

## **PUBLIC NOTICE**

**City of Lockhart  
Historical Preservation Commission  
5:30 p.m. Wednesday, March 25, 2020  
Municipal Building – Glosserman Room  
308 West San Antonio Street**

### **AGENDA**

1. Call meeting to order.
2. Citizen comments not related to an agenda item.
3. Consider the minutes of the March 4, 2020 meeting.
4. CFA-20-01. Consider a request by Michelle Brunner for approval of a Certificate for Alteration to allow three window signs and one projecting wall sign for the new Quirky Bird business on Part of Lot 6, Block 23, Original Town of Lockhart, zoned CCB (Commercial Central Business District) and located at 112 North Main Street.
5. Discuss nonconforming signage in the Historic District.
6. Discuss the location of exposed utility wiring on building walls in the Historic District.
7. Discuss possible amendments to Chapter 28, *Historic Districts and Landmarks*.
8. Discuss the date and agenda of the next meeting, including Commission requests for agenda items.
9. Adjournment.

**Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas at 4:00 p.m. on the 19<sup>th</sup> day of March, 2020.**



**City of Lockhart**  
**Historical Preservation Commission**  
**March 4, 2020**

**MINUTES**

Members Present: John Lairsen, Rick Thomson, Ron Faulstich, Ronda Reagan

Members Absent: Victor Corpus, Juan Alvarez, Jr., Kathy McCormick

Staff Present: Yvette Aguado, Kevin Waller, Dan Gibson

Public Present: None

1. Call meeting to order. Chair Lairsen called the meeting to order at 5:36 p.m.
2. Citizen comments not related to an agenda item. None
3. Consider the minutes of the December 4, 2019 meeting.

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

4. Consider the biennial report to City Council for the performance, accomplishments, and success of the historic districts and landmarks ordinance, historical preservation commission, and the historical preservation officer.

Planning Staff Kevin Waller shared a summary of the activity for the past two years (February 2018 to February 2020), referred to as the Biennial Report, to evaluate the performance, success, and accomplishments of the historic districts and landmarks ordinance, historical preservation commission, and the historical preservation officer. The report listed a total of 34 Certificates for Alteration that were approved, and 1 denied. Also included was the tax credit workshop held February 6, 2019 to discuss state and federal tax credit allowances and the City's tax abatement program, as well as the Commission's February 20, 2019 approval of the Historic Property Preservation Tax Abatement Application form developed by Staff. A total of 11 properties were recommended for approval as Historic Landmarks by the Commission on September 5, 2018, with nine residential, one, the old Lockhart Vocational High School, and one, the Brock Cabin. The City Council approved the landmark designations at its September 18, 2018 public hearing, finalizing an initiative that was started in February 1996 by the Commission. The Council also approved the Historic Overlay Zoning Map as a supplement to the Official Zoning Map. Lastly, the Historical Preservation Officer made a presentation to the Lockhart Downtown Business Association at its October 15, 2019 meeting to discuss the City's Certificate for Alteration and Pre-Approval review procedures.

Discussion ensued amongst the Commission, who suggested that flyers be mailed to property owners/tenants of buildings in the Historic District, or buildings identified as Historic Landmarks, detailing tax credits/tax abatement opportunities for building renovations. This will enable the City to be more proactive regarding improvements made to historic buildings.



Vice-Chair Reagan suggested revising the "Historic Landmarks" paragraph to state: "...finalizing an initiative that was originally started in February 1996 by the LHPC." Reagan then asked Staff to inform City Council that the Commission was heavily involved in developing the original list of Landmark properties.

Mr. Waller noted that in the "Historic Landmarks" paragraph, the City Council approval date should be corrected to September 18, 2018.

Vice-Chair Reagan also suggested to revise the Biennial Report to include an attendance report.

Commissioner Faulstich recommended that the Historic Districts and Landmarks Ordinance be amended to state that up to three consecutive Commission member absences are allowed, and up to five total absences allowed, in a calendar year, before the City Council can consider removal of a member.

The Commission concurred to include the attendance report, and to amend the Ordinance to include an attendance policy as above.

The Commission expressed their gratitude to Staff for all their hard work and commended Mr. Waller for the excellent preparation put into the presentations at each meeting.

