

# Bastrop Historic Landmark Commission Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



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January 25, 2023

## Agenda - Historic Landmark Commission at 6:00 PM

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*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.*

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**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 October 19, 2022 Historic Landmark Commission Regular Meeting.

Submitted by: Debra Adams, Permit Technician

**3B.** Consider action to elect the Historic Landmark Commission Vice-Chair.

Submitted by: Jennifer C. Bills, Director of Planning & Development

- 3C.** Consider action on a Certificate of Appropriateness for 0.41 acres of Farm Lot 7 East of Main Street, located at 2110 Pecan Street to allow a six-foot privacy fence in the First Layer along Pecan and Locust Streets, within the Iredell Historic District.

Submitted by: Sylvia Carrillo, City Manager

- 3D.** Consider action on a Certificate of Appropriateness for 0.09 acres of Building Block 4 West of Water Street, also known as the Prokop Building, located at 913 Main Street, to install a new blade sign with the condition that the letter size meet the B<sup>3</sup> Code requirements, designated as a Contributing Structure to the Bastrop Commercial National Register District.

Submitted by: Keehren Baah, Assistant Director of Planning & Development

- 3E.** Consider action on a Certificate of Appropriateness for Resubdivision No. 2 The Compound, Lot 8, also known as the Allen-Fowler House, located at 1404 Wilson Street to allow replacement of a six-foot tall privacy fence in rear of property and a seven-foot-tall metal fence on south and west side of back yard, designated a Local Historic Landmark, Texas State Historical Marker and National Register Structure.

Submitted by: Keehren Baah, Assistant Director of Planning & Development

- 3F.** Consider action on a Certificate of Appropriateness for the building on 0.9 acres of Building Block 8 West of Water Street, located at 1016 Main Street to replace eight of the windows with custom windows to match the shape and size of existing ones, a Contributing Structure within the Bastrop Commercial National Register Historic District.

Submitted by: Keehren Baah, Assistant Director of Planning & Development

#### **4. UPDATES**

- 4A. Update on Commission vacancies.

#### **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: January 21, at 6:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/ Jennifer C. Bills  
Jennifer C. Bills, Director of Planning & Development



# STAFF REPORT

**MEETING DATE:** January 25, 2023

**TITLE:**

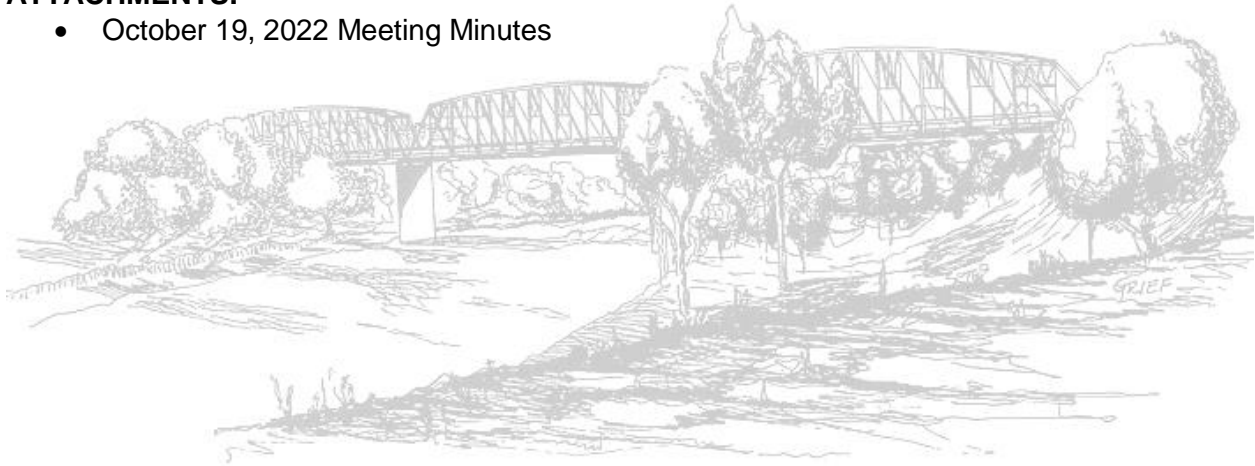
Consider action to approve meeting minutes from the October 19, 2022 Historic Landmark Commission Regular Meeting.

**STAFF REPRESENTATIVE:**

Debra Adams, Commission Secretary/Permit Technician

**ATTACHMENTS:**

- October 19, 2022 Meeting Minutes



## Meeting Minutes

The City of Bastrop Historic Landmark Commission met Wednesday, October 19, 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 6:01 PM

Commissioners:

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

City Council Liaison:

|                 |         |
|-----------------|---------|
| Drusilla Rogers | Present |
|-----------------|---------|

Staff:

|              |         |
|--------------|---------|
| Keehren Baah | Present |
| Debra Adams  | Present |

### 2. CITIZEN COMMENTS

There were no citizen comments.

### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the July 20, 2022, Historic Landmark Commission Regular Meeting.

Sharah Johnson made a motion to approve the meeting minutes from the June 20, 2022, Historic Landmark Commission meeting. Janean Whitten seconded the motion, and the motion carried unanimously.

- 3B. Consider action to approve a Certificate of Appropriateness for Lot 1 of Jefferson Street Addition, for a new building using alternative building materials not included in the Authentic Bastrop Pattern Book on a residential house, located at 701 Jefferson Street, within the Iredell Historic District.

Keehren Baah presented the item to the Commission. Photos were provided and material samples of the siding was provided.

## Meeting Minutes

Discussion commenced between Staff and the Commission. Applicant was present for questions. Discussion commenced between Commission and the applicant.

No Citizen comments were made.

Cheryl Long made a motion to approve a Certificate of Appropriateness to Lot 1 of Jefferson Street Addition, for a new building using alternative building materials not included in the Authentic Bastrop Pattern Book on a residential house, located at 701 Jefferson Street, within the Iredell Historic District. Sarah seconded the motion, and the motion carried unanimously.

- 3C. Consider action to approve a Certificate of Appropriateness for 0.094 acres of Building Block 5, West of Water Street, located at 1005 Main Street, to replace the existing awning with a new flat roof awning, for a structure located in the Bastrop Commercial National Register Historic District.

Keehren Baah presented the item to the Commission. Photos were provided.

Discussion commenced between Staff and the Commission. Applicant was present for questions. Discussion commenced between Commission and the applicant.

No Citizen comments were made.

Sarah Johnson made a motion to approve a Certificate of Appropriateness to 0.094 acres of Building Block 5, West of Water Street, located at 1005 Main Street, to replace the existing awning with a new flat roof awning, for a structure located in the Bastrop Commercial National Register Historic District. Pete Parsons seconded the motion, and the motion carried unanimously.

#### 4. UPDATES

- 4A. Individual Requests from Historic Landmark Commissioners that particular items to be listed on future agendas (no group discussion allowed).

#### 5. ADJOURNMENT

Sarah Johnson made a motion to adjourn, Janean Whitten seconded the motion. Meeting adjourned by Chair at 6:22 pm.

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Commission Chair

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Commission Vice-Chair



# STAFF REPORT

**MEETING DATE:** January 25, 2023

**TITLE:**

Consider action to elect the Historic Landmark Commission Vice-Chair.

