

# Bastrop Historic Landmark Commission Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



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June 15, 2022

## Agenda - Historic Landmark Commission at 6:00 PM

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*Bastrop Historic Landmark Commission meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.*

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**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 Board/Commission, please submit a fully completed request card to the Board/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 Board/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.*

*It is not the intention of the City of Bastrop to provide a public forum for the embarrassment of demeaning of any individual or group. Neither is it the intention of the Board to allow a member of the public to slur the performance, honesty and/or integrity of the Board, as a body or any member or members of the Board, individually or collectively, nor any members of the City's staff. Accordingly, profane, insulting, or threatening language directed toward the Board and/or any person in the Board's presence will not be tolerated.*

**3. ITEMS FOR INDIVIDUAL CONSIDERATION**

3A. Consider action to approve meeting minutes from the April 20, 2022 Historic Landmark Commission Regular Meeting.

3B. Public hearing and consider action to approve a Certificate of Appropriateness for Demolition, to demolish a detached garage and covered walkway, being 0.636 acres out of Farm Lot 18 East of Main Street, located at 1303 Pecan Street, known as the Klockman-Elzner/Prince Elzner House.

- 3C. Consider action to approve a Certificate of Appropriateness for 1.039 acres of Farm Lot 2, East of Main Street, located at 1403 Main Street, to add a two-car carport to the accessory building facing Buttonwood Street, known as the Wilbarger House.

**4. UPDATES**

- 4A. Update on previous Historic Landmark Commission cases.
- 4B. 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 as 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 convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: Friday, June 10, 2022 at 7:30 p.m. and remained posted for at least two hours after said meeting was convened.

  
\_\_\_\_\_  
Jennifer Bills, Director of Planning & Development

## Meeting Minutes

The City of Bastrop Historic Landmark Commission met Wednesday, April 20, 2022, 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 6:00 PM

Commissioners:

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

City Council Liaison:

Drusilla Rogers	Present
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Staff:

Jennifer Long	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 March 16, 2022, Historic Landmark Commission Regular Meeting.

Sharah Johnson made a motion to approve the meeting minutes from the March 16, 2022, Historic Landmark Commission meeting. Janeen Whitten seconded the motion, and the motion carried unanimously.

3B. Consider action on a Certificate of Appropriateness for 0.48 acres of Building Block 2 West of Water Street, also known as the Richard Starke House, located at 703 Main Street to replace 22 windows with a prairie style window, designated on the National Register of Historic Places.

Jennifer Bills presented the item to the Commission. Photos were provided. Mike Kinslow, Owner, was present.

## Meeting Minutes

Discussion commenced between Staff, Commission and Mr. Mike Kinslow.

No citizen comments were made.

Sharah Johnson made a motion to approve a Certificate of Appropriateness for 0.48 acres of Building Block 2 West of Water Street, also known as the Richard Starke House, located at 703 Main Street to replace 25 windows with a prairie style window, designated on the National Register of Historic Places. Matt Lassen seconded the motion, and (5) to (1) against, Pablo Serna.

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### 4. UPDATES

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

- Jennifer discussed disseminating information on the Historic Districts and Certificate of Appropriateness. Working on a one-page flyer. Will not go out with the utility bill. Updating City software on how we can flag historical houses and be able to point out more specifically.
- Building a specific web page so residents can review and see if their house is on the list.
- Blake asked if we could create a flyer that we can be delivered to homes introducing the Historical Commission.
- Deteriorating homes; what are we doing about these? Yearly inspection, check on rebates, not a designated structure falls under the safety code. We have no enforcement ability until it becomes unsafe. Deteriorate

### 5. ADJOURNMENT

Matt Lassen made a motion to adjourn, Cheryl Long seconded. Meeting adjourned by Chair at 6:25 pm.

