

PUBLIC NOTICE

**City of Lockhart
Historical Preservation Commission
5:30 p.m. Wednesday, March 5, 2025
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 January 15, 2025 meeting.
4. Consider the minutes of the February 5, 2025 meeting.
5. CFA-25-05. Consider a request by Rob Brown of Main Street Investments, LLC, for approval of a Certificate for Alteration for the replacement of an exterior staircase handrailing and handrailing support posts on part of Lot 4, Block 19, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 101 S. Main St.
6. CFA-25-07. Consider a request by James Pitts of Yellow House Properties for approval of a Certificate for Alteration for a window sign on part of Lot 1, Block 23, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 103 E. San Antonio St.
7. Discussion and possible action regarding Commission meeting frequency and staff reports/presentations.
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 1:00 p.m. on the 27th day of February, 2025.

City of Lockhart
Historical Preservation Commission
January 15, 2025

MINUTES

Members Present: Christine Ohlendorf, Jerry Haug, Ron Faulstich, Marcia Proctor, Ray Ramsey, Frank Gomillion, Kevin Thuerwaechter

Members Absent: None

Staff Present: David Fowler, Kevin Waller, Romy Brossman

Public Present: Gabriel Morey (applicant, Agenda Item 5), Lindsey Trumper (applicant, Agenda Item 6), Jayden Williams

1. Call meeting to order. Chair Ohlendorf called the meeting to order at 5:30 p.m.
2. Elect Chair and Vice-Chair for 2025.

Commissioner Proctor moved to nominate Chair Ohlendorf and Vice-Chair Thuerwaechter to continue in their current roles. After conferring, the current Chair and Vice-Chair agreed to exchange roles so that Mr. Thuerwaechter would be Chair and Ms. Ohlendorf would be Vice Chair. Commissioner Ramsey seconded, and the motion passed with a vote of 7 - 0.

Newly-appointed Chair Thuerwaechter took the gavel to lead the Commission.

3. Citizen comments not related to an agenda item. None
4. Consider the minutes of the November 20, 2024, meeting.

Commissioner Gomillion moved to approve the minutes as presented. Vice-Chair Ohlendorf seconded; the motion passed by a vote of 7 - 0.

5. CFA-24-14. Consider a request by Gabriel Morey for approval of a Certificate for Alteration for two wall signs on part of Lot 1, Block 23, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 101 E. San Antonio St.

Planning Staff Kevin Waller provided a brief overview of the proposal via PowerPoint presentation. He reported that the applicant proposes to replace the two "Eldorado" signs on the Brock building with new signs for the future "Charlotte's" restaurant and bar. One of the existing signs is located on the East San Antonio Street wall façade, above the second-story windows, with the other sign on the North Main Street façade, above the side-entry door. The two proposed signs, one being a painted wall sign and the other a projecting wall sign, will be placed in the same locations as those they are replacing. The painted wall sign on the East San Antonio Street façade will read "Charlotte's" with a sunrise graphic above the text. This sign will feature a white, all-caps font against a black background.

The projecting blade-style wall sign on the North Main Street façade will feature the same content as the painted sign with the addition of "Lockhart, Texas" in an all-caps font beneath the business name. This sign will feature a black font against a white background. The sign material will be acrylic, situated within a metal box frame. This sign will utilize the same mounting bracket as the previous sign, with the addition of two overhead cables for additional reinforcement from wind gusts, to be fastened to the building through the mortar joints. Neither proposed sign will be illuminated. Staff recommends approval of both signs.

Applicant Gabriel Morey of 512 Bois D'Arc St. and Jayden Williams of 821 S. Main St. discussed the proposal. Mrs. Williams clarified that the sunrise graphic will, in fact, not appear on the painted sign on the E. San Antonio St. façade. She also noted that the projecting sign on N. Main St. will have the sunrise graphic, and clarified that the font will be white on a black background, similar to the painted sign.

Commissioner Proctor inquired as to whether the painted sign would overlap beyond the existing painted sign on the E. San Antonio Street façade.

Mr. Morey and Mrs. Williams confirmed that only the area of the existing sign will be painted over. No additional brick will be painted.

Commissioner Faulstich asked about the size of the existing mounted sign.

Mr. Morey replied that the sign projects 80 inches from the building. The new sign will be the same size as that existing, will be mounted to the existing base, and will not be illuminated. Also, the new sign will be supported by existing cable supports, so there will be no drilling into the brick.

Commissioner Gomillion moved to approve CFA-24-14. Commissioner Faulstich seconded; the motion passed by a vote of 7 - 0.

6. CFA-25-01. Consider a request by Lindsey Trumper for approval of a Certificate for Alteration for the repainting of the front wall façade to a different color on part of Lot 2, Block 17, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 110 S. Commerce St.

Mr. Waller reported that the proposal is for the repainting of the front wall façade of the subject property to a different color. A new commercial business will replace the former Good Things grocery store, and will offer coffee, small food items, plants, and gifts. The new color will be applied to the front façade both above and beneath the awning, and is proposed to be a tan shade. Mr. Waller explained that the applicant also proposes a sign for the business, which wasn't submitted in time for this meeting and will be presented at the next. Staff recommends approval of the repainting.

Applicant Lindsey Trumper, 7704 Manassas St., Austin, TX, introduced herself to the Commission. Mrs. Trumper explained that the paint color will be more of a tan-olive blend, and provided the Commission with paint chip samples.

