

## **PUBLIC NOTICE**

**City of Lockhart  
Historical Preservation Commission  
5:30 p.m. Wednesday, October 18, 2023  
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 October 4, 2023 meeting.
4. CFA-23-32. Consider a request by Tamara Carlisle for approval of a Certificate for Alteration for a wall sign and the repainting of a previously painted building with a different color on part of Lot 5, Block 19, Original Town of Lockhart, zoned CCB (Commercial Central Business) and located at 113 South Main Street.
5. CFA-23-33. Consider a request by Shawn Martinez for approval of a Certificate for Alteration for a replacement side exterior door, the sloping of the sidewalk in front of the door, and the addition of two structural braces to the truss system on parts of Lots 5 and 6, Block 13, Original Town of Lockhart, zoned CCB, and located at 218 South Main 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 11:45 a.m. on the 11<sup>th</sup> day of October, 2023.**

**City of Lockhart**  
**Historical Preservation Commission**  
**October 4, 2023**

**MINUTES**

Members Present: Ray Ramsey, Christine Ohlendorf, Ronda Reagan, John Lairsen, Michel Royal, Kevin Thuerwaechter

Member Absent: Ron Faulstich

Staff Present: Kevin Waller, Yvette Aguado, Evan Olszewski, David Fowler

Public Present: Jamee Warden (Applicant, Agenda Item 4), Christopher St. Leger (Applicant, Agenda Item 5), Robert Steinbomer, Lauren Siegel, Ben Siegel

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 September 6, 2023, meeting.

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

4. CFA-23-30. Consider a request by Jamee Warden for approval of a Certificate for Alteration for two window signs on parts of Lots 4 and 5, Block 23, Original Town of Lockhart, zoned CCB (Commercial Central Business) and located at 115 North Commerce Street, Suite 101.

Planning Staff Kevin Waller provided a brief overview of the proposal via PowerPoint presentation. He reported that the applicant proposes two window signs. The two vinyl decal signs include one in the large window panel to the left of the front door, and the other on the small window panel above the door. Staff recommends approval.

*Vice-Chair Reagan moved to approve CFA-23-30 as presented. Commissioner Ramsey seconded, and the motion passed by a vote of 6-0.*

5. CFA-23-31. Consider a request by Christopher St. Leger for approval of a Certificate for Alteration for the painting of the currently unpainted exterior of a City-registered Historic Landmark single-family residence, removal of a rear storm porch addition, reconstruction of the rear building façade, construction of a new rear balcony, railing, and columns, enlargement of the rear deck, construction of a new patio off of the rear door, replacement of the roof, a new garage door for the detached garage, painting of the detached garage's currently unpainted exterior to match the residence's proposed exterior paint, and a new, front-yard brick driveway, on Lot 1, Block 1, Arnette McDaniels Subdivision, zoned RMD (Residential Medium Density) and located at 703 West San Antonio Street.

Mr. Waller provided a brief overview of the proposal via PowerPoint presentation. The applicant proposes multiple exterior improvements to a City-registered Historic Landmark single-family

residence, as well as to a detached garage. The project components include the painting of the residence's currently unpainted brick exterior, painting of the currently unpainted detached garage to match the residence, removal of a wood-clad storm porch addition at the rear of the residence, reconstruction of the rear façade, replacement of the existing rear deck, replacement of the metal roof, the addition of a new garage door on the west wall of the detached garage, and a new brick driveway to replace the existing gravel driveway. Staff recommends approval of the proposed improvements, and denial of the painting of the residence and detached garage.

Mrs. Lauren Siegel, 84 Chalmers Ave., Austin, Texas, owner of the subject property, came forward to provide further details and an explanation of the proposed project. She responded to questions from the Commission.

Discussion continued with Commissioners and Mrs. Siegel.

Robert Steinbomer, 321 San Jacinto St., came forward to offer possible alternatives to painting the brick. He added that not only is there not enough of the salvaged original brick from the work that has begun at the rear of the house to utilize in the remodel, but also that this particular type of brick can no longer be obtained. Therefore, painting the entire house is the best option for a cohesive and uniform appearance.

Mr. Ben Siegel, 84 Chalmers Ave., Austin, Texas, also owner of the subject property, inquired as to the nature of the property's Landmark status when there is no mention of such on the deed or County Appraisal District website.

Mr. Waller responded that according to Staff's research, it is unclear as to whether the City Secretary had a document recorded with the County Clerk's office to designate the landmark status following the City Council's approval of the landmark in September 2018.

Chair Lairsen asked the applicant what the goal was for the project.

Mr. Siegel stated that they would rather remove the Historic Landmark designation and proceed with the proposed project in its entirety, including painting.

