

PUBLIC NOTICE

**City of Lockhart
Historical Preservation Commission
5:30 p.m. Wednesday, June 2, 2021
Municipal Building – Glosserman Room
308 West San Antonio Street**

COMMISSION MEMBER AUDIO CONFERENCE PARTICIPATION

One or more members of the Lockhart Historical Preservation Commission may participate in a meeting remotely. The member of the Commission presiding over the meeting will be physically present at the above public location. Audio conference equipment providing two-way audio communication with each member participating remotely will be made available, and each portion of the meeting held by audio conference that is required to be open to the public can be heard by the public at the location specified.

CITIZEN AUDIO CONFERENCE PARTICIPATION

- *Call-in number: 1-408-418-9388. Attendee Access Code: 626-304-323#.*
- *Citizens wishing to listen or participate must call in prior to the start of the meeting, and should identify themselves. Attendees may call in to listen only, if desired.*
- *Those wishing to speak will be called upon to address the Commission.*
- *Historical Commission agenda packets can be viewed online at www.lockhart-tx.org starting two days prior to the meeting. Navigate from the Departments tab at the top of the page to Development Services – Meeting Minutes/Schedules (on left side) – Agendas & Minutes – Historical Preservation Agendas & Minutes – Agenda Packets.*

AGENDA

1. Call meeting to order.
2. Citizen comments not related to an agenda item.
3. Consider the minutes of the May 19, 2021 meeting.
4. CFA-21-13. Consider a request by Layla Alvey for approval of a Certificate for Alteration for a hanging sign and four window signs on Part of Lot 1, Block 13, Original Town of Lockhart, zoned CCB (Commercial Central Business District) and located at 104 East Market Street.
5. Discuss the potential development of City-designated Historic Landmark placards for placement on identified Historic Landmark structures.
6. Discuss the date and agenda of the next meeting, including Commission requests for agenda items.
7. Adjournment.

Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas at 2:30 p.m. on the 26th day of May, 2021.

City of Lockhart
Historical Preservation Commission
May 19, 2021

MINUTES

Members Present: Ray Ramsey, Christine Ohlendorf, John Lairsen, Ronda Reagan, Rick Thomson
(5:40 pm)

Members Absent: Ron Faulstich, Michel Royal

Staff Present: Yvette Aguado, Kevin Waller

Public Present: Marcia Proctor (applicant, Agenda Item (4), participating remotely) and Tamara Carlisle (applicant, Agenda Item (5))

1. Call meeting to order. Chair Lairsen called the meeting to order at 5:32 p.m.
2. Citizen comments not related to an agenda item.

None.

3. Consider the minutes of the April 21, 2021 meeting.

Commissioner Ramsey moved to approve the minutes as presented. Commissioner Ohlendorf seconded, and the motion passed by a vote of 4-0.

4. CFA-21-11 and TA-21-01. Consider a request by Arnold and Marcia Proctor for approval of a Certificate for Alteration, and a recommendation to City Council for approval of a Tax Abatement, for multiple exterior improvements to a City-designated Historic Landmark residence on Lot 4, and Part of Lots 3, 7, and 8, Heppenstall Addition, zoned RMD (Residential Medium Density District) and located at 515 South Main Street.

Planning Staff Kevin Waller reported that the applicant proposes multiple exterior improvements to an existing single-family dwelling. The improvements include porch column and capital replacements, wood siding repair and replacement, roof leak repairs, porch floorboard repair and replacement, balcony repair and replacement, solar screen installation for all windows, powerwashing, scraping, and painting the house, upper door glass repair on the side porch, glass repair on the front door, and light fixture refurbishment on the front porch. All improvements for which a tax abatement application is submitted require a review and certificate for alteration by the Commission (Section 28-21(b)). Work has already been completed for all but the door glass repair on the side porch, glass repair on the front door, and refurbishment of the light fixture on the front porch. Since the proper permits were not secured for the completed or proposed work, issuance of the necessary permits was suggested as a condition of approval. Mr. Waller utilized a PowerPoint presentation and answered Commissioners' questions.

Applicant Marcia Proctor, 515 S. Main Street, participated in the meeting via phone and provided an overview of the property photos presented during Staff's PowerPoint slideshow.

Commissioner Thomson arrived at 5:40 pm.

Commissioner Ramsey moved to approve CFA-21-11 and to recommend approval of TA-21-01 to the City Council, with the condition that the necessary permits be issued by the Building Official. Commissioner Thomson seconded, and the motion passed by a vote of 5-0.

