



# HISTORIC PRESERVATION COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, February 04, 2021 at 4:00 PM

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## VIDEOCONFERENCE MEETING

*This meeting will be held via videoconference and the public is encouraged and welcome to participate. Public comment may be given during the videoconference by joining the meeting using the information below. Public comment for this meeting may also be submitted to the City Secretary at [acunningham@cityofdrippingsprings.com](mailto:acunningham@cityofdrippingsprings.com) no later than 4:00 PM on the day the meeting will be held.*

*The Historic Preservation Commission respectfully requests that all microphones and webcams be disabled unless you are a member of the Commission. City staff, consultants and presenters, please enable your microphone and webcam when presenting to the Commission.*

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## Agenda

### MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

***Join Zoom Meeting***

<https://us02web.zoom.us/j/88534319819?pwd=cnR2Q1ZVb0xIYTU1R2VabjcrYXI4dz09>

***Meeting ID:*** 885 3431 9819

***Passcode:*** 482504

***Dial Toll Free:***

888 475 4499 US Toll-free

877 853 5257 US Toll-free

***Find your local number:*** <https://us02web.zoom.us/j/88534319819>

***Join by Skype for Business:*** <https://us02web.zoom.us/skype/88534319819>

### CALL TO ORDER AND ROLL CALL

**Commission Members**

Bruce Lewis, Chair

Emilie Kopp, Vice Chair

Ashley Bobel

Dean Erickson

Minnie Glosson-Needham

Jean Reimers

Tim Brown

### **Staff, Consultants & Appointed/Elected Officials**

Michelle Fischer, City Administrator  
Amanda Padilla, Senior Planner  
Alicia Lundy-Morse, Planning Assistant  
Lisa Sullivan, Communications Director  
Mayor Pro Tem Taline Manassian  
Keenan Smith, Architectural Consultant

### **PRESENTATION OF CITIZENS**

*Each member of the public who desires to address the Historic Preservation Commission regarding any item for an open meeting may do so immediately before or during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during Presentation of Citizens. The Commission may limit the total amount of time the public may speak on a given item. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. The Commission may not prohibit public criticism of the governmental body, including criticism of any act, omission, policy, procedure, program, or service. This does not apply to public criticism that is otherwise prohibited by law. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. (Section 1. Subchapter A, Chapter 551, Government Code, Section 551.007)*

### **MINUTES**

- 1. Discuss and consider approval of the January 7, 2021 Historic Preservation Commission regular meeting minutes.**

### **BUSINESS**

- 2. Discuss and consider recommendation of a City Policy for Banners to be Displayed on the Mercer Street Pedestrian Poles.**
- 3. Discuss and consider possible staff direction regarding Mobile Food Vendors in the Historic District.**
- 4. Discussion regarding the Historic Preservation Commission budget request recommendation related to the Fiscal Year 2022 Budget.**
- 5. Discuss and consider possible action regarding Committees of the Historic Preservation Commission.**

### **COMMITTEE REPORTS**

- 6. Parking Lot Improvements Committee**  
*Commissioners Dean Erickson and Tim Brown*
- 7. Landscape Improvements Committee**  
*Commissioners Minnie Glosson-Needham and Jean Reimers*

8. **Brochure / Printing & Website Committee**  
*Commissioner Emilie Kopp*
9. **Historic District Signage & Banner Committee**  
*Commissioners Ashley Bobel and Emilie Kopp*

## **EXECUTIVE SESSION**

*The Historic Preservation Commission for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 Deliberations about Gifts and Donations), 551.074 Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Historic Preservation Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

## **UPCOMING MEETINGS**

### **Historic Preservation Commission Meetings**

March 4, 2021 at 4:00 p.m.

April 1, 2021 at 4:00 p.m.

May 6, 2021 at 4:00 p.m.

### **City Council Meetings**

February 9, 2021 at 6:00 p.m.

February 16, 2021 at 6:00 p.m.

March 9, 2021 at 6:00 p.m.