Discussion continued amongst the Commission.

Chair Lairsen suggested that Staff provide the applicants with details on the tax abatement process as well as a reversal of the Historic Landmark designation, as they have requested.

*Vice-Chair Reagan moved to approve CFA-23-31 for all improvements, but denied the painting of the house and detached garage. Commissioner Royal seconded, and the motion passed by a vote of 6-0.*

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

Mr. Waller reported that two applications had been submitted by the deadline; therefore, the next regularly scheduled meeting would be held Wednesday, October 18, 2023.

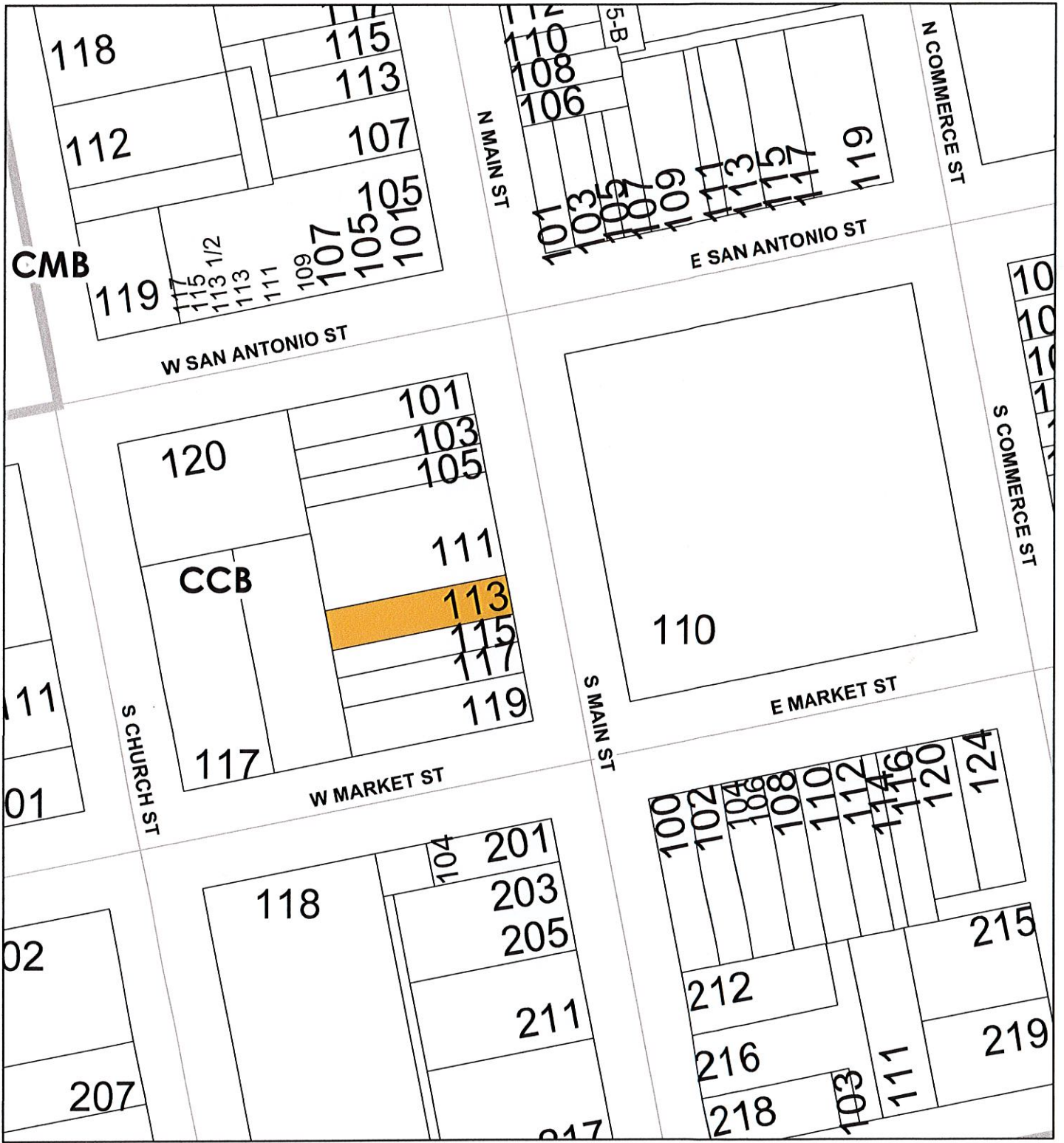
7. Adjournment.

