



# HISTORIC PRESERVATION COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, February 02, 2023 at 4:00 PM

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## Agenda

### CALL TO ORDER AND ROLL CALL

#### Commission Members

Dean Erickson, Chair  
Ashley Bobel, Vice Chair  
Delbert Bassett  
Minnie Glosson-Needham  
Haley Hunt  
Steve Mallett  
Nichole Prescott

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

City Administrator Michelle Fischer  
City Treasurer Shawn Cox  
City Secretary Andrea Cunningham  
Deputy City Secretary Cathy Gieselman  
Planning Director Tory Carpenter  
Public Works Director Aaron Reed  
Architectural Consultant Keenan Smith

### 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 5, 2023, Historic Preservation Commission regular meeting minutes.**

## BUSINESS

- 2. Presentation and discussion regarding the Old Fitzhugh Road Project.**
- 3. Discuss and consider approval of a Resolution of Support regarding the Old Fitzhugh Road Transportation Alternatives Project.**
- 4. Update on Stephenson Building Project.**
- 5. Discussion and consideration of approval of Historic Preservation Commission goals and committees.**
- 6. Presentation and possible action regarding the Historic Preservation Commission Fiscal Year 2024 Budget recommendation.**

## COMMITTEE REPORTS

- 7. Landscape Improvements Committee**  
*Commissioner Minnie Glosson-Needham*
- 8. Parking Lot Improvements Committee**  
*Commissioner Dean Erickson*

## 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 2, 2023, at 4:00 p.m.

April 6, 2023, at 4:00 p.m.

May 4, 2023, at 4:00 p.m.

### **City Council Meetings**

February 7, 2023, at 6:00 p.m.

February 21, 2023, at 6:00 p.m.

March 7, 2023, at 6:00 p.m.

March 21, 2023, 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.*

*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 30, 2023, at 9:00 a.m.***

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*Deputy City Secretary*

*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 05, 2023 at 4:00 PM

## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Erickson called the meeting to order at 4:00 p.m.

**Commission Members present were:**

Dean Erickson, Chair  
Delbert Bassett  
Minnie Glosson-Needham  
Haley Hunt

**Commission Members absent were:**

Ashely Bobel, Vice Chair  
Steve Mallett  
Nichole Prescott

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

City Administrator Michelle Fischer  
Planning Director Tory Carpenter  
Planner Warlan Rivera  
Architectural Consultant Keenan Smith

### 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)*

No one spoke during Presentation of Citizens.

## MINUTES

1. **Discuss and consider approval of the November 3, 2022, Historic Preservation Commission regular meeting minutes.**

A motion was made by Commissioner Hunt to approve the November 3, 2022, Historic Preservation Commission regular meeting minutes. Commissioner Bassett seconded the motion which carried unanimously 4 to 0.

## BUSINESS

2. **Public hearing and consideration of approval of COA2022-0007: Application for a Certificate of Appropriateness for adaptive reuse, restoration, and improvements to the "Little House", including the addition of a restroom and handicap ramp, for property located in the Old Fitzhugh Road Historic District at 215 Old Fitzhugh Road, Dripping Springs, Texas. Applicant: Carole Crumley**

**a. Applicant Presentation** – Applicants Carole and John Crumley were present and available for questions from the Commission.

**b. Staff Report** – Keenan Smith presented the staff report which is on file. Staff recommends approval of the application with the following conditions:

- 1) Any and all required and applicable City of Dripping Springs permits shall be obtained prior to beginning work (site development permit; building permits, etc.);
- 2) Historic Preservation Commission review and approval is for design concept and certificate of appropriateness determination only. City Staff shall review site development and building permit submittal documents for consistency with this certification of appropriateness, prior to issuance of those permits; and
- 3) Applicant and City Staff shall coordinate with other City Projects, including but not limited to, the TIRZ Old Fitzhugh Road Project and City Utility Improvements.

**c. Public Hearing** – No one spoke during the Public Hearing.

**d. COA2022-0007: 215 Old Fitzhugh Road** – A motion was made by Commissioner Hunt to approve with staff conditions, COA2022-0007: Application for a Certificate of Appropriateness for adaptive reuse, restoration, and improvements to the "Little House", including the addition of a restroom and handicap ramp, for property located in the Old Fitzhugh Road Historic District at 215 Old Fitzhugh Road, Dripping Springs, Texas. Commissioner Glosson-Needham seconded the which carried unanimously 4 to 0.

## COMMITTEE REPORTS

No reports at this time.