**STAFF REPRESENTATIVE:**

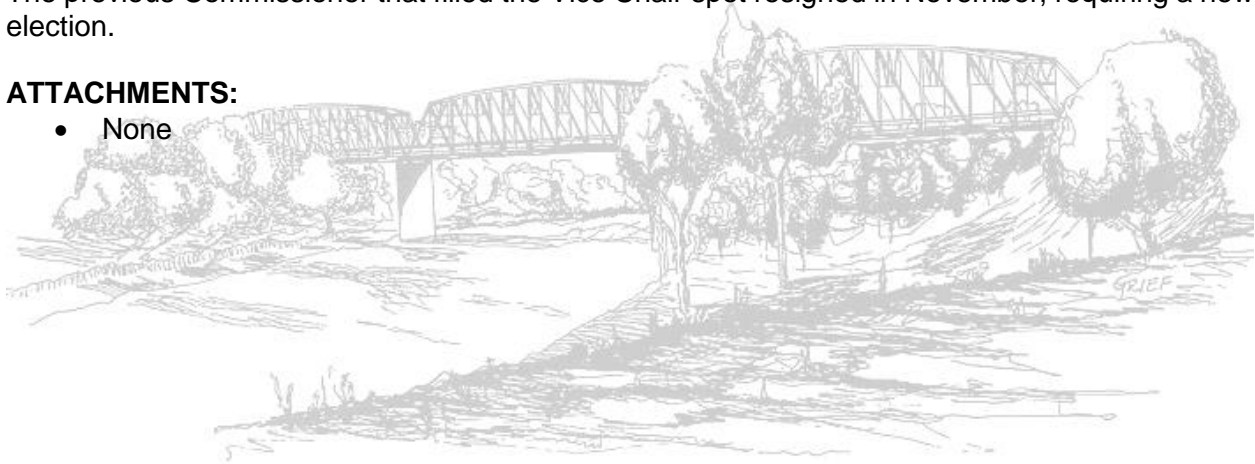
Jennifer C. Bills, Director of Planning and Development

**BACKGROUND:**

The previous Commissioner that filled the Vice Chair spot resigned in November, requiring a new election.

**ATTACHMENTS:**

- None





# STAFF REPORT

**MEETING DATE:** January 25, 2023

**TITLE:**

Consider action on a Certificate of Appropriateness for 0.41 acres of Farm Lot 7 East of Main Street, located at 2110 Pecan Street to allow a six-foot privacy fence in the First Layer along Pecan and Locust Streets, within the Iredell Historic District.

**STAFF REPRESENTATIVE:** Sylvia Carrillo, City Manager

**ITEM DETAILS:**

Site Address: 2110 Pecan Street (Attachment 1)  
 Property Owners: Lille Piper  
 Existing Zoning: P-3, Neighborhood  
 Designations: Iredell Historic District

**BACKGROUND/HISTORY:**

The subject property is located at the intersection of Pecan and Locust Streets.

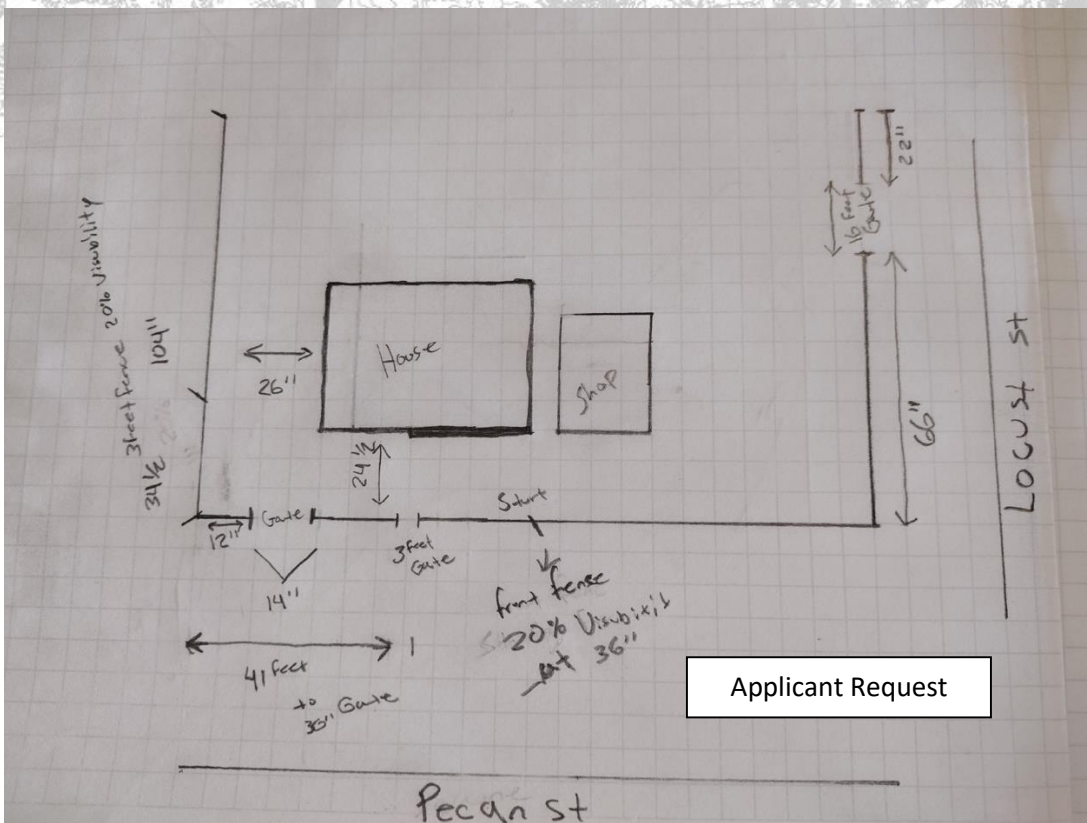


The applicant at 2110 Pecan has constructed a six-foot privacy fence in the First Layer of lot along Pecan and Locust Streets. The B<sup>3</sup> Code and the Authentic Bastrop Pattern Book require fences in the first layer to be no more than 3 feet in height and have 20% transparency.