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

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

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

\_\_\_\_\_  
John Lairsen, Chairman



**CFA-23-32**

113 S MAIN ST

WALL SIGN & REPAINTING



Subject Property



Zoning Boundary

scale 1" = 100'

# STAFF REPORT

# CERTIFICATE FOR ALTERATION

## CASE SUMMARY

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STAFF: Kevin Waller, Historical Preservation Officer / Senior Planner *KW* CASE NUMBER: CFA-23-32  
REPORT DATE: October 11, 2023  
MEETING DATE: October 18, 2023  
APPLICANT'S REQUEST: Wall sign and repainting of previously-painted building with two different colors  
STAFF RECOMMENDATION: **Approval**  
CONDITIONS: None

## BACKGROUND DATA

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APPLICANT AND OWNER: Tamara Carlisle, 2120 Enterprises, LLC  
SITE LOCATION: 113 S. Main St.  
LEGAL DESCRIPTION: Part of Lot 5, Block 19, Original Town of Lockhart  
EXISTING USE OF PROPERTY: Vacant commercial building  
PROPOSED USE OF PROPERTY: Mixed-use building (commercial and residential)  
ZONING CLASSIFICATION: CCB (Commercial Central Business)

## ANALYSIS OF ISSUES

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**PROJECT DESCRIPTION:** Proposed is a wall sign for the future Get Lucky Gallery business establishment, as well as the repainting of the building's front wall façade. The wall sign will be placed in the same location above the awning as the previous Westy's Pharmacy sign, and will measure 52.5 square feet, which represents the 7% maximum allowed sign area of the wall façade in the CCB zoning district (Sign Ordinance Section 46-11(b)). The sign will feature the business name, Get Lucky Gallery, in an all-caps font, with "Get Lucky" in the upper line of text, and "Gallery" in the lower line. According to the applicant, the sign will utilize the same matte black metal lettering found in the Commerce Gallery sign, to be mounted into the mortar with individual lettering. The "u" in "Lucky" will resemble a horseshoe shape in a tan shade. In addition, the front wall façade will be repainted above the awning, with all areas that are currently white to be painted "cactus gray", a light gray that is inspired by the applicant's vehicle color. The areas currently featuring blue accent coloring around and above the windows, and in an archway feature between the windows, will be painted black. The applicant also plans to replace the awning fabric to match the new black accent color. It should also be noted that the proposed mixed-use building element, being an art gallery on the first floor, and live/work space on the second, will require a Specific Use Permit from the Planning and Zoning Commission.

**COMPATIBILITY:** The proposed sign is not of a scale or design that would detract from the character of the Courthouse Square. Other wall signs are located along the same block as the subject property, including those for First Lockhart National Bank on the adjacent property to the north, and Lone Star Realty two properties to the south. Although the predominant building color on this block includes varying shades of brown, the Spellerberg Projects building three properties to the north has a white and gray color scheme, which, along with the subject property's proposed gray and black scheme, is distinct but not detracting from the overall earth tones on the block.

**COMPLIANCE WITH STANDARDS:** The sign complies with the Sign Ordinance, and the required Sign Permit is subject to approval of this Certificate for Alteration. Although there are no design guidelines in the Historic Districts and Landmarks Ordinance for the repainting proposal, it is subject to approval of the Certificate for Alteration. No building permit is required for repainting.

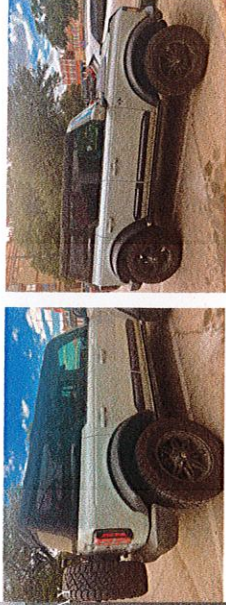
**ALTERNATIVES:** None necessary.





COLOR SWITCH REFERENCE

Black and cactus gray



Cost lucky gallery will be  
 matte black lettering like  
 Sammie gallery

Everywhere on the building that is blue will  
 be painted BLACK and everything that is  
 white will be painted CACTUS GRAY





# Lockhart TEXAS

## CERTIFICATE FOR ALTERATION APPLICATION CFA-23-32

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

2120 Entrepers LLC

### APPLICANT / PROPERTY OWNER

APPLICANT NAME TAMARA CAELIKE ADDRESS 102 S Commerce St  
 DAY-TIME TELEPHONE 512 657 1850 78644  
 E-MAIL TAMARAKCAELIKE@gmail.com  
 OWNER NAME TAMARA CAELIKE ADDRESS \_\_\_\_\_  
 DAY-TIME TELEPHONE 512 657 1850 Blanca \_\_\_\_\_  
 E-MAIL TAMARA K CAELIKE@gmail.com \_\_\_\_\_  
 PERSON DOING WORK 2120 Entrepers LLC ESTIMATED COST 7,000<sup>00</sup>

