

Historic Preservation Commission

September 25, 2018 Work Session Minutes

A. Call to Order

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

B. Roll Call

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

Absent: None

Staff present: Principal Planner Joelle Jordan, Planning Technician Kerstin Harding, and Planning Intern Nicole Haggerty.

Also Present: Round Rock Preservation President Shirley Marquardt

C. Election of Officers

C.1 Consider the nomination and election of a Chairman.

Motion: by Vice-Chair Whitaker and Second by Commissioner Emerson to Nominate Pamela Anderson as Chair of the 2018-2019 Historic Preservation Commission.

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

C.2 Consider the nomination and election of a Vice-Chairman.

Motion: by Commissioner Emerson and Second by Commissioner Jordan to Nominate Sharon Whitaker as Vice-Chair for the 2018-2019 Historic Preservation Commission.

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

D. Presentations

D.1 New Commissioner introductions and notes from the Chair concerning meeting procedures.

The Commissioners introduced themselves and Chairman Anderson reviewed meeting procedures and etiquette. She reminded them that a meeting of more than two Commissioners, including on email, constitutes a quorum. Ms. Jordan announced that the October 16 meeting would have to be rescheduled, and after considering several alternative dates settled on Monday, October 15, 2018 for the October HPC meeting.

D.2 Consider an update regarding the 2018 Local Legend Awards.

Ms. Jordan reviewed the selection of the 2018 Local Legends and announced the presentation date of October 25, 2018. She asked the Commissioners for their feedback on the 2018 Selection Committee's process and whether there needed to be more discussion before the 2019 Selection Committee is appointed in January. The Commissioners liked being able to vote for each Legend separately and felt that the Selection Committee should have more members. They discussed whether the Commission should be more involved in the outreach planning and whether there should be an HPC representative on the Committee.

D.3 Consider a presentation and discussion regarding downtown parklets.

Ms. Jordan reviewed the City's plan to create six "parklets" in the Downtown Historic District. Originally the project was to be a complete streetscape with all the street parking removed, but the design had been changed to leave angled parking in the middle of the block with shaded seating areas at the corners. Staff had concerns that the trees would obscure the view of the historic buildings and

how the administration of license agreements for sidewalk furniture would be affected. The Commission discussed re-using the streetlamp plaques and Sam Bass sidewalk medallions, and whether new interpretive materials should be added. Several Commissioners felt the mid-block parking should be reserved for handicapped parking.

D.4 Consider an update concerning recent administrative and Commission-reviewed Certificates of Appropriateness.

Ms. Harding reviewed a list of the Certificates of Appropriateness (CofAs) that had been issued in the last year. She noted that the number of CofAs had increased with the adoption of the Downtown Plan and particularly with alterations to 405 E. Main Street in 2018. She updated the Commission on progress made since the HPC issued CofAs for 607, 405 and 118 E. Main Street. Chair Anderson discussed making difficult decisions, and the need to look at the big picture when considering them, not just the current tenant's wishes.

D.5 Consider a presentation and discussion concerning the adoption of the 2018 Partial Tax Exemption for Historically Significant Sites program.

Ms. Jordan presented a summary of the 2018 tax exemptions and the outcome of the "conditional inspection" cases. One property had been in bad condition and received a fail rating but has since made considerable progress toward rehabilitation. Another decided that the specified repairs could not be made in the given time period and accepted the fail rating.

The third fail rating was the wall between 119 and 121 E. Main that needed repair and also had an unpermitted sign painted on it. The wall was eventually repaired and the rating changed to "needs maintenance" but the case prompted many questions from the City Council. Staff is now preparing a presentation to give the Council an overview of the historic preservation program. She believed that the "conditional inspections" were likely to be eliminated.

D.6 Consider a presentation and discussion on the status of the Stagecoach Inn relocation project.

Ms. Jordan gave an update on the status of the Stagecoach Inn relocation project. The contractor had received a certificate of substantial completion, but there were two outstanding issues that were expected to be resolved by the final inspection on October 2. The relocation markers had been purchased, and Architexas had produced plans for the windows and doors. The next steps will be a visioning exercise to decide the final use for the inn, which will affect the design of the interior roof structure. Deciding the use and interior renovations will help to clarify fundraising goals.