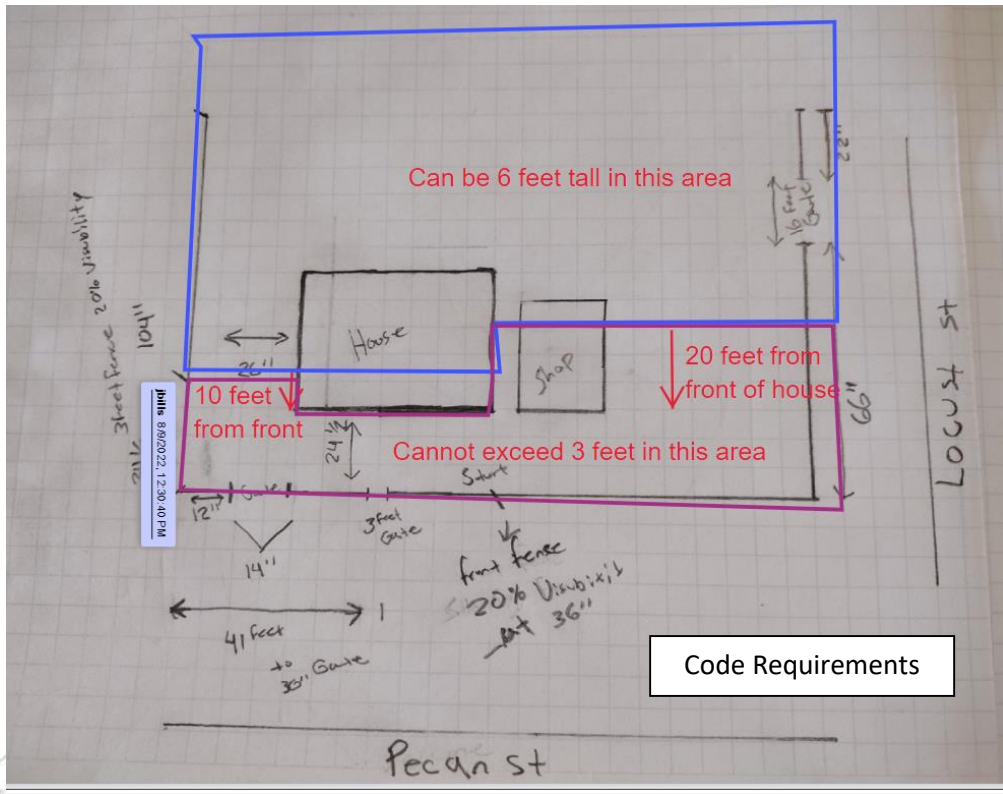
The applicant replaced a like for like fence as shown in the picture below.



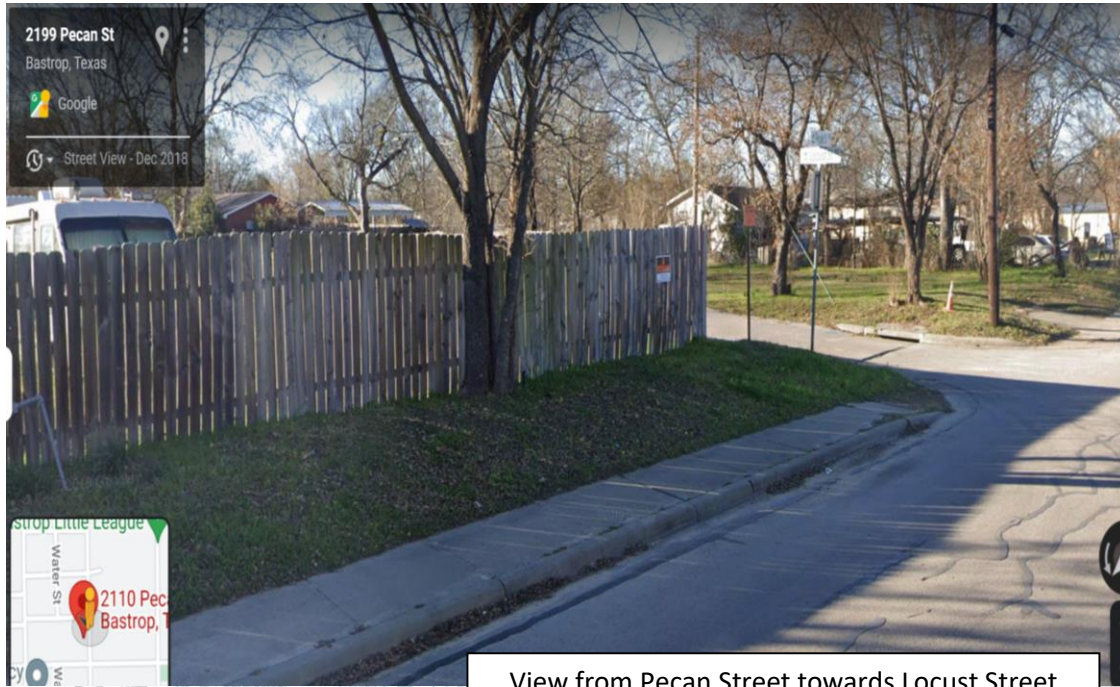
The applicant is an elderly woman who lives alone and is often heavily medicated due to cancer treatments. The family sought assistance from and received funding from a local non-profit partner to pay for the fence. The height of the fence was installed to address security concerns for the elderly resident with dual street frontage.







Additionally, sight or safety concerns were addressed by code staff. A view of the fence from Pecan Street shows a wide ROW and city installed STOP sign beyond what was stated to be a visual obstruction of the fence.



View from Pecan Street towards Locust Street

#### **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.*

***Note: Fences under 7ft tall are exempted from permit requirements, and therefore would not have come before the Board for review or approval. An amendment to the aggregated and adopted building codes for the City of Bastrop MUST be reviewed and amended for consistency to avoid issues such as this.***

*Section 9.3.002 Certificate of Appropriateness Exemptions:*

*(a) Certificate of Appropriateness shall not be required for the following:*

*(5) New fence, railing or wall that is consistent with the Historic District's characteristics and applicable guidelines.*

*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.

## Authentic Bastrop Pattern Book Requirements

### FENCE DESIGN

Fences and walls further define private areas around a residential structure. Coordinate the design and materials of these elements with the design and materials of the house in terms of color, materials, scale, and quality and detail.

The design and installation of front yard, side yard, and rear yard fencing, as well as low walls and hedges, should not interfere with street visibility and distance requirements.

Fence design needs to be approved by the DRC or the Town Architect.

### FENCE TYPES

There are three parts of the perimeter fence – front yard fence, transition fence, and privacy fence.

Front yard fence is located at the front of the lot and on the sides back 10 feet from the building facade.

On corner lots the fence should run 20 feet from the front of the building façade and perpendicular to it.

Rear fence can be on the property line, or within 4 feet of it.

### FENCE HEIGHT

Front yard fence should be no more than 36 inches high.

Transition fence is 12" to 18" higher than the front yard fence.

Privacy fence is usually 72" high.

A variety of fence design is encouraged and extended runs of similar fence design is discouraged.

### MATERIALS

Picket fence shall be made of painted wood. A 20% transparency rate is required for front yard picket fences.

Transition fence is typically stone or masonry or material appropriate to the principal building materials.



*Setting the privacy fence a minimum distance from the front building wall allows for a better landscape area between homes.*

**RECOMMENDATION:**

The City Manager is requested an action to consider approval of a Certificate of Appropriateness for 0.41 acres of Farm Lot 7 East of Main Street, located at 2110 Pecan Street to allow a six-foot privacy fence in the First Layer along Pecan and Locust Streets, within the Iredell Historic District.

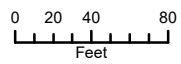
**ATTACHMENTS:**

- Attachment 1: Location Map
- Attachment 2: Submitted Permit
- Attachment 3: Pictures of the fence





# 2110 Pecan Street Certificate of Appropriateness Fence Replacement



1 inch = 100 feet

Date: 1/20/2023

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 this information, nor does it represent that its use will not infringe upon privately owned rights.



# PROJECT OVERVIEW

**Project Type:** Fence Permit (R) | **Project Title:** Fence Permit (R)

**ID #** 22-001229 | **Started** 07/05/2022 at 8:44 AM



## Address

2110 Pecan St, Bastrop, TX USA 78602

## Legal

Farm Lot Blk Fl 7 E M S

## Description

Job description 6 ft cedar pickets fence front and sides with 8ft metal post with 2 feet underground metal bracket with concrete w 16ft gates back gate with 2 4x4 metal post for support front fence on the property 3ft with 20 % visibility pockets are spec's in between going on a 45 angle from the 6 feet front gate on side walk also 3feet Bracket's are attached to metal Post and screwed into 2x4s wit a 1 1/4 galvanized screws metal round cap on echar Post for water protection.

