

## PUBLIC NOTICE

**City of Lockhart  
Historical Preservation Commission  
5:30 p.m. Wednesday, December 2, 2020  
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](http://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.*

## **AMENDED AGENDA**

1. Call meeting to order.
2. Citizen comments not related to an agenda item.
3. Consider the minutes of the November 4, 2020 meeting.
4. CFA-20-17. Consider a request by Cody Kimbell for approval of a Certificate for Alteration for a window sign at Bluebonnet Records on Part of Lot 2, Block 13, Original Town of Lockhart, zoned CCB (Commercial Central Business District) and located at 112 East Market Street.
5. Staff update on the status of the Tax Abatement Agreement for improvements made to 412 West San Antonio Street.
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 11:15 a.m. on the 25<sup>th</sup> day of November, 2020.**

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

**MINUTES**

Members Present: Ronda Reagan, Ray Ramsey, Christine Ohlendorf, Michel Royal, John Lairsen, Rick Thomson

Member Absent: Ron Faulstich

Staff Present: Yvette Aguado, Kevin Waller

Public Present: Matt Morren (applicant, Agenda Item (4)), Tamara Carlisle (applicant, Agenda Item (5)), Allison Geneser (applicant, Agenda Item (6))

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 7, 2020 meeting.

*Commissioner Ramsey moved to approve the minutes as presented. Commissioner Ohlendorf seconded, and the motion passed by a vote of 6-0.*

4. CFA-20-14. Consider a request by Matt Morren for approval of a Certificate for Alteration for wall and window signage for the “Electric Rodeo Tattoo” business on Part of Lot 3, Block 13, Original Town of Lockhart, zoned CCB (Commercial Central Business District) and located at 116 East Market Street.

Planning Staff Kevin Waller explained that the wall sign will be a projecting, “blade”-style neon sign that will measure 24 square feet, to be located on the upper wall above the awning and clerestory windows. The sign will be double-faced and mounted to the building with a 3/8-inch thick steel plate, to be anchored into the stucco wall with bolts. In addition, two steel wires will be run from the sign to opposite corners of the building for added stability. The 26 square-foot window sign will be located in the clerestory windows above the awning. Mr. Waller utilized a PowerPoint presentation and answered Commissioners’ questions. Staff recommended approval.

Discussion ensued amongst the Commission.

Applicant Matt Morren, 421 Bonita Vista Dr., Buda, TX, answered Commissioners’ questions.

*Commissioner Thomson moved to approve the Certificate for Alteration application (CFA-20-14) as proposed. Vice-Chair Reagan seconded, and the motion passed by a vote of 6-0.*

5. CFA-20-15. Consider a request by Tamara Carlisle for approval of a Certificate for Demolition for an awning demolition 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 explained that the applicant proposes to demolish the existing awning and replace it with a new awning in future, the replacement of which will require a separate Certificate for Alteration application. The proposed demolition is reviewed under the Certificate for Alteration guidelines, as provided in Section 28-14 of the Historic Districts and Landmarks Ordinance. The applicant cites the poor condition of the current awning and resulting safety issues as the reason for demolition and eventual replacement. Mr. Waller utilized a PowerPoint presentation and answered Commissioners' questions. Staff recommended approval.

Applicant Tamara Carlisle, 1700 Rabb Rd, Austin, TX, answered Commissioners' questions.

*Chair Lairsen moved to approve the Certificate for Demolition application (CFA-20-15) with the condition that the awning be replaced within 6 months, and that the existing downspouts be altered to allow for proper drainage until a new awning is installed. Commissioner Royal seconded, and the motion passed by a vote of 6-0.*

6. CFA-20-16. Consider a request by Allison Geneser and Leanna Ford for approval of a Certificate for Demolition for an awning demolition on Part of Lot 1, Block 23, Original Town of Lockhart, zoned CCB (Commercial Central Business District) and located at 105 East San Antonio Street.

Mr. Waller explained that the applicant proposes to demolish the existing awning, which the applicant states will not be replaced. The awning is in poor condition, which presents a safety issue to building tenants, pedestrians, and the general public. The hanging rods and all associated hardware will also be removed. The proposed demolition is reviewed under the Certificate for Alteration guidelines, as provided in Section 28-14 of the Historic Districts and Landmarks Ordinance. Mr. Waller utilized a PowerPoint presentation and answered Commissioners' questions. Staff recommended approval.