Commissioner Faulstich moved to approve CFA-25-01. Commissioner Ramsey seconded; the motion passed by a vote of 7 - 0.

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

Mr. Waller reported that two applications for signage have been received for the next regularly scheduled meeting of February 5, 2025, the deadline of which to submit is January 22.

Commissioner Proctor asked for a status update on the plans for the former Carver School and downtown fire station enhancement projects.

Mr. Waller replied that he recently reached out to the owners of the former Carver School property for an update on the future building improvements, and that Planning Director David Fowler has contacted the Fire Department for an update on planned improvements to the downtown fire station. Following Mr. Waller's inquiry, he received an email from a representative of the Carver property, stating that there have been new developments in the pre-restoration phase which includes assessments of the building and property. Following the outcome of the assessments, the ownership group will be better prepared to answer questions of the Commission in a meeting.

Commissioner Faulstich asked for an update on the work being done on the roof of the Masur Building.

Mr. Fowler replied that we expect to receive a submission soon regarding the work on the roof, which would be a third item on the next agenda.

8. Adjournment.

Commissioner Faulstich moved to adjourn the meeting, and Commissioner Proctor seconded. The motion passed by a vote of 7-0, and the meeting adjourned at 5:52 p.m.

Approved: _____
(date)

Romy Brossman, Recording Secretary

Kevin Thuerwaechter, Chairman

City of Lockhart
Historical Preservation Commission
February 5, 2025

MINUTES

Members Present: Kevin Thuerwaechter, Christine Ohlendorf, Jerry Haug, Ron Faulstich, Marcia Proctor, Ray Ramsey, Frank Gomillion

Members Absent: None

Staff Present: David Fowler, Kevin Waller, Evan Olszewski, Romy Brossman

Public Present: Leigha and Ryan Struthers (applicants, Agenda Item 5), Lindsey Trumper (applicant, Agenda Item 6), Charlie Tames (applicant, Agenda Item 7)

1. Call meeting to order. Chair Thuerwaechter 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 January 15, 2025, meeting.

The Commission suggested that the minutes be revised to delete the arrival time of Commissioner Ramsey at 5:35 p.m., as he did arrive at the normal start time of 5:30 p.m.

A motion was not received regarding the January 15, 2025 minutes, therefore, the item will be presented at the next Commission meeting.

4. Site visit associated with CFA-25-04 (see Agenda Item 7 below for a summary of the proposal.)

The Commission departed at 5:32 p.m. for a site visit to the subject property at 103 South Main St., and returned at approximately 6:15 p.m.

5. CFA-25-02. Consider a request by Leigha Struthers for approval of a Certificate for Alteration for a window sign on part of Lot 1, Block 23, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 107 E. San Antonio St.

Planning Staff Evan Olszewski presented the application with images and maps. The proposed project is the installation of a new, white, vinyl window decal approximately nine square feet in size on the west storefront window. The decal will portray the store's logo and name. Also included in the proposal is a one-square-foot vinyl decal depicting the store's hours, which is exempt from the Certificate for Alteration and Sign Permit requirements. The proposed sign will replace an existing decal of similar size associated with the outgoing business in the same location. Staff recommends approval of the proposal.

Applicant Leigha Struthers, 1600 State Park Rd., Lockhart, TX, stated that she and her husband, Ryan Struthers, hope to get the sign approved so that the public is aware of their products and services.

Commissioner Gomillion moved to approve CFA-25-02. Commissioner Faulstich seconded; the motion passed by a vote of 7 - 0.

6. CFA-25-03. Consider a request by Lindsey Trumper for approval of a Certificate for Alteration for a sign on the front door glass on part of Lot 2, Block 17, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 110 S. Commerce St.

Planning Staff Kevin Waller presented the proposal. A new sign is to be affixed to the left, front door glass of the new "Thorn & Bred" retail establishment. This sign will feature the business logo including the name "Thorn & Bred" with gold and red lettering, and a red coffee cup with a cactus graphic below the text. Staff recommends approval.

Applicant Lindsey Trumper, 7704 Manassas Dr., Austin, TX, reported that she is looking forward to having the sign up in time for this coming First Friday.

Vice-Chair Ohlendorf moved to approve CFA-25-03. Commissioner Gomillion seconded; the motion passed by a vote of 7 - 0.

7. CFA-25-04. Consider a request by Charlie Tames of Gloria Group Partners, LP for approval of a revised Certificate for Alteration for the enlargement of a rooftop structure on part of Lot 1, Block 22, Original Town of Lockhart, on property zoned CCB (Commercial Central Business), and located at 119 W. San Antonio St.

Mr. Waller presented maps, photos, drawings, and renderings of the work done. On July 5, 2023 and September 4, 2024, the Commission approved various exterior and structural interior improvements to the "Joe Masur Building," one of which included a remodel and expansions of the rooftop elevator housing structure. In early November 2024, Staff discovered that the rooftop structure was being constructed at dimensions larger than what was approved by the Commission and represented on the approved building plans. According to the review of a conceptual elevation drawing for the rooftop structure as constructed, the length of the roof overhang extends 11 feet further southward from the structure than was approved and the height of the overhang is 7 inches higher than approved. According to an email discussion with the applicant on January 29, 2025, the project engineer determined that the larger dimensions of the roof overhang are necessary, due to potential issues with high winds. Staff recommends approval, based on the information provided by the applicant.

