of a commercial building within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 acres out of Building Block 9. West of Water Street within the City Limits of Bastrop. Patrice Parsons seconded the motion. The motion passed unanimously.

#### 4. UPDATES

4A. Items or topics requested by Historic Landmark Commission for future agendas.

Sylvia Carillo, the City Manager informed the Commissioner of the rewrite to the B3 Code and how this might prompt more future meetings.

#### 5. ADJOURNMENT

Patrice Parsons made a motion to adjourn the meeting at 6:57 pm. Janean Whitten seconded the motion. The motion passed unanimously.

---

Blake Kaiser  
Commission Chair

---

Sharah Johnson  
Commission Vice-Chair



## STAFF REPORT

MEETING DATE: September 20, 2023

**TITLE:**

Consider action on a Certificate of Appropriateness for a sign, with the condition that the letter size meet the B<sup>3</sup> Code requirements, on a commercial building within the Bastrop Commercial National Register of Historic District, located at 909 Main Street, being .05 acres out of Building Block 4, West of Water Street within the City Limits of Bastrop.

**STAFF REPRESENTATIVE:**

Kennedy Higgins, Planner, Development Services Department

**ITEM DETAILS:**

Site Address:	909 Main Street
Property Owner:	Scott and Kimberly Mele
Current Use:	Commercial
Existing Zoning:	P5 Core
Designations:	Structure in the Bastrop Commercial National Register Historic District

**BACKGROUND/HISTORY:**

The business occupying 909 Main Street, The Aesthetic Collective, is wanting to hang a white and black metal blade sign measuring 3 feet by 2 feet, with letters between 6 and 12 inches, and will be hung beneath the awing. As well as painting. The Front Door and wood ceiling overhead and posts will be Iron Ore (see photo below), the accents with be Tony Taupe, and the main paint color will be Bungalow Beige.

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

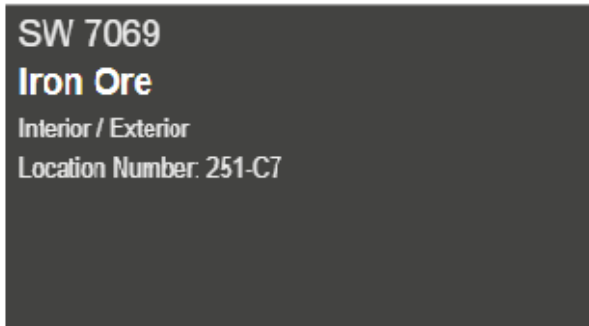


The proposed sign is shown below:

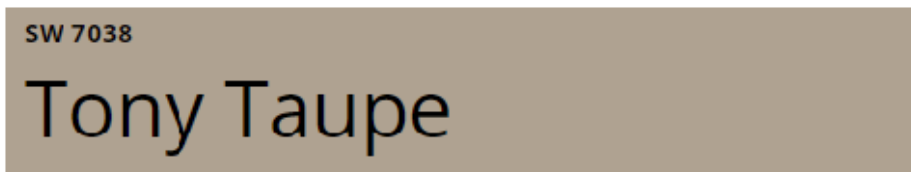




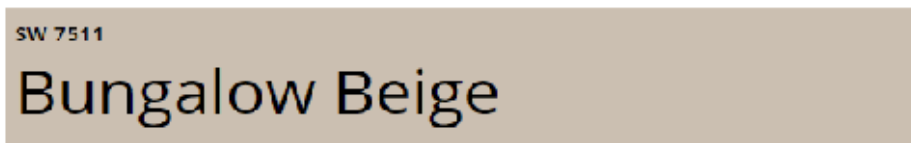
Paint Colors;



