

Historic Landmark Commission Agenda

Council Chambers
1311 Chestnut Street
Bastrop, TX 78602



November 18, 2020 at 6:00 P.M.

Historic Landmark Commission meetings are available to all persons regardless of disability. If you require special assistance, please contact the Commission Secretary at (512) 332-8840, or write to 1311 Chestnut Street, Bastrop, TX 78602, or call Relay Texas through a T.D.D. (Telecommunication Device for the Deaf) at 1-800-735-2989 at least 48 hours in advance of the meeting.

1. CALL TO ORDER

2. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Commission, please submit a fully completed request card to the Commission Secretary prior to the meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Commission cannot discuss issues raised or make any decision at this time. Issues may be referred to City Staff for research and possible future action.

To address the Commission concerning any item on the agenda, please submit a fully completed request card to the Board Secretary prior to the meeting.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Consider action to approve meeting minutes from the October 21, 2020 Historic Landmark Commission Regular Meeting.
- 3B. Consider action to approve a Certificate of Appropriateness for 921 Main Street Subdivision, Lot 1, located at 921 Chestnut Street, also known as the Art Institute, to install a new band sign on the front facade, for a Structure within the Bastrop Commercial National Register of Historic Places District.
- 3C. Update on the bench tour and consider action to recommend boundaries for the future placement of historic type street benches.
- 3D. Discussion on the Commission's history and past work towards implementation of Historic Landmark Preservation's Purpose and Intent.
- 3E. Discussion on recruiting additional properties to become local Historic Landmarks.

3F. Follow up discussion on any questions on the Bastrop Building Block (B³) Codes, Authentic Bastrop Pattern Book or The Secretary of the Interior's Standards for Historic Properties.

4. UPDATES

4A. Individual Requests from Historic Landmark Commissioners that particular items to be listed on future agendas (no group discussion allowed).

5. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting is posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenience that is readily accessible to the public, as well as to the City's website, www.cityofbastrop.org. Said Notice was posted on the following date and time: November 13, 2020 10:00 a.m. and will remain posted for at least two hours after said meeting has convened.



Jennifer C. Bills, Assistant Planning Director



STAFF REPORT

MEETING DATE: November 18, 2020

AGENDA ITEM: 3A

TITLE:

Consider action to approve meeting minutes from the October 21, 2020 Historic Landmark Commission Regular Meeting.

STAFF REPRESENTATIVE:

Debra Adams, Commission Secretary/Permit Technician

ATTACHMENTS:

- October 21, 2020 Meeting Minutes



HISTORIC LANDMARK COMMISSION MEETING

Meeting Minutes

The City of Bastrop Historic Landmark Commission met Wednesday, October 21, 2020 at 6:00 p.m. in the Bastrop City Council Chambers, 1311 Chestnut Street, Bastrop, Texas and via GoToWebinar online.

1. CALL TO ORDER

The Chair called the meeting to order at 6:02 pm.

Commissioners:

Blake Kaiser, Chair	Present
Christine Cartwright	Present
Pablo Serna, Vice-Chair	Present
Susan Long	Present
Matt Lassen	Present
Janean Whitten	Present
Cheryl Long	Absent

City Council Liaison:

Bill Ennis	Present
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Staff:

Jennifer Bills	Present
Allison Land	Present
Debra Adams	Present

2. CITIZEN COMMENTS

There were no citizen comments.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

3A. Consider action to approve meeting minutes from the September 16, 2020 Historic Landmark Commission Regular Meeting.

- Pablo Serna made a motion to approve. Susan Long seconded, and the motion passed unanimously

3B. Consider action to approve a Certificate of Appropriateness for 0.03 acres of Building Block 4 West of Water Street, located at 711 Chestnut Street, also known as the T. A. Hasler Building, to install a new blade sign on the existing sign bracket, for a Contributing Structure within the Bastrop Commercial National Register of Historic Places District.

- Ms. Bills presented the item.