### PROPERTY

LEGAL DESCRIPTION Part of Lot 5, Block 19, Original Town of Lockhart  
 ADDRESS 113 S Main St 78644 ZONING CLASSIFICATION CCB

### GENERAL INFORMATION

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, area, or district, as viewed from the exterior (Ord. 93-19, Sec. 11 and 12). A CFA is also required for interior work affecting load-bearing walls. A City Sign Permit and/or City Building Permit may also be required by City Code. **Only fully completed applications will be accepted.**

### PROJECT DESCRIPTION AND ATTACHMENTS

PLEASE INCLUDE PHOTOS OF THE PROJECT AREA WITH THE APPLICATION, AS WELL AS A DIAGRAM(S) OF THE PROPOSED WORK WITH DIMENSIONS, MATERIALS, METHOD OF ATTACHMENT TO THE BUILDING (IF APPLICABLE), TECHNICAL SPECIFICATIONS, ETC. THE DIAGRAM MAY BE HAND-DRAWN. ALL ATTACHMENTS MUST BE IN 8.5" X 11" FORMAT. PROVIDE A DESCRIPTION OF THE PROPOSED WORK HERE:

Repainting to a different color, and new wall sign.

**APPLICATION FEE OF \$50.00, payable to the City of Lockhart** Receipt Number: \_\_\_\_\_

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT, AND IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION.

APPLICANT SIGNATURE Tamara Caelike DATE 9/29/23  
 PROPERTY OWNER SIGNATURE Tamara Caelike DATE 9/29/23  
 HISTORICAL PRESERVATION COMMISSION APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_



# CERTIFICATE FOR ALTERATION- SCOPE OF WORK QUESTIONNAIRE

This form must be completed by the applicant for a Certificate for Alteration. The Lockhart Historical Preservation Officer (HPO) shall independently verify all information provided on the application and attached questionnaire. The HPO shall review the application and this questionnaire in an expedient manner and notify the applicant of the outcome of the review. Additional information may be needed to complete the application and review process. Final review and action on the application for the Certificate for Alteration by the Lockhart Historical Preservation Commission in a public meeting is required. Any required explanations to answers given shall be attached. The proposed improvements represented on this application will be the limit of construction and alteration work undertaken.

**Construction shall not begin prior to authorization by the approval of the Certificate for Alteration.**

Yes No Verified

## SCOPE OF WORK QUESTIONS

### Section One

- |     |     |    |  |
|-----|-----|----|--|
| ✓   | ___ | KW | 1. Is this application for construction or alteration on or at a property which is in a Historic District or a City-designated Historic Landmark? What is its zoning designation? <u>CEB</u><br>Check one: Historic Landmark ___ Historic District <input checked="" type="checkbox"/> |
| ✓   | ___ | KW | 2. Is this application for any construction or alteration work that is <b>NOT</b> described or defined as ordinary maintenance of a historic property? Is it more than limited "Ordinary Maintenance"?   |
| ✓   | ___ | KW | 3. Will the construction or alteration covered by this application include any work visible from the exterior of the property?   |
| ___ | ✓   | 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

- |     |     |    |   |
|-----|-----|----|---|
| ___ | ✓   | 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? _____  |
| ___ | ✓   | 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?  |
| ✓   | ___ | 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.) |
| ✓   | ✓   | KW | 4. Has a permit been issued for any of the proposed work? Date: _____ Permit No. _____<br>Has any work actually started? ___ Describe: _____  |

### Section Three

- |     |     |    |   |
|-----|-----|----|---|
| ✓   | ___ | 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?                |
| ___ | ✓   | 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? |
| ___ | ✓   | KW | 3. Will the construction or alteration covered by this application include painting exterior surfaces that have not been previously painted?  |
| ___ | ✓   | 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?                |
| ✓   | ___ | 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?                                 |

Scope of Work Questions Verified By: Kenin Waller

Date of Verification: 10/11/23

Certificate No. CFA-23-32 Date Submitted 10/4/23

**Please Note:** 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.



# SIGN PERMIT APPLICATION

SP - 23 - \_\_\_\_\_

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 2120 Enterprises LICENSE NO. \_\_\_\_\_