*Vice-Chair Reagan moved to recommend approval of the biennial report to City Council, as amended. Commissioner Thomson seconded, and the motion passed by a vote of 4-0.*

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

Commissioner Faulstich suggested to add an agenda item to discuss policies, if any, on pre-existing signage in the Historic District.

Vice-Chair Reagan suggested to add an agenda item to review Building Department policies regarding exposed utility wiring on the front façade of buildings.

Mr. Waller reported that the next meeting would be March 18, 2020, as an application was to be submitted prior to the deadline.

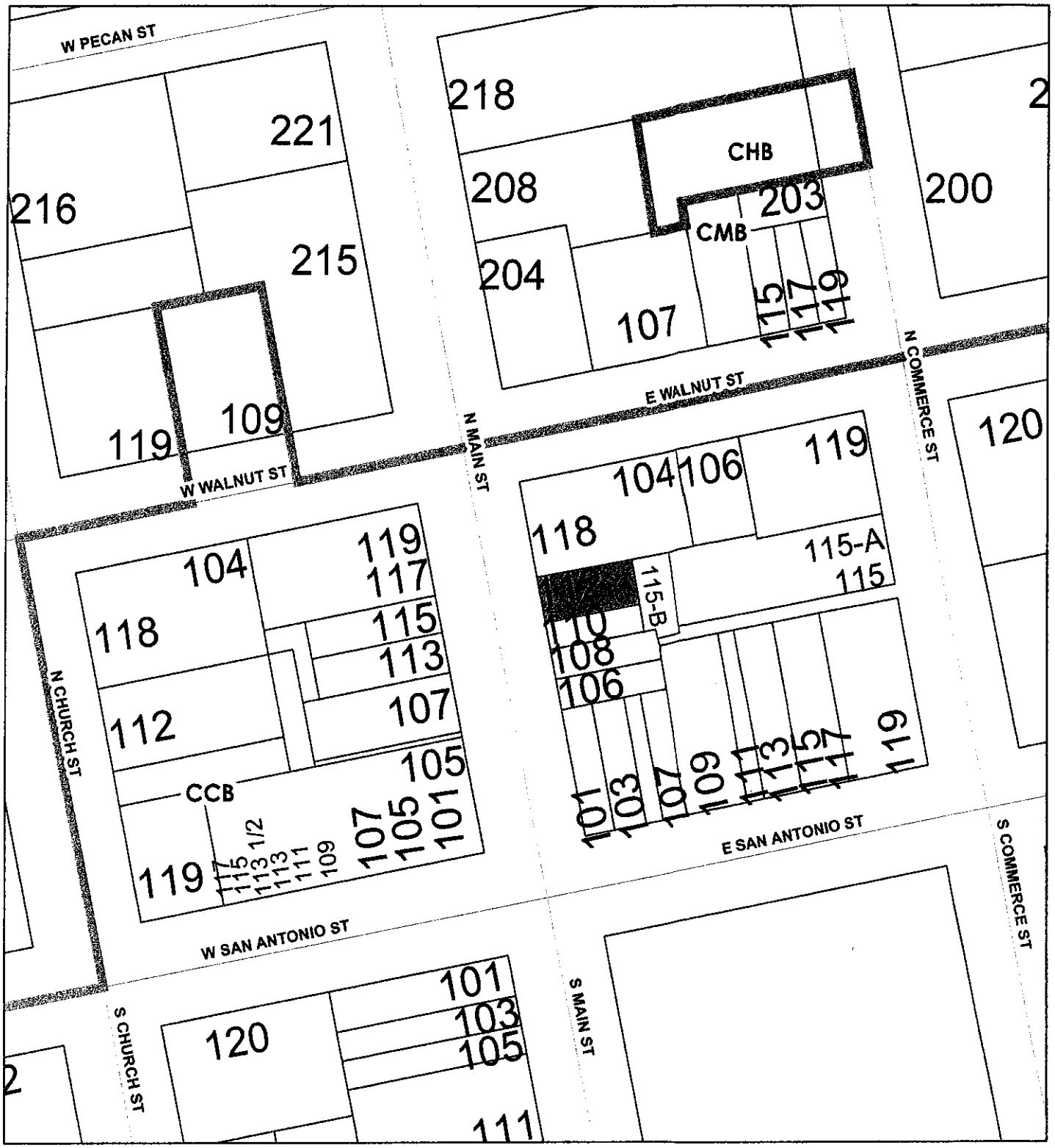
6. Adjournment.

