

Historic Landmark Commission Agenda
Council Chambers
1311 Chestnut Street
Bastrop, TX 78602



October 20, 2021 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 Commission Secretary prior to the meeting.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Introduction of new Commission member Sarah Johnson.
- 3B. Consider action to appoint commission officers for the Historical Landmark Commission.
- 3C. Consider action to approve meeting minutes from the September 15, 2021 Historic Landmark Commission Regular Meeting.
- 3D. Consider action to approve a Certificate of Appropriateness for a blade sign on a structure at 0.050 acres of Building Block 3 West of Water Street, located at 815 Main Street, to be known as KC Outfitters, located within the Bastrop Commercial National Register Historic District.
- 3E. Consider action to approve a Certificate of Appropriateness for a blade sign on a structure at 0.185 acres of Building Block 3 West of Water Street, located at 705 Pine Street, to be known as Cigar Shop, located within the Bastrop Commercial National Register Historic District.

3F. Discussion on educational resources and notifications for properties located within a Historic District or with historic designations.

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: October 15, 2021 10:30 a.m. and will remain posted for at least two hours after said meeting has convened.



Allison Land, Senior Planner



STAFF REPORT

MEETING DATE: October 20, 2021

AGENDA ITEM: 3A

TITLE:

Introduction of new Commission member Sarah Johnson.

STAFF REPRESENTATIVE:

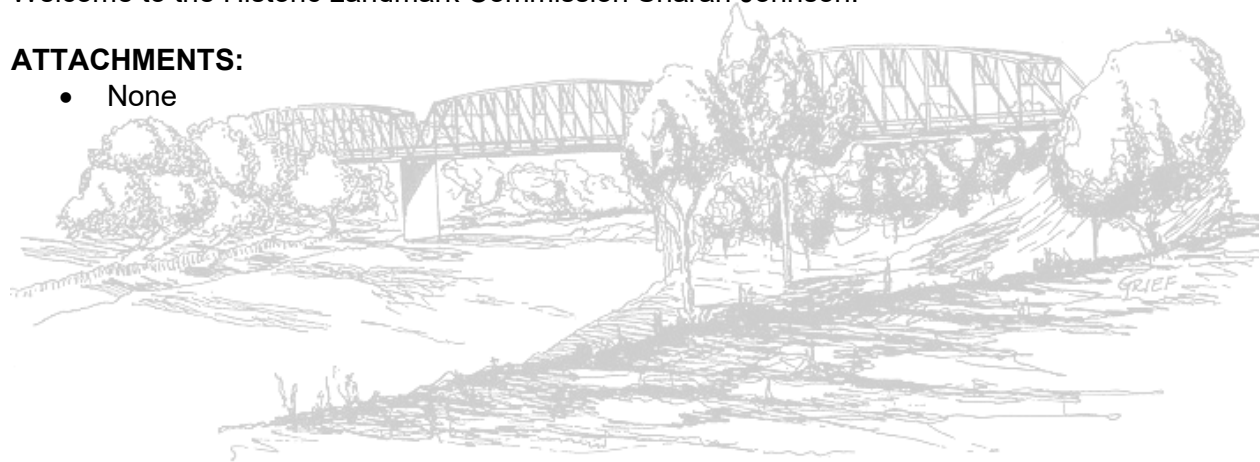
Allison Land, Senior Planner/Historic Preservation Officer

BACKGROUND:

Welcome to the Historic Landmark Commission Sarah Johnson.

ATTACHMENTS:

- None





STAFF REPORT

MEETING DATE: October 20, 2021

AGENDA ITEM: 3B

TITLE:

Consider action to appoint commission officers for the Historical Landmark Commission.

STAFF REPRESENTATIVE:

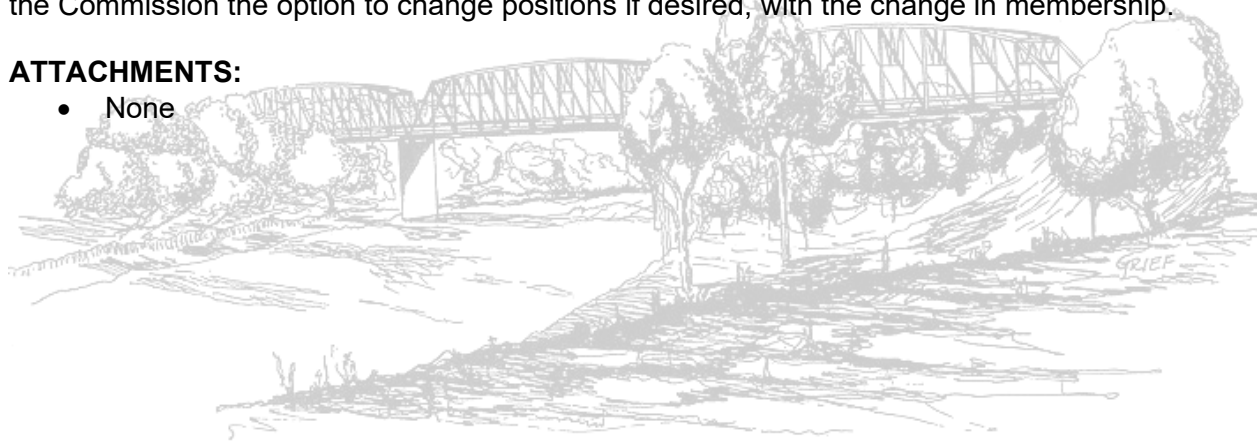
Allison Land, Senior Planner/Historic Preservation Officer

BACKGROUND:

There are not current vacancies in officer positions. This item was added to the agenda to provide the Commission the option to change positions if desired, with the change in membership.

ATTACHMENTS:

- None





STAFF REPORT

MEETING DATE: October 20, 2021

AGENDA ITEM: 3C

TITLE:

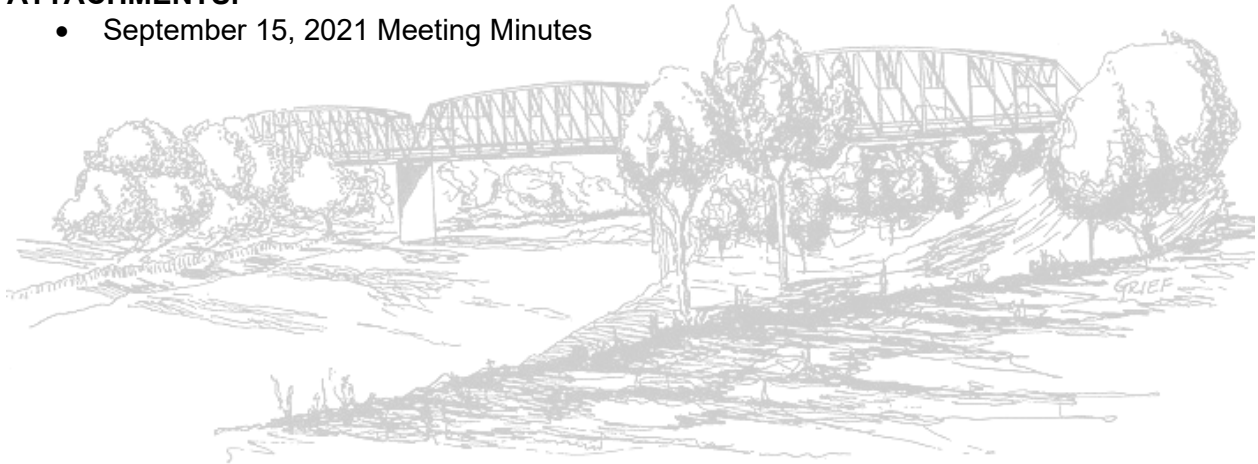
Consider action to approve meeting minutes from the September 15, 2021 Historic Landmark Commission Regular Meeting.

STAFF REPRESENTATIVE:

Debra Adams, Commission Secretary/Permit Technician

ATTACHMENTS:

- September 15, 2021 Meeting Minutes



HISTORIC LANDMARK COMMISSION MEETING

Meeting Minutes

The City of Bastrop Historic Landmark Commission met Wednesday, September 15, 2021, at 6:00 p.m. in the Bastrop City Council Chambers, 1311 Chestnut Street, Bastrop, Texas.

1. CALL TO ORDER

The Chair called the meeting to order at 6:03 PM

Commissioners:

Blake Kaiser, Chair	Present
Christine Cartwright	Present
Pablo Serna, Vice-Chair	Present @ 6:26 pm
Susan Long	Present
Matt Lassen	Absent
Janean Whitten	Present
Cheryl Long	Present

City Council Liaison:

Staff:

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 July 21, 2021, Historic Landmark Commission Regular Meeting.