**Iron Ore - Front Door and wood ceiling overhand and posts**



**Tony Taupe - Accents**



**Bungalow Beige - Main paint color**

**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:**

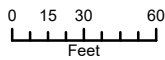
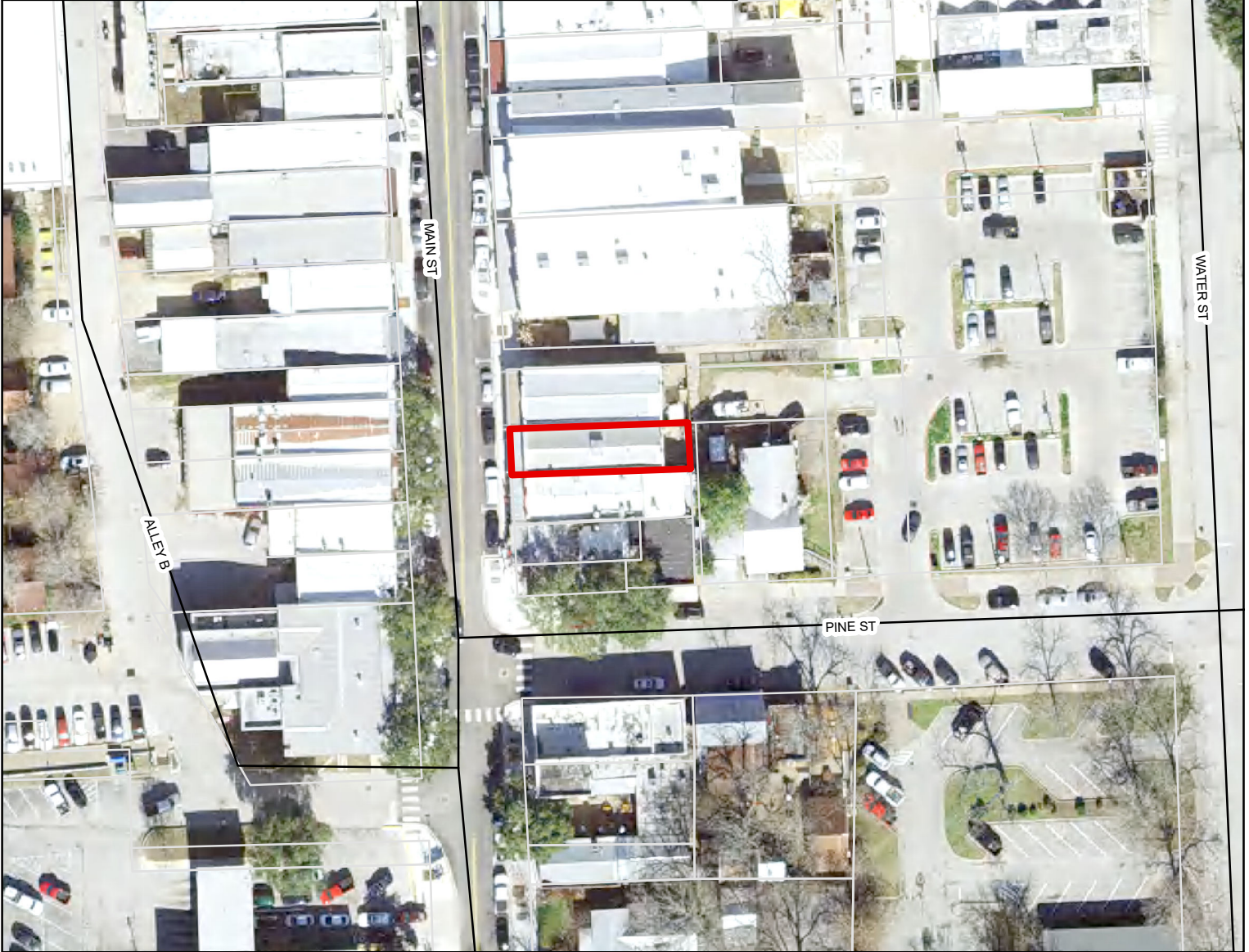
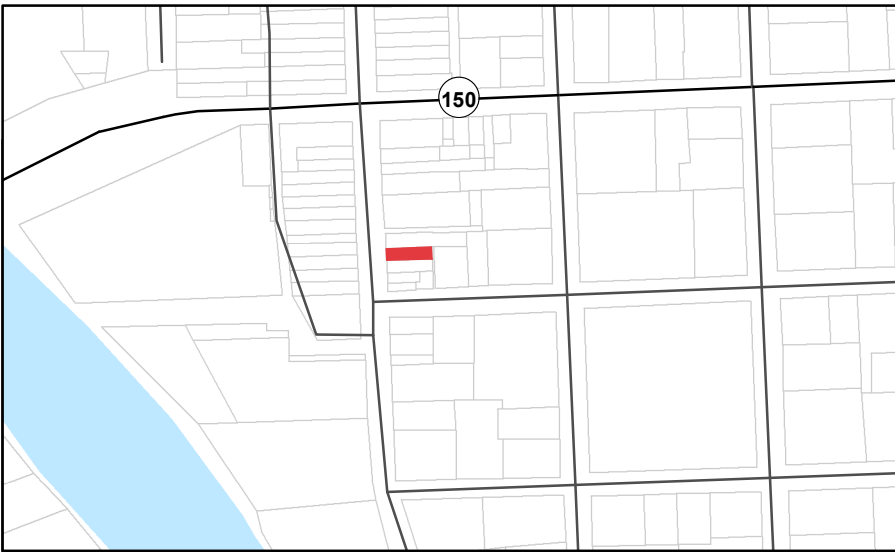
Recommend approval on a Certificate of Appropriateness for a sign, with the condition that the letter size meet the B<sup>3</sup> Code requirements, on a commercial building within the Bastrop Commercial National Register of Historic District, located at 909 Main Street, being .05 acres out of Building Block 4, West of Water Street within the City Limits of Bastrop.