Vice-Chair Ohlendorf inquired about the communication timeline between discovery of the enlarged canopy and a discussion that occurred at the end of January 2025.

Mr. Waller confirmed that ongoing communications occurred between discovery and the January 2025 discussion.

Commissioner Proctor asked about the Building Official's role in issuing a Stop Work Order.

Planning Staff David Fowler explained that the Building Official issued a Stop Work Order upon discovery. The Building Official informed the applicant that any work done prior to tonight's meeting faces the risk of adjusting completed work if the new design is not approved by LHPC.

Commissioner Faulstich asked how the change was discovered.

Mr. Fowler reported that both the Planning Department and a tip from the community brought the canopy change to light.

Commissioner Gomillion asked for the reasoning of Staff's recommendation of approval.

Mr. Waller replied that the recommendation is based on the engineer's statement.

Applicant Charlie Tames, 2902 Windhill Cir., Austin, TX, stated that he has been in ongoing communication with City Staff regarding this issue.

Commissioner Faulstich asked why the design changes were not brought to the Commission prior to completing the work.

Mr. Tames replied that this was due to the fact that he was aware of a final inspection and that they knew there was going to be a final check.

Chair Thuerwaechter asked the applicant to reach out to the City if another significant change to the project is planned.

Mr. Tames agreed, and stated that he will also come back to the City regarding future signage.

Vice-Chair Ohlendorf asked if the rooftop space will affect the Certificate of Occupancy.

Mr. Tames replied that he wasn't sure. What's keeping them from opening are life safety items like sprinklers.

Commissioner Proctor commented that the ask-forgiveness-not-permission approach frustrates the Commission. We are open to input on how to improve communication.

The Commission went into discussion including procedural steps if not approved, the impact on the City skyline, the appropriateness of the structure on a historic building, and setting a precedent.

Commissioner Proctor moved to approve CFA-25-04. Commissioner Ramsey seconded; the motion passed by a vote of 4 – 3.

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

Mr. Waller reported that February 19th is the date for the next meeting. There will be one item on the agenda, which is the Marty Spellerberg property tax abatement for historic preservation, which includes a site visit.

Commissioner Proctor recommended a workshop to discuss issues including changes to the current historic ordinance and violation fees.

Mr. Fowler explained that for any violation, the standard remedy is to enforce double fees on the new building permit. There are civil penalties as well, which would need to be pursued with the City Attorney.

9. Adjournment.

Commissioner Faulstich moved to adjourn the meeting, and Vice-Chair Ohlendorf seconded. The motion passed by a vote of 7-0, and the meeting adjourned at 7:28 p.m.

Approved: _____
(date)

Romy Brossman, Recording Secretary

Kevin Thuerwaechter, Chairman



CFA-25-05

101 S MAIN ST

EXTERIOR STAIRCASE
HANDRAIL REPLACEMENT



SUBJECT PROPERTY



ZONING BOUNDARY

Scale 1" = 100'

STAFF REPORT

CERTIFICATE FOR ALTERATION

CASE SUMMARY

STAFF: Kevin Waller, Historical Preservation Officer / Senior Planner *KW* CASE NUMBER: CFA-25-05
REPORT DATE: February 26, 2025
MEETING DATE: March 5, 2025
APPLICANT'S REQUEST: Replacement of exterior staircase handrailing and handrailing support posts
STAFF RECOMMENDATION: **Approval**
CONDITIONS: None

BACKGROUND DATA

APPLICANT: Rob Brown
OWNER: Main Street Investments, LLC, c/o Rob Brown
SITE LOCATION: 101 S. Main St.
LEGAL DESCRIPTION: Part of Lot 4, Block 19, Original Town of Lockhart
EXISTING USE OF PROPERTY: Commercial
PROPOSED USE OF PROPERTY: Same
ZONING CLASSIFICATION: CCB (Commercial Central Business)

ANALYSIS OF ISSUES

PROJECT DESCRIPTION: The applicant proposes to replace the handrailing and handrailing support posts of the exterior staircase located on the north, side wall façade of the subject property. It is explained in the application materials that the replacements are necessary for insurance reasons, which require modification such that the handrail support posts are spaced no further than four inches apart. The new railing and supports will consist of 1.5-inch by 1.5-inch square iron tubing, painted black. The staircase steps and structural supports will remain the same.

COMPATIBILITY: The proposed handrailing and support posts are not out of character with the Courthouse Square Historic District. Other examples of exterior staircases, both to the side and rear of the buildings to which they are attached, can be found on the Square. The applicant cites the staircase attached to the south, side wall of the Commerce Café building, which features railing and supports similar to those proposed on the subject property.