Christine Cartwright made a motion to approve the meeting minutes from the July 21, 2021, Historic Landmark Commission meeting. Susan Long seconded the motion, and the motion carried unanimously.

3B. Public hearing and consider action to approve a Certificate of Appropriateness for 0.1490 acres of Building Block 6, east of Water Street, located at 805 Walnut Street, to remove the structure from current location to outside the city limits.

Allison Land presented the item to the Commission. Plans, Project Description Letter, and Photos were provided.

Discussion commenced between Staff and the Commission.

HISTORIC LANDMARK COMMISSION MEETING

Meeting Minutes

Applicants were available for questions.

Property Owner's Responses were read out loud for the record.

In Favor:

Delma J. Soriano; 707 Water Street: In Favor; concerned with what will be developed at this property site as condition of it and the adjoining property site that was Bail Bonds Business are in disrepair.

Debbie Prokop Cecil; 706 Pecan St.: In Favor. No comments were noted.

Bastrop County, Paul Pape, County Judge; 804 Pecan Street. No comments were noted.

Robert Miller; 803 Walnut St: In Favor. No comments were noted.

Citizen comments were made:

Delma J. Soriano: Concerned no one is going to attend to it once this has been removed. Concerned not being monitored.

Debbie Prokop Cecil: recommends the old chain link fence be removed and replace with a privacy fence and the expense of the businesses on that area, make it much more attractive.

Janean Whitten made a motion to approve Certificate of Appropriateness for 0.1490 acres of Building Block 6, east of Water Street, located at 805 Walnut Street, to remove the structure from current location to outside the city limits. Cheryl Long seconded the motion, and the motion carried unanimously.

3C. Consider action to approve a Certificate of Appropriateness for 0.834 acres of Farm Lot 3, East of Main Street, located at 1706 Pecan Street, to add an 825 square foot carport and improved driveway next to the rear of the house and facing Elm Street for a Locally Designated Historic Structure.

Allison Land presented the item to the Commission. Plans, Project Description Letter, and Photos were provided.

Discussion commenced between Staff and the Commission.

Applicants were available for questions.

Citizen comments were made.

Cheryl Long made a motion to approve Certificate of Appropriateness for 0.834 acres of Farm Lot 3, East of Main Street, located at 1706 Pecan Street, to add an 825 square foot carport and improved driveway next to the rear of the house and facing Elm Street for a Locally Designated Historic Structure. Susan Long seconded the motion. The motion carried by a vote of 6-1 (Serna

HISTORIC LANDMARK COMMISSION MEETING

Meeting Minutes

against).

4. UPDATES

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

Blake Kaiser requested discussion on notices that inform buyers of historic property status and pamphlet explaining what it means to own a historic home and the responsibilities that come with it. There was an example form provided to Mr. Kaiser that he requested to be placed in the next meeting packet.

5. ADJOURNMENT

Susan Long made a motion to adjourn, Christine Cartwright seconded. Meeting adjourned by Chair at 6:53 pm.

Commission Chair

Commission Vice-Chair



STAFF REPORT

MEETING DATE: October 20, 2021

AGENDA ITEM: 3D

TITLE:

Consider action to approve a Certificate of Appropriateness for a blade sign on a structure at 0.050 acres of Building Block 3 West of Water Street, located at 815 Main Street, to be known as KC Outfitters, located within the Bastrop Commercial National Register Historic District.

STAFF REPRESENTATIVE:

Allison Land, Senior Planner/Historic Preservation Officer

ITEM DETAILS:

Site Address: 815 Main Street (Attachment 1)
Property Owner: Baham Interest Limited Partnership
Agent: Kari Sneed, KC Outfitter
Current Use: Commercial/Retail
Existing Zoning: P-5 Core
Designations: Structure in the Bastrop Commercial National Register Historic District

BACKGROUND/HISTORY:

The property owner of 815 Main Street is proposing to add a new blade sign. The sign will be made of aluminum and attached to an existing metal bracket located above the doorway. Per the Bastrop Building Block (B³) Code, a blade sign can be up to four feet in height and length but cannot be more than 6 square feet in size. It must have appropriate clearance from the sidewalk.