Applicant Allison Geneser, 708 W. Prairie Lea St., Lockhart, TX, answered Commissioners' questions.

There was discussion and concerns expressed amongst the Commission with regard to the demolished awning not being replaced, as well as suggestions to the applicant for proper downspout drainage post-demolition.

*Commissioner Ramsey moved to approve the Certificate for Demolition application (CFA-20-16). Vice-Chair Reagan seconded, and the motion passed by a vote of 5-1.*

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

Mr. Waller stated that no applications had been submitted by today's deadline for the November 18 meeting, so that meeting will be canceled. The next regularly scheduled meeting following November 18 is December 2.

Vice-Chair Reagan suggested that it was time to finalize the Tax Abatement Agreement for improvements made to her historic landmark home at 412 West San Antonio Street, the tax abatement of which the Commission had recommended approval and the City Council made a determination of eligibility. She stated that the City Attorney might be able to assist in drafting the agreement.

Chair Lairsen requested that Staff add an agenda item to the next Commission meeting for a status update on the Tax Abatement Agreement for Ms. Reagan's property.

Commissioner Thomson asked to review the guidelines for demolition permits, which should include a provision for mandatory replacement of demolished awnings. The City, besides property owners, should have the ability to require demolition of dilapidated awnings that create a public safety hazard. The Historical Preservation Commission has a responsibility to preserve the buildings in the Historic District, which should include the replacement of any demolished awnings. Allowing the demolition of awnings without requiring their replacement sets a bad precedent.

8. Adjournment.

*Commissioner Thomson moved to adjourn the meeting, and Commissioner Ramsey seconded. The motion passed by a vote of 6-0, and the meeting adjourned at 6:24 p.m.*

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

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

\_\_\_\_\_  
John Lairsen, Chair



**CFA-20-17**

112 E MARKET ST

WINDOW SIGN



 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: November 24, 2020  
MEETING DATE: December 2, 2020  
APPLICANT'S REQUEST: Window sign  
STAFF RECOMMENDATION: **Denial** (*see recommendations below*)  
CONDITIONS: None

CASE NUMBER: CFA-20-17

## BACKGROUND DATA

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APPLICANT: Cody Kimbell, Bluebonnet Records  
OWNER: Patrick Davis  
SITE LOCATION: 112 East Market Street  
LEGAL DESCRIPTION: Part of Lot 2, Block 13, Original Town of Lockhart  
EXISTING USE OF PROPERTY: Commercial building  
PROPOSED USE OF PROPERTY: Same  
ZONING CLASSIFICATION: CCB (Commercial Central Business District)

## ANALYSIS OF ISSUES

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**PROJECT DESCRIPTION:** The application is for an already-installed window sign for the Bluebonnet Records retail store. The sign was installed around the time that the existing, 28 square-foot wall sign was approved by the Commission in August 2019. Originally, the applicant planned to remove the window sign and replace it with a different sign, but ultimately chose to leave the sign in place and submit the Certificate for Alteration application for approval. The sign is simple, located on the second from the leftmost window panel, and consists of paper lettering taped to the inside window glass reading "NEW + USED VINYL/CD'S/CASSETTES" in an all-caps font. This sign measures 5.4 square feet in size, and together with the 28 square-foot wall sign, totals 33.4 square feet. The 7 percent sign area threshold for the front building façade is 33.6 square feet.

**COMPATIBILITY:** The window sign is not of a scale that would detract from the historic character of the Courthouse Square. However, due to the fact that the scotch tape fastening the sign's paper lettering to the windows is clearly visible, Staff recommends that the actual lettering be replaced with colored tape fashioned into the letters themselves, or other adhesive lettering be used, for a more permanent and professional appearance.