**ATTACHMENTS:**

- Attachment 1: Location Map

- Attachment 2: Sign
- Attachment 3: Photos





1 inch = 80 feet

Date: 9/13/2023

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.





The sign will be black and white and made of metal. It will hang in front of the door, facing patrons walking on the sidewalk, and identical in size and shape to the one next door at the clothing store Sage.



Item 3B.





# STAFF REPORT

**MEETING DATE:** September 20, 2023

**TITLE:**

Consider action on a Certificate of Appropriateness for the exterior alterations to the rear of a commercial building, with the condition that the fire lane encroachment is settled before work is to begin, within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 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:	922 Main Street
Property Owner:	Lacharose LTD
Agent:	Erin Abbey
Current Use:	Commercial
Existing Zoning:	P5 Core
Designations:	Structure in the Bastrop Commercial National Register Historic District

**BACKGROUND/HISTORY:**

The business occupying 922 Main Street, Rhinestone Rattler Boutique, is wanting to remove the existing awning on the rear of the building and replace it with a new black metal awning with hardwood underneath, materials to match the awning on the front. They are also proposing to extend the concrete stairs 18 inches and add a black metal railing, with materials to match the awning.

The rear of the building as it exists is shown below:



The proposed changes to the front facade are shown below:

BACK AWNING MATERIALS TO MATCH FRONT AWNING

NEW METAL RAILING TO MATCH AWNING

NEW BLACK METAL AWNING; MATERIALS TO MATCH FRONT AWNING

EXTEND CONCRETE STAIRS FOR A TOTAL WIDTH OF 42"; NEW BLACK METAL RAILING TO MATCH AWNING

Proposed Exterior Elevation Back

**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.

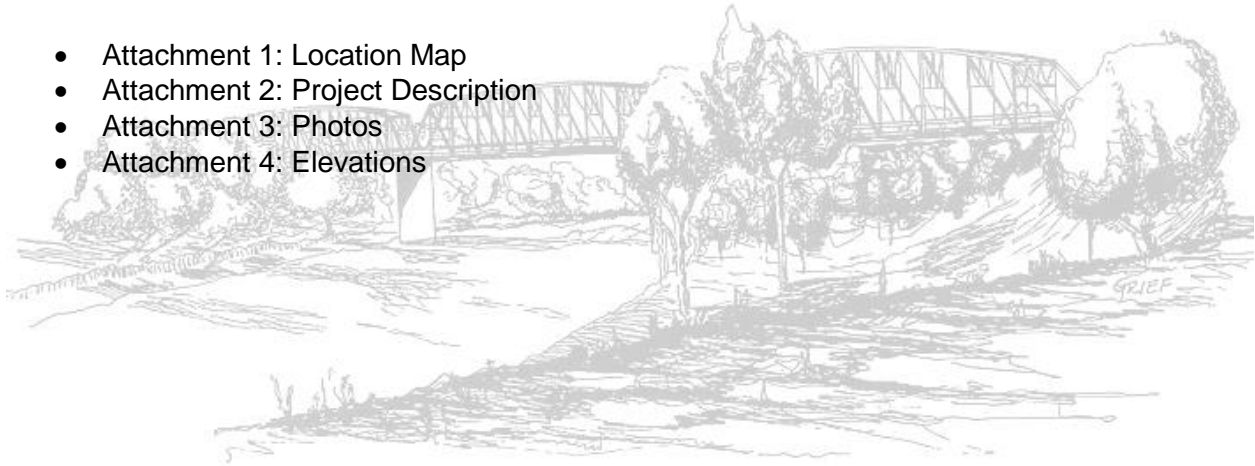
- (J) **Wherever possible, new additions or alterations to buildings, structures, objects, or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired.**

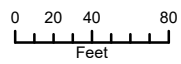
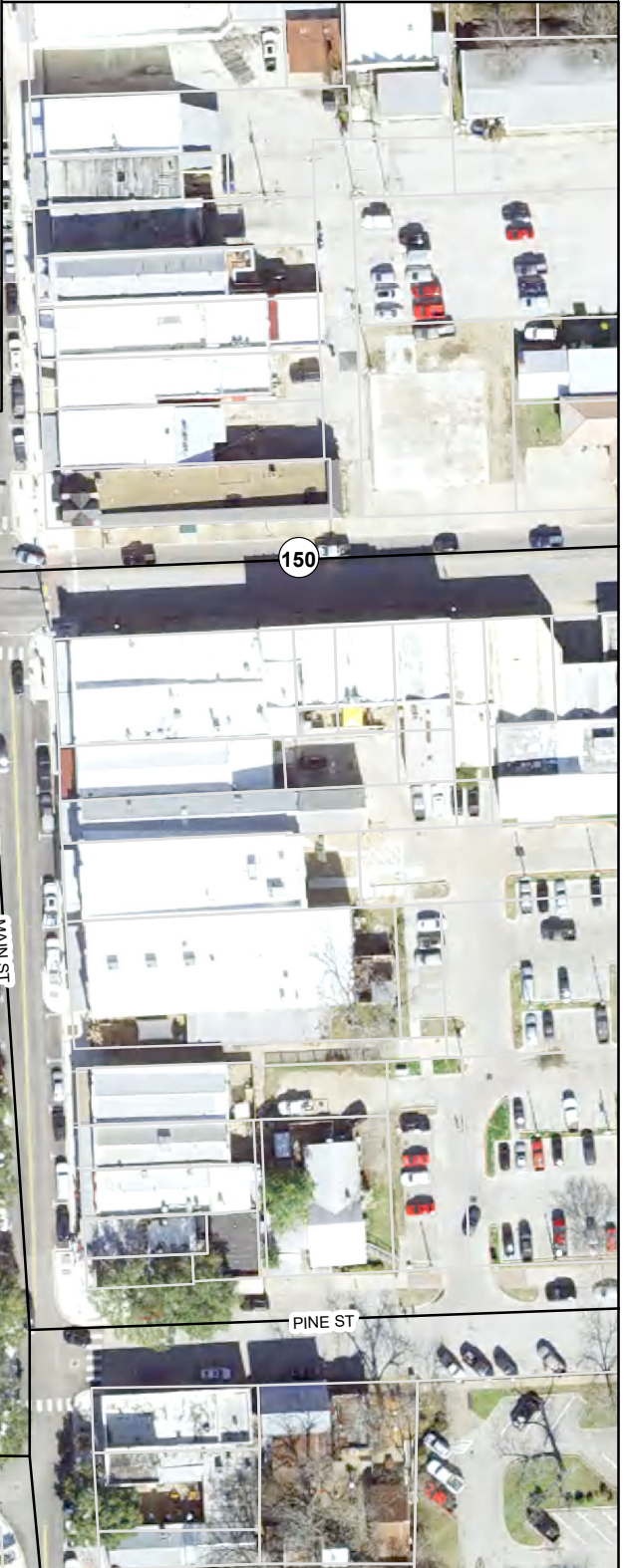
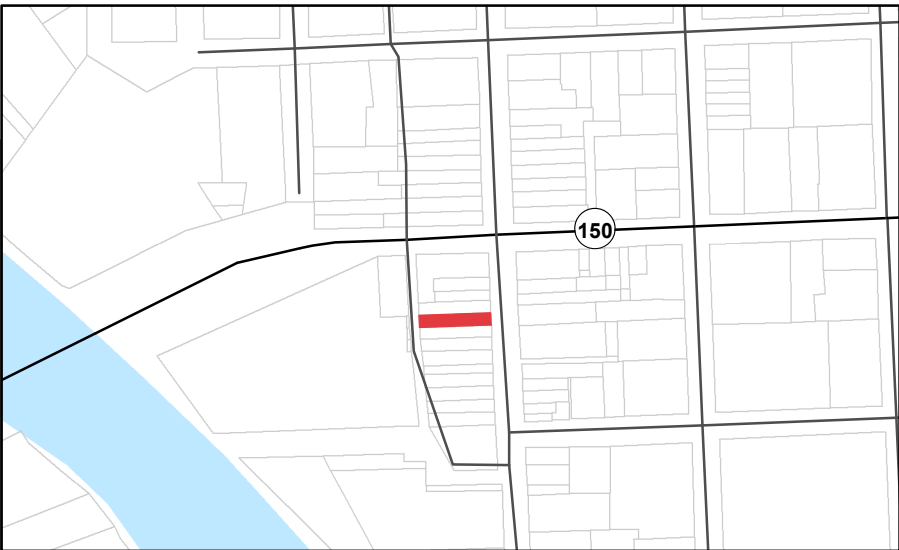
**RECOMMENDATION:**

