

Historic Preservation Commission

September 12, 2017 Work Session Minutes

A. Call to Order

The meeting was called to order at 5:45 p.m.

B. Roll Call

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

Absent: None

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

Also Present: Local Legend Selection Committee members Kami Barron and Tina Steiner, Round Rock Preservation President Shirley Marquardt, and downtown property owner Rik Morris.

C. Approval of Minutes

C.1 Consider approval of the minutes of the July 18, 2017 Historic Preservation Commission meeting.

Motion: by Commissioner Emerson and Second by Commissioner Conklin to approve the minutes of the July 18, 2017 HPC meeting, with a correction noted by Commissioner Conklin regarding the identity of the commissioner that had made the motion for item C.1.

Vote: Aye: Chair Anderson, Vice-Chair Whitaker, Commissioner Conklin, and Commissioner Emerson. Nay: none. The vote was 3-0.

Commissioner Jordan arrived at 5:50; Commissioner Darr arrived at 6:04 p.m.

D. Local Legends

D.1 Consider action concerning the Local Legend Selection Committee 2017 award nominations.

Ms. Jordan summarized the history and criteria for the Local Legend Awards, and introduced this year's Selection Committee Chair, Kami Barron. Ms. Barron explained how the selection process had changed this year. Instead of waiting until nominations closed in June, the Committee used the spring to reach out and encourage nominations. The Committee sent a letter requesting nominations to a list of local civic clubs, and also contacted previous Local Legend honorees for their suggestions. As a result, there were ten nominations submitted, compared to three the previous year.

Ms. Barron and Ms. Steiner read summaries of the three nominees the Committee selected to present to the HPC for consideration: Joe and Vera Bloomer, El Amistad Club, and Jim Boles. The Commissioners asked if any of the nominees that weren't selected would carry over to the following year, and Ms. Barron replied that the Committee had discussed carrying over two other nominees to be considered next year.

Motion: by Commissioner Jordan and Second by Vice-Chair Whitaker to accept all the Local Legend Award recipients chosen by the Selection Committee.

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

E. Presentations

E.1 Consider a presentation and discussion concerning case studies of maintenance and historical appropriateness.

Ms. Jordan briefly summarized a recent Certificate of Appropriateness (CofA) case that the Commission had considered at its July 18, 2017 meeting, in which inappropriate alterations were made to the rear porch columns at 100 E. Main Street. Ms. Jordan felt it would be a good case study

on balancing historical appropriateness with maintenance concerns. The owner, Rik Morris attended the meeting and brought a post sample, photos, and old building plans.

Mr. Morris explained that his intent was to make a permanent repair to the back porch columns, which had had repeated problems with wood rot due to site drainage problems. Several years ago he'd had rot issues at the bottom of the columns, and had repaired them by replacing the bottom few inches of the columns with new wood of the same profile, and painted the columns to disguise the repair. After a few years the repaired columns had begun to rot again, so he repaired the columns by replacing the lower few feet with concrete block and limestone for a more permanent repair. He had not applied for a CofA because he thought that this repair would be considered maintenance.

The Commission discussed other means of repair, and appropriateness of material choices. They also discussed consideration for changes to an architectural element that is not an original part of the building. He said that he was imitating the columns of some landscape structures in the rear yards at 112 and 114 E. Main Street. The Commissioners asked whether the city's street work had improved the drainage problem as it was intended to, and he said there was still some ponding. There was discussion about considerations when imitating the features of other buildings, and when maintenance concerns make it appropriate to allow the selection of certain materials.

The Commission recessed from 6:55 to 7:11 for dinner.

E.2 Consider an update from Round Rock Preservation regarding activities planned for the coming year.

Ms. Jordan introduced Shirley Marquardt, of the nonprofit Round Rock Preservation. Ms. Marquardt said that the group's primary project for the year would be raising funds for the Stagecoach Inn's restoration. Their first fundraiser would be selling personalized bricks to be used as pavers at the Bathing Beach Park site. They hoped to promote the fundraiser during the holiday season, and at the Chalk Walk festival in October. She also encouraged the Commissioner to volunteer to help staff their booth at the Chalk Walk.