3. **Landscape Improvements Committee**  
*Commissioner Minnie Glosson-Needham*

#### 4. **Parking Lot Improvements Committee**

*Commissioner Dean Erickson*

##### **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.*

The Commission did not meet in Executive Session.

##### **UPCOMING MEETINGS**

###### **Historic Preservation Commission Meetings**

February 2, 2023, at 4:00 p.m.

March 2, 2023, at 4:00 p.m.

April 6, 2023, at 4:00 p.m.

###### **City Council Meetings**

January 17, 2023, at 6:00 p.m.

February 7, 2023, at 6:00 p.m.

February 21, 2023, at 6:00 p.m.

##### **ADJOURN**

A motion was made by Commissioner Glosso-Needham to adjourn the meeting. Commissioner Hunt seconded the motion which carried unanimously 4 to 0.

This regular meeting adjourned at 4:12 p.m.



**DRIPPING SPRINGS**  
Texas

# Old Fitzhugh Road

Project Status Updates

TIRZ Board Feedback  
01/010/23





# Project History to Date Item 2.

- Concept Plan Stakeholder Input - **2017-2018**
- Concept Plan Development / Approval – **2018**
- Budget Requests & Grant Writing – **2019-2021**
- Engineering Firm Search & Contracting - **2021**
- Engineering Plans Start – **February 2022**
- Engineering 30% Plans – **September 2022**
- Stakeholder Outreach – **January – March 2023**
- Engineering 60% Plans – In progress - **Complete Spring / Summer 2023**



EXPOSED AGGREGATE



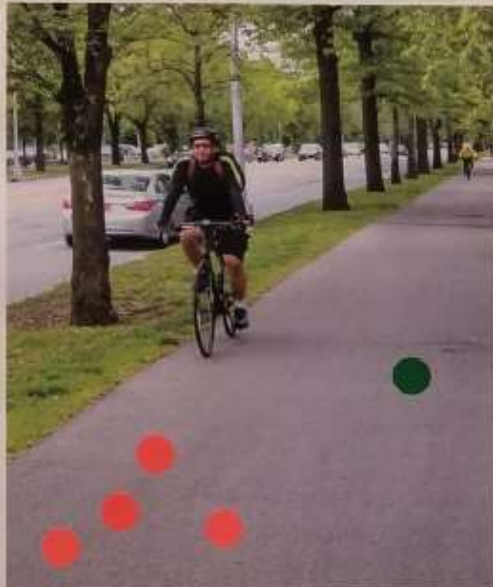
PERVIOUS PAVERS



DECOMPOSED GRANITE



ASPHALT



# Stakeholder Input

Item 2.

## Top Three Priorities

1. Sidewalks and Trails
2. Traffic Calming
3. Parking

## Project Challenges / Issues

- Drainage & Runoff
- Street Conditions & Narrow Right of Way
- Lighting
- Preserve Historic Character
- Preserve Trees
- Encourage Local Shops

# Design Elements

Item 2.



- Street Reconstruction (shifted to East)
- Shared Use Path (8' wide - West side)
- Curb & Gutter on West (Drainage)
- Ribbon Curb on East
- Traffic Calming
- On-Street Parking (17 spaces)
- Lighting at Activity Nodes
- Landscaping / Trees
- Utility Relocations / Adjustments