## PROPERTY DETAILS

|             |               |
|-------------|---------------|
| Property ID | 29487         |
| GEO ID      | 2110 Pecan St |

## PROPERTY ADDITIONAL INFORMATION

No data for Property Additional Information.

| CONTACTS         | CONTACT INFO                                   | ADDRESS                              | CREDENTIALS        | ROLE      |
|------------------|--|--------------------------------------|--------------------|-----------|
| Roberto Cardenas | cbrothersconstruction1@gmail.com<br>7166031140 | 307 Overland TRL<br>Fritch, TX 79036 | General Contractor | APPLICANT |

## INFORMATION FIELDS

### Completed Checklist

Checklist - Access 2.pdf DONE.pdf

### Plans and Specifications

Material specification-3.pdf

### Plot Plan

PLOT PLAN .jpg

### Proposed Fence Images

56391.jpg

### Material Specifications

Material specification.pdf

### Project Description Letter

Material specification-2.pdf

### Existing Conditions Images

56391.jpg

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**Contractor Authorization Form**

agent autho..jpg

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**Contractor Agreement for General Contractor/Trades Person performing the work on the job**

Insurance.pdf

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**Historically Designated Structure**

No

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**Historic District**

None

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**Square Footage (Required)**

656

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**Valuation of Project (Required)**

12400

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**Place Type Zoning District**

P-3 Neighborhood

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**Property Owner Information**

**Property Owner Name**

Lillie Piper

**Property Owner Address**

2110 Pecan St., Bastrop, TX 78602

**Property Owner Phone #**

(512) 718-2476

**Property Owner Email**

lilliepiper24@icloud.com

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**Contractor Contact Information**

**Contractor Contact Name**

Roberto Cardenas

**Contractor Contact Address**

307 Overland Trl, Fritch, TX 79036

**Contractor Contact Phone #**

(716) 603-1140

**Contractor Contact Email**

cbrothersconstruction1@gmail.com

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Letter

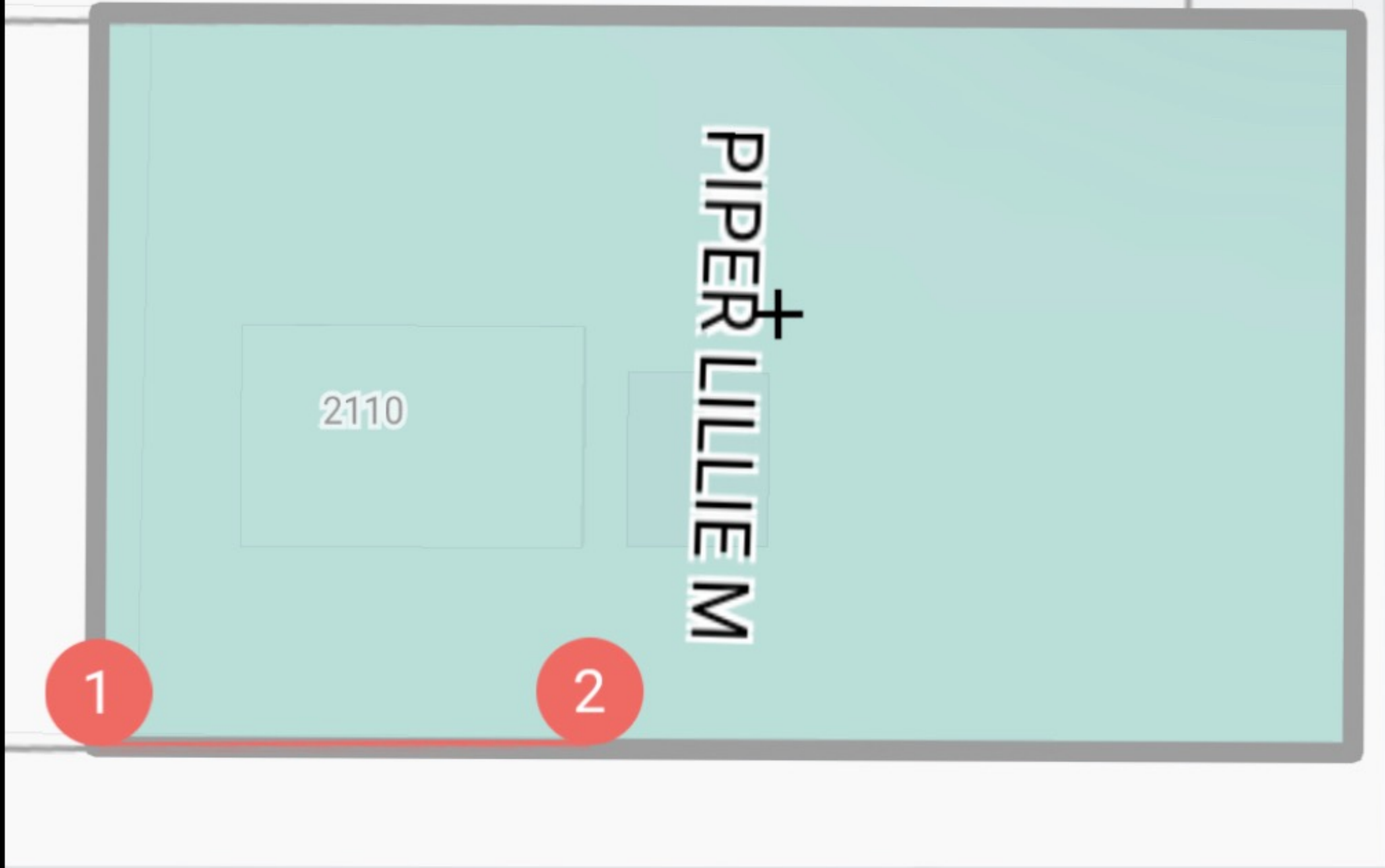
Going to put up new fence where old fence was originally at with city bastops of specification and requirements doing front and sides, back is not being touched materials that we are going to use are