*Vice-Chair Reagan moved to adjourn the meeting, and Commissioner Thomson seconded. The motion passed by a vote of 4-0, and the meeting adjourned at 6:14 p.m.*

Approved: \_\_\_\_\_  
(date)

\_\_\_\_\_  
Yvette Aguado, Recording Secretary

\_\_\_\_\_  
John lairsen, Chair



**CFA-20-01**

112 N MAIN ST

WINDOW SIGNS



Subject Property



Zoning Boundary

scale 1" = 100'

# STAFF REPORT

# CERTIFICATE FOR ALTERATION

## CASE SUMMARY

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STAFF: Kevin Waller, Assistant City Planner *KW*  
REPORT DATE: March 11, 2020  
MEETING DATE: March 18, 2020  
APPLICANT'S REQUEST: Three window signs and one projecting wall sign  
STAFF RECOMMENDATION: *Approval*  
CONDITIONS: None

CASE NUMBER: CFA-20-01

## BACKGROUND DATA

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APPLICANT: Michelle Brunner  
OWNER: Ronda Reagan  
SITE LOCATION: 112 North Main Street  
LEGAL DESCRIPTION: Part of Lot 6, Block 23, Original Town of Lockhart  
EXISTING USE OF PROPERTY: Retail store  
PROPOSED USE OF PROPERTY: Same  
ZONING CLASSIFICATION: CCB (Commercial Central Business District)

## ANALYSIS OF ISSUES

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**PROJECT DESCRIPTION:** The applicant proposes three window signs and a projecting wall sign for the new business entitled *The Quirky Bird*. Two of the window signs are identical in content and feature the business logo, measure four square feet each, and are to be located on the large front window panels on both sides of the business' entry. These two signs will be window decals and read "The Quirky Bird" beneath a graphic of an ostrich-like bird, with "Vintage & Fab Finds" beneath the business name, utilizing whimsical-type fonts. The third window sign will simply state "Vintage" in an all-caps font, measure six square feet, and be located on the right-side window panel above one of the two new business logo signs. The proposed projecting wall sign will utilize the existing bracket that formerly held the Sol Y Luna business' hanging sign, and will consist of the same business logo and text as the two window signs described above, with a textured background featuring several faint images of collectible items. The sign will be made of metal and measure 15 square feet. An Hours of Operation sign is proposed on the narrow window panel to the immediate left of the double-door entry which, at one and one-third square feet, is exempt from the provisions of the Sign Ordinance and Historic Districts and Landmarks Ordinance. Existing signage includes an "Antiques" sign on the left-side main window panel, and a neon "Open" sign immediately below the Antiques sign, which will both remain in place. It should be noted that a canopy for the front façade was approved by the Commission on November 6, 2019, but has not yet been installed. If the projecting wall sign is installed prior to erection of the canopy, the canopy's installation would require that the sign be lowered, the existing hanging bracket be removed, and the sign to likely hang beneath the canopy.

**COMPATIBILITY:** The signs will not detract from the character of the Courthouse Square. The projecting wall sign will utilize similar earth-tone colors as the upper portion of the front building façade to which it will be mounted. Another projecting wall sign is located on the same block as the subject property, at the Fields Stable Antiques business at 118 North Main Street. Other window signs, as well as hanging signs, on the same block include those at the Logos and Take Care Natural Health businesses. Other hanging signs across the street include those for Lockhart Arts and Craft, the IntaMint apparel store, Loop & Lil's Pizza, and the Wendy R gift shop.