# Design Challenges

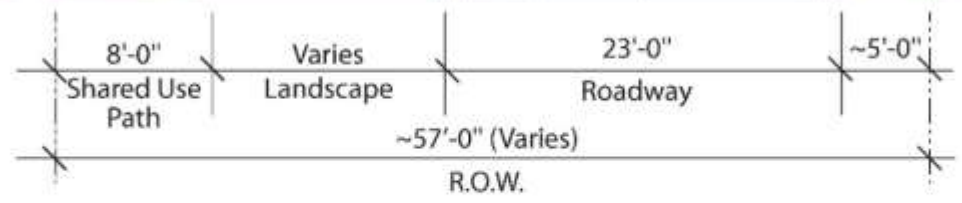
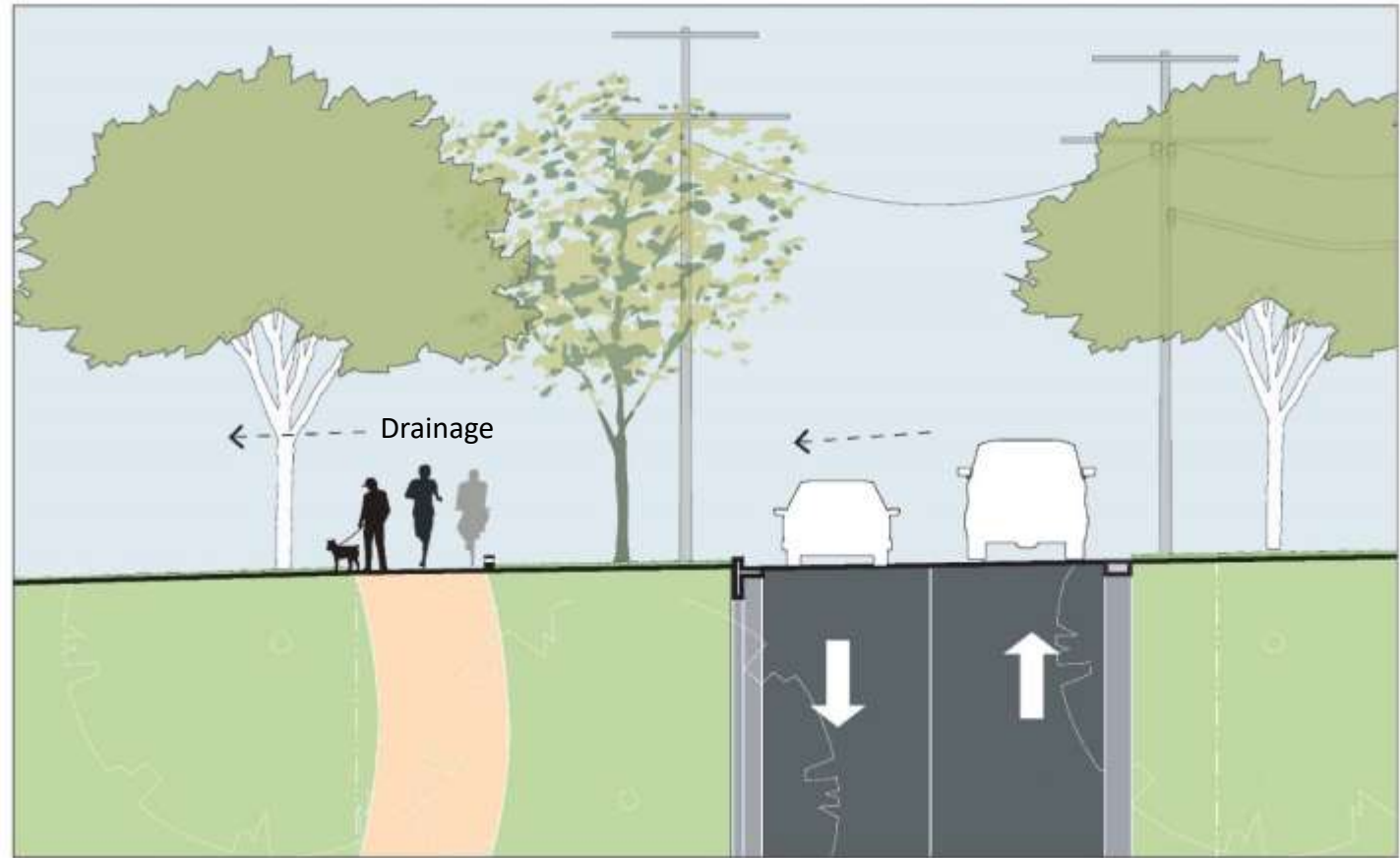
Item 2.

- Maintain Historic Character
- Narrow Right of Way
  - Fitting Roadway, Trail, Parking, Drainage
- Drainage Easements Required
  - Two offsite drainageways and basins
  - 3 impacted property owners
  - Right-of-Way Clean Up
- ROW Acquisition
  - 3 impacted parcels
- Utility **Adjustments &** Relocations
  - Pedernales Electric Cooperative
  - Frontier
  - Dripping Springs Water Supply
  - Dripping Springs Wastewater

# Typical Section

Item 2.