HISTORIC LANDMARK COMMISSION MEETING

Meeting Minutes

- A material sample was not available.
 - The Applicants were not available for questions.
 - Discussion commenced on sign clearance.
 - No citizen comments were made.
 - Pablo Serna made a motion to approve the request. Matt Lassen seconded, and the motion passed unanimously.
- 3C. Discussion on The Secretary of the Interior's Standards for Historic Properties as the guidelines adopted in Chapter 9 of the Bastrop Building Block Code.
- Ms. Bills presented the item.
 - No action was taken.
- 3D. Discussion and consider action to forward recommendations from the Historic Landmark Commission to the Planning & Zoning Commission on topics to review in the Bastrop Building Block (B³) Code.
- Ms. Bills presented the item.
 - Discussion on including more detail and clarity in the Pattern Book for:
 - Fence approvals by Planning Director or designee exempt for designated structures, which would go to HLC for approval
 - Adopt set fence styles
 - Set fence height to 48 inches tall
 - Storefront designs
 - Gutters
 - Pablo Serna made a motion to update the Pattern Book to reflect fence approvals, fence styles, gutters, and storefront treatments.
 - Matt Lassen seconded the motion, and the motion passed unanimously.
- 3E. Discussion on the role of the Historic Landmark Commission and authority granted by City Council.
- Ms. Bills presented the item
 - Discussion on B³ Code authority, state and national markers and designations, demolition by neglect, invitations to become historically designated.
- 3F. Consider action to approve an amendment on a Certificate of Appropriateness for 0.336 acres of Building Block 9 West of Water Street, located at 805 Spring Street to install a new four-foot tall vintage style, double looped wire fence along Spring Street, within the Iredell Historic District.
- Ms. Bills presented the item.
 - The Applicants were available for questions.
 - Discussion on the fence frame changing to match the house and attachment style of fence to the frame.
 - Pablo Serna made a motion to approve the wood frame to approximately match the top of the post with the picture shown on page 27 of the amended packet, add a

HISTORIC LANDMARK COMMISSION MEETING

Meeting Minutes

bottom rail, and the fence material shall not be wrapped around the post. Christine Cartwright seconded, and the motion passed unanimously.

4. UPDATES

4A. Walking tour of Main Street Rehabilitation Project to discuss installation of street furniture, including benches currently scheduled for November 2, 2020 at 3:30 P.M.

- Council Liaison Ennis provided background on the project.
- No action taken.

4B. Individual Requests from Historic Landmark Commissioners that particular items to be listed on future agendas (no group discussion allowed).

- Blake Kaiser requested a discussion on potential properties to invite for historic designation.

5. ADJOURNMENT

- Matt Lassen made a motion to adjourn, Pablo Serna seconded.
- Meeting adjourned by Chair at 7:46 pm.

Commission Chair

Commission Vice-Chair



STAFF REPORT

MEETING DATE: November 18, 2020

AGENDA ITEM: 3B

TITLE:

Consider action to approve a Certificate of Appropriateness for 921 Main Street Subdivision, Lot 1, located at 921 Chestnut Street, also known as the Art Institute, to install a new band sign on the front facade, for a Structure within the Bastrop Commercial National Register of Historic Places District.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director/Historic Preservation Officer

ITEM DETAILS:

Site Address: 921 Main Street (Attachment 1)
Property Owner: Bastrop Economic Development Corporation/The Art Institute
Agent: Kerry Torres, Building Image Group
Current Use: Commercial/Retail
Existing Zoning: P-5 Core
Designations: Structure within the Bastrop Commercial National Register of Historic Places District

BACKGROUND/HISTORY:

The property owner of 921 Main Street is proposing to add a new non-illuminated band sign.

ARCHITECTURAL RENDERING



This sign will be on the newly constructed Art Institute Building. This sign will be in on the left side of the façade in the decorative masonry inset below the cornice. The artwork below shows the size of sign and the projection from the façade.

