

Historic Preservation Commission
April 18, 2017 Meeting Minutes

A. Call to Order

The meeting was called to order at 5:46 p.m.

B. Roll Call

Present: Chair Pamela Sue Anderson, Vice-Chair Rae Lynn Tipping, Commissioner Paul Emerson, Commissioner Patti Jordan, Commissioner Sharon Whitaker, and Alternate Commissioner Frank Darr (not at dias)

Absent: None

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

C. Approval of Minutes

C.1 Consider approval of the minutes of the February 21, 2017 Historic Preservation Commission meeting.

Motion: by Commissioner Emerson and Second by Vice-Chair Tipping to approve the minutes of the February 21, 2017.

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

D. Certificates of Appropriateness

D.1 Consider approval of an amended Certificate of Appropriateness for 113 E. Main Street.

Principal Planner Joelle Jordan briefly summarized the request for the renovation of a non-contributing property in the Downtown Historic District. In February 2016 a Certificate of Appropriateness (CofA) was issued for a complete façade redo accommodating a service window and counter. When work was underway in May, staff noticed work being done that was different from what had been conditioned in the CofA. On May 9, 2016 the Commission modified the CofA to accommodate some structural changes that had emerged in construction.

The May CofA included covering structural steel posts to have the appearance of columns, redoing the stucco wall to suggest a cornice at the top of the parapet and a lintel across the front, between the two new “columns.” It also included detailed changes to the “eyeball” light fixtures, covering the plywood ceiling over the entry, reinstalling and re-staining the trim on the transom window, adding a coat of paint for better coverage, and removing a hanging metal sign. Most of this work had been completed in the fall, but a few items remained incomplete. The work was to be completed by November, and at its December meeting the HPC voted to grant a final extension to April 18, 2017 to complete the last few items. The applicant, Mr. Marte, worked with the City’s new development facilitator to address the outstanding items.

Mr. Marte’s request is to amend the May 9, 2016 CofA to omit the “lintel” feature, the one remaining incomplete item. He believes the façade would be better without it because 1) the painted “lintel” would have a rough stucco surface on the front and a smooth surface on the underside, and thus would not appear to be a single piece; 2) the ceiling light fixtures would be off-center in the ceiling; and 3) the façade now has an awning that covers where the “lintel” would be, although it is visible from the entry/seating area underneath. Staff recommends approval of the amendment to not require the “lintel” on the condition that the awning remains in place and in good condition. If the awning is removed in the future, the “lintel” moulding feature must be completed.

Commissioner Emerson asked Mr. Marte if he had plans to remove the awning; he did not. Commissioner Whitaker asked about the details of what would have to be redone to install the “lintel” moulding.

Motion: by Commissioner Emerson and Second by Commissioner Jordan to amend the Certificate of Appropriateness issued May 9 as recommended by staff; that the previously conditioned lintel trim is not required to be installed as long as the awning remains in place and in good condition. If the awning is removed, the lintel trim must be installed.

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

E. Staff Report

E.1 Consider an update regarding historic preservation-related programs and events.

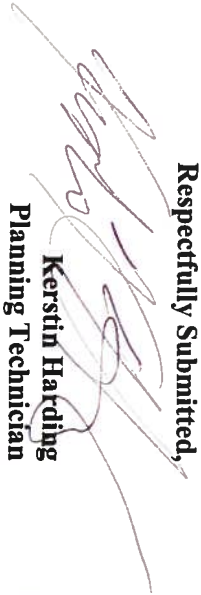
Ms. Jordan presented the calendar of events that the City, the nonprofit Round Rock Preservation, and the Williamson Museum had planned for National Preservation Month in May. She noted a need for volunteer assistance at some events.

E.2 Consider an update regarding upcoming historic property tax exemption inspections.

Ms. Jordan gave an overview of the tax exemption program for historic properties, noting its role in preventing the deterioration of historic resources. Approval of the exemption is based on a set of maintenance criteria that is listed in the ordinance, which the Commissioners use to inspect the applying properties. At the next meeting the Commissioners will discuss the properties that have remaining maintenance issues and the action determined to correct the problem. In order to meet the tight deadlines, this year there is a new flip site so that completed inspection forms can be returned electronically. Commissioners were provided inspection packets at the meeting to be returned to staff by May 5, 2017.

F. Adjournment

The meeting adjourned at 6:29 p.m.

Respectfully Submitted,

Kerstin Harding
Planning Technician