DAY-TIME TELEPHONE 512 657 1850 ADDRESS 102 S Commerce

E-MAIL tamara@2120enterprises.com Lockhart 78644

OWNER NAME Tamara Guelke Don Blain ADDRESS \_\_\_\_\_

DAY-TIME TELEPHONE 512 657 1850 \_\_\_\_\_

E-MAIL TamaraGuelke@gmail.com \_\_\_\_\_

## PROPERTY

ADDRESS OR GENERAL LOCATION 113 S Main St

ZONING CLASSIFICATION CCB Commercial HISTORIC LANDMARK OR DISTRICT (Y/N) N

NUMBER OF STREET FRONTAGES (Property lines abutting a public street) 2

PRINCIPAL USE OF LAND AND/OR BUILDINGS ON THE SITE Art Gallery 1st Floor  
Wide Work Space 2nd Floor

NAME OF BUSINESS TO OWN OR USE PROPOSED SIGN Get Lucky Gallery

## 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)  WALL  MARQUEE

LOW PROFILE  MEDIUM PROFILE  HIGH PROFILE

INSTITUTIONAL  DEVELOPMENT ENTRANCE  RESIDENTIAL IDENTIFICATION











# STAFF REPORT

# CERTIFICATE FOR ALTERATION

## CASE SUMMARY

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STAFF: Kevin Waller, Historical Preservation Officer / Senior Planner *KW* CASE NUMBER: CFA-23-33  
REPORT DATE: October 11, 2023  
MEETING DATE: October 18, 2023  
APPLICANT'S REQUEST: Exterior door replacement, sloping of sidewalk in front of door, and add two structural braces to truss system  
STAFF RECOMMENDATION: **Approval**  
CONDITIONS: None

## BACKGROUND DATA

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APPLICANT: Shawn Martinez  
OWNER: Gaslight-Baker Theatre  
SITE LOCATION: 218 S. Main St.  
LEGAL DESCRIPTION: Parts of Lots 5 and 6, Block 13, Original Town of Lockhart  
EXISTING USE OF PROPERTY: Commercial  
PROPOSED USE OF PROPERTY: Same  
ZONING CLASSIFICATION: CCB (Commercial Central Business)

## ANALYSIS OF ISSUES

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**PROJECT DESCRIPTION:** Proposed is the replacement of a side exit door, the sloping of the sidewalk adjacent to the door, and the addition of two structural braces to the truss system of what is historically known as the Haun Building, part of the Gaslight-Baker Theatre. The exit door will be out-swinging, measuring three feet by six feet 8 inches, of metal construction, and located on the Prairie Lea side of the building. The door will be further offset from the street than the existing door, as required by code, and consequently inset into the building. Although the door can be considered pre-approved per Section 28-11(c)(3) of the Historic Districts and Landmarks Ordinance, Staff prefers to include it with the other project components that do require a Certificate for Alteration for ease of review. An approximate 20-foot section of public sidewalk adjacent to the door will be sloped at a 1/20 ratio in an up and back down manner for the sidewalk's full depth, with the high point meeting the door. The applicant states that the Public Works Department has been consulted for guidance on the sidewalk improvements. Two, two-inch by six-inch structural braces will be added to the truss system, one at the north end, and the other at the south, which the applicant explains will make the truss structure more stable for sheetrock and insulation. Additional components of the overall project include interior renovations that are considered to be ordinary maintenance, which do not require Commission review. Please refer to the enclosed drawings submitted with the application materials.

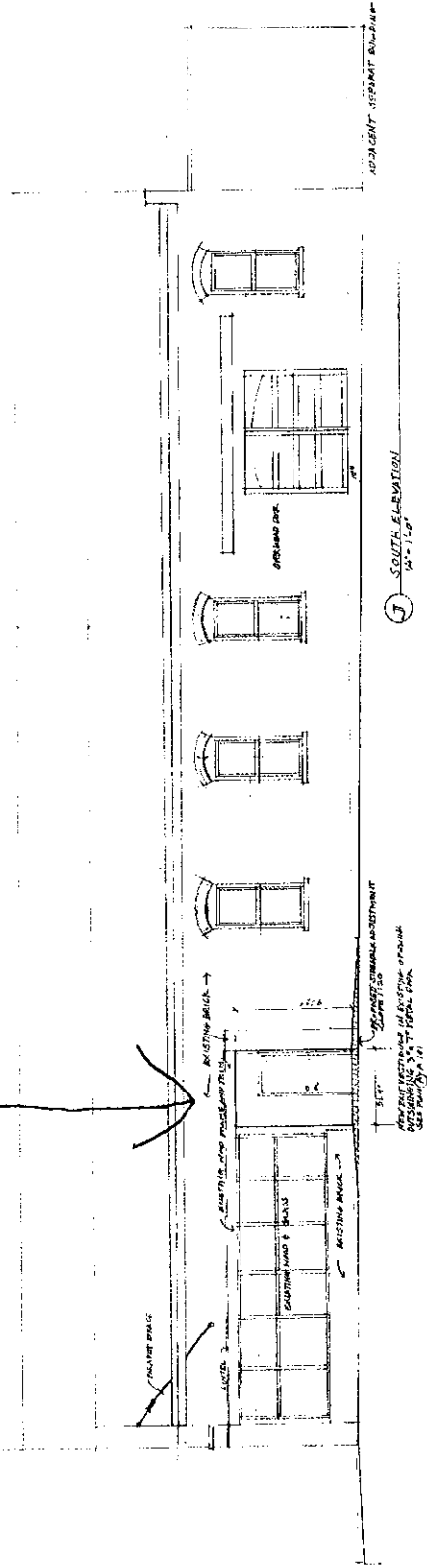
**COMPATIBILITY:** The proposed exit door replacement and sidewalk improvements will have little visual impact on the Courthouse Square.