Old Fitzhugh  
Road

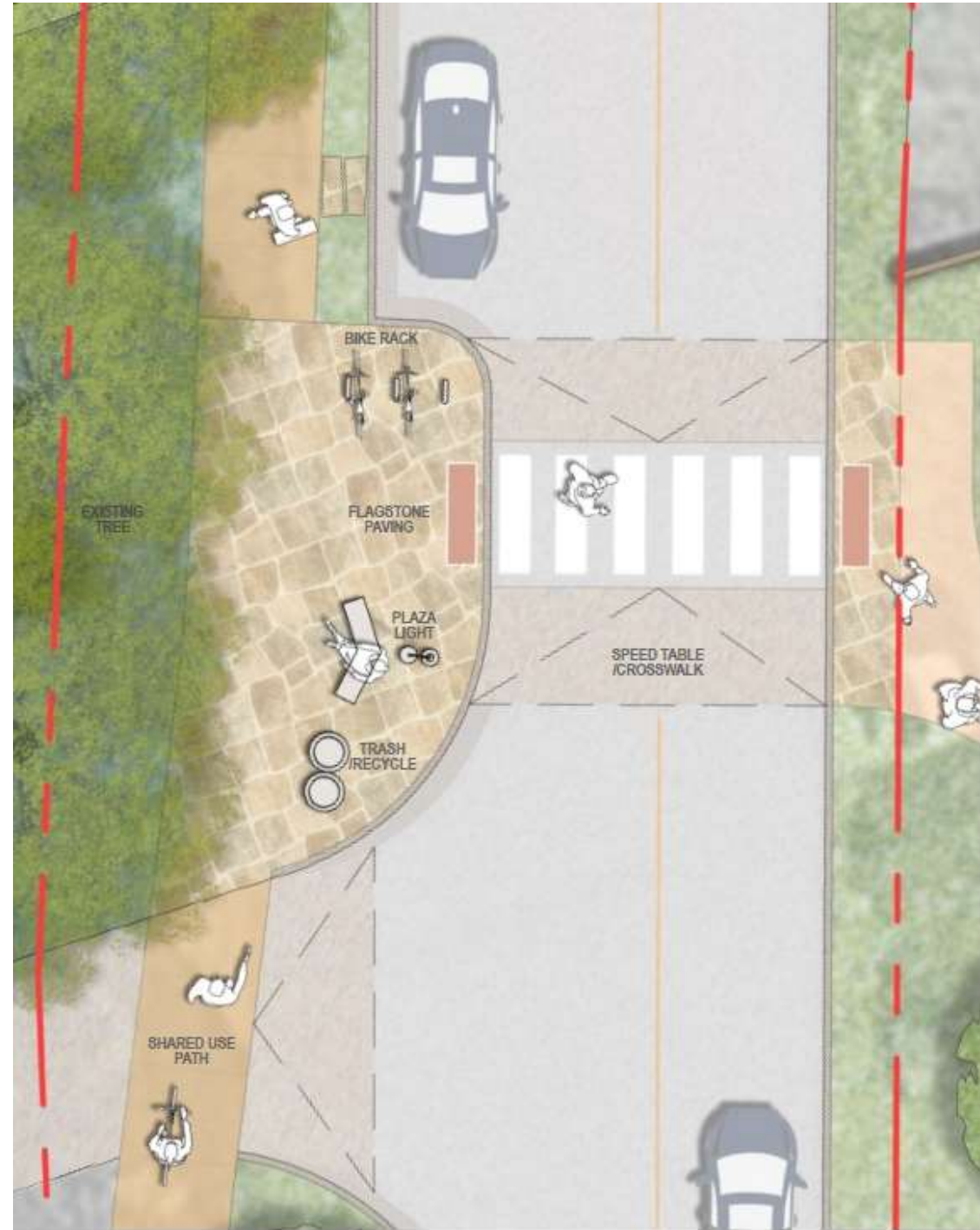


SECTION CONDITION 2: TYPICAL WITHOUT PARKING (LOOKING NORTH)



# Pedestrian Amenities / Activity Node

*Old Fitzhugh  
Road*



# Engineering: 30% Design Plans - Complete

Item 2.

Old Fitzhugh  
Road

DATE	BY	JOB	REVISION
8/8/22	XXX	RR 12	
8/12/22	XXX	RR 12	
AUS	HAYS		

**CITY OF DRIPPING SPRINGS**

**CONSTRUCTION PLANS FOR  
ROADWAY IMPROVEMENTS ON OLD FITZHUGH ROAD**

DESIGN SPEED  
OLD FITZHUGH 30 MPH

NET LENGTH OF PROJECT = 3,300 FEET = 0.625 MILES

**HAYS COUNTY**

FROM: MERCER STREET  
TO: RR 12

FOR THE RECONSTRUCTING OF THE ROADWAY AND OPERATIONAL  
IMPROVEMENTS  
CONSISTING OF: GRADING, BASE, ASPHALT, DRAINAGE,  
PEDESTRIAN FACILITIES, ILLUMINATION, LANDSCAPING,  
LIMITED ON-STREET PARKING, PAVEMENT MARKING, AND  
EROSION CONTROL.