6ft cedar pickets

8x4x4 post

Galvanized nails

Quickcrete for post holes



Locust St

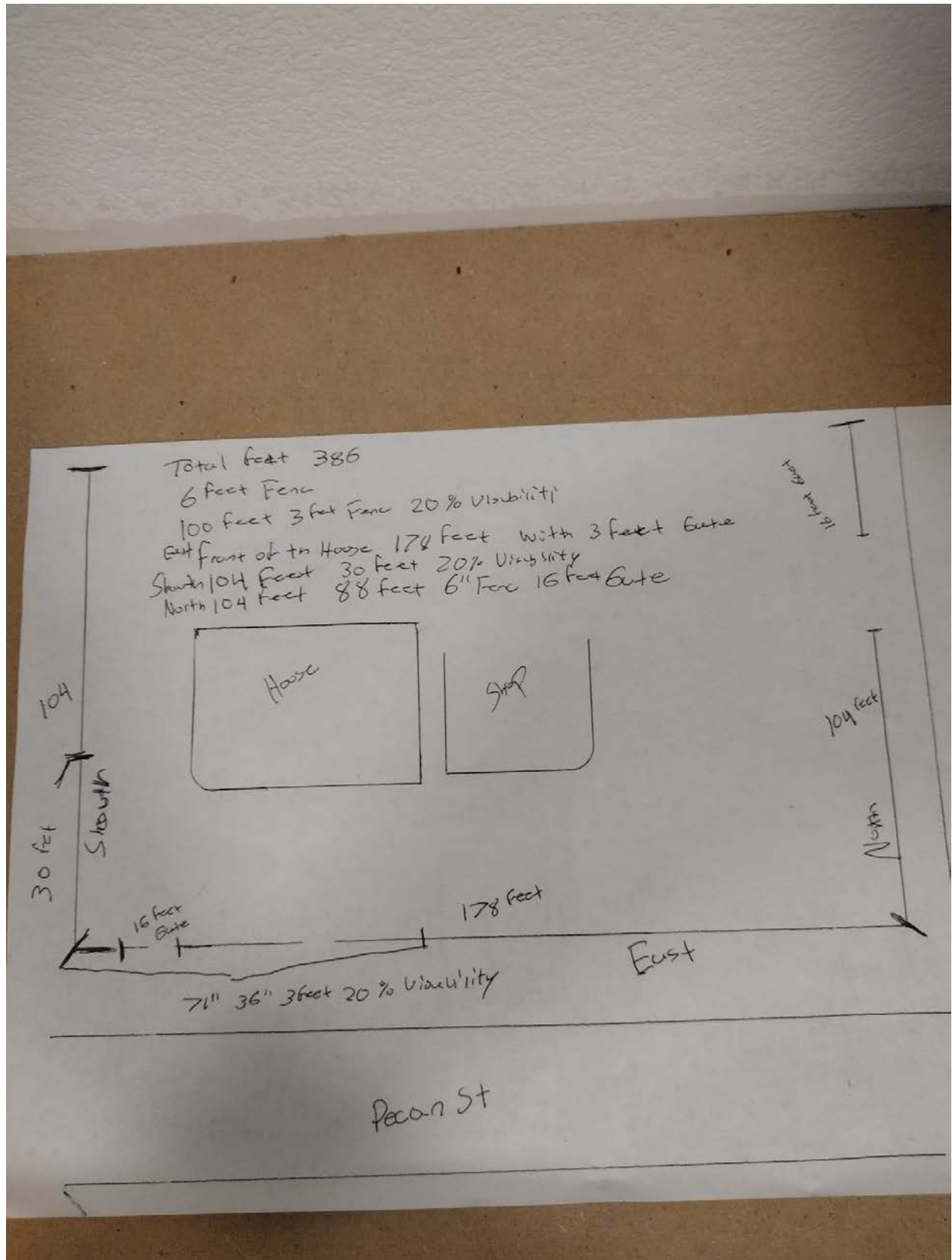
Pecan St

G  
D

1

2

This is the plan with the plot layout











# STAFF REPORT

**MEETING DATE:** January 25, 2023

**TITLE:**

Consider action on a Certificate of Appropriateness for 0.09 acres of Building Block 4 West of Water Street, also known as the Prokop Building, located at 913 Main Street, to install a new blade sign with the condition that the letter size meet the B<sup>3</sup> Code requirements, designated as a Contributing Structure to the Bastrop Commercial National Register District.

**STAFF REPRESENTATIVE:**

Keehren Baah, Assistant Planning Director

**ITEM DETAILS:**

|                  |   |
|------------------|---|
| Site Address:    | 913 Main Street (Attachment 1)  |
| Property Owner:  | The Main Thing  |
| Agent:           | Kari Sneed, KC Outfitter  |
| Current Use:     | Commercial/Retail   |
| Existing Zoning: | P-5 Core  |
| Designations:    | Contributing Structure - Bastrop Commercial National Register Historic District Places District |

**BACKGROUND/HISTORY:**

The property owner of 913 Main Street is proposing to add a new blade sign. The sign will be made of wood and attached two feet from the ceiling with metal hardware.

*Proposed Sign*



The sign will be located on the existing metal bracket that was previously permitted. The current proposed sign is 36 inches by 16 inches. Per the Bastrop Building Block (B<sup>3</sup>) Code, a blade sign can be up to four feet in height and length but cannot be more than 6 square feet in size. The sign meets this requirement being 3 feet by 2 feet. The sign will hang from metal hardware. The letter size is not provided in the exhibit but cannot measure more than 8 inches in height.



#### **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.

#### *Criteria of Approval of a Certificate of Appropriateness:*

- (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.

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**RECOMMENDATION:**

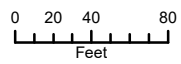
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**ATTACHMENTS:**

- Attachment 1 – Location Map
- Attachment 2 – Existing Building
- Attachment 3 – Picture of Proposed Sign



913 Main Street  
 Certificate of Appropriateness  
 Blade Sign



1 inch = 100 feet



Date: 1/20/2023

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.

Item 3D.

1887  
PROKOP

HUB





# STAFF REPORT

**MEETING DATE:** January 25, 2023

**TITLE:**

Consider action on a Certificate of Appropriateness for Resubdivision No. 2 The Compound, Lot 8, also known as the Allen-Fowler House, located at 1404 Wilson Street to allow replacement of a six-foot tall privacy fence in rear of property and a seven-foot-tall metal fence on south and west side of back yard, designated a Local Historic Landmark, Texas State Historical Marker and National Register Structure.

**STAFF REPRESENTATIVE:**

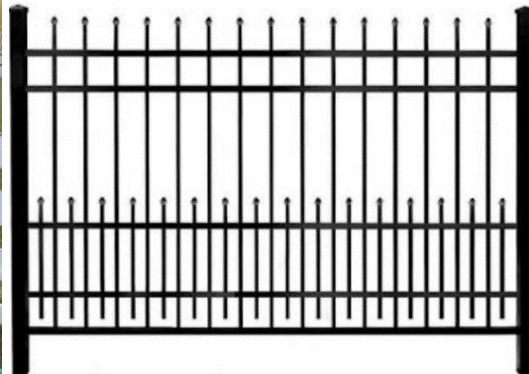
Keehren Baah, Assistant Planning Director/Historic Preservation Officer

**ITEM DETAILS:**

Site Address: 1404 Wilson Street  
 Property Owner: Geoffrey Connor  
 Existing Zoning: P-3, Neighborhood  
 Designations: Local Historic Landmark, Texas State Marker and National Register Structure.

**BACKGROUND/HISTORY:**

The applicant at 1404 Wilson Street has requested to replace an existing, badly deteriorated, wooden ranch style fencing with a custom metal fence. The proposed fence will match the existing fence in the front of the home. This COA may be administratively approved by the Director of Planning and Development; however, the applicant is also requesting a privacy fence over the height limit of seventy-two inches per the Bastrop Authentic pattern book. The seven feet tall fence is proposed because the applicant desires to keep Whitetail deer off the property. The fence at this height will be an effective deterrent to deer. The images below show the existing and proposed fence respectively.





### **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 9.3.002 Certificate of Appropriateness Exemptions:*

(a) *Certificate of Appropriateness shall not be required for the following:*

- (5) *New fence, railing or wall that is consistent with the Historic District's characteristics and applicable guidelines.*

#### *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.
- (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.
- (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.