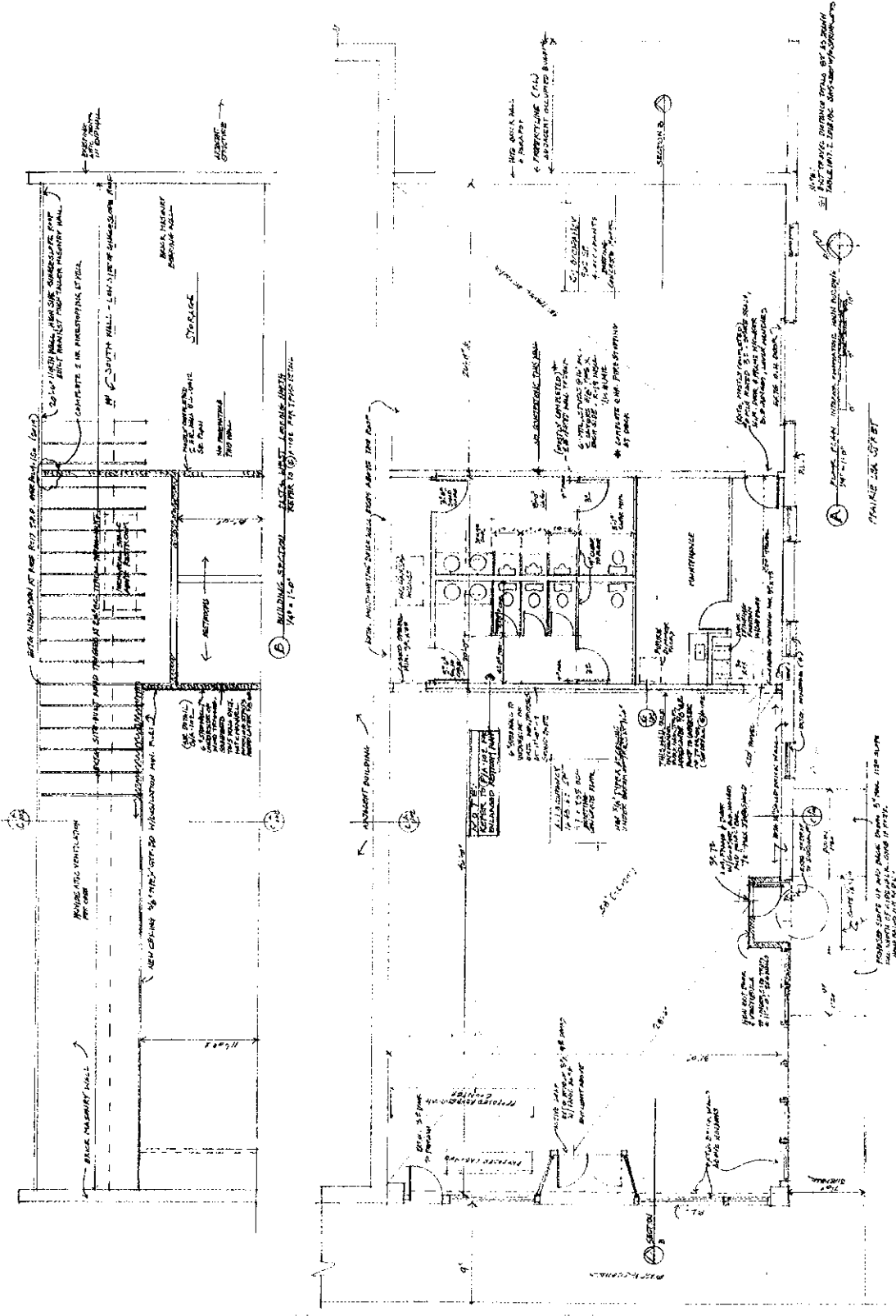
**COMPLIANCE WITH STANDARDS:** Although there are no design guidelines for the proposed improvements in the Historic Districts and Landmarks Ordinance, save for the pre-approved door provisions, the improvements are subject to approval of this Certificate for Alteration and the issuance of building permits.