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Commission Chair

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Commission Vice-Chair

Construction Checklist - Demo  
Revised April 9, 2019

1303 PECAN STREET  
FARM LOT 18  
CITY OF BASTROP  
BASTROP COUNTY

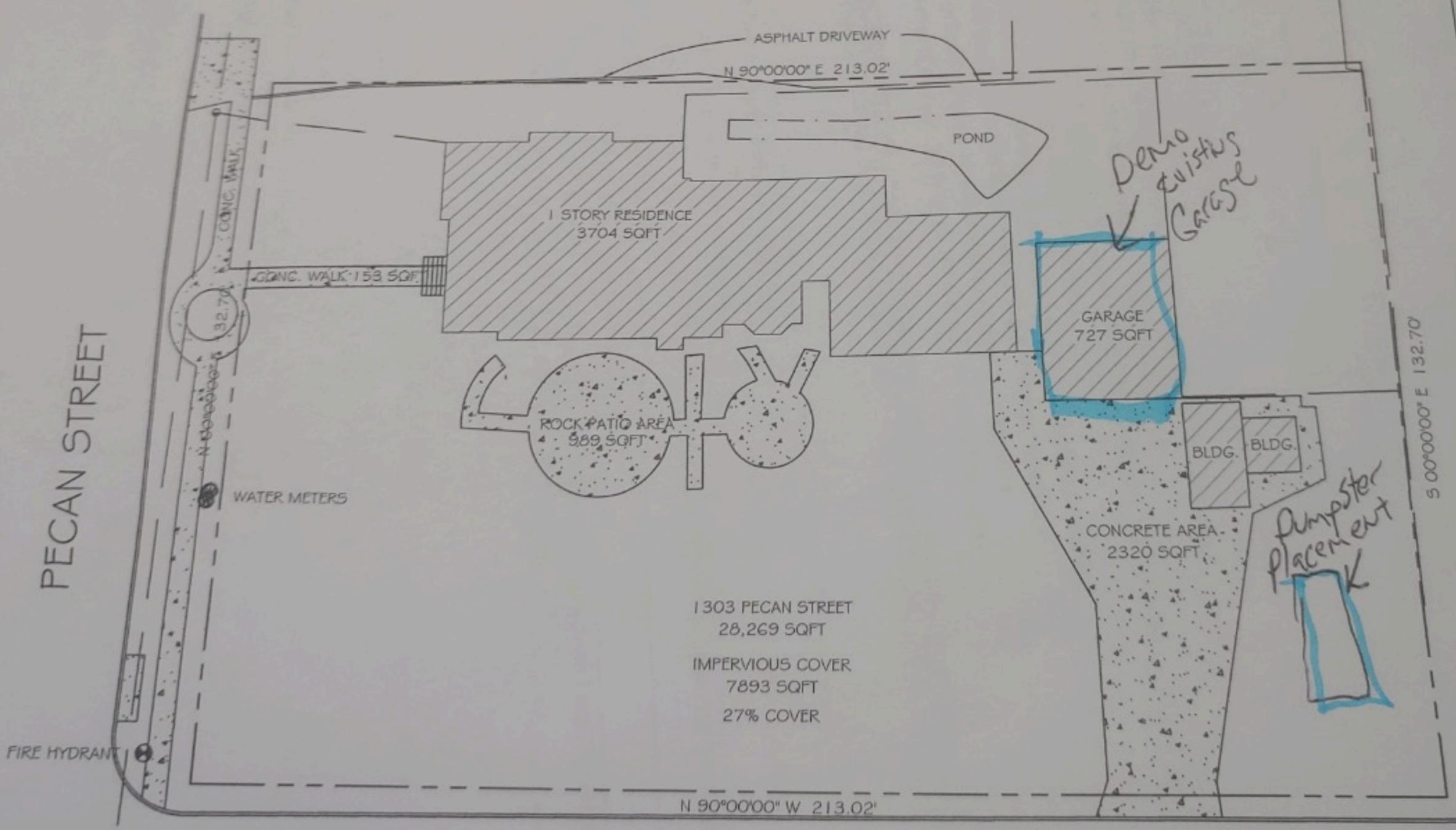


1303 PECAN STREET  
REMODEL

SITE  
PLAN

HEATED AREA: --- SQ.FT.  
SLAB AREA: --- SQ.FT.

SCALE  
1" = 30'-0"  
CL-21-063





**Notice of Pending Certificate of Appropriateness for Demolition  
City of Bastrop  
Historic Landmark Commission**

Dear Property Owner:

The **Historic Landmark Commission** will conduct a public hearing **Wednesday, June 15, 2022 at 6:00 pm** at City Hall located at 1311 Chestnut Street. Meeting details will be available on the posted agenda found on our website 72 hours before the meeting at [https://www.cityofbastrop.org/page/cs.board\\_agendas](https://www.cityofbastrop.org/page/cs.board_agendas) on the following request:

Public Hearing and consider action to approve a Certificate of Appropriateness for Demolition on an existing garage structure and walkway at 1303 Pecan Street, being 0.636 acres out of Farm Lot 18 E of Main Street, within the City Limits of the City of Bastrop, Texas.