For National Preservation Month in May 2018, Round Rock Preservation's plans include a Council Declaration of May as National Preservation Month, a presentation by local historian Karen Thompson, and a booth at the Williamson Museum's Pioneer Days in Old Settlers Park. She said their organization is still looking for secondary projects, perhaps relating to the log cabin on Emmanuel Street, the Flat district, or the Round Rock Cemetery. She noted that she would be meeting with representatives of the cemetery committee on Saturday morning. The Commissioners asked questions about the fundraisers and discussed potential projects.

E.5 Consider a presentation and discussion on the status of the Stagecoach Inn relocation.

Because item E.5 relates to item E.2, the Chair asked that it be moved earlier in the agenda while Ms. Marquardt was present. She gave an update on the Stagecoach Inn relocation, and reported that the City had hired Architexas to manage the building relocation. The foundation at the receiving site cannot be constructed until the Texas Commission on Environmental Quality (TCEQ) completes its review of the plans for the Bathing Beach Park.

E.3 Consider commissioner introductions and notes from the Chair concerning meeting procedures.

Chairman Anderson welcomed the Commissioners and distributed handouts to discuss the basics of Robert's Rules of Order. Ms. Jordan announced that meetings would start at 6:00 p.m. beginning in October. Commissioner Emerson asked about how to structure a motion on a Certificate of Appropriateness, and Ms. Jordan responded that they could move to approve the staff recommendation with amendments – but that if any detail of the project was not addressed in the motion or referenced in the staff recommendation, the Commission could not apply a condition after the fact, unless the motion is reconsidered at a later point in the same meeting. The Commission also asked her for clarification of when gathering for an event may constitute a quorum. She responded that depends on whether city business will be discussed.

E.4 Consider a presentation and discussion regarding Commission education and training opportunities.

Ms. Harding gave a brief instruction on how to use CityView, the city's online GIS viewer. She and Chairman Anderson gave brief summaries of training sessions they had attended for Certified Local Government (CLG) in Burnet, and the Preservation Texas Summit in Waco. Ms. Harding gave a brief description of two references that had been distributed in the meeting packets: updated copies of the Secretary of the Interior's *Standards for the Treatment of Historical Properties*, and the *Historic Preservation Handbook for Texans* by the Texas Bar Foundation and Historic Fort Worth. Ms. Jordan noted that the August "CAMP" training session in San Antonio had been rescheduled to September

29 because of hurricane Harvey, and asked if any other Commissioners would like to attend if there are openings.

E.6 Consider a presentation and discussion on the 2017 Partial Tax Exemption for Historically Significant Sites program.

Ms. Jordan summarized the results of the 2017 tax exemption process. By the time the ordinance was adopted by Council, the nine properties that the Commission had categorized as conditional had met the requirements, so no properties failed their inspections this year. Ms. Harding asked how the Commissioners felt about the file transfer site, and explained that staff was considering other options that might be easier to use.

E.7 Consider a presentation and discussion concerning recent administrative Certificates of Appropriateness.

Ms. Jordan called the Commissioners' attention to the summary of recent Certificates of Appropriateness that was distributed in the meeting packets, and asked for their comments. This meeting serves as the biannual update to the Commission of administrative reviews completed by staff.

E.8 Consider a presentation and discussion on the Round Rock Historic Preservation Education and Awareness Program.

Ms. Jordan referenced a summary of the activities and articles produced in support of the city's Historic Preservation Education and Awareness Program.

E.9 Develop the Historic Preservation Commission's 2017-2018 goals.

Ms. Jordan drew the Commissioners' attention to its adopted goals for 2016-2017 and asked for amendments and new additions for the coming year. She reminded the Commission that a redlined document of the 2017-2018 goals would be re-reviewed and considered for adoption at a future meeting.

F. Adjournment

The meeting adjourned at 9:45 p.m.

Respectfully Submitted,



Kerstin Harding
Planning Technician