**ALTERNATIVES:** None necessary.

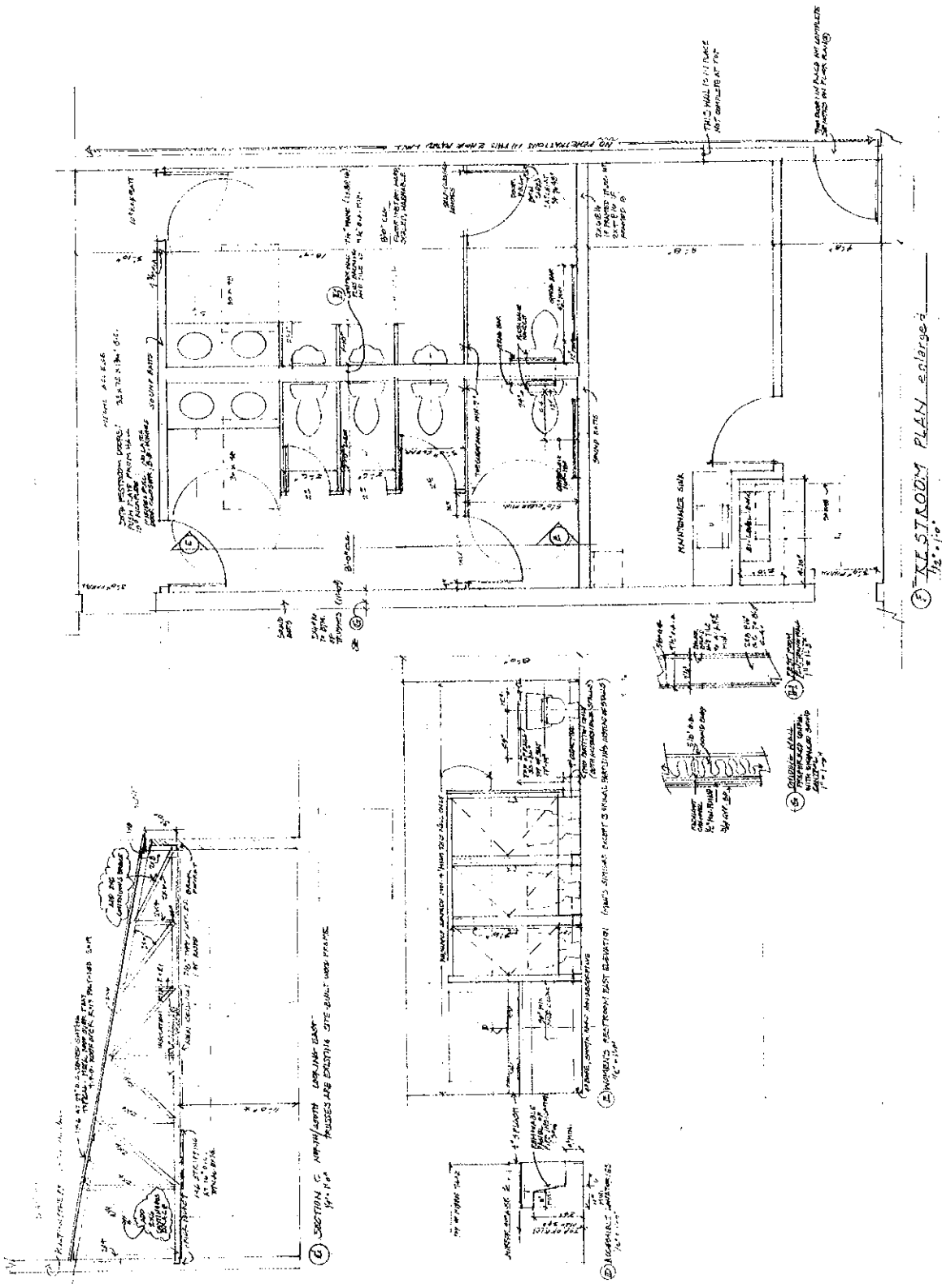
04/25/13

\* Door will be standard 3' x 6' 6" size.