Applicant(s)/Owner(s): Marc Merino/Robert & Betsy Carpenter

Address(es): 1303 Pecan Street, Bastrop TX, 78602

Legal Description: 0.636 acres out of Farm Lot 18, east of Main Street

**The site location map is attached for reference.**

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances. For more information or to provide comments on this project, you may contact the Planning & Development Department at (512) 332-8840, [plan@cityofbastrop.org](mailto:plan@cityofbastrop.org), or mail the response card below to 1311 Chestnut Street, Bastrop, Texas 78602.

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**PROPERTY OWNER'S RESPONSE**

As a property owner within 200 feet: (please check one)

- I am in favor of the request.
- I am opposed to the request.
- I have no objection to the request.

Property Owner Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

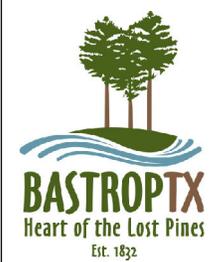
Mailing Address (if different than property address: \_\_\_\_\_

Phone (optional): \_\_\_\_\_ Email (optional): \_\_\_\_\_

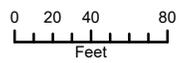
Property Owner's Signature: \_\_\_\_\_

Additional Comments (Optional):  
\_\_\_\_\_  
\_\_\_\_\_

Re: 1303 Pecan St, COA for Demolition



**Certificate of Appropriateness**  
**1303 Pecan Street Garage Demolition**



1 inch = 100 feet



Date: 6/3/2022

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 information, nor does it represent that its use not infringe upon privately owned rights.

**Reason  
for demo of garage:**

**Demo due to rotted and termite damage to plateline, 2x4 walls and siding.**

**Foundation is below grade line and allows water to enter garage.**

**Roof damaged by fallen tree limbs.**



# STAFF REPORT

**MEETING DATE:** June 15, 2022

**TITLE:**

Public hearing and consider action to approve a Certificate of Appropriateness for Demolition, to demolish a detached garage and covered walkway, being 0.636 acres out of Farm Lot 18 East of Main Street, located at 1303 Pecan Street, known as the Klockman-Elzner/Prince Elzner House.

**STAFF REPRESENTATIVE:**

Jennifer C. Bills, Director of Planning & Development/Historic Preservation Officer

**ITEM DETAILS:**

Site Address:	1303 Pecan Street (Attachment 1)
Property Owner	Robert & Betsy Carpenter
Applicant:	Marc Merino
Existing Zoning:	P-3 Neighborhood
Designations:	Local Historic Landmark, TX Historic Marker, and National Register

**BACKGROUND/HISTORY:**

The applicant is requesting to demolish the detached garage and attached covered walkway on the southeast side of the property, facing Beech Street.

The demolition of the structure began prior to a Certificate of Appropriateness or demolition permit being obtained. A stop work order was issued, but the siding on the structure had already been removed.

The applicant provided no information on the existing lot or the original date of construction of the garage at 1303 Pecan Street. The Bastrop Central Appraisal District lists the year built as 1965. The applicant states the structure has termite damage and roof damage due to falling branches. The Building Official did not see any termite damage and deemed that the property could be repaired. While the garage does not hold specific historical value, the architectural style of the garage is very typical of the mix of styles that are found within the surrounding neighborhood.

Pictures of the garage as seen from Beech Street:



Pictures of the covered walkway as seen from Beech Street:



**PUBLIC NOTICE:**

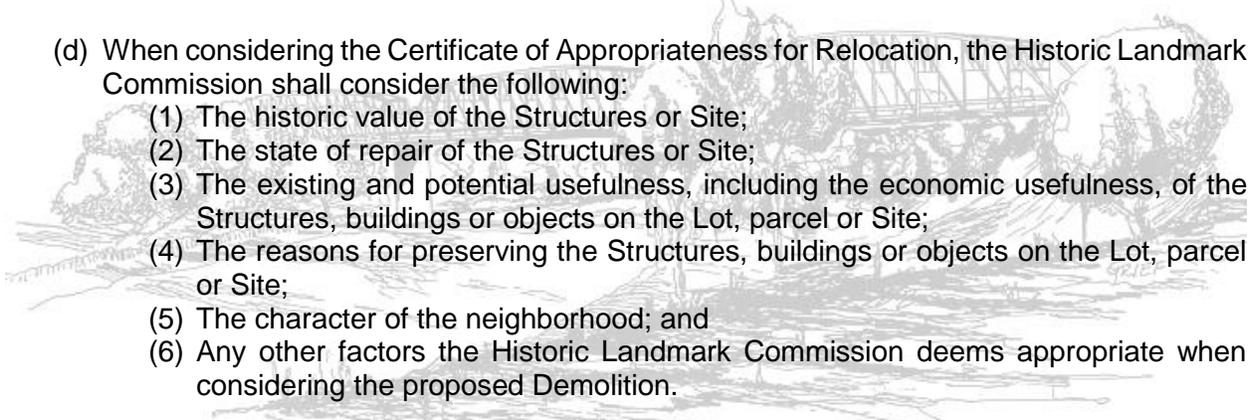
Mailed notice was sent to 19 surrounding property owners within 200 feet of the property on June 3, 2022. At the time of this report, we have received no responses (Attachment 3).