**HDR** HDR Engineering, Inc.  
710 Huelgas Crossing Suite 150  
Round Rock, TX 78681  
Phone No. 7-7541

PRELIMINARY-FOR INFORMATION ONLY  
THIS DOCUMENT IS RELEASED FOR THE  
PURPOSE OF INTERIM REVIEW AND IS  
NOT TO BE USED FOR CONSTRUCTION,  
BIDDING, OR PERMITTING PURPOSES.  
Supervised By: LESLIE D. POLLACK  
P.E. Serial No. 101288  
Date: 8/12/2022

Registered Accessibility Specialist  
(RAS) Inspection Required

TOLR No. EABPRJ \_\_\_\_\_

END CONSTRUCTION  
END PROJECT  
E OLD FITZ  
STA 132+75.37

BEGIN CONSTRUCTION  
BEGIN PROJECT  
E OLD FITZ  
STA 100+15.89

LOCATION MAP NOT TO SCALE  
EXCEPTIONS: NONE  
EQUATIONS: NONE  
RAILROAD CROSSINGS: NONE

SPECIFICATIONS ADOPTED BY THE TEXAS DEPARTMENT OF  
TRANSPORTATION ON NOVEMBER 1, 2014; EXCLUDING ITEMS 1-9,  
SHALL GOVERN ON THIS PROJECT.

FILED: 8/12/22  
DATE: 8/12/2022 4:40:00 PM

SUBMITTED  
FOR LETTING: \_\_\_\_\_

CITY OF DRIPPING SPRINGS

SUBMITTED  
FOR LETTING: \_\_\_\_\_

AREA ENGINEER

CONSULTANT: \_\_\_\_\_

HDR ENGINEERING, INC. (TSPS FORM REG. F-194)

RECOMMENDED  
FOR LETTING: \_\_\_\_\_

DISTRICT DESIGN ENGINEER

APPROVED  
FOR LETTING: \_\_\_\_\_

DIRECTOR OF TRANSPORTATION  
PLANNING & DEVELOPMENT



# 30% Design - Project Plan Rendering





Old Fitzhugh Road



30% Plans- Design Rendering





Old Fitzhugh  
Road



30% Plans- Design Rendering





Old Fitzhugh  
Road



30% **Plans-** Design Rendering

# Project Funding

- Project Costs and Estimates
  - Engineering Plans (\$712K- per Agreement)
  - Construction Cost (\$6.4M – Current Estimate)
- Committed Funding
  - Engineering Plans – by TIRZ (\$602K- FY'22-23)
  - Hays County Parks & Open Space Bond pledge – Trail Portions (\$1.3M)
- Prospective Funding
  - Grants – CAMPO / TXDOT ('23 pursuits)
  - Finish Engineering Plans – by TIRZ (\$110K- FY '24)
  - Construction (\$5.1M Plan of Finance- TBD FY'24)

*Old Fitzhugh  
Road*

# Moving Forward

- Key Stakeholder Coordination – Ongoing
- Boards and Commissions – Project Update
  - TIRZ Board Meeting 01/09/23
  - Historic Preservation Meeting 02/02/23
  - Planning and Zoning Commission 02/15/23
  - City Council 02/21/23
  - Transportation Committee 02/27/23
- Public Engagement
  - Online content available - March 2023
  - Public Meeting - March 2023
- Engineering Plans, Specifications & Estimates (PSE's)
  - 60-90% Plans- Q3 - Q4 '23 (funding committed)
  - Bidding & Contract Award (Q1 '24 funding dependent)
- Project Construction- Q2 – Q4 '24 (funding dependent)

*Old Fitzhugh  
Road*





**DRIPPING SPRINGS**  
Texas

**Thank You  
!!!**

## Old Fitzhugh Road

Project Status Updates

TIRZ Board Feedback  
01/010/23



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78602**

**Submitted By:** Aaron Reed, Public Works Director

**Meeting Date:** February 2, 2023

**Agenda Item Wording:** **Discuss and consider approval of a Resolution of Support regarding the Old Fitzhugh Road Transportation Alternatives Project.**

**Agenda Item Requestor:** Aaron Reed, Public Works Director

**Summary/Background:** City staff submitted a preliminary application for the 2023 TxDOT TASA call for projects for construction of an 8' concrete sidewalk, ADA-compliant curb ramps, and curb and gutter on the west side of Old Fitzhugh Road between Mercer Street and RM 12 (~3,200 LF). The project includes five speed tables with raised crosswalks and safety lighting. Bicycle racks are provided at five locations on the corridor. The project addresses pedestrian safety and connectivity issues between Downtown Dripping Springs and the Mercer Street Historic District. These improvements are part of the Old Fitzhugh Road Project currently being designed. If the project is deemed eligible for funding by TxDOT, City staff will prepare the detailed application. City staff would like to request a Resolution of support from the Historic Preservation Commission as this project would decrease traffic on City streets and provide safe, ADA compliant routes for pedestrians.