ARCHITECT







# Lockhart TEXAS

## CERTIFICATE FOR ALTERATION APPLICATION

CFA-23-33

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

### APPLICANT / PROPERTY OWNER

APPLICANT NAME Lockhart Construction ADDRESS 523 Cibola St  
 DAY-TIME TELEPHONE 512-945-6540 Lockhart, TX 78644  
 E-MAIL lockhartconstructiontx@gmail.com -  
 OWNER NAME Gaslight-Baker Theatre ADDRESS Box 1152  
 DAY-TIME TELEPHONE 512-376-5653 Lockhart, TX 78644  
 E-MAIL Jason.bakertheater@gmail.com  
 PERSON DOING WORK Ponyboy Construction ESTIMATED COST \$128,447.00/yr

### PROPERTY

LEGAL DESCRIPTION O.T. Lockhart, Block 13, Lot PT 5, 6  
 ADDRESS 218 S. Main, Lockhart, TX 78644 ZONING CLASSIFICATION CCB Commercial

### GENERAL INFORMATION

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, area, or district, as viewed from the exterior (Ord. 93-19, Sec. 11 and 12). A CFA is also required for interior work affecting load-bearing walls. A City Sign Permit and/or City Building Permit may also be required by City Code. **Only fully completed applications will be accepted.**

### PROJECT DESCRIPTION AND ATTACHMENTS

PLEASE INCLUDE PHOTOS OF THE PROJECT AREA WITH THE APPLICATION, AS WELL AS A DIAGRAM(S) OF THE PROPOSED WORK WITH DIMENSIONS, MATERIALS, METHOD OF ATTACHMENT TO THE BUILDING (IF APPLICABLE), TECHNICAL SPECIFICATIONS, ETC. THE DIAGRAM MAY BE HAND-DRAWN. ALL ATTACHMENTS MUST BE IN 8.5" X 11" FORMAT. PROVIDE A DESCRIPTION OF THE PROPOSED WORK HERE:

Ordinary Maintenance

Add new exterior door w/ egress clearance. Add structural tie ins @ trusses, update space w/ new restrooms, finished ceilings walls/floors, sloping of sidewalk in front of door above-referenced door.

**APPLICATION FEE OF \$50.00, payable to the City of Lockhart** Receipt Number: \_\_\_\_\_

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT, AND IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION.

APPLICANT SIGNATURE [Signature] DATE 10/4/23  
 PROPERTY OWNER SIGNATURE [Signature] DATE 10/4/23  
 HISTORICAL PRESERVATION COMMISSION APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_



# CERTIFICATE FOR ALTERATION- SCOPE OF WORK QUESTIONNAIRE

This form must be completed by the applicant for a Certificate for Alteration. The Lockhart Historical Preservation Officer (HPO) shall independently verify all information provided on the application and attached questionnaire. The HPO shall review the application and this questionnaire in an expedient manner and notify the applicant of the outcome of the review. Additional information may be needed to complete the application and review process. Final review and action on the application for the Certificate for Alteration by the Lockhart Historical Preservation Commission in a public meeting is required. Any required explanations to answers given shall be attached. The proposed improvements represented on this application will be the limit of construction and alteration work undertaken.

**Construction shall not begin prior to authorization by the approval of the Certificate for Alteration.**

Yes No Verified

## SCOPE OF WORK QUESTIONS

### Section One

- |                                     |                                     |                          |           |  |   |
|-------------------------------------|-------------------------------------|--------------------------|-----------|--|---|
| <input checked="" type="checkbox"/> | <input 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 City-designated Historic Landmark? What is its zoning designation? <u>Conservation</u><br>Check one: Historic Landmark <input type="checkbox"/> Historic District <input checked="" type="checkbox"/> <u>CCB</u> |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | <u>KW</u> |  | 2. Is this application for any construction or alteration work that is <b>NOT</b> described or defined as ordinary maintenance of a historic property? Is it more than limited "Ordinary Maintenance"?  |
| <input checked="" type="checkbox"/> | <input 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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input 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 type="checkbox"/> | <input 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 type="checkbox"/> | <input 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 type="checkbox"/> | <input 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 type="checkbox"/> | <input type="checkbox"/> | <u>KW</u> |  | 4. Has a permit been issued for any of the proposed work? Date: _____ Permit No. _____<br>Has any work actually started? <input type="checkbox"/> Describe: _____   |

### Section Three

- |                                     |                          |                          |           |  |   |
|-------------------------------------|--------------------------|--------------------------|-----------|--|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input 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 type="checkbox"/> | <input 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 type="checkbox"/> | <input 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 type="checkbox"/>            | <input type="checkbox"/> | <input 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"/> | <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?                                 |

Scope of Work Questions Verified By: Kevin Walker

Date of Verification: 10/14/23

Certificate No. CFA-23-33 Date Submitted 10/14/23

**Please Note:** 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.