**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.



# The Quirky Bird

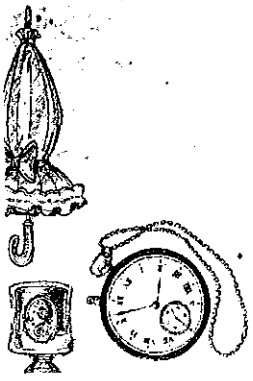
Vintage & Fab Finds

← 24" →

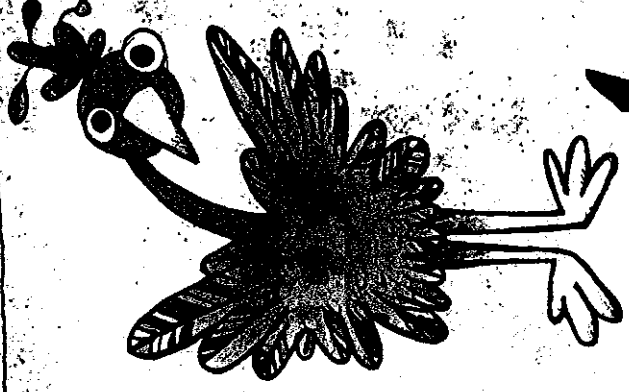
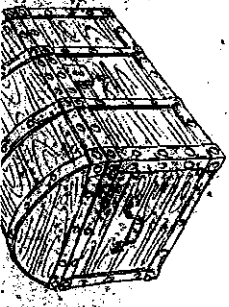
↑ 24" ↓

WINDOW DECALS (2)



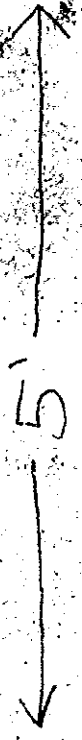
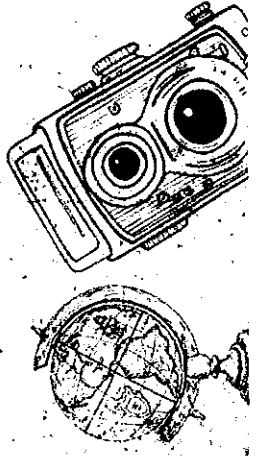
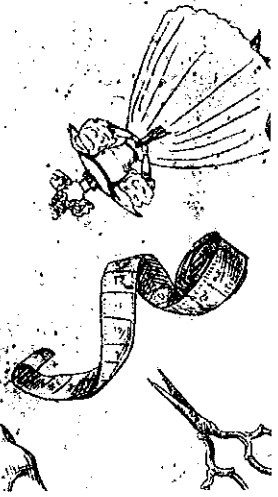


PROJECTING WALL SIGN



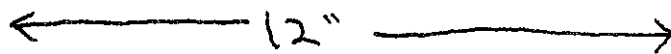
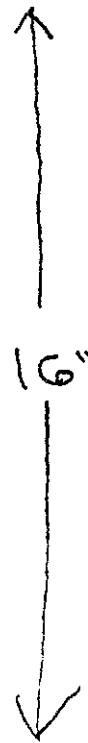
# The Quirky Bird

Vintage & Fab Finds



# Store Hours\*

Sunday	11 * 5
Monday	11 * 7
Tuesday	*CLOSED*
Wednesday	11 * 7
Thursday	11 * 7
Friday	11 * 7
Saturday	11 * 7



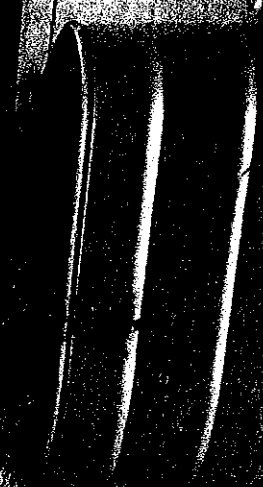
BLADE SIGN

Paul A. Reagen

112 North Main

ANTIQUES

QCB



## CERTIFICATE FOR ALTERATION APPLICATION

DATE RECEIVED: 3/5/20 DATE APPROVED: \_\_\_\_\_ CERTIFICATE NUMBER: CFA-20-01

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 Michelle Brunner Property Owner Ronda Reagan  
 Mailing Address 112 N MAIN ST Mailing Address 412 W SAN ANTONIO ST  
LOCKHART TX 78644 LOCKHART TX 78644  
 Telephone 701-500-9861 Telephone 512-757-1121  
 Person Doing Work Teach Resource Estimated Cost \$75  
 Property Legal Description O.T. Lockhart, Block 23, Lot PT 6  
 Property Street Address 112 N MAIN Street  
 Property City Zoning Designations CCB Central Business Dist Location Map Attached \_\_\_\_\_