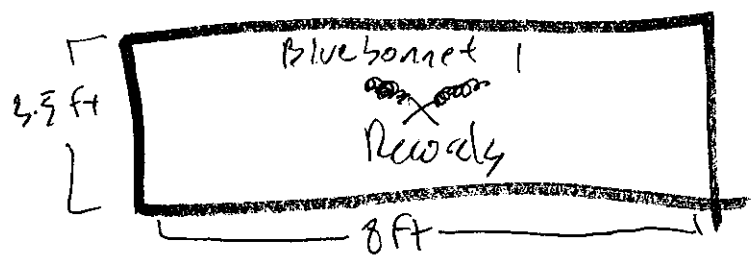
**COMPLIANCE WITH STANDARDS:** The sign complies with the sign ordinance, and the required sign permit is subject to approval of this Certificate for Alteration.

**ALTERNATIVES:** See the "Compatibility" section above.

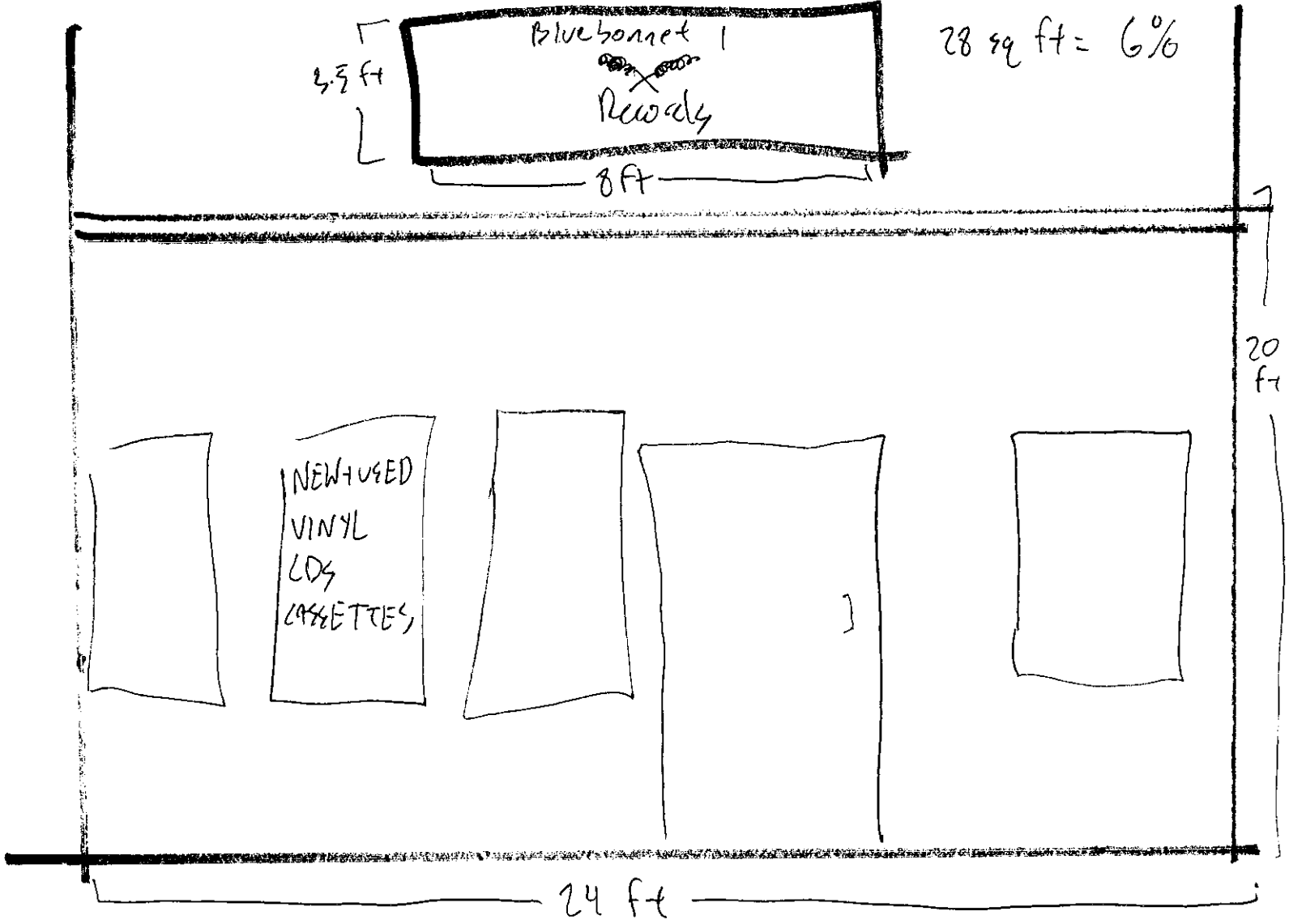


SQ FT =

$$\begin{aligned}
 5.5'' \times 36'' &= 198 \text{ sq in} \\
 5.5'' \times 18'' &= 99 \text{ sq in} \\
 5.5'' \times 14'' &= 77 \text{ sq in} \\
 5.5'' \times 36'' &= 198 \text{ sq in} \\
 &= 572 \text{ sq in} \\
 &= 3.96 \text{ sq ft} \\
 &= 1\%
 \end{aligned}$$



$$28 \text{ sq ft} = 6\%$$



Materials = paper + tape

$$= 440 \text{ sq ft}$$

## CERTIFICATE FOR ALTERATION APPLICATION

DATE RECEIVED: 11/17/2020 DATE APPROVED: \_\_\_\_\_ CERTIFICATE NUMBER: CFA-20-17

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 Bluesonnet Records Property Owner Patrick Davis  
 Mailing Address 112 E Market St, Mailing Address 110 E Market St  
Lockhart, TX 78644 Lockhart, TX 78644  
 Telephone 512 668 4489 Telephone 512 376 9903  
 Person Doing Work n/a Estimated Cost \$0  
 Property Legal Description OT Lockhart Block 13 Lot PT 2  
 Property Street Address 112 E Market St Lockhart, TX 78644  
 Property City Zoning Designations CCB 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
Paper letters taped to inside of window reading:
NEW + USED VINYL CDs CASSETTES
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: \_\_\_\_\_ Date: 11/17/20  
 Property Owner Signature: \_\_\_\_\_ Date: 11-17-20  
 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-20-17  
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"/>	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>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	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"?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	KW	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"/>	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.)
