



City of Round Rock

Meeting Minutes

Historic Preservation Commission

Tuesday, May 20, 2025

A. CALL MEETING TO ORDER

The Historic Preservation Commission for the City of Round Rock met on Tuesday, July 21 in the City Council Chambers located at 221 E. Main Street. Chairman Whitaker called the session to order at 6:00 p.m.

B. ROLL CALL

Present 6 - Chair Sharon Whitaker
Commissioner Tammy Conrad
Commissioner Shagufta Ellam
Vice-Chair Richard Parson
Commissioner Audrey Simmons
Commissioner Andrew Wolfe

Absent 0

C. PLEDGES OF ALLEGIANCE

D. CITIZEN COMMUNICATION

Round Rock Preservation President Judy Anderson, 1169 Renaissance Trail, spoke about the organization's public events during National Preservation Month.

E. APPROVAL OF MINUTES:

E.1 Consider approval of the minutes of the April 21, 2025 Historic Preservation Commission Meeting.

Commissioner Wolfe moved, and Vice-Chair Parson seconded, to approve the minutes of the April 21, 2025 Historic Preservation Commission Meeting. The motion carried by the following vote:

Aye: 6 - Chair Whitaker
Commissioner Conrad
Commissioner Ellam
Vice-Chair Parson
Commissioner Simmons
Commissioner Wolfe

Nay: 0

Absent: 0

F. CERTIFICATE OF APPROPRIATENESS:

F.1 Consider a presentation and action regarding a Certificate of Appropriateness for 609 E. Liberty Avenue, HP25-010.

Planner Kerstin Harding presented the application, staff analysis, and recommended motion for the proposed project, which would replace a 2-car garage and a 1-car garage with a 3-car garage and a 2nd floor apartment. The proposal had inconsistencies with some zoning and transportation requirements, so future adjustments were anticipated.

She explained that since the project was new construction, appropriateness should be judged by how well it complemented the surrounding historic properties in the neighborhood. The apartment-over-garage building type fit with the character of the district, and the slope of the lot made the height less imposing, even though the garage apartment was 2 stories and the primary residence was 1.5 stories. Some of the building products were not appropriate but could be substituted with others of a similar cost. However, she believed that the asymmetric shape of the roof and that the ridge extended across the short dimension rather than the long dimension was out of keeping with the pre-WWII neighborhood.

The staff recommendation concluded that the concept of the project is consistent with Standards for Rehabilitation #9 and #10, and recommended approval with the following conditions:

- Any alterations to meet zoning, building, and/or transportation requirements must be reviewed by staff to determine whether amendments to the CofA are necessary.
- The two garages may be demolished because they are not mentioned as significant in the historic resource survey form and are utility buildings.
- The roof shape presented is not appropriate and must be redesigned in a hipped or gabled form with the ridge running lengthwise. Revised plans must be submitted to preservation staff for review.
- The selected black-finished metal panel roofing is appropriate for a new construction garage.
- Fiber cement lapped siding and trim are appropriate but must have a smooth texture.
- Windows must be wood or metal-clad wood; staff must approve series before ordering.
- Door and garage door selections must be confirmed by staff. Appropriate doors are wood or fiberglass with a simple design and may not include plastic moldings.
- Where there are divided lites on windows, doors, and garage doors, the grilles must be on the exterior of the glass.
- Hardware selections must be confirmed by staff.
- The paint color "Lionfish" is appropriate if paired with a white trim color. The garage doors must have the same color scheme as the walls but the standard doors may be a contrasting color.

Contractor Dymonique Burton was present and said that changing some of the product selections was not a problem but he did not want to change the shape of the roof.

Commissioner Wolfe motioned and Commissioner Ellam seconded a motion to accept the staff recommendations with the exception of the roof design, to allow the roof design to stay as it is, and any modifications to the plans that cannot be reviewed and approved by staff should come back to the HPC. He clarified that as long as items such as window and door selections were within the range of what the HPC approved, the specific selections could be approved by staff. The motion carried by the following vote:

Aye: 6 - Chair Whitaker
Commissioner Conrad
Commissioner Ellam
Vice-Chair Parson
Commissioner Simmons
Commissioner Wolfe

Nay: 0

Absent: 0

G. TAX EXEMPTIONS:

G.1 Consider a recommendation regarding applications for the 2025 partial tax exemptions for historically significant sites.

Ms. Harding summarized the results of the 2025 tax exemption inspections, with updates on one applicant that had received a failing inspection. This property had replaced some of the siding with a different type of siding without a Certificate of Appropriateness, which had been noted in the previous year's inspection. The applicant's contractor had responded that the replacement siding was closer to the original siding than the rest of the siding currently in place, and the plan was to replace all the siding, but did not apply for a Certificate of Appropriateness.

A motion was made by Commissioner Ellam and Seconded by Vice-Chair Parson to approve the recommendations for the 2025 historic tax exemptions as presented in Exhibit A with no changes. The motion carried by the following vote:

Aye: 6 - Chair Whitaker
Commissioner Conrad
Commissioner Ellam
Vice-Chair Parson
Commissioner Simmons
Commissioner Wolfe

Nay: 0

Absent: 0

H. PLANNER REPORT:

- H.1** Consider a monthly update regarding projects relating to Historic Preservation Commission actions and goals.

Senior Planner Lily Park gave an update on attendance at Preservation Month activities, and city projects affecting historic properties. She noted that the city had received an award for the 2024 Texas Historical Commission Award of Excellence in Media Achievement.

- H.2** Consider discussion regarding upcoming preservation events and activities.

Chair Whitaker asked staff for the date the tax exemptions would be presented to Council, and Ms. Harding replied that the first reading would be June 26.

I. ADJOURNMENT

There being no further business, Chair Whitaker adjourned the meeting at 6:37.
Respectfully submitted, Kerstin Harding

POSTING CERTIFICATION