

**Historic Preservation Commission**  
**October 17, 2017 Meeting Minutes**

**A. Call to Order**

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

**B. Roll Call**

**Present:** Chair Pamela Sue Anderson, Vice-Chair Sharon Whitaker, Commissioner Blane Conklin (arrived 6:01), Commissioner Paul Emerson, and Commissioner Patti Jordan

**Absent:** None

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

**Also Present:** Round Rock Preservation President Shirley Marquardt and Architect George Lewis

**C. Citizen Communication**

Round Rock Preservation (RRP) President Shirley Marquardt gave the Commission an update on the group's activities. She thanked the Commissioners for joining them at the Chalk Walk and talking to people about preservation issues. She updated progress on the brick sponsorship fundraiser for the Stagecoach Inn restoration, and announced a Round Rock Cemetery cleanup event on October 28.

**D. Approval of Minutes**

**D.1 Consider approval of the minutes of the September 12, 2017 Historic Preservation Commission work session.**

**Motion:** by Commissioner Conklin and Second by Vice-Chair Whitaker to approve the minutes of the September 12, 2017 HPC work session as submitted.

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

**E. Certificates of Appropriateness**

**D.1 Consider an action regarding a Certificate of Appropriateness for 603 Chisholm Trail.**

Principal Planner Jordan introduced the request to build a new carport on a historic single-family property. The stone house was built in 1853, and has had several additions, including a large one in the 1950s. The front door appears to have been moved from the west (street-facing) side of the historic structure to the north (creek-facing) side. The 32 x 36-ft. carport would be built in place of an existing asphalt pad at the far east end of the house, away from the historic structure. The design has a metal roof and stone-clad columns to complement the historic structure.

Because it is a Recorded Texas Historical Landmark as well as a city historic landmark, staff asked for a review from the Texas Historical Commission (THC). The THC architect didn't see any appropriateness issues, but recommended caution during construction so as to not damage the historic part of the home. City staff also recommended approval, since the carport is set away from the historic part of the house and its design and materials are complementary to it.

Architect George Lewis took the podium to answer Commissioners' questions. One commissioner noted a plan drawing showing six cars in the carport and asked why it was so large. Mr. Lewis responded that it was intended for fewer cars, but they wanted extra circulation room around them. Chairman Anderson asked if there were any plans to enclose the carport, and Mr. Lewis said not at the present time. Vice-Chair Whitaker asked if they would be removing the asphalt, and Mr. Lewis responded that they would, in order to pour footings and a larger parking surface. Commissioner asked the total height and Mr. Lewis responded 13-14 ft. at the roof peak. Commissioner Jordan asked whether there would be a covered walkway or similar structure from the carport to the house and Mr. Lewis said no, there would not.

**Motion:** by Vice-Chair Whitaker and Second by Commissioner Jordan to approve the Certificate of Appropriateness as presented with the caveat of avoiding damage to the house during construction. Staff may review any changes proposed to the project.

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

### **E.2 Consider an action regarding a Certificate of Appropriateness for 100 E. Main Street.**

Ms. Jordan reminded the Commission that 100 E. Main Street still has an outstanding issue with the back porch and columns, and that it would be preferable to consider all the drainage-related issues together. However, if a CofA for the current issue is delayed, a building permit may not be issued for the repair.

The bottom step of the wooden back stairs has had some decay due to water issues, and the applicant requested a CofA to replace the step with concrete, which he offered to tint, if necessary. Ms. Jordan noted that there may be other building code issues relating to the height of the steps, but that is outside the Commission's purview.

Commissioner Whitaker said what concerned her about the concrete in the back was a large crack in the photo. Ms. Jordan responded that repair of the crack was not part of the application. Commissioner Emerson asked whether the current request was within the Commission's purview, and Ms. Jordan responded that because the property has H overlay a CofA is required before a building permit can be issued, and it involves a change of material so it requires Commission review. Chairman Anderson said that she was comfortable with the change in material, because it is not visible from the street, and addresses a legitimate maintenance issue.

**Motion:** by Commissioner Jordan and Second by Commissioner Emerson to Accept the Certificate of Appropriateness to use tinted concrete to repair the step, and allow staff to review any changes after building code issues are resolved. Commissioner Emerson amended the motion to add that the concrete is to be tinted to match the existing steps.

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

### **E.1 Consider an action regarding a Certificate of Appropriateness for the relocation of the Stagecoach Inn.**

Ms. Jordan explained that this CofA is for relocating the Stagecoach Inn, a project that staff and the Commission have been working on for several years. The City of Round Rock is the applicant. She noted that the destination site already has H overlay zoning, so unlike many relocations a rezoning will not be necessary. Once moved the structure will be "mothballed," possibly with some stone repair/reconstruction.

She summarized the staff recommendation, using the application evaluation criteria in Section 46-99.1. The Inn is immediately threatened by demolition for the RM 620 road improvements. The only alternative to relocation is demolition, and the City has considered other sites. The Inn will remain in the city. The City has hired experts to confirm that the building can be moved, and will supervise the relocation process. Ms. Jordan asked the Commissioners to include allowing staff to review any issues pertaining to stabilization and mothballing during and after the move.

The historical context of the destination site is the best available. It is approximately 1000 ft. north of the original site and on the other side of Brushy Creek, but it is on the same side of the same road with the same orientation to the road and to the sun, and will be near other buildings of similar age. There are no accessory structures of historical significance to also be moved. While the relocated structure will not be conforming to standard zoning requirements, it is conforming with the Historic and Chisholm Trail overlay zoning districts, which take precedence.

**Motion:** by Vice-Chair Whitaker and Second by Commissioner Emerson to approve the Certificate of Appropriateness as presented, in accordance with Section 46-99.1. Staff is empowered to review issues that arise in relocation, stabilization, and mothballing.

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

**F. Other Business****F.1 Consider approval of the Historic Preservation Commission's goals for 2017-2018.**

Ms. Jordan referred to the redlined copy of the Commission's goals for the upcoming year, incorporating changes from the work session in September. Commissioner Conklin noted that completing the CofA for the relocation of the Stagecoach Inn could be checked off. The Commissioners discussed having another work session to discuss actions to take to meet the goals.

**Motion:** by Commissioner Emerson and Second by Vice-Chair Whitaker to adopt the Historic Preservation Commission's 2017-2018 goals as amended.

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

**G. Staff Report****G.1 Consider a discussion regarding historic-preservation-related programs and events.**

Ms. Jordan reported on the outcome of the Chalk Walk and Commissioner training, and noted that the Local Legend Awards will be announced at the City Council meeting on November 9. Ms. Harding gave a short summary of takeaways from the CAMP (Commission Assistance and Mentoring Program) training in San Antonio. Chairman Anderson and Vice-Chair Whitaker also shared their impressions of the training session.

**H. Adjournment**

The meeting adjourned at 7:14 p.m.

Respectfully Submitted,



Kerstin Harding  
Planning Technician