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
	Apply 2 repositionable/Removable WINDOW CLINGS WITH Shop name in front windows - Also see below -
Total Sign Area = 38.3 sq ft	remixjewelry@yahoo.com Existing "Open" Sign - 28" x 17"      Proposed Hours of Operation - 16" x 12" (Exempt)
	2 Window Clings - 24" x 24" each - Proposed
	Lettering - "Vintage" Proposed      "Antiques" Existing - 12" x 72" each
	Existing Hanging Bracket → Blade Sign 60" x 36" - Proposed Sign
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: Michelle Brunner Date: 3/4/20  
 Property Owner Signature: Ronda Reagan Date: 3/4/20  
 Historical Preservation Officer Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Historical Preservation Commission: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATE FOR ALTERATION  
SCOPE OF WORK QUESTIONNAIRE**

Certificate No. CFA-20-01  
Page 2 of      Reviewed: Kevin Walker

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
<b>Section One</b>			
X		KW	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>
X		KW	2. Is this application for any construction or alteration work that is <u>NOT</u> described or defined as ordinary maintenance of a historic property? Is it more than limited "Ordinary Maintenance"?
X		KW	3. Will the construction or alteration covered by this application include any work visible from the exterior of the property?
	X	KW	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.)
<b>Section Two</b>			
	X	KW	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? _____
	X	KW	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?
X		KW	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.)
	X	KW	4. Has a permit been issued for any of the proposed work? Date: _____ Permit No. _____ Has any work actually started? _____ Describe: _____
<b>Section Three</b>			
	X	KW	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?
	X	KW	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?
	X	KW	3. Will the construction or alteration covered by this application include painting exterior surfaces that have not been previously painted?
	X	KW	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?
X		KW	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: Nichelle Brunner Date: 3/4/20

Verified By: Kevin Walker Date: 3/10/20 Action: \_\_\_\_\_ Date: \_\_\_\_\_

**SIGN PERMIT APPLICATION**

SP 20

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 \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

DAY-TIME TELEPHONE \_\_\_\_\_ ADDRESS \_\_\_\_\_

E-MAIL \_\_\_\_\_

OWNER NAME Michelle Brunner ADDRESS 112 N Main St

DAY-TIME TELEPHONE 701-500-9861 Lockhart Tx

E-MAIL info @ shopthequirkybird.com 78644

**PROPERTY**

ADDRESS OR GENERAL LOCATION 112 N MAIN ST

ZONING CLASSIFICATION 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 Store

NAME OF BUSINESS TO OWN OR USE PROPOSED SIGN The Quirky Bird

**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)  Blade  WALL (window)  MARQUEE

\_\_\_\_\_ LOW PROFILE  MEDIUM PROFILE \_\_\_\_\_ HIGH PROFILE

\_\_\_\_\_ INSTITUTIONAL \_\_\_\_\_ DEVELOPMENT ENTRANCE \_\_\_\_\_ RESIDENTIAL IDENTIFICATION

79% of 580 sq ft = 458.2 allowed sign area total  
Existing Signage = 9.3 sq ft  
Proposed Signage = 29 sq ft

**CHARACTERISTICS OF SIGN**

IF ATTACHED SIGN, TOTAL AREA OF BUILDING FACADE ON WHICH LOCATED 580 SQ. FT.  
IF FREESTANDING SIGN, SETBACK FROM NEAREST STREET RIGHT-OF-WAY LINE \_\_\_\_\_ FT.  
HEIGHT TO TOP OF SIGN \_\_\_\_\_ FT. TOTAL <sup>Proposed</sup> SIGN FACE AREA (One side only) 29 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 Michelle Brunner DATE 3/4/20

PRINTED OR TYPED NAME Michelle Brunner

**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 [Signature] \_\_\_\_\_  
Planning Building Inspection

PERMIT NUMBER SP - 20 - \_\_\_\_\_ CERT. FOR ALTERATION NUMBER CFA - 20 - 01

DATE \_\_\_\_\_ FEE \$10.00 RECEIPT # \_\_\_\_\_