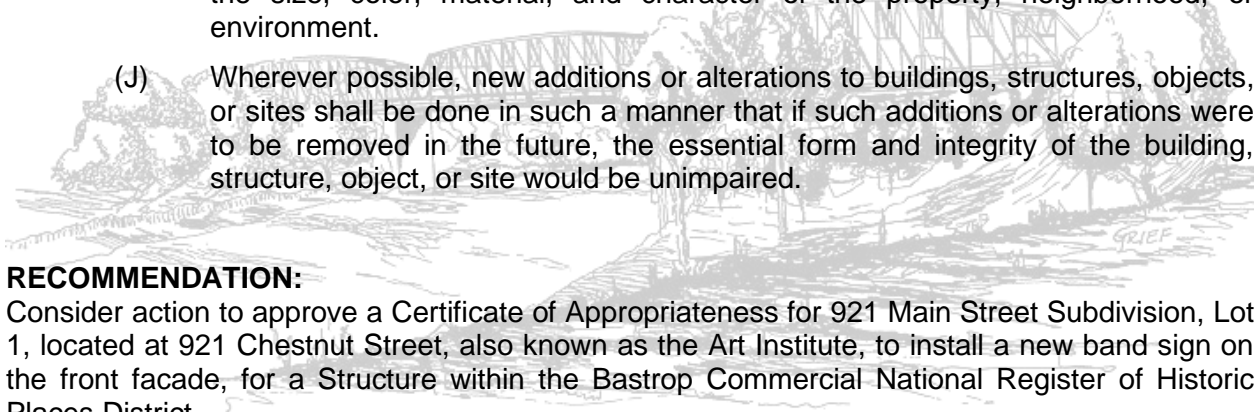


POLICY EXPLANATION:

When a Certificate of Appropriateness is required, no work can begin before the Historic Preservation Officer or the Commission has first issued a Certificate of Appropriateness. The Certificate of Appropriateness shall be in addition to and not in lieu of any permits required (i.e. building, sign, alcohol, etc.). The Building Official cannot approve any application for a sign or building permit to a structure and/or site that requires but does not have a Certificate of Appropriateness.

Criteria of Approval of a Certificate of Appropriateness:

- (1) In considering an application for a Certificate of Appropriateness, the commission shall be guided by any locally adopted design standards, and where applicable, the following from the *Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings*. Any adopted design standards and *Secretary of the Interior's Standards* shall be made to the property owners of historic landmarks.
 - (A) **Every reasonable effort shall be made to adapt the property in a manner which requires minimal alteration of the building, structure, object, or site and its environment.**