Recommend approval on a Certificate of Appropriateness for the exterior alterations to the rear of a commercial building with the condition that the fire lane encroachment is settled before work is to begin, within the Bastrop Commercial National Register of Historic District, located at 922 Main Street, being .07 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
- Attachment 3: Photos
- Attachment 4: Elevations





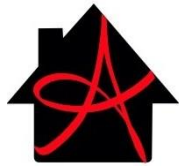
1 inch = 100 feet

## Certificate of Appropriateness 922 Main Street

Date: 7/7/2023

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 accuracy, completeness or usefulness of information, nor does it represent that its use will not infringe upon privately owned rights.





*Arnold* **CUSTOM BUILDERS**  
**WWW.ArnoldCustomBuilders.com**  
**512-321-9298**

Item 3C.

**Project Description**

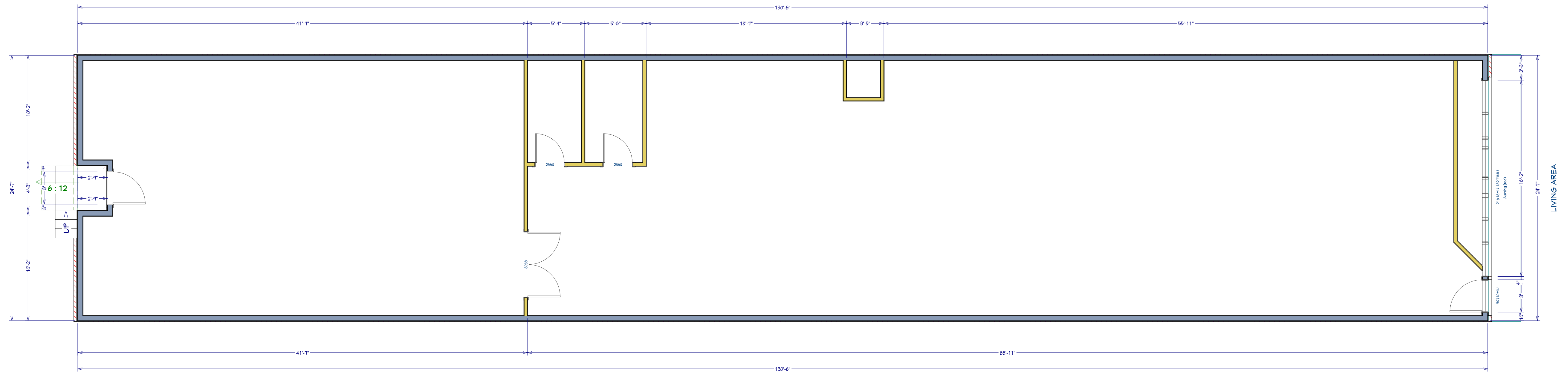
**The proposed work is to remove existing metal awning and build new black metal awning with materials matching front awning. Extend concrete stairs 18" and add black metal railing with materials to match awning.**