5. CFA-21-12. Consider a request by Tamara Carlisle of 2120 Enterprises, LLC for approval of a Certificate for Alteration for a roof jack vent on Part of Lot 1, Block 23, Original Town of Lockhart, zoned CCB (Commercial Central Business District) and located at 107 East San Antonio Street.

Mr. Waller reported that the applicant proposes a small roof jack vent for a clothes dryer in a second-story dwelling unit of a mixed-use building. The roof jack vent will penetrate the building near the center of the roof and will allow ventilation for the dryer, while preventing rainwater from falling into the vent orifice. The roof jack measures 6 ¾ inches in height, approximately 7 inches in depth, and 5 ¼ inches in width. Mr. Waller utilized a PowerPoint presentation for Staff's report and answered Commissioners' questions. Staff recommended approval.

Applicant Tamara Carlisle, 831 W. San Antonio Street, approached the Commission to briefly discuss the project. She also inquired as to the Tax Abatement process.

Mr. Waller indicated that he would provide Ms. Carlisle with the Historic Landmark and Tax Abatement application forms and related information. Waller explained that prior to being considered for tax abatement, a property must either be a registered historic landmark or located within a historic district. The property or properties Carlisle is considering for tax abatement are not currently registered historic landmarks.

Vice-Chair Reagan moved to approve CFA-21-12 as presented. Commissioner Thomson seconded, and the motion passed by a vote of 5-0.

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

Mr. Waller stated that he didn't believe that any applications had been submitted for the June 2nd meeting.

Commissioner Ohlendorf stated that Mrs. Proctor had reached out to her inquiring if the City has considered providing placards to City-designated Historic Landmark owners for placement on registered buildings.

Chair Lairsen asked if a Commission member, or Staff, would research the cost of designing and preparing placards.

Vice-Chair Reagan stated that she would look into the placards.

Mr. Waller stated that the placard development could be added as an agenda item for the next meeting.

Vice-Chair Reagan suggested that a listing of Historic Landmark homes be added to the website, if not done so already.

Mr. Waller stated that a listing of Historic Landmarks is not on the website, but can be added.

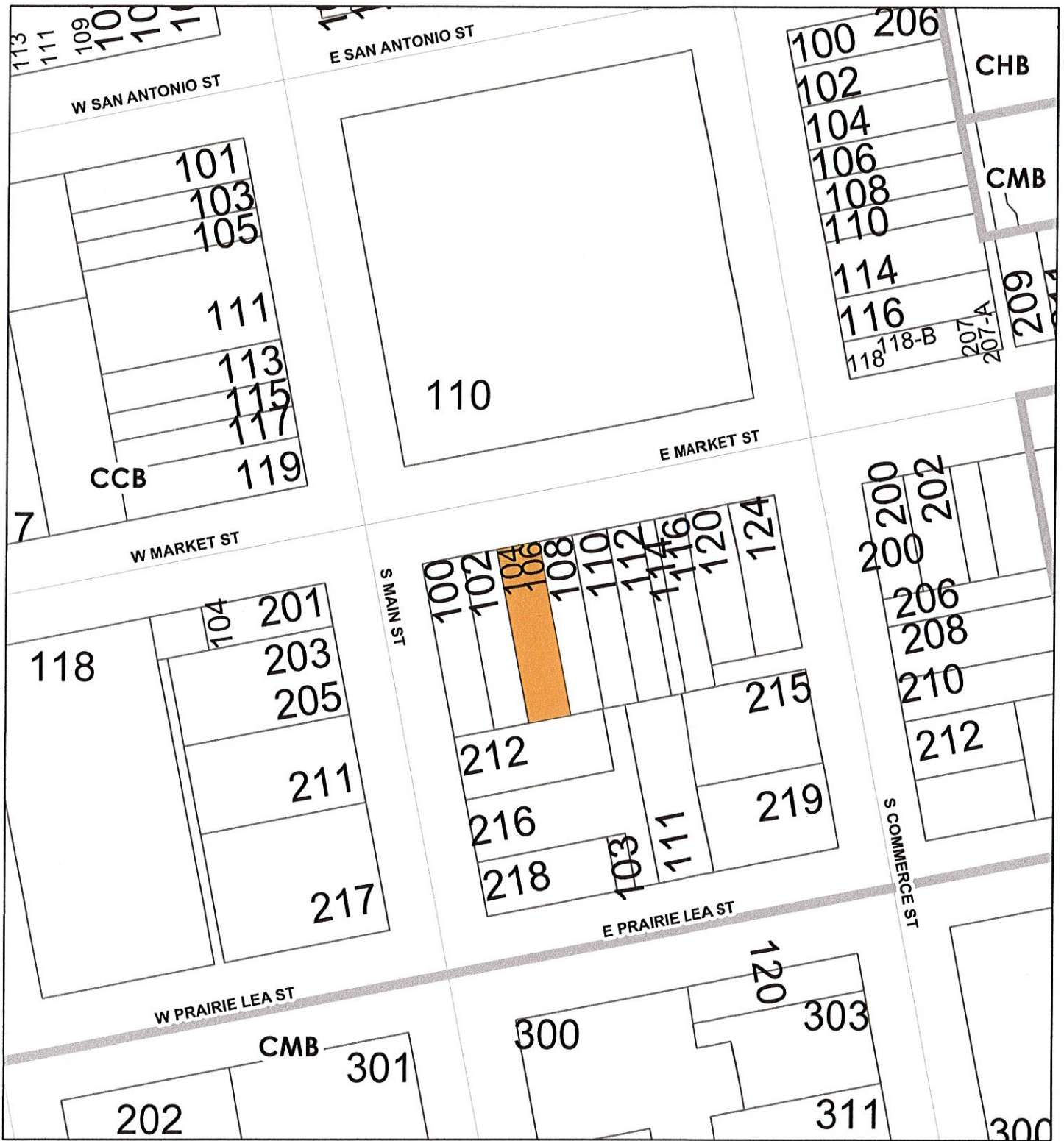
7. Adjournment.