 - (B) The distinguishing original qualities or character of a building, structure, object, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
 - (C) **All buildings, structures, objects, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier or later appearance shall be discouraged.**
 - (D) Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, object, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

- 
- (E) Distinctive stylistic features or examples of skilled craftsmanship which characterize, a building, structure, object, or site shall be kept to the greatest extent practical.
- (F) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should reflect the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other building or structures.
- (G) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
- (H) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.
- (I) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, color, material, and character of the property, neighborhood, or environment.
- (J) Wherever possible, new additions or alterations to buildings, structures, objects, or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired.

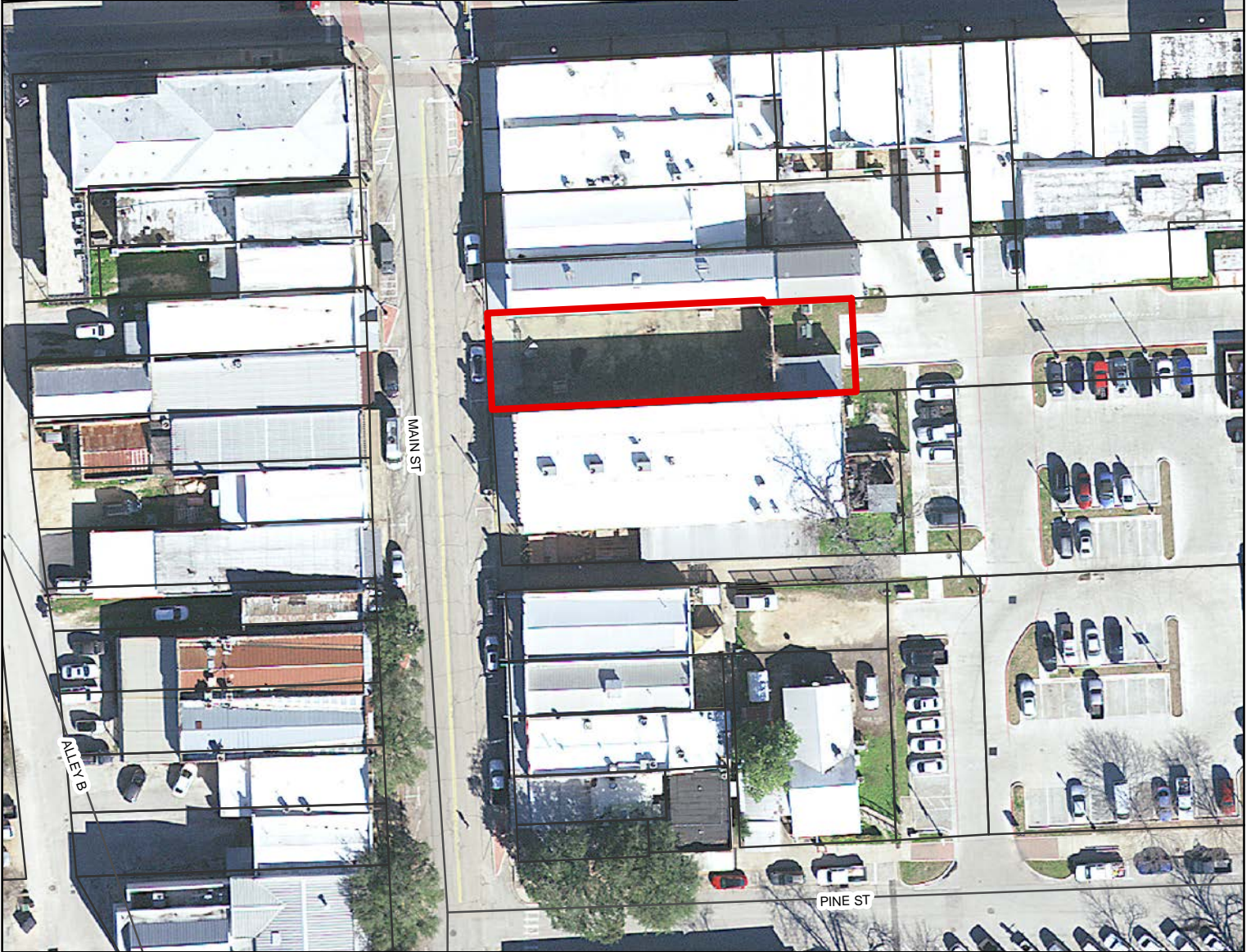
RECOMMENDATION:

Consider action to approve a Certificate of Appropriateness for 921 Main Street Subdivision, Lot 1, located at 921 Chestnut Street, also known as the Art Institute, to install a new band sign on the front facade, for a Structure within the Bastrop Commercial National Register of Historic Places District.

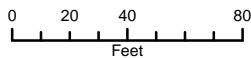
ATTACHMENTS:

- Attachment 1 – Location Map
- Attachment 2 – Sign Location
- Attachment 2 – Proposed Sign

Attachment 1 Location Map



921 Main Street Certificate of Appropriateness New Sign



1 inch = 67 feet

Date: 11/12/2020

The accuracy and precision of this cartographic data is limited and should be used for information/planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.



ARCHITECTURAL RENDERING



Rendering represents visual intent only. Actual scale may vary.



Building Image Group, Inc.
1200 E. Third St. | Studio One
Austin, TX 78702

TESCL 18350

© Building Image Group, Inc.

PROPOSAL #
P11076

DATE
10.20.2020

DRAWN BY
MHP

PROJECT

THE ART INSTITUTES
Exterior Sign Package - 921 Main St., Bastrop, TX

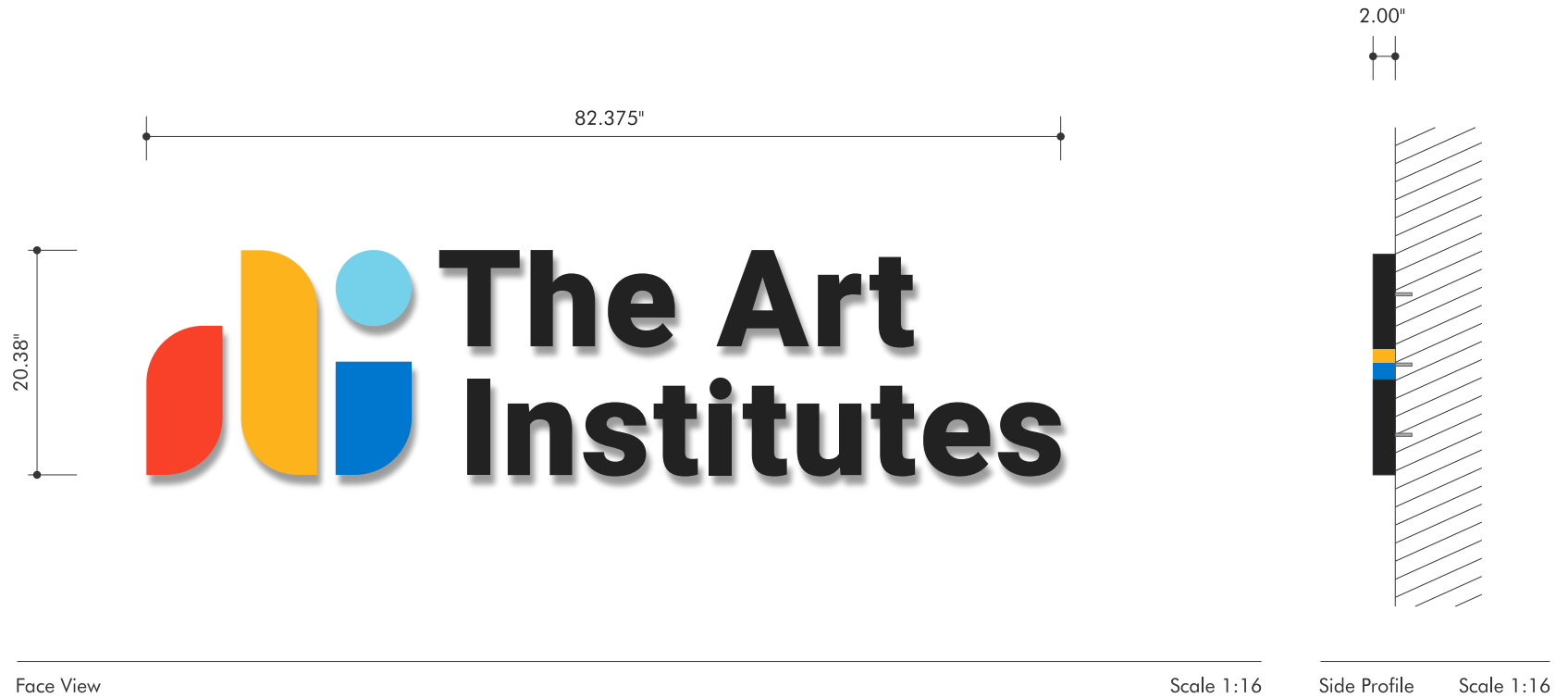
INTELLECTUAL PROPERTY OF BUILDING IMAGE GROUP

Qty: 1
Exterior Wall Sign **E.1**

APPROVED BY: _____

SPECIFICATIONS

Custom fabricated aluminum reverse channel letter logo; paint using Matthews Acrylic Polyurethane; satin clear coat; flush stud mount as required to stucco facade; non-illuminated.



Finish Schedule

- PMS Warm Red C
- PMS 1235C
- PMS 0821C
- PMS 285C
- Black



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PROJECT

THE ART INSTITUTES
Exterior Sign Package - 921 Main St., Bastrop, TX

INTELLECTUAL PROPERTY OF BUILDING IMAGE GROUP

Qty: 1
Exterior Wall Sign **E. 1**

APPROVED BY: _____



STAFF REPORT

MEETING DATE: November 18, 2020

AGENDA ITEM: 3C

TITLE:

Update on the bench tour and consider action to recommend boundaries for the future placement of historic type street benches.

STAFF REPRESENTATIVE:

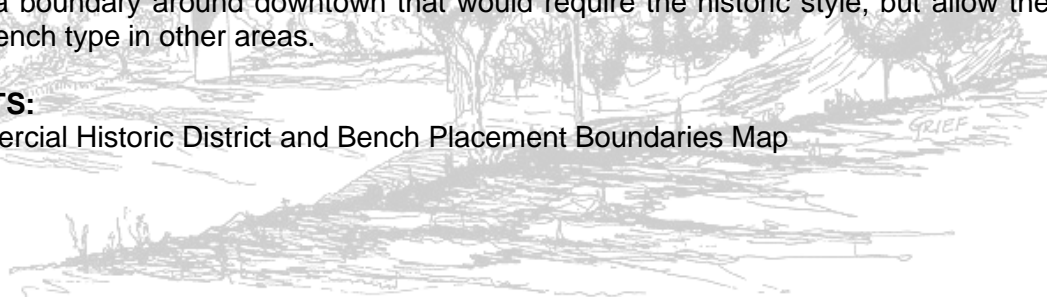
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director/Historic Preservation Officer