**Commission Recommendations:** Staff recommends approval of the resolution.

**Attachments:** TASA Resolution of Support

**Next Steps/Schedule:** Send to City Secretary for execution.

## CITY OF DRIPPING SPRINGS

### RESOLUTION No. HPC2023-R01

A RESOLUTION OF SUPPORT BY HISTORIC PRESERVATION COMMISSION (“HPC”) OF THE CITY OF DRIPPING SPRINGS, TEXAS (“CITY”) FOR THE GRANT APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE CREATION OF PEDESTRIAN AND CYCLIST TRAIL CONNECTIONS FROM MERCER ST TO RR-12 ALONG OLD FITZHUGH RD.

**WHEREAS,** the City of Dripping Springs Historic Preservation Commission (“HPC”) is aware of the lack of pedestrian/ cyclist trails or sidewalks along Old Fitzhugh Road from Mercer St. to Ranch Road 12 (Area); and

**WHEREAS,** in order to make the Area safe for pedestrians and cyclists, including all residents, visitors, and ADA (Americans with Disabilities) pedestrians; significant work must be done to create ADA pathways; and

**WHEREAS,** funding from the 2023 TxDOT TASA Program would afford the construction of several, needed improvements within the Area slated as: Construction of an 8' concrete sidewalk, ADA-compliant curb ramps, and curb and gutter on the west side of Old Fitzhugh Road between Mercer Street and RM 12 (~3,200 LF). The project includes five speed tables with raised crosswalks and safety lighting. Bicycle racks are provided at five locations on the corridor. The project addresses pedestrian safety and connectivity issues between Downtown Dripping Springs and the Mercer Street Historic District.; and

**WHEREAS,** with the constant flow of commercial vehicles and cars, it is extremely dangerous for pedestrians to traverse the Area without a safe route; and

**WHEREAS,** the HPC believes funding under the 2023 TxDOT TASA Program for the improvement and enhancement of a shared pathway in the Area would provide safety for the City’s residents and patrons alike.

**NOW, THEREFORE, BE IT RESOLVED BY THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF DRIPPING SPRINGS, TEXAS:**

1. The Dripping Springs Historic Preservation Commission supports the safe travel of all residents and patrons of the City.
2. The Dripping Springs Historic Preservation Commission supports submission of the application for funding under the 2023 TxDOT TASA Program to create a shared pedestrian/cyclist pathway of various parts on the west side of Old Fitzhugh Road from Mercer St. to Ranch Road 12 and surrounding area.

3. The meeting at which this Resolution was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

**PASSED & APPROVED this, the 2<sup>nd</sup> day of February 2023, by a vote of \_\_\_\_\_ (ayes) to \_\_\_\_\_ (nays) to \_\_\_\_\_ (abstentions) of the Historic Preservation Commission of Dripping Springs, Texas.**

**CITY OF DRIPPING SPRINGS:**

\_\_\_\_\_  
Dean Erickson, Historic Preservation Commission Chair

**ATTEST:**

\_\_\_\_\_  
Andrea Cunningham, City Secretary

## Stephenson Building Updated Feasibility Study & Cost Estimate Schedule

### Stephenson Building:

- Plan Revisions, massing model of exterior – Thurs. Jan. 26
- Submit to Owner for review – Jan. 27 – Jan. 31
- Revise based off owner comments – Feb. 1-Feb. 2
- Cost Estimate – Feb. 3 thru Feb. 10
- Final submission of revised design (site plan, plan, elevations, cost estimate) – Fri. Feb. 10

### Restroom Building:

- Schematic plans and elevations – Thurs., Jan. 26
- Submit to owner for review – Jan. 27 - Jan. 31
- Revise based off owner comments – Feb. 1 thru Feb. 2
- Submission of design (plan and elevation) – Thurs. Feb. 2

### Presentations:

- Historic Preservation Commission
- TIRZ Board
- Parks & Recreation Commission
- City Council

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## H. Historic Preservation Commission

### 2.47. General.

The historic preservation commission (also referred to as HPC) shall function according to the following criteria.