Commissioner Ohlendorf moved to adjourn the meeting, and Commissioner Ramsey seconded. The motion passed by a vote of 5-0, and the meeting adjourned at 6:00 p.m.

Approved: _____
(date)

Yvette Aguado, Recording Secretary

John Lairsen, Chair



CFA-21-13

104 E MARKET ST

HANGING SIGN &
4 WINDOW SIGNS



Subject Property



Zoning Boundary

scale 1" = 100'

STAFF REPORT

CERTIFICATE FOR ALTERATION

CASE SUMMARY

STAFF: Kevin Waller, Assistant City Planner *KW*
REPORT DATE: May 27, 2021
MEETING DATE: June 2, 2021
APPLICANT'S REQUEST: One hanging sign and four window signs
STAFF RECOMMENDATION: **Approval**
CONDITIONS: None

CASE NUMBER: CFA-21-13

BACKGROUND DATA

APPLICANT: Layla Alvey
OWNER: Philip DuCloux
SITE LOCATION: 104 East Market Street
LEGAL DESCRIPTION: Part of Lot 1, Block 13, Original Town of Lockhart
EXISTING USE OF PROPERTY: Commercial
PROPOSED USE OF PROPERTY: Same
ZONING CLASSIFICATION: CCB (Commercial Central Business District)

ANALYSIS OF ISSUES

PROJECT DESCRIPTION: The applicant proposes a hanging wall sign and four window signs for a new business named Firewheel Trading Co., located where the Buffalo Clover business is currently located. The hanging sign will feature the new business name and graphic of a red poppy. It will replace the existing Buffalo Clover hanging sign in the same location, and is not of a style that meets the "Pre-Approved" category. One of the proposed window signs will be located at the top of the window panel to the left of the front door, to read "Artisaña" in cursive lettering. Another window sign will be located on the door glass, which will mimic the hanging sign and feature the company name and logo. The two remaining window signs will be located on the two window panels to the right of the front door, one at the top of each panel, to read "Knickknacks" on one panel and "Clothing Racks" on the other.

COMPATIBILITY: The proposed signs are not of a design or scale that would detract from the historic character of the Courthouse Square.

COMPLIANCE WITH STANDARDS: The signs comply with the sign ordinance, and the required sign permit is subject to approval of this Certificate for Alteration.

ALTERNATIVES: None necessary.