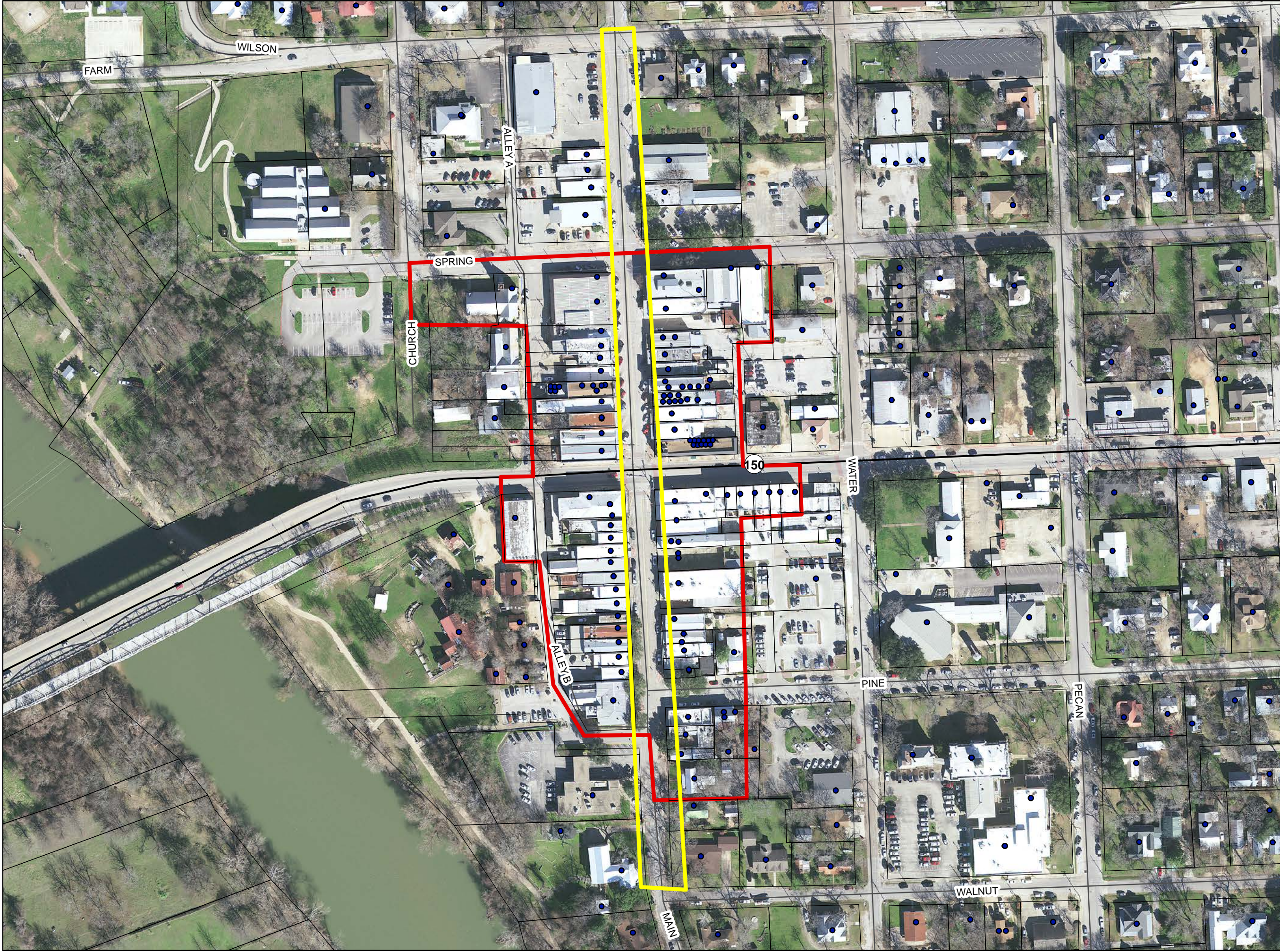
BACKGROUND/HISTORY:

On November 2, 2020, members of the Historic Landmark Commission, Main Street Program Board and City Staff walked Main Street and discussed the placement of the 31 historic style benches (6 that were previously on Main Street, 25 new). The tour started at Farm Street and ended at Walnut Street, once all 31 benches had been placed. There was discussion about placing other styles of benches other than the historic style, south of Walnut. One suggestion was to create a boundary around downtown that would require the historic style, but allow the standard city bench type in other areas.