512-332-6791

**KANA**  
REAL ESTATE LLC  
www.kanarealestate.com  
512-412-6314





REMOVE EXISTING AWNING



Existing Exterior Elevation Back

REVISION TABLE	
NUMBER	DATE

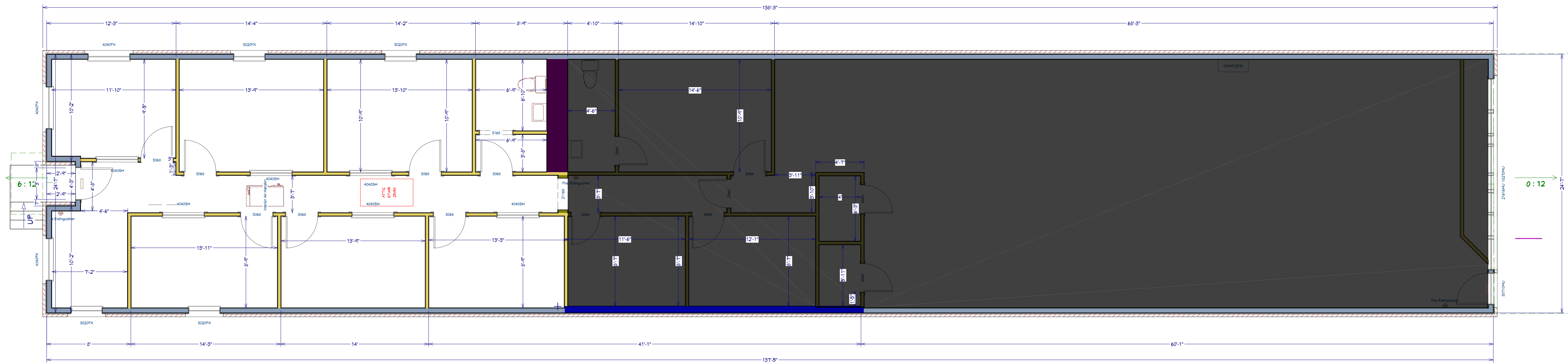
Existing Plan

Rhinestone Rattler, LLC  
 422 Main St.  
 Bastrop, TX 70602

DATE:  
 9/11/2023

SCALE:  
 3/16"=1'-0"