## **ADJOURN**

## **TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING**

*All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes. Annotated. In addition, the Commission may consider a vote to excuse the absence of any Commissioner for absence from this meeting.*

*Due to the Texas Governor Order, Hays County Order, City of Dripping Springs Disaster Declaration, and Center for Disease Control guidelines related to COVID-19, a quorum of this body could not be gathered in one place, and this meeting will be conducted through videoconferencing. Texas Government Code Sections 551.045; 551.125; and 551.127.*

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, [www.cityofdrippingsprings.com](http://www.cityofdrippingsprings.com), on **January 29, 2021 at 1:00 p.m.***

*This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.*



# HISTORIC PRESERVATION COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, January 07, 2021 at 4:00 PM

## MINUTES

### MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

***Join Zoom Meeting***

<https://us02web.zoom.us/j/86840723754?pwd=d2diNmM3L1JUUDBodlBRckNrZkN1dz09>

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***Passcode:*** 044591

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***Find your local number:*** <https://us02web.zoom.us/j/86840723754>

***Join by Skype for Business:*** <https://us02web.zoom.us/j/86840723754>

### CALL TO ORDER AND ROLL CALL

***Commission Members present were:***

Bruce Lewis, Chair

Emilie Kopp, Vice Chair

Ashley Bobel

Dean Erickson

Minnie Glossoon-Needham

Tim Brown

***Commission Member absent was:***

Jean Reimers

***Staff, Consultants & Appointed/Elected Officials present were:***

City Administrator Michelle Fischer

Senior Planner Amanda Padilla

Planning Assistant Alicia Lundy-Morse

Mayor Pro Tem Taline Manassian

Architectural Consultant Keenan Smith

With a quorum of the Commission present, Chair Lewis called the meeting to order at 4:03 p.m.

## PRESENTATION OF CITIZENS

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No one spoke during the Presentation of Citizens

## MINUTES

### 1. Discuss and consider approval of the December 3, 2020 Historic Preservation Commission regular meeting minutes.

A motion made by Commissioner Brown to approve the December 3, 2020 Historic Preservation Commission regular meeting minutes. Vice Chair Kopp seconded the motion which carried 6 to 0 .

## BUSINESS

### 2. Discuss and consider approval of COA2020-0009: Application for a Certificate of Appropriateness for a mobile food vendor to reside at 211 Mercer Street commonly known as Acopon Brewing. Applicant: John McIntosh

Keenan Smith presented the staff report which is on file. Staff recommends approval with the condition that the applicant obtain any necessary permits from the city.

Chair Lewis opened a public hearing on this item.

Victoria Chips spoke in opposition to the COA stating that the mobile food truck is an eyesore and has concerns about it becoming a permanent structure. She has also submitted a list of neighbors that also oppose the mobile food truck, which is on file.

Jean Reimers submitted a statement in opposition to the COA, stating that permanently allowing the food truck to stay is not good for the district.

Kelli Tucker spoke in opposition to the COA, citing the lack of risk and interest in investing in the Community a food truck has rather than a brick and mortar location.

Pam Owens spoke in support of the COA stating her concern with the lack of food choices on Mercer Street for the community and tourists.

A motion was made by Commissioner Brown to deny COA2020-0009: An application for a Certificate of Appropriateness for a mobile food vendor to reside at 211 Mercer Street commonly known as Acofon Brewing. Commissioner Bobel seconded and the motion which carried 4 to 2, with Commissioner Erickson and Vice Chair Kopp opposed.

## COMMITTEE REPORTS

### 3. **Parking Lot Improvements Committee**

*Commissioners Dean Erickson and Tim Brown*

TIRZ Board is working on the drawings, which will be given to staff within the next month or so, which will then be presented to the Commission.

### 4. **Landscape Improvements Committee – No update at this time.**

*Commissioners Minnie Glosson-Needham and Jean Reimers*

### 5. **Brochure / Printing & Website Committee**

*Commissioner Emilie Kopp*

Brochures are available.

### 6. **Historic District Signage & Banner Committee**

*Commissioners Ashley Bobel and Emilie Kopp*

Banners for Shop, Sip, and Stroll are going to be switched out soon.

Via unanimous consent, the Commission returned to Presentation of Citizens at the request of staff.