ATTACHMENTS:

Bastrop Commercial Historic District and Bench Placement Boundaries Map

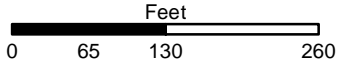




Historic Bench Placement Area

Legend

-  Bastrop Commercial District





STAFF REPORT

MEETING DATE: November 18, 2020

AGENDA ITEM: 3D

TITLE:

Discussion on the Commission's history and past work towards implementation of Historic Landmark Preservation's Purpose and Intent.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director/Historic Preservation Officer

BACKGROUND/HISTORY:

Council Liaison Ennis will be bringing information for this topic to the meeting.

Chapter 9 of the B³ Code contains purpose and the powers that have been established by the City Council.

SEC. 9.1.002 HISTORIC LANDMARK COMMISSION

(e) The commission shall be empowered to:

- (1) Approve or disapprove Certificates of Appropriateness, Demolition or Removal of historic Structures, and economic hardship applications.
- (2) Conduct surveys and maintain an Inventory of significant historic, architectural, and cultural landmarks.
- (3) Make recommendations to the City Council on the designation of historic landmarks, Historic Districts, Contributing and non-Contributing Structures.
- (4) Make recommendations for properties to the National Register of Historic Places.
- (5) Increase public awareness of the value of historic, cultural, and architectural Preservation by developing and participating in public education programs.
- (6) To assist the City Council in the adoption of Design Guidelines for the exteriors of historic landmarks, properties located inside of Historic Districts, and Contributing and non-Contributing Structures, to address architectural and general design elements of Structures, including acceptable materials for Construction; appropriate architectural character, scale, and detail; acceptable appurtenances or Additions to new or existing Structures; and acceptable textures and ornamentation.
- (7) Prepare and submit annually to the City Council a report summarizing the work completed during the previous year.
- (8) To perform any other functions requested by City Council.

ATTACHMENTS:

- Bastrop Building Block Code
<https://www.cityofbastrop.org/page/plan.home>



STAFF REPORT

MEETING DATE: November 18, 2020

AGENDA ITEM: 3E

TITLE:

Discussion on recruiting additional properties to become local Historic Landmarks.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director/Historic Preservation Officer

BACKGROUND/HISTORY:

Commission Chair Kaiser requested a discussion item on this topic at the last meeting.

Chapter 9 of the B³ Code contains the criteria for designating a Historic Landmark.

SEC. 9.2.002 CRITERIA FOR HISTORIC LANDMARK STATUS

- (a) A Structure or Site is considered a local Historic Landmark if it is designated as a Recorded Texas Historic Landmark or State Archeological Landmark, or is included on the National Register of Historic Places.
- (b) A Structure or Site also may be designated by the City as a Historic Landmark if it meets 2 or more of the criteria set out below.
 - (1) Possesses significance in history, architecture, archeology, or culture;
 - (2) Is associated with events that have made a significant contribution to the broad patterns of local, regional, state, or national history;
 - (3) Is associated with the lives of persons significant in our past;
 - (4) Embodies the distinctive characteristics of a type, period, or method of Construction;
 - (5) Represents the work of a master designer, builder, or craftsman; or
 - (6) Represents an established and familiar visual feature of the City.

ATTACHMENTS:

- Bastrop Building Block Code
<https://www.cityofbastrop.org/page/plan.home>



STAFF REPORT

MEETING DATE: November 18, 2020

AGENDA ITEM: 3F

TITLE:

Follow up discussion on any questions on the Bastrop Building Block (B³) Codes, Authentic Bastrop Pattern Book or The Secretary of the Interior's Standards for Historic Properties.

STAFF REPRESENTATIVE:

Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director/Historic Preservation Officer

BACKGROUND/HISTORY:

Please bring any additional questions or discussion items you may have after our past discussions on the codes.

ATTACHMENTS:

Bastrop Building Block Code

<https://www.cityofbastrop.org/page/plan.home>

Authentic Bastrop Pattern Book

<https://www.cityofbastrop.org/page/plan.home>

Secretary of the Interior's Standards for Historic Properties

<https://www.nps.gov/tps/standards.htm>

