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**City of Lockhart**  
**Historical Preservation Commission**  
**April 5, 2023**

**MINUTES**

Members Present: Christine Ohlendorf, Ray Ramsey, John Lairsen, Ron Faulstich, Ronda Reagan

Members Absent: Michel Royal, Kevin Thuerwaechter

Staff Present: Kevin Waller, David Fowler, Yvette Aguado

Public Present: Haley Conlin (Applicant, Agenda Item 4), Cheryl Evans (Applicant, Agenda Item 5)

1. Call meeting to order. Chair Lairsen called the meeting to order at 5:30 p.m.
2. Citizen comments not related to an agenda item. None
3. Consider the minutes of the October 5, 2022, meeting, the February 9, 2023 meeting, The February 15, 2023 meeting, and the March 1, 2023 meeting.

Vice-Chair Reagan requested that Staff strike “incidental” on page 1, first paragraph of agenda item 4, of the October 5, 2022, minutes. Also, Texas Monthly, because it is a magazine should be underscored throughout. The end of that sentence to insert, “because it exceeds the sign size allowed for that particular wall.” On page 2, 8<sup>th</sup> paragraph, last sentence, “She stated” should be inserted in front of the word “the” at the beginning of that sentence.

*Vice-Chair Reagan moved to approve the minutes with the corrections as stated. Commissioner Ramsey seconded, and the motion passed by a vote of 5-0.*

For the February 9, 2023, meeting minutes, Vice-Chair Reagan suggested that “Chairman Lairsen” should be changed to read “Chairman Lairsen and Vice-Chair Reagan” on page 5, second paragraph.

*Commissioner Ohlendorf moved to approve the amended minutes. Commissioner Ramsey seconded, and the motion passed by a vote of 5-0.*

Chair Lairsen asked for discussion of the February 15, 2023, meeting minutes, with none he then asked for a motion.

*Commissioner Faulstich moved to approve the minutes as presented. Commissioner Ramsey seconded, and the motion passed by a vote of 5-0.*

Chair Lairsen asked for discussion of the March 1, 2023, meeting minutes, with none he then asked for a motion.

*Vice-Chair Reagan moved to approve the minutes as presented. Commissioner Ohlendorf seconded, and the motion passed by a vote of 5-0.*

4. CFA-23-11. Consider a request by Haley Conlin for approval of a Certificate for Alteration for a concrete pad and enclosure for a barbecue pit on Part of Lot 1, Block 13, Original Town of Lockhart, zoned CCB (Commercial Central Business) and located at 102 East Market Street.

Planning Staff Kevin Waller provided a brief overview of the proposal via PowerPoint presentation. He reported that the applicant proposes a new concrete pad and enclosure for a barbecue pit, the pad of which is already in place. The enclosure over the concrete pad will be metal framing with screened-in windows and a corrugated, galvanized steel roof, measuring 17 feet long by 8 feet 6 inches wide by 9 to 10 feet tall. Staff recommends approval with a condition that the applicant reposition the proposed enclosure location such that a minimum of 5 feet of clearance is maintained between the main building and the enclosure.

Discussion ensued regarding the concrete slab, and the manner of installation of the smokestack to the building and the smokestack height.

Ms. Haley Conlin & Teresa Charnichart, 102 Market Street, discussed the project and responded to Commissioners' questions.

Commissioner Faulstich stated that the process of the smokestack's installation would require attachment to the main building, and the Historical Commission is adamant about not drilling into bricks of historic buildings. With the smokestack being 40 feet in the air, it will not be freestanding.

Ms. Conlin replied that they understood it was not a requirement to extend the height of the smokestack beyond that proposed, but more of a neighbor preference.

Vice-Chair Reagan mentioned and read the email letter from Stacy Wright, City Health Inspector where he stated, "The smokestack needs to be above the roofline and needs re-enforcement bracing to the wall of the building, I recommended that the smokestack be at least 5 feet above the roofline in order to prevent nuisance odors from impacting the indoor spaces on the second floor as well as any fresh air intakes that can be on the roof from a/c units."

Chair Lairsen asked if the smokestack extension was required, since the email specified "recommended".

Mr. Waller replied that based on an in-person conversation with the Health Inspector just prior to the meeting, he understood Mr. Wright intended to require the extension of the smokestack.

*Vice-Chair Reagan moved to approve CFA-23-11 with Staff's condition to reposition the proposed enclosure location such that a minimum of 5 feet of clearance is maintained between the main building and the enclosure, and a condition that the smokestack is raised to a height of 5 feet above the main building. Commissioner Faulstich seconded, and the motion passed by a vote of 5-0.*

5. CFA-23-12. Consider a request by Cheryl Evans for approval of a Certificate for Alteration for a window sign and a sign attached to an awning on Part of Lot 6, Block 20, Original Town of Lockhart, zoned CCB and located at 215(A) West Market Street.

Mr. Waller provided a brief overview of the proposal via PowerPoint presentation. The applicant proposes a window sign, as well as a sign to hang from the awning. Already in place,

the adhesive window sign is located on the glass of the right-side entry door. The sign to hang from the awning's edge is to be of a wood material and will face the street. Staff recommends approval with the condition that they remove the two existing patterned graphics on either side of the double-door entry which, along with the proposed signage, each would individually exceed the maximum sign area limitation of 8 square feet (7% of wall façade) for total signage.

Discussion amongst staff and Commissioners continued.

Chair Lairsen asked Commissioners if they had any questions for the applicant; with none he then asked the applicant if she had any comments or questions. Seeing none, he asked for a motion.

*Vice-Chair Reagan moved to approve CFA-23-12 with Staff's condition to remove the patterned graphics on either side of the double-door entry. Commissioner Ramsey seconded, and the motion passed by a vote of 5-0.*

6. Consider designs and cost estimates for City-designated Historic Landmark placards for placement on officially designated Historic Landmark structures.

Mr. Waller stated that he didn't have anything new to report.

Commissioner Faulstich stated that he does not have any additional information to present, other than what was previously brought before the Commission.

Vice-Chair Reagan brought two sample pictures to share with the Commission.

Discussion continued about the size and wording of the placards and who would be responsible for the cost of the placard.

Chair Lairsen stated that the next step is to discuss further pricing and design details at the next meeting, and set a date to present to City Council for consideration. He asked Planning Staff David Fowler what the deadline would be with regard to the budget.

Mr. Fowler stated that he has a meeting with the City Manager the following week to discuss.

The Commission requested that Staff prepare a letter to Historic Landmark property owners to determine which owners would like a placard. The letter should reinforce that placement of a placard does not implicate that these homes are open to the public, and also that the property owners would be responsible for mounting the placards themselves.

*The Commission agreed to table this item to the next meeting, to continue the discussion of design and pricing, by consensus.*

7. Discuss the date and agenda of the next meeting, including Commission requests for agenda items.

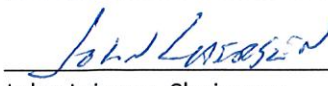
Mr. Waller stated that the next regularly scheduled meeting would be held April 19th, since two applications had been submitted by the deadline.

The Commission requested to add an item about the Historic Landmark placards to the agenda for the April 19 meeting.

8. Adjournment.

*Commissioner Ramsey moved to adjourn the meeting, and Commissioner Faulstich seconded. The motion passed by a vote of 5-0, and the meeting adjourned at 6:28 p.m.*

  
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Yvette Aguado, Recording Secretary

Approved: 5-3-2023  
 (date)  
5/3/23  
John Lairsen, Chairman