Chair Anderson called for a ten-minute recess at 7:47 and called it back to order at 7:57.

Chair Anderson reversed the order of items D.7 and D.8 so that the Education and Awareness item would follow the update from Round Rock Preservation.

D.8 Consider a presentation and discussion from Round Rock Preservation regarding activities planned for the coming year.

Round Rock Preservation (RRP) President Shirley Marquardt gave an overview of the organization and its goals of preservation, public education, heritage tourism, and community partnerships. She reviewed the group's progress toward those goals, particularly fundraising and increasing the visibility of preservation programs in Round Rock. RRP is expanding its partnerships, including activities with the Round Rock Arts Council, Williamson County Historical Commission, Round Rock Schools, the UT Student Historic Preservation Association, and Art Institute students.

RRP is considering future projects, including:

- Surveying mid-century buildings in Round Rock, which are now old enough to be considered for designation;
- Creating local preservation awards with categories similar to the Texas Historical Commission's awards;
- A historic property owners' conference held at the Baca Center;
- A quarterly "lunch and learn" program on local history and preservation featuring presentations by RRP, the Williamson Museum, and City staff (so each group only has to do one presentation per year);
- Become a Preserve America Community to increase visibility for heritage tourism;

- A historic homes tour Dec. 8 and/or walking tour brochure;
- Encouraging donations of historic photos and archival materials to aid in building preservation and general local history

D.7 Consider a presentation and discussion of the Round Rock Historic Preservation Education and Awareness Program.

Ms. Harding gave an overview of the preservation Education and Awareness Program activity of the last year. The Stagecoach Inn had generated significant press coverage, and Round Rock Preservation and the Williamson Museum had also encouraged public interest in preservation.

She asked the Commissioners for ideas for Preservation Month in May, such as the This Place Matters program. Several Commissioners expressed concern about gentrification in The Flat neighborhood, and suggested some kind of activity during Black History Month (February) to capture oral histories, perhaps working with the AME church or the Round Rock Cemetery Association.

D.9 Consider a presentation and discussion concerning the development of the City’s 2020-2030 Preservation Plan.

Ms. Jordan gave an overview of the process to create the ten-year Comprehensive Plan for 2020-2030 and explained that the purpose of the Comprehensive Plan is to guide land use decisions. One chapter will be the Preservation Plan to specifically address historic preservation concerns, which will also function separately as a stand-alone document to satisfy Certified Local Government requirements.

Ms. Haggerty presented an overview of Preservation Plans and their purpose. She gave an overview of Round Rock’s first preservation plan, adopted as a chapter of the 2010-2020 General Plan. She listed the preservation recommendations in that plan and how they had been addressed. The items that had not been addressed had to do with funding sources for preservation activities – at this time the only city funding is \$5,000/year for grant matching and funds for the Stagecoach Inn project.

Ms. Jordan offered some points for consideration and asked the Commissioners for their thoughts on the ten-year Preservation Plan. Several Commissioners expressed concern about the development pressures in The Flat neighborhood and what can be done to allow people to stay in their homes and keep the neighborhood intact. Ms. Jordan noted that this would be a departure from the policies adopted with the 2010 Downtown Plan, which encourage redevelopment.

Other suggestions included collaboration and networking with other preservation organizations such as Round Rock Preservation and the Williamson Museum, increasing heritage tourism, concern for the maintenance of city-owned historic properties, completion of the Stagecoach Inn restoration, more staff for long-range planning, examining the use of hotel occupancy taxes for preservation, and neighborhood preservation.

D.1 Consider a presentation and discussion regarding the development of the Historic Preservation Commission’s goals for FY 2018-2019.

Ms. Jordan explained that in contrast to the broad, ten-year preservation plan goals, the Commission also must adopt one-year goals specifically for the HPC. She reviewed the HPC’s powers, duties, and mission statement. The Commissioners discussed several of the individual items.

Due to the late hour, Chair Anderson suggested that the Commission resume discussion of the goals at its October 15, 2018 meeting. Commissioners agreed to send the comments to be added to the redline to staff by October 9

E. Adjournment

The meeting adjourned at 9:42 p.m.

Respectfully Submitted,



Kerstin Harding
Planning Technician