**POLICY EXPLANATION:**

With the adoption of the Bastrop Building Block (B<sup>3</sup>) Code and the Iredell Historic District, any structure within the Iredell Historic District, regardless of age or designation, is subject to Historic Landmark Commission review. If the Building Official deems a structure unsafe, the demolition is not reviewed by the HLC.

Prior to the B<sup>3</sup> Code, only structures with the Bastrop Commercial National Register District or local Historic Landmarks, State Landmarks and National Register Designated properties were subject to HLC review.

**SEC. 9.4.001 COA FOR DEMOLITION OR RELOCATION REQUIRED**

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- (a) A permit for Demolition, Removal, or Relocation for any local, state, or national Historic Landmark or any structure or Site within a Historic District shall not be granted by the City without the review and approval of a Certificate of Appropriateness by the Historic Landmark Commission in accordance with the provisions of this article.
  - (d) When considering the Certificate of Appropriateness for Relocation, the Historic Landmark Commission shall consider the following:
    - (1) The historic value of the Structures or Site;
    - (2) The state of repair of the Structures or Site;
    - (3) The existing and potential usefulness, including the economic usefulness, of the Structures, buildings or objects on the Lot, parcel or Site;
    - (4) The reasons for preserving the Structures, buildings or objects on the Lot, parcel or Site;
    - (5) The character of the neighborhood; and
    - (6) Any other factors the Historic Landmark Commission deems appropriate when considering the proposed Demolition.
  - (e) If the Historic Landmark Commission determines, that the evidence supports the Demolition, Removal or Relocation of the Structure or if the Historic Landmark Commission determines that the interest of preserving historic values will not be adversely affected by such Demolition, Removal or Relocation that the interest of preserving historical values can best be served by the Removal of the Structures, buildings or objects, it shall issue a Certificate of Appropriateness for Demolition of the Structures or Site.
  - (f) If no action has been taken by the Historic Landmark Commission within 60 days of original receipt by the Historic Landmark Commission of the Application, the Certificate of Appropriateness for Demolition shall be deemed approved by the Historic Landmark Commission.
  - (g) Any Applicant who is dissatisfied with the action of the Historic Landmark Commission relating to the issuance or denial of a Certificate of Appropriateness shall have the right to Appeal the determination to the City Council. The Applicant has 15 calendar days from date of the Historic Landmark Commission action to file for the Appeal. The Appeal request will be placed on the next available City Council agenda. To be considered, the Appeal shall set forth the grounds for such Appeal and shall provide the City with any pertinent evidence and all related documentation related to the Appeal. The City Council shall use the adopted approval criteria for the Appeal review.

**STAFF ANALYSIS:**

The structure is a similar and compatible style to other structures on the block with the horizontal wooden siding. The garage is more than 50 years old but is not original to the Klockman-Elzner/Prince Elzner House (circa 1910).

Any modifications to the primary designated house or any new structures built in front of the house facing Pecan or Beech Streets will require a COA approved by the HLC. Any other new structures can be approved administratively and will comply with the requirements of the Bastrop Building Block (B<sup>3</sup>) Code.