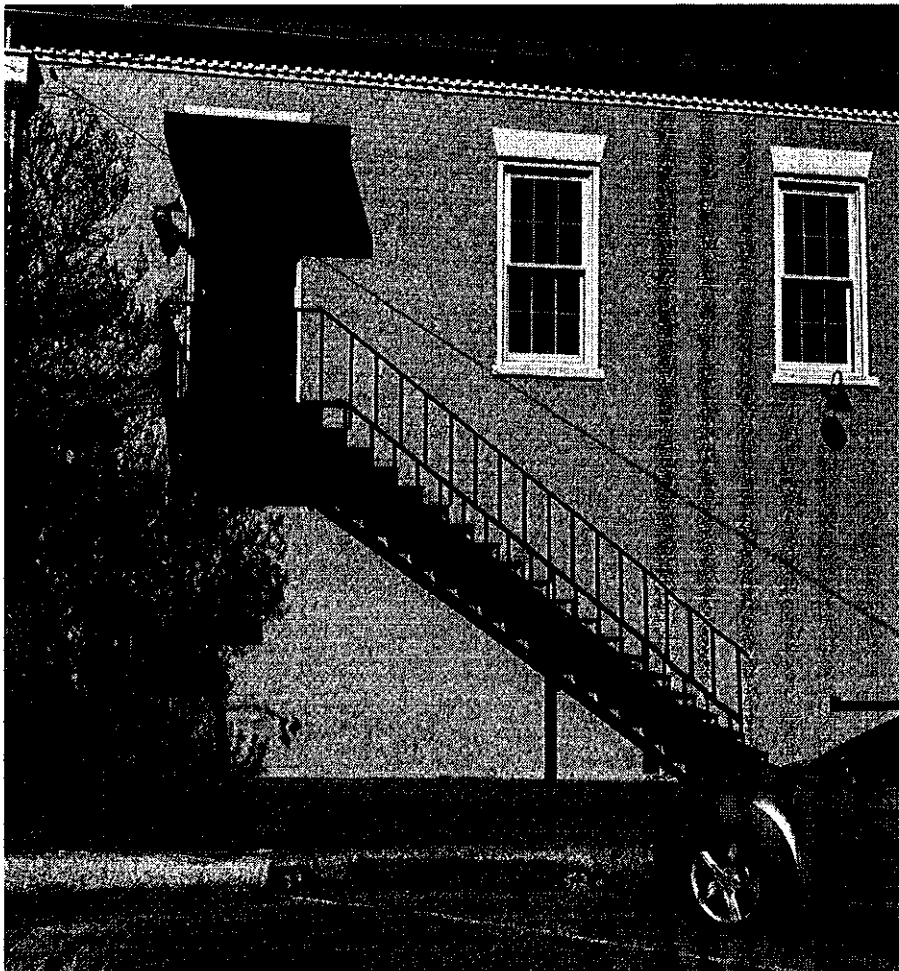
COMPLIANCE WITH STANDARDS: Although there are no design guidelines for the proposed improvements in the Historic Districts and Landmarks Ordinance, save for exterior fire-safety stairs which are not applicable in this case, the proposal is subject to approval of this Certificate for Alteration and the issuance of a building permit.

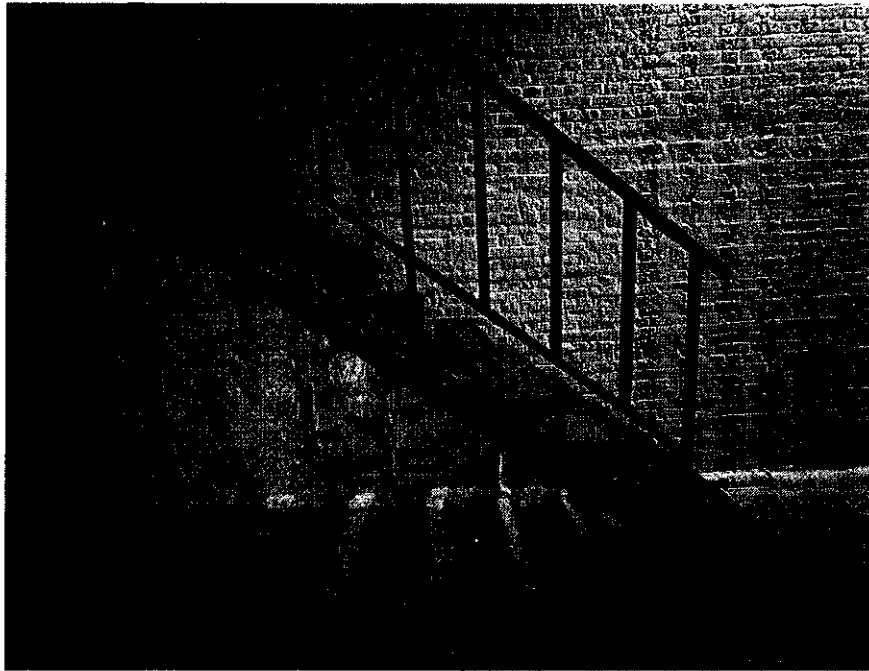
ALTERNATIVES: None necessary.

Existing Staircase at 101 S Main St:



Stairs at Commerce Café that we will replicate:





- New railing will be 1.5"x1.5" square tube
 - 42" tall railing on landing
 - 36"-38" railing on staircase
- 1.5" square tube posts and balusters no more than 4" apart.

Recommendation

24-1. Exterior vertical and/or horizontal railing members should be reduced to four inches or less.