## PRESENTATION OF CITIZENS

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Keenan Smith presented the final construction and inspection of Side Car Shed's Certificate of Appropriateness that was previously approved with conditions.

## EXECUTIVE SESSION

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*Real Property), 551.073 Deliberations about Gifts and Donations), 551.074 Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Historic Preservation Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

The Commission did not enter Executive Session

## **UPCOMING MEETINGS**

### **Historic Preservation Commission Meetings**

February 4, 2021 at 4:00 p.m.

March 4, 2021 at 4:00 p.m.

April 1, 2021 at 4:00 p.m.

### **City Council Meetings**

January 12, 2021 at 6:00 p.m.

January 19, 2021 at 6:00 p.m.

February 9, 2021 at 6:00 p.m.

## **ADJOURN**

A motion was made by Commissioner Bobel to adjourn the meeting. The motion was seconded by Commissioner Glosson-Needham which carried unanimously 6 to 0.

This regular meeting adjourned at 5:22 p.m.





## Downtown Mercer Street Banner Policies Draft

Knowing that there are many events and organizations that may request Mercer Street banners, the following policies will help guide those who may inquire or who are interested. These factors must be met before banners can be created and placed:

- Banners will only be used for downtown Mercer Street events or general marketing that is connected to the City, such as branding.
- If banners are requested for an event, only events co-sponsored by the City will be considered.
- Events must be large scale, with 2,000 or more attendees anticipated.
- Banners must be able to be displayed for up to a month. The installation of the banners is work intensive, so banner requests and installation must be planned out accordingly.
- Organization requesting banners must turn in request application (found on the City's website) at least 5 months in advance, to have time for approval, design, and placement.
- Dates for banner request must not conflict with banners already slated to be displayed. IE: An event in Mid-November may conflict with dates that Christmas on Mercer banners will be displayed and will not be approved.
- Banner request must be approved first by the City of Dripping Springs and then approved by the Historic Preservation Commission. Related sponsorship agreements must be approved according to city policy.
- City of Dripping Springs will design the banner, with input from requesting organization. Organization must supply needed graphics/logos in high-resolution format. Specs will be supplied to the organization once banner request is approved. Once design is created, organization will have two opportunities for proofing and corrections. If the City and organization cannot come to agreement on design, banners will not be created or placed.
- Final banner design will be approved by City of Dripping Springs, Historic Preservation Commission, and event organizer.
- Event organizer is responsible for the cost of printing the banners, including tax and shipping.
- There are 13 banner locations. Organizer must pay for 13 banners; no partial requests approved.
- Once event is over and banners are taken down, organization will be given the banners. City cannot store the banners.

If an organization or event is interested in the banners, they should fill out the form included on the City of Dripping Springs website.

**HISTORIC PRESERVATION COMMISSION  
FY 2021 Approved Budget**

Item 4.

	A	B	C
		<b>Expenditure</b>	<b>Comments</b>
1			
2	<b>GENERAL FUND</b>		
3	Historic District Consultant	3,000.00	amount increased \$1,000 by City Council based on last year's expenses
4			
5	<b>SPECIAL PROJECTS</b>		
6	Website pages for Historic Site Brochure & Additional Sites*	4,000.00	City Council did not approve funds because website page creation for Historic Sites and Districts to be done by city staff
7	Historic Site Brochure Printing*	2,500.00	
8	Street Name Signs, Poles & Stop Signs*	8,500.00	remaining Hays Street District street signs
9	<del>OFR and Hays St. District Signage Design*</del>	<del>2,000.00</del>	<del>design</del> City Council did not approve this item
10	Mercer St pedestrian light banners design and production*	6,500.00	in FY 2020 budget, project may span 2 fiscal years
11			
12	<b>TOTAL</b>	<b>20,500.00</b>	revised to reflect amount approved by City Council
13			
14			
15			
16	<b>SUPPORT OF PROJECTS</b>		
17	Support improvements to Stephenson Bldg		
18	Support of advancement of Old Fitzhugh Rd. Improvement Project		
19			
20	*Eligible for Hotel Occupancy Tax Funds		