The applicant had the proposed sign approved for the business' location at 705 Pine Street in March 2021, and it is no more than 6 square feet. The business is moving to 815 Main Street and would like to move the sign with them. The new location's bracket is located 23 feet from the sidewalk, leaving more than adequate clearance above the sidewalk. 815 Main Street is locally designated as Union Hall and is a contributing structure in the Bastrop Commercial District.

Proposed Sign:



Proposed Location:



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.**
 - (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.**
 - (G) **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.**

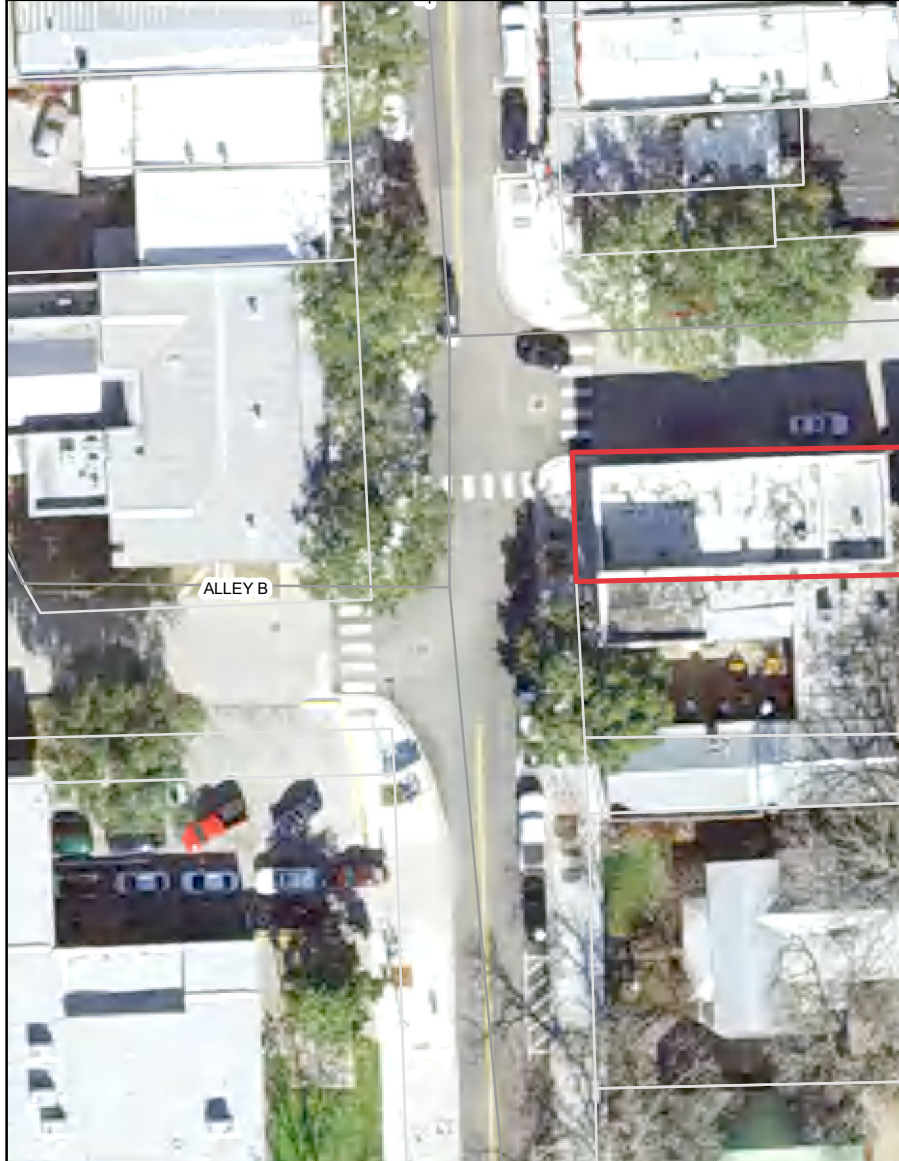
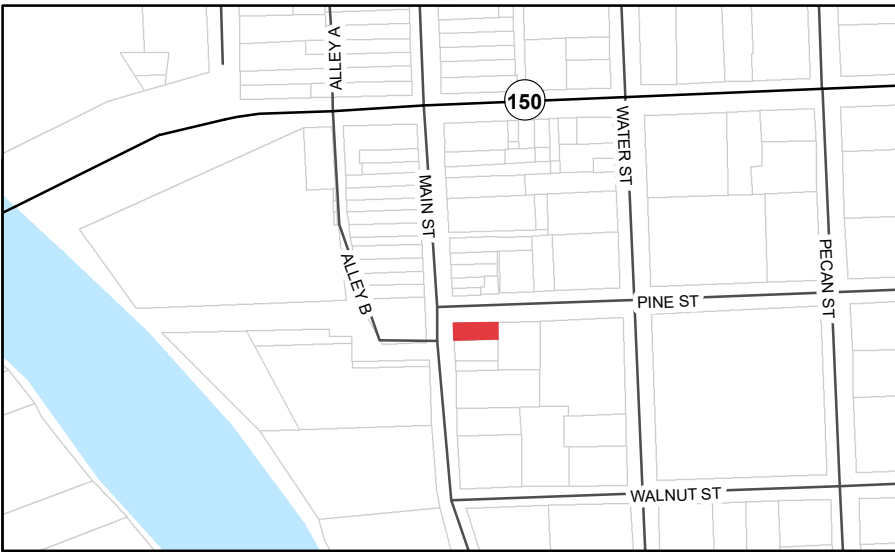
RECOMMENDATION:

Consider action to approve a Certificate of Appropriateness for a blade sign on a structure at 0.050 acres of Building Block 3 West of Water Street, located at 815 Main Street, to be known as KC Outfitters, located within the Bastrop Commercial National Register Historic District.

ATTACHMENTS:

- Attachment 1 – Location Map
- Attachment 2 – Project Description Letter

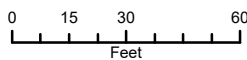
Attachment 1 Location Map



Date: 10/13/2021

Certificate of Appropriateness 815 Main Street

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.



1 inch = 50 feet



Project is to hang a sign with my business name and logo on the existing bracket attached to the building

The sign is metal, and vinyl letters.

the sign is just under 6 square feet.

It will be hung with metal clips



STAFF REPORT

MEETING DATE: October 20, 2021

AGENDA ITEM: 3E

TITLE:

Consider action to approve a Certificate of Appropriateness for a blade sign on a structure at 0.185 acres of Building Block 3 West of Water Street, located at 705 Pine Street, to be known as Cigar Shop, located within the Bastrop Commercial National Register Historic District.

STAFF REPRESENTATIVE:

Allison Land, Senior Planner/Historic Preservation Officer

ITEM DETAILS:

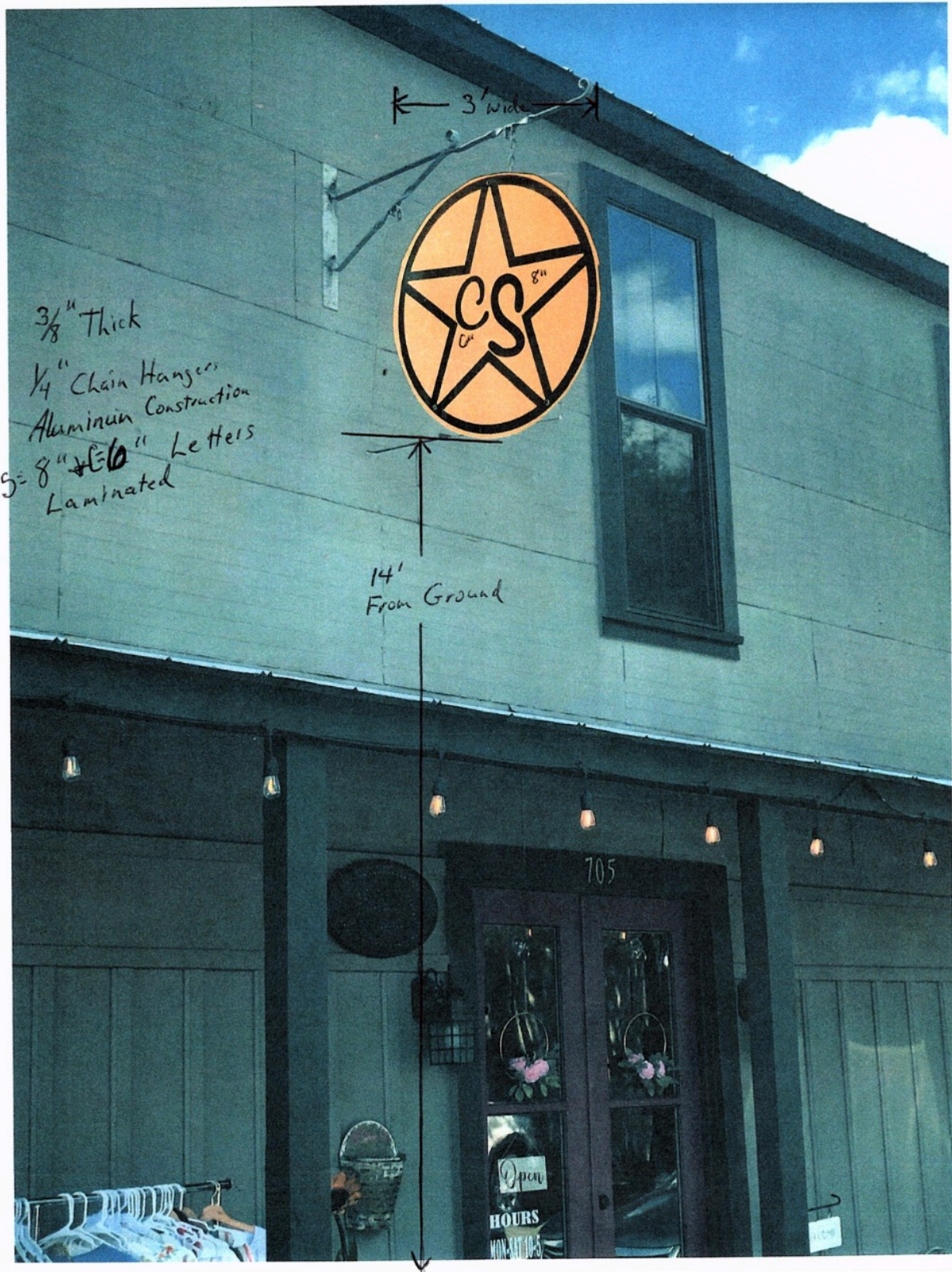