The Historic Preservation Officer recommends the following conditions:

1. Demolition of the garage and covered walkway.

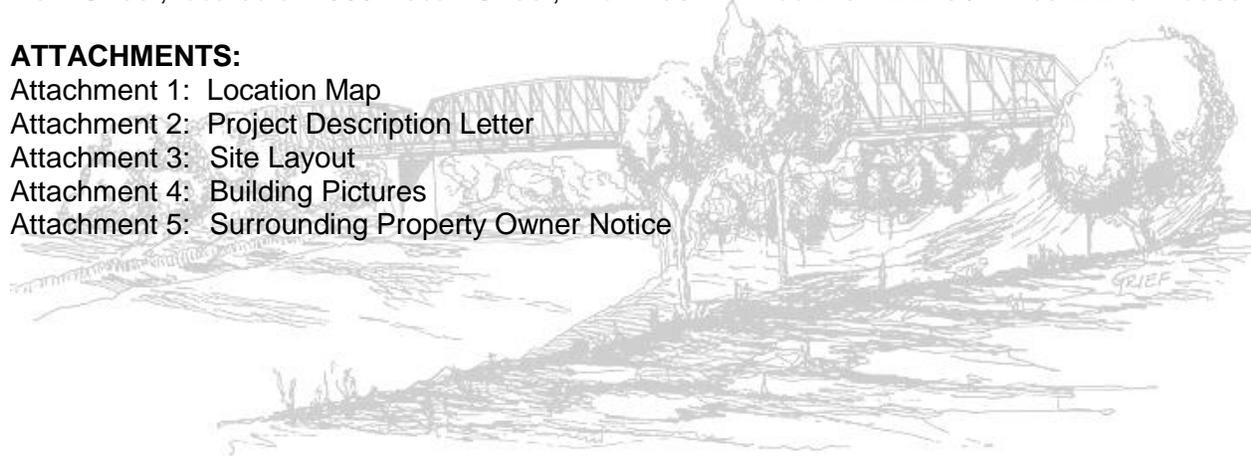
A building demolition permit must be approved prior to the demolition activity.

**RECOMMENDATION:**

Public hearing and consider action to approve a Certificate of Appropriateness for Demolition, to demolish a detached garage and covered walkway, being 0.636 acres out of Farm Lot 18 East of Main Street, located at 1303 Pecan Street, known as the Klockman-Elzner/Prince Elzner House.

**ATTACHMENTS:**

- Attachment 1: Location Map
- Attachment 2: Project Description Letter
- Attachment 3: Site Layout
- Attachment 4: Building Pictures
- Attachment 5: Surrounding Property Owner Notice





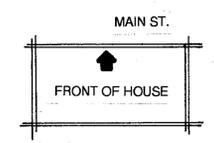
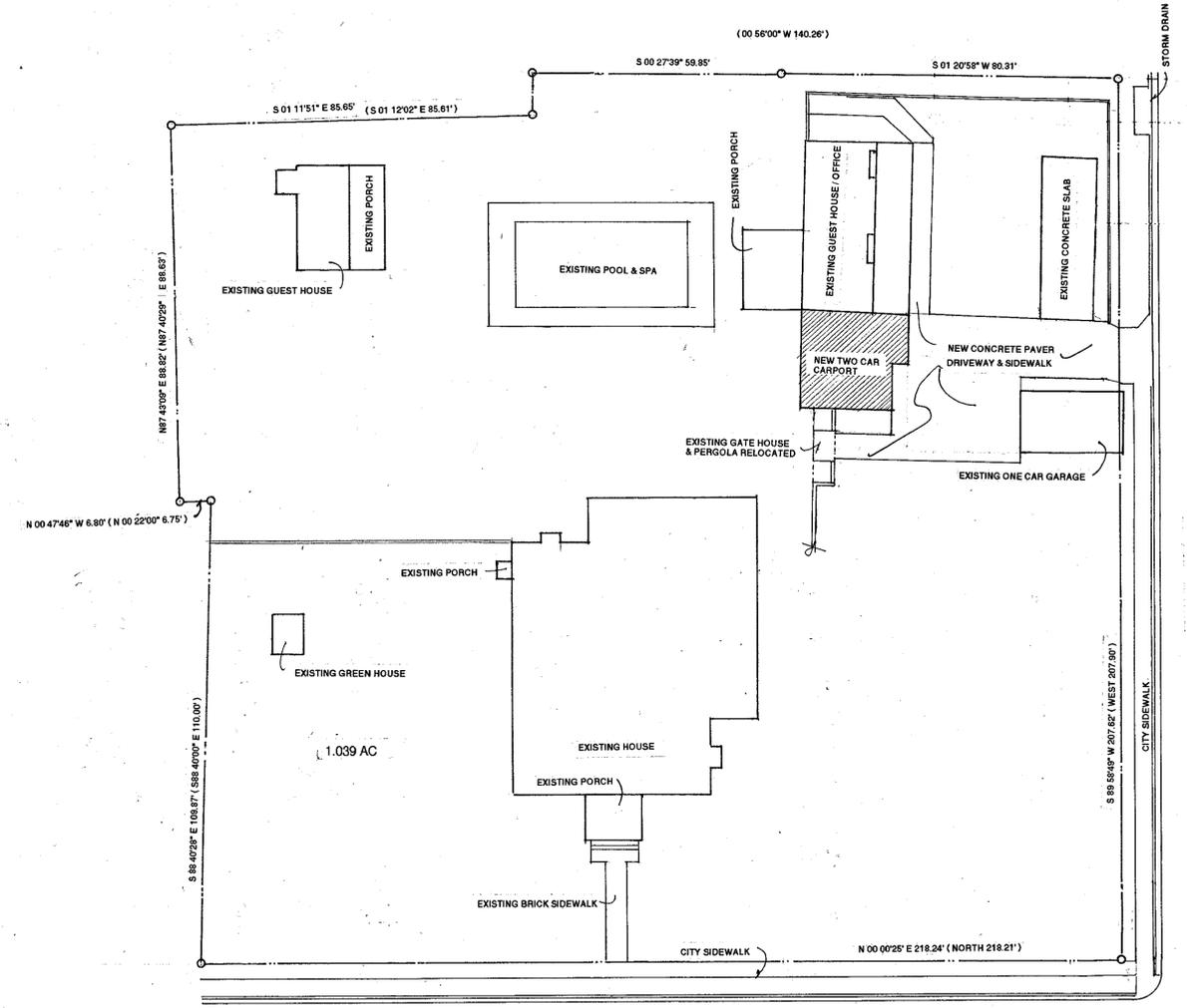
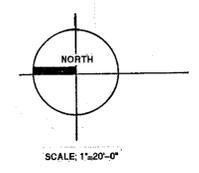