Section Two			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	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? <u>                    </u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	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?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	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.)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	KW	4. Has a permit been issued for any of the proposed work? Date: <u>            </u> Permit No. <u>            </u> Has any work actually started? <u>Yes</u> Describe: <u>letters are up</u>
Section Three			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	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?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	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?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	KW	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 type="checkbox"/>	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?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	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:  Date: 11/17/20

Verified By: Kevin Waller Date: 11/24/2020 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 Cody Kimbell LICENSE NO.                       
DAY-TIME TELEPHONE 713 823 7881 ADDRESS 112 E Market St  
E-MAIL codykimbell@gmail.com  
OWNER NAME Patrick Davis ADDRESS 110 E Market St  
DAY-TIME TELEPHONE 512 376 9903  
E-MAIL davispatrick@hotmail.com

## PROPERTY

ADDRESS OR GENERAL LOCATION 112 E Market St  
ZONING CLASSIFICATION CCB HISTORIC LANDMARK OR DISTRICT (Y/N) Y  
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 Bluebonnet Records

## 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)  WINDOW  WALL  MARQUEE  
 LOW PROFILE  MEDIUM PROFILE  HIGH PROFILE  
 INSTITUTIONAL  DEVELOPMENT ENTRANCE  RESIDENTIAL IDENTIFICATION

79% of 480 sq = 33.6 sq sign area max.  
Existing signage = 28 sq  
New This sign = 5.4 sq

**CHARACTERISTICS OF SIGN**

IF ATTACHED SIGN, TOTAL AREA OF BUILDING FACADE ON WHICH LOCATED 480 SQ. FT.  
IF FREESTANDING SIGN, SETBACK FROM NEAREST STREET RIGHT-OF-WAY LINE   /   FT.  
HEIGHT TO TOP OF SIGN 7.8 FT. TOTAL SIGN FACE AREA (One side only) 5.4 SQ. FT.  
ILLUMINATION 0 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 [Signature] DATE 11/17/20  
PRINTED OR TYPED NAME Cody Kimbell

**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 - 17

DATE    FEE \$10.00 RECEIPT #