### 2.48. Creation.

- (a) Membership; organization; meetings : There is hereby created a commission to be known as the city historic preservation commission. The commission members shall serve without pay. The commission shall consist of seven members to be appointed by majority vote of the city council.
- (1) All commission members shall have a demonstrated outstanding interest in the historic traditions of the city and experience in the preservation of the historic character of the city.
  - (2) The city council shall endeavor, to the extent reasonably available, to appoint members from the following categories:
    - (A) Architect, planner or design professional;
    - (B) Historian;
    - (C) Licensed real estate broker or appraiser;
    - (D) Attorney at law;
    - (E) Owner of a landmark property or property in a historic district;
    - (F) Member of the Hays County Historical Society;
    - (G) Archaeologist;
    - (H) Geographer;
    - (I) Anthropologist; and/or
    - (J) Member of the planning and zoning commission.
  - (3) To the extent possible, the city council shall endeavor to appoint to the commission residents, business owners or property owners from within the city limits or extraterritorial jurisdiction. The commission as a whole shall represent the ethnic makeup of the city to the extent possible.
  - (4) Commission members shall serve for a term of two years, with the exception that the initial term of three members shall be one year. The terms shall expire in June. Commission members may be removed by the city council for cause.
  - (5) The chair and vice-chair of the commission shall be elected by and from the members of the commission and shall serve for a period of one year.
  - (6) The commission shall meet at least monthly, if business is at hand. Special meetings may be called at any time by the chair or on the request of any two commission members. All meetings shall be held in conformance with the Texas Open Meetings Act, Texas Government Code chapter 551.
  - (7) A quorum for the transaction of business shall consist of a simple majority of the membership.



- (8) Commission members unable to attend any meeting shall notify the chairperson as soon as possible, in order to assure a quorum will be present. Any member of the commission absent for three regular consecutive meetings or four regular meetings during the preceding twelve-month period of the commission, without having obtained leave of absence at a regular meeting, unless prevented by sickness, shall be deemed to have automatically vacated his or her office.

## **2.49. Powers and duties.**

The commission shall be empowered to:

- (1) Make recommendations for employment of staff and professional consultants as necessary to carry out the duties of the commission;
- (2) Prepare rules and procedures as necessary to carry out the business of the commission, which shall be ratified by the city council;
- (3) Adopt criteria for the designation of historic, architectural, and cultural landmarks and the delineation of historic districts, which shall be ratified by the city council;
- (4) Conduct surveys and maintain an inventory of significant historic, architectural, and cultural landmarks and all properties located in historic districts within the city;
- (5) Recommend the designation of resources by the city council as landmarks and historic districts;
- (6) Create committees and delegate to these committees' responsibilities to carry out the purposes of this article;
- (7) Maintain written minutes which record all proceedings and actions taken by the commission;
- (8) Recommend conferral of recognition upon the owners of landmarks or properties within districts by means of certificates, plaques, or markers;
- (9) Increase public awareness of the value of historic, cultural, and architectural preservation by developing and participating in public education programs;
- (10) Make recommendations to the city council concerning the utilization of state, federal, or private funds to promote the preservation of landmarks and historic districts within the city;
- (11) Approve or disapprove of applications for certificates of appropriateness pursuant to this article;
- (12) Prepare specific design guidelines to be enacted by the city council for the review of landmarks and districts;
- (13) Recommend the acquisition of a landmark structure by the city where its preservation is essential to the purpose of this article and where private preservation is not feasible;
- (14) Propose tax abatement programs for landmark districts;
- (15) Accept on behalf of the city the donation of preservation easements and development rights as well as any other gift of value for the purpose of historic preservation, subject to the approval of the city council;
- (16) Evaluate concept site plans in accordance with all historic district zoning requirements for proposed construction, other than ordinary repairs or maintenance for which the cumulative cost of construction is less than \$10,000.00, in the historic districts as part of the certificates of appropriateness review;
- (17) Conduct reviews of applications for alternative exterior design standards and consider the alternative exterior design standards for issuance or denial.