32 ft

17 ft

544 SQFT
104 E. MARKET ST.
EXISTING SIGN TO BE REPLACED



9.6 sqft

CUSTOM BLADE SIGN


SINGLE SIDED

1/2" PVC PANEL ROUTED TO SHAPE

.063 ALUMINUM BACK

PRINTED LOGO AND SUBTEXT

BUSINESS NAME RAISED 1/4" ACRYLIC LETTERING
HUNG WITH SADDLE CLIPS TO EXISTING CHAIN

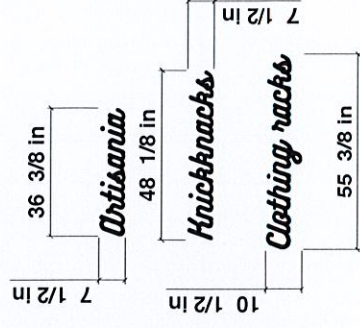
 <p>2401 I-35, S. San Marcos, TX 78666 (512) 392-6900 (512) 392-3363 Fax www.signcrafters.net</p>	<p>CLIENT</p>	<p>FILE Austin/C/Joys/Bufalo Clover</p>	<p>DATE 5-4-21</p>
<p>APPROVAL</p>		<p>WITH CHANGES AS NOTED</p>	
<p>TYPE OF SIGNAGE</p>		<p>SCALE N.T.S.</p>	
<p>INSTALL</p>		<p>ARTIST Austin</p>	
<p>This original unpublished drawing is the property of Sign Crafters and is submitted for personal use only in conjunction with the planning of the expressed project. This drawing is not to be reproduced or used in any way without the written permission from Sign Crafters. Unauthorized use constitutes customer approval of all associated creative, drafting and engineering fees. This representation is for illustrative purposes only and may not be held responsible or liable for any discrepancy whatsoever between the illustration and the actual signage itself.</p>		<p>LOCATION 104 E Market St, Lockhart, TX</p>	



DOOR LOGO
18"X27"
PRINTED LOGO



WINDOW LETTERING
WHITE



CLIENT	FILE	Austin/ C/ Jobs/ Buffalo Clover	DATE	5-4-21
APPROVAL			WITH CHANGES AS NOTED	
TYPE OF SIGNAGE			SCALE	N.T.S.
INSTALL	LOCATION	104 E Market St, Lockhart, TX	ARTIST	Austin

SIGN CRAFTERS
2401 L-25 S. Sta. Mercedes, TX 78656
(512) 392-0900 (512) 392-3353 Fax
www.signcrafters.net

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CERTIFICATE FOR ALTERATION APPLICATION

DATE RECEIVED: <u>5/19/21</u>	DATE APPROVED: _____	CERTIFICATE NUMBER: <u>CEA-21-13</u>
NOTE: An approved Certificate For Alteration (CFA) is required by City Code for all signage, construction, alteration, or modification of property designated as Historic, if such activities will change the architecture, design, finishes or outward appearance of a building, structure, object, site, or area as viewed from the exterior. (Ord 93-19, Sec. 11 and 12) A City Sign Permit and/or City Building Permit may also be required by the City Code.		
ONLY FULLY COMPLETED APPLICATIONS WILL BE ACCEPTED		

Applicant <u>Layla Alvey / Firewheel Trading Co.</u>	Property Owner <u>Phillip Ducloux</u>
Mailing Address \$ _____ <u>104 E. Market St. Lockhart TX 78644</u>	Mailing Address <u>PO BOX 3</u> <u>Bastrop TX 78640</u>
Telephone <u>512-471-0243</u>	Telephone <u>512-303-1477</u>
Person Doing Work <u>Sign Crafters</u>	Estimated Cost <u>\$700.00</u>
Property Legal Description <u>O.T. Lockhart Block 13, LOT PT 1</u>	
Property Street Address <u>104 E. Market St. Lockhart, TX 78644</u>	
Property City Zoning Designations <u>Commercial - CCB</u>	Location Map Attached <input checked="" type="checkbox"/>

PHOTOS ARE REQUIRED SHOWING ALL THE AREAS TO BE AFFECTED BY THE WORK DESCRIBED:
 Include photos of: Area of Work Full Elevation Showing Area Affected and/or Site

Description of Proposed Work
<p><u>New blade sign to replace existing one. It will hang on existing chains so the structure will not be altered at all.</u></p> <p><u>Also proposed are four window signs.</u></p>
Please - Attach Scope of Work Questionnaire <input type="checkbox"/> Attach Sketches/illustrations <input type="checkbox"/> Are Detailed Plans Available? <input type="checkbox"/>

REQUIRED SIGNATURES: Before me the undersigned authority, on this day appeared and solemnly swears, that the statements above and attached concerning the above-described property are true and that (s)he is authorized to act as an agent in procuring the certificate requested

