

**Historic Preservation Commission  
May 15, 2018 Meeting Minutes**

**A. Call to Order**

The meeting was called to order at 6:00 p.m.

**B. Roll Call**

**Present:** Chairman Pamela Sue Anderson, Commissioner Blane Conklin, Alternate Commissioner Frank Darr, Commissioner Paul Emerson, Commissioner Patti Jordan, and Vice-Chair Sharon Whitaker.

**Absent:** None.

**Staff present:** Principal Planner Joelle Jordan and Planning Technician Kerstin Harding

**Also Present:** Round Rock Preservation President Shirley Marquardt and Certificate of Appropriateness applicants Becky Navarro, Robert Levin, and Travis Sheets

**C. Citizen Communication**

Round Rock Preservation (RRP) President Shirley Marquardt announced that the Stagecoach Inn had been moved to its new site over the April 27-28 weekend. The contractors will be repairing the lower part of the stone walls through May into mid-June. She said that the group had until the end of June to raise funds for the Inn's restoration, and appealed for contributions.

**D. Approval of Minutes**

**D.1 Consider approval of the minutes of the April 17, 2018 Historic Preservation Commission meeting.**

**Motion:** by Commissioner [unidentified] and Second by Commissioner Emerson to approve the minutes of the April 17, 2018 HPC meeting as submitted.

**Vote:** Aye: Chair Anderson, Commissioner Conklin, Commissioner Emerson, Commissioner Jordan, and Vice-Chair Whitaker. Nay: none. The vote was 5-0.

**E. Certificates of Appropriateness**

Principal Planner Jordan noted that the applicant for the CofA at 405 E. Main Street had not yet arrived, and suggested that the Commission skip ahead to agenda items E.2 and E.3. Chairman Anderson agreed.

**E.2 Consider an action regarding a Certificate of Appropriateness for demolition of certain outbuildings at 405 E. Main Street.**

Principal Planner Jordan briefly described the Nelson-Crier house at 405 E. Main Street. The building is a Recorded Texas Historical Landmark as well as a City landmark, and its Historic (H) overlay zoning covers the entire block, including outbuildings.

The large brick home was built in a Queen Anne style from 1895-1900, then was redesigned in a Classical Revival Style in 1931. The 3-story turret was removed, the porch was restyled with six two-story Ionic columns, and the red brick was coated with a white, lime-based coating. In the 1960s a new owner made a number of alterations de-emphasizing its Classical qualities, including adding several landscape features with brick salvaged from offsite, sandblasting the lime-based coating off the brick walls and growing Virginia creeper over the walls.

A new owner plans to convert the home for use as an event facility, although the property's zoning currently does not permit this. To accommodate site changes that would be necessary, the owners are requesting a Certificate of Appropriateness for demolition of several of the outbuildings and landscape structures, including some interior fencing, a fiberglass greenhouse, tool shed, bird coop, an empty concrete pad, and a paved circle with a birdbath and planters.

Staff recommendation is to approve the CofA for demolition of the interior fencing, greenhouse, concrete pad, and birdbath/planters, as they are clearly not historically significant.

The tool shed and bird coop, however, appear on the property in a 1916 Sanborn Insurance map. The exteriors have been altered, but have some historic significance as utility structures that would have been necessary in the early 1900s.

Ms. Jordan noted that the owners had not yet submitted a site plan, and so had not demonstrated a need to remove the tool shed and coop. She recommended approving the demolition of these structures, but with the condition that there first be 1) a zoning change that would allow the property's use as an event facility, and 2) an approved site plan demonstrating the need to demolish these structures in order to meet the site requirements of the facility. This would prevent the structures' unnecessary demolition, but if their demolition became necessary, it would not require an additional review by the HPC.

Mr. Sheets, the project landscape architect, described the project. He noted that although the tool shed and coop may be original structures, they have been much altered over time and the exteriors are a patchwork of different sheathings. Also, the tool shed was built approximately a foot into the Lewis Street right-of-way.

**Motion:** by Commissioner Conklin and Second by Commissioner Jordan to approve the Certificate of Appropriateness for demolition of certain outbuildings/structures with the following conditions:

1. The Commission approved the demolition of the interior fencing, greenhouse, southeast concrete pad, and west birdbath/planter/paving.
2. The Commission approved the demolition of the tool shed and bird coop with the condition that an approved future use/zoning change and approved site plan demonstrate the necessity of the demolition.
3. Any earth thus exposed should be re-sodded, or a plan submitted for another treatment.

**Vote:** Aye: Chair Anderson, Commissioner Conklin, Commissioner Emerson, Commissioner Jordan, and Vice-Chair Whitaker. Nay: none. The vote was 5-0.