The primary structure is a prairie style house built in 1915. The front of the fence should remain an open style that does not prohibit the view from the street.

*Authentic Bastrop Pattern Book Requirements*

| FENCE DESIGN   | FENCE TYPES  |
|--|--|
| <p>Fences and walls further define private areas around a residential structure. Coordinate the design and materials of these elements with the design and materials of the house in terms of color, materials, scale, and quality and detail.</p> | <p>There are three parts of the perimeter fence – front yard fence, transition fence, and privacy fence.</p>       |
| <p>The design and installation of front yard, side yard, and rear yard fencing, as well as low walls and hedges, should not interfere with street visibility and distance requirements.</p>  | <p>Front yard fence is located at the front of the lot and on the sides back 10 feet from the building facade.</p> |
| <p>Fence design needs to be approved by the DRC or the Town Architect.</p>   | <p>On corner lots the fence should run 20 feet from the front of the building façade and perpendicular to it.</p>  |
|  | <p>Rear fence can be on the property line, or within 4 feet of it.</p>   |

| FENCE HEIGHT  | MATERIALS   |
|---|---|
| Front yard fence should be no more than 36 inches high.   | Picket fence shall be made of painted wood. A 20% transparency rate is required for front yard picket fences. |
| Transition fence is 12" to 18" higher than the front yard fence.                                  | Transition fence is typically stone or masonry or material appropriate to the principal building materials.   |
| Privacy fence is usually 72" high.  |   |
| A variety of fence design is encouraged and extended runs of similar fence design is discouraged. |   |



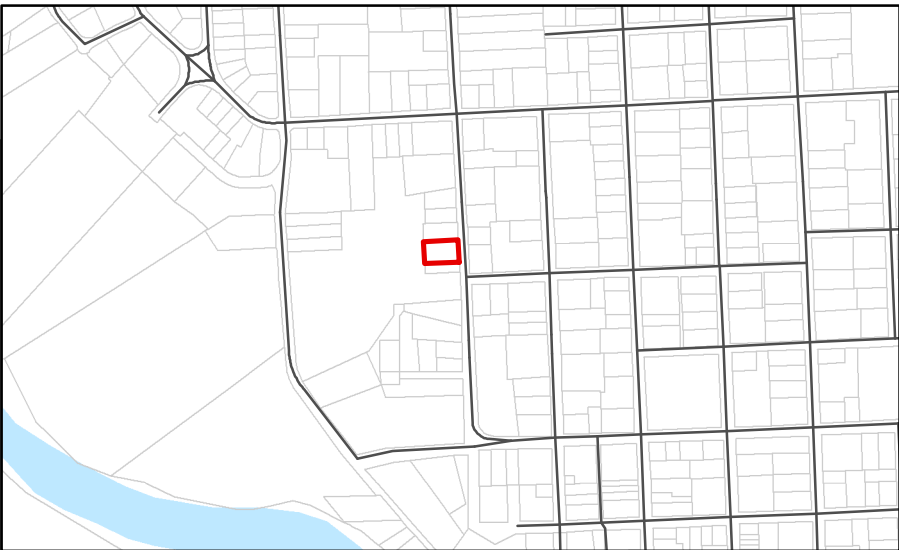
**RECOMMENDATION:**

Consider action to approve a Certificate of Appropriateness for Resubdivision No. 2 The Compound, Lot 8, also known as the Allen-Fowler House, located at 1404 Wilson Street to allow replacement of a six-foot tall privacy fence in rear of property and a seven-foot-tall metal fence on south and west side of back yard, designated a Local Historic Landmark, Texas State Historical Marker and National Register Structure.

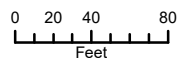
**ATTACHMENTS:**

- Attachment 1: Location Map
- Attachment 2: Letter from Applicant
- Attachment 3: Pictures of existing and proposed fence





# 1404 Wilson Street Certificate of Appropriateness Fence Replacement



1 inch = 100 feet



Date: 1/20/2023

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.

**GEOFFREY S. CONNOR**  
**Attorney and Counselor**



P.O. Box 27195  
AUSTIN, TEXAS 78755  
512-426-9320

geoff@geoffconnor.com  
www.geoffconnor.com

January 9, 2023

Blake Kaiser, Chair  
Historic Landmark Commission  
City Hall  
Bastrop, Texas 78602

RE: Certificate of Appropriateness for fence at 1404 Wilson Street

Dear Mr. Kaiser:

I contacted the city for a fence permit in October in order to repair/replace the backyard fencing of my home, Allen-Fowler House, located at 1404 Wilson Street.

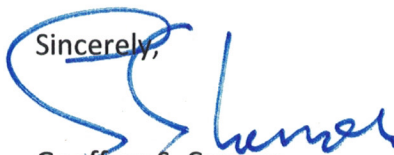
The city has informed me that the file is complete and that they are satisfied with my proposal to replace the existing, badly deteriorated, wooden ranch style fencing with a custom black metal fence. This fence will be more appropriate to a historic home and will match the black metal fencing that already exists in front of the home.

Although the city may administratively approve similar proposals, my fencing will be 7 feet tall instead of the more common 6 foot fence. For this reason, the city advises that a Certificate of Appropriateness is required and have asked me to explain my request to you.

The reason I have proposed such a fence is primarily to keep deer out of the yard. Whitetail deer will commonly jump a 5 foot fence and even a 6 foot fence, although sometimes with harmful results. However, the fencing contractor and a wildlife biologist have explained to me that a 7 foot fence will be an effective deterrent to deer.

As you know from the file, this proposed fence is only in the back of the house and will still be a see-through fence like the front. My only neighbor in the back is Amy McCall who owns the former LCRA park behind me. She has looked at my proposal and has no objections. I have offered her contact information to the city as well.

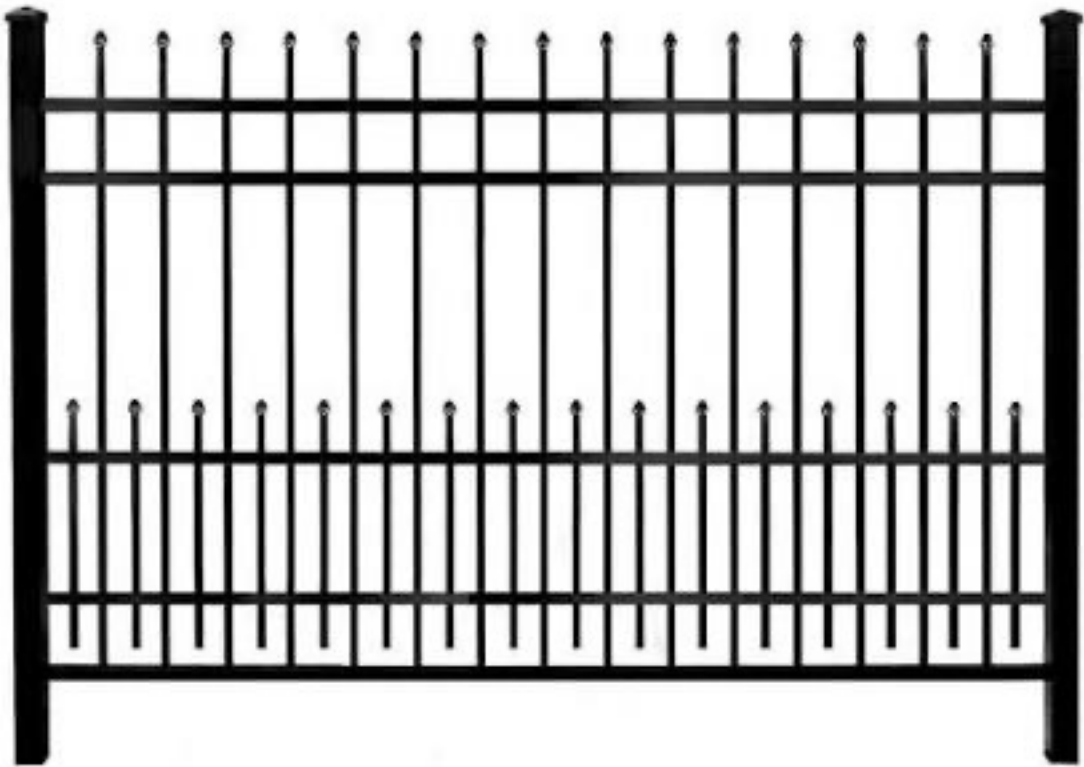
Thank you and the Commission members for considering my request.