Applicant Signature: <u>Layla Alvey</u>	Date: <u>5/11/21</u>
Property Owner Signature: <u>Phillip Ducloux</u>	Date: <u>5-12-21</u>
Historical Preservation Officer Approval: _____	Date: _____
Historical Preservation Commission: _____	Date: _____

A Certificate For Alteration is valid for a period concurrent with the Building Permit granted for the proposed work, or a period not to exceed 18 months

CERTIFICATE FOR ALTERATION
SCOPE OF WORK QUESTIONNAIRE

Certificate No. CFA-21-13
Page 2 of ___ Reviewed: KW

The following questions must be answered and the form completed by the applicant for a Certificate For Alteration. This questionnaire shall be attached to any application for Certificate For Alteration. The Lockhart Historical Preservation Officer shall independently verify all information provided on the application and the attached questionnaires. The Lockhart Historical Preservation Officer shall review the application and this questionnaire in an expedient manner and notify the applicant of the outcome of the review. The Lockhart Historical Preservation Officer may approve the Certificate For Alteration prior to a commission hearing based upon adequacy of the information provided and verification of the scope of work. Additional information may be needed to complete the application and review process. Final review and action on the application for Certificate For Alteration by the Lockhart Historical Preservation Commission at a properly scheduled public hearing may be required. Any required explanations to answers given shall be in writing and attached.

Yes	No	Verified	Scope Of Work Questions
Section One			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>KW</u>	1. Is this application for construction or alteration on or at a property which is in a Historic District or a designated Historic Landmark? What is its zoning designation? <u>CCB HL?</u> <u>H?</u> <u>X</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>KW</u>	2. Is this application for any construction or alteration work that is NOT described or defined as ordinary maintenance of a historic property? Is it more than limited "Ordinary Maintenance"?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>KW</u>	3. Will the construction or alteration covered by this application include any work visible from the exterior of the property?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	4. Will the construction or alteration covered by this application remove or, physically change any structural elements of the property? (i.e. Interior or exterior: load bearing walls, columns, posts, foundations, footings, etc.)
Section Two			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	1. Is the construction or alteration covered by this application considered an emergency repair of sudden, accidental or unforeseen property damage? When did damage occur? _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	2. Is the construction or alteration covered by this application considered necessary to correct a circumstance that endangers a building, business, owner, or the public?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>KW</u>	3. Is the construction or alteration covered by this application considered permanent, to be in place more than 90 days? (A temporary construction or alteration is required to be removed within 90 days and the property is to be returned to the original or agreed upon condition.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	4. Has a permit been issued for any of the proposed work? Date: _____ Permit No. _____ Has any work actually started? _____ Describe: _____
Section Three			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	1. Will the construction or alteration covered by this application make a physical change to any design elements, features or finishes visible from the exterior of the property?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	2. Will the construction or alteration covered by this application repair or replace an element of the building or property with a material different from the original material of that element?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	3. Will the construction or alteration covered by this application include painting exterior surfaces that have not been previously painted?
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>KW</u>	4. Does the construction or alteration covered by this application include demolition or removal of any part or element of the property visible from the exterior of the property?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>KW</u>	5. Will the construction or alteration covered by this application make any change in the appearance of the property as viewed from the exterior of the property?

The undersigned owner or authorized agent attests that the statements made above and on any attached explanations are true and agrees that this Scope Of Work Questionnaire and any attachments shall become a part of the application and the Certificate For Alteration cited and will be the limit of construction and/or alteration work undertaken. Further, construction will not start prior to authorization by the approval of the Certificate For Alteration.

Applicant Signature: Laura Alway

Date: 5/11/21

Verified By: Kevin Walker Date: 5/26/21 Action:

Date:

SIGN PERMIT APPLICATION

SP - 21 - _____

CITY OF

Lockhart TEXAS

(512) 398-3461 • FAX (512) 398-3833
P.O. Box 239 • Lockhart, Texas 78644
308 West San Antonio Street

CONTRACTOR/OWNER

CONTRACTOR NAME SCOTT VAUGHAN

LICENSE NO. 18033

DAY-TIME TELEPHONE 512-392-0900

ADDRESS 2401 INTERSTATE 35 S.

E-MAIL AUSTIN@SIGNCRAFTERS.NET

SAN MARCOS, TX 78666

BUSINESS
OWNER NAME LAYLA ALVEY

ADDRESS 104 E. MARKET ST.