11.17.2021  
12.15.2021

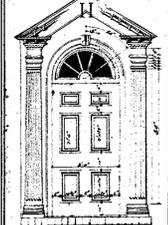
# SITE PLAN

A NEW CARPORT  
FOR  
SHARAH & DAVID JOHNSON  
1403 MAIN ST.  
BASTROP TX.



JOHNSON

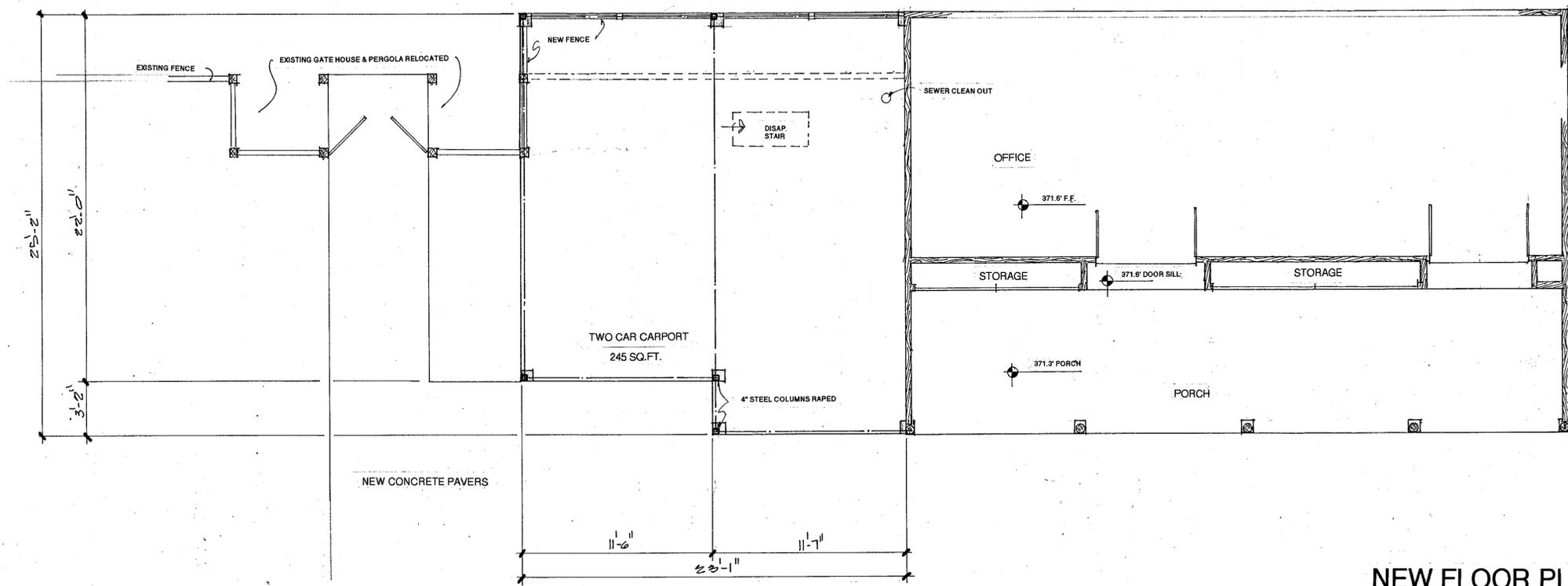
DESIGN  
DISCOVERIES



OFFICE (512) 331-4800

SHEET NO.

1

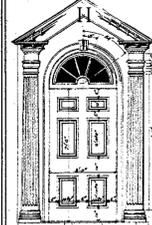


NEW FLOOR PLAN

SCALE: 1/4" = 1'-0"