(Ordinance 2020-26, adopted 6/9/20)

## Possible Historic Preservation Commission Goals

The Historic Preservation Commission shall be empowered to:

- (1) Make recommendations for employment of staff and professional consultants as necessary to carry out the duties of the commission;
- (2) Prepare rules and procedures as necessary to carry out the business of the commission, which shall be ratified by the city council;
- (3) Adopt criteria for the designation of historic, architectural, and cultural landmarks and the delineation of historic districts, which shall be ratified by the city council;  
 Review designation criteria and the delineation of the current historic districts.  
 Recommend changes to the designation criteria if needed and recommend changes to the district boundaries if warranted.
- (4) Conduct surveys and maintain an inventory of significant historic, architectural, and cultural landmarks and all properties located in historic districts within the city;  
 Develop a survey of historic, architectural, and cultural sites that are not located in an historic district.
- (5) Recommend the designation of resources by the city council as landmarks and historic districts;  
 Recommend designation of resources outside the historic districts for landmark designation.
- (6) Create committees and delegate to these committees' responsibilities to carry out the purposes of this article;
- (7) Maintain written minutes which record all proceedings and actions taken by the commission;
- (8) Recommend conferral of recognition upon the owners of landmarks or properties within districts by means of certificates, plaques, or markers;  
 Approve the creation of certificates, plaques, or markers and recommend landmarks to receive them.
- (9) Increase public awareness of the value of historic, cultural, and architectural preservation by developing and participating in public education programs;  
 Digitize historic site brochure. Create descriptions for additional sites.
- (10) Make recommendations to the city council concerning the utilization of state, federal, or private funds to promote the preservation of landmarks and historic districts within the city;
- (11) Approve or disapprove of applications for certificates of appropriateness pursuant to this article;

Review regulations for certificates of appropriateness and recommend revisions.

Consider revisions regarding administrative approval of a COA for some types of construction, reconstruction, alteration, restoration, and material change in the paint color, light fixtures, signs, sidewalks, fences, steps, paving, or other exterior elements visible from a public right-of-way.

- (12) Prepare specific design guidelines to be enacted by the city council for the review of landmarks and districts;
- (13) Recommend the acquisition of a landmark structure by the city where its preservation is essential to the purpose of this article and where private preservation is not feasible;
- (14) Propose tax abatement programs for landmark districts;  
This is an area of exploration at minimum. If we want to expand upon our three districts, this is a way to drive their growth.
- (15) Accept on behalf of the city the donation of preservation easements and development rights as well as any other gift of value for the purpose of historic preservation, subject to the approval of the city council;
- (16) Evaluate concept site plans in accordance with all historic district zoning requirements for proposed construction, other than ordinary repairs or maintenance for which the cumulative cost of construction is less than \$10,000.00, in the historic districts as part of the certificates of appropriateness review;
- (17) Conduct reviews of applications for alternative exterior design standards and consider the alternative exterior design standards for issuance or denial.

Banners on Mercer Street that promote our heritage and recognize historical events, persons, and places of importance.

Identify historic preservation training for Commissioners. Example: Texas Historical Commission's Real Places Annual Conference.

Apply to the Texas Historical Commission to become a Certified Local Government Community.

Review current incentives for landmarks/properties in historic districts and recommend changes.

Support renovation of Stephenson Building.

Support Old Fitzhugh Road Improvement Project.

Support Downtown Parking Project.

Support Downtown Restrooms Project.

	A	B	C	D
		FY 2022 Budget	FY 2023 Proposed	
1				
2	<b>GENERAL FUND</b>			
3	Historic District Consultant	\$3,500.00	\$3,500.00	
4				
5	<b>SPECIAL PROJECTS</b>			
6	OFR and Hays St. District Signage*	\$2,000.00	\$1,000.00	signs identifying districts
7	Mercer Street Planters (Quantity 4)**	\$3,850.00	\$0.00	
8	Mercer & OFR District Marketing Signs in ROW at each of Mercer Street	\$3,000.00		status with Lisa status new signs using existing posts
9	Historic Tour Brochure Printing*	\$2,800.00	\$2,800.00	2022
10	Preventative Oak Wilt Program for Historic Districts**		\$25,000.00	tree inventory and assessment to be followed by request for funds for preventative oak wilt plan, tree maintenance, and care
11	<b>TOTAL</b>	<b>\$15,150.00</b>	<b>\$32,300.00</b>	
12				
13				
14				
15	<b>SUPPORT OF PROJECTS</b>			
16	Support improvements to Stephenson Bldg			
17	Support of advancement of Old Fitzhugh Rd. Improvement Project			
18				
19	*Eligible for Hotel Occupancy Tax Funds			
20	**Eligible for Landscape Funds			

	E	F	G
1			
2			
3	x	Gen	
4			
5			
6	x	HOT	
7			
8			
9	X	HOT	
10	x	Landscape	
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			