DAY-TIME TELEPHONE 512-398-5500

LOCKHART, TX 78644

E-MAIL BUFFALOCLAWER@GMAIL.COM

PROPERTY

ADDRESS OR GENERAL LOCATION 104 E. MARKET ST.

ZONING CLASSIFICATION COMMERCIAL CENTRAL BUSINESS CCB HISTORIC LANDMARK OR DISTRICT (Y/N) Yes

NUMBER OF STREET FRONTAGES (Property lines abutting a public street) 1

PRINCIPAL USE OF LAND AND/OR BUILDINGS ON THE SITE RETAIL

NAME OF BUSINESS TO OWN OR USE PROPOSED SIGN FIREWHEEL TRADING Co.

REQUESTED PERMIT

PROPOSED CONSTRUCTION (Check all that apply) ON-PREMISE OFF-PREMISE

NEW SIGN STRUCTURAL REPAIR STRUCTURAL ALTERATION/RELOCATION

TYPE OF SIGN PROPOSED (Check all that apply) Hanging WALL MARQUEE

LOW PROFILE MEDIUM PROFILE WINDOW SIGNS HIGH PROFILE

INSTITUTIONAL DEVELOPMENT ENTRANCE RESIDENTIAL IDENTIFICATION

7% of 544 sq = 38.08 sq max. allowed sign area
Proposed Signage = 21.49 sq

CHARACTERISTICS OF SIGN

IF ATTACHED SIGN, TOTAL AREA OF BUILDING FACADE ON WHICH LOCATED 544 SQ. FT.
IF FREESTANDING SIGN, SETBACK FROM NEAREST STREET RIGHT-OF-WAY LINE ✓ FT.
HEIGHT TO TOP OF SIGN ✓ FT. TOTAL SIGN FACE AREA (One side only) 21.49 SQ. FT.
ILLUMINATION NONE INTERNAL REFLECTED BARE BULB

SUBMITTAL REQUIREMENTS

DRAWING, PREFERABLY SUBMITTED ON PAPER NO LARGER THAN 11" X 17", SHOWING: 1) The location of the proposed sign on the site or building, including dimensioned references to adjacent building features or nearest property line, as appropriate; 2) Dimensions of the sign and sign structure, including foundation or mounting details; 3) Material and electrical specifications; 4) Name of sign manufacturer, if applicable; and, 5) If the sign is to be freestanding and over six feet high, certification by a licensed engineer for structural compliance with the building code.

LIST OF SIGN FACE AREA OF ALL EXISTING SIGNS, IF ANY, ON THE SAME BUILDING FACADE (for attached signs) OR ALONG EACH STREET FRONTAGE OF THE PROPERTY (for freestanding signs).

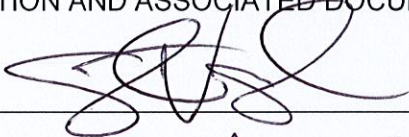
COPY OF STATE PERMIT OR AUTHORIZATION IF APPLICATION IS FOR AN OFF-PREMISE SIGN.

COMPLETED APPLICATION FOR A CERTIFICATE OF ALTERATION IF SIGN IS IN HISTORIC DISTRICT OR ON HISTORIC LANDMARK PROPERTY.

PERMIT FEE OF \$10.00, PLUS \$0.25 PER EACH SQUARE FOOT OF SIGN AREA OVER 40 SQUARE FEET, (applied to only one side of double-faced signs), PAYABLE TO THE CITY OF LOCKHART WHEN THE PERMIT IS ISSUED.

I HEREBY AFFIRM THAT IF I AM NOT OWNER OF THE PROPERTY UPON WHICH THE SIGN IS TO BE LOCATED, I AM AUTHORIZED BY THE PERSON, ORGANIZATION, OR BUSINESS ENTITY OWNING THE PROPERTY TO REPRESENT THEM IN THIS APPLICATION. TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT.

SIGNATURE



DATE

5/12/21

PRINTED OR TYPED NAME

AUSTIN VAUGHAN

NOTE: All freestanding signs require a pre-pour foundation inspection to verify the location and reinforcement of the sign. It is the contractor's responsibility to call for the inspection.

OFFICE USE ONLY

APPROVED BY

Planning

Building Inspection

PERMIT NUMBER SP - 21 - _____

CERT. FOR ALTERATION NUMBER CFA - 21 - 13

DATE _____

FEE

\$10.00

RECEIPT # _____