

City of Lockhart
Historical Preservation Commission
May 13, 2020

MINUTES

Members Present: John Lairsen, Ronda Reagan, Kathy McCormick (remotely), Ron Faulstich

Member Absent: Rick Thomson

Staff Present: Yvette Aguado, Kevin Waller, Dan Gibson

Public Present: Oran Venable (applicant, Agenda Item (5))

1. Call meeting to order. Chair Lairsen called the meeting to order at 5:40 p.m.
2. Election of Officers for 2020.

Vice-chair Reagan moved to nominate John Lairsen for the Chair seat. Commissioner McCormick seconded, and the motion passed by a vote of 4-0.

Chair Lairsen moved to nominate Ronda Reagan for the Vice-Chair seat. Commissioner Faulstich seconded, and the motion passed by a vote of 4-0.

3. Citizen comments not related to an agenda item.

None.

4. Consider the minutes of the April 1, 2020 meeting.

Vice-Chair Reagan identified some corrections necessary to the minutes as follows:

1. On Page one, to identify Commission members, present in person and remotely. Chair Lairsen was present in person. Vice-Chair Reagan, Commissioners Faulstich, Thomson, and McCormick were present remotely.
2. Page two, sentence five should read, "Vice-Chair Reagan asked how the power was going to be brought to the sign" and removing the word "electrical cord".
3. Page two, sentence seven to read "Vice-Chair Reagan stated that the electrical connection would have to go through the mortar and not the brick." Specifically, "cord" is changed to "connection".
4. The term "realtor" on Page three, sentences seven and eight, is corrected to "REALTOR", as it is trademarked.

Commissioner McCormick stated that Page two, sentence five should be changed from "Alexandra" to "Ms. Worthington", as this is a more formal reference.

Vice-Chair Reagan moved to approve the minutes as amended. Commissioner Faulstich seconded, and the motion passed by a vote of 4-0.

5. Discuss a Pre-Approved rear door replacement for the property located at 101 South Main Street, administratively approved by Staff on April 17, 2020 (CFA-20-03).

Planning Staff Kevin Waller utilized a PowerPoint presentation, answered Commissioners' questions, and stated that the proposed project qualified as a "Pre-Approved" Certificate for Alteration by the Historical Preservation Commission (Section 28-11(c)(3)). Pursuant to Section 28-11(c), the pre-approved Certificate for Alteration must be placed on the agenda of the Commission meeting for discussion.

Applicant Oran Venable, 1310-B South Medina Street, answered questions from the Commission. The Commission offered recommendations as to replacing the rear double-doors, framing, and materials.

6. Discuss a Pre-Approved hanging sign for the property located at 104 West Market Street, administratively approved by Staff on May 6, 2020 (CFA-20-04).

Planning Staff Kevin Waller utilized a PowerPoint presentation, answered Commissioners' questions, and stated that the proposed project qualified as a "Pre-Approved" Certificate for Alteration by the Historical Preservation Commission (Section 28-11(c)(1)). Pursuant to Section 28-11(c), the pre-approved Certificate for Alteration must be placed on the agenda of the Commission meeting for discussion.

Discussion ensued amongst the Commission, who had concerns about the sign's clearance height above the sidewalk potentially being less than the 7-foot minimum required for pre-approved hanging signs and as required by the Sign Ordinance.

Mr. Waller indicated that in a recent email discussion with applicant Rebecca Pulliam, she had indicated that the hanging sign would be at least 7 feet above the sidewalk. Waller will investigate this further.

7. Consider a recommendation to the City Council for amendments to Chapter 28, *Historic Districts and Landmarks*, to include: (1) A new provision for allowed absences (Section 28-3 (g)); (2) Elimination of the requirement for Commission discussion on Pre-Approved signs and other building features after administrative approval by Staff (Section 28-11(c)); (3) Elimination of the Certificate for Alteration requirement for signs not visible from a public street and indoor signs visible through a window from a public street (Section 28-11(d)); and (4) Deletion or modification of the Biennial Review Process (Section 28-26).

The Commission discussed the proposed amendments to Chapter 28 recommended by Staff, and determined that: (1) Adding a new provision for allowed absences would improve meeting attendance. The provision would read: "Commission members may be removed as provided in chapter 2, article IV of the Code of Ordinances. The absence by a member at three consecutive regular meetings of the commission, or a total of five regular meetings of the commission in a calendar year, shall be deemed to create a vacancy on the commission."; (2) Eliminating the requirement for Commission discussion on pre-approved certificate for alterations after administrative approval by Staff would increase efficiency by eliminating unnecessary procedures; (3) Elimination of the certificate for alteration requirement for signs not visible from a public street and indoor signs visible through a window from a public street will improve consistency with the sign ordinance; and (4) Deletion of the biennial review process section in

its entirety, to be replaced with a simple statement regarding the process for amending Chapter 28, will simplify the process for amending said chapter. The amended Section 28-26's title would be changed from "Biennial Review Process" to "Amendment", and the body would read: "Any provision of this chapter may be amended upon recommendation by the Historical Preservation Commission and approval of an ordinance by the City Council."

Vice-Chair Reagan moved to recommend approval of Staff's proposed amendments to Chapter 28, Section 28-3(g) to the City Council. Commissioner Faulstich seconded, and the motion passed by a vote of 3-1.

Commissioner Faulstich moved to recommend approval of Staff's proposed amendments to Chapter 28, Section 28-11(c) to the City Council. Chair Lairsen seconded, and the motion passed by a vote of 3-1.

Vice-Chair Reagan moved to recommend approval of Staff's proposed amendments to Chapter 28, Section 28-11(d) to the City Council. Chair Lairsen seconded, and the motion passed by a vote of 3-1.

Vice-Chair Reagan moved to recommend approval of Staff's proposed amendments to Chapter 28, Section 28-26 to the City Council. Commissioner Faulstich seconded, and the motion passed by a vote of 3-1.

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

Chair Lairsen reminded the Commission that it has two vacancies, and to recommend any candidates to Staff.

Vice-Chair Reagan suggested that Commission members direct those interested in applying for one of the vacant seats to either call the City, or go to City Hall to obtain an application from the City Secretary.

Mr. Waller stated that there will likely be an agenda item for the next regularly scheduled Commission meeting on May 20, 2020.

9. Adjournment.

Commissioner Faulstich moved to adjourn the meeting, and Commissioner McCormick seconded. The motion passed by a vote of 4-0, and the meeting adjourned at 6:50 p.m.

Approved: 6/3/20
(date)
John Lairsen
John Lairsen, Chair

Yvette Aguado
Yvette Aguado, Recording Secretary