### **E.3 Consider an action regarding a Certificate of Appropriateness for 405 E. Main Street.**

The new owners also propose to take the color scheme of the main house back to its appearance between 1931 and the 1960s, when the brick had a white lime-based coating and the shutters were painted a dark color. The owners propose a color scheme for the main house, garage, barn, and caretaker's cottage/studio of white walls with black shutters (or window trim on the barn), and light blue on the porch ceiling. They had originally selected a set of exterior paints from one manufacturer, but their paint contractor preferred a different manufacturer, so they did not have specific color selections at the time. The owners had contacted the Texas Historical Commission (THC), which had approved the paint color scheme and relayed the types of paints that had been used on other historical structures.

Staff recommended approval of the color scheme, but had serious concerns about using the proposed acrylic paint (Sherwin Williams MetaLatex with Loxon Acrylic Masonry Primer) on the brick walls of the main house. The owners had recently cut back the vines in preparation for painting, revealing brick that had been badly damaged by the earlier sandblasting and attempts to remove the lime coating. Staff had the following concerns:

- Although it offers some protection from weathering, any acrylic-based paint can trap moisture within the brick and cause spalling. Also, paint is a temporary coating that at some point will need to be stripped off and repainted, which would be difficult given the condition of the brick, and ultimately cause more damage.
- A lime wash (or other lime-based coating) on the other hand will "breathe" and does not trap moisture. It fuses to the brick and offers greater weather protection, but also cannot be removed without a great deal of damage to the brick. Maintenance requires periodic recoating but does not require stripping.
- Staff also contacted the THC about whether a lime coating would be preferable to paint. The reviewer said that her previous recommendation had been with the understanding that the house had previously been painted, not lime washed. She said that a lime wash would be preferable because it would cause less be less potentially damaging, and also because that was the finish that had been used at the time period the owner wanted to emulate.

- Whatever coating is applied to the brick will be permanent, as the brick will not tolerate another sandblasting. Choosing to coat the brick is a commitment to the house's 1931-1960s appearance.

Mr. Sheets described how they had come to the white-and-black color scheme as a means of complementing the house's Classical Revival features. He said that they had discussed acrylic paint vs lime finishes vs mineral paints with a masonry contractor, historical architect and others, and everyone seemed to have different opinions on what would be best for the building. Mr. Levin, one of the owners, came to the podium. He said that they had selected the proposed paint and primer because they were recommended for masonry applications. Their primary concern was changing the color to white, but they were willing to consider other coatings.

**Motion:** by Commissioner Jordan and Second by Commissioner Emerson to approve the Certificate of Appropriateness for painting the main house, garage, barn, and caretaker's cottage/studio with the following conditions:

1. The basic color scheme will be white for the primary wall color, black for trim [shutters and outbuilding trim], and light blue for the porch ceiling.
2. Staff will work with the owners to decide whether white paint or lime wash is the best treatment for the masonry on the main house.
3. Staff will review specific paint color selections and sheen.

A separate administrative CofA will be issued concerning the appropriate masonry coating.

**Vote:** Aye: Chair Anderson, Commissioner Conklin, Commissioner Emerson, Commissioner Jordan, and Vice-Chair Whitaker. Nay: none. The vote was 5-0.

#### **E.1 Consider an action regarding a Certificate of Appropriateness for 118 E. Main Street.**

Ms. Jordan gave a short background for the current request. A new tenant at 118 E. Main Street had come to the HPC in April requesting a CofA for a large sidewalk pergola and a sign on an outbuilding. At the meeting it was noted that he had already begun demolition in the back, including removing a back door and stairs without a CofA. The door was a relatively recent addition and not historically significant, but the Commission included a condition in the CofA that he submit an application for his proposed changes to the back of the building before continuing work in this area.

By that point the door had been removed and drywalled inside, although the wall framing was exposed on the outside. The landing outside the door remained, although the steps to the landing and the railing had been removed. The brick wall of the addition showed areas of raw concrete where the steps had been removed. The current application proposed filling in the doorway and stuccoing/painting it to blend into the wall, leaving the landing in place, and did not propose a treatment for the damaged part of the brick addition wall. The applicant, Mr. Hernandez, was not present at the meeting.

Staff recommended that the door removal be permitted, since it was a recent addition, but that the back area should not be left in its half-finished state. Staff recommended conditioning that the landing also be removed, and that any damaged wall or patio surfaces thus revealed should have a finished surface. Staff would consider a stucco finish like that proposed for the filled-in door to be an acceptable finish for the brick wall (as well as the wall under the door), though open to other suggestions from the applicant.