SHEET:  
**2**

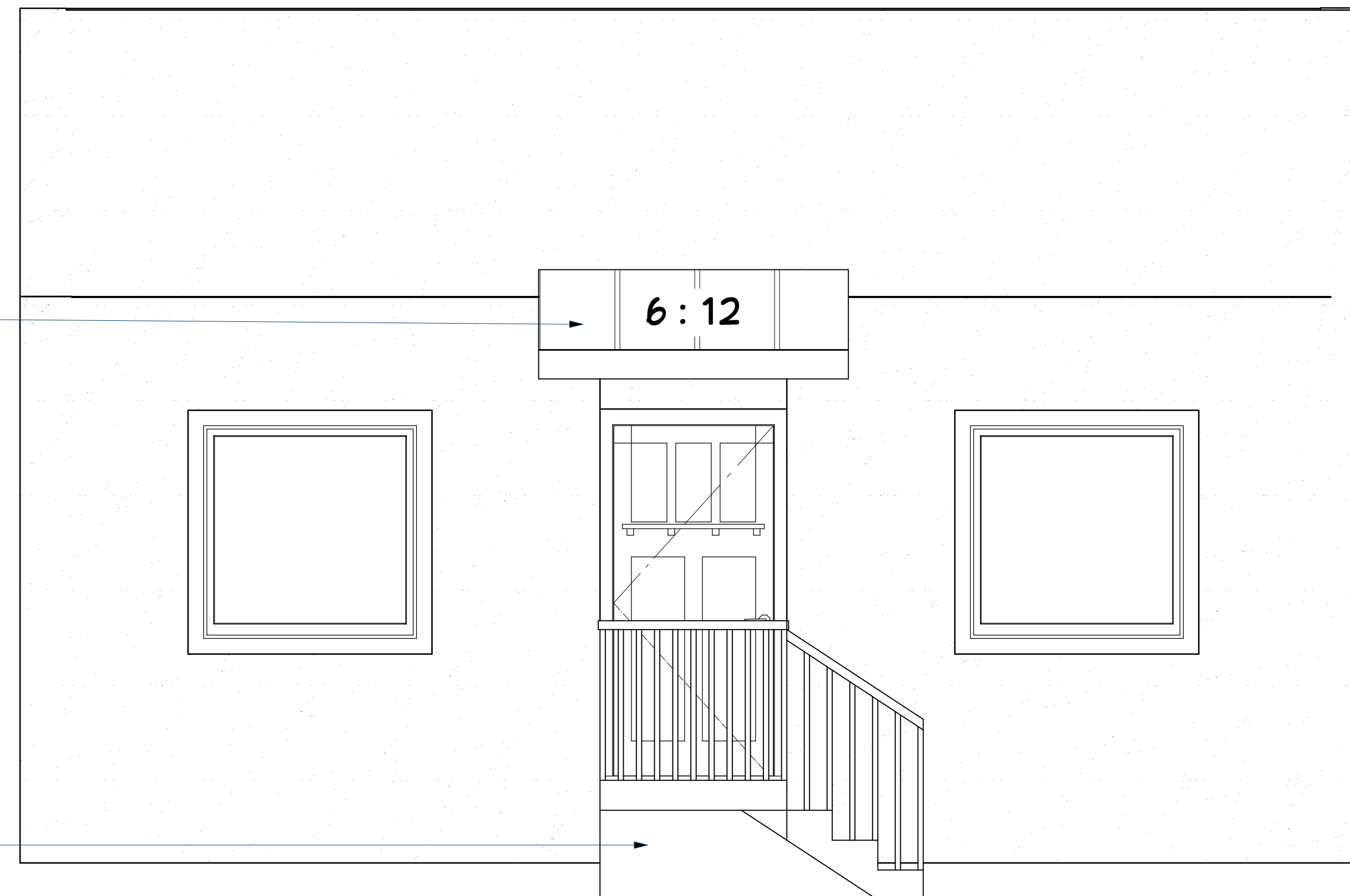


BACK AWNING MATERIALS  
TO MATCH FRONT AWNING

NEW METAL RAILING  
TO MATCH AWNING

NEW BLACK METAL AWNING;  
MATERIALS TO MATCH FRONT AWNING

EXTEND CONCRETE STAIRS FOR  
A TOTAL WIDTH OF 42";  
NEW BLACK METAL  
RAILING TO MATCH AWNING



Proposed Exterior Elevation Back



REVISION TABLE

NUMBER	DATE	REVISION BY	DESCRIPTION

Proposed Plan

Rhinestone Rattler, LLC  
422 Main St.  
Bastrop, TX 76602

DATE:

9/11/2023

SCALE:

3/16"=1'-0"

SHEET:

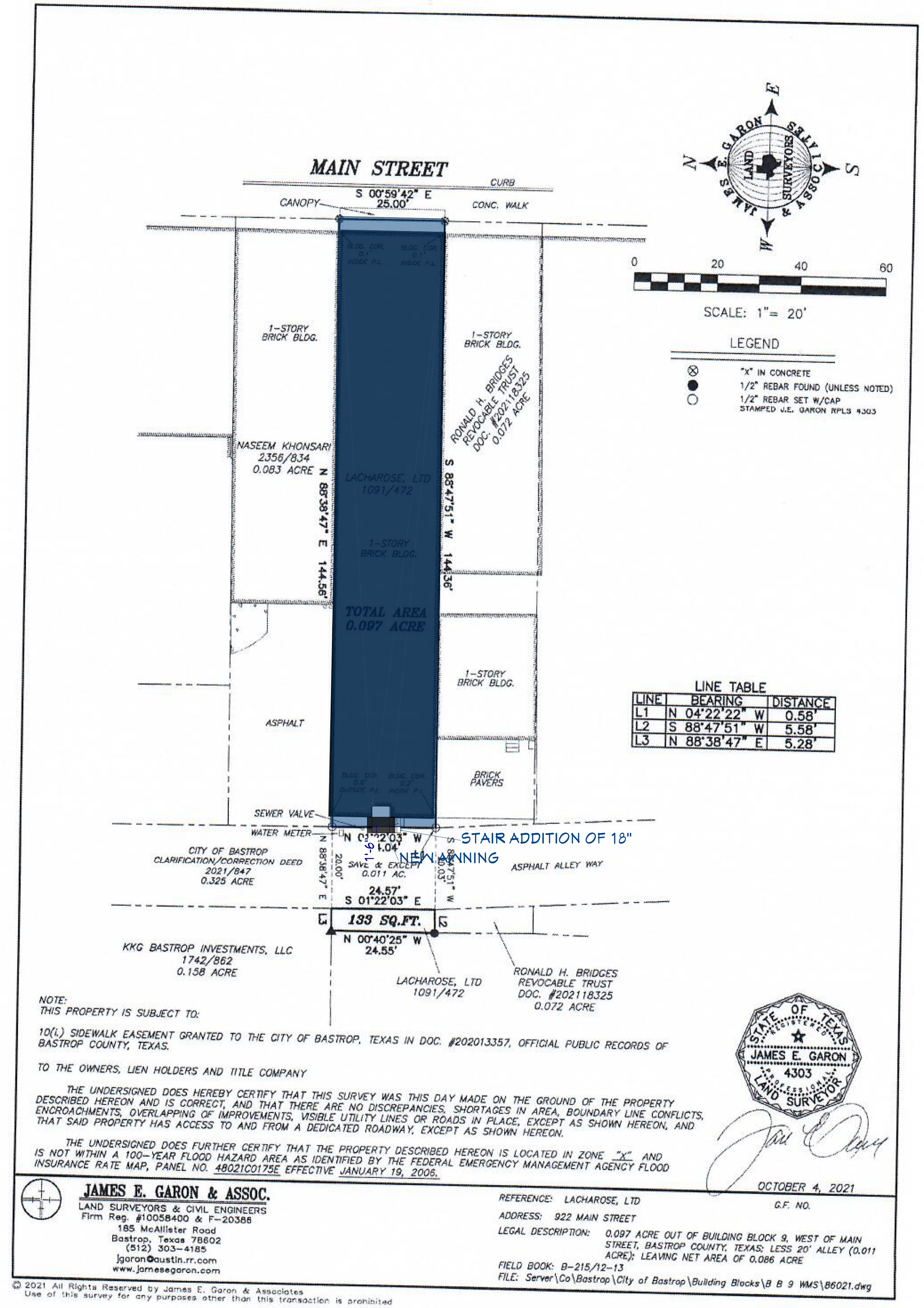
3







**STAIR ADDITION OF 18"  
NEW AWNING**



SCALE: 1 in = 15 ft

NUMBER	DATE	REVISION BY	DESCRIPTION

**Site Plan**

Rhinestone Rattler, LLC  
422 Main St.  
Bastrop, TX 78602

DATE:  
9/11/2023

SCALE:

SHEET:

**5**