Sincerely,  
  
Geoffrey S. Connor

Item 3E.



Item 3E.





# STAFF REPORT

**MEETING DATE:** January 25, 2023

**TITLE:**

Consider action on a Certificate of Appropriateness for the building on 0.9 acres of Building Block 8 West of Water Street, located at 1016 Main Street to replace eight of the windows with custom windows to match the shape and size of existing ones, a Contributing Structure within the Bastrop Commercial National Register Historic District.

**STAFF REPRESENTATIVE:**

Keehren Baah, Assistant Planning Director

**ITEM DETAILS:**

Site Address: 1016 Main Street (Attachment 1)  
 Property Owner/Applicant: John & Robert Duff  
 Current Use: Commercial/Retail  
 Existing Zoning: P-5 Core  
 Designations: Contributing Structure within the Bastrop Commercial National Register of Historic Places District

**BACKGROUND/HISTORY:**

The property owner at 1016 Main Street is upgrading the windows and is requesting a Certificate of Appropriateness to replace eight of the existing with custom ordered windows similar in size and shape (Attachment 2). This is the site of the old First National Bank built in 1889 of local brick and lumber. The following photos show the front façade of the building.

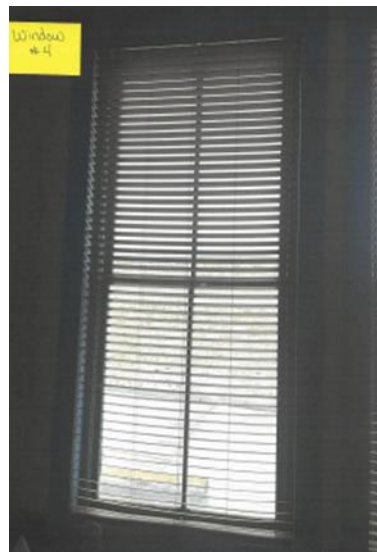


The applicant is proposing to replace eight existing windows with new custom ordered premium vinyl windows that will match the shape and size of the existing windows being replaced. By doing so, it keeps the historic architectural look and feature of the building. Windows one, two and three are located on Main Street. Additionally, windows number four, five, six, seven and eight are all located on the south side of the building.

Existing Windows: Exterior view



Existing Windows: Interior view





### 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.**

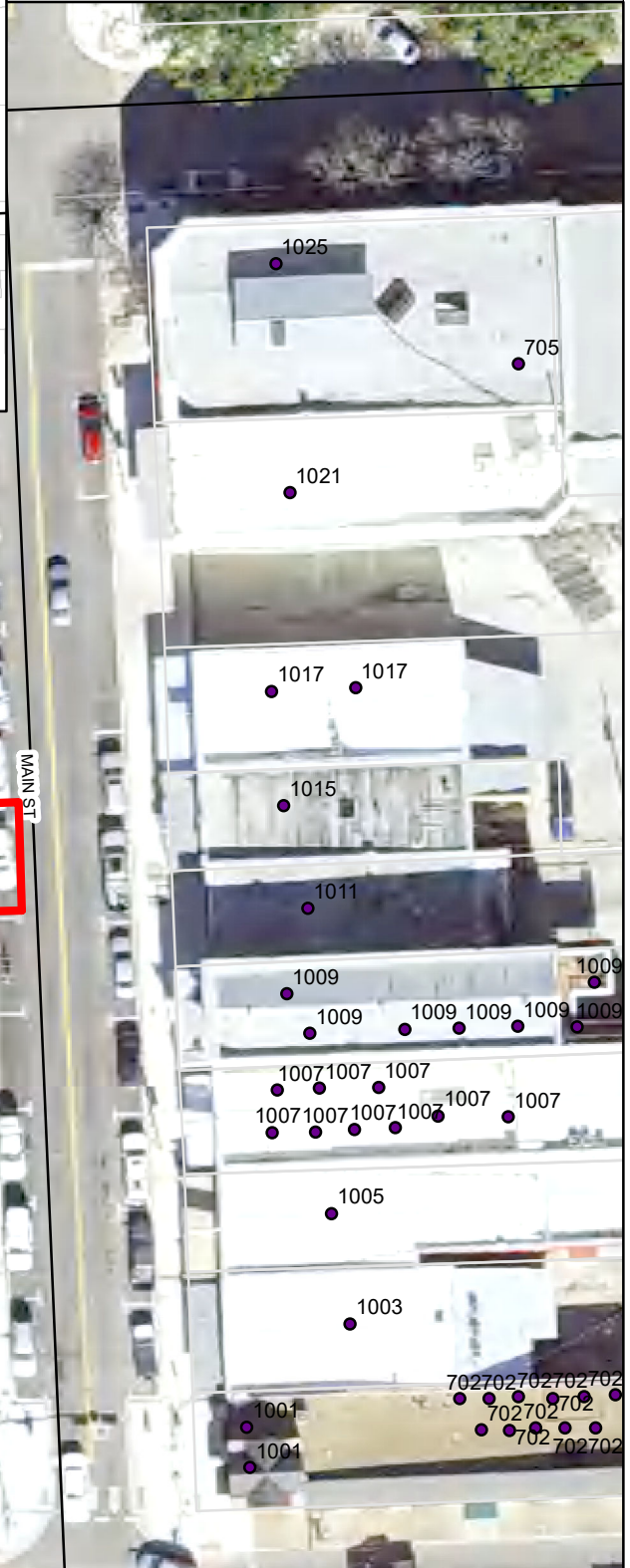
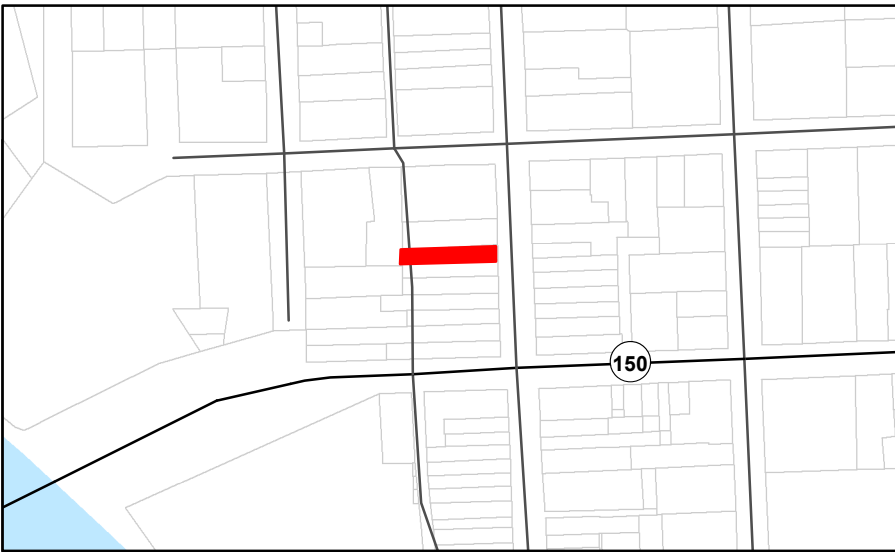
#### **RECOMMENDATION:**