**Motion:** by Commissioner Jordan and Second by Commissioner [unidentified] to approve the Certificate of Appropriateness for removal of the back door with the following conditions

- The concrete landing must also be removed, since there is no reason for its presence with the door and steps removed.
- The doorway and must be filled in level with the wall surface, and finished with the same stucco and paint. The wall surface below the door that is exposed by the removal of the landing must have the same stucco finish level with the rest of the wall. Zoning standards require three-step hard coat stucco.
- The wall of the brick addition that has been exposed by the removal of the steps and landing must have a finished surface such as stucco or another material approved by staff.

- If removal of the landing reveals damage to the patio/floor surface, it must be repaired and finished to match the existing paved surface.

**Vote:** Aye: Chair Anderson, Commissioner Conklin, Commissioner Jordan, and Vice-Chair Whitaker. Abstained: Commissioner Emerson. Nay: none. The vote was 4-0.

## **F. Presentations**

### **F.1 Consider an update on the 2018 Local Legend Award nominations.**

Ms. Jordan reported on the Local Legend Selection Committee's progress, which included outreach letters to civic groups and presentations to at least 2 groups. Nominations will close on June 1 and the Committee will meet later in the month to review them. She noted that in its report to the HPC, the Committee had specifically asked for guidance on how nominations for non-individuals (groups, structures, etc.) are evaluated for the role they play in the community.

Vice-Chair Whitaker asked how a structure could qualify, and Ms. Jordan said that the two that had been nominated were historic structures that were in some way threatened. In the past the HPC has stated that it prefers a mix of contemporary and historic legends. Commissioner Jordan said that she'd thought all the Local Legends had to have some historical connection to the city. Chair Anderson said that she thought the Committee's outreach at Karen Thompson's local history presentation on May 12 had been an excellent choice for outreach. Alternate Commissioner Darr asked what the expectation was as far as the number of awards given each year, since ten had been received already. Ms. Jordan replied that more than three or four makes the logistics of the presentation more difficult, and can tend to dilute the award.

## **G. Tax Exemption Applications**

### **G.1 Consider a presentation regarding upcoming historic property tax exemption inspections.**

Ms. Jordan thanked the Commission for their efforts inspecting the properties this year, and outlined the exemption program and process. The exemption is for 75% of the City's portion of property taxes, and is conditioned on proper maintenance as described in City Code (Section 46-108).

This year we received applications for 49 properties. Of these, 17 properties need discussion, 13 of which received preliminary "conditional inspection" ratings on the inspection report, and may not meet the maintenance requirement for the exemption because there were issues noted in the 2017 inspection that had not been addressed. The Commission reviewed the inspection forms and photos of these properties and determined what work would need to be addressed in order to avoid a "fail" rating when the Commission's recommendation is presented to the City Council.

#### **1. 103 E. Main Street**

Of the two repeating items noted, one was a flashing issue that was actually on a neighboring property. Since the only repeating issue from 2017 is the weeds in the back, the Commission decided to change the rating to Needs Maintenance.

#### **2. 119 E. Main Street**

(To be discussed in conjunction with 121 E. Main Street)

#### **3. 121 E. Main Street**

The wall along the patio of 119 E. Main Street has some significant mortar gaps, and parts that are inappropriately patched with cement are crumbling. Also, the tenant at 119 had painted an unpermitted sign directly on the same wall, and removing the sign will require repointing the wall.

In 2017 the owners of 119 and 121 were instructed to coordinate to create a repointing within 90 days of receiving the inspection form, with work to be completed by April 30, 2018, but no progress has been made.

To change the rating to NM, the Commission conditioned that by June 1 the applicants submit a letter signed by both parties giving a plan to make the repairs and remove the sign.

#### **4. 201-203 E. Main Street**

The inspection form noted a repeating maintenance issue on the back door; further investigation established that the issues were on a different door than in 2017. Rating changed to Needs Maintenance.