Building 01 - Right Side



Lockhart TEXAS

CERTIFICATE FOR ALTERATION APPLICATION CFA-25.05

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

APPLICANT / PROPERTY OWNER

APPLICANT NAME Rob Brown
DAY-TIME TELEPHONE 310-880-9698
E-MAIL robbie.brown@me.com

ADDRESS 8398 FM 1322
Lockhart, TX 78644

OWNER NAME Main Street Investments LLC
DAY-TIME TELEPHONE 310-880-9698
E-MAIL robbie.brown@me.com

ADDRESS 8398 FM 1322
Lockhart, TX 78644

PERSON DOING WORK MS Structural

ESTIMATED COST \$9,000

PROPERTY

LEGAL DESCRIPTION O.T. LOCKHART, BLOCK 19, LOT PT 4
ADDRESS 101 S. Main Street, Lockhart, TX 78644 ZONING CLASSIFICATION DG 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:**

Remove existing handrail and posts of exterior staircase and replace with iron railing and posts to meet insurance requirements. Spacing between balusters to be no more than 4 inches. Railing and balusters to be painted black.

APPLICATION FEE OF \$50.00, payable to the City of Lockhart Receipt Number: R01354842

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 2/19/25

PROPERTY OWNER SIGNATURE [Signature] DATE 2/19/25

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>CCB</u>
Check one: Historic Landmark ___ Historic District <u>✓</u> |
| ✓ | ___ | KW | 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"? |
| ✓ | ___ | 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. _____
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: Kevin Waller

Date of Verification: 2/26/25

Certificate No. CFA-25-05 Date Submitted 2/19/25

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.



CFA-25-07

103 E SAN ANTONIO ST

WINDOW SIGN



SUBJECT PROPERTY



ZONING BOUNDARY

Scale 1" = 100'

STAFF REPORT

CERTIFICATE FOR ALTERATION

CASE SUMMARY

STAFF: Kevin Waller, Historical Preservation Officer / Senior Planner *KW* CASE NUMBER: CFA-25-07
REPORT DATE: February 26, 2025
MEETING DATE: March 5, 2025
APPLICANT'S REQUEST: Window sign
STAFF RECOMMENDATION: *Approval*
CONDITIONS: None

BACKGROUND DATA

APPLICANT: James Pitts
OWNER: Yellow House Properties
SITE LOCATION: 103 E. San Antonio St.
LEGAL DESCRIPTION: Part of Lot 1, Block 23, Original Town of Lockhart
EXISTING USE OF PROPERTY: Commercial
PROPOSED USE OF PROPERTY: Same
ZONING CLASSIFICATION: CCB (Commercial Central Business)