Site Address: 815 Main Street (Attachment 1)
Property Owner: Cheri and Steven Todde
Agent: Cheri Todde
Current Use: Commercial/Retail
Existing Zoning: P-5 Core
Designations: Structure in the Bastrop Commercial National Register Historic District

BACKGROUND/HISTORY:

The property owner of 705 Main Street is proposing to add a new blade sign. The sign will be made of aluminum and attached to an existing metal bracket located above the doorway. Per the Bastrop Building Block (B³) Code, a blade sign can be up to four feet in height and length but cannot be more than 6 square feet in size. It must have appropriate clearance from the sidewalk.

The proposed sign is approximately 7 square feet. The applicant will scale the sign to be no more than 6 square feet so that a variance is not needed. The location's bracket is located well above the sidewalk, leaving more than adequate clearance above the sidewalk. 705 Pine Street is a compatible structure in the Bastrop Commercial District.

Proposed Sign and Location:



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.**
 - (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.**
 - (G) **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.**

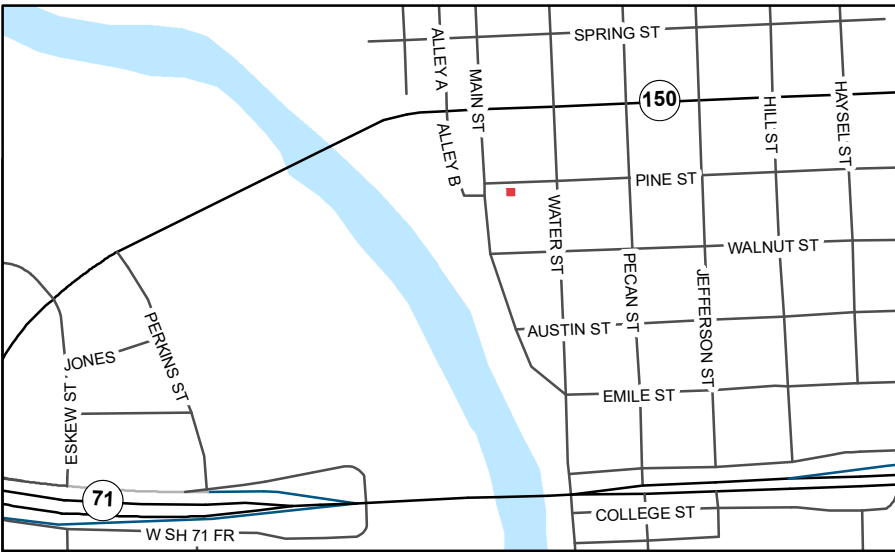
RECOMMENDATION:

Consider action to approve a Certificate of Appropriateness for a blade sign on a structure at 0.185 acres of Building Block 3 West of Water Street, located at 705 Pine Street, to be known as Cigar Shop, located within the Bastrop Commercial National Register Historic District.

ATTACHMENTS:

- Attachment 1 – Location Map
- Attachment 2 – Project Description Letter

Attachment 1 Location Map



Date: 3/12/2021

Certificate of Appropriateness 705 Pine St Sign

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.



1 inch = 45 feet



Business Sign to be placed at 705 Pine Street, in the historic downtown area.

C & S Cigars



STAFF REPORT

MEETING DATE: October 20, 2021

AGENDA ITEM: 3F

TITLE:

Discussion on educational resources and notifications for properties located within a Historic District or with historic designations.

STAFF REPRESENTATIVE:

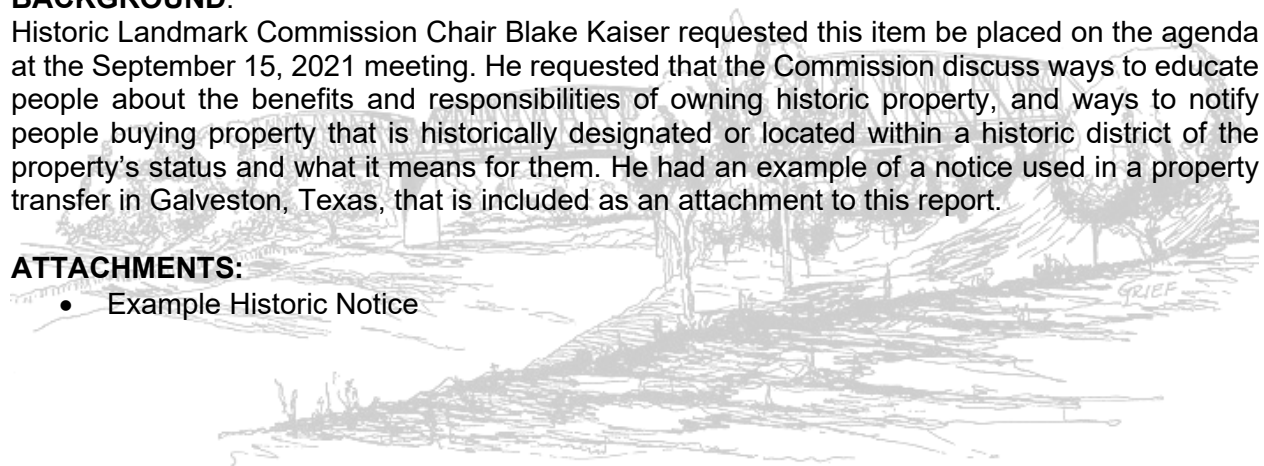
Allison Land, Senior Planner/Historic Preservation Officer

BACKGROUND:

Historic Landmark Commission Chair Blake Kaiser requested this item be placed on the agenda at the September 15, 2021 meeting. He requested that the Commission discuss ways to educate people about the benefits and responsibilities of owning historic property, and ways to notify people buying property that is historically designated or located within a historic district of the property's status and what it means for them. He had an example of a notice used in a property transfer in Galveston, Texas, that is included as an attachment to this report.

ATTACHMENTS:

- Example Historic Notice



HISTORIC DISTRICT NOTICE

614 15th St.

Property Address

The Property listed above is located in the East End Historic District of Galveston Island, and is protected by City Zoning Ordinances to insure the protection of Galveston's Historic Heritage. Historic Districts have enforceable regulations and requirements regarding the exterior alteration of properties within their District. Copies of these Regulations are available for your review and future reference. Contact the Galveston Historical Foundation at (409) 765-7834, or the City of Galveston Planning Department at (409) 766-2106.

Margaret A. Wagnersper

John R. Jones
Buyer

William L. Eunis

Seller

5/15/08

Date