5. **112 E. Main Street**  
The 2017 inspection noted a CO2 tank behind the building, which had been removed when the property was re-inspected. In June 2017, so this would be a new tank. Rating was changed to Needs Maintenance
6. **118 E. Main Street**  
Work on the exterior to the rear door and stairs was started without a Certificate of Appropriateness and remains in a half-finished state. A Certificate of Appropriateness was issued earlier at this meeting (05-15-18) approving a course of action for completing the job, so the rating was changed to Needs Maintenance (under renovation). Request confirmation that the work will be completed in accordance with the conditions of the Certificate.
7. **107 S. Mays Street:**  
The owner did some painting that was indicated on the 2017 inspection. Rating may be changed to Needs Maintenance if the following are completed (or a plan to complete submitted) by June 1:
  - Remove debris on the north side of the building;
  - Repair damaged downspout on the south side of the building
8. **202 N. Stone Street**  
Rating may be changed to Needs Maintenance if the following are completed by June 1:
  - Repair the broken window on the South side of the building.
  - Submit a plan to complete paint repairs on all areas that need it by April 30, 2019
9. **309 E. Main Street**  
Some of the north widows noted in the 2017 inspection, but a north-facing window on the west wing wasn't. Rating changed to Needs Maintenance.
10. **400 E. Main Street:**  
Rating may be changed to Needs Maintenance if a plan for the following repairs is submitted by June 1, showing intent to complete the work within 90 days:
  - Paint cracking on west side, dark patch.
  - Screen frame needs repair on window just north of west porch
  - East screen door on south porch sagging
  - Top step on west side is cracked.
11. **507 E. Main Street**  
Rating may be changed to Needs Maintenance if the following items are repaired or a plan to repair them by is submitted June 1:
  - Front broken walkway is rough and could be a trip hazard
  - Rock skirting wall along the east side has separated from the house and is leaning outward and needs to be repaired.
  - Porch floor repainting was also noted last year, but since there are additional areas that need paint, the Commission has specified that this work can be completed over the next year.
12. **607 E. Main Street:**  
In this case, the recommendation was for a failing inspection because of unresolved dilapidation issues. Other than foundation repairs, no apparent progress has been made on the project associated with the December 2016 Certificate of Appropriateness. Rating may be changed from Failing to Needs Maintenance/Under Renovation if staff deems that certain benchmarks have been reached in the project process by June 1<sup>st</sup>, but this is unlikely given the scope of the project.
13. **609 E. Liberty Avenue**  
Rating may be changed to Needs Maintenance if the painting issues on the garage are completed, or a plan to complete them is submitted by June 1.
14. **802 E. Liberty Avenue:**  
Rating may be changed to Needs Maintenance if the following are completed by June 1
  - Replace missing casing on west window (wall cavity is exposed) and paint.
  - Complete repair and painting of northernmost window on west side ground floor.
  - Provide written plan for repairing remaining outstanding items from 2015 inspection.
15. **106 N. Mays Street:**  
Rating may be changed to Needs Maintenance if the following are completed by June 1:
  - Clean back door area of dirt and webs.

- Repair skirting in several places, including front porch.
- Repair downspout on the west side

**16. 106 N. San Saba Street:**

Rating may be changed to Needs Maintenance if the following are completed by June 1:

- Repair board below threshold of north door.
- Appropriately remove black substance on both sides of the chimney.

**17. 10 Chisholm Trail**

Repair wood where needed and repaint. If work cannot be completed by June 1, owner must submit a plan for these repairs demonstrating intent and timeline to complete the work in order to change the rating to Needs Maintenance.

Commissioner Jordan recused herself from the vote, since she had applied for a tax exemption. Her property was not discussed at the meeting because it did not receive a conditional preliminary rating.

**Motion:** by Commissioner Conklin and Second by Commissioner Emerson to recommend the property tax exemptions for historic properties as presented in Exhibit A, with the conditions previously stated, and to grant Staff the ability to change conditional ratings if noted conditions are met.

**Vote:** Aye: Chair Anderson, Commissioner Conklin, Commissioner Emerson, and Vice-Chair Whitaker. Nay: none. The vote was 4-0.

**H. Staff Report**

**H.1 Consider an update on the Stagecoach Inn Relocation project.**

Ms. Jordan announced that the Stagecoach Inn had been moved to its new site over the weekend of April 27-29, and played a short video of the structural move. There will be a longer video after the building is settled in place, which will take another six weeks or so. She estimated that between 500-600 spectators came to watch the move over the course of the weekend. The mover, H.D. Snow & Son, live-streamed the relocation with around 54,000 views.

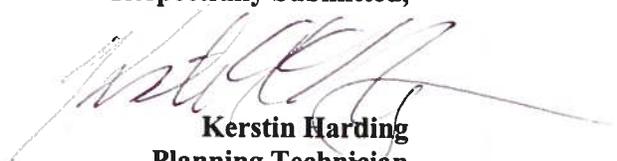
**H.2 Consider an update on historic preservation-related projects and/or events.**

Ms. Jordan said that this year the HPC's annual work session would be back to its traditional date in August, and asked the Commissioners to verify that they will be able to attend on the scheduled meeting date of August 21. She noted that for those Commissioners whose appointments expire in June, the reappointment applications are posted on the City website.

**I. Adjournment**

The meeting adjourned at 9:01 p.m.

**Respectfully Submitted,**

  
**Kerstin Harding**  
**Planning Technician**

*Note: the commissioner who made the motion for item D.1 and the commissioner who seconded the motion for item E.1 were not identified during the meeting and could not be identified from the meeting video. Staff emailed the commissioners after the May meeting asking that the motioner/seconded identify themselves, but the commissioners either responded in the negative or couldn't remember.*