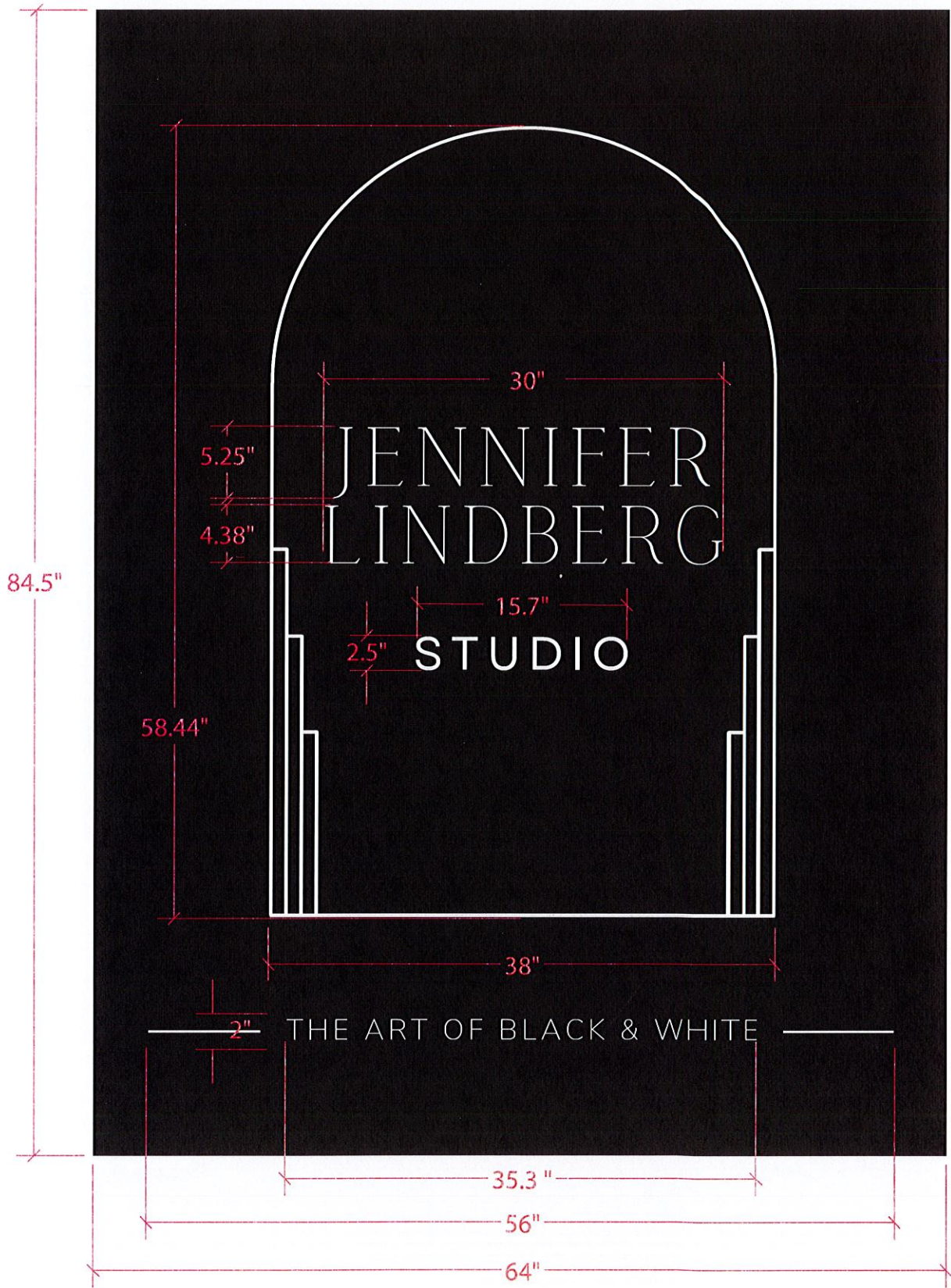
ANALYSIS OF ISSUES

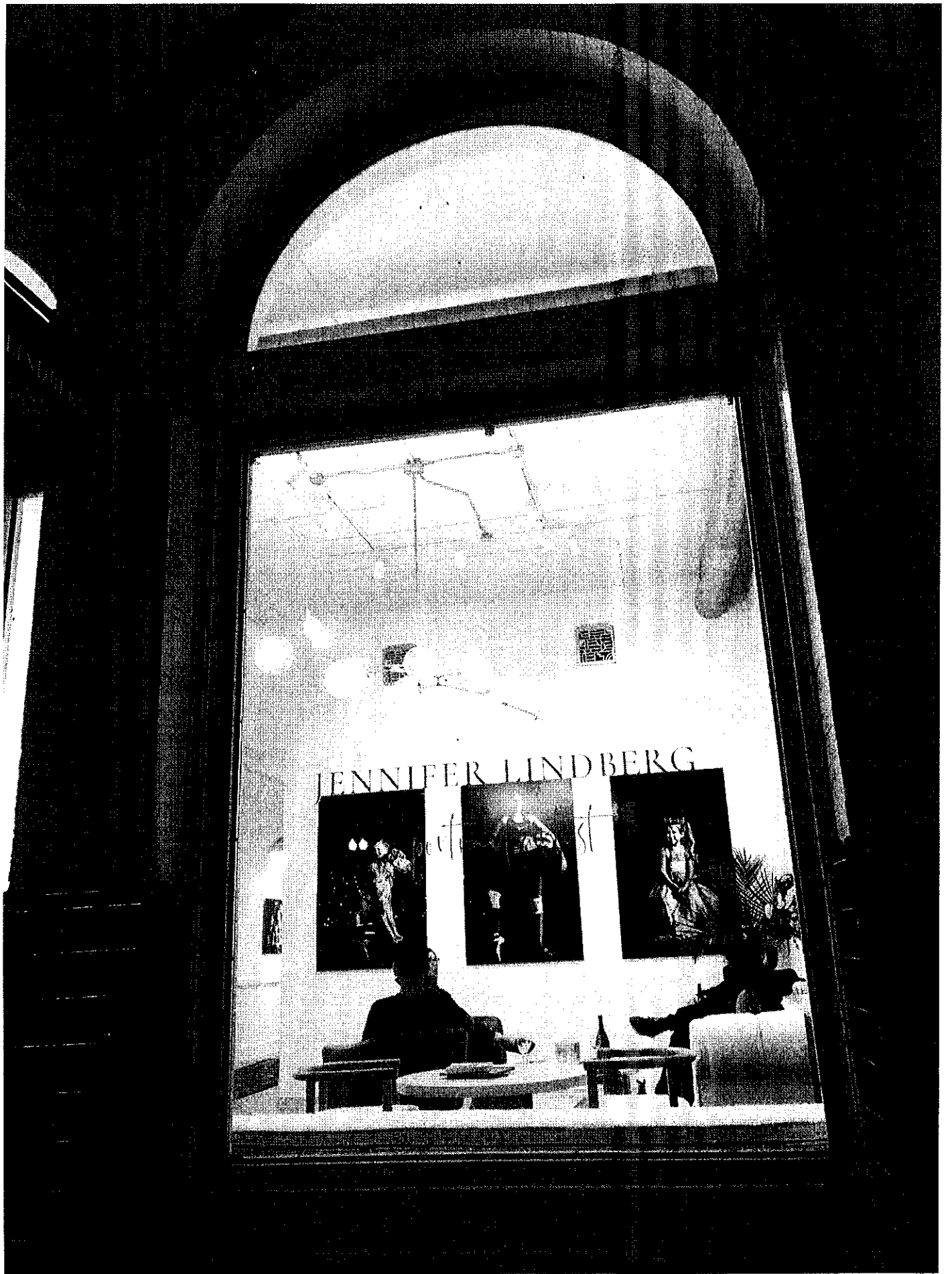
PROJECT DESCRIPTION: Proposed is a window sign for the Jennifer Lindberg Studio business establishment. The vinyl decal sign will be located in the main display window to the right of the front-door entry, replacing the current sign reading "Jennifer Lindberg, Portrait Artist". The proposed sign will include the updated business logo, reading "Jennifer Lindberg Studio" within an arch graphic, and "The Art of Black & White" beneath the arch. All lettering will be white and in an all-caps font. In addition, the existing hanging sign will be replaced with a new hanging sign of identical dimensions, reading "Jennifer Lindberg Studio", with "Est 2018" above the main text. Since this sign is simply replacing the existing sign board with a new board of identical material and dimensions, it is considered exempt from the Sign Permit and Certificate for Alteration requirements. Finally, the applicant is updating the phone number on the front door sign, which is under two square feet and considered an exempt sign per Section 46-7(19) of the Sign Ordinance.