Consider action to approve a Certificate of Appropriateness for the building on 0.9 acres of Building Block 8 West of Water Street, located at 1016 Main Street to replace eight of the windows with custom windows to match the shape and size of existing ones, a Contributing Structure within the Bastrop Commercial National Register Historic District.

#### **ATTACHMENTS:**

- Attachment 1 – Location Map
- Attachment 2 – Existing Building
- Attachment 3 – Current Window Pictures
- Attachment 4 – Replacement Window Pictures
- Attachment 5 – Project Letter





Date: 1/21/2023

Certificate of Appropriateness  
 Window Replacement  
 1016 Main St.

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.



1 inch = 50 feet



*Item 3F.*

42

FIRST

Window #1

Window #2

Window #3



ENTRANCE  
101  
MAIL

OLD

Window  
#1



Window  
#2

Item 3F.



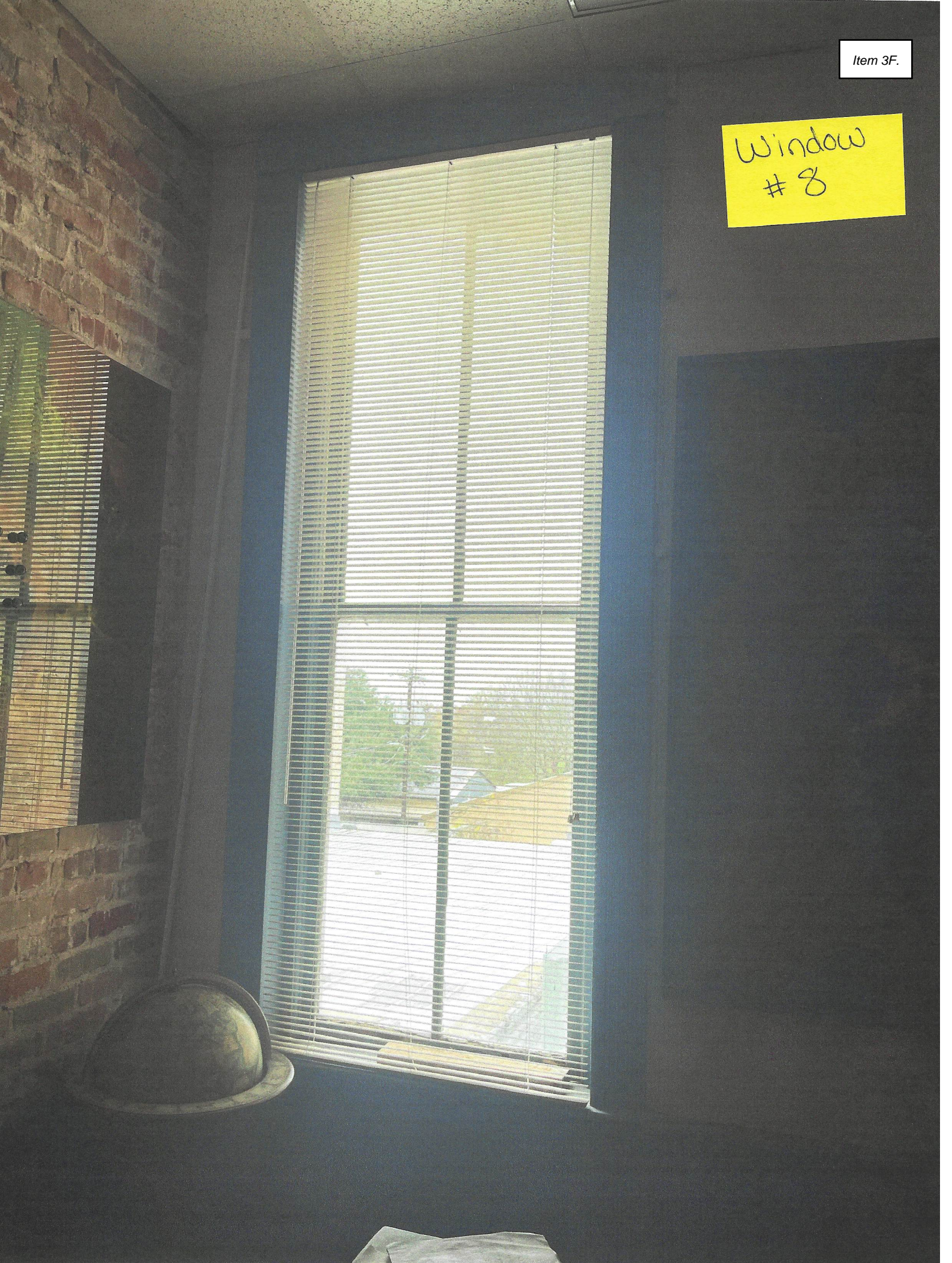
Window  
#3

Item 3F.





Window  
# 8





Window  
#4

Item 3F.







Window  
# 6



Window  
# 7



Window  
# 6

Item 3F.



Get Funded  
Draft

Story 1991-1992  
Book report  
VR by Howard  
Rheingold

Nutrabound  
Room flow  
Main Menu  
Lobby  
Pop Room  
Lab ✓ IC  
Compounder  
Encapsulator  
Mixer ✓  
Production  
end  
last  
Plus 360

Window  
#7

Item 3F.





Photo of new vinyl window which will replace windows # 1,2&3



Photo of new vinyl window which will replace windows # 4,5,6,7 &8

JOB: Bobby Harriman - 1016 B Main Street, Bastrop Texas 78602

Project Description Letter:

There will be NO increase to the structure's footprint or existing impervious cover on lot.

Owner wants to replace the eight existing wood framed, single pane windows on the second story of 1016 B Main Street, Bastrop Texas. The new windows are made by Atrium Windows & Doors, and are all made out of premium vinyl. They were custom ordered through McCoys Building Supply of Bastrop to match the shape, and size of the existing windows we would replace.

I have attached interior and exterior pictures of all the existing windows we would replace and numbered them 1-8. Windows numbered 1, 2, and 3 are located on Main Street. Windows numbered 4, 5, 6, 7, and 8 are all located on the south side of the building.

I have also attached four pictures of the new windows that were ordered. Two pictures are of the windows that would replace windows numbered 1, 2, 3 and the other two pictures are of the windows that would replace windows numbered 4, 5, 6, 7, 8.

I am estimating the time frame to complete this project is 1-2 weeks weather permitting.