JOHNSON

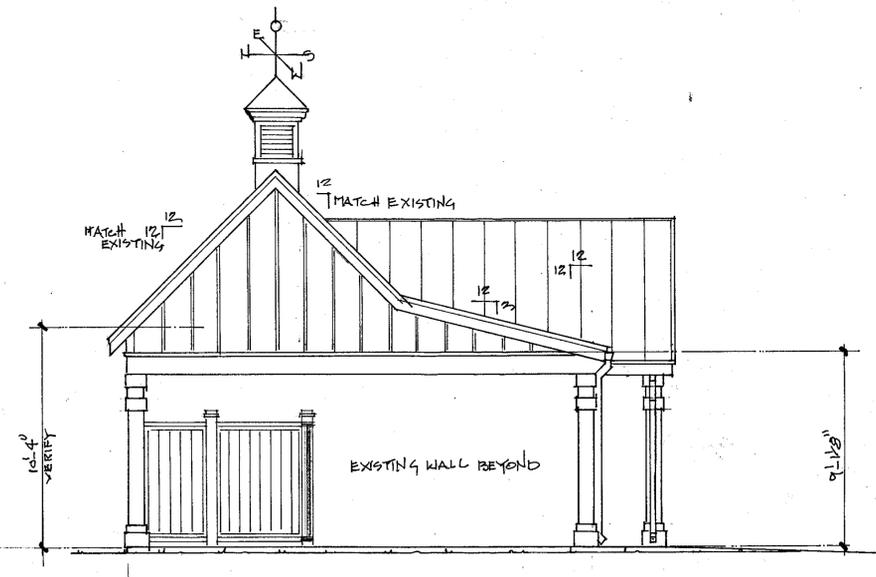
DESIGN DISCOVERIES



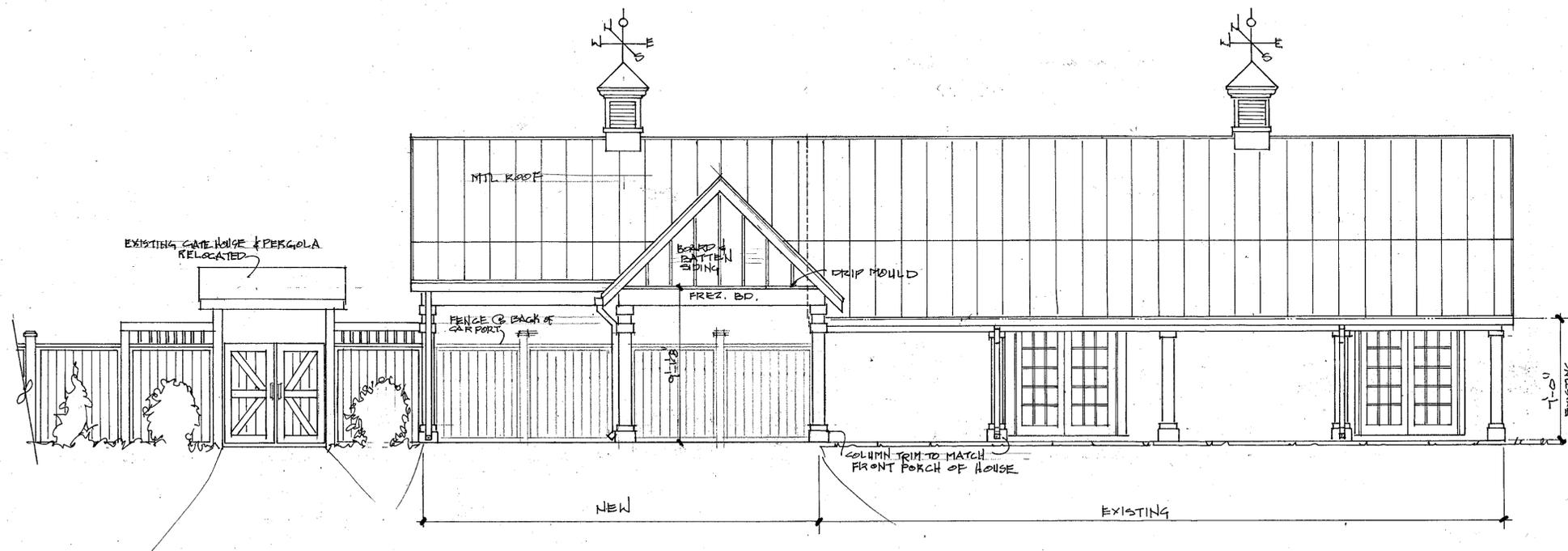
OFFICE (512) 331-4800

SHEET NO.

2



SCALE: 1/4"=1'-0"

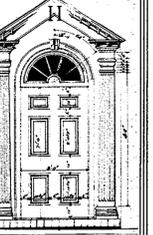


BUTTON ST. ELEVATION

SCALE: 1/4"=1'-0"

JOHNSON

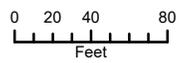
DESIGN DISCOVERIES



OFFICE (512) 331-4800

SHEET NO.

3



### Certificate of Appropriateness 1403 Main Street

1 inch = 100 feet



Date: 6/10/2022

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Item 3C.



Item 3C.



PROJECT DESCRIPTION LETTER  
CARPORT ADDITION  
1403 MAIN ST.

The house is located on the corner of Main St. and Buttonwood St. The project is the addition of a 3 car carport, with entrance from the driveway located on the Buttonwood St. side of the house. There is an existing 1 car garage that dates probably from the 1930's.

The carport addition will provide covered parking for our cars and address existing drainage issues. We have hired local architect David Gostecnik to ensure that the design is in keeping with the historic character of our home.

The home is listed in the National Register of Historic Places and is designated a Recorded Texas Historic Landmark. The Brooks-Wilbarger House is included in the Historic American Building Survey (HABS).



# STAFF REPORT

**MEETING DATE:** June 15, 2022

**TITLE:**

Consider action to approve a Certificate of Appropriateness for 1.039 acres of Farm Lot 2, East of Main Street, located at 1403 Main Street, to add two-car carport to the accessory building facing Buttonwood Street, known as the Wilbarger House.

**STAFF REPRESENTATIVE:**

Jennifer C. Bills, Director of Planning & Development/Historic Preservation Officer

**ITEM DETAILS:**

Site Address: 1403 Main Street (Attachment 1)  
Property Owner: David & Sarah Johnson  
Current Use: Residential  
Existing Zoning: P-3 Neighborhood  
Designations: Local, Texas Historic Marker, and National Register

**BACKGROUND/HISTORY:**

The property owner at 1403 Main Street is proposing to add on to the existing accessory dwelling unit on the southeast corner of the property, facing Buttonwood Street (Attachment 3). The Long House was built in 1842 for the Wilbarger family. Once the site of many of Bastrop's social and musical events, the Wilbarger house remains as an outstanding example of Greek Revival architecture in Texas.

View of the primary house from Main Street:



View of the primary house from Buttonwood:



View of accessory structures view from Buttonwood:



The new addition is to the rear of the structure and will use the same siding style, post styles, and roofing material found on the existing accessory dwelling unit.

Materials: board and batten Siding, metal roof

**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.

*Section 9.3.006 Criteria of Approval of a Certificate of Appropriateness (COA)*

- (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.

Applicable criteria

- (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.**
- (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.**

*The proposed addition to the structure is compatible with both the design and material of the existing structure, and the architectural style of the era and neighborhood.*

**RECOMMENDATION:**

Consider action to approve a Certificate of Appropriateness for 1.039 acres of Farm Lot 2, East of Main Street, located at 1403 Main Street, to add two-car carport to the accessory building facing Buttonwood Street, known as the Wilbarger House.

**ATTACHMENTS:**

- Attachment 1 – Location Map
- Attachment 2 – Project Description
- Attachment 3 – Site Layout & Elevation
- Attachment 4 – Existing Buildings Pictures