COMPATIBILITY: The window sign is not of a scale or design that would detract from the character of the Courthouse Square Historic District. Other window signs are located along the same block as the subject property, including those for The Culinary Room retail store on the adjacent property to the west, and the Lisa & Co. beauty salon at 115 E. San Antonio St., among others.

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: None necessary.







JENNIFER LINDBERG

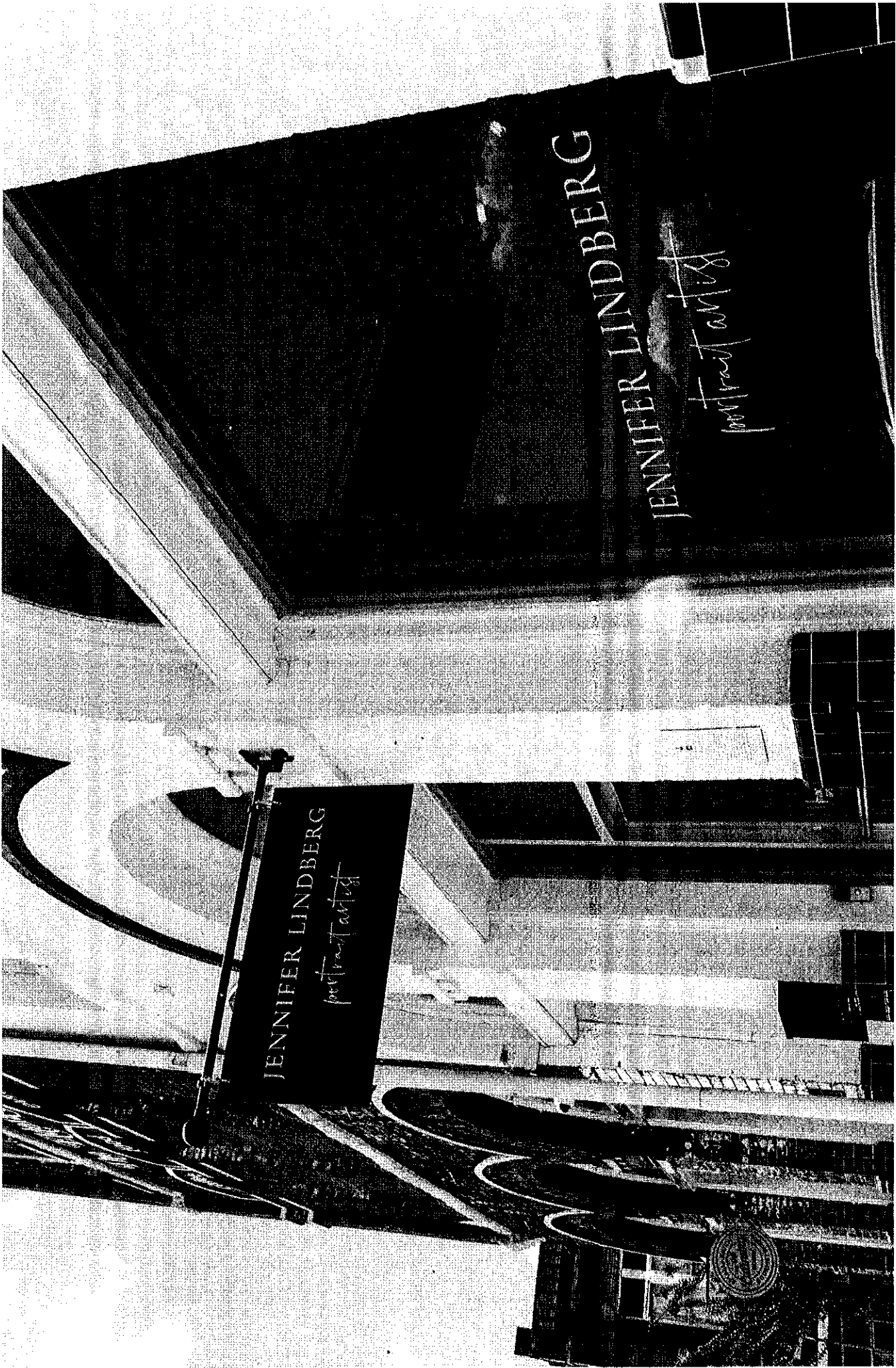
portrait artist

EST 2018

JENNIFER LINDBERG

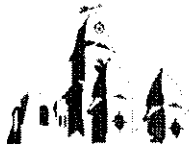
STUDIO

— New Sign Face for Hanging Sign—
(exempt from Certificate for Alteration and Sign permit requirements)



JENNIFER LINDBERG
portrait artist

JENNIFER LINDBERG
portrait artist



Lockhart TEXAS

CERTIFICATE FOR ALTERATION APPLICATION

CFA-25-07

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

APPLICANT / PROPERTY OWNER

APPLICANT NAME James Pitts
DAY-TIME TELEPHONE 512-917-4546
E-MAIL hello@jenniferlindberg.com

ADDRESS 401 S. Main Street
Lockhart, TX 78644

OWNER NAME Jennifer Lindberg
DAY-TIME TELEPHONE 512-576-2889
E-MAIL jenn@jenniferlindberg.com

ADDRESS 401 S. Main Street
Lockhart, TX 78644

PERSON DOING WORK American Color Labs

ESTIMATED COST \$ 500

PROPERTY

LEGAL DESCRIPTION Part of Lot 1, Block 23, O.T. Lockhart, Caldwell County, Texas
ADDRESS 103 E. San Antonio Street, Lockhart, TX 78644 ZONING CLASSIFICATION CCB

GENERAL INFORMATION

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PROJECT DESCRIPTION AND ATTACHMENTS

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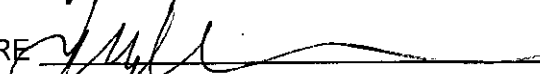
~~Replacing existing hanging sign over the door (same exact size) and sign on the door (changing phone number) as well as the sign on the front window (new logo). Please see attached.~~

530

APPLICATION FEE OF \$50.00, payable to the City of Lockhart Receipt Number: R0135591

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  DATE 02/16/2025

PROPERTY OWNER SIGNATURE  DATE 02/16/2025

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"/> | <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>CCB</u>
Check one: Historic Landmark <input type="checkbox"/> Historic District <input checked="" type="checkbox"/> |
| <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? <input type="checkbox"/> Describe: _____ |

Section Three

- | | | | |
|-------------------------------------|-------------------------------------|-----------|---|
| <input checked="" 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 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? |

Scope of Work Questions Verified By: Kevin Walker

Date of Verification: 2/26/25

Certificate No. CFA-25-07 Date Submitted 2/24/25

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 - 25 - _____

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 AMERICAN COLOR LABS

LICENSE NO. _____

DAY-TIME TELEPHONE 512-454-5222

ADDRESS 1606 Headway Cir,

E-MAIL contact@aclaustin.com

Austin, TX 78754

OWNER NAME JENNIFER LINDBERG

ADDRESS 401 S. Main Street

DAY-TIME TELEPHONE 512-576-2889

Lockhart, TX 78644

E-MAIL jenn@jenniferlindberg.com

PROPERTY

ADDRESS OR GENERAL LOCATION 103 E. San Antonio Street, Lockhart, TX 78644

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 Photography Studio

NAME OF BUSINESS TO OWN OR USE PROPOSED SIGN Jennifer Lindberg Studio

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

7 foot 633.36 sq ft = 44.3 sq ft total allowed sign area
Existing Signage = 4.1 sq ft
Proposed Sign = 26.625 sq ft

CHARACTERISTICS OF SIGN

IF ATTACHED SIGN, TOTAL AREA OF BUILDING FACADE ON WHICH LOCATED 633.36 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) 26.625 SQ. FT.
ILLUMINATION XX 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 \$100, PLUS \$1.00 PER EACH SQUARE FOOT, (applied to only one side of double-faced signs), APPLICATION FEE OF \$ 126.63
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 2-16-25
PRINTED OR TYPED NAME Jannite Lindberg

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 - 25 - _____ CERT. FOR ALTERATION NUMBER CFA - 25 - 07
DATE _____ FEE \$126.63 RECEIPT # _____

TO: Lockhart Historical Preservation Commission
FROM: David Fowler, AICP, Planning Director
SUBJECT: Historic Preservation Commission meeting frequency and practices
DATE: February 12, 2025

Dear Commissioners:

This item is included on the agenda to offer the members of the Commission a chance to offer feedback on the scheduling of Commission meetings and the production of staff reports and meeting presentations. One of the motivating factors for scheduling this item is the high frequency of meetings, with the Commission often having to meet twice monthly, only to review 1-2 sign or exterior painting proposals at each meeting. The other factor is the desire to gain feedback on the preparation and presentation of more complex certificates for alteration cases related to new construction and renovation of existing structures.

Currently the Historic preservation commission meets twice monthly. As several new businesses have opened in existing spaces within the district, City staff has received numerous applications for exterior repainting or new signs. Applying for the historic review of these items is often treated as an inconvenience by the applicants, resulting in submission of materials for review the same week as packet publication, often with poor standards of illustration. One possible practice change to increase the quality of submissions would be to require the submission 2-3 weeks prior to the meeting date, allowing for review and correction of applications. Another possible improvement would be to require full color renderings of all proposed changes. Another possibility is the reduction of the number of times the Commission meets per month from twice to once. From my perspective, the frequency of meeting dates leads to many rushed applications turned in at the last moment to get a CFA review on a meeting agenda.

To ensure higher quality construction-related submissions, several possible practice changes could be implemented. Among these are a submission deadline 2-3 weeks before the Commission meeting date, staff description of compatibility with the Secretary of the Interior standards in staff reports, and the distribution of full color 11 x 17 prints of the application materials in the meeting packets. The greater potential impact of construction-related applications creates another potential argument for once monthly meetings, as applicants often seem to be motivated by speed of approval rather than quality of submission in submitting applications for sensitive projects such as these, which have the potential to greatly